

The Dalles



Annual Budget

1990-1991

"A government is an instrument of service only insofar as it is based upon the will and consent of the people. . . ."

CITY OF THE DALLES
CITY MANAGER'S OFFICE
JUNE 21, 1990

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CITY OF THE DALLES, OREGON

Recapitulation 1990-91

Fund	Proposed Expenditures	Other Resources	Taxes To Balance
GENERAL FUND			
City Council	\$ 54,500		
City Manager	130,873		
City Clerk/Citizens Assistance	97,724		
Legal & Judicial	149,752		
Finance	1,164,442		
Police	855,379		
Fire	604,784		
Ambulance	190,133		
Com. & Econ. Dev.	164,927		
Project Management	69,792		
Library	500,938		
Personnel	51,893		
TOTAL GENERAL FUND	\$ 4,035,137	2,397,104	1,638,033
WATER FUND			
	\$ 1,877,315		
TOTAL WATER FUND	\$ 1,877,315	1,877,315	
WASTEWATER TREATMENT & SANITARY SEWER			
	\$ 983,418		
TOTAL WASTEWATER FUND	\$ 983,418	983,418	
Operations	\$ 965,095	965,095	
Airport	154,380	154,380	
Energy Fund	35,342	35,342	
Water Bond Debt Fund	3,182,553	2,919,117	263,436
Improvement Fund	333,910	333,910	
Debt Service Fund	207,580	207,580	
Water Bond Reserve	0	0	
Crime Prevention	2,500	2,500	
Sewer Special Reserve	982,400	982,400	
Fire Department Reserve	89,999	89,999	
Ambulance Reserve	1,335	1,335	
Water Department Capital Reserve	331,729	331,729	
Wastewater Treatment Reserve	375,000	375,000	
Public Works Reserve	125,150	125,150	
Water System Capital Improvement	1,587,928	1,587,928	

Fund	Proposed Expenditure	Other Resources	Taxes to Balance
LCDC	8,994	8,994	
Parks Reserve	1,341	1,341	
Unemployment Reserve	81,238	81,238	
Special Corp of Engineers Reserve	149,000	149,000	
Tourist Promotion Fund	186,200	186,200	
Vietnam Memorial	2,222	2,222	
Water Dept. Eq. & Fac. Reserve	112,000	112,000	
Kelly Avenue Landslide	210,461	210,461	
Wastewater Collection Replacement	120,000	120,000	
Bridge Replacement	112,220	112,220	
Senior Center Grant	3,180	3,180	
FAA Grant Improvement	76,509	76,509	
FAA Grant Master Plan	40,000	40,000	
GRAND TOTAL ALL FUNDS	\$16,374,136	14,472,667	1,901,469

1990-91 Tax Base	\$ 1,301,770	Total Taxes to Balance Budget	\$1,901,469
Special Levy	602,907	Estimated Taxes	
Total General Fund	1,904,677	not to be Rcv'd	<u>309,529</u>
Exempt Water Bonds & Interest	<u>306,321</u>		
TOTALS	\$ 2,210,998		\$2,210,998



CITY of THE DALLES

313 COURT STREET
THE DALLES, OREGON 97058

(503) 296-5481

TO: Members of the City Budget Committee DATE: May 22, 1990

FROM: Bill Keyser, City Manager *Bill Keyser*

RE: Fiscal Year 1990-91 Budget Message

I. INTRODUCTION

The 1990-91 budget message is designed to provide the Budget Committee and the community with a clear understanding of the City's current financial situation and to provide a detailed action plan to be implemented in FY 90-91. In addition, the FY 90-91 proposed budget is framed with a view of the direction this City is going over the next five year period. The direction outlined in this budget has been established considering the Ten Year Capital Improvement Plan and with a view toward the future.

The FY 90-91 budget message outlines the major problems facing the community, what the City intends to do to solve those problems and chronicles the necessary objectives to be achieved by the departments. This is a message calling for the Budget Committee to make decisions and through this action for management and City Council to set policy and direction that will benefit the community in FY 1990-91 and beyond.

The needs of the community are propelling City Council and staff in a decisive direction, one of challenge, opportunity and risk that will support improvement and expansion of infrastructure, economic development and growth, and enhanced public services. A willingness to work together, cooperation, consistency of policy and objectives, positive action, and a commitment to excellence are key ingredients to community success as we move towards the future.

Our City is a major corporative business in this community and the Mid-Columbia region. We are in the business of providing essential City services such as Water and Wastewater Utilities, Transportation and Buildings Maintenance, Public Safety in Police, Fire, Ambulance service, City-County Library, Finance Department services, Airport services, Citizens Assistance. These business divisions of our City exist to make The Dalles a pleasant

place to live, work, and to visit. In addition, they exist to help improve and build the community. The activities of tourism in the Columbia River Gorge National Scenic Area, siting of the Columbia Gorge Visitors Center, a Regional Museum, and commercial/industrial development all will play a very critical roll over the next five years for the community and the region. Our municipal budget and policies should maximize our potential within the limitations of the Fiscal Year 1990-91 Budget.

What we do and how we conduct business as a municipal corporation will have a direct bearing on The Dalles' image and this City's effectiveness in the Community, the Region and the State.

II. CITY COUNCIL VISION AND GOALS

In 1988 City Council, along with other public and private entities, approved a 30 year vision statement. The vision statement established a picture of the future for all of us to move and work toward. Additionally, the vision statement begins to focus us all on certain decisions that must be made over the next 30 year period as this community postures itself as a regional leader in planning, development, tourism, and a pleasant place to live. See Attachment.

In December of 1989, City Council established specific goals to be carried out in 1990-91. Not all of the goals can be achieved in the year, but the proposed budget begins the process to achieve many of City Council's goals. The priorities for this budget clearly reflects many of the goals established by City Council and will intern prioritize the efforts and tasks of staff and the community. The City Council goals for FY 90-91 are attached for your information.

III. FY 1990-91 BUDGET PROCESS

The 'zero base' concept was applied in constructing the FY 90-91 Annual Budget for each department. Departments were provided with a budget manual and guidelines to analyze every employee position, expenditure, infrastructure and piece of equipment against City Council goals. Proposed departmental budgets were very thoroughly scrutinized, expenditures prioritized, and measured against anticipated revenues. This budget has been prepared with the objective of meeting City Council's decision not to expand the tax revenue in seeking renewal of the existing City Tax Levy for the General Fund for FY 90-91.

Following the development of the departmental budgets, the Finance Department began the task of computing the final proposed budget document figures. With completion of this task, it becomes the responsibility of the Budget Committee to review, revise as appropriate and act on this proposed budget.

Oregon law provides that an equal number of Council members (5) and citizens (5) sit as equal members of the Budget Committee. This provides that citizens as well as elected officials will have equal say as to how much money will be appropriated in given departments and for various City sponsored programs and projects.

IV. FINANCIAL POSITION

The proposed budget is presented as a balanced budget, and anticipates voter approval of a one year tax levy in the amount of \$602,907. The proposed expenditures relate to and match the anticipated revenues.

The proposed budget as applies to the Utilities enterprise funds reflects customer service rate increases of 26.5% in the Water Fund and 23.5% in the Wastewater Fund. These rate adjustments reflect revenue enhancement needs to meet inflationary rates, wage/benefit negotiation settlements for the various bargaining units, depreciation recovery, and capital projects necessary to state and federal mandates and improvements to various infrastructure and equipment.

It is very important that the Budget Committee realize that General Fund departmental budgets reflect little or no facilities or service enhancements. In order to live within the anticipated revenues and considering no increase in the City one year tax levy, all departmental systems and facilities enhancement projects proposed were necessary to be reduced or cut entirely, and in some cases services reduced or eliminated.

As you review the departmental identifications within the budget you will notice some differences from current FY 1989-90 Budget provisions.

I am very grateful to each of the City department heads for their patience, dedication, energies applied and commitment to the budget process that produced the document before you for FY 1990-91.

A. PERSONNEL

With the exception of a Resource Assistant (Clerical) position provided in the City Clerk/Citizens Assistance Department there are no new positions contained in this proposed budget.

This Budget provides for the elimination of the Codes Enforcement Officer Position currently funded in the 1989-90 FY Budget. Revenues are not available to fund the continuance of this position nor the materials and supplies that support the Codes Enforcement Department.

Many of the City departments are functioning at reduced staff levels and in some cases are in very serious staffing situations.

V. CHANGES

The proposed FY 1990-91 Budget contains some changes that should be brought to your attention. In summary, following is a highlighting of the changes.

- A. The proposed budget eliminates the Codes Enforcement Department and Officer. Normal duties will be shared between the Community & Economic Development Department and the Public Safety Department.
- B. The Finance Department has replaced the former General Services Department. All City finance/purchasing needs are provided by this department. The Budget provides for a full time CPA finance director.
- C. The Personnel Department is created and will provide a full time personnel management program covering all City departmental needs. This position is directly responsible to the City Manager.
- D. The Transportation and Buildings Division replaces the former Operations Department, and is folded into the Community & Economic Development Department for management control as a management division.
- E. The Projects Management/Engineering Department is created and serves directly responsible to the City Manager. This function was formerly identified in the old Operations Department.
- F. The Utilities Department now consists of only two major divisions. The Environmental Services Division includes Water Treatment, Wastewater Treatment, and the Water Quality Monitoring Laboratories. The Utilities Services Division includes Water Distribution Operations, Wastewater Collection Operations, Watershed Maintenance, and Water Treatment Plant Maintenance functions.
- H. The Convention & Visitors Bureau budget is incorporated into this proposed budget as an identified department.

- I. Community & Economic Development Department identifies two separate and distinct management divisions:

- I.1 - Economics Development/Planning Division
- I.2 - Transportation & Buildings Division

These changes will allow for improved efficiency and economy and will provide for improved management opportunities by defined responsibility.

VI. CONCLUSION

The FY 90-91 budget proposal includes the funding to begin to meet the immediate and long term needs of the City. Concepts included in this budget are:

- A. 5% cost of living for all City Employees.
- B. \$68,000 to begin a program of separating storm and sanitary sewers as mandated by state and federal regulations.
- C. \$18,000 to begin a program of water main enhancement, 2" replaced to 6" DIP.
- D. \$10,000 for consultant services to continue the development of the Urban Renewal Program.
- E. \$70,000 for replacement of a depreciated and over extended Water Department Telescope Boom Truck.
- F. \$38,000 for Chlorine Leak Detection Alarm System in Water & Wastewater Systems.
- G. \$45,000 to Chip Seal W. 9th. Street from Union to Cherry Heights Street.
- H. \$35,000 to Chip Seal 4th Street from West 3rd Place to 4th Street Grade.
- I. \$25,000 for Slide Area Street Repair, Jefferson to 16th Place.
- J. \$2,370 - Airport Furniture & Fixture Enhancement
- K. \$19,820 - Fire Department-Fire Hose & Assessory Replacement
- L. \$4,000 - Personal Computer for Finance Department

The FY 90-91 proposed budget is the result of a great deal of time and effort by a great many City staff members. Specifically, I want to recognize and thank Jo Gray, Don Gower, Sherry Walker, Sue Kennedy, Cindy Wilson, and Julie Krueger who put in many hours, evenings and weekends to complete the budget document.

Staff now stands ready to present their individual department budgets, to respond to your questions and to work with the Budget Committee to finalize the Fiscal Year 1990-91 Budget.

APPROVED BY
CITY COUNCIL ON
JANUARY 2, 1990

PROPOSED FISCAL YEAR 90-91 GOALS

Following is the prioritized listing of FY 90-91 City Goals as developed at the Annual "Advance" on December 8 and 9, 1989.

1. Accounting Procedure and Systems (CC-6, BC-4, Total 10)

Implement new accounting procedures which comply with applicable laws; accurate, timely and complete reports; gain the confidence and trust of citizens.

All City departments research and develop operational systems and implement them including procedure manuals and detailed job descriptions.

Complete the plan for records retention and begin implementation.

2. ALTERNATIVE REVENUE SOURCES (CC-5, BC-4, Total 9)

By June 30, 1991, develop and implement significant alternative sources of financing. Investigate a City sales tax.

(Tie) 3. CONSOLIDATIONS (CC-3, BC-4, Total 7)

Continue consolidation efforts, explore other methods of combining services (example: fire consolidation, water, police, schools, roads, planning, contracting, purchasing).

(Tie) 3. URBAN RENEWAL (CC-4, BC-3, Total 7)

Complete and begin implementation of the urban renewal plan projects. Begin planning to locate the new state office building. Build a new Post Office building in The Dalles.

(Tie) 3. EXTEND 2ND STREET (CC-2, BC-5 Total 7)

Improve the connection between West 2nd and West 6th Streets. Acquire the R.O.W. or at least right of first refusal for the R.O.W. Extend West 3rd across Mill Creek to open up the Mill Creek Motel property.

4. UTILITIES (CC-3, BC-3, Total 6)

Maintain our investment, begin implementing Utilities Master Plan.

5. PUBLIC RELATIONS AND COOPERATION (CC-2, BC-3 Total 5)

As perceived by the public, mend dissention within the City Council and implement cooperation between the Council, Trade Center Association and Chamber of Commerce to foster optimism with citizens regarding City government. Continue efforts at building community cooperation. Implement strategies for regular public relations for the City through a bi-monthly or quarterly news letter. Explain what City government does and how we do it.

(Tie) 6. POLICE (CC-2, BC-2, Total 4)

Provide funds for police force, health and safety. Provide for additional staff and make police a priority.

(Tie) 6. 19TH STREET (CC-3, BC-1, Total 4)

Open and extend 19th Street.

7. COMPUTER SYSTEM (CC-3, BC-0, Total 3)

Select, install and train staff on the new computer system.

8. BUILDING OFFICIAL (CC-2, BC-0, Total 2)

Re-establish the position of Building Code Official.

9. TOURISM (CC-1, BC-0, Total 1)

Get Wonderworks located downtown; increase funding for tourism marketing and services with development of a regional effort.

10. VOLUNTEERS (CC-1, BC-0, Total 1)

Enhance and utilize all volunteer resources in the community.

11. WATER PRESSURE (CC-1, BC-0, Total 1)
Correct the water pressure problem above (south) of 19th Street.
12. COMMUNITY APPEARANCE (CC-0, BC-1 Total 1)
Develop a plan for making residential areas a place to be proud of.
13. ECONOMIC DEVELOPMENT (CC-0, BC-1 Total 1)
Implement a strategy for identifying and attracting new businesses for The Dalles.
14. CITY HALL (CC-0, BC-1 Total 1)
Develop a plan for the use of City Hall with a look at moving Police and Fire.
15. BRIDGE AND STREET (0)
Widen the 6th Street bridge and put a four-way stop at 2nd and Webber.
16. ENGINEERING (0)
Determine if it is cost effective to have an in-house engineering department.
17. CONTRACT EMPLOYEE EVALUATION (0)
Design and implement an employee evaluation program for the City Manager, City Attorney and Municipal Judge.
18. ANNEXATION (0)
Speed up efforts to annex property into the City.
19. VISUAL APPEARANCE (0)
Continue to improve the visual character of the City as seen from I-84.

CITY COUNCIL 30 YEAR VISION

The vision statement was developed at the City Council Advance held on July 8 and 9, 1988, and later refined by a City staff committee. The following are projected to be accomplished activities within a thirty year period and are not intended to be City Council goals.

1. City-Wide Accomplishments

- a. All America City award.
- b. The existing unincorporated urban area will have been annexed.
- c. Population will be between 20,000 and 25,000.
- d. There will be more retired residents of The Dalles.
- e. The Dalles will be a community with friendly, happy people.

2. Community Appearance and Livability

- a. Riverfront Park will be completed.
- b. A clean and attractive community will draw people into the City from the interstate highway.
- c. Areas experiencing deterioration will be revitalized.
- d. A comprehensive plan with planned growth.
- e. A full-service community college is available.
- f. The Mill Creek Greenway and walkway is completed.
- g. There is a tree plan and planting is encouraged.
- h. The Dalles becomes a designated tree city.

3. Public Facilities and Services

- a. All arterial streets widened and improved to City standards.
- b. An alternate route between downtown and west shopping district is completed.
- c. A new water system with the Columbia River and other appropriate sources serving as a reliable supply.
- d. There will be a public transportation system.

4. Economic Development

- A. Lower tax rate based on a broadened tax base.
- B. A diversified stable economy will exist which provides more job opportunities for younger adults.
- C. The Dalles Industrial Center is fully developed.
- D. The Visitor Industry:
 - (1) The Dalles is known as the "Gateway to the Columbia River Scenic Area".
 - (2) The Dalles will be a destination point for visitors with the Columbia Gorge Interpretive Center and a conference center.
- E. Retail Business:
 - (1) The Dalles is the center of the Mid-Columbia market area.
 - (2) Downtown traffic is rerouted for a pedestrian-oriented mall to strengthen downtown business.
 - (3) Historic motif and improved facades for downtown attracts visitors.

5. Government

- a. Home rule county.
- b. School District 9 and 12 consolidation.
- c. City-County police consolidation or State contract.

6. Community Cooperation:

Public and private groups are working to implement the vision and image without regard to turf.

DEPT. 1 GENERAL FUND REVENUE		BUDGET			
		FUND: 11 GENERAL			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	ADOPTED
ITEM					
=====					
REVENUE					
TAXES					
40010	TAXES/CURRENT YR	1,419,091.69	1,362,773.13	1,574,709.00	1,638,033
=====					
TOTAL TAXES		1,419,091.69	1,362,773.13	1,574,709.00	1,638,033
=====					
OTHER REVENUE					
40101	BEGINNING BALANCE	145,000.00	272,246.00	805,564.00	740,000
40102	BACKTAXES/INTEREST	169,199.52	186,949.60	175,000.00	175,000
40521	INTEREST ON SAVINGS	65,510.95	68,313.71	70,000.00	65,000
41110	CABLE FRANCHISE	28,775.84	29,134.77	22,000.00	22,000
41111	PUD	147,368.05	120,403.16	140,000.00	140,000
INTERGOVERNMENT					
AGREEMENT					
41112	PACIFIC NW BELL		7,862.21		
41113	NW NATURAL GAS	24,197.28	22,740.87	25,000.00	25,000
41114	THE DALLES DISPOSAL	11,210.60	12,312.44	11,000.00	17,000
41115	UNITED FRNCHS TAX	42,884.83	17,302.39	40,000.00	30,000
42201	STATE FOR LIBRARY		4,548.00		
42202	COUNTY FOR LIBRARY	98,584.00	101,760.00	107,866.00	114,338
42205	TREATY OAK/LIBRARY	14,461.21			
42206	LSA GRANT/LIBRARY	7,200.00		3,809.00	3,809
42207	WRFPD FOR 911	16,236.00	4,059.00		
42209	WASCO COUNTY FOR 911	64,936.00	(64,936.00)		

43221	STATE LIQUOR AND AMUSEMENT	68,075.02	54,984.93	65,500.00	55,000	55,000
43222	HOTEL/MOTEL TAX FUND	152,601.10	158,923.69	158,000.00	155,000	155,000
43224	STATE CIGARETTE TAX	37,523.68	31,208.35	36,464.00	36,000	36,000
43225	STATE SHARE OF 911	27,179.50	21,484.92			
43228	STATE SHARE OF CRIME ASSISTANCE	1,080.00	2,640.00	3,000.00	3,000	3,000
44310	PARKING PERMIT REV.	1,200.00	2.00			
44311	MISC FEES & LICENSES	3,790.97	1,813.42	6,000.00	3,000	3,000
44312	BUILDING PERMITS	26,694.78	25,508.44			
44314	TOWING SERVICE/ UNATTENDED CARS	2,420.50	3,218.83	5,000.00	1,500	1,500
44315	AMBULANCE SERVICE	134,293.50	143,226.38	115,000.00	115,000	115,000
44320	REIMBURSEMENT - COURT AAL			1,500.00		
44321	COURT FINES AND FORFEITURE	60,553.50	77,631.23	80,000.00	107,000	107,000
44322	LIBRARY FINES	1,806.26	2,103.58	1,642.00	3,000	3,000
44394	MISC SALES & SERVICE	14,826.11	66,988.94	1,000.00	30,000	30,000
44601	LAND SALES					
44730	RENT FROM ART CNTR.	1,200.00	300.00	1.00	1	1
46201	STATE REVENUE SHARING	48,700.79	52,251.18	48,000.00	50,000	50,000
47712	RECEIVED FROM WATER FUND	65,506.00	70,746.00	42,667.00	117,388	117,388
47713	RECEIVED FROM WASTE WATER TREATMENT	45,812.00	49,477.00	45,252.00	59,410	59,410
47714	RECEIVED FROM OPERATIONS	29,775.00	32,157.00	34,798.00	49,158	49,158
47716	RECEIVED FROM WATER TREATMENT	3,146.00	3,398.00	60,563.00		
47720	RECEIVED FROM IMPROVEMENT FUND	42,459.40		15,259.00	20,300	20,300
47725	RECEIVED FROM ST & BRIDGE REPLACEMENT			6,140.00	6,200	6,200
47729	RECEIVED FROM AGENCIES/TELEPHONE	242.00				
47734	RECEIVED FROM PROPERTY RENT	21,993.00	6,808.00	8,000.00	10,000	10,000

6,100.00

AMBULANCE RE

LIBRARY GIFTS

LSCA TITLE II GRANT

LSCA TITLE VI GRANT

FOUNDATION GRANT

4,175
109,500
25,000
105,325

4,175
109,500
25,000
105,325

TOTAL OTHER REV.

1,626,443.39 1,587,568.04 2,140,125.00

2,397,104

2,397,104

TOTAL REVENUE

3,045,535.08	2,950,341.17	3,714,834.00
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4,035,137

4,035,137

DEPARTMENT TOTAL

BUDGET

DEPT. 37 CITY COUNCIL

FUND: 11 GENERAL

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
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REQUIREMENTS

PERSONAL SERVICES

TOTAL PERSONAL SERVICES

CONTRACTURAL SERVICES

61 LABOR NEGOTIATIONS
61201 ANNUAL AUDIT

				15,000.00	8,000	10,500	8,000
							10,500

TOTAL CONTRACTURAL SERVICES

MATERIALS AND SERVICES

62241 NOTICES AND
PUBLICATIONS
62301 OFFICE SUPPLIES
62411 TRAINING AND
CONFERENCES
62412 MEMBERSHIP DUES
AND SUBSCRIPTIONS
62471 LEGISLATIVE LOBBYING
62472 EXPENSE REIMBURSEMENT
62481 MISC. EXPENSE

				200.00	500		500
				200.00	500		500
				2,400.00	8,000		8,000
				1,500.00	12,000		12,000
				4,000.00	1,500		1,500
				800.00	3,000		3,000
				500.00	500		500

62 RECRUIT CITY MGR.			
62496 LGPI SERVICES	10,000.00	10,000	10,000
62498 OPPORTUNITY GRANTS	5,773.00		
62499 CITY SHARES	2,840.00		
LOC			
62500 ANNUAL ADVANCE	500.00		
MCCED			
TOTAL MATERIALS & SERVICES	28,713.00	36,000	36,000
TOTAL REQUIREMENTS	46,580.00	54,500	54,500
DEPARTMENT TOTAL	46,580.00	54,500	54,500

BUDGET

DEPT. 40 CITY MANAGER

FUND: 11 GENERAL

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
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REQUIREMENTS

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PERSONAL SERVICES

60111	REGULAR SALARIES	55,213.55	66,311.18	64,108.00	81,072		81,072
60112	PART TIME/TEMPORARY	12,039.46	3,849.84	500.00	3,801		3,801
60195	OVERTIME SALARY						
	PAYROLL EXPENSES	22,948.49	16,266.53	26,679.00	28,887		28,887

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TOTAL PERSONAL SERVICES		90,201.50	86,427.55	91,287.00	113,760		113,760
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CONTRACTURAL SERVICES

61243	VEHICLE ALLOWANCE			4,200.00	4,200		4,200
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TOTAL CONTRACTURAL SERVICES

				4,200.00	4,200		4,200
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MATERIALS AND SERVICES

62301	OFFICE SUPPLIES	2,825.24	3,266.03	4,200.00	4,200		4,200
62361	OFFICE EQUIPMENT	837.10	1,156.03	750.00	2,000		2,000
	MAINTENANCE						
62331	SPEC. DEPT. SUPPLIES		14.30				
62371	VEHICLE PARTS	312.13					
	AND SERVICES						
62372	TIRES AND REPAIR						
62373	GAS, OIL, DIESEL		3150.00				

62405 COMMUNICATIONS	831.82	2,207.29	1,200.00	2,000	2,000
62411 TRAINING AND CONFERENCES	1,274.04	3,854.35	2,400.00	2,400	2,400
62412 MEMBERSHIP DUES AND SUBSCRIPTIONS	536.50	422.13	105.00	613	613
62480 MICROFILMING					
62481 MISC. EXPENSES	184.32	6,504.40	1,700.00	1,700	1,700
=====					
TOTAL MATERIALS AND SERVICES	6,801.15	20,574.53	10,355.00	12,913	12,913
CAPITAL OUTLAY					
65811 PURCHASE NEW OFFICE EQUIPMENT	11,219.00	4,955.43			
=====					
TOTAL CAPITAL OUTLAY	11,219.00	4,955.43			
=====					
TOTAL REQUIREMENTS	108,221.65	111,957.51	104,142.00	130,873	130,873
=====					
DEPARTMENT TOTAL	108,221.65	111,957.51	104,142.00	130,873	130,873

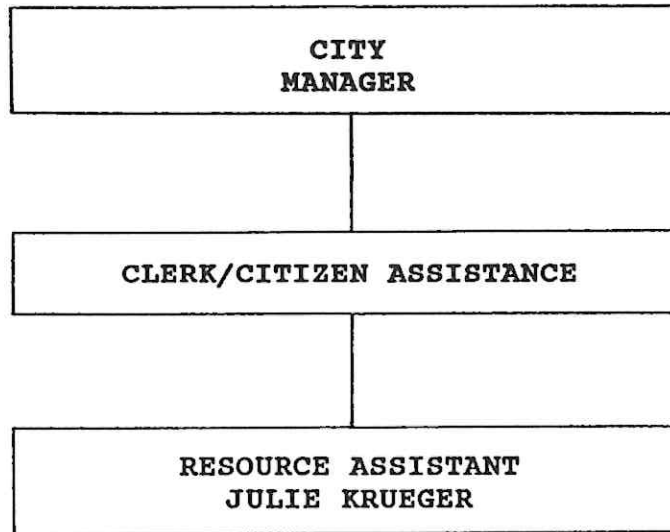
CITY CLERK

The City Clerk provides services to the general public, assists in citizen information and resolution of the problems, oversees the central records program of the City and provides leadership of the preparation of the City Council meeting agenda. In addition, the Clerk processes all of the required legislative matters of the City, oversees the Liquor License renewal process and handles special projects including Codes Enforcement.

