

City of The Dalles Adopted Budget 1998-99



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City of The Dalles, Oregon
Operating Budget
Fiscal Year 1998-1999
Presented to City of The Dalles Budget Committee

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FISCAL YEAR 1998-99

BUDGET MESSAGE

This is the first of what I hope will be many budget messages that I will be able to provide Budget Committees for the City of The Dalles. The format of this budget document follows the pattern of previous years. Finance Director Rob Moody, who has taken other employment away from the City, did significant work on the budget. We also acknowledge the work of all the Department Managers and their associated personnel who were involved in assembling this document. The Budget Document begins with the section that summarizes issues that affect the entire budget. The three areas that we touch on in Section I are:

- 1). Proposed fiscal policies involved in the preparation of the budget
- 2). Council goals as related to the budget
- 3). Personnel issues

The next section looks at the major aspects of the General Fund. The final two sections will look at major points of Public Works and other funds. There are narratives at the beginning of each department that provide further information. We also sent the Budget Committee seventeen (17) Budget Issue Papers (BIP), that looked at specific issues. We will reference these papers throughout the budget.

Key funds in the budget document can be summarized as follows:

<u>Fund Type</u>	<u>Funding Source</u>	<u>Services Provided</u>
General Fund	Discretionary Funds	Police, Library, Legal/Judicial, Planning & Economic Development, Finance, Personnel, City Clerk, City Manager, City Council
Public Works Fund		
Street Fund	State & Local Gas Tax Revenue	Street maintenance & construction
Street & Bridge Replacement Fund	State & Local Gas Tax Revenue	Street maintenance & construction
Public Works Reserve Fund	State & Local Gas Tax Revenue	Equipment purchases
Water Fund & Water Department	Metered Water Rate Revenue	Treatment & delivery of water
Capital Reserve Fund		

Wastewater & Storm Water
Treatment Fund &
Sewer Special Reserve Fund

Sewer Rate Charges

Wastewater treatment
& Storm water collection

Other Funds

State Office Building Special
Revenue Fund & Capital Project
Fund

State Office Building Lease
Revenue

Maintenance of State
Office Building,
Renovation of City Hall,
Potential revenue source
for purchase of PUD
building

Airport Fund

Airport Activities & Transfer
From General Fund

Maintenance & operation
of airport

I. BUDGET WIDE

A. PROPOSED FISCAL POLICIES

Major fiscal policies reflect the Council's goal of maintaining fiscal stability of the City and enhancing coordination and communication with other local agencies. As a new City Manager, I am proposing some alterations to the fiscal budget. The Budget Committee need to look at each of these areas and determine if that is the direction they wish to have the City go.

- Preparation of a Two Year Budget
- Expenditures of One Time Revenues limited to One Time Expenditure such as Capital Improvements and Special Projects (BIP98-013).
- A lower General Fund contingency (BIP 98-007)
- Five year Capital Improvement Plans in the General, Streets, Water, and Wastewater/Storm Sewer Funds. (BIP 98-014 and 98-015)
- Increased partnerships with Wasco County (BIP 98-016)
- Maintenance of most programs at 1997-98 levels.
- In-house engineering services for construction projects (BIP 98-012)
- Emphasis on maintenance and Capital Improvements that enhance current Capital items and Public Works infrastructure.

B. CITY COUNCIL GOALS

Last year's Council goals resulted in tools to help the budget this year. The five year Capital Improvement plans that were developed was one of the Council's goals. Following this Budget Message is a list of the City Council's current goals. Five sub-goals had a direct impact on the proposed budget.

- **Goal 1A -(1) Wastewater Treatment Plant Facility Master Plan**
The Sewer Special Reserve Fund has \$330,000 earmarked for the Master Plan and preliminary engineering. It also has \$200,000 from Urban Renewal Funds to remove the grain elevators from the proposed site.
- **Goal 1B - Adjust Water and Sewer Rate Structures**
A 5% water rate increase and 5% sewer rate is included in the proposed budget.
- **Goal 1C - Investigate Storm Water Utility Rate Plan**
Storm water expenditures have been shifted from the Street Fund to the Wastewater Fund.
- **Goal 3A - Complete Annexation Planning Project**
State funds outside this budget are being spent on a consultant to do two studies; an urban growth area services study and a street master plan. The proposed 1998-99 budget includes \$7,500 for six months of a "RARE" Planner to tie the other studies into an annexation plan. The remaining six months of the RARE Planner for this project is budgeted in FY 1999-2000. We have also budgeted \$1,200 for clerical help to identify past annexation and public improvement agreements.
- **Goal 3B - Investigate Regional Airport Authority or Other Solutions To Manage the Airport**
The Airport Budget does not reflect a Regional Airport Authority. It does, for the first time, include the personnel cost of Airport management. This reflection of true costs will help as we pursue management solutions.

The other Council goals do not result in any direct expenditures. They do require a strong administrative team in order to address each of the goals.

C. PERSONNEL COST

For compensation purposes the City has four category of employees. The cost of living adjustments included for each of the categories are summarized below:

1). Public Works and City Hall Clerical Union

We are in the final year of a three year agreement. The agreement calls for a 3% cost of living adjustment this year.

2). Police Department Non-supervisory Personnel Union

We will be in the second year of a three year agreement. The agreement calls for a cost of living equal to the CPI annual increase report January, 1998 plus a 1% salary adjustment to bring salaries in line with comparable cities. We estimated the CPI to be 2.1%. A total increase of 3.1% was budgeted

3). Exempt employees that are not represented by any union

These employees received no cost-of-living adjustment in 1997-98. We have budgeted a 3% cost-of-living for this fiscal year.

4). **Contract employees**

The City has three contract employees; a part-time Municipal Court Judge, full-time City Attorney and full-time City Manager. No cost-of-living was budgeted for these positions. There will be evaluations of both full-time employees before the end of this fiscal year which may or may not result in any salary adjustments.

II. GENERAL FUND

The action taken last year, in response to property tax limitation, was necessary and adequate. The General Fund budget as proposed for the next two years is healthy.

A. GENERAL FUND REVENUES

General Fund revenues have increased \$357,661 to the level of \$4,601,992. This level still shows the impact of Ballot Measure 47/50. The actual revenues of 1996-97 were \$200,000 higher than the 1998-99 proposed budget. 1995-96 revenues were only about \$100,000 below the proposed 1998-99 budget. Significant revenue increases are:

- \$105,000 of that increased amount is due to an increase in the beginning balance.
- We are expecting approximately \$46,000, from a budgeted 2 1/2% increase in property tax.
- An additional \$86,000 is a 2% Transient Room Tax for an armory/multi-purpose center.
- We have proposed increased funds from Wasco County for Library maintenance.
- \$72,000 from urban Renewal is for \$6,000 a month in Administrative, Legal, Financial, and Clerical assistance. This is the level currently received by the District. The amount may change depending on Urban Renewal projects.
- Transfers into the General Fund from Public Works activities increased \$72,975 due to their share of a Planner and Accountant, and software improvements. . The dip in the estimated revenue for the year 1999-2000 is related to a lower beginning fund balance resulting from the change in contingency policy.

B. EXPENDITURES

1.) Capital Improvements

This year we have proposed an increase in Capital Improvement expenditures. This is part of our philosophy of using one time revenues for either Capital Expenditures or One-Time Activities (BIP 98-013). This fiscal year we are budgeting a total of \$211,711 for major Maintenance and Capital items. In

FY 1997-98, only \$107,050 in Capital activity was budgeted. Budget Issue Paper (98-015) includes a graph showing non-Public Works capital improvements and their sources of funding. Significant items include the following:

- \$33,232 in software, leases and upgrades for the Finance Department, much of which is related to the Utility billing system
- \$15,000 in the City Hall budget for replacement of the main copier of City Hall. This copier does a lot of high volume copying for all departments.
- We are replacing a variety of personal computers in several departments as part of our efforts to be ready to be year 2000 compliant in our word processing hardware.
- Significant funds are being placed into Library building maintenance. Half of those costs are being paid for by Wasco County. It includes \$42,000 to repair portions of the Library roof.
- The Police Department has \$85,000 for replacing two Jeep patrol vehicles, a marked police patrol vehicle and one unmarked car.
- Next fiscal year we project a need in Capital Improvements totaling only \$86,411. There is sufficient One Time Revenue available to cover those expenses in the year 1999-2000.