This budget includes a ~~273~~ Resource Assistant to provide back-up for the City Clerk, Secretarial services and assist with implementation of a City-wide records management program.

The major objectives for Fiscal Year 1990-91 are:

1. Implement a "one-stop" permit system.
2. Begin implementation of a City records management program.
3. Enhanced response to citizens' inquiries and complaints.
4. Supervision of an effective codes enforcement program.



DEPT. 35 CLERK/CITIZENS ASSIST.		BUDGET				
		FUND: 11 GENERAL				
LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
=====						
REQUIREMENTS						
PERSONAL SERVICES						
60111	REGULAR SALARIES			33,813.00	52,140	52,140
60112	PART TIME/TEMPORARY OVERTIME SALARY			390.00	400	400
60195	PAYROLL EXPENSES			13,314.00	22,784	22,784
=====						
TOTAL PERSONAL SERVICES				47,517.00	75,324	75,324
=====						
CONTRACTURAL SERVICES						
61235	SECRETARY ASSIST.			1,711.00		
=====						
TOTAL CONTRACTURAL				1,711.00		
=====						
MATERIALS & SERVICES						
62	JOINT USE OF MEN & EQUIPMENT				8,000	8,000
62241	NOTICE/PUBLICATIONS				850	850
62301	OFFICE SUPPLIES			1,330.00	1,500	1,500

62331 SPEC. DEPT. SUPPLIES			500	500
62361 OFFICE EQUIPMENT			700	700
MAINTENANCE	200.00			
62373 GAS, OIL, DIESEL	50.00		100	100
62405 COMMUNICATIONS	1,110.00		500	500
62411 TRAINING & CONFERENCE	1,369.00		1,200	1,200
62412 MEMBERSHIP DUES AND	404.00		450	450
SUBSCRIPTIONS				
62480 MICROFILMING	400.00		400	400
62481 MISC. EXPENSES			400	400
62505 ELECTION COSTS	14,000.00		3,000	3,000
=====				
TOTAL MATERIAL & SERVICE	18,863.00		17,600	17,600
=====				
CAPITAL OUTLAY				
65811 NEW OFFICE EQUIP.			4,800	4,800
=====				
TOTAL CAPITAL OUTLAY			4,800	4,800
=====				
TOTAL REQUIREMENTS	66,091.00		97,724	97,724
=====				
DEPARTMENT TOTAL	66,091.00		97,724	97,724

BUDGET

DEPT: 39 CODES ENFORCEMENT

FUND: 11 GENERAL

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
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REQUIREMENTS

PERSONAL SERVICES

60111	REGULAR SALARIES			19,714.00			
60195	PAYROLL EXPENSES			2,514.00			

TOTAL PERSONAL SERVICES 22,228.00

CONTRACTURAL SERVICES

TOTAL CONTRACTURAL SERVICES

MATERIALS AND SERVICES

62241	NOTICE/PUBLICATIONS			100.00			
62301	OFFICE SUPPLIES			300.00			
62361	OFFICE EQUIPMENT MAINTENANCE			105.00			
62371	VEHICLE MAINTENANCE			200.00			
62373	GAS,OIL, DEISEL			900.00			
62405	COMMUNICATIONS			500.00			
62411	TRAINING/CONFERENCES			1,250.00			

62481 MISC. EXPENSES

100.00

TOTAL MATERIALS
AND SERVICES

3,455.00

CAPITAL OUTLAY

65828 PURCHASE NEW EQUIPMENT

440.00

TOTAL CAPITAL OUTLAY

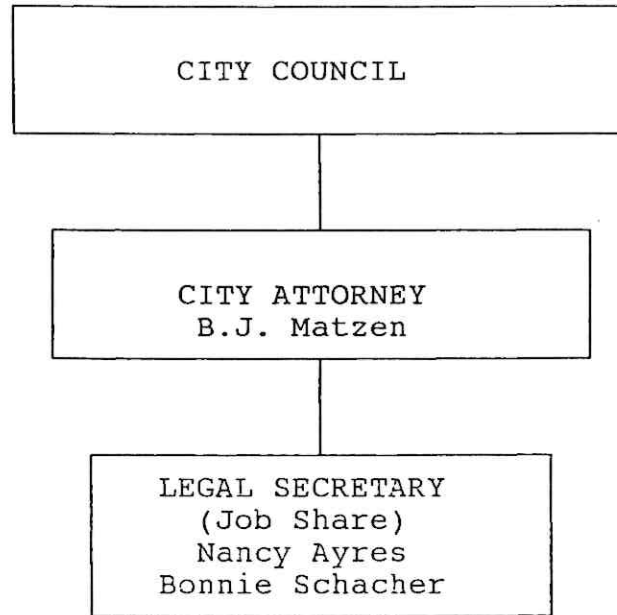
440.00

TOTAL REQUIREMENTS

26,123.00

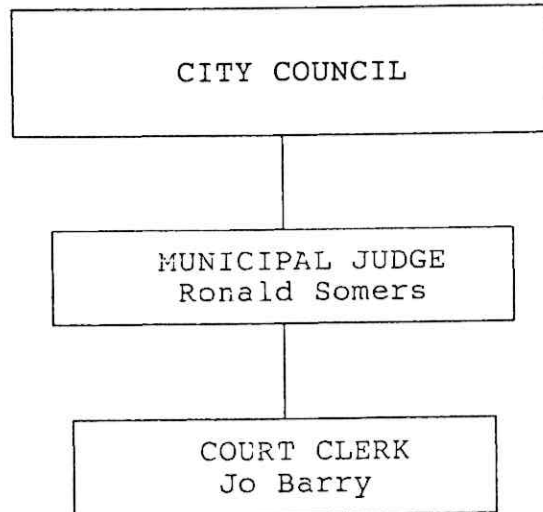
DEPARTMENT TOTAL

26,123.00



CITY ATTORNEY

The City Attorney manages all actions, suits or proceedings in which the City is legally interested, attends to the prosecution of all person charged in Municipal Court and gives advice and opinions on legal questions concerning any matter in which the City is interested. The Attorney provides legal advice, representation and assistance in the providing of City services and carries out the established goals of the City Council. He is a member of the Oregon State Bar and is required by Oregon State Statute to attend 15 hours of continuing legal education each year. State Statutes require that the City Attorney meet the regulations set for trial procedures and discovery procedures. The 1990-91 objectives are as follows: (1) Continue revision of City Ordinances; (2) Foreclose on delinquent City liens; (3) Develop a set of standard contracts for use by the City; and (4) remain accessible to City staff on a day to day basis.



MUNICIPAL COURT

The Municipal Judge, as judicial officer of the City, has jurisdiction of all crimes and offenses filed in Municipal Court. The judge presides over the Municipal Court each morning and holds court on Tuesday evening plus other special courts as required. As part of the process of consolidating the City's fiscal functions, the Municipal Court Clerk's position has been transferred to General Services in this budget.

DEPT. 43 LEGAL & JUDICIARY		BUDGET				
		FUND: 11 GENERAL				
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
=====						
REQUIREMENTS						
PERSONAL SERVICES						
60111	REGULAR SALARIES	62,470.32	70,799.33	67,426.00	53,608	53,608
60112	PART TIME, TEMPORARY OVERTIME SALARIES	17,994.96	20,398.10	18,302.00	16,928	16,928
60195	PAYROLL EXPENSES	13,823.46	24,151.94	29,446.00	22,734	22,734
=====						
TOTAL PERSONAL SERVICES		94,288.74	115,349.37	115,174.00	93,270	93,270
=====						
CONTRACTURAL SERVICES						
61205	DATA PROCESSING EXPENSES		45.00			
61210	COURT APPOINTED AAL FEES	4,324.41	4,604.20	8,000.00	8,000	8,000
61211	PROTEM CITY ATTORNEY EXPENSES	1,869.50		750.00	500	500
61212	SPECIAL LEGAL SERVICES	1,562.97	1,506.21	8,000.00	1,000	1,000
61215	CONTRACTURAL SERVICE					
61216	CRIME VICTIM ASSISTANCE EXPENSES	487.67	22.57	3,000.00	3,500	3,500

TOTAL CONTRACTURAL EXPENSES					8,244.55	6,177.98	19,750.00	13,000	13,000
MATERIALS AND SERVICES									
62301	OFFICE SUPPLIES	1,977.55	2,820.78	2,750.00	5,540				5,540
62361	OFFICE EQUIPMENT MAINTENANCE	857.00	813.94	1,535.00	1,665				1,665
62405	COMMUNICATIONS	815.40	1,843.32	1,000.00	1,300				1,300
62411	TRAINING AND CONFERENCES	1,264.45	985.81	1,467.00	2,482				2,482
62412	MEMBERSHIP AND DUES	651.00	624.75	300.00	395				395
62480	MICROFILMING		202.00	1,000.00	1,000				1,000
62481	MISC. EXPENSES								
62510	WITNESS & JURY FEES		110.00	20,000.00	26,000				26,000
TOTAL MATERIALS AND SERVICES					5,565.40	7,400.60	28,052.00	38,382	38,382
CAPITAL OUTLAY									
65811	PURCHASE NEW OFFICE EQUIPMENT	3,311.65	1,900.00	1,100.00	600				600
65814	LEGAL AND JUDICIARY BOOKS	3,395.53	2,811.86	4,500.00	4,500				4,500
TOTAL CAPITAL OUTLAY					6,707.18	4,711.86	5,600.00	5,100	5,100
TOTAL REQUIREMENTS					114,805.87	133,639.81	168,576.00	149,752	149,752

DEPARTMENT TOTAL	114,805.87	133,639.81	168,576.00	149,752	149,752
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FINANCE DEPARTMENT

The Finance Department is the central control of the City's financial and accounting functions. Accounting services are provided to all departments of the City and include payroll, purchasing and accounts payable, water, sewer and other accounts receivable billings and collections and financial reports. Accounting controls and procedures are established by this department.

Personnel services are a new department in 1990-91 and are no longer a part of the Finance Department.

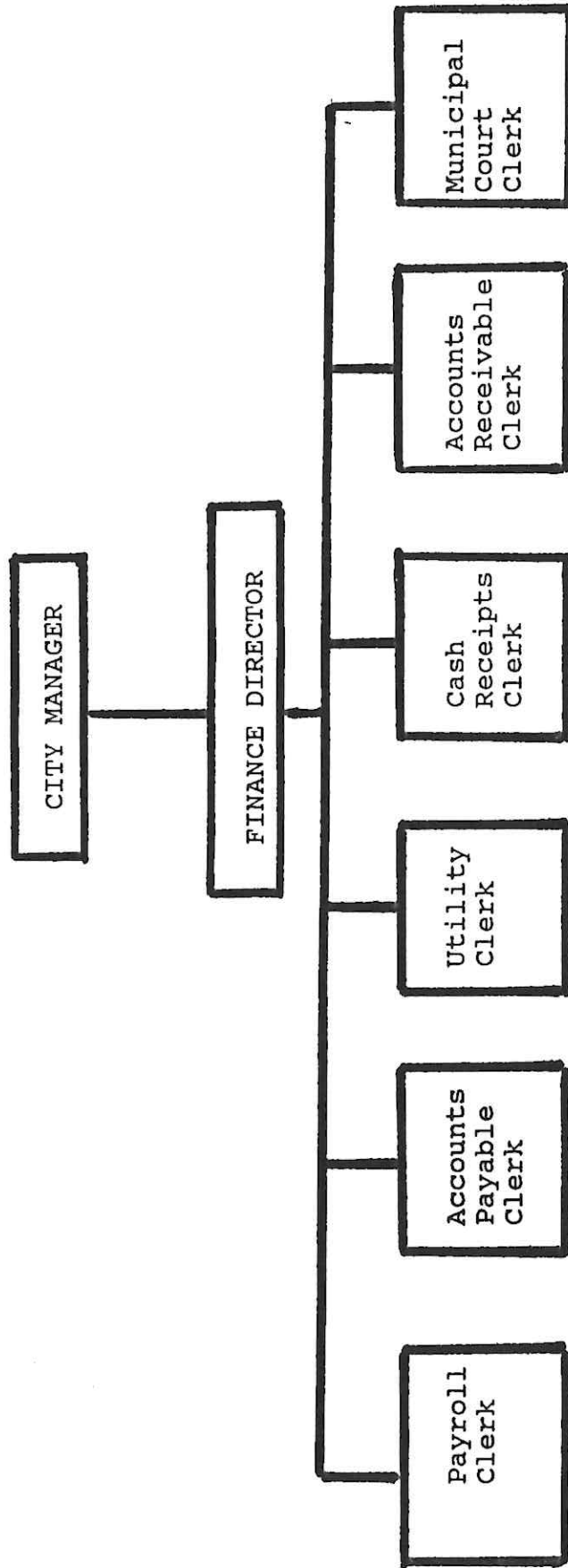
New positions for 1990-91 include a 3/4 time accounting specialist for accounts receivable which include special assessments, ambulance and other miscellaneous receivables. This has been a temporary position since November, 1989.

The municipal court clerk is included in the Finance Department effective July 1, 1990.

Transfers to other funds, operating contingency and unappropriated balance have been removed from this fund and are included in other financing uses, a separate department.

Major objectives to be accomplished in 1990-91 include:

1. Completing the conversion of existing EDP accounting systems and establishing new systems on the new computer system.
2. Improving billing and timely collection of all accounts receivable including current and delinquent accounts.
3. Improving internal accounting control by revising current controls and establishing new controls and procedures.
4. Establishing a City investment policy.
5. Revise the current purchasing procedures to increase efficiency and economy in this function.
6. Review and update ordinances and resolutions effecting the Finance Department.



FINANCE DEPARTMENT STAFF

Finance Director	Don Gower
Accounts Payable Clerk	Betty Hite
Payroll Clerk	Jill Filla
Utility Clerk	Doreen Brown
Cashier/Information Clerk	Steve Large
Accounting Specialist (3/4)	Linda Ballard
Municipal Court Clerk	Jo Barry

DEPT. 41 FINANCE		BUDGET				
		FUND: 11 GENERAL				
LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
=====						
REQUIREMENTS						
PERSONAL SERVICES						
60111	REGULAR SALARIES	82,229.27	121,357.34	149,290.00	139,342	139,342
60112	PART TIME, TEMPORARY OVERTIME SALARIES	10,196.81	18,374.57	10,440.00	5,000	5,000
60195	PAYROLL EXPENSES	36,301.37	38,696.89	58,429.00	52,322	52,322
60196	LEGISLATIVE MANDATED PERS COST			29,507.00		
60197	EMPLOYEE AWARD PROGRAM			2,500.00	2,500	2,500
=====						
TOTAL PERSONAL SERVICES		128,727.45	178,428.80	250,166.00	199,164	199,164
CONTRACTURAL SERVICES						
61201	REGULAR AUDITING	9,930.00	11,355.15			
61203	ACCOUNTING ADVISORY SERVICE	16,483.49	21,121.79		7,000	7,000
61205	TRANSPORT. CENTER		78,822.41			
61206	COMPUTER PROGRAMS	3,593.50	25,505.53	3,000.00	22,000	22,000
61231	SPECIAL STUDIES AND REPORTS	160.00	6,069.90	2,400.00	2,400	2,400
61236	WASCO COUNTY			118,250.00	153,296	153,296

COMMUNICATIONS

TOTAL CONTRACTURAL SERVICES	30,166.99	142,874.78	123,650.00	184,696	184,696
MATERIALS AND SERVICES					
62241 NOTICES AND PUBLICATIONS	1,611.88	4,730.63	3,800.00	3,800	3,800
62301 OFFICE SUPPLIES	9,412.60	11,240.42	13,620.00	16,000	16,000
62303 PERSONNEL PROGRAM COSTS			600.00		
62311 JANITORIAL SUPPLIES	1,183.11	948.74		550	550
62352 BUILDING AND GROUND MAINTENANCE	17,400.11	20,641.05		12,700	12,700
62361 OFFICE EQUIPMENT MAINTENANCE	7,540.40	9,012.93	5,395.00	2,000	2,000
62371 VEHICLE PARTS AND SERVICE	35.17	253.88			
62373 GAS, OIL, DIESEL AND LUBRICATION		1,428.45			
62405 COMMUNICATIONS	16,753.16	16,164.55	27,100.00	22,000	22,000
62411 TRAINING AND CONFERENCES	1,086.95	3,085.16	2,044.00	3,500	3,500
62412 MEMBERSHIP DUES AND SUBSCRIPTIONS	519.45	8,229.82	2,290.00	1,000	1,000
62414 AMBULANCE MEALS/PATIENT TRANSFER		22.02			
62421 INSURANCE & BONDS	130,387.87	124,843.55	150,400.00	150,400	150,400
62422 STREET AND TRAFFIC LIGHTING	43,977.95	45,670.95	47,000.00	47,000	47,000
62423 UTILITIES	12,917.70	12,803.25	18,000.00	16,000	16,000
62471 LEGISLATIVE EXPENSE	24,591.93	8,534.17			
62475 CITY COUNCIL LEGISLATIVE EXPENSE	1,662.21	(1,215.75)			
62480 MICROFILMING					
62481 MISC. EXPENSES	1,109.89	9,533.05	2,000.00	500	500

62482	CASH LONG/SHORT	(1.00)	108.24	150.00	250	250
62483	CHAMBER OF COMMERCE TOURIST	32,040.82	21,287.80			
62485	WEED ABATEMENT COST		5,387.66			
62491	CITY SHARE-	1,500.00		1,500.00	1,500	1,500
	MOSQUITO COST					
62492	CITY SHARE-	4,000.00				
	DALLES MUSEUM					
62493	CITY SHARE			500.00	500	500
	EMPLOYEE EDUCATION					
62495	CITY SHARE	741.00				
	LOC COUNCIL					
62496	LGPI SERVICES	16,073.04	12,958.13			
62498	ECONOMIC DEVELOPMENT	5,616.78	3,992.45			
62	PROPERTY TAXES WAREHOUSE				12,600	12,600
=====						
	TOTAL MATERIALS AND SERVICES	330,161.02	319,661.15	274,399.00	290,300	290,300
=====						
	TRANSFERS OUT					
54714	TRANSFER TO OPERATIONS			10,000.00		
54730	TRANSFER TO UNEMPLOY. INSURANCE	10,000.00	10,000.00			
54745	TRANSFER FAA GRANT MASTER			16,000.00		
=====						
	TOTAL TRANSFERS OUT	10,000.00	10,000.00	26,000.00		
=====						
	CAPITAL OUTLAY					
55801	PURCHASE LAND, BUILDING,EASEMENT					
55803	IMPROVEMENT TO BUILDING OR ADDITION		6,594.66			
55811	PURCHASE NEW OFFICE	8,000.00	2,458.00	50,900.00	7,800	7,800

EQUIPMENT				
65815	CITY ORD. BOOKS		36,000	36,000
65	COMPUTER PRINCIPAL		8,290	8,290
65	COMPUTER INTEREST			
=====				
	TOTAL CAPITAL OUTLAY	8,000.00	9,052.66	50,900.00
				52,090
	TAXATION			52,090
=====				
67962	PROPERTY TAXES- WAREHOUSE	10,941.53	11,390.49	12,600.00
=====				
	TOTAL TAXATION	10,941.53	11,390.49	12,600.00
=====				
	TOTAL REQUIREMENTS	517,996.99	671,407.88	737,715.00
				726,250
=====				
	DEPARTMENT TOTAL	517,996.99	671,407.88	737,715.00
				726,250

DEPT: OTHER FINANCING USES				BUDGET	
FUND:					
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS	ACTUAL HISTORY PRIOR-1 YR	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
=====					
TRANSFERS OUT					
	TRANSFER TO AIRPORT GRANT MASTER PLAN			18,338.00	3,475 3,475
	TRANSFER TO TOURIST PROMOTION			158,878.00	155,000 155,000
	LOAN TO AIRPORT				93,000 93,000
=====					
	TOTAL TRANSFERS OUT			177,216.00	251,475 251,475
CAPITAL OUTLAY					
=====					
TOTAL CAPITAL OUTLAY					
CONTINGENCIES					
	OPERATING CONTINGENCY			294,263.00	104,717 104,717
	UNAPPROPRIATED BALANCE			82,000.00	82,000 82,000
=====					
	TOTAL CONTINGENCIES		0.00	376,263.00	186,717 186,717
=====					

DEPARTMENT TOTAL

0.00

553,479.00

438,192

438,192

PUBLIC SAFETY/POLICE DEPARTMENT

The Police Department is responsible for the public safety within the City Limits of the City of The Dalles. Services provided are the protection of life and property, prevention of crime, detection and apprehension of criminals and offenders and the enforcement of traffic laws and City Ordinances. Other non-enforcement activities include crime prevention, community affairs which informs citizens of how they can assist their police department, and themselves, in making the community a safer place in which to live. The Police Department is a twenty-four hour operation and provides a resource to other agencies and service organizations.

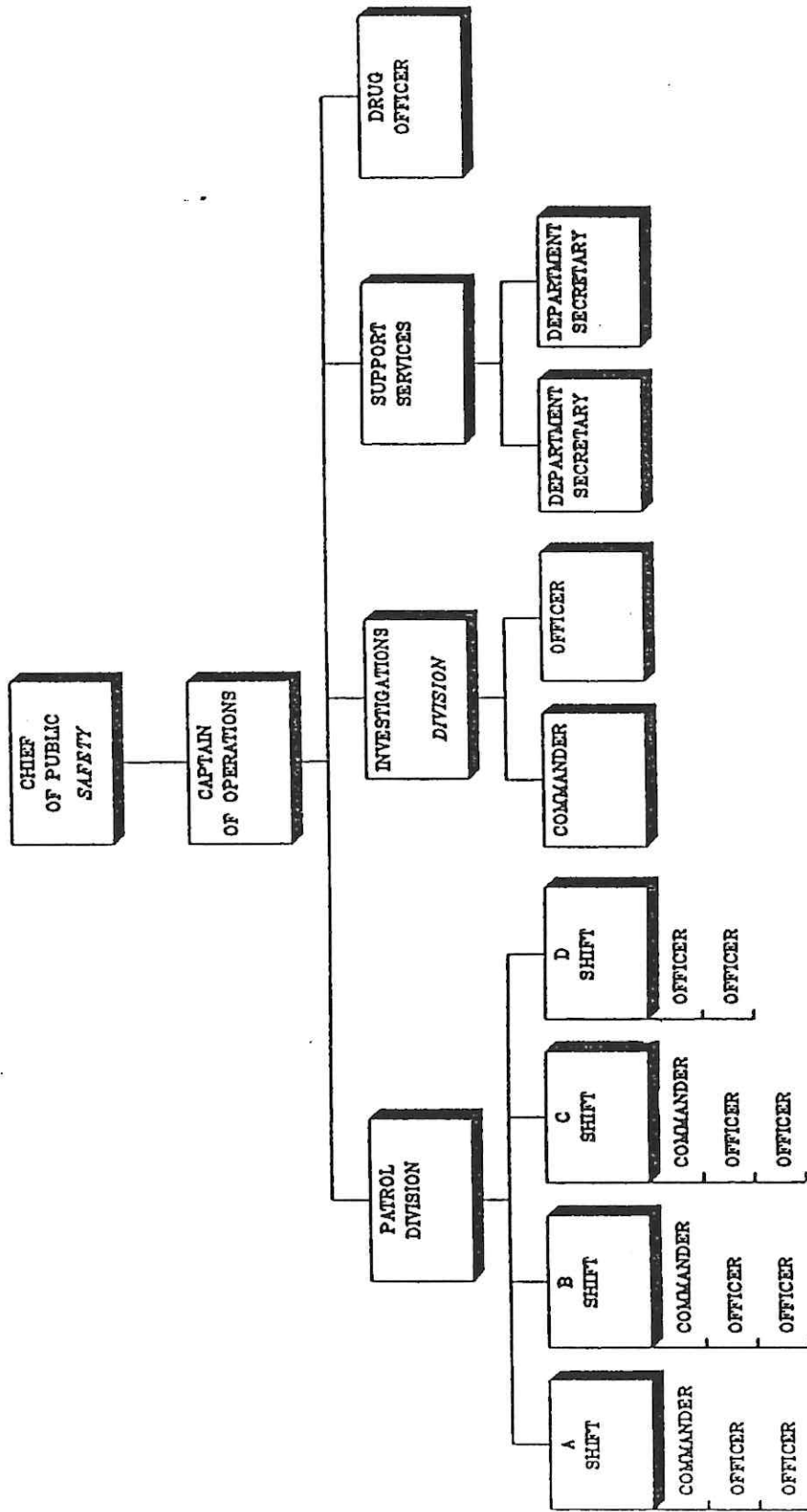
The department strives to deliver the best possible services to all citizens regardless of race, sex, national origin, or religion. Their goal is to control conduct which is threatening to life or property, to aid persons who are in danger, to recognize, appraise and remove the risk of crime by taking action to remove that risk and improve the quality of life for the citizens of the Mid-Columbia area. They facilitate the movement of people, assist those who cannot care for themselves and work with City Council to ensure that their goals are realized.

Major objectives:

1. Implement Police Study Recommendations.
2. Standardize firearms & increase training.
3. Consolidate functions with the Sheriff's Department.
4. Enhance Community Awareness Programs.
5. Complete Intergovernmental Agreements.
6. Reduce incidents of burglary.
7. Reduce neighborhood problems by incorporating the Neighborhood Watch Program.
8. Provide safe havens for children through the Block Home Program.
9. Reduce drug abuse through public education programs.

DEPARTMENT OF PUBLIC SAFETY

Police Services



07/01/90

CITY OF THE DALLES
1990 - 1991 ANNUAL BUDGET

DEPARTMENT OF PUBLIC SAFETY - POLICE SERVICES

S U M M A R Y

<u>CURRENT 1989-90</u>	<u>CLASSIFICATION</u>	<u>PROPOSED 1990-91</u>
694,016	PERSONNEL SERVICES	734,434
76,739	MATERIALS & SERVICES	71,410
38,000	CAPITAL OUTLAY	49,535
808,755	TOTAL	855,379

CITY OF THE DALLES POLICE
1990 - 1991 BUDGET

40

The Police Department is responsible for the public safety within the City Limits of the City of The Dalles. Services provided are the protection of life and property, prevention of crime, detection and apprehension of criminals and offenders and the enforcement of traffic laws and City Ordinances. Other non-enforcement activities include crime prevention, community affairs which informs citizens of how they can assist their police department, and themselves, in making the community a safer place in which to live. The Police Department is a twenty-four hour operation and provides a resource to other agencies and service organizations.

The organization of the Police Department is as follows: Chief of Public Safety; Captain (Manager II); three Police Commanders (Manager I); eleven Patrol Officers; two Department Secretaries for a compliment of 16 sworn officers and two support members. Because of the varied shifts and rotation schedules for the officers, an organizational chart is provided to give some idea where the resources are assigned to provide the best possible service to the citizen.

During the years 1982-83 the Police Department was reduced in personnel because of budget cutbacks. This severely impacted the ability of the department to provide adequate response to citizens needs. Budget requests for subsequent years included the restoration of these positions, but constraints in resources

prevented it. The request to the Budget Committee is again to fund all or part of these positions to permit us to be more proactive in providing police services and programs and responding to citizen calls for assistance.

Continued increases in the demand for law enforcement services in the City of The Dalles can be expected as the needs of the citizen increases and the crime rates continue to increase. One of the Councils goals is to attract more visitors to the city and this will increase the call for services to the Police Department. The other Council goal that affects the Police Department is an effort to expand the resources of the Police Department by enhancing personnel and training. While this budget request looks toward that goal, the primary goal of the Police Department will continue to be to respond effectively to the challenge of change, and to continue to serve the public in the best professional manner possible.

MAJOR OBJECTIVES TO BE ACCOMPLISHED IN FY 90-91 INCLUDE:

1. Completion of intergovernmental agreements with Washington, Oregon State and Wasco County.
2. Explore consolidation of functions with Wasco County Sheriff.
3. Enhance community awareness programs.
4. Increase training.
5. Enhance Police Reserve Program.
6. Complete implementation of Police Study recommendations.

DEPT: 44 PUBLIC SAFETY/POLICE		BUDGET				
		FUND: 11 GENERAL				
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
=====						
REQUIREMENTS						
PERSONAL SERVICES						
60111	REGULAR	399,873.26	414,862.60	440,137.00	464,629	464,629
60112	PART TIME/TEMPORARY	21,986.95	28,460.93	33,000.00	29,000	29,000
60195	OVERTIME SALARIES					
	PAYROLL EXPENSES	181,214.67	196,624.89	220,879.00	240,805	240,805
=====						
	TOTAL PERSONAL SERVICES	603,074.88	639,948.42	694,016.00	734,434	734,434
=====						
MATERIALS & SERVICES						
62251	CUSTODIAL CARE AND MEALS		150.00			
62252	CUSTODIAL MEDICAL EXPENSES	168.60	118.00	2,000.00	3,000	3,000
62301	OFFICE SUPPLIES	3,841.23	3,671.05	3,500.00	4,000	4,000
62311	JANITORIAL SUPPLIES		70.00			
62314	TOWING	2,890.50	2,334.50	3,000.00	2,500	2,500
62331	SPECIAL DPT. SUPPLIES	4,745.98	6,324.32	6,627.00	7,000	7,000
62352	BUILDING AND GROUNDS MAINTENANCE	35.00	705.12		300	300
62361	OFFICE EQUIPMENT	722.49	886.51	1,850.00	1,900	1,900

MAINTENANCE					
62364	RADIO REPAIR	1,223.32	3,671.14	2,550.00	2,550
62371	VEHICLE PARTS AND SERVICE	12,634.02	9,725.07	12,492.00	9,000
62372	TIRES & TIRE REPAIR	2,397.24	3,358.64	5,000.00	2,500
62373	GAS,OIL, DIESEL, LUBRICATION	13,079.14	11,691.04	16,000.00	13,500
62405	COMMUNICATIONS	7,836.20	8,675.36	10,000.00	8,000
62411	TRAINING & CONFERENCE	7,908.76	5,649.91	6,000.00	8,350
62412	MEMBERSHIP DUES AND SUBSCRIPTIONS	726.47	441.62	420.00	1,000
62431	CLOTHING - NEW REPAIR &	6,469.73	2,079.68	6,500.00	7,010
62480	MICROFILMING	1,006.72	90.50		
62481	MISC. EXPENSES	2,295.36	2,257.10	800.00	800
62484	SPC INVESTIGATIONS		20.00		
=====					
TOTAL MATERIALS AND SERVICES		67,980.76	61,919.56	76,739.00	71,410
=====					
TRANSFERS					
=====					
54714	TRANSFER TO OPERATIONS			300.00	
=====					
TOTAL TRANSFERS OUT				300.00	
=====					
CAPITAL OUTLAY					
55803	IMPROVEMENT TO BUILDING OR ADDITION	655.60	268.64		
55811	PURCHASE NEW OFFICE EQUIPMENT	25,432.83	5,707.95		7,185
55812	PURCHASE OFFICE FURNITURE & FIX	533.08	348.00	1,000.00	1,000
55821	PURCHASE NEW CARS	31,093.18	27,380.97	32,000.00	14,450

65828 OTHER MACHINERY AND EQUIPMENT	4,391.21	4,684.29	5,000.00	26,900	26,900
=====					
TOTAL CAPITAL OUTLAY	62,105.90	38,389.85	38,000.00	49,535	49,535
=====					
TOTAL REQUIREMENTS	773,161.54	740,257.83	809,055.00	855,379	855,379
=====					
DEPARTMENT TOTAL	773,161.54	740,257.83	809,055.00	855,379	855,379

PUBLIC SAFETY/FIRE DEPARTMENT

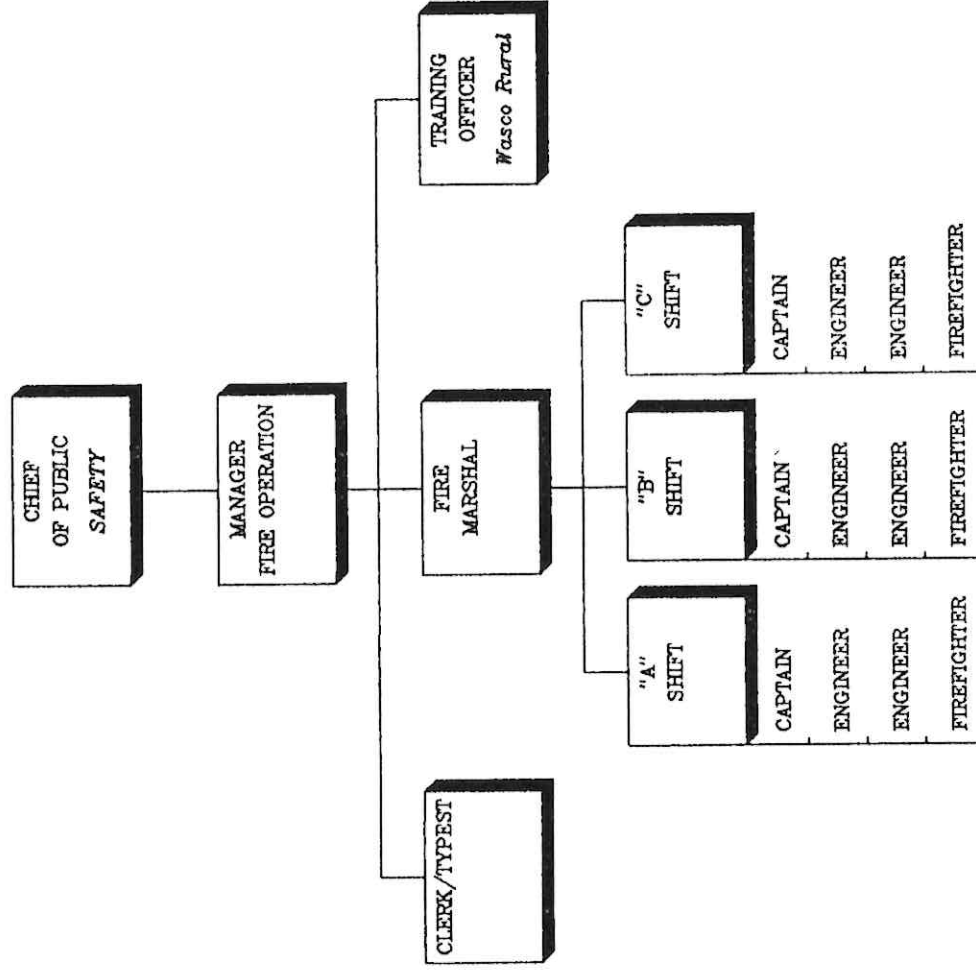
The mission within The Dalles Fire Department is to save lives and protect property within our community in a professional and courteous manner. To accomplish this task, personnel rely on various programs such as fire prevention, public education, training, fire suppression and emergency medical services, which are designed to maintain, enhance and protect economical growth within our community.

Major Objectives are;

1. By 1991, have consolidation of The Dalles Fire Department and Wasco Rural Fire Protection District completed to improve fire protection services and efficiency.
2. Immediately, upgrade automatic aid and mutual aid to provide more efficient use of equipment and manpower within the community.
3. Provide continuous training to fire personnel to effectively handle the routine and complex incidents which occur within the community.
4. Provide and maintain a supply of adequate and state of the art equipment safely accomplish their mission statement as required by the accident prevention division rules and regulations.
5. Provide adequate level of personnel (paid/volunteer) to accomplish mission statement safely in accordance with accident prevention division rules and regulations.
6. To provide a minimum of two immediate response ambulances and one reserve ambulance within the community.
7. By 1991, have consolidation of The Dalles Fire Department and Wasco Rural Fire Protection District completed to improve emergency medical services and efficiency.

DEPARTMENT OF PUBLIC SAFETY

FIRE/AMBULANCE SERVICES



07/01/90

PERSONNEL ROSTER

DEPARTMENT OF PUBLIC SAFETY/FIRE

<u>POSITION</u>	<u>POSITION NAME</u>	<u>PAY PLAN</u>	<u>SALARY</u>
Manager of Fire Operations	Robert Palmer	Exempt	2613
Fire Marshal	Gerol Underhill	Exempt	2598
Captain	Charles Norris	Exempt	2325
Captain	George Holcomb	Exempt	2325
Captain	Larry Renard Acting in Capacity	Exempt	2325
Lieutenant	Joe Shirts	4/4	2269
Lieutenant	Vacant		
Lieutenant	Vacant		
Firefighter	Mark Bancroft	3/4	1928
Firefighter	Jeff Smith	2/4	1845
Firefighter	David Anderson	2/4	1845
Firefighter	Robert Norton	1/4	1762

BUDGET

DEPT: 46 PUBLIC SAFETY/FIRE

FUND: 11 GENERAL

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS	ACTUAL HISTORY PRIOR-1 YR	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
=====							
REQUIREMENTS							
PERSONAL SERVICES							
60111	REGULAR SALARIES	279,012.08	277,437.32	324,678.00	301,108		301,108
60112	PART TIME/TEMPORARY OVERTIME SALES	37,015.05	34,084.60	38,376.00	39,000		39,000
60195	PAYROLL EXPENSES	131,274.83	135,549.75	162,917.00	153,566		153,566
=====							
TOTAL PERSONAL SERVICES		447,301.96	447,071.67	525,971.00	493,674		493,674
=====							
CONTRACTURAL SERVICES							
61215	CONTRACT SERVICES		2,114.48				
61240	FIRE CONSOLIDATION CONSULTANT			6,000.00	8,950		8,950
=====							
TOTAL CONTRACTURAL SERVICES			2,114.48	6,000.00	8,950		8,950
=====							
MATERIALS & SERVICES							
62301	OFFICE SUPPLIES	968.40	832.01	1,000.00	2,025		2,025
62311	JANITORIAL SUPPLY		83.61	550.00	1,410		1,410

52331	SPECIAL DEPARTMENT SUPPLIES	2,715.34	2,634.75	3,160.00	12,818	12,818
52352	BUILDING AND GROUND MAINTENANCE	874.29	3,285.16	200.00	400	400
52361	OFFICE EQUIPMENT MAINTENANCE	416.60	381.39	150.00	250	250
52362	GENERAL EQUIPMENT MAINTENANCE	544.81	891.90	2,190.00	2,375	2,375
52363	SHOP TOOL AND SHOP TOOL REPAIR	253.54	183.91	400.00	975	975
52364	RADIO REPAIR	1,401.96	1,397.31	3,000.00	2,000	2,000
52371	VEHICLE PARTS AND SERVICE	4,001.75	2,973.51	4,000.00	8,367	8,367
52372	TIRES & REPAIR	613.10	77.72	1,050.00	1,000	1,000
52373	GAS,OIL,DIESEL LUBRICATION	1,809.82	1,979.86	3,725.00	4,790	4,790
52405	COMMUNICATIONS	3,304.68	4,882.94	4,000.00	5,000	5,000
52411	TRAINING AND CONFERENCES	899.57	490.67	1,100.00	10,000	10,000
52412	MEMBERSHIP DUES AND SUBSCRIPTIONS	409.15	378.91	835.00	450	450
52415	VOLUNTEER TRAINING AND ACTIVITIES	1,804.14	1,697.86	9,605.00	14,000	14,000
52423	UTILITIES	1,440.78	3,623.05	2,200.00	3,400	3,400
52431	CLOTHING - NEW, REPAIR &	7,261.12	4,623.94	4,000.00	4,080	4,080
52481	MISC. EXPENSES	239.05	3,507.61	550.00	500	500
52510	FIRE RESIDENCE SUPPLIES			450.00	850	850
=====						
	TOTAL MATERIALS AND SERVICES	28,958.10	33,926.11	42,165.00	74,690	74,690
	TRANSFERS OUT					
54714	TRANSFER TO			2,500.00		

OPERATIONS				
64732	TRANSFER TO FIRE EQUIPMENT RESERVE	16,548.30	15,000.00	15,000.00
64751	JOINT USE OF MEN AND EQUIPMENT			
=====				
	TOTAL TRANSFERS OUT	16,548.30	15,000.00	17,500.00
CAPITAL OUTLAY				
65803	IMPROVEMENT TO BUILDING OR ADDITION	370.50	750.00	450
65805	CONSTRUCT NEW HYDRANT &	289.18		
65811	PURCHASE NEW OFFICE EQUIPMENT			3,800
65812	PURCHASE OFFICE FURNITURE &	620.00	721.00	
65813	NEW COMMUNICATIONS EQUIPMENT	2,200.90		
65820	NEW FIRE EQUIPMENT AND ACCESSORIES		413.00	
65828	OTHER MACHINERY AND EQUIPMENT		825.00	900
65860	HAZARDOUS MATERIALS PROGRAM		2,502.00	2,500
65880	MAJOR REPAIRS AND REPLACEMENT	1,498.14	1,429.34	19,820
=====				
	TOTAL CAPITAL OUTLAY	4,978.72	2,975.34	27,470
=====				
	TOTAL REQUIREMENTS	497,787.08	501,087.60	604,784

DEPARTMENT TOTAL	497,787.08	501,087.60	620,746.00	604,784	604,784
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AMBULANCE

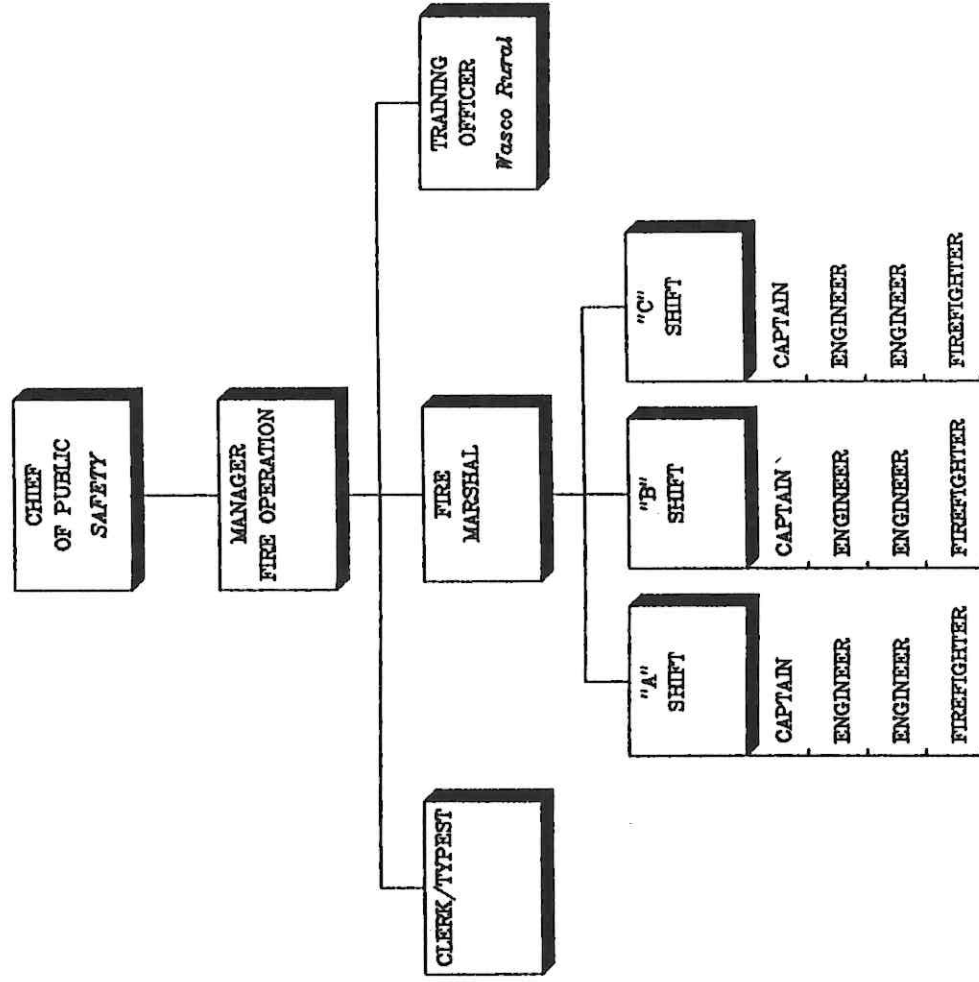
The Ambulance Department strives to maintain and improve all levels of service in providing fire protection including the support services and increasing emergency medical service levels.

Major objectives are:

1. To upgrade fire personnel accreditation levels and board of medical examiners certification levels in EMS.
2. Improve Training in basic and technical areas.
3. Upgrade the capability of department personnel through training.
4. Analyze the ambulance charges for services in an effort to make ambulance service self-sustaining.
5. Enhance employee safety through funding of phase 2 of a hepatitis shot program.