2.) City Council

This year the City Council requested details on their contractual services line item. Increases included the following:

- \$20,000 from Mid-Columbia Council of Governments for their transportation program (CAREVAN). This is considered a one time request.
- \$13,500 for the Ft. Dalles Museum. In FY 1997-98, the requested \$18,500 is proposed to be gradually reduced by \$5,000 a year until it reaches the \$5,000 level.
- Dog control is a little higher this year because we inadvertently budgeted \$13,000 less than was needed in 1997-98.
- \$2,500 is proposed to support a special Regional Child Abuse Investigator.

3.) City Manager's Office

The full time secretary charged to the City Manager's Office has been reduced to 3/4 time. The remaining 1/4 time is charged to Economic Development. This reflects the time that position spends on Urban Renewal and Airport Issues.

4.) Finance Department

A new position of Accountant is being proposed in the Finance Department. (BIP 98-008). The addition of this position allows for restructuring of the Finance Department to enhance the financial services it provides. The impact to the General Fund is \$17,224. The remaining amount of the \$40,825 is provided for by Public Works and Urban Renewal. Other increases in the Finance Department are associated

with data processing and enhance our overall financial accounting system. A major share of these developments include a new \$25,000 utility billing system.

5.) Personnel Department

Last year the City eliminated the full time Personnel Director position and contracted with Wasco County to receive Human Resources services. The system has been working well and saved the City approximately \$57,000. We plan on continuing this program this fiscal year with a slight increase in contractual services.

6.) Community Development

The Community Development Department has undergone a temporary reorganization (BIP 98-017). The purpose of the action is to better address temporary increase in Economic Development activities. We have divided the department into two divisions: Planning and Economic Development. The Planning Department, in FY 1997-98, received a new full time position Associate Planner position to handle Right Of Way planning (financed by Public Work Funds) and Urban Growth Area planning (financed by Wasco County) (BIP 98-001). We are proposing that one of the Associate Planners be reclassified to a Senior Planner position (BIP 98-017). The proposed Senior Planner currently is assigned as Acting Planning Director currently. The proposed Planning budget includes \$7,500 to pay half of the cost of a rare planner to start mid-year. This position would work on the City Council goal related to annexation planning. The Economic Development budget includes contractual services, \$2000 to hire an AmeriCorps volunteer to help jump start the volunteer services program.

7.) Police Department

1998-99 will be an exciting year for the Police Department. They will be moving into their new facility in the current PUD offices across from City Hall. \$500,000 has been budgeted in the Capital Projects fund for the renovation and furnishing of this facility. The increased costs in the Police Department budget for operation of the new building will be over \$12,000. In the area of personnel, we are proposing to maintain the Traffic Safety Officer position added last year, (BIP 98-002). We are also retaining the Community Policing position (BIP 98-003). Last fiscal year, the cost of this position was \$40,900, of which approximately 25% was funded by grant funds. This year, the entire cost will be covered by the General Fund. A third position requested by the Police Department is that of an additional Investigator (BIP 98-004). It was not included in the proposed budget.

8.) Library

The proposed Library budget is based on the five day schedule that was created with the reduction of one day of operation in fiscal year 1997-98. We have restored the book budget to pre-ballot measure 47/50 levels. The Library Board has requested an additional \$20,258 to restore the Library hours to pre 1997-98 levels. That request has not been included in the proposed budget. The Library Board has made a similar request to the County Budget Committee. This budget represents 50% sharing of

costs with the County and significant capital improvements/maintenance activity of \$61,968.

9.) City Hall

The City Hall budget includes an increase in the Maintenance/Repair Technician position from 3/4 time to full time (BIP 98-006). We feel this increase is needed to better address the maintenance and repair needs of General Fund buildings. We are also adding the new Police Station. A portion of this individual's salary, \$13,910, will be coming from the State Office Building Fund. \$8,624 is being included in the Transportation Center budget for parking lot landscaping and building painting.

10.) Codes Enforcement

We are increasing the personnel dedicated to Code Enforcement to 3/4 time under this budget (BIP 98-010). We also have an additional \$2,000 for contractual services to clean up more properties.

11.) Other

We are recommending the Tourist Agency transfer be restored to the 1996-97 level of \$168,000. It was decreased by \$18,000 in 1997-98 in response to property tax limitation measures. The \$18,000 will be used to restore the advertising portion of the program to the prior level. In response to requests, we have identified where Transient Room Tax dollars will be spent (BIP 98-011).

12.) The Contingency

For fiscal year 1997-98, the Budget Committee established a minimum contingency goal of \$1,000,000. As adjustments were made to the 97-98 budget, special care has been paid to maintaining this contingency goal. This \$1,000,000 contingency included some additional security based on estimates that Ballot Measure 47/50 cuts would have to be done over a two year period. The uncertainty of Ballot Measure 47/50 is predominately behind us. There is an approximate \$26,000 unknown amount associated with Urban Renewal and Measure 5 compression. Budget Information Paper 98-007 discusses in depth the philosophy for a new minimum contingency. Looking at historic information, we established a minimum contingency of \$661,500. This contingency includes the following amounts:

- Interim cash flow needs: \$511,500
- Contingencies for emergencies: \$100,000
- Contingency for flexibility: \$50,000

A five year history indicates these amounts are more than adequate. This year's contingency includes a fourth element, One-Time Revenues earmarked for future Capital Improvements. The total amount of available, un-designated, One Time revenue for fiscal 1998-99 is \$295,038. This leaves us with a total General Fund contingency of \$946,538. This is more than the amount we estimated at the time that

BIP 98-007 was sent out. The \$790,207 1999-2000 contingency, is also above our minimum level by the amount of \$128,707.

13.) One Time Expenditures

BIP 98-013 discusses our philosophy of limiting use of One Time Revenues not allocated for contingencies to One Time Expenditures. A total of \$653,396 in One-Time Revenues is available. We are proposing to spend \$388,107 of that in fiscal year 1998-99 with \$211,711 for General Fund Capital Improvements, \$108,878 for Airport Capital Improvements, and the remaining \$67,508 for One-Time Expenditures such as Planning work and one-time technical support in the Finance Department. Of the \$285,038 not being expended this year, we are proposing to expend an additional \$156,331 in FY 1999-2000. Most of this expenditure will be for Capital Improvements items.

III. PUBLIC WORKS OPERATIONS

A. Utility Access Charged

The 2% utility access charges to Water and Waste Water Funds for maintenance of public right-of-ways is continued in this budget.

B. Engineering Division

BIP 98-012 discusses a reorganization we have done to enhance in-house engineering services. An Engineer-In-Training position has been added. We feel that by designing projects in-house, we are saving the City significant funds on projects. It is estimated that we may be saving as much as 45% (\$91,400) through in-house engineering.

C. Street Fund

This year the Street Fund was separated from Storm Water activities. This has allowed additional gas tax funds to be available for actual maintenance of streets. The budget includes \$145,326 for street construction supplies and \$157,096 for Capital projects. A Capital Improvement Plan sent to the Budget Committee (BIP 98-014) identifies specific projects.

D. Water Fund

The budget has a 5% increase in water rates. We proposed an annual 5% increase to help build reserve funds to replace our aging infrastructure. In this year's budget we are transferring \$380,000 to the Water Capital Reserve Fund (BIP 98-014).

E. Waste Water/Storm Sewer

Storm sewer utilities are included in the Waste Water Fund. We are in the process of signing a new 5 year agreement with OMI for continued operation of the Waste Water Treatment Plant. This is only a portion of the cost of running the sewer utility. The City still has employees handling regulatory compliance, project engineering and maintenance and operation of the collection system. A 5% rate increase has been proposed this year. The main reason for this rate increase is to allow for funds to be

set aside for replacement of the aging infrastructure. In the Waste Water Reserve Account, we are budgeting funds to begin the master plan for a new sewer treatment facility. The proposed budget is allowing us to transfer \$630,000 to the sewer special reserve account. We anticipate receiving funds from Urban Renewal to remove the grain elevators on the proposed treatment plant site.

IV. OTHER FUNDS.

A. AIRPORT FUND

City Council has a goal of developing a Regional Airport Authority. As we work toward this goal, the one thing they have asked is that we more accurately reflect true cost of operation of the airport. To do this, we have budgeted 30% of the Economic Development Director's time, and 30% of a 1/4 time secretary to the Airport. The fund also includes costs for construction of the fuel system and match funds for a FAA runway drainage project. 90% of this \$1,211,000 project is paid for by a Federal Grant. Additional grant funds will help pay for the 10% project match. The bulk of this project is budgeted in the FAA Grant Fund. The total General Fund support to the Airport for this year is \$133,678. Of that amount, approximately \$108,000 is considered one-time expenditure for fuel tank and drainage systems. There is a chance that the Airport tank project may be done in the current fiscal year.