DEPARTMENT OF PUBLIC SAFETY

FIRE/AMBULANCE SERVICES



PERSONNEL ROSTER

DEPARTMENT OF PUBLIC SAFETY/AMBULANCE

<u>POSITION</u>	<u>POSITION NAME</u>	<u>PAY PLAN</u>	<u>SALARY</u>
Engineer	Mark Roth	4/4	2099
Engineer	Larry Lange	4/4	2099
Engineer	Jim Green	4/4	2099

DEPT: 47 PUBLIC SAFETY/AMBULANCE		BUDGET				FUND: 11 GENERAL	
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
=====							
REQUIREMENTS							
=====							
PERSONAL SERVICES							
60111	REGULAR SALARIES	61,932.00	67,676.54	73,377.00	84,945		84,945
60112	PART TIME/TEMPORARY	24,268.71	23,451.94	17,361.00	15,673		15,673
60195	OVERTIME SALARIES						
60195	PAYROLL EXPENSES	29,910.36	31,504.01	41,404.00	42,480		42,480
=====							
TOTAL PERSONAL SERVICES		116,111.07	122,632.49	132,142.00	143,098		143,098
=====							
MATERIALS & SERVICES							
52301	OFFICE SUPPLIES			1,200.00	1,100		1,100
52311	JANITORIAL AND JANITORIAL SUPPLIES	329.50	81.49	300.00	500		500
52333	EXPENDABLE SUPPLIES	1,914.91	1,774.08	3,000.00	10,040		10,040
52331	SPECIAL DPT SUPPLIES	478.60	1,874.53	4,100.00	5,000		5,000
52362	EQUIP. MAINTENANCE			2,065.00	1,500		1,500
52364	RADIO REPAIR	213.31	519.47		775		775
52371	VEHICLE PARTS AND SERVICE	1,656.49	1,600.55	1,650.00	1,700		1,700
52372	TIRES & REPAIR	71.50	144.23	620.00	1,100		1,100
52373	GAS,OIL,DIESEL LUBRICATION	2,843.67	2,381.95	2,350.00	3,300		3,300
52405	COMMUNICATIONS	1,547.39	8.99	865.00	865		865

62411	TRAINING AND CONFERENCES	646.90	824.08	9,090.00	8,413	8,413
62412	MEMBERSHIP DUES AND SUBSCRIPTIONS			381.00	850	850
62414	AMBLUANCE MEALS AND PATIENT	564.63	348.90	500.00	400	400
62415	AMBULANCE VOLUNTEER PROGRAM			2,290.00	1,500	1,500
62431	CLOTHING-NEW REPAIR &	929.48	1,251.78	1,200.00	900	900
62481	MISC. EXPENSES	110.65	4.99		500	500

TOTAL MATERIAS AND SERVICES	11,307.03	10,815.04	29,611.00	38,443	38,443
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TRANSFERS OUT

64724	TRANSFER TO AMBULANCE RES. FUND	8,000.00	8,000.00		
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TOTAL TRANSFERS OUT	8,000.00	8,000.00		
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CAPITAL OUTLAY

65811	PURCHASE NEW OFFICE EQUIPMENT				1,100	1,100
65813	NEW COMMUNICATIONS EQUIPMENT		2,320.00		4,300	4,300
65880	MAJOR REPAIRS AND REPLACEMENT		876.01			
65890	EMT II D PROGRAM	164.99	2,139.12	10,129.00	3,192	3,192

TOTAL CAPITAL OUTLAY	164.99	5,335.13	10,129.00	8,592	8,592
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=====				
TOTAL REQUIREMENTS	135,583.09	146,782.66	171,882.00	190,133
=====				
DEPARTMENT TOTAL	135,583.09	146,782.66	171,882.00	190,133
=====				

DEPT: 48 COMMUNICATIONS		BUDGET			
		FUND: 11 GENERAL			
LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
=====					
REQUIREMENTS					
PERSONAL SERVICES					
60111	REGULAR SALARIES	77,540.07	87,620.00		
60112	PART TIME/TEMPORARY OVERTIME SALARIES	20,694.02	23,756.06		
60195	PAYROLL EXPENSES	28,083.27	32,356.10		
=====					
TOTAL PERSONAL SERVICES		126,317.36	143,732.16		
=====					
MATERIALS & SERVICES					
62301	OFFICE SUPPLIES	675.29	432.70		
62331	SPECIAL DPT SUPPLIES	228.95	501.62		
62361	OFFICE EQUIP MAINT.		52.45		
62362	GENERAL EQUIPMENT MAINTENANCE	5,976.75	1,538.00		
62364	RADIO REPAIR	2,499.22	1,356.28		
62405	COMMUNICATIONS	5,451.77	5,154.06		
62411	TRAINING AND CONFERENCES	306.73	797.47		

62412	MEMBERSHIP DUES	6.00	
	AND SUBSCRIPTIONS		
62423	UTILITIES	1,225.75	1,226.54
62481	MISC. EXPENSES	270.59	266.82

TOTAL MATERIALS AND SERVICES	16,641.05	11,325.94
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CAPITAL OUTLAY

65811	PURCHASE NEW OFFICE EQUIPMENT		578.33
65813	NEW COMMUNICATIONS EQUIPMENT	3,381.00	

TOTAL CAPITAL OUTLAY	3,381.00	578.33
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TOTAL REQUIREMENTS	146,339.41	155,636.43
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DEPARTMENT TOTAL	146,339.41	155,636.43
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COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT

The Community and Economic Development Department is responsible for managing land use planning, economic development, airport management and the Transportation and Buildings Division. The Department is responsible for developing and implementing the City's economic development plans, overseeing the operation of the Airport, development of the Comprehensive Plan and providing services to the Planning Commission and the Historical Landmarks Commission. This department coordinates with the State for all permits for building and development and insures that services are provided in a timely manner.

The Planning Division takes responsibility for conditional uses, site plan reviews, enforcement of zoning, subdivision and other use ordinances. They work with the management team on permit streamlining and do annual reviews and updates of zoning ordinances and other ordinance amendments. Other issues handled by Planning is Urban Growth Area management, assistance to the Urban Renewal Agency, capital improvement programs, transportation planning, transportation master planning. Planning is also involved in Census work and other area demographics. The Historical Landmarks Commission is supported through this department.

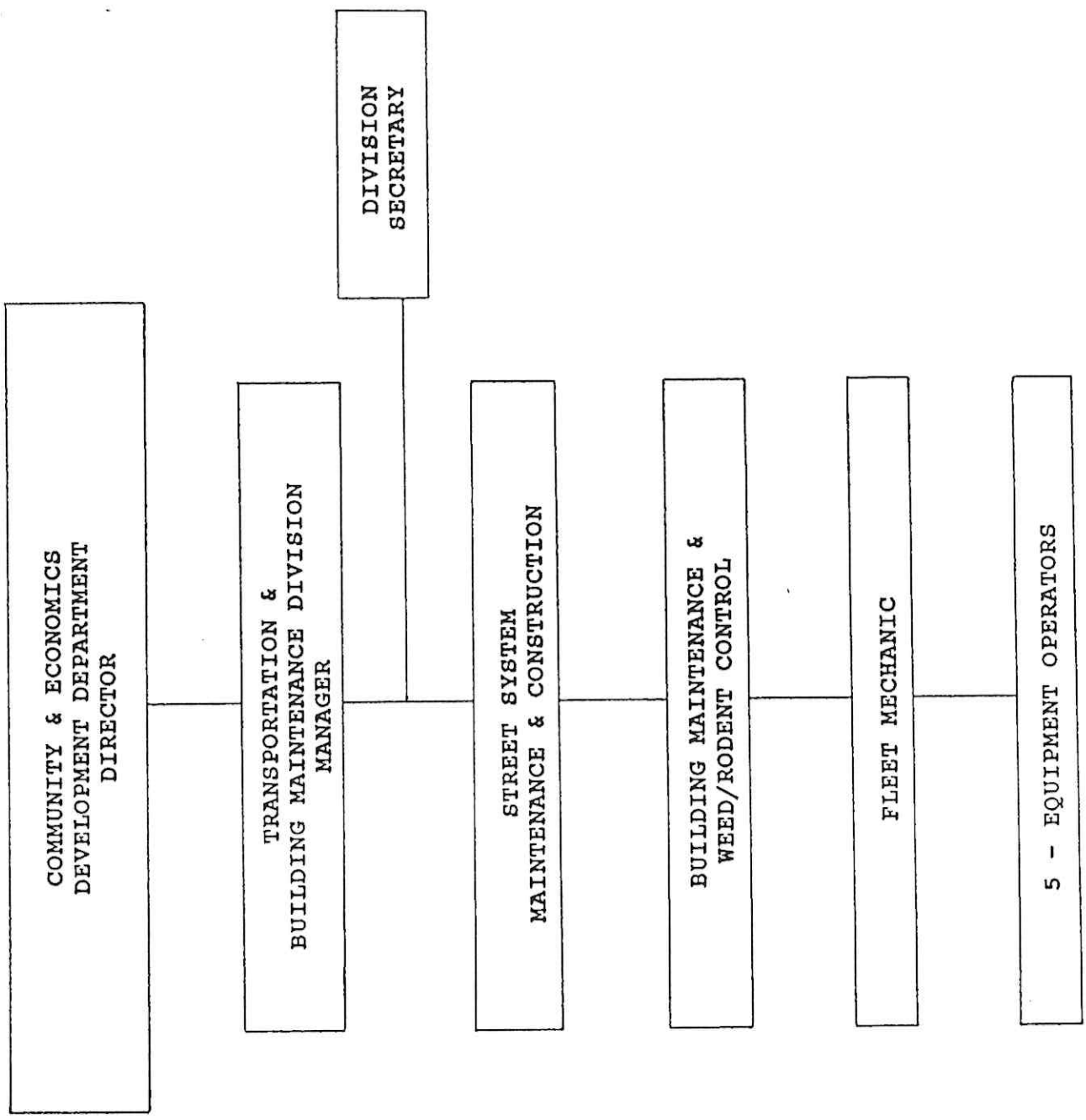
Economic Development relates to Airport management/development, improvements and master plan update. The Division assists in business assistance programs such as grants, loans and Enterprise Zone management as well as giving Trade Center Association and Business District Development Plan and Task Force support. The Division also is involved in the development of the Interpretive Center.

The Department provides management leadership and direction to the Transportation and Buildings Division. The Division is responsible for street systems maintenance, repair, construction and traffic signings. This Division provides for City fleet mechanical maintenance, for City buildings and grounds maintenance and construction, for weed/rodent control and for surplus vehicle and equipment sales. Community Cleanup is a strong feature of this Division's service.

The Overall Economic Development Action Plan implementation and updating along with the assistance given the Regional Development Council is an important part of the Department's mission. At the same time the Economic Development Division coordinates with Regional Strategies, Gorge Commission, Tourism, The Dalles Industrial Center Development and the West I-84 Interchange.

MAJOR OBJECTIVES:

1. Comprehensive Plan Update for LCDC Periodic Hearings by Fall of 1990
2. Completion of the Airport Master Plan
3. Completion of the Transportation System Comprehensive Master Plan
4. Management of the Enterprise Zone to assist in economics development and Urban Renewal objectives
5. Chip Seal 9th Street, Union to Cherry Heights
6. Purchase of Crack Sealer, Snow Blower, Transportation Division Service Pickup, Photocopier



BUDGET

DEPT: 42 COM & ECONOMIC DEV.

FUND: 11 GENERAL

LINE ITEM	DESCIRPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	APPROVED CURRENT BUDGET	PROPOSED	REVISED	ADOPTED
=====							
REQUIREMENTS							
PERSONAL SERVICES							
60111	REGULAR SALARIES	88,599.73	84,424.83	70,483.00	72,393		72,393
60112	PART TIME/TEMPORARY OVERTIME SALARIES		5,528.50	1,000.00	1,021		1,021
60195	PAYROLL EXPENSES	29,778.63	29,018.60	28,951.00	22,139		22,139
=====							
TOTAL PERSONAL SERVICES		118,378.36	118,971.93	100,434.00	95,553		95,553
CONTRACTURAL SERVICES							
61215	CONTRACTUAL SERVICES		11,025.47				
61236	URBAN RENEWAL CONSULTANT			45,000.00	10,000		10,000
61237	BUSINESS DISTRICT DEVELOPMENT PLAN			5,000.00			
61238	BASE MAPPING			1,000.00	1,000		1,000
61239	COMPREHENSIVE PLAN			6,000.00	3,500		3,500
XXX	GEOLOGIC STUDY				41,425		41,425
=====							
TOTAL CONTRACTURAL SERVICES			11,025.47	57,000.00	55,925		55,925
MATERIALS & SERVICES							

62241	NOTICE & PUBLICATION	517.81	2,100.58	1,250.00	1,250	1,250
62301	OFFICE SUPPLIES	890.98	1,314.82	1,200.00	1,200	1,200
62331	SPECIAL DPT SUPPLIES	711.58	524.09	1,550.00	1,550	1,550
62361	OFFICE EQUIPMENT MAINTENANCE	762.09	1,277.51	490.00	550	550
62371	VEHCILE PARTS AND SERVICE	522.24	136.75	250.00	250	250
62372	TIRES & REPAIR	100.09	96.42		350	350
62373	GAS,OIL,DIESEL LUBRICATION	951.77	613.17	200.00	300	300
62405	COMMUNICATIONS	969.02	1,905.08	1,250.00	1,500	1,500
62411	TRAINING/CONFERENCES	1,835.33	580.22	1,899.00	2,594	2,594
62412	MEMBERSHIP DUES AND SUBSCRIPTIONS	449.00	293.95	335.00	225	225
62480	MICROFILMING					
62481	MISC. EXPENSES	102.22	377.09	200.00	500	500
=====						
TOTAL MATERIALS AND SERVICES		7,812.13	9,219.68	8,624.00	10,269	10,269
CAPITAL OUTLAY						
65811	PURCHASE NEW OFFICE EQUIPMENT	100.00	652.42		3,180	3,180
=====						
TOTAL CAPITAL OUTLAY		100.00	652.42		3,180	3,180
=====						
TOTAL REQUIREMENTS		126,290.49	139,869.50	116,058.00	164,927	164,927
=====						
DEPARTMENT TOTAL		126,290.49	139,869.50	116,058.00	164,927	164,927

PERSONNEL DEPARTMENT

The Personnel Department consists only of the Director of Personnel and is responsible directly to the City Manager. This department is responsible to develop adequate personnel programs that comply with State and Federal regulations, policies, mandates, as well as meeting the objectives of the municipal corporation. This department is responsible for recruitment of all City employees for positions approved in the annual budget that need to be filled. Enforcement of State, Federal, and City mandates and policy as regards, "A Drug Free Work Place", maintaining and providing adequate security for all City Personnel Records/Files, providing information and direction to all City staff and employees as regards bargaining agreements and providing training opportunities to City Department Heads relative to personnel programs management, are responsibilities of this department.

Working with Department Heads, this department is responsible to annually review and update all position descriptions identified and existing in the municipal organization. This department is responsible to prepare appropriate Personnel Evaluation Forms to be used throughout the City organization identifying two principal areas of application: (a) Management Level Staff, (b) operations level employees. Director is involved in bargaining contract negotiations appropriately.

The major objectives of the Personnel Department are:

1. Research and develop adequate personnel programs in the areas of, but not limited to:
 - (A) Comprehensive Overall Personnel Management Program
 - (B) Identify and Categorize Mandates of Federal & State Labor Regulations and determine methods and measure for City compliance in all areas
 - (C) Develop a City Employee Recruitment/Hiring Procedure and Policy
 - (D) Develop an Enforceable Program For A Drug Free Work Place for Implementation in 1990-91
 - (E) Provide for adequate security and confidentiality of Personnel records retention
 - (F) Update ALL City Employee Position Descriptions
 - (G) Develop a standard set of documents for Personnel Performance Evaluations for Management Level Staff and for Operations Level Employees
 - (H) Finalize City of The Dalles Employee Handbook

DEPT. PERSONNEL		BUDGET			
		FUND: 11 GENERAL			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
=====					
REQUIREMENTS					
PERSONNEL SERVICES					
60111	REGULAR SALARIES			34,130.00	35,813
60112	PART TIME/TEMPORARY				
	OVERTIME SALARIES				
60195	PAYROLL EXPENSES				11,175
=====					
	TOTAL PERSONNEL SERVICES			34,130.00	46,988
=====					
MATERIALS & SERVICES					
62301	OFFICE SUPPLIES			300	300
62331	SPECIAL DEPARTMENT SUPPLIES			270	270
62405	COMMUNICATIONS			125	125
62411	TRAINING/CONFERENCES			3,410	3,410
62481	MISCELLANEOUS			800	800
=====					
	TOTAL MATERIALS AND SERVICES			4,905	4,905

TOTAL REQUIREMENTS

34,130.00

51,893

51,893

City of The Dalles
Project Management
May 17, 1990

PROJECT MANAGEMENT/ENGINEERING

SERVICES PROVIDED:

This department assists and manages major projects for other city departments:

- . Coordinate and manage the work of Consultants
- . Assist in preparation and administration of Engineering and Construction related contracts
- . Coordinate the scheduling of major projects to assure they are completed on time and within budget

MISSION STATEMENT:

Provide a high quality of Project Management services to the City to assure major projects are completed on time and within budget.

CITY OF THE DALLES
PROJECT MANAGEMENT/ENGINEERING

ANNUAL BUDGET
1990-1991

SUMMARY

Fund: General Fund - Project Management/Engineering

Personnel Services:	\$53,843.00
Notices & Publications:	\$ 3,300.00
Office Supplies:	\$ 508.00
Special Dept. Supplies:	\$ 56.00
Vehicle Parts & Service:	\$ 1,160.00
Communications:	\$ 800.00
Training & Conferences:	\$ 2,725.00
Membership Dues/Subscription:	\$ 200.00
New Office Equipment:	\$ 7,200.00

TOTAL BUDGET: \$69,792.00

The Project Manager shall report directly to

Mission of Department: The Department shall provide management services to the various City departments. Major projects are completed on schedule and

Project Management/Engineering Department will report to the following departments and the budget is as follows:

<u>Department</u>	<u>Amount</u>	<u>Percentage</u>
Water	\$13,958.40	
Wastewater	\$13,958.40	
Operations	\$13,958.40	
Airport	\$13,958.40	
Com. & Econ. Development	\$ 6,979.20	
Fire	\$ 3,489.60	
Police	\$ 3,489.60	
	<u>\$69,792.00</u>	

Key Objectives: With the proper tools and coordination, Project Management will assure tracking and management of projects from conception to completion.

SLT/jk

DEPT.	PROJECT	MANAGER	BUDGET			
			FUND:			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
=====						
REQUIREMENTS						
PERSONNEL SERVICES						
60111	REGULAR SALARIES			35,642.00	37,097	37,097
60112	PART TIME/TEMPORARY OVERTIME SALARIES				3,750	3,750
60195	PAYROLL EXPENSES				12,996	12,996
=====						
TOTAL PERSONNEL SERVICES				35,642.00	53,843	53,843
=====						
MATERIALS & SERVICES						
62241	NOTICES/PUBLICATIONS				3,300	3,300
62311	OFFICE SUPPLIES				508	508
62331	SPECIAL DEPARTMENT SUPPLIES				56	56
62371	VEHICLE PARTS/SERVICE				502	502
62372	TIRES & REPAIR				120	120
62373	GAS, OIL, LUBE				538	538
62405	COMMUNICATIONS				800	800
62411	TRAINING/CONFERENCES				2,725	2,725
62412	MEMBERSHIP DUES AND SUBSCRIPTIONS				200	200

=====		
TOTAL MATERIALS AND SERVICES	8,749	8,749
CAPITAL OUTLAY		
65811 PURCHASE NEW OFFICE EQUIPMENT	7,200	7,200
=====		
TOTAL CAPITAL OUTLAY	7,200	7,200
=====		
TOTAL REQUIREMENTS	69,792	69,792
=====		

LIBRARY

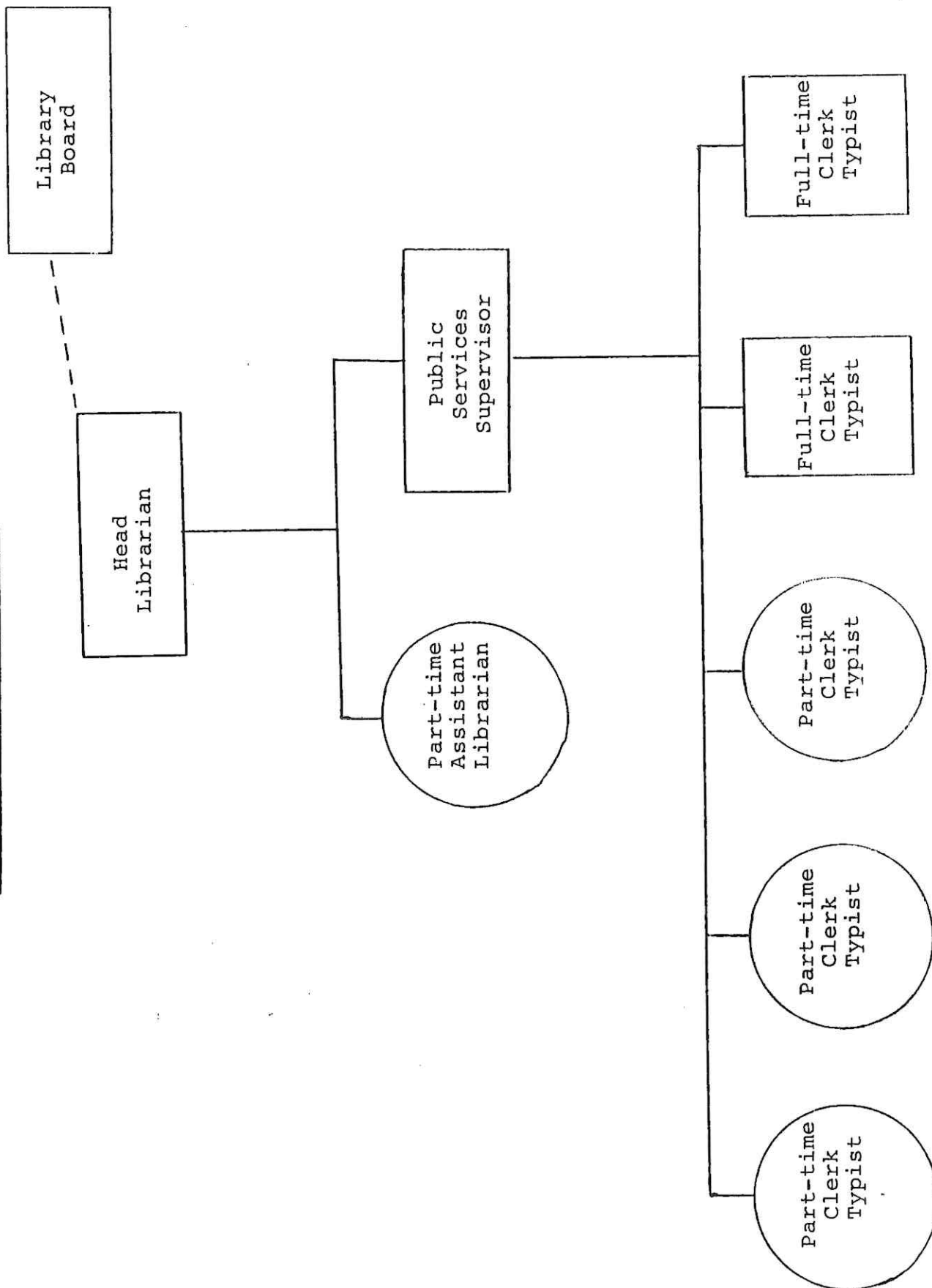
The Public Library has numerous programs and services. Staff provides for the overall operation of the library and strives to progress in reaching library goals, develop the library budget and oversee the expenditures. The Outreach and Literacy Programs serve patrons who are physically unable to come to the library as well as those who are physically handicapped or lack literacy skills. The outlying residents of the County have the advantage of receiving materials and information which is done on a monthly rotating collection basis. Assistance is provided in using indexes, card catalog, equipment, requests for information both by telephone and in person. The Library staff checks books in and out, sends overdue notices and bills, registers patrons and shelves books as required.

The weekly Children's Storyhour for preschoolers is provided to stimulate children to read and use the library facility. Another service staff made available is the meeting room that is accessible to the public on all days and evenings that the library is open.

The major objectives of the Library are:

1. Acquisition of Grant to construct the mezzanine.
2. Analysis of book and service use and development of an updated policy on material retention.