B. CAPITAL PROJECT FUND

With the passage of the Fire Department bond issue and the securing of new quarters for the Police Department, potential renovation of City Hall becomes timely. Included in the Capital Project Fund are monies available to take the first steps for the renovation project. \$10,000 has been earmarked to update the 1992 renovation plan. \$214,579 will be available in reserve funds for future renovation.

C. SPECIAL ASSESSMENTS FUND


This is the fund we use to run all Local Improvement District (LID) projects. It also includes funds that the City has set aside for city participation in LIDs. We have budgeted the Bargeway LID for this fiscal year. 100% of that project will be financed through property owner supported bond sales of \$787,500. The City has an additional approximate \$500,000 that is available to help finance small LIDs or pay for the City participation in those districts. It is our intent to develop a special LID Policy and to start pursuing needed improvements through this special fund.

D. STATE OFFICE BUILDING

Increase in the General Fund Maintenance Technician position (BIP 98-006) provides additional resources to help maintain the State Office Building. We also have \$77,580 in Maintenance and Capital projects to be done in the State Office Building this year. These include carpeting and painting the first floor.

SUMMARY

The Budget we have presented to you reflects a good service level to the citizens and maintains long-term financial health for the City. We look forward to working with the Budget committee and City Council to review and refine the proposed budget.



Nolan K. Young
City Manager

**CITY OF THE DALLES
1998 CITY COUNCIL GOALS**

GOAL 1. PUBLIC WORKS INFRASTRUCTURE

Time Frame

- | | | |
|----------|----|---|
| | A. | WASTEWATER TREATMENT PLANT ISSUES |
| 98/99 FY | 1. | Wastewater Treatment Plant Facility Master Plan |
| | a. | Consider Klickitat County needs |
| | b. | Consider Airport needs |
| | c. | Consider riverfront access |
| 6 mo. | B. | ADJUST WATER AND SEWER RATES STRUCTURES |
| 6 mo. | C. | INVESTIGATE STORM WATER UTILITY RATE PLAN |

GOAL 2. MAINTAIN CITY OWNED ASSETS

- | | | |
|-------|----|---|
| 6 mo. | A. | 14TH STREET RESERVOIR PROPERTY USE EVALUATION |
| 3 mo. | B. | STAFF RECOMMENDATION REGARDING SALE OF
PUBLIC WORKS PROPERTY |
| 3 mo. | C. | IDENTIFY CITY'S SURPLUS REAL PROPERTY |

**GOAL 3. INTERGOVERNMENTAL
COORDINATION/COMMUNICATIONS**

- | | | |
|--------------|----|--|
| 98/99 FY | A. | COMPLETE ANNEXATION PLANNING PROJECT |
| 6 mo. report | B. | INVESTIGATE REGIONAL AIRPORT AUTHORITY OR
OTHER SOLUTIONS TO MANAGE THE AIRPORT |

GOAL 4. CITY POLICIES AND PROCEDURES

Time Frame

- | | | |
|--------------|----|---|
| 3 mo. | A. | STAFF RECOMMENDATION REGARDING SEVERANCE
POLICY FOR LAID OFF EMPLOYEES |
| 6 mo. report | B. | REVIEW PUBLIC CONTRACTING PROCEDURES, WITH
RECOMMENDATION FOR IMPROVEMENTS |
| 9 mo. | C. | ESTABLISH EXPENSE REIMBURSEMENT PLAN FOR CITY
COUNCIL |

City of The Dalles, Oregon
1998-1999 Budget
Overview Summary of All Funds

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

	GENERAL FUND	PUBLIC WORKS	AIRPORT SERVICES	CAPITAL IMPRVMTS	SPECIAL REVENUE	DEBT SERVICE	TOTAL 1998-99 BUDGET	1997-98 BUDGET
BEGINNING BALANCE	1,223,512.0	3,732,529	40,000	1,182,053	250,925	164,758	6,593,777	7,281,328
REVENUES	2,805,644.0	5,496,070	70,900	1,273,145	276,305	499,174	10,421,238	9,902,000
OTHER SOURCES	533,488.0	1,199,346	115,093	867,274	28,289	-	2,743,490	2,699,269
TOTAL RESOURCES	4,562,644.0	10,427,945	225,993	3,322,472	555,519	663,932	19,758,505	19,882,597
CITY COUNCIL	144,791.0						144,791	86,265
CITY CLERK	78,271.0						78,271	68,182
CITY MANAGER	129,854.0						129,854	131,734
LEGAL AND JUDICIAL	220,750.0						220,750	204,601
FINANCE	333,271.0						333,271	259,110
PERSONNEL	18,600.0						18,600	21,732
COMMUNITY DEVELOPMENT	274,582.0						274,582	237,220
POLICE	1,552,512.0						1,552,512	1,334,170
LIBRARY	377,127.0						377,127	319,625
CITY HALL	153,069.0						153,069	177,542
VOLUNTEER CENTER	-						-	54,075
CODE ENFORCEMENT	25,745.0						25,745	15,476
STREETS		1,503,172					1,503,172	1,463,322
WATER UTILITY SERVICES		3,473,477					3,473,477	3,416,604
W. WATER UTILITY SERVICES		3,231,813					3,231,813	3,923,389
AIRPORT SERVICES			225,993				225,993	133,076
CAPITAL PROJECTS				1,882,548			1,882,548	2,630,267
SPECIAL ASSESSMENTS				1,192,729			1,192,729	1,135,217
GRANTS					242,646		242,646	306,716
STATE OFFICE BUILDING					169,916		169,916	159,494
PARKS AND RECREATION					-		-	12,104
OTHER SPECIAL USES					56,018		56,018	41,361
DEBT SERVICE						650,094	650,094	705,668
TOTAL EXPENDITURES	3,308,572.0	8,208,462	225,993	3,075,277	468,580	650,094	15,936,978	16,836,950
TRANSFERS OUT	300,504.0	1,587,581	-	159,822	86,939	-	2,134,846	1,408,469
CONTINGENCY	953,568.0	631,902	-	87,373	-	-	1,672,843	1,575,690
UNAPPROPRIATED ENDING BAL	-	-	-	-	-	13,838	13,838	61,488
TOTAL OTHER USES	1,254,072.0	2,219,483	-	247,195	86,939	13,838	3,821,527	3,045,647
TOTAL EXPENDS & OTHER USES	4,562,644.0	10,427,945	225,993	3,322,472	555,519	663,932	19,758,505	19,882,597
FUND TOTAL	-	-	-	-	-	-	-	-

General Fund Overview Summary

The following page provides a five-year overview of the General Fund's resources and expenditures. This summary shows a view of the actual or budgeted total resources over the years, and the actual or budgeted total expenditures by departments. From this perspective, the use of funds and relative degree of emphasis on various programs in the General Fund can be determined.

Both the Beginning Working Capital ("Beginning Balance") and the amount budgeted for Contingency are indicators of the financial health of the fund. In this five-year snap shot, it can be seen that beginning working capital increases through the 1997-98 fiscal year, and then levels off with the estimated 1997-98 estimate in the range of \$1.3 million. The estimate for 1998-99 holds in this \$1.3 million range, then drops off for 1999-00, anticipating a change in policy surrounding contingency and fund balances.

Changes in revenues and total resources are discussed in the next commentary section on General Fund Resources. Most notable are the impacts on tax revenues due to Measure 50 implementation. Departmental expenditures in the General Fund amount overall to an increase of 22% in 1998-99 (over budgeted 1997-98) and a decrease of 5% in 1999-00 (over 1998-99). The increase in 1998-99 is primarily due to the proposed addition of staff positions, and a number of one-time costs related to computer systems and capital maintenance.

Transfers in to the General Fund (included in "Other Sources" of the revenues section) are monies from other funds that reflect the services the General Fund provides to other activities. This includes administrative expenses, and materials and supplies directly attributable to other funds - such as card stock used for water and sewer billings by the Finance Department. The declines in 1996-97 and 1997-98, were generally due to a reduction in expenditure levels in the General Fund departments, and a reevaluation of the allocation methods for the transfers themselves. Increases in the transfers as proposed in the 1998-99 budget relate primarily Public Works' share of two new positions in the Finance and Community Development Departments, and some one-time costs associated with systems upgrades. The detail of transfers into the General Fund is found in the following section detailing resources of the fund, and in Appendix B.

Transfers out of the General Fund reflect policy decisions to provide service levels in areas accounted for by other funds, primarily the Airport Fund and the Tourism Agency Fund.