LIBRARY ORGANIZATION CHART



BUDGET

DEPT: 49 LIBRARY

FUND: 11 GENERAL

LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
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REQUIREMENTS

PERSONAL SERVICES

60111	REGULAR SALARIES	83,675.10	75,288.37	81,537.00	89,935
60112	PART TIME/TEMPORARY	34,723.60	40,726.25	31,841.00	44,677
	OVERTIME SALARIES				
60195	PAYROLL EXPENSES	34,788.61	34,665.29	43,547.00	43,740

TOTAL PERSONAL
SERVICES

153,187.31	150,679.91	156,925.00	178,352
178,352			

CONTRACTURAL SERVICES

61215 CONTRACTUAL SERVICES	963.01	1,391.00
----------------------------	--------	----------

TOTAL CONTRACTUAL
SERVICES

963.01	1,391.00
--------	----------

MATERIALS & SERVICES

62241	NOTICE/PUBLICATION			1,800	1,800
62301	OFFICE SUPPLIES	4,458.46	3,759.66	8,223	8,223
62311	JANITORIAL SUPPLIES	1,547.38	212.08	1,710	1,710
62352	BUILDING AND GROUNDS MAINTENANCE	4,884.57	11,473.00	15,500	15,500

62361	OFFICE EQUIPMENT MAINTENANCE	465.21	938.84	310.00	960	960
62362	GENERAL EQUIPMENT MAINTENANCE	977.40	151.57		200	200
62381	EQUIPMENT AND MEETING ROOM RENT	235.00		255.00	255	255
62405	COMMUNICATIONS	4,698.20	3,755.87	4,700.00	4,600	4,600
62411	TRAINING/CONFERENCES	1,019.09	1,134.32	1,100.00	2,227	2,227
62412	MEMBERSHIP DUES AND SUBSCRIPTIONS	247.00	75.00	249.00	210	210
62413	LIBRARY PERIODICALS	3,231.20	3,517.52	3,600.00	3,400	3,400
62418	LIBRARY BOOKS AND BINDING	22,958.22	23,103.64	25,693.00	27,584	27,584
62419	AUDIO VISUAL MAT.	572.82	606.65	1,350.00	1,350	1,350
62421	INSURANCE & BONDS	3,000.00		3,000.00	3,000	3,000
62423	UTILITIES	10,965.35	12,200.34	13,520.00	14,065	14,065
62424	LIBRARY CATALOGING SERVICE	1,349.14	651.60	1,016.00		
62481	MISC. EXPENSES	1,095.26	829.13		5,000	5,000
62	COMPUTER					
=====						
	TOTAL MATERIALS AND SERVICES	61,704.30	62,409.22	59,693.00	90,084	90,084
TRANSFERS OUT						
64714	TRANSFER TO OPERATIONS			22,569.00		
=====						
	TOTAL TRANSFERS OUT			22,569.00		
CAPITAL OUTLAY						
65	FURNITURE/FIXTURES				900	900
65803	IMPROVEMENT TO BLDG. OR ADDITIONS				224,000	224,000
65811	PURCHASE NEW	624.25	4,370.10	3,809.00		

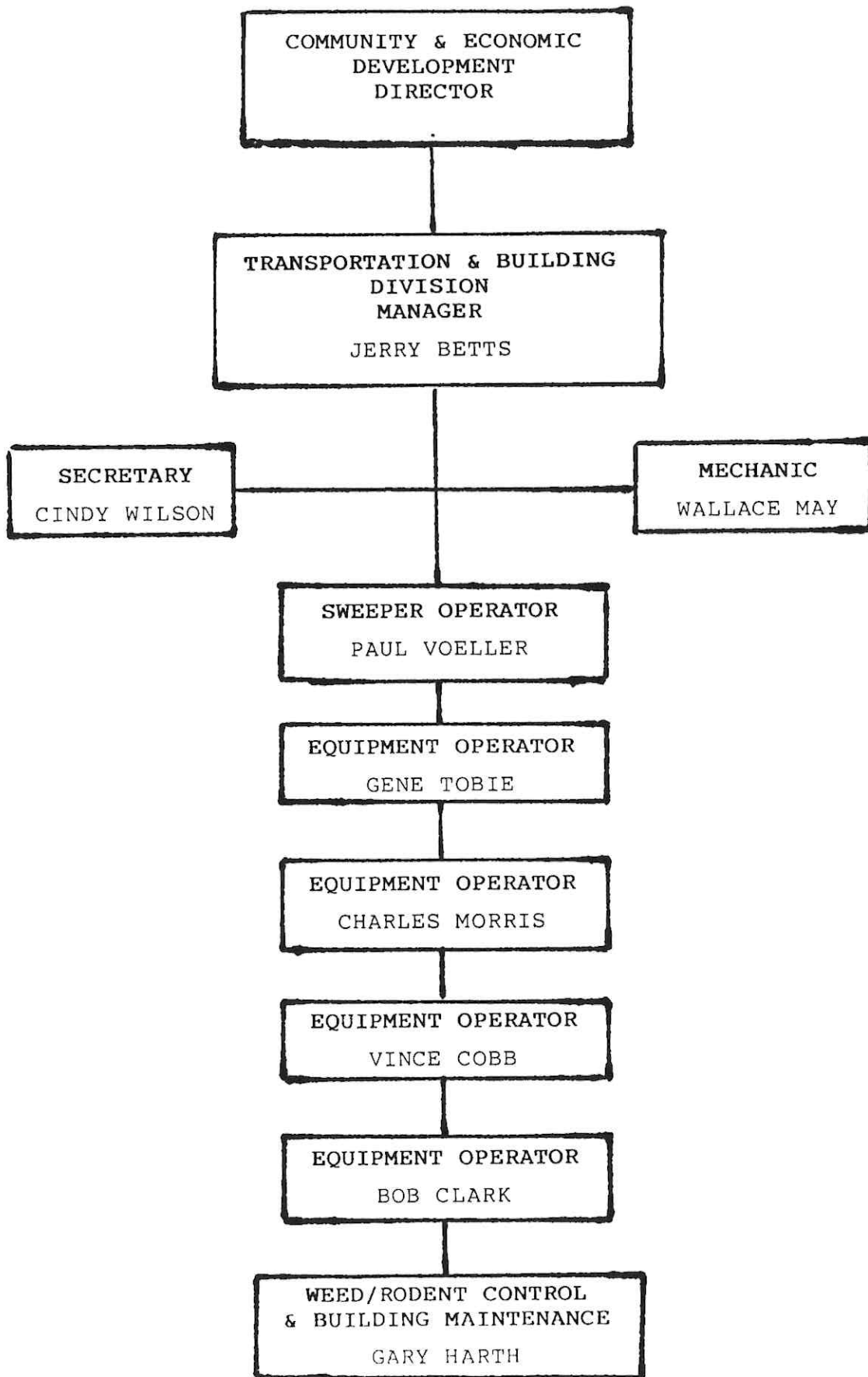
TRANSPORTATION & BUILDING DIVISION

The Transportation and Buildings Division provides for centralized building maintenance services for the City as well as streets repair and construction. Other responsibilities are City-wide clean-up, including daily street sweeping, signs for traffic control, emergency snow removal, street-traffic control painting, vector control, weed control and citizens assistance. Also, emergency response to flood and landslide control, support to the Traffic Safety Commission and sale of surplus City vehicles and equipment.

This Division, formerly known as the Operations Department, is folded into the Community and Economics Development Department for department head management responsibility.

The major objectives are:

1. Completion of a transportation facilities Master Plan.
2. Development of a comprehensive street repair and maintenance program.
3. In cooperation with the City Public Safety Department, will finalize a City-wide disaster emergency response plan.



DEPT. 54 TRANSPORTATION & BUILDING		FUND: 14 STREET		BUDGET			
LINE	REVENUE	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
ITEM	DESCRIPTION						

REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	35,691.24	460,254.00	145,000.00	172,865		172,865
40521	INTEREST ON SAVINGS	34,336.00	42,044.00	11,000.00	35,000		35,000
43223	STATE MOTOR VEHICLE FUND	267,586.79	310,355.00	312,000.00	443,730		443,730
44394	MISC SALES/SERVICE	3,349.98	4,288.00	7,500.00	7,500		7,500
44395	INTERDEPT.REVENUE	47,592.16	154,231.00				
46732	RECEIVED - GENERAL REVENUE SHARE						
47712	RECEIVED FROM WATER FUND	9,500.00	9,500.00	9,500.00			
47713	RECEIVED FROM WASTEWATER TREATMENT	9,500.00	9,500.00	9,500.00			
47719	RECEIVED FROM 3 CENT GALLON GAS	299,556.39	300,518.00	306,000.00	306,000		306,000
47720	RECEIVED FROM IMPROVEMENT FUND	12,616.48					
47725	RECEIVED FROM EQUIPMENT RESERVE						
47727	R'CVD FROM AIRPORT			20,000.00			
47728	R'CVD GENERAL FUND			35,369.00			
47730	RECEIVED FROM COUNTY			15,000.00			
=====							
TOTAL OTHER REVENUE		719,729.04	1,290,690.00	870,869.00	965,095		965,095
=====							

=====				
TOTAL REVENUE	719,729.04	1,290,690.00	870,869.00	965,095
=====				
DEPARTMENT TOTAL	719,729.04	1,290,690.00	870,869.00	965,095
=====				

DEPT. 64 TRANSPORTATION & BUILDING		BUDGET			
		FUND: 14 STREET			
LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	APPROVED CURRENT BUDGET	PROPOSED REVISED ADOPTED
REQUIREMENTS					
PERSONAL SERVICES					
60111	REGULAR SALARIES	158,322.08	196,814.00	195,865.00	223,788
60112	PART TIME/TEMPORARY	15,970.37	24,551.00	10,198.00	10,296
	OVERTIME SALARIES				
60195	PAYROLL EXPENSES	71,010.72	77,072.00	90,584.00	108,658
=====					
	TOTAL PERSONAL SERVICES	245,303.17	298,437.00	296,647.00	342,742
=====					
CONTRACTUAL SERVICES					
61	GAS TAX AUDIT				4,500
61215	CONTRACTUAL SERVICES				26,500
=====					
	TOTAL CONTRACTUAL SERVICES			31,000	31,000
=====					
MATERIALS & SERVICES					
62241	NOTICE/PUBLICATION				250
62301	OFFICE SUPPLIES	1,371.70	2,116.00	1,100.00	1,562
62311	JANITORIAL SUPPLIES				1,500
62321	CHEMICAL SUPPLIES				5,500
62331	SPECIAL DPT SUPPLY	27,488.35	37,926.00	4,592.00	47,500
62341	CONSTRUCTION SUPPLY			25,000.00	21,315
62352	BUILDING AND	16,006.11	4,090.00	70,369.00	12,120

GROUNDS MAINTENANCE				
62361	OFFICE EQUIPMENT		40.00	650
62362	GENERAL EQUIPMENT MAINTENANCE	38.40	1,073.00	4,850
62363	SHOP TOOLS & REPAIR	1,977.86	1,511.00	3,610
62364	RADIO REPAIR/REPLACE			1,650
62371	VEHICLE PARTS AND SERVICE	20,389.44	12,025.00	37,826
62372	TIRES & REPAIR	1,999.38	926.00	3,000
62373	GAS, OIL, DIESEL, LUBRICATION	8,633.61	9,044.00	14,500
62405	COMMUNICATIONS	3,212.62	3,607.00	3,650
62411	TRAINING/CONFERENCES	1,384.99	2,293.00	4,138
62412	MEMBERSHIP DUES AND SUBSCRIPTIONS	366.81	481.00	510
62423	UTILITIES	4,660.30	3,053.00	2,800
62431	CLOTHING - NEW, REPAIR AND	1,524.05	1,607.00	1,920
62841	MISC. EXPENSES			200
62	JOINT USE OF MEN & EQUIPMENT			1,866
64231	SUPPLIES		94.00	
=====				
	TOTAL MATERIALS AND SERVICES	89,053.62	79,886.00	147,585.00
				170,917
DEBT SERVICE				
63620 STREET ASSESSMENTS				
=====				
TOTAL DEBT SERVICE				
TRANSFERS OUT				
64711	TRANSFER TO GENERAL FUND	29,775.00	32,157.00	34,798.00
				35,000

TRANSFER TO				14,158	14,158
PROJECT MGR REIMBURSE					
64730 TRANSFER TO	2,500.00	2,500.00			
UNEMPLOYMENT INSURANCE					
64737 TRANSFER TO PUBLIC	20,000.00	20,000.00		30,000	30,000
WORKS RES.					
64751 JOINT USE OF	39,638.04	276.00			
MEN & EQUIPMENT					
64784 TRANSFER TO BRIDGE					
REPLACEMENT					
=====					
TOTAL TRANSFERS OUT	91,913.04	54,933.00	34,798.00	79,158	79,158
CAPITAL OUTLAY					
65807 CONSTRUCT NEW		2,181.00			
STORM SEWER NA					
65811 PURCHASE NEW	3,019.19	1,824.00	3,750.00	1,350	1,350
OFFICE EQUIPMENT				6,200	6,200
65813 NEW COMMUNICATION					
EQUIPMENT				26,500	26,500
65823 PURCHASE NEW TRUCK					
PICKUP				20,600	20,600
65828 OTHER MACHINERY	29,505.20	17,921.00			
AND EQUIPMENT					
65833 PROFESSIONAL SERVICE	1,195.25	4,894.00		5,800	5,800
65841 STREET CONSTRUCTION	126,766.63	(2,105.00)		50,000	50,000
SUPPLIES					
65824 STREET CONSTRUCTION	8.70				
ASSESSED PJT					
65881 CONTRACT AND	1,591.23	234,994.00	270,921.00		
CONTRACTORS PAY					
65842 STREET CONSTRUCTION				105,000	105,000
=====					
TOTAL CAPITAL OUTLAY	162,086.20	259,709.00	274,671.00	215,450	215,450

CONTINGENCIES

66900 OPERATING CONTINGENCIES	10,168.00	65,828	65,828
66951 UNAPPROPRIATED BAL.	107,000.00	60,000	60,000

TOTAL CONTINGENCIES 0.00 117,168.00 125,828 125,828

TOTAL REQUIREMENTS 588,356.03 692,965.00 870,869.00 965,095 965,095

DEPARTMENT TOTAL 588,356.03 692,965.00 870,869.00 965,095 965,095

FUND TOTAL 588,356.03 692,965.00 870,869.00 965,095 965,095

DEPT: 55 AIRPORT FUND-REVENUE		BUDGET			
		FUND: 15 AIRPORT			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT PROPOSED BUDGET	PROPOSED REVISED ADOPTED

REVENUE					
OTHER REVENUE					
40101	BEGINNING BALANCE		(12,954.00)		(93,000)
40521	INTEREST ON SAVINGS				3,500
44256	GRANTS			3,500.00	18,000
44531	RENTAL RECEIPTS	11,035.52	13,438.00	17,107.00	
44532	AGRICULTURE & INCOME				133,485
44533	SALE ON GASOLINE	77,743.64	121,841.00	120,000.00	(8,580)
44534	WASH. SALES TAX	(6,185.86)	(5,365.00)	(8,580.00)	3,475
47711	RECEIVED FROM GENERAL FUND			18,338.00	
47	EXPENDABLE SUPPLIES			4,500	4,500
	LOAN FROM GEN FUND			93,000	93,000
=====					
TOTAL OTHER REVENUE		82,593.30	116,960.00	150,365.00	154,380
=====					
TOTAL REVENUE		82,593.30	116,960.00	150,365.00	154,380
=====					
DEPARTMENT TOTAL		82,593.30	116,960.00	150,365.00	154,380
=====					

BUDGET

DEPT: 65 AIRPORT DEPT.

FUND: 15 AIRPORT

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
=====							
REQUIREMENTS							
=====							
PERSONAL SERVICES							
=====							
TOTAL PERSONAL SERVICES							
=====							
CONTRACTUAL SERVICES							
61203	ACCOUNTING	358.00	1,630.00	360.00			
61215	ADVISORY SERVICE						
61215	CONTRACTUAL SERVICE	13,574.34	16,659.00	19,200.00			
61240	COMMUTER AIRLINE						
	STUDY CITY PORTION						
61	FBO CONTRACT				16,800		16,800
=====							
TOTAL CONTRACTUAL SERVICES							
		13,932.34	18,289.00	19,560.00	16,800		16,800
=====							
MATERIALS & SERVICES							
62241	NOTICE/PUBLICATIONS		51.00	100.00	400		400
62311	JANITORIAL SUPPLIES	1.72	661.00	500.00	750		750
62331	SPECIAL DEPARTMENT SUPPLIES		847.00		500		500
62352	BUILDING AND GROUNDS	2,484.31	15,866.00	5,000.00	6,050		6,050

MAINTENANCE						
52362 GENERAL EQUIPMENT	622.86	69.00	200.00	2,250	2,250	
MAINTENANCE						
52363 TOOLS & REPAIR				500	500	
52371 VEHICLE PARTS	4.50			250	250	
AND SERVICE						
62373 GAS, OIL, DIESEL	78,445.62	92,415.00	87,195.00	97,600	97,600	
AND LUBRICATION						
62374 BUSINESS AND	503.40	1,394.00	1,030.00	1,700	1,700	
OCCUPATIONAL TAX						
62405 COMMUNICATIONS	828.72	1,407.00	860.00	1,200	1,200	
62412 MEMBERSHIP DUES			150.00	100	100	
AND SUBSCRIPTIONS						
62421 INSURANCE & BONDS	7,094.00	5,855.00	7,000.00	7,000	7,000	
62423 UTILITIES	5,209.13	4,700.00	5,000.00	10,140	10,140	
62481 MISC. EXPENSES	2,066.46	5,124.00	270.00	3,270	3,270	
62515 WEATHER GRANT			3,500.00	3,500	3,500	
SERVICE CHARGE						

TOTAL MATERIALS AND SERVICES	97,260.72	128,389.00	110,805.00	135,210	135,210
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TRANSFERS OUT

64714 TRANSFER TO OPERATIONS			20,000.00		
64751 JOINT USE MEN/EQUIP		30,566.00			

TOTAL TRANSFERS OUT

	30,566.00	20,000.00
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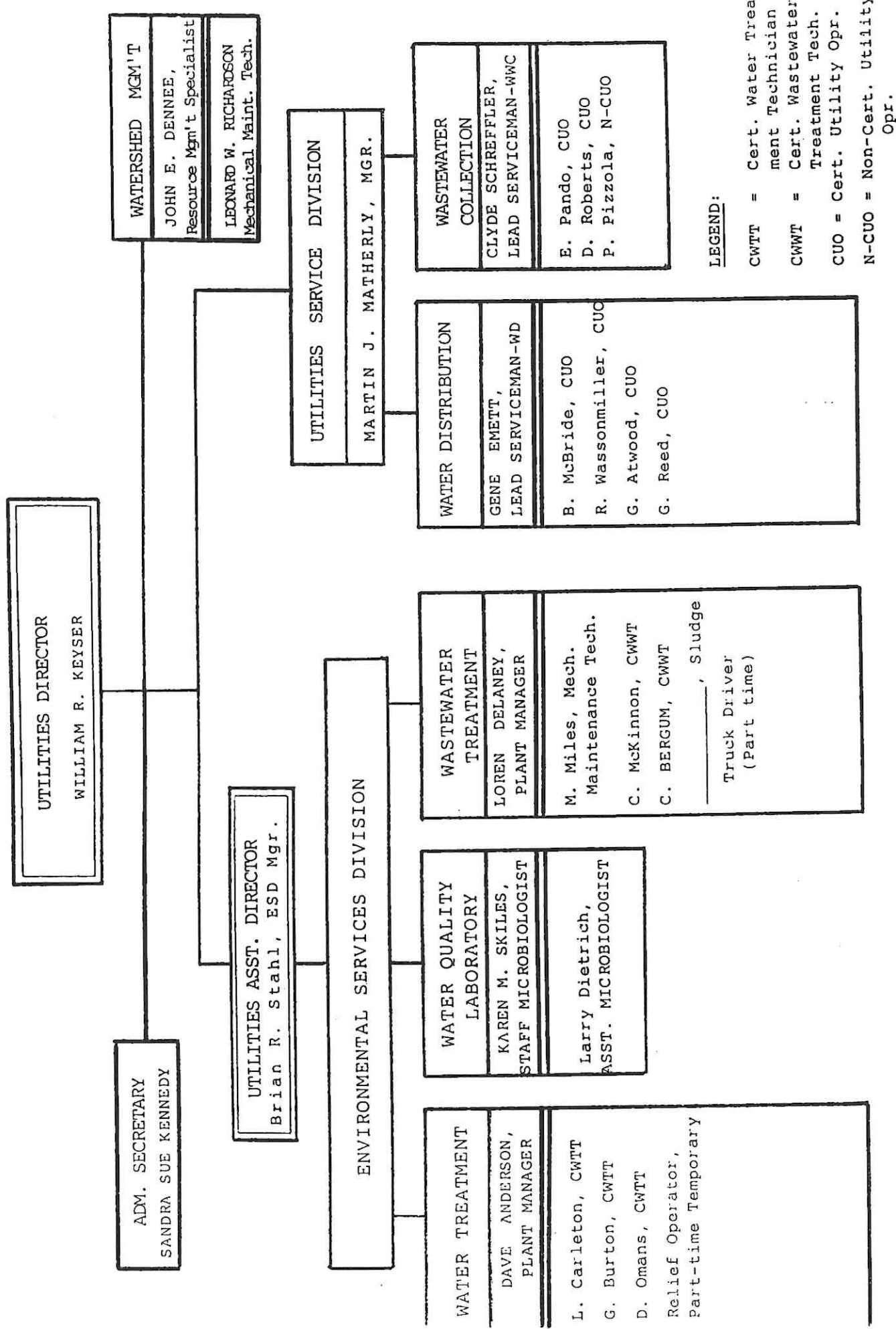
CAPITAL OUTLAY

65803 IMPROVEMENT TO BUILDING OR ADDITION					
65828 OTHER MACHINERY AND EQUIPMENT	3,790.30	9,550.00	1,050	1,050	1,050

65 FURNITURE/FIXTURES					1,320	1,320
TOTAL CAPITAL OUTLAY	3,790.30	9,550.00			2,370	2,370
CONTINGENCIES						
TOTAL CONTINGENCIES						
TOTAL REQUIREMENTS	114,983.36	186,794.00	150,365.00		154,380	154,380
DEPARTMENT TOTAL	114,983.36	186,794.00	150,365.00		154,380	154,380
FUND TOTAL	114,983.36	186,794.00	150,365.00		154,380	154,380

- UTILITIES DEPARTMENT -

ORGANIZATIONAL CHART



POSITION TITLE

EMPLOYEE'S NAME

Director	William R. Keyser
Assistant Director	Brian R. Stahl
Service Manager	Martin J. Matherly
Resource Mgt. Specialist	John D. Dennee
Microbiologist	Karen M. Skiles
Plant Manager	David Anderson
Assistant Microbiologist	Larry Kietrich
Certified Water Treatment Tech.	Larry Carleton
Certified Water Treatment Tech.	George Burton
Certifeid Water Treatment Tech.	Debra Omans
Lead Serviceman	Eugene Emett
Certified Utility Operator	Bernard McBride
Certified Utilities Operator	Rick Wassenmiller
Certified Utilities Operator	Gary Reed
Certified Utilities Operator	To be filled
Mechanical Maintenance Tech.	Leonard Richardson
Administrative Secretary	Sue Kennedy

UTILITIES DEPARTMENT

ANNUAL BUDGET
1990-1991

SUMMARY

FUND: WATER (12)

REVENUES: 051

<u>CURRENT BUDGET</u>	<u>Acct #</u>	<u>REVENUE RESOURCE</u>	<u>PROPOSED 90-91</u>
205,000	40101	BEGINNING BALANCE	267,697
15,000	40521	INTEREST ON SAVINGS	25,000
51,550	44394	MISC. SALES & SERVICES	124,736
		* System Development Charges -	13,200
		* Service Connection Charges -	86,400
		* Assessments-Over Due Accts.-	500
		* Sale - Surplus Property -	2,056
		* Reimbursements -	22,580
-0-	44395	INTERDEPT. REVENUE	12,690
		* Joint Use Men/Equipment	
		Wastewater Budget -	12,557
		Building Oper. Budget -	133
907,000	44401	CUSTOMER SERVICE CHARGES	1,372,192
33,250	44403	MAIN EXTENSION CHARGES	-0-
9,000	44404	WATER HYDRANT REPLACEMENT	-0-
44,000	44405	TIMBER RECEIPTS	75,000
178,845	47733	TRANS. WATER RESV. FUND	-0-
\$ 1,443,645		WATER TOTAL REVENUE	\$ 1,877,315

WATER REVENUES SUPPORT THREE DIVISIONS OF WATER OPERATIONS

- * WATER TREATMENT, ENVIRONMENTAL SERVICES DIVISION
- * WATER DISTRIBUTION, UTILITIES SERVICES DIVISION
- * WATERSHED MANAGEMENT

DEPT. 51 UTILITIES/WATER REVENUE		BUDGET FUND: 12 WATER					
LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	112,000.00	297,063	205,000.00	267,697		267,6
40521	INTEREST ON SAVINGS	22,124.06	19,019	15,000.00	25,000		25,0
44394	MISC SALES/SERVICE	21,444.09		51,550.00	124,736		124,7
44395	INTERDPT REVENUE	11,777.05	276		12,690		12,6
44401	CUSTOMER SERVICE CHARGES	1,095,976.44	930,692	907,000.00	1,372,192		1,372,1
44403	MAIN EXTENSION CHARGES			33,250.00			
44404	WATER HYDRANT REPLACEMENT			9,000.00			
44405	TIMBER RECEIPTS	35,602.84		44,000.00	75,000		75,0
47732	RECEIVED FROM WATER RESERVE	75,000.00	50,000	178,845.00			
=====							
TOTAL OTHER REVENUE		1,373,924.48	1,297,050	1,443,645.00	1,877,315		1,877,3
=====							
TOTAL REVENUE		1,373,924.48	1,297,050	1,443,645.00	1,877,315		1,877,3
=====							
DEPARTMENT TOTAL		1,373,924.48	1,297,050	1,443,645.00	1,877,315		1,877,3

DEPT: 61 UTILITIES/WATER		BUDGET			
		FUND: 12 WATER			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED

REQUIREMENTS					
PERSONAL SERVICES					
60111	REGULAR SALARIES	350,063.66	407,942	427,779.00	452,664
60112	PART TIME/TEMPORARY OVERTIME SALARIES	76,011.67	53,075	25,595.00	36,237
60195	PAYROLL EXPENSES	163,668.54	157,172	187,541.00	193,197
=====					
TOTAL PERSONAL SERVICES		589,743.87	618,189	640,915.00	682,098
CONTRACTUAL SERVICES					
61224	WATERSHED PATROL			18,250.00	22,660
=====					
TOTAL CONTRACTUAL SERVICES				18,250.00	22,660
MATERIALS & SERVICES					
62241	NOTICES/PUBLICATIONS	292.35	415	6,273.00	1,056

62301	OFFICE SUPPLIES	3,990.00	4,648	9,770.00	8,582	8,582
62311	JANITORIAL SUPPLIES	1,000.38	700	3,044.00	2,631	2,631
62321	CHEMICAL AND LAB SUPPLIES	75,803.60	73,040	115,523.00	170,792	170,792
62331	SPECIAL DEPARTMENT SUPPLIES	20,050.43	12,434	43,700.00	26,528	26,528
62352	BUILDING AND GROUNDS MAINTENANCE	9,620.77	8,233	18,970.00	25,086	25,086
62361	OFFICE EQUIPMENT MAINTENANCE	1,047.34	1,077	3,288.00	5,142	5,142
62362	GENERAL EQUIPMENT MAINTENANCE	17,862.87	14,845	52,526.00	33,734	33,734
62363	SHOP TOOLS AND TOOL REPAIR	2,711.87	1,576	803.00	4,053	4,053
62364	RADIO REPAIR	91.50	57	650.00	1,000	1,000
62371	VEHICLE PARTS AND SERVICE	5,552.11	6,268	14,545.00	9,532	9,532
62372	TIRES & REPAIR	2,702.61	942	2,240.00	1,551	1,551
62373	GAS, OIL, DIESEL, AND LUBRICATION	8,191.14	8,340	12,361.00	13,570	13,570
62381	EQUIPMENT & MEETING ROOM RENTAL	201.70	183	50.00	150	150
62401	WATER AND SEWER REFUND ACCOUNT			500.00		
62405	COMMUNICATIONS	13,927.50	12,953	15,644.00	18,319	18,319
62411	TRAINING/CONFERENCE	6,030.31	5,602	8,610.00	11,356	11,356
62412	MEMBERSHIP DUES AND SUBSCRIPTIONS	998.92	438	1,399.00	1,692	1,692
62423	UTILITIES	83,242.04	76,245	90,543.00	117,333	117,333
62431	CLOTHING - NEW REPAIR AND	2,512.35	2,468	3,476.00	9,752	9,752
62481	MISC. EXPENSES	10.00	31	700.00	1,878	1,878
62511	FIRE PATROL	5,439.76	2,642	2,800.00	3,000	3,000
62	INSURANCE				15,500	15,500
62	MEN & EQUIPMENT				19,264	19,264

TOTAL MATERIALS	261,279.55	233,137	407,415.00	501,501	501,501
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AND SERVICES

DEBT SERVICE

63502 PRINCIPAL DUE ON
CITY BO
63520 INTEREST ON 1967
WATER BILL

=====

TOTAL DEBT SERVICE

TRANSFERS OUT

64711	TRANSFER TO GENERAL FUND	68,652.00	74,144	103,230.00	103,230	103,230
	TRANSFER TO PROJECT MGR REIMBURSE				14,158	14,158
64714	TRANSFER TO OPERATIONS	9,500.00	9,500	9,500.00		
64730	TRANSFER TO UNEMPLOYMENT INSURANCE	4,000.00	4,102			
64734	TRANSFER TO WATER RESERVE	123,088.00	14,829			
64751	JOINT USE OF MEN & EQUIPMENT	6,793.17	6,259			
647	TRANSFER TO WATER CAPITAL RESERVE FUND				210,000	210,000

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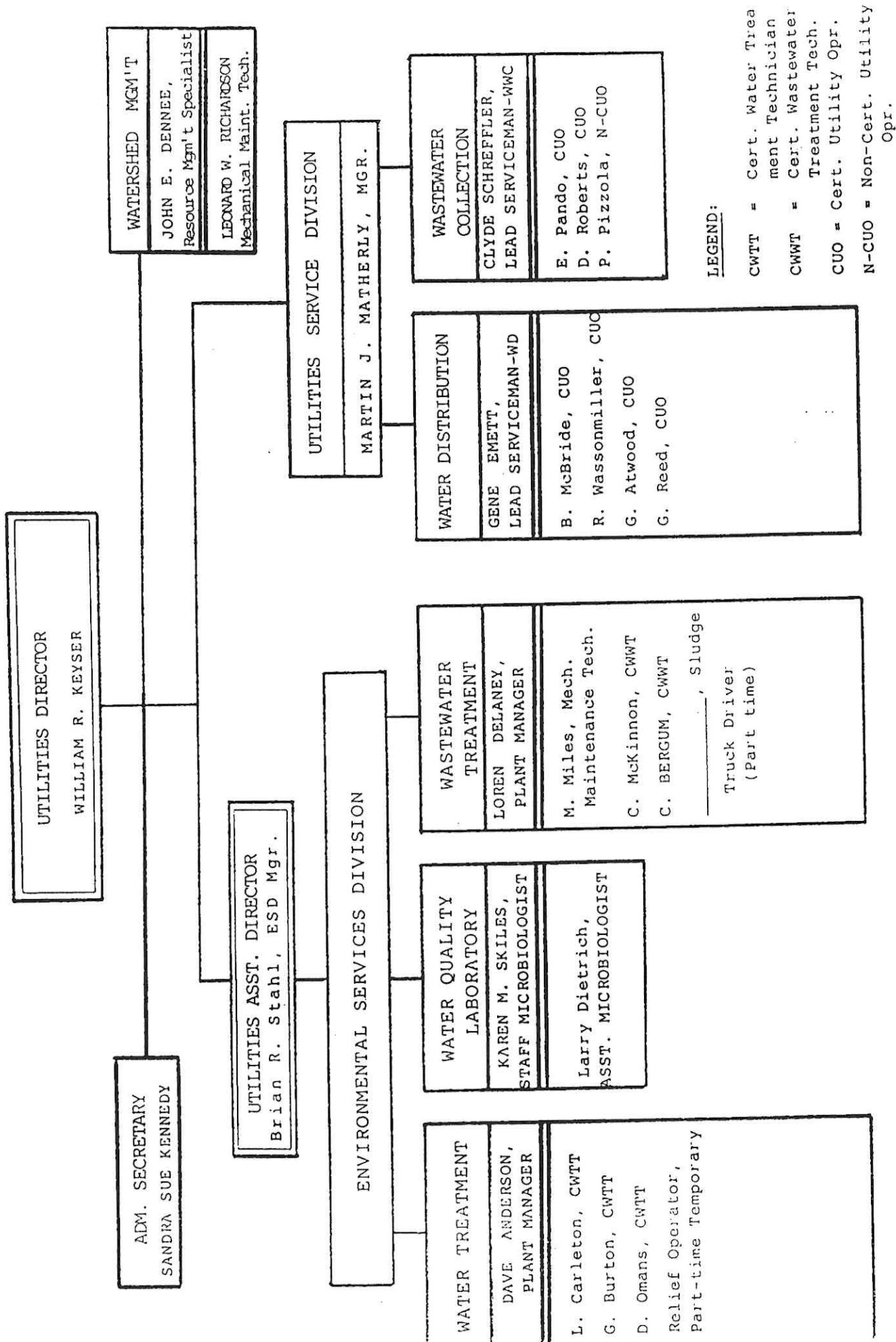
TOTAL TRANSFERS OUT	212,033.17	108,834	112,730.00	327,388	327,388
CAPITAL OUTLAY					
65800 WATER MAIN ASSESMEN	7,071.31	1,600			

65803	IMPROVEMENT TO BUILDING OR ADDITION	11,635.23	52,532	98,585.00	115,197	115,197
65804	NEW WATER MAINS/ REPLACEMENT	2,987.24	15,843	26,200.00	18,000	18,000
65805	CONSTRUCT NEW HYDRANT AND		78	9,000.00	9,000	9,000
65811	PURCHASE NEW OFFICE EQUIPMENT	8,793.35	5,723	5,000.00	3,565	3,565
65813	NEW COMMUNICATIONS EQUIPMENT					
65823	PURCHASE NEW TRUCK/PICKUP	79.20	27,763		79,500	79,500
65828	OTHER MACHINERY AND EQUIPMENT	7,287.83	7,359	13,500.00	42,520	42,520
65833	PROFESSIONAL SERVICE	3,039.14	83		21,700	21,700
65844	WATERSHED CONSTRUCT. & MAINTENANCE SUP.	13,566.40	5,528	18,697.00	17,005	17,005
65845	WATERSHED ROAD CONSTRUCTION & MA	20,706.39	14,898	14,979.00	729	729
65846	TIMBER MANAGEMENT	3,657.72	3,200	1,624.00	1,936	1,936
65880	MAJOR REPAIRS AND REPLACEMENT	5,584.32		46,750.00		
65881	CONTRACT/ CONTRACTORS PAY					
=====						
TOTAL CAPITAL OUTLAY		84,408.13	134,607	234,335.00	309,152	309,152
CONTINGENCIES						
66900	OPERATING CONTINGENCIES			30,000.00	34,516	34,516
66	UNAPPROPRIATED					
=====						
TOTAL CONTINGENCIES				30,000.00	34,516	34,516

=====				
TOTAL REQUIREMENTS	1,147,464.72	1,094,767	1,443,645.00	1,877,315
=====				
DEPARTMENT TOTAL	1,147,464.72	1,094,767	1,443,645.00	1,877,315

- UTILITIES DEPARTMENT -

ORGANIZATIONAL CHART



POSITION

Plant Manager
Mechanical Maintenance Tech
Certified Wastewater Tech.
Certified Wastewater Tech.
lead Serviceman
Certified Utilities Operator
Certified Utilities Operator
non-Certified Utilities Operator

EMPLOYEE

Loren Delaney
Mearl Miles
Charles McKinnon
Carl Bergum
Clyde Schreffler
Eloy Pando
Daniel Roberts
Rodney Pizzola

Wastewater Budget, 1990-91 FY

CITY OF THE DALLES

ANNUAL BUDGET

DEPT: UTILITIES , WASTEWATER BUDGET

CODE: 063/067

SUMMARY

<u>CURRENT 1989-90</u>	<u>CLASSIFICATION</u>	<u>PROPOSED 1990-91</u>	<u>%</u>
347,714	PERSONNEL SERVICES	312,674	-10%
165,468	MATERIALS AND SERVICES	223,422	+35%
-0-	DEBT SERVICE	-0-	
89,752	TRANSFERS OUT	139,410	+55%
15,765	CAPITAL OUTLAY	223,225	+1316%
120,001	CONTINGENCIES AND BALANCE	84,687	-29%
\$ 738,700	TOTAL BUDGET	\$ 983,418	+ 33%

NARRATIVE:

The operating revenues to finance this Department are obtained from monthly sanitary sewer use charges, inter-department revenue, installation charges of sanitary collection mains and service laterals, miscellaneous service sales, and proceeds from the U.S. Army Corps of Engineers settlement when the water level of the Bonneville Pool was raised increasing effluent pumping costs.

The central responsibility of the Department is to operate and maintain the wastewater treatment plant to meet current Federal and State requirements for treated sanitary effluent discharges, to maintain and expand the wastewater collection system to meet the challenges of community and industrial development, and to provide for management direction of wastewater collection and treatment activities anticipating the implementation of stricter Federal and State compliance standards.

Wastewater Budget, 1990-91 FY

MAJOR OBJECTIVES TO BE ACCOMPLISHED BY THIS DIVISION IN THE FY 1990-91 INCLUDE:

- 1. EVALUATION AND IMPLEMENTATION OF FINDINGS FROM THE UTILITIES SYSTEM ACTION PLAN.**
- 2. CHLORINE ALARM SAFETY SYSTEM INSTALLATION.**
- 3. INITIATE PROGRAM OF SEPARATION OF COMBINED SEWERAGE.**
- 4. INCREASE TECHNICAL CAPABILITY OF WASTEWATER PERSONNEL TO MEET STATE OF OREGON OPERATOR CERTIFICATION STANDARDS.**
- 5. IDENTIFICATION OF INFLOW AND INFILTRATION INTO WASTEWATER COLLECTION SYSTEM AND IMPLEMENTATION OF CORRECTIVE REPAIRS.**

BUDGET

DEPT. 53 UTILITIES/WASTEWATER REVENUE FUND: 13 WASTEWATER

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ACTUAL
REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	85,126.00	321,891	148,200.00	155,000		155,000
40521	INTEREST ON SAVINGS	21,113.54	21,119	10,500.00	15,000		15,000
44394	MISC SALES/SERVICE	10,306.02	9,081	5,000.00	54,772		54,772
44395	INTERDPT. REVENUE	78,041.48			13,633		13,633
44401	CUSTOMER SERVICES CHARGES	555,335.11	558,362	560,000.00	745,013		745,013
44403	MAIN EXTENSION CHRGE						
47733	RECEIVED PUMPING RESERVE FUEL	15,000.00	15,000	15,000.00			
TOTAL OTHER REVENUE							
		764,922.15	925,453	738,700.00	983,418		983,418
TOTAL REVENUE							
		764,922.15	925,453	738,700.00	983,418		983,418
DEPARTMENT TOTAL							
		764,922.15	925,453	738,700.00	983,418		983,418

BUDGET

DEPT. 63 UTILITIES/WASTEWATER

FUND: 13 WASTEWATER

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
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REQUIREMENTS

PERSONAL SERVICES

60111	REGULAR SALARIES	175,556.89	181,331	232,370.00	197,484	197,484	197,484
60112	PART TIME/TEMPORARY	14,072.23	14,071	13,632.00	26,175	26,175	26,175
60195	OVERTIME SALARIES	85,548.66	80,745	101,712.00	89,015	89,015	89,015
	PAYROLL EXPENSES						

TOTAL PERSONAL
SERVICES

275,177.78	276,147	347,714.00	312,674	312,674
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CONTRACTUAL SERVICES

61224 CONTRACT LEGAL FEES

3,150	3,150	3,150	3,150	3,150
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TOTAL CONTRACTUAL

3,150	3,150	3,150	3,150	3,150
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MATERIALS & SERVICES

62241	NOTICES AND PUBLICATIONS	99	850	850	850	850	850
62301	OFFICE SUPPLIES	1,463.92	506	2,802.00	2,271	2,271	2,271
62311	JANITORIAL SUPPLIES	7,739.19		10,602.00	1,201	1,201	1,201
62321	CHEMICAL AND				36,119	36,119	36,119

LAB SUPPLIES						
62331 SPECIAL DEPARTMENT SUPPLIES	24,271.12	10,963	12,856.00	14,670	14,670	
62341 CONSTRUCTION SUPPLY						
62352 BUILDING AND GROUNDS MAINTENANCE	3487.95	1,206	11,007.00	1,201	1,201	
62361 OFFICE EQUIPMENT MAINTENANCE		40		2,966	2,966	
62362 GENERAL EQUIPMENT MAINTENANCE	10,216.31	11,651	33,159.00	31,474	31,474	
62363 SHOP TOOLS & REPAIR	867.45	177	9,142.00	1,672	1,672	
62364 RADIO REPAIR				780	780	
62371 VEHICLE PARTS AND SERVICE	4,075.50	10,460	7,751.00	10,149	10,149	
62372 TIRES & REPAIR	1,834.32	2,649	1,892.00	4,078	4,078	
62373 GAS, OIL, DEISEL, LUBRICATION	4,851.57	7,029	7,444.00	9,601	9,601	
62401 WATER AND SEWER REFUND ACCOUNT			500.00			
62405 COMMUNICATIONS	6,737.97	4,506	4,508.00	3,823	3,823	
62411 TRAINING/CONFERENCES	834.22	1,516	3,505.00	5,817	5,817	
62412 MEMBERSHIP DUES AND SUBSCRIPTIONS	627.97	388	2,430.00	1,080	1,080	
62423 UTILITIES	44,692.04	53,498	56,100.00	56,800	56,800	
62431 CLOTHING - NEW, REPAIR AND	1,258.95	425	1,770.00	3,906	3,906	
62481 MISC. EXPENSE				950	950	
62 INSURANCE				2,250	2,250	
62 JOINT USE OF MEN & EQUIPMENT				28,614	28,614	
=====						
TOTAL MATERIALS AND SERVICES	112,958.48	105,113	165,468.00	220,272	220,272	
TRANSFERS OUT						
64711 TRANSFER TO GENERAL FUND	45,812.00	49,477	45,252.00	45,252	45,252	

TRANSFER TO PROJECT MGR REIMBURSE				14,158	14,158
64714 TRANSFER TO OPERATIONS	9,500.00	9,500			
64728 TRANSFER TO BUILDING RES.	50,000.00		15,000.00		
64730 TRANSFER TO UNEMPLOY. INSURANCE	3,000.00	3,000			
64737 TRANSFER TO OPERATIONS DEPT.			9,500.00		
647 TRANSFER TO SEWER SPECIAL RESERVE			20,000.00	136,500	136,500
64751 JOINT USE OF MEN & EQUIPMENT	44,346.20	90,965			
64783 TRANSFER TO WASTE COLLECTION RES.		20,000			
647 TRANSFER TO WASTEWATER TMT. PLANT RESERVE					

TOTAL TRANSFERS OUT	152,658.20	172,942	89,752.00	195,910	195,910
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CAPITAL OUTLAY

55799 SEWER MAIN ASSESSED BY OP.				30,900	30,900
55803 IMPROVEMENT/ADDITION TO BUILDINGS				69,750	69,750
55806 NEW SEWER MAINS/ REPLACEMENT	50.00				
55811 PURCHASE NEW OFFICE EQUIPMENT	2,719.12	(199)	300.00	3,150	3,150
55813 NEW COMMUNICATION EQUIPMENT				5,000	5,000
55823 PURCHASE NEW TRUCK/PICKUP				15,500	15,500
55828 OTHER MACHINERY AND EQUIPMENT	2,401.60	53	6,465.00	24,225	24,225

65833	PROFESSIONAL SERVICE	187.52	780		37,700	37,700
65880	MAJOR REPAIRS AND REPLACEMENT			9,000.00		
65881	CONTRACT/CONTRACTOR PAY	32,280.24	102,534	10,016.00	37,000	37,000
=====						
	TOTAL CAPITAL OUTLAY	37,638.48	103,168	25,781.00	223,225	223,225
CONTINGENCIES						
66900	OPERATING CONTIN.			109,985.00	28,187	28,187
	66 UNAPPROPRIATED BALANCE					
=====						
	TOTAL CONTINGENCIES			109,985.00	28,187	28,187
	TOTAL REQUIREMENTS	578,432.94	657,370	738,700.00	983,418	983,418
=====						
	DEPARTMENT TOTAL	578,432.94	657,370	738,700.00	983,418	983,418

Fund 17 Dept. 57

ENERGY FUND

The fund shall be used for the planning and implementation of energy use, conservation, generation, planning and operation of facilities for the production of energy from resources located upon City Property, as per General Ordinance 82-1030.

DEPT: 57 ENERGY FUND		BUDGET			
		FUND: 17 ENERGY			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
REVENUE					
OTHER REVENUE					
40101	BEGINNING BALANCE		28,383	28,383.00	33,042
40521	INTEREST ON SAVINGS	2,320.00	2,359	2,271.00	2,300
TOTAL OTHER REVENUE					
		2,320.00	30,742	30,654.00	35,342
TOTAL REVENUE					
		2,320.00	30,742	30,654.00	35,342
REQUIREMENTS					
CONTRACTUAL SERVICES					
					35,342
TOTAL CONTRACTUAL SERVICES					
				35,342	35,342
MATERIALS & SERVICES					
TOTAL MATERIALS & SERVICES					

CAPITAL OUTLAY

TOTAL CAPITAL OUTLAY

CONTINGENCIES

66900 OPERATING CONTING.

TOTAL CONTINGENCIES

TOTAL REQUIREMENTS

DEPARTMENT TOTAL

FUND TOTAL

30,654.00	35,342	35,342
30,742	35,342	35,342
30,742	35,342	35,342

Fund 19 Dept. 69

WATER BOND DEBT FUND

The Water Bond Reserve Funds, formerly known as the Water Bond Debt Service Fund is used to account for the accumulation of resources for , and the payment of, General Long Term debt principal and interest.

BUDGET

DEPT: 69 WATER BOND DEBT FUND FUND: 19 WATER BOND

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
40101	BEGINNING BALANCE		34,263		102,217		102,217
TAXES							
40001	TAXES FOR CURRENT YR	215,700.50	178,658	228,288.00	263,436		263,436
=====							
	TOTAL TAXES	215,700.50	212,921	228,288.00	263,436		263,436
=====							
OTHER REVENUE							
40102	BACK TAXES	41,050.33		33,000.00	15,000		15,000
40521	INTEREST ON SAVINGS		4,466	4,100.00	4,100		4,100
47707	RECEIVED WATER BOND RESERVE	112,800.00	136,220	126,980.00			
47709	RECEIVED FROM ESCROW AGENT		3,165,000	394,560.00	2,797,800		2,797,800
=====							
	TOTAL OTHER REVENUE	153,850.33	3,305,686	558,640.00	2,816,900		2,816,900
=====							
	TOTAL REVENUE	369,550.83	3,518,607	786,928.00	3,182,553		3,182,553
REQUIREMENTS							

63502	PRINCIPAL DUE ON CITY BOND	120,000.00	40,000	140,000.00	190,000	190,000
63601	COUPON INTEREST DUE ON CITY BOND	274,760.00	184,217	254,560.00	191,253	191,253
63702	PMT TO PAYING AGENT PMT FOR ESCROW AGENT		3,163,196	392,368.00	3,500	3,500
					2,797,800	2,797,800
=====						
	TOTAL DEBT SERVICE	394,760.00	3,387,413	786,928.00	3,182,553	3,182,553
=====						
	TOTAL REQUIREMENTS	394,760.00	3,387,413	786,928.00	3,182,553	3,182,553
=====						
	DEPARTMENT TOTAL	394,760.00	3,387,413	786,928.00	3,182,553	3,182,553
=====						
	FUND TOTAL	394,760.00	3,387,413	786,928.00	3,182,553	3,182,553
=====						

Dept 70 Fund 20

IMPROVEMENT FUND

The improvement fund is used to account for the financing of public improvements or services deemed to benefit primarily the properties against which special assessments are levied.

DEPT: 70 IMPROVEMENT FUND		BUDGET			
		FUND: 20 IMPROVEMENT			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED

REVENUE					
OTHER REVENUE					
40101	BEGINNING BALANCE				(42,090)
44500	SALE OF WARRANTS				
44501	SALE OF BONDS				
44601	LAND SALES	3,600.00			
45501	IMPROVE. PRINCIPAL	65,449.71	4,845	10,000.00	20,000
	NON-BOND				20,000
45502	IMPROVEMENT INTEREST	702.31	393	1,000.00	3,500
	NON-BOND				3,500
45503	IMPROVE. PRINCIPAL	148,637.72	54,275	115,000.00	272,500
	BONDED				272,500
45504	IMPROVEMENT INTEREST	50,008.07	23,027	50,000.00	80,000
	ON				80,000
=====					
TOTAL OTHER REVENUE		268,397.81	82,540	176,000.00	333,910
=====					
TOTAL REVENUE		268,397.81	82,540	176,000.00	333,910
=====					
REQUIREMENTS					
CONTRACTUAL SERVICES					
XXX	OTHER CONT. SERVICES				17,000
					17,000

61201	REGULAR AUDITING			4,000.00	4,000	4,000
64751	JOINT USE OF					
	MEN & EQUIPMENT					

TOTAL CONTRACTUAL SERVICES				4,000.00	21,000	21,000
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MATERIALS & SERVICES

62241	NOTICE/PUBLICATIONS	1,223.81	74	200.00	1,800	1,800
62474	BOND SALE EXPENSES			1,000.00		
62	COMMUNICATIONS				850	850
62	JOINT USE MEN/EQUIP.				17,000	17,000

TOTAL MATERIALS AND SERVICES		1,223.81	74	1,200.00	19,650	19,650
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TRANSFERS OUT

64604	TRANSFER TO P.W. FOR STREET	12,616.48				
64711	TRANSFER TO GENERAL FUND				20,300	20,300
64712	TRANSFER TO WATER FUND	(2,987.24)				
64713	TRANSFER TO SEWER TREATMENT/SANIT.	46,137.98				
64766	TRANSFER ENGINEERING SERVICE	42,459.40				

TOTAL TRANSFERS OUT		98,226.62		11,259.00	20,300	20,300
CAPITAL OUTLAY						

65801	PURCHASE LAND/BLDG EASEMENT					
65804	NEW WATER MAINS/ REPLACEMENT					
65806	NEW SEWER MAINS/ REPLACEMENT					
65826	SIDEWALKS/CURB IMPROVEMENT	24,712				
65871	PROJECT ADMINISTRATIVE					
65882	IMPROVEMENTS BY CONTRACT	263,222.66	49,643	159,541.00	272,960	272,960
65883	IMPROVEMENT FUND - NEW STREET					
65884	IMPROVEMENT FUND - PROJECT ENGINEER	18,938.55	548			
=====						
	TOTAL CAPITAL OUTLAY	282,161.21	74,903	159,541.00	272,960	272,960
=====						
	TOTAL REQUIREMENTS	381,611.64	74,977	176,000.00	333,910	333,910
=====						
	DEPARTMENT TOTAL	381,611.64	74,977	176,000.00	333,910	333,910
=====						
	FUND TOTAL	381,611.64	74,977	176,000.00	333,910	333,910
=====						

Fund 23 Dept 73

DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, General long term debt principal and interest for the State Office Building.