Forecasts at the time of the Proposed Budget document's preparation are open to change by deliberations and recommendations of the Budget Committee and policy actions of the City Council.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

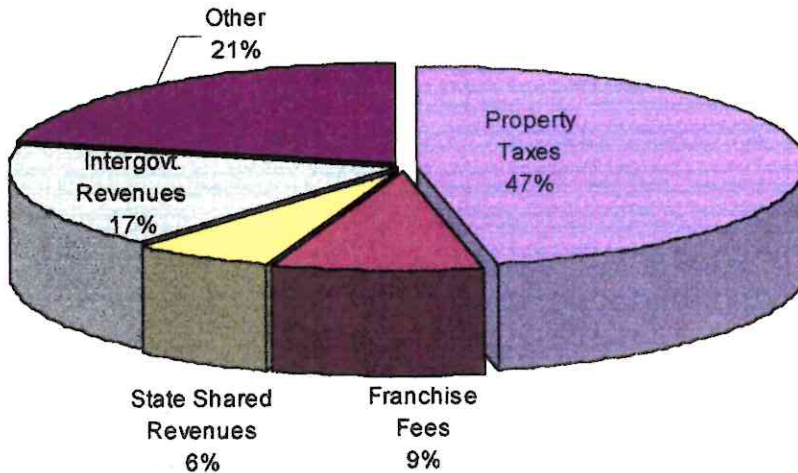
<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
BEGINNING BALANCE	1,250,938	1,387,188	1,209,640	1,314,896	1,202,188	1,223,512	973,370
REVENUES	2,842,535	2,898,267	2,652,362	2,851,792	2,805,644	2,805,644	2,810,739
OTHER SOURCES	425,078	520,136	382,329	421,587	533,488	533,488	421,587
TOTAL RESOURCES	4,518,551	4,805,591	4,244,331	4,588,275	4,541,320	4,562,644	4,205,696
CITY COUNCIL	167,067	167,763	86,265	144,791	144,791	144,791	105,511
CITY CLERK	55,477	63,650	68,182	77,450	77,450	78,271	78,379
CITY MANAGER	99,669	112,068	131,734	122,967	127,434	129,854	123,106
LEGAL AND JUDICIAL	152,464	201,575	204,601	215,750	220,750	220,750	218,761
FINANCE	424,322	317,761	259,110	327,235	327,235	333,271	296,762
PERSONNEL	60,878	79,006	21,732	18,600	18,600	18,600	18,500
COMMUNITY DEVELOPMENT	176,280	225,283	237,220	310,069	274,582	274,582	225,517
POLICE	1,281,764	1,352,696	1,334,170	1,588,635	1,552,512	1,552,512	1,637,424
FIRE	1,639	-	-	-	-	-	-
AMBULANCE	2,257	-	-	-	-	-	-
LIBRARY	315,504	369,555	319,625	377,127	377,127	377,127	338,253
CITY HALL	155,882	172,750	177,542	164,119	150,969	153,069	141,549
VOLUNTEER CENTER	-	-	54,075	-	-	-	-
CODE ENFORCEMENT	-	-	15,476	25,745	25,745	25,745	26,995
TOTAL EXPENDITURES	2,893,203	3,062,107	2,909,732	3,372,488	3,297,195	3,308,572	3,210,757
TRANSFERS OUT	225,000	378,191	248,705	314,089	319,089	300,504	235,808
CONTINGENCY	-	-	1,085,894	901,698	925,036	953,568	759,131
UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
TOTAL OTHER USES	225,000	378,191	1,334,599	1,215,787	1,244,125	1,254,072	994,939
TOTAL EXPENDS & OTHER USES	3,118,203	3,440,298	4,244,331	4,588,275	4,541,320	4,562,644	4,205,696
FUND TOTAL	1,400,348	1,365,293	-	-	-	-	-

General Fund Resources

General Fund resources consist of beginning working capital, revenues and other financing sources. The 1998-99 estimated beginning working capital totals just over \$1.2 million. This estimate reflects an increase of the beginning balance in the General Fund over the

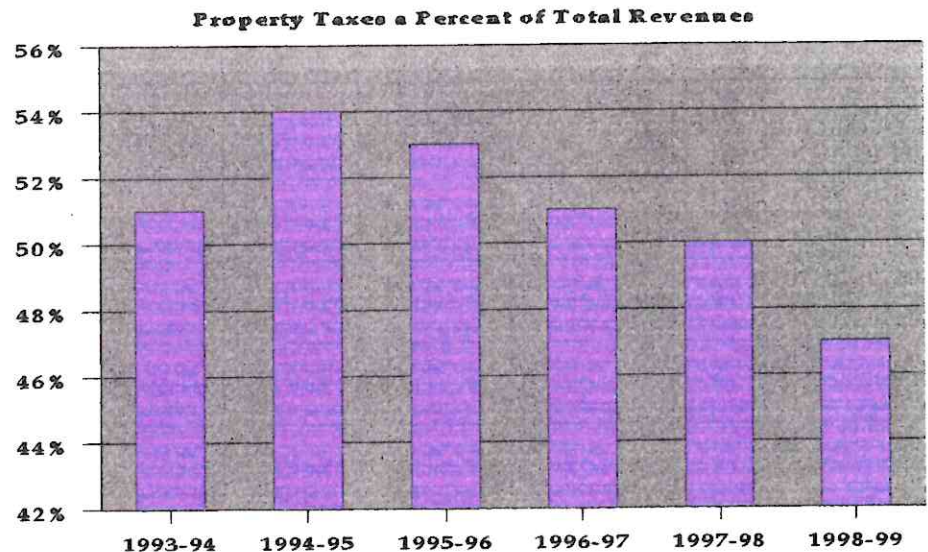
last two or three years.

Estimated beginning working capital projected for 1999-00 decreases significantly, reflecting a proposed change in City policy surrounding contingency and beginning balances in the General Fund. That change revolves around identifying actual needs of the City with respect to contingency and budgeting appropriately to meet those needs.



Revenues budgeted for the 1998-99 fiscal year in the General Fund consist primarily of property taxes, which account for 46.4% of revenues, or 28.5% of total resources (which includes beginning working capital and transfers from other funds). For 1998-99, property tax revenues were estimated under the parameters set by Ballot Measure 50, passed by the voters in May 1997.

Ballot Measure 50 set maximum taxable value for the 1997-98 fiscal year, and allows for a 3% increase annually in that value, adjusted for new growth and other specific adjustments cited in the legislation. For purposes of this budget, a 2½ percent increase in value over 1997-98 was assumed, and the City's permanent rate of .30170 per thousand was applied to this estimated value.



City of The Dalles, Oregon
Fiscal Year 1998-1999 Proposed Budget

The resulting levy amount of \$1,337,611 is then adjusted for a 7% amount assumed uncollectible in the year levied, resulting in a budgeted revenue amount of \$1,243,978 for current year taxes.

The City continues to strive to reduce its reliance on property taxes as the primary resource to the General Fund. This is demonstrated by the decline in property taxes as a percentage of total General Fund revenues over the last few years. This decline in taxes as a percentage of total budgeted revenues reverses a trend in which the City relied progressively more on taxes through the 1994-95 fiscal year. Other revenues significant to the fund are franchise fees from local utilities doing business within the City, intergovernmental revenues, State shared revenues, court fines and forfeitures, and other miscellaneous receipts.

Operating transfers to the General Fund from Public Works are again budgeted in the 1998-99 fiscal year for administrative services provided by the General Fund. These transfers to the General Fund are scheduled in lieu of direct charges for salaries, payroll costs and materials charged to the Public Works funds for services provided. From another perspective, were these services not provided by General Fund staff, Public Works would be required to externally purchase the services. Services provided include financial support through processing of payroll, accounts payable, utility billing and collection, legal services, and administrative support of the City Council, City Manager and City Clerk.

Total resources to the General Fund over the last few years have stabilized since peaking in 1994-95 and then dropping in 1995-96. Fiscal year 1997-98 reflected a slight decrease in total resources primarily due to the implementation of Ballot Measure 50. Other decreases in property rents (sale of the Stadelman and Mathew Buildings) and miscellaneous revenues (declining proceeds from the COPS grant) also contributed to the decline. An increase in total resources is projected for 1998-99 relative to 1997-98, resulting from a slight increase in anticipated property tax revenues, and implementation of a proposed new special transient room tax. The new tax is dedicated to debt service on the new proposed Convention Center via the Chamber of Commerce, and is not available for general-purpose use within the General Fund.