BUDGET

DEPT: 73 DEBT SERVICE FUND FUND: 23 DEBT SERVICE

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
=====							
REVENUE							
TAXES							
=====							
TOTAL TAXES							
OTHER REVENUE							
40101	BEGINNING BALANCE		76,069	74,000.00	85,000		85,000
40521	INTEREST ON SAVINGS	7,748.20	9,627	11,600.00	9,000		9,000
48750	DEBT FUND	113,580.00	113,580	113,580.00	113,580		113,580
	STATE OFFICE						
=====							
TOTAL OTHER REVENUE							
		121,328.20	199,276	199,180.00	207,580		207,580
=====							
TOTAL REVENUE							
		121,328.20	199,276	199,180.00	207,580		207,580
=====							
REQUIREMENTS							
DEBT SERVICE							
63502	PRINCIPAL DUE ON CITY BONDS						

63517	PRINCIPAL REVENUE	85,000.00	90,000	90,000.00	95,000	95,000
	BONDS/STATE					
63522	INT-STATE OFFICE	29,220.00	24,927	12,463.00	15,702	15,702
	BUILDING REPAIR					
63619	TRUSTEE FEE	1,246.13	1,445	2,000.00	2,000	2,000
	STATE OFFICE					
=====						
	TOTAL DEBT SERVICE	115,466.13	116,372	104,463.00	112,702	112,702
	CONTINGENCIES					
66951	UNAPPROPRIATED BAL.			94,717.00	94,878	94,878
=====						
	TOTAL CONTINGENCIES			94,717.00	94,878	94,878
=====						
	TOTAL REQUIREMENTS	115,466.13	116,372	199,180.00	207,580	207,580
=====						
	DEPARTMENT TOTAL	115,466.13	116,372	199,180.00	207,580	207,580
=====						
	FUND TOTAL	115,466.13	116,372	199,180.00	207,580	207,580
=====						

Fund 24 Dept 74

WATER BOND RESERVE FUND

This fund is used to accumulate the resources necessary for the repayment of the water bonds. Funds are transferred from this fund to the Water Bond Debt Serve Fund for repayment of the water bonds. This fund was closed into the Water System Capital Improvement Fund by Resolution No. 88-78, September 19, 1988.

BUDGET

DEPT.: 74 WATER BOND RESERVE

FUND: 24 WATER BOND

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
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REVENUE

TAXES

OTHER REVENUE

40101	BEGINNING BALANCE	1,350,188.00		1,412,280			
40521	INTEREST ON SAVINGS	62,418.00		115,381			
44401	CUSTOMER SRVC. CHRG			120,000			

TOTAL OTHER REVENUE	1,412,606.00		1,647,661				
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TOTAL REVENUE	1,412,606.00		1,647,661				
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REQUIREMENTS

SPEC STUDIES & REPORTS

DEBT SERVICE

TOTAL DEBT SERVICE

TRANSFERS OUT

64788 TRANSFER TO WATER BOND DEBT 1,647,661

TOTAL TRANSFERS OUT 167,720

CAPITAL OUTLAY

65833 PROFESSIONAL SERVICE

TOTAL CAPITAL OUTLAY

CONTINGENCIES

66900 CONTINGENCIES
66951 UNAPPROPRIATED BAL.

TOTAL CONTINGENCIES

TOTAL REQUIREMENTS 1,647,661

DEPARTMENT TOTAL 1,647,661

FUND TOTAL 1,647,661

Fund _____ Dept. _____

WATER SYSTEM CAPITAL IMPROVEMENT FUND

This fund was established by Resolution No. 88-78, September 19, 1988. The unexpended 1980 bond proceeds were transferred from the Water Bond Reserve Fund into this fund. Interest earnings are the primary revenues of this fund. The use of this fund is restricted to capital improvements to the water system as approved by the City Council.

DEPT. 74 WATER SYSTEM CAPITAL IMPRV.		BUDGET			
		FUND		WATER IMPROVEMENT FUND	
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
=====					
REVENUE					
=====					
TAXES					
=====					
TOTAL TAXES					
=====					
OTHER REVENUE					
=====					
40101	BEGINNING BALANCE			1,529,783.00	1,480,928
40521	INTEREST ON SAVINGS			96,000.00	104,000
44401	CUSTOMER SERVICE CHRG			126,980.00	104,000
44396	CONNECTION FEES				3,000
	TRANSFERS IN		1,511,441		3,000
=====					
TOTAL OTHER REVENUE					
=====					
			1,511,441	1,752,763.00	1,587,928
=====					
TOTAL REVENUE					
=====					
			1,511,441	1,752,763.00	1,587,928
=====					
REQUIREMENTS					
=====					
SPEC STUDIES & REPORTS					
=====					
DEBT SERVICE					
=====					

TOTAL DEBT SERVICE

TRANSFERS OUT

64788 TRANSFER TO WATER BOND DEBT 126,980.00

TOTAL TRANSFERS OUT

126,980.00

CAPITAL OUTLAY

65833 PROFESSIONAL SERVICES 76,700.00
65851 CAPITAL PROJECTS 1,587,928
1,587,928

TOTAL CAPITAL OUTLAY

76,700.00 1,587,928 1,587,928

CONTINGENCIES

66900 CONTINGENCIES 1,549,083.00
66951 UNAPPROPRIATED BALANCE

TOTAL CONTINGENCIES

1,549,083.00

TOTAL REQUIREMENTS

1,752,763.00 1,587,928 1,587,928

DEPARTMENT TOTAL

1,752,763.00 1,587,928 1,587,928

FUND TOTAL

1,752,763.00 1,587,928 1,587,928

Fund 26 Dept 76

CRIME PREVENTION DEPT.

This is a special revenue fund and used to account for the proceeds of a specific revenue source, namely the Crime Prevention Unit. The Crime Prevention Unit is under the direction of the Police Dept. They are a volunteer group with the majority of their funding from gifts and donations. A large part of the gifts and donations come during the Christmas Holidays with the "Drive a Drinker Home" Program.

DEPT: 76 CRIME PREVENTION		BUDGET			
		FUND: 26 CRIME PREVENTION			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
REVENUE					
OTHER REVENUE					
0101	BEGINNING BALANCE	1,488.77	1,157	1,500.00	2500
0521	INTEREST ON SAVINGS	128.00	123		
4255	GIFTS & DONATIONS	780.00	2,013	1,050.00	
4258	BLOCK HOME FUNDS	25.00			
7718	GRANTS			1,000.00	
=====					
TOTAL OTHER REVENUE		2,421.77	3,293	3,550.00	2500
=====					
TOTAL REVENUE		2,421.77	3,293	3,550.00	2500
REQUIREMENTS					
MATERIALS & SERVICES					
2301	OFFICE SUPPLIES	104.59	30	800.00	
2331	SPECIAL DPT SUPPLIES	748.27	1,044	400.00	
2361	OFFICE EQUIPMENT			50.00	
2373	GAS, OIL, DIESEL				
	AND LUBRICATION				

62405 COMMUNICATIONS	22.00				
62411 TRAINING/CONFERENCE	580.00	232	1,700.00		
62412 MEMBERSHIP DUES			200.00		
AND SUBSCRIPTIONS					
62421 INSURANCE & BONDS			100.00		
62475 BLOCK HOME EXPNS			300.00		
62481 MISC. EXPENSES	157.00	89		2,500	2,500
=====					
TOTAL MATERIALS AND SERVICES	1,611.86	1,395	3,550.00	2,500	2,500
=====					
CAPITAL OUTLAY	=====				
=====					
TOTAL CAPITAL OUTLAY	=====				
=====					
TOTAL REQUIREMENTS	1,611.86	1,395	3,550.00	2,500	2,500
=====					
DEPARTMENT TOTAL	1,611.86	1,395	3,550.00	2,500	2,500
=====					
FUND TOTAL	1,611.86	1,395	3,550.00	2,500	2,500
=====					

Fund 27 Dept. 77

SEWER DEPARTMENT SPECIAL RESERVE

Special Ordinance 82-282 dated February 1, 1982, establishes the reserve fund for financing construction or reconstruction of capital improvements and purchase or replacement of capital equipment to the City Sewer System and to replace items of capital equipment damaged due to catastrophe or acts of God.

All sums paid to the City as systems development fees for sewer service under General Ordinance 888 Article 10 Section 2 are deposited into this fund. City Council can also direct additional funds be deposited into this account.

Money deposited into the fund shall be used for capital improvements to the City Sewer System. The following funds are being combined into this fund: Wastewater Treatment Reserve Fund; Special Corps of Engineers Sewer Fund; and Wastewater Collection Replacement Fund.

BUDGET

DEPT: 77 SEWER SPECIAL RESERVE FUND: 27 SEWER DEPT.

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	102,000.00	124,590	133,244.00	149,900		149,900
40521	INTEREST ON SAVINGS	9,888.00	10,619	10,600.00	46,000		46,000
44396	CONNECTION FEES	6,800.00	6,800	6,000.00	6,000		6,000
TOTAL OTHER REVENUE							
		118,688.00	142,009	149,844.00	201,900		201,900
TRANSFERS IN							
	FROM WASTEWATER				136,500		136,500
	FROM WASTEWATER				375,000		375,000
	TREATMENT RESERVE						
	FROM SPECIAL CORPS OF				149,000		149,000
	ENGINEERS SEWER FUND						
	FROM WASTEWATER				120,000		120,000
	COLLECTION/REPLACEMENT						
TOTAL TRANSFERS IN							
					780,500		780,500
TOTAL REVENUE							
		118,688.00	142,009	149,844.00	982,400		982,400
REQUIREMENTS							

CAPITAL OUTLAY

65833 PROFESSIONAL SERVICE	36,000.00		
65891 CAPITAL PROJECTS	113,844.00	982,400	982,400

TOTAL CAPITAL OUTLAY

	149,844.00	982,400	982,400
--	------------	---------	---------

TOTAL REQUIREMENTS

	149,844.00	982,400	982,400
--	------------	---------	---------

DEPARTMENT TOTAL

	149,844.00	982,400	982,400
--	------------	---------	---------

FUND TOTAL

	149,844.00	982,400	982,400
--	------------	---------	---------

DEPT: 80 LCDC DEPARTMENT		BUDGET			
		FUND: 30 LCDC			
LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
REVENUE					
OTHER REVENUE					
40101	BEGINNING BALANCE		7,466		8,994
40521	INTEREST ON SAVINGS	458.00	545		
44256	GRANTS	5,992.00		2,500.00	
TOTAL OTHER REVENUE					
		6,450.00	8,011	2,500.00	8,994
TOTAL REVENUE					
		6,450.00	8,011	2,500.00	8,994
REQUIREMENTS					
PERSONAL SERVICES					
60111	REGULAR SALARIES			5,500	5,500
60195	PAYROLL EXPENSES			1,760	1,760
TOTAL PERSONAL SERVICES					
				7,260	7,260
CONTRACTUAL SERVICES					

51215 CONTRACTUAL SERVICES	1,882.65	1,997	2,000.00	1,300	1,300
=====					
TOTAL CONTRACTUAL SERVICES	1,882.65	1,997	2,000.00	1,300	1,300
=====					
MATERIALS & SERVICES					
52241 NOTICE/PUBLICATIONS	25.00			100	100
52301 OFFICE SUPPLIES				66	66
52331 SPECIAL DPT SUPPLIES	107.70		500.00	68	68
52373 GAS, OIL, DIESEL				50	50
52405 COMMUNICATIONS				50	50
52411 TRAINING/CONFERENCES	67.30			50	50
52481 MISC. EXPENSES				50	50
=====					
TOTAL MATERIALS AND SERVICES	200.00	0	2,500.00	434	434
=====					
TOTAL REQUIREMENTS	2,082.65	1,997	2,500.00	8,994	8,994
=====					
DEPARTMENT TOTAL	2,082.65	1,997	2,500.00	8,994	8,994
=====					
FUND TOTAL	2,082.65	1,997	2,500.00	8,994	8,994
=====					

Fund 32 Dept 92

FIRE DEPT. RESERVE FUND

This is a special Revenue Fund receiving its revenue as transfers in from the General Fund. Special Revenue Funds are legally restricted to expenditures for a specific purpose. The expenditures for this fund are limited to replacement of equipment in the Fire Department.

BUDGET

DEPT: 92 FIRE DEPT RESERVE FUND: 32 FIRE EQUIPMENT

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED

REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	30,102.00	44,407	42,044.00	83,720		83,720
40521	INTEREST ON SAVINGS	3,016.00	4,313	3,363.00	6,279		6,279
47711	RECEIVED FROM GENERAL FUND	15,000.00	15,000				
=====							
TOTAL OTHER REVENUE		48,118.00	63,720	45,407.00	89,999		89,999
=====							
TOTAL REVENUE		48,118.00	63,720	45,407.00	89,999		89,999
REQUIREMENTS							
CAPITAL OUTLAY							
65822	CAPITAL OUTLAY						
65893	CAPITAL PROJECTS			45,407.00	89,999		89,999
=====							
TOTAL CAPITAL OUTLAY				47,407.00	89,999		89,999
=====							

TOTAL REQUIREMENTS	45,407.00	89,999	89,999
DEPARTMENT TOTAL	45,407.00	89,999	89,999
FUND TOTAL	45,407.00	89,999	89,999

Fund 33 Dept 93

AMBULANCE RESERVE FUND

Revenues to the Ambulance Reserve Fund are from transfers in from the General Fund and interest earned. This is a special Revenue Fund, therefore, expenditures are legally restricted for a specific purpose. The specific purpose of this fund is for the purchase of ambulances and accessories to new ambulances.

This fund was established by City Council on July 1, 1972, and was renewed by Special Ordinance 82-281 February 1, 1982. The purpose of the fund is for replacing or adding to the City's ambulance service facilities. Either semi-annually or annually, as the City Council from time to time may determine, the available net receipts on hand from the operation of City of The Dalles Ambulance Service as reported to the Council by the City Manager shall be deposited into this fund together with any other monies transferred thereto by the City Council within the provisions of Oregon Revised Statutes Chapter No. 280.

DEPT: 93 AMBULANCE RESERVE		BUDGET			
		FUND: 33 AMBULANCE			
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
REVENUE					
OTHER REVENUE					
40101	BEGINNING BALANCE	39,691.00	53,272	47,227.00	1,335
40521	INTEREST ON SAVINGS	4,027.00	4,250	3,700.00	1,335
47711	RECEIVED FROM GENERAL FUND	8,000.00	8,000		
TOTAL OTHER REVENUE					
		51,718.00	65,522	50,927.00	1,335
TOTAL REVENUE					
		51,718.00	65,522	50,927.00	1,335
REQUIREMENTS					
CAPITAL OUTLAY					
65893	CAPITAL PROJECTS		12,265	50,927.00	1,335
TOTAL CAPITAL OUTLAY					
			12,265	50,927.00	1,335
TOTAL REQUIREMENTS					
			12,265	50,927.00	1,335

DEPARTMENT TOTAL	12,265	50,927.00	1,335	1,335
FUND TOTAL	12,265	50,927.00	1,335	1,335

Fund 34 Dept. 94

WATER DEPT. CAPITAL RESERVE

Special Ordinance 1481 passed March 4, 1974 established the fund into which all monies received as Capital payments are to be used for the purpose of replacing or adding to the City's water supply, transmission, and storage system and works.

This fund was reestablished July 1, 1983 for a period of 10 years by Special Ordinance 84-322. The Water Equipment and Facilities Fund is being combined into this fund.

BUDGET

DEPT: 94 WATER DEPT. CAPITAL RESERVE FUND: 34 WATER DEPT.

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	475,000.00	148,923	253,654.00	9,729		9,729
40521	INTEREST ON SAVINGS	23,245.00	6,261	17,680.00			
44396	CONNECTION FEES	4,000.00	2,845	3,000.00			
47707	RECEIVED FROM WATER BOND FUND			100,000.00			
	RECEIVED WATER EQUIP. & FACILITIES FUND				112,000		112,000
	TRANSFER FROM WATER FUND				210,000		210,000
TOTAL OTHER REVENUE							
		502,245.00	158,029	374,334.00	331,729		331,729
TOTAL REVENUE							
		502,245.00	158,029	374,334.00			
REQUIREMENTS							
TRANSFERS OUT							
64712	TRANSFER TO WATER FUND	75,000.00	50,000	178,845.00			
64786	TRANSFER TO LANDSLIDE FUND	200,000.00					

=====				
TOTAL TRANSFERS OUT	275,000.00	50,000	178,845.00	
CAPITAL OUTLAY				
65851 CAPITAL PROJECTS		100,000	195,489.00	331,729
=====				
TOTAL CAPITAL OUTLAY		100,000	195,489.00	331,729
=====				
TOTAL REQUIREMENTS	275,000.00	150,000	374,334.00	331,729
=====				
DEPARTMENT TOTAL	275,000.00	150,000	374,334.00	331,729
=====				
FUND TOTAL	275,000.00	150,000	374,344.00	331,729
=====				

Fund 35 Dept. 95

WASTEWATER TREATMENT RESERVE

Revenues to this fund are from transfers in from wastewater Treatment and interest. This is a Special Revenue Fund and used to account for the proceeds of this Revenue Source. Monies in this fund are legally restricted to expenditure for enhancement or construction of the wastewater facility. This fund is being combined with the Sewer Special Reserve Fund which is restricted to capital improvements for sewer.

BUDGET

DEPT: 95 WASTEWATER TREATMENT RESERVE FUND: 35 WASTEWATER

LINE ITEM	DESCRIPTION	PRIOR HISTORY PRIOR-2 YRS.	PRIOR HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	225,000.00	303,590	302,000.00	375,000		375,000
40521	INTEREST ON SAVINGS	22,768.00	25,228	24,000.00			
47713	RECEIVED FROM WASTEWATER TREATMENT	50,000.00		15,000.00			
TOTAL OTHER REVENUE							
		297,768.00	328,818	341,000.00	375,000		375,000
TOTAL REVENUE							
		297,768.00	328,818	341,000.00	375,000		375,000
REQUIREMENTS							
TRANSFERS OUT							
	TRANSFER TO SEWER SPECIAL RESERVE FUND				375,000		375,000
TOTAL TRANSFERS OUT							
					375,000		375,000
CAPITAL OUTLAY							

55833 PROFESSIONAL SERVICE
55851 CAPITAL PROJECTS

112,300.00
228,700.00

TOTAL CAPITAL OUTLAY

341,000.00

TOTAL REQUIREMENTS

341,000.00

375,000

DEPARTMENT TOTAL

341,000.00

375,000

FUND TOTAL

341,000.00

375,000

Fund 36 Dept 96

PUBLIC WORKS RESERVE

Special Ordinance 82-28 adopted February 1, 1982 is a re-establishment of Special Ordinance 1213 adopted in 1962 and Special Ordinance 1455 adopted in 1972. The purpose of the fund is to cover the reasonable depreciation of machinery and equipment. Monies are to be expended for the purpose of replacing or adding to the machinery and equipment of the Public Works Department.

BUDGET

DEPT: 96 PUBLIC WORKS RESERVE

FUND: 36 PUBLIC WORKS

LINE ITEM	DESCRIPTION	ACTUAL HISOTRY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
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REVENUE

OTHER REVENUE

40101	BEGINNING BALANCE	31,000.00	56,819	58,346.00	88,550		88,550
40521	INTEREST ON SAVINGS	3,826.00	5,553	4,600.00	6,600		6,600
47714	RECEIVED FROM OPERATIONS	20,000.00	20,000	30,000.00	30,000		30,000

TOTAL OTHER REVENUE

54,826.00 82,372 92,946.00 125,150 125,150

TOTAL REVENUE

54,826.00 82,372 92,946.00 125,150 125,150

REQUIREMENTS

TRANSFERS OUT

64741 TRANSFER TO
OPERATIONS

TOTAL TRANSFERS OUT

CAPITAL OUTLAY

65851 CAPITAL PROJECTS	92,946.00	125,150	125,150
=====			
TOTAL CAPITAL OUTLAY	92,946.00	125,150	125,150
=====			
TOTAL REQUIREMENTS	92,946.00	125,150	125,150
=====			
DEPARTMENT TOTAL	92,946.00	125,150	125,150
=====			
FUND TOTAL	92,946.00	125,150	125,150

Fund 37 Dept. 97

PARKS DEPARTMENT RESERVE

This fund was established by Special Ordinance No. 1285, February 4, 1964. Special Ordinance 1497 re-established the fund in February, 1974, Special Ordinance 84-325 again re-established the fund in May of 1984. This is a sinking fund into which all moneys received as payments in lieu of the dedication of land for parks and recreation purposes are deposited and retained and used for the purpose of acquiring and developing park and recreation facilities in the City of The Dalles.

NOTE: The FY 89-90 Budget proposes transferring these funds to the Northern Wasco County Parks and Recreation District for Park acquisition and development.

Funds are to be used, but not limited to Columbia View Heights and Mill Creek Park.

BUDGET

FUND: 37 PARKS RESERVE

EPT: 97 PARKS RESERVE DEPARTMENT

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
	REVENUE						
	OTHER REVENUE						
0101	BEGINNING BALANCE	14,136.00	16,139.00	17,435.00	1,341		1,341
0521	INTEREST ON SAVINGS	1,296.00	1,341.00	1,395.00			
4393	PARK RESERVE PAYMENT LIEU	551.04					
	TOTAL OTHER REVENUE	15,983.04	17,480.00	18,830.00	1,341		1,341
	TOTAL REVENUE	15,983.04	17,480.00	18,830.00	1,341		1,341
	REQUIREMENTS						
	Materials & Services						
	Miscellaneous Expenses			18,830.00	1,341		1,341
	TOTAL Materials & Services			18,830.00	1,341		1,341

TOTAL REQUIREMENTS	18,830.00	1,341	1,341
DEPARTMENT TOTAL	18,830.00	1341	1341
FUND TOTAL	18,830.00	1341	1341

Fund 39 Dept 99

UNEMPLOYMENT RESERVE

This is a Special Revenue Fund established to meet the needs of those former employees who are unemployed. The City is a self insured provider of unemployment insurance, meaning we pay unemployment based upon actual claims rather than by experience ratings as established by the State.

Monies for this fund come from each department within the City with employees. Money can be spent from this fund only for payment of unemployment benefits.

BUDGET

DEPT: 99 UNEMPLOYMENT RESERVE

FUND: 39 UNEMPLOYMENT

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
REVENUE						
OTHER REVENUE						
40101	BEGINNING BALANCE	32,000.00	54,325	93,302.00	75,571	75,571
40521	INTEREST ON SAVINGS	3,809.00	5,239	7,400.00	5,667	5,667
47710	RECEIVED FROM WASTEWATER COLLECTION	1,000.00	1,000			
47711	RECEIVED FROM GENERAL FUND	10,000.00	10,000			
47713	RECEIVED FROM WASTE WATER TREATMENT	2,000.00	2,000			
47715	RECEIVED FROM OPERATIONS	2,500.00	2,500			
47716	RECEIVED FROM WATER TREATMENT	2,000.00	2,102			
47718	RECEIVED FROM WATER DISTRIBUTION	2,000.00	2,000			
=====						
TOTAL OTHER REVENUE		55,309.00	79,166	100,702.00	81,238	81,238
=====						
TOTAL REVENUE		55,309.00	79,166	100,705.00	81,238	81,238
REQUIREMENTS						

MATERIALS & SERVICES

62420 RESERVE FUND 3,323.96 2,913 100,702.00 81,238 81,238

MATERIALS & SERVICE

TOTAL MATERIALS AND SERVICES 3,323.96 2,913 100,702.00 81,238 81,238

TOTAL REQUIREMENTS 3,323.96 2,913 100,702.00 81,238 81,238

DEPARTMENT TOTAL 3,323.96 2,913 100,702.00 81,238 81,238

FUND TOTAL 3,323.96 2,913 100,702.00 81,238 81,238

BUDGET

DEPT: 81 SPECIAL CORP OF ENGINEERS FUND: 41 SPECIAL

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED

REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	155,035.00	155,336	164,335.00	149,000		149,000
40521	INTEREST ON SAVINGS	13,039.91	12,285	13,100.00			
=====							
TOTAL OTHER REVENUE		168,074.91	167,621	177,435.00	149,000		149,000
=====							
TOTAL REVENUE		168,074.91	167,621	177,435.00	149,000		149,000
REQUIREMENTS							
TRANSFERS OUT							
64713	TRANSFER TO SEWER TREATMENT	15,000.00	15,000	15,000.00			
	TRANSFER TO SPECIAL SEWER RESERVE				149,000		149,000
=====							
TOTAL TRANSFERS OUT		15,000.00	15,000	15,000.00	149,000		149,000
CAPITAL OUTLAY							

55893 CAPITAL PROJECTS

162,435.00

TOTAL CAPITAL OUTLAY

162,435.00

TOTAL REQUIREMENTS

15,000.00

15,000

177,435.00

149,000

149,000

DEPARTMENT TOTAL

15,000.00

15,000

177,435.00

149,000

149,000

FUND TOTAL

15,000.00

15,000

177,435.00

149,000

149,000

Fund 43 Dept 83

TOURIST PROMOTION FUND

This is a new fund created this year. Revenues for this fund will come from the Transient Room Tax. The Revenues will fund the local Convention and Visitors Commission, the regional strategies marketing effort and tourist-related services, programs and facilities along with tourist-related general government services. This fund will be used to finance those programs, services and facilities which will enhance community and economic development through encouraging tourism.

Priorities for this fund and expenditures are:

1. Regional marketing
2. Local convention and visitor services
3. Tourist-related Capital Improvements
4. Tourist-related General Fund services

CITY OF THE DALLES
THE DALLES CONVENTION AND VISITORS BUREAU
Proposed 1990/91 Operating Budget
Executive Summary

The Convention and Visitors Bureau budget proposal builds on the successes already seen in its first partial year of existence. The Visitor Center is open, staffed, and will be open to tourists seven days a week during the critical summer months. Planning and production for new interpretive brochures and guides are underway, which will ensure adequate quantities and quality for distribution on a wide-spread basis.

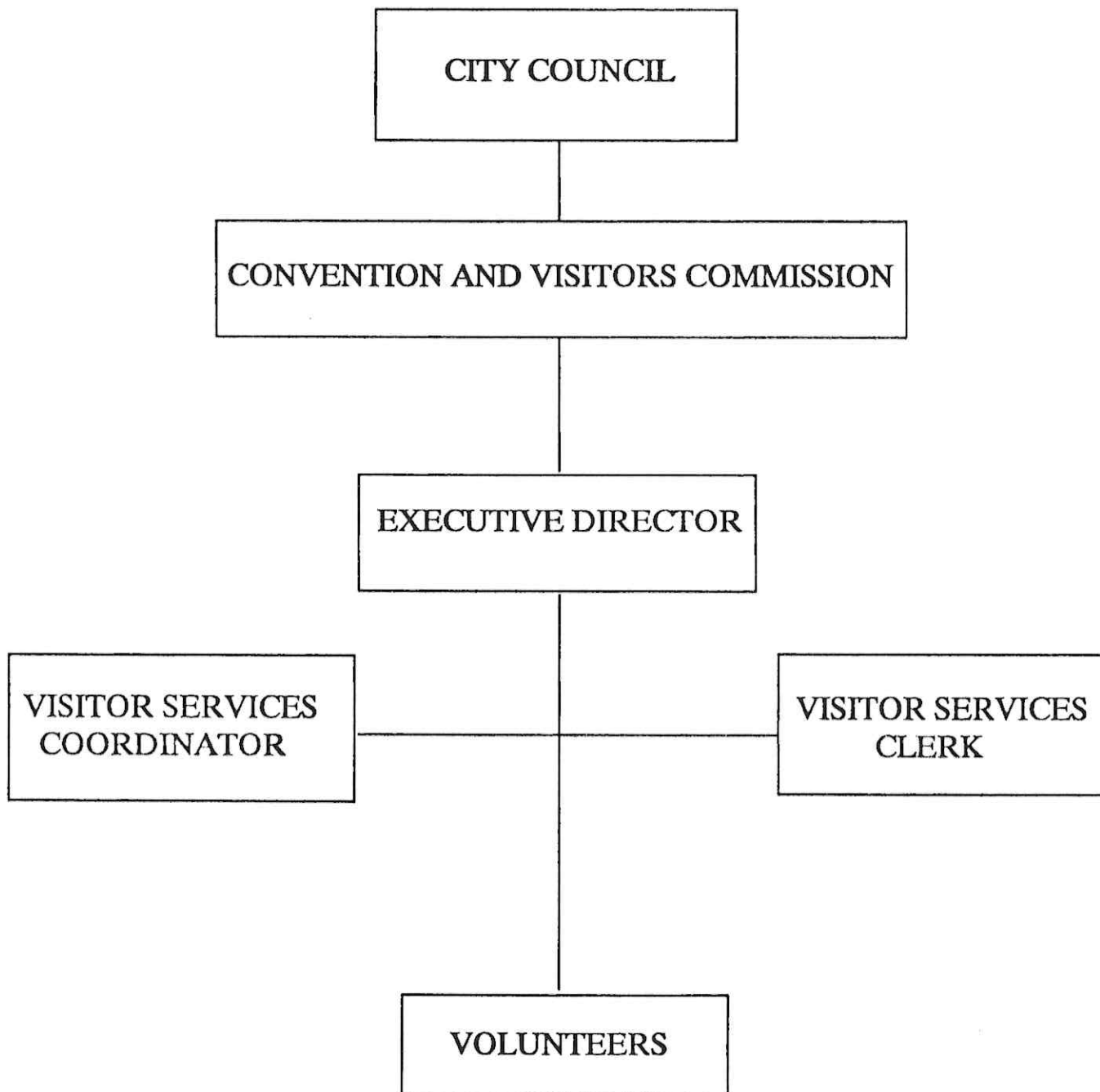
We will continue to present The Dalles to potential visitors through a variety of consumer and trade shows, regional and national. The foundation for an aggressive and focused campaign to secure group tour, convention and meeting business is in place and will receive very high priority in the months to come. We will build on our support and promotion of local area events, festivals, and attractions.

Our messages have been carried in several advertising vehicles, including "Where to Stay in Oregon", the lodging guide published by the Oregon Lodging Association; "The Gorge Guide", "NW Sailboard", "Adventure Northwest", and "The Columbia Gorge Magazine". Expanded coverage in a number of publications will occur by taking the leadership role in producing cooperative ads with our regional partners.

Staff hired and trained in the 1989/90 fiscal year will ensure a professional and energetic welcome to visitors, and will be integral to the aggressive servicing of group business in The Dalles.

The primary aim of promoting The Dalles as a destination for visitors is to enhance our economy by increasing the number of people coming and staying in our hotels, motels, bed and breakfasts, RV parks, and campgrounds; eating in our restaurants; purchasing our goods and services. The 1990/91 program of work will provide us with the benchmark statistics necessary to gauge our progress in the future. Areas of measurement will include hotel/motel occupancy, numbers of conventions, meetings and tours, requests for information, visitor counts at the Visitor Center and area attractions, attendance at events and festivals, and coverage by outside media and travel writers.

New and increased awareness of The Columbia Gorge area creates unparalleled opportunities in convincing people already interested to spend their money in The Dalles. This proposed operating budget allows for a targeted, professional marketing effort aimed at achieving results.



THE DALLES CONVENTION AND VISITORS BUREAU
ORGANIZATIONAL CHART

BUDGET

FUND: 43 ROOM TAX

DEPT: 83 TOURIST PROMOTION FUND

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED

REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE				30,000		30,000
40521	INTEREST EARNED			790.00	1,200		1,200
47728	RECEIVED FROM GENERAL FUND			158,878.00	155,000		155,000
=====							
TOTAL OTHER REVENUE							
				159,668.00	186,200		186,200
=====							
REQUIREMENTS							
PERSONAL SERVICES							
60111	REGULAR SALARIES			3,300.00	33,280		33,280
60195	PAYROLL EXPENSE			300.00	13,642		13,642
60112	PART TIME/TEMP.				15,750		15,750
=====							
TOTAL PERSONAL SERVICES							
				3,600.00	62,672		62,672
=====							
MATERIALS & SERVICES							
62483	CHAMBER OF COMMERCE			400.00	400		400

OFFICE SUPPLIES	2,400		2,400
PHOTOSTATIC SUPPLIES	1,350		1,350
JANITORIAL	900		900
RENT	6,000		6,000
UTILITIES	1,800		1,800
AUTO	3,000		3,000
COMMUNICATIONS	4,800		4,800
REPAIR/MAINT.	750		750
SALES/MARKETING	17,500		17,500
ADVERTISING	25,100		25,100
PROMOTION AND	7,500		7,500
PUBLIC RELATIONS			
TRAINING	2,000		2,000
DUES/SUBSCRIPTIONS	2,000		2,000
PRINTING	15,000		15,000
RESEARCH	7,500		7,500
POSTAGE	4,200		4,200
EQUIPMENT LEASE	4,320		4,320
MOVING EXPENSE	0		0
DIRECTOR SEARCH	0		0
62492 MUSEUM	4,000.00		4,000
62500 CONVENTION AND	115,668.00		
VISITOR CENTER			
62502 REGIONAL STRATEGIES	36,000.00		
MARKETING			
TOTAL MATERIALS AND SERVICES	156,068.00	110,520	110,520
CAPITAL OUTLAY			
OFFICE EQUIPMENT	2,200		2,200
TOTAL CAPITAL OUTLAY	2,200		2,200
CONTINGENCIES			

TOTAL CONTINGENCIES	10,808	10,808
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TOTAL CONTINGENCIES	10,808	10,808
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TRANSFERS OUT		
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TOTAL TRANSFERS OUT		
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TOTAL REQUIREMENTS	159,668.00	186,200
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DEPARTMENT TOTAL	159,668.00	186,200
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FUND TOTAL	159,668.00	186,200
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VIET NAM MEMORIAL

Special Ordinance 83-316 dated November 21, 1983 provides for the Mid-Columbia Viet Nam Veterans Memorial Fund. Upon completion of the civic memorial to Viet Nam Veterans at Kelly and View Point in Sorosis Park, the Viet Nam Committee raised sums and received commitments for funds to protect, preserve, enhance, repair, restore, and maintain the memorial and its surroundings.

The funds are administered according to the methods prescribed for the handling of funds by the City Council.

Monies from the funds shall be expended in the following priority:

- a. For creation and administration of the fund and protection of its assets.
- b. For the addition to the memorial of the names of any persons killed or missing in action who prior to their entry in service in a military branch of service during the Viet Nam Conflict resided in Hood River, Sherman, or Wasco Counties in Oregon, or Klickitat or Skamania Counties in Washington. For the purposes of defining these areas, the lands or reservations of any Indian tribe popularly thought of as being within the above named counties shall be considered part of the Mid-Columbia whether or not such lands are legally within the county for political or legal purposes.
- c. For the maintenance, preservation, restoration or repair of the memorial, including the purchase of flags.
- d. For the enhancement of the memorial and its surroundings, including but not limited to the establishment of protective barriers, lighting, plants and landscaped areas.

BUDGET

DEPT: 85 VIETNAM MEMORIAL DEPT. FUND: 45 VIETNAM MEMORIAL

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	1,790.00	1,828	1,730.00	2,032		2,032
40521	INTEREST ON SAVINGS	87.77	13	90.00	90		90
44255	GIFTS & DONATIONS	100.00		100.00	100		100
TOTAL OTHER REVENUE							
		1,977.77	1,841	1,920.00	2,222		2,222
TOTAL REVENUE							
		1,977.77	1,841	1,920.00	2,222		2,222
REQUIREMENTS							
MATERIALS & SERVICES							
62331	SPECIAL DPT SUPPLIES	348.32		100.00	100		100
TOTAL MATERIALS AND SERVICES							
		348.32		100.00	100		100
CAPITAL OUTLAY							

65830 IMPROVEMENTS BY			
CONTRACT			
65851 CAPITAL PROJECTS	1,820.00	2,122	2,122
=====			
TOTAL CAPITAL OUTLAY	1,820.00	2,122	2,122
=====			
TOTAL REQUIREMENTS	1,920.00	2,222	2,222
DEPARTMENT TOTAL	1,920.00	2,222	2,222
FUND TOTAL	1,920.00	2,222	2,222

Fund 49 Dept. 89

WATER EQUIPMENT AND FACILITIES FUND

Special Ordinance 84-326 adopted May 7, 1984 provides for a fund to finance repairs and replacement of the equipment in the Water Department. Annually the City council shall deposit therein an amount estimated to be reasonable depreciation of the machinery and equipment of the Water Department then in use to the extent funds are available. Funds from this fund shall be expended only for repairs and replacement of equipment. This fund is being combined with the Water Department Capital Reserve Fund which is restricted to replacing or adding to the City's water system and works.

BUDGET

DEPT: 89 WATER DEPT EQ & FAC		FUND: 49 WATER EQ & FAC			
LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED ADOPTED
REVENUE					
OTHER REVENUE					
40101	BEGINNING BALANCE	33,500.00	81,131	71,710.00	112,000
40521	INTEREST ON SAVINGS	5,790.00	6,931	5,600.00	112,000
47712	RECEIVED FROM WATER FUND	10,288.00	14,829		
TOTAL OTHER REVENUE					
		49,578.00	102,891	77,310.00	112,000
TOTAL REVENUE					
		49,578.00	102,891	77,310.00	112,000
TRANSFERS OUT					
TRANSFER TO WATER DEPT CAPITAL RESERVE					
				112,000	112,000
TOTAL TRANSFERS OUT					
				112,000	112,000
CAPITAL OUTLAY					
65893	CAPITAL PROJECTS			77,310.00	

TOTAL CAPITAL OULTAY

77,310.00

TOTAL REQUIREMENTS

77,310.00

112,000

DEPARTMENT TOTAL

77,310.00

112,000

FUND TOTAL

77,310.00

112,000

BUDGET

DEPT: 88 STATE HISTORIC PRESERVATION FUND: 51 STATE HISTORIC

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
=====							
	REVENUE						
=====							
	OTHER REVENUE						
	BEGINNING BALANCE		22				
	44256 GRANTS						
=====							
	TOTAL OTHER REVENUE		22				
=====							
	TOTAL REVENUE		22				
	REQUIREMENTS						
	PERSONAL SERVICES						
=====							
	TOTAL PERSONAL SERVICES						
	CONTRACTUAL SERVICES						
=====							
	TOTAL CONTRACTUAL SERVICES						
=====							

TRANSFERS

TRANSFERS OUT

22

TOTAL TRANSFERS

22

TOTAL REQUIREMENTS

22

DEPARTMENT TOTAL

22

FUND TOTAL

Fund 54 Dept 204

KELLY AVENUE LANDSLIDE FUND

This is a Special Revenue Fund established for the fiscal year 1987-88. The moneys for this fund are from a special two year serial levy totalling \$290,698.00 and a grant in the amount of \$425,000.00. Expenditures for this fund are for the engineering and the pumping stations for the dewatering of the Kelly Avenue Landslide area.

BUDGET

DEPT: 204 KELLY AVENUE LANDSLIDE FUND: 54 KELLY AVENUE

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
TAXES							
40010	TAXES FOR CURRENT YR	121,726.74			106,751		
TOTAL TAXES 121,726.74 106,751							
OTHER REVENUE							
40101	BEGINNING BALANCE		130,183	534,516.00	194,382		194,382
40102	BACK TAXES		14,500	17,500.00	1,500		1,500
40521	INTEREST ON SAVINGS	5,774.00	13,479	41,000.00	14,579		14,579
44256	GRANTS	175,000.00		250,000.00			
44394	MISC SALES & SERVICE	160.00					
47732	RECEIVED FROM WATER RESERVE	200,000.00					
TOTAL OTHER REVENUE 380,934.00 158,162 843,016.00 210,461 210,461							
TOTAL REVENUE 502,660.74 264,913 843,016.00 210,461 210,461							
REQUIREMENTS							

62423 UTILITIES

TOTAL UTILITIES

CAPITAL OUTLAY

65831	ENGINEERING & DESIGN	172,334.28	60,703	595,360.00	93,461	93,461
65881	CONTRACT/ CONTRACTOR PAY	202,130.69		247,656.00	117,000	117,000

TOTAL CAPITAL OUTLAY	374,464.97	60,703	843,016.00	210,461	210,461
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TOTAL REQUIREMENTS	374,464.97	60,703	843,016.00	210,461	210,461
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DEPARTMENT TOTAL	374,464.97	60,703	843,016.00	210,461	210,461
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FUND TOTAL	374,464.97	30,703	843,016.00	210,461	210,461
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Fund 55 Dept. 205

WASTEWATER COLLECTION REPLACEMENT

This fund derives its revenue from the Wastewater Department and interest. The purpose of the fund is for the replacement of sewer main lines but not for lines leading to directly affected properties. This is a special revenue fund and is legally restricted to expenditures for the specific purpose of the fund. This fund is being combined with the Sewer Special Reserve Fund which is restricted to capital improvements for sewer.

BUDGET

DEPT: 205 WASTEWATER COL REPLACEMENT FUND: 55 WASTEWATER

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	53,000.00	57,561	59,500.00	120,000		120,000
40521	INTEREST ON SAVINGS	4,731.00	5,970	4,000.00			
47710	RECEIVED FROM WASTEWATER COLLECTION		20,000	20,000.00			
TOTAL OTHER REVENUE							
		57,731.00	83,531	83,500.00	120,000		120,000
TOTAL REVENUE							
		57,731.00	83,531	83,500.00	120,000		120,000
REQUIREMENTS							
TRANSFERS OUT							
	TRANSFER TO SEWER SPECIAL RESERVE FUND				120,000		120,000
TOTAL TRANSFERS OUT							
					120,000		120,000
CAPITAL OUTLAY							

65891 CAPITAL PROJECTS

83,500.00

TOTAL CAPITAL OUTLAY

83,500.00

TOTAL REQUIREMENTS

83,500.00

120,000

120,000

DEPARTMENT TOTAL

83,500.00

120,000

120,000

FUND TOTAL

83,500.00

120,000

120,000

Fund 56 Dept 206

STREET AND BRIDGE REPLACEMENT FUND

This is a Special Revenue fund specifically designated for Street and Bridge Replacement. Revenues for this fund are from the Street Fund and interest.

BUDGET

DEPT: 206 ST BRIDGE REPLACEMENT

FUND: 56 ST BRIDGE

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED

REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	55,000.00	94,931	64,700.00	104,391		104,391
40521	INTEREST ON SAVINGS	8,631.26	7,889	5,100.00	7,829		7,829
47714	RECEIVED FROM OPERATIONS						

TOTAL OTHER REVENUE 63,631.26 102,820 69,800.00 112,220 112,220

TOTAL REVENUE 63,631.26 102,820 69,800.00 112,220 112,220

REQUIREMENTS

TRANSFERS OUT

64711 TRANSFER TO
GENERAL FUND 6,140.00 6,200 6,200

TOTAL TRANSFERS OUT 6,140.00 6,200 6,200

CAPITAL OUTLAY

65822 CAPITAL PROJECTS	8,649.38	63,660.00	106,020	106,020
=====				
TOTAL CAPITAL OUTLAY	8,649.38	63,660.00	106,020	106,020
=====				
TOTAL REQUIREMENTS	8,649.38	69,800.00	112,220	112,220
=====				
DEPARTMENT TOTAL	8,649.38	69,800.00	112,220	112,220
=====				
FUND TOTAL	8,649.38	69,800.00	112,220	112,220
=====				

BUDGET

FUND: 56 ST BRIDGE

DEPT: 206 ST BRIDGE REPLACEMENT

LINE ITEM	DESCRIPTION	ACTUAL HISOTRY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED

REVENUE							
OTHER REVENUE							
40101	BEGINNING BALANCE	55,000.00	94,931	64,700.00	104,391		104,391
40521	INTEREST ON SAVINGS	8,631.26	7,889	5,100.00	7,829		7,829
47714	RECEIVED FROM OPERATIONS						

TOTAL OTHER REVENUE 63,631.26 102,820 69,800.00 112,220 112,220

TOTAL REVENUE 63,631.26 102,820 69,800.00 112,220 112,220

REQUIREMENTS

TRANSFERS OUT

64711 TRANSFER TO
GENERAL FUND 6,140.00 6,200 6,200

TOTAL TRANSFERS OUT 6,140.00 6,200 6,200

CAPITAL OUTLAY

Fund 57 Dept 207

SENIOR CENTER GRANT FUND

This fund was originally established for building the Senior Center. It is now maintained to record the repayment of the loan from the Department of Energy. Revenues to repay this loan come from the Senior Center.

BUDGET

DEPT: 207 SENIOR CENTER GRANT FUND: 57 SENIOR CENTER

LINE ITEM	DESCRIPTION	ACTUAL HISOTRY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
	BEGINNING BALANCE		(24,641)				
40521	INTEREST ON SAVINGS	90.82					
47706	RECEIVED SENIOR CENTER DOE LOAN	3,445.00			3,180		3,180
47708	RECEIVED LOAN		3,180	3,180.00			
47709	DEPT OF ENGINEERING RECEIVED FROM SENIOR CENTER	2,000.00					

TOTAL OTHER REVENUE 5,535.82 (21,461) 3,180.00 3,180 3,180

TOTAL REVENUE 5,535.83 (21,461) 3,180.00 3,180 3,180

REQUIREMENTS

CONTRACTUAL SERVICES

TOTAL CONTRACTUAL SERVICES

62515 SENIOR CENTER- 3,445.00 1,991 3,180.00 3,180 3,180

DOE LOAN PAYMENT

CAPITAL OUTLAY

65881 CONTRACT/ 4,434.65
CONTRACTORS PAY

TOTAL CAPITAL OUTLAY 7,879.65 1,991 3,180.00 3,180 3,180

CONTINGENCIES

TOTAL CONTINGENCIES

TOTAL REQUIREMENTS 7,879.65 1,991 3,180.00 3,180 3,180

DEPARTMENT TOTAL 7,879.65 1,991 3,180.00 3,180 3,180

FUND TOTAL 7,879.65 1,991 3,180.00 3,180 3,180

Fund 59 Dept 209

FAA GRANT IMPROVEMENT FUND

This budget includes a general fund contribution and a Washington State Aeronautics Grant to match an approved FAA grant of \$340,000. The three sources of funds will be used to rehabilitate two runways and two aprons and to pave the access road. An aviation engineering firm will provide all needed services including design and specifications bidding and contractor selection, inspection, and grant management.

BUDGET

DEPT: 209 FAA GRANT IMPROVEMENT		FUND: 59 FAA GRANT				
LINE	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED REVISED	ADOPTED
REVENUE						
OTHER REVENUE						
47711	RECEIVED FROM			14,000.00		
	GENERAL FUND					
47714	WASHINGTON GRANT			19,000.00	4,132	4,132
47715	FAA FUNDS			340,000.00	72,377	72,377
TOTAL OTHER REVENUE						
				373,000.00	76,509	76,509
TOTAL REVENUE						
				373,000.00	76,509	76,509
REQUIREMENTS						
61215	CONTRACTORS PAY			321,680.00	76,509	76,509
TOTAL CONTRACTURAL						
				321,680.00	76,509	76,509
CAPITAL OUTLAY						
65833	PROFESSIONAL SERVICES			51,320.00		

TOTAL CAPITAL OUTLAY

51,320.00

TOTAL REQUIREMENTS

76,509

76,509

DEPARTMENT TOTAL

76,509

76,509

FUND TOTAL

76,509

76,509

Fund 60 Dept 210

FAA GRANT MASTER PLAN

A general fund contribution and Washington State Aeronautics Grant will be used as match for a FAA Grant to complete a new airport master plan. The plan will provide details on: (1) future aviation needs and airport improvements; (2) use of airport property outside the operation area; (3) future operation and management responsibilities; and (4) air service.

BUDGET

DEPT: 210 FAA GRANT MASTER PLAN FUND: 60 FAA GRANT

LINE ITEM	DESCRIPTION	ACTUAL HISTORY PRIOR-2 YRS.	ACTUAL HISTORY PRIOR-1 YR.	CURRENT APPROVED BUDGET	PROPOSED	REVISED	ADOPTED
REVENUE							
OTHER REVENUE							
47711	BEGINNING BALANCE RECEIVED FROM GENERAL FUND			2,000.00	2,000		2,000
47714	RECEIVED FROM WASHINGTON STATE			2,000.00	2,000		2,000
47715	RECEIVED FAA			36,000.00	36,000		36,000
TOTAL OTHER REVENUE							
TOTAL REVENUE							
REQUIREMENTS							
CONTRACTUAL SERVICES							
61215	CONTRACTUAL SERVICES			40,000.00	40,000		40,000
TOTAL CONTRACTUAL SERVICES							

REVENUE

OTHER REVENUE

BEGINNING BALANCE

47711	RECEIVED FROM GENERAL FUND			2,000.00	2,000		2,000
47714	RECEIVED FROM WASHINGTON STATE			2,000.00	2,000		2,000
47715	RECEIVED FAA			36,000.00	36,000		36,000

TOTAL OTHER REVENUE

TOTAL REVENUE

REQUIREMENTS

CONTRACTUAL SERVICES

61215 CONTRACTUAL SERVICES

TOTAL CONTRACTUAL SERVICES

TOTAL REQUIREMENTS	40,000.00	40,000	40,000
DEPARTMENT TOTAL	40,000.00	40,000	40,000
FUND TOTAL	40,000.00	40,000	40,000