A substantial decrease in total resources is projected in 1999-00, resulting from a change in policy which proposes to reduce the amount of contingency and beginning fund balance in the General Fund to an amount identified to meet certain financial needs. The difference between prior year fund balance and the projected beginning fund balance in 1999-00 represents available resources in 1998-99 for one-time expenditures relating to capital improvements, maintenance and other uses identified in the budget.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
GENERAL FUND								
300.00-00	BEGINNING BALANCE	1,250,938	1,387,188	1,209,640	1,314,896	1,202,188	1,223,512	973,370
311.10-00	PROPERTY TAXES-CURRENT	1,326,208	1,386,242	1,199,493	1,243,978	1,243,978	1,243,978	1,293,797
311.15-00	PROPERTY TAXES-PRIOR YEAR	151,422	107,535	63,040	57,044	57,044	57,044	45,000
311.18-00	LAND SALES-FORECLOSURE	868	-	-	-	-	-	-
311.19-00	UNSEGREGATED TAX INTEREST	848	1,409	588	200	200	200	200
* PROPERTY TAXES		1,479,346	1,495,186	1,263,121	1,301,222	1,301,222	1,301,222	1,338,997
318.10-00	UNITED TELEPHONE	92,348	93,872	103,037	93,000	93,000	93,000	93,000
318.15-00	ELECTRIC LIGHT WAVE	-	-	-	-	-	-	-
318.20-00	NORTHWEST NATURAL GAS	43,344	44,956	48,750	45,000	45,000	45,000	45,000
318.30-00	CABLE TELEVISION	64,839	71,101	73,026	73,000	73,000	73,000	68,000
318.40-00	THE DALLES DISPOSAL	35,037	35,662	35,000	38,000	38,000	38,000	35,000
* FRANCHISE FEES		235,568	245,591	259,813	249,000	249,000	249,000	241,000
319.10-00	TRANSIENT ROOM TAXES	296,289	262,713	240,000	260,000	260,000	260,000	260,000
319.20-00	TRANSIENT ROOM TAX-SPCL	-	-	-	86,000	-	-	-
* OTHER TAXES		296,289	262,713	240,000	346,000	260,000	260,000	260,000
320.10-00	LOCAL LIQUOR LICENSES	2,075	1,985	2,000	2,000	2,000	2,000	2,000
320.30-00	SIGN PERMITS	4,545	2,715	2,500	2,500	2,500	2,500	2,500
320.90-00	OTHER LICENSES/PERMITS	3,999	2,687	2,000	3,000	3,000	3,000	3,000
* LOCAL REVENUES		10,619	7,387	6,500	7,500	7,500	7,500	7,500
330.00-00	INTERGOVERNMENTAL REVENUE	-	-	15,000	21,400	21,400	21,400	21,676
334.10-00	STATE REVENUE SHARING	58,275	69,324	53,151	54,528	54,528	54,528	54,258
334.20-00	STATE FOR LIBRARY	-	3,982	3,800	2,500	5,433	5,433	2,500
334.50-00	STATE SHARE-CRIME ASSIST	1,026	1,079	750	1,000	1,000	1,000	1,000
335.60-00	STATE CIGARETTE TAX	32,682	31,667	30,645	31,566	31,566	31,566	31,000
335.70-00	STATE LIQUOR TAXES	78,237	89,407	78,883	82,744	82,744	82,744	80,000
337.10-00	URBAN RENEWAL SERVICES	-	4,717	34,500	72,000	130,849	130,849	130,849
337.20-00	COUNTY SHARE OF LIBRARY	152,961	181,484	145,612	208,022	185,592	185,592	169,059
337.60-00	PUD INTERGOVT AGREEMENT	194,592	190,118	200,000	190,000	190,000	190,000	190,000
* INTERGOVERNMENTAL REVENUES		517,773	571,778	562,341	663,760	703,112	703,112	680,342
341.60-00	TOWING SERVICES FEES	1,578	348	500	500	500	500	500
341.80-00	COPIES, PLANS, ORD'S ETC	1,321	1,630	2,000	1,600	1,600	1,600	1,600
341.90-00	MISC SALES AND SERVICES	8,478	7,754	5,000	5,000	5,000	5,000	5,000
* CHARGES FOR SERVICES		11,377	9,732	7,500	7,100	7,100	7,100	7,100
343.02-00	C.U.P.	975	700	1,950	3,050	3,050	3,050	3,050
343.03-00	VARIANCES	900	600	900	1,450	1,450	1,450	1,450
343.04-00	MINOR PARTITION	1,200	2,800	2,600	4,100	4,100	4,100	4,100
343.06-00	SUBDIVISION	400	800	400	650	650	650	650
343.07-00	SITE PLAN	2,525	4,400	2,300	3,600	3,600	3,600	3,600
343.10-00	PLANNING APPEALS	700	-	300	450	450	450	450
343.11-00	VACATIONS	50	50	350	500	500	500	500
* PLANNING FEES		6,750	9,350	8,800	13,800	13,800	13,800	13,800
346.00-00	AMBULANCE REVENUES	31	-	-	-	-	-	-
* AMBULANCE REVENUES		31	-	-	-	-	-	-

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
348.00-00	INTERDEPARTMENTAL REVENUE	-	5,915	3,500	13,910	13,910	13,910	12,000
*	INTERDEPARTMENTAL REVENUES	-	5,915	3,500	13,910	13,910	13,910	12,000
351.10-00	COURT FINES/FORFEITURES	122,507	132,375	122,000	160,000	160,000	160,000	160,000
351.20-00	REIMBURSEMENT-CAAL FEES	-	-	-	-	-	-	-
351.50-00	LIBRARY FINES	4,744	7,331	4,500	4,500	4,500	4,500	4,500
352.10-00	DRUG FORFEITURES	1,103	6,116	2,500	5,000	5,000	5,000	5,000
*	FINES AND FORFEITURES	128,354	145,822	129,000	169,500	169,500	169,500	169,500
361.00-00	INTEREST REVENUES	89,768	67,523	60,000	60,000	60,000	60,000	60,000
*	INTEREST REVENUES	89,768	67,523	60,000	60,000	60,000	60,000	60,000
363.50-00	PROPERTY RENTALS	22,278	21,162	33,712	15,000	15,000	15,000	15,000
365.00-00	GIFTS AND DONATIONS	500	500	-	-	500	500	500
367.00-00	VOLUNTEER CENTER REVENUES	-	-	54,075	-	-	-	-
369.00-00	OTHER MISC REVENUES	43,882	55,608	24,000	5,000	5,000	5,000	5,000
*	MISCELLANEOUS REVENUES	66,660	77,270	111,787	20,000	20,500	20,500	20,500
**	TOTAL REVENUES	2,842,535	2,898,267	2,652,362	2,851,792	2,805,644	2,805,644	2,810,739
391.05-00	STREET/STORM SEWER FUND	75,698	47,844	41,967	44,637	41,020	41,020	44,637
391.06-00	TOURISM PROMOTION FUND	-	38,593	-	-	-	-	-
391.08-00	AMBULANCE RESERVE FUND	-	493	-	-	-	-	-
391.18-00	SPECIAL GRANTS FUND	-	2,000	2,500	2,500	12,165	12,165	2,500
391.36-00	SPECIAL ASSMT FUND	20,300	23,750	8,850	8,850	8,850	8,850	8,850
391.51-00	WATER UTILITY FUND	211,824	188,818	175,182	209,085	204,050	204,050	209,085
391.55-00	WASTEWATER/STORM UTILITY FUND	116,353	104,879	129,994	156,515	148,643	148,643	156,515
391.	FAA GRANT	-	-	-	-	114,708	114,708	-
391.90-00	OTHER	873	-	3,836	-	4,052	4,052	-
*	OPERATING TRANSFERS IN	425,048	406,377	362,329	421,587	533,488	533,488	421,587
392.00-00	SALE OF FIXED ASSETS	30	113,759	20,000	-	-	-	-
*	OTHER FINANCING SOURCES	30	113,759	20,000	-	-	-	-
**	TOTAL OTHER FINANCING SOURCES	425,078	520,136	382,329	421,587	533,488	533,488	421,587
**	TOTAL RESOURCES	4,518,551	4,805,591	4,244,331	4,588,275	4,541,320	4,562,644	4,205,696

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: General (001)

Department: City Council (01)

Program: Administration (410)

Mission:

Establishing policies to lead The Dalles into the future.

Description:

The City Council is the governing body of the City of The Dalles. Its five voting members and the Mayor set the direction for the City, establishing policies and laws. Specific voter approved powers for the Council are contained in the City Charter, while Council's own administrative and operational policies are adopted by the ordinance or resolution.

City Council is charged with the appointment of the City Manager, City Attorney and Municipal Judge. They adopt the annual budget and perform all other actions necessary to guide the government, while representing concerns of the citizens of The Dalles.

The Dalles City Council positions are volunteer and are elected by the entire electorate of the City. The Mayor and Councilor at Large are elected for two-year terms and the remaining four positions are nominated from districts, serving four-year terms.

In addition to regular meetings, the City Council meets on a quarterly basis to establish, review, and update goals for the City.

There are two significant changes in this Department's budget. Both items relate to contractual services for programs we share with Wasco County:

1. Dog Control: The reduction in 1997-98 was due to an accumulated savings in that operation. It was a one-time event. We have budgeted this year at the 1996-97 level.
2. Fort Dalles Museum: Last year the Budget Committee reduced the City's contribution to the Museum by \$30,000. Wasco County picked up \$16,000 of that reduction. The Museum Commission asked the Council to budget at a minimum level of \$18,352. The Council did not increase the original \$5,000 budget. We are recommending a four-year reduction from that requested level (\$18,352) by funding \$13,352 in 1998-99, with \$5,000 drops in each of the future years.

1998-99 Goals, Projects and Highlights

- ◆ A major continuing goal for fiscal year 1998-99 is to maintain financial stability; and to promote interagency cooperation and communications with the citizens, other agencies and staff
- ◆ Other goals included:
 - Review of construction projects, bidding contract and management policies.
 - Completion of an annexation plan.
- ◆ Identify the highest and best use for the 14th Street Reservoir property.
- ◆ Develop and implement a management solution of The Dalles Airport.

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

- ◆ Pursue the location of a Public Works site, making the current site available for commercial development.

1997-98 Accomplishments/Comments

- ◆ Acquired a site for the City's Waste Water Treatment Plant.
- ◆ Acquired a new facility for housing the Police Department.
- ◆ Adoption and implementation of the Water and Waste Water Utility Fund.
- ◆ Five-year Capital Improvement Plan established for utilities, streets and General Fund buildings.
- ◆ Assisted in funding for the Armory/Convention Center and obtaining funding for Kramer Sports Field reconstruction.

Major Issues to be resolved in the next 5 years

- ◆ Construction of a new Waste Water Treatment Plant.
- ◆ Adequate funding for street maintenance.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
CITY COUNCIL								
29-00	OTHER EMPLOYEE BENEFITS	13,913	16,054	24,201	15,750	15,750	15,750	16,250
*	BENEFITS	13,913	16,054	24,201	15,750	15,750	15,750	16,250
31-10	CONTRACTUAL SERVICES	109,744	77,827	26,672	87,364	87,364	87,364	53,352
31-60	LABOR NEGOTIATIONS	13,465	7,690	1,500	8,000	8,000	8,000	1,000
32-10	AUDITING SERVICES	16,915	20,500	19,000	18,290	18,290	18,290	19,205
39-00	OTHER CONTRACTUAL SVCS	-	32,324	-	-	-	-	-
*	CONTRACTUAL SERVICES	140,124	138,341	47,172	113,654	113,654	113,654	73,557
53-20	POSTAGE	14	-	50	50	50	50	50
53-40	LEGAL NOTICES	31	-	-	-	-	-	-
*	COMMUNICATIONS	45	-	50	50	50	50	50
58-10	TRAVEL, FOOD & LODGING	608	412	650	650	650	650	650
58-50	TRAINING AND CONFERENCES	551	10	750	750	750	750	750
58-60	WORKSHOPS	357	388	500	500	500	500	500
58-70	MEMBERSHIPS/DUES/SUBSCRIP	10,604	11,249	11,652	12,287	12,287	12,287	12,604
*	TRAINING AND TRAVEL	12,120	12,059	13,552	14,187	14,187	14,187	14,504
60-10	OFFICE SUPPLIES	218	398	500	400	400	400	400
64-10	BOOKS AND PERIODICALS	-	-	40	-	-	-	-
*	SUPPLIES	218	398	540	400	400	400	400
69-50	MISCELLANEOUS EXPENSES	647	911	750	750	750	750	750
*	MISCELLANEOUS EXPENSES	647	911	750	750	750	750	750
**	CITY COUNCIL	167,067	167,763	86,265	144,791	144,791	144,791	105,511

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: General (001)

Department: City Clerk (02)

Program: Administration (410)

Mission:

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

Description:

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

Aspects of administrative services performed by the department include: Clerk of the City Council; Records Manager; Elections Officer; Analyst to the City Manager; Assistance with Personnel Administration; Information Officer; and interpretation of public records and meetings law.

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

1998-99 Goals, Projects and Highlights

- ◆ 1st Vice President of Oregon Association of Municipal Recordors.
- ◆ Develop training program for newly elected officials.
- ◆ Implement a youth City Council program.

1997-98 Accomplishments/Comments

- ◆ Achieved goal of becoming 2nd Vice President of Oregon Association of Municipal Recordors
- ◆ Discontinued most codes compliance work.
- ◆ Added assistance with personnel administration to the Department.

Major Issues to be resolved in the next 5 years

- ◆ Develop and implement records management program.
- ◆ Become a Registered Parliamentarian.
- ◆ President of Oregon Association of Municipal Recordors.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
CITY CLERK								
11-00	REGULAR SALARIES	42,162	46,160	48,012	51,599	51,599	52,272	54,137
*	SALARIES AND WAGES	42,162	46,160	48,012	51,599	51,599	52,272	54,137
21-10	MEDICAL INSURANCE	4,867	4,814	4,814	4,814	4,814	4,814	4,814
21-20	L-T DISABILITY INSURANCE	242	263	275	279	279	283	290
21-30	LIFE INSURANCE	40	45	39	39	39	39	39
21-40	WORKERS COMP INSURANCE	129	155	189	205	205	207	210
22-00	FICA	3,299	3,519	3,673	3,947	3,947	3,998	4,224
23-00	RETIREMENT CONTRIBUTIONS	1,847	6,105	5,055	6,947	6,947	7,038	8,840
*	BENEFITS	10,424	14,901	14,045	16,231	16,231	16,379	18,417
36-00	ELECTIONS COSTS	-	-	1,500	1,500	1,500	1,500	1,500
*	CONTRACTUAL SERVICES	-	-	1,500	1,500	1,500	1,500	1,500
43-40	OFFICE EQUIPMENT	300	300	400	400	400	400	400
*	REPAIRS AND MAINTENANCE	300	300	400	400	400	400	400
53-20	POSTAGE	293	295	450	400	400	400	450
53-30	TELEPHONE	617	502	600	750	750	750	800
53-40	LEGAL NOTICES	137	65	150	150	150	150	150
*	COMMUNICATIONS	1,047	862	1,200	1,300	1,300	1,300	1,400
58-10	TRAVEL, FOOD & LODGING	399	392	1,500	1,500	1,500	1,500	1,200
58-50	TRAINING AND CONFERENCES	370	220	825	1,100	1,100	1,100	600
58-70	MEMBERSHIPS/DUES/SUBSCRIP	208	194	150	220	220	220	125
*	TRAINING AND TRAVEL	977	806	2,475	2,820	2,820	2,820	1,925
60-10	OFFICE SUPPLIES	552	443	500	500	500	500	500
64-10	BOOKS AND PERIODICALS	15	85	50	50	50	50	50
*	SUPPLIES	567	528	550	550	550	550	550
69-50	MISCELLANEOUS EXPENSES	-	93	-	50	50	50	50
*	MISCELLANEOUS EXPENSES	-	93	-	50	50	50	50
74-50	COMPUTER EQUIPMENT	-	-	-	3,000	3,000	3,000	-
*	CAPITAL OUTLAY	-	-	-	3,000	3,000	3,000	-
**	CITY CLERK	55,477	63,650	68,182	77,450	77,450	78,271	78,379

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: General (001)

Department: City Manager (03)

Program: Administration (410)

Mission:

To support the City Council, connect citizens to their City government, and through professional management tools, help City departments provide responsive, cost effective, efficient local services.

Description:

The City Manager's position plays a unique role in assisting the democratic processes of our representative local government. Guided by the vision and goals of the City Council, it is the City Manager's charge to accomplish the direction set out by the Council. Oftentimes, this is performed by facilitating public processes to hear and respond to the issues concerning the citizens, represent the position of the governing body and offer education in regards to the provision of public services and infrastructure.

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

1998-99 Goals, Projects and Highlights

- ◆ The goals of the City Manager relate specifically to implementation of the goals set by Council for the City. These goals reflect the evolution of the City of The Dalles in response to, and in anticipation of changes in the community and the region.
- ◆ The City Manager will work with individual department managers to enhance and simplify the ease with which we respond to citizen inquiries.
- ◆ The secretarial position in this department is being reduced to $\frac{3}{4}$ time (30 hours per week).

1997-98 Accomplishments/Comments

- ◆ Negotiation of a three-year contract with the Police Union.
- ◆ Creation of an Engineer-in-Training position to allow the City to do more construction engineering in-house and save significant dollars.
- ◆ Reorganization of the Community Development Department to:
 - Provide better service to citizens in the urban growth area.
 - Increase Planning/Public Works communication on right-of-way issues.

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Provide increased support to the Urban Renewal District and Economic Development projects.

- ♦ Re-established a Codes Enforcement Position.
- ♦ The new City Manager has established good communications with City Council, citizens, department managers, City employees and other local governments.

Major Issues to be resolved in the next 5 years

- ♦ The issues identified under the City Council budget.
- ♦ Increasing citizen trust and confidence in local government.
- ♦ Funding strategies to maintain and replace the City's infrastructure.

City of The Dalles, Oregon
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Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
CITY MANAGER								
11-00	REGULAR SALARIES	69,403	73,912	85,556	82,783	82,783	84,763	85,260
13-00	OVERTIME SALARIES	75	128	50	50	50	50	50
*	SALARIES AND WAGES	69,478	74,040	85,606	82,833	82,833	84,813	85,310
21-10	MEDICAL INSURANCE	6,192	6,288	6,963	8,424	8,424	8,424	6,040
21-20	L-T DISABILITY INSURANCE	321	368	451	447	447	458	460
21-30	LIFE INSURANCE	64	77	39	60	60	60	68
21-40	WORKERS COMP INSURANCE	211	231	326	467	467	478	456
22-00	FICA	4,633	5,666	6,545	6,337	6,337	6,488	6,522
23-00	RETIREMENT CONTRIBUTIONS	1,771	8,284	9,009	9,291	9,291	9,558	11,515
*	BENEFITS	13,192	20,914	23,333	25,026	25,026	25,466	25,061
31-10	CONTRACTUAL SERVICES	410	1,978	10,000	1,000	1,000	1,000	1,000
31-60	LABOR NEGOTIATIONS	37	-	-	-	-	-	-
31-70	RECRUITING EXPENSES	-	47	-	-	-	-	-
33-80	MOVING COSTS	-	2,000	-	-	-	-	-
34-30	COMPUTER SERVICES	-	-	-	108	108	108	113
34-50	SPECIAL STUDIES & REPORTS	-	120	-	-	-	-	-
37-20	PUBLIC RELATIONS	35	-	-	-	-	-	-
*	CONTRACTUAL SERVICES	482	4,145	10,000	1,108	1,108	1,108	1,113
43-10	BUILDINGS AND GROUNDS	-	827	-	-	-	-	-
43-20	COMPUTERS	-	250	-	500	500	500	-
43-40	OFFICE EQUIPMENT	620	626	500	1,000	5,467	5,467	1,000
43-45	JOINT USE OF LABOR/EQUIP	-	160	-	-	-	-	-
43-50	VEHICLES	731	-	-	-	-	-	-
43-51	GAS/OIL/DIESEL/LUBRICANTS	156	113	-	-	-	-	-
43-70	GENERAL EQUIPMENT	-	60	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	1,507	2,036	500	1,500	5,967	5,967	1,000
53-20	POSTAGE	243	385	475	400	400	400	-
53-30	TELEPHONE	1,127	1,299	1,250	1,700	1,700	1,700	-
53-40	LEGAL NOTICES	36	-	-	-	-	-	-
53-60	PUBLIC EDUCATION/INFO	684	-	-	-	-	-	-
*	COMMUNICATIONS	2,090	1,684	1,725	2,100	2,100	2,100	-
58-10	TRAVEL, FOOD & LODGING	2,602	2,256	1,470	2,278	2,278	2,278	2,392
58-50	TRAINING AND CONFERENCES	1,725	483	1,350	550	550	550	577
58-70	MEMBERSHIPS/DUES/SUBSCRIP	423	157	500	622	622	622	653
*	TRAINING AND TRAVEL	4,750	2,896	3,320	3,450	3,450	3,450	3,622
60-10	OFFICE SUPPLIES	4,202	5,741	6,500	6,500	6,500	6,500	6,500
64-10	BOOKS AND PERIODICALS	328	132	250	250	250	250	250
64-80	COMPUTER SOFTWARE	-	48	-	-	-	-	-
*	SUPPLIES	4,530	5,921	6,750	6,750	6,750	6,750	6,750
69-50	MISCELLANEOUS EXPENSES	1,449	-	250	200	200	200	250
69-80	ASSETS <\$250	60	-	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	1,509	-	250	200	200	200	250
74-25	COMMUNICATIONS EQUIPMENT	587	-	250	-	-	-	-
74-40	OFFICE EQUIPMENT	-	432	-	-	-	-	-
74-50	COMPUTER EQUIPMENT	1,544	-	-	-	-	-	-
*	CAPITAL OUTLAY	2,131	432	250	-	-	-	-
**	CITY MANAGER	99,669	112,068	131,734	122,967	127,434	129,854	123,106

Fund: General (001)

Department: Legal/Judicial (07)

Program: Legal/Judicial (412)

Mission:

The Legal Department's mission is to provide legal services to City Council, staff members, commissions, agencies, and citizens, when appropriate, promptly and efficiently.

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

Description:

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

1998-99 Goals, Projects and Highlights

- ◆ Monitor legislation and court decisions concerning the implementation of Ballot Measure 50.
- ◆ Continue progress toward revision of City ordinances, including local improvement districts, uniform building code and civil service.
- ◆ Assist Public Works Department in preparing and awarding contract for demolition of the grain elevators, and implementing the site master planning process for the proposed expansion of the wastewater treatment plant.

1997-98 Accomplishments/Comments

- ◆ Procedures were adopted to reduce the outstanding balance of fines and assessments owing in the Municipal Court, and to increase actual revenues collected by the Court. In fiscal year 1996-97, for the period from July 1 to January 31, revenues totaled

City of The Dalles, Oregon
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\$63,007. In fiscal year 1997-98, for the period from July 1 to February 28, revenues totaled \$107,407.

- ◆ Revisions were adopted for ordinances concerning street excavation, sidewalk maintenance and responsibility, sanitary sewer system, watershed access, traffic control and transient merchants.
- ◆ The draft of the proposed land use and development ordinance, anticipated to be adopted in April 1998.
- ◆ Assisted the Finance Director in preparing request for proposals for banking and audit services. Engaged in extensive contract negotiations with Port of The Dalles and Mid-Columbia Producers concerning purchase of the grain elevator property, and with Public Works and Operations Management International for renewal of their contract for operation of the treatment plant.
- ◆ Created a process for sale of classes of surplus real property.

Major Issues to be resolved in the next 5 years

- ◆ Continue monitoring possible funding initiatives or legislative attempts to restrict or abolish existing funding resources for the City, i.e., franchise ordinances and agreements, transient room taxes, and provide assistance in developing new sources of revenue within the confines of statutory and constitutional law.
- ◆ Review and research the feasibility of a street and storm water utility ordinance to establish a stable funding resource for these utilities.
- ◆ Resolve status of ownership of municipal airport, i.e., City retains ownership, City transfers ownership, or regional airport authority created.

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
LEGAL AND JUDICIAL								
11-00	REGULAR SALARIES	88,438	101,247	110,920	114,456	114,456	114,456	117,890
12-00	PARTTIME/TEMP SALARIES	11,100	22,200	22,000	22,200	22,200	22,200	22,200
13-00	OVERTIME SALARIES	112	5,859	150	500	500	500	500
* SALARIES AND WAGES		99,650	129,306	133,070	137,156	137,156	137,156	140,590
21-10	MEDICAL INSURANCE	8,250	12,582	13,125	13,109	13,109	13,109	13,109
21-20	L-T DISABILITY INSURANCE	450	503	544	566	566	566	570
21-30	LIFE INSURANCE	79	117	117	101	101	101	101
21-40	WORKERS COMP INSURANCE	401	520	579	621	621	621	633
22-00	FICA	7,589	9,871	10,184	10,554	10,554	10,554	10,717
23-00	RETIREMENT CONTRIBUTIONS	3,084	12,965	11,466	15,127	15,127	15,127	15,375
29-00	OTHER EMPLOYEE BENEFITS	-	33	66	66	66	66	66
* BENEFITS		19,853	36,591	36,081	40,144	40,144	40,144	40,571
31-10	CONTRACTUAL SERVICES	350	1,828	2,000	2,000	7,000	7,000	2,000
31-85	WITNESS/JURY FEES	545	660	800	700	700	700	750
32-20	SPECIAL LEGAL SERVICES	843	578	500	500	500	500	500
32-30	COURT APPT ATTORNEY FEES	14,537	14,206	11,000	14,000	14,000	14,000	15,000
32-40	PRO-TEM CITY ATTORNEY EXP	-	-	500	-	-	-	-
33-15	INTERPRETOR FEES	1,663	2,325	2,000	2,300	2,300	2,300	2,500
39-00	OTHER CONTRACTUAL SVCS	700	3,209	-	-	-	-	-
* CONTRACTUAL SERVICES		18,638	22,806	16,800	19,500	24,500	24,500	20,750
43-20	COMPUTERS	-	40	500	100	100	100	100
43-40	OFFICE EQUIPMENT	649	469	500	500	500	500	500
* REPAIRS AND MAINTENANCE		649	509	1,000	600	600	600	600
50-10	CRIME VICTIMS ASSISTANCE	214	123	1,000	1,000	1,000	1,000	1,000
* OTHER PURCHASED SERVICES		214	123	1,000	1,000	1,000	1,000	1,000
53-20	POSTAGE	1,840	2,122	2,500	2,200	2,200	2,200	2,500
53-30	TELEPHONE	1,393	1,332	1,400	1,550	1,550	1,550	1,600
53-40	LEGAL NOTICES	2	26	75	-	-	-	-
* COMMUNICATIONS		3,235	3,480	3,975	3,750	3,750	3,750	4,100
58-10	TRAVEL, FOOD & LODGING	598	955	850	1,000	1,000	1,000	1,100
58-50	TRAINING AND CONFERENCES	1,233	612	1,000	850	850	850	900
58-70	MEMBERSHIPS/DUES/SUBSCRIP	484	566	525	750	750	750	750
* TRAINING AND TRAVEL		2,315	2,133	2,375	2,600	2,600	2,600	2,750
60-10	OFFICE SUPPLIES	1,220	1,440	1,600	2,500	2,500	2,500	2,500
60-90	OTHER SUPPLIES	257	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	6,084	4,802	6,000	5,500	5,500	5,500	5,500
* SUPPLIES		7,561	6,242	7,600	8,000	8,000	8,000	8,000
69-80	ASSETS <\$250	349	-	-	-	-	-	-
* MISCELLANEOUS EXPENSES		349	-	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	-	-	-	-	-	-	400
74-40	OFFICE EQUIPMENT	-	385	-	800	800	800	-
74-50	COMPUTER EQUIPMENT	-	-	2,700	2,200	2,200	2,200	-
* CAPITAL OUTLAY		-	385	2,700	3,000	3,000	3,000	400
** LEGAL AND JUDICIAL		152,464	201,575	204,601	215,750	220,750	220,750	218,761

City of The Dalles, Oregon
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Fund: General Fund (001)

Department: Finance (09)

Program: Finance (415)

Mission

Provide the finest in financial information, projections and support services to the City staff, its governing body and external users in support of their decision making processes. Aggressively respond to the needs of City staff in their quest to provide quality services, and in their efforts to use the City's available resources in the best interests of all involved.

Description

The Finance Department is charged with a wide variety of tasks including coordination of the City's annual budget and audit processes and grant administration, as well as the general administrative functions such as payroll, accounts receivable and payable, cash receipts. The Department also processes all utility billing and collections for the City's water and waste water utilities. The Finance Department prepares a wide range of internal and external financial reports for use by other organizations, City Council and its commissions, and City staff as well as the general citizenship.

Included in the Finance Department's 1998-99 budget, is a request for authorization to hire a professional level accountant. A number of the goals for the Department are premised on the addition of this position.

1998-99 Goals, Projects and Highlights

- ◆ Continue to partner with Public Works personnel to complete the implementation of a comprehensive cost accounting system interfacing between Public Works and the Finance Departments, as well as the City's financial accounting system.
- ◆ Research, develop and implement an indirect cost recovery plan for the City with respect to Federal funding projects. Working with audit staff and other professionals, develop the plan such that indirect costs may be recovered under Federal grants.
- ◆ Provide staff support to several potential financing projects, working with other City staff to leverage available resources to the best use of the City for the community.
- ◆ Complete connectivity to the City's primary computer system for all City departments.
- ◆ Coordinate the review of the City's hardware and software resources for compliance with year 2000 issues.
- ◆ Review the City's L.I.D. process with respect to financing issues and record keeping.
- ◆ Establish the City's Comprehensive Annual Financial Report on the financial software system, providing an automated draft of the financial statements.

1997-98 Accomplishments/Comments

- ◆ Through a successful RFP process, the Department selected providers of audit and banking services, each for a three-year contract term. All banking services were consolidated with a single institution with a competitive fee structure. An independent audit firm was selected providing the range of services necessary for the City at competitive prices over the term of the contract.
- ◆ Received Certificate of Excellence for Financial Reporting from the Government Finance Officers Association for the year ended June 30, 1996, and submitted the City's Comprehensive Annual Report for the year ended June 30, 1997.
- ◆ During the 1997-98 fiscal year, the Department drafted financial policies for the City and presented them as a package to the Council for adoption. These policies offer broad guidance on financial issues ranging from grants administration to LID financings and investment management.
- ◆ Supplementing a grants policy, a comprehensive grants administration process was established and put in place during the year to assure the proper reviews and approvals are made and documented during the grant application and monitoring processes.
- ◆ Successfully transitioned the financial records of the Columbia Gateway Urban Renewal Agency onto the City's financial accounting system. This will allow for more comprehensive administration of the Agency's assets.

Major Issues to be resolved in the next 5 years

- ◆ Develop and implement a 5-year financial plan for all City operations to assist in the planning and budgeting process. Such a plan will address resources and uses of public monies across all funds and departments. A comprehensive plan will assist in the budgeting cycle, and help to measure progress against long-term goals.
- ◆ Work with Public Works staff to reevaluate rates and systems development charges with respect to the City's water and waste water utilities.
- ◆ Work to identify and eliminate all non-essential City services in the face of reduced resources, and for those remaining services provide the highest level of quality to our constituents at the least cost possible. Continue to explore new funding mechanisms and economies to be gained through consolidation and cooperation with other government and public agencies.

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Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
FINANCE								
11-00	REGULAR SALARIES	160,904	141,063	124,654	147,662	147,662	153,224	153,688
13-00	OVERTIME SALARIES	11,234	6,143	2,000	2,000	2,000	2,000	2,000
*	SALARIES AND WAGES	172,138	147,206	126,654	149,662	149,662	155,224	155,688
21-10	MEDICAL INSURANCE	25,947	22,736	20,293	20,529	20,529	20,529	20,930
21-20	L-T DISABILITY INSURANCE	747	672	557	630	630	660	656
21-30	LIFE INSURANCE	232	201	134	168	168	168	168
21-40	WORKERS COMP INSURANCE	608	536	494	656	656	656	676
22-00	FICA	13,492	11,145	9,536	11,449	11,449	11,875	11,910
23-00	RETIREMENT CONTRIBUTIONS	9,060	16,970	12,280	9,398	9,398	9,416	20,748
29-00	OTHER EMPLOYEE BENEFITS	-	104	288	200	200	200	200
*	BENEFITS	50,086	52,364	43,582	43,030	43,030	43,504	55,288
31-10	CONTRACTUAL SERVICES	14,856	11,221	18,600	20,800	20,800	20,800	5,000
31-20	ACCOUNTING/ADVISORY SVCS	315	200	-	-	-	-	-
34-30	COMPUTER SERVICES	21,947	10,998	850	6,050	6,050	6,050	2,500
34-40	SOFTWARE MAINTENANCE	6,510	18,003	10,230	15,000	15,000	15,000	16,500
*	CONTRACTUAL SERVICES	43,628	40,422	29,680	41,850	41,850	41,850	24,000
43-20	COMPUTERS	174	1,049	800	800	800	800	800
43-40	OFFICE EQUIPMENT	742	390	800	1,350	1,350	1,350	800
43-45	JOINT USE OF LABOR/EQUIP	-	-	400	500	500	500	-
43-70	GENERAL EQUIPMENT	86	-	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	1,002	1,439	2,000	2,650	2,650	2,650	1,600
44-20	RENTAL OF EQUIPMENT	470	924	500	1,000	1,000	1,000	1,200
*	RENTAL COSTS	470	924	500	1,000	1,000	1,000	1,200
53-20	POSTAGE	12,698	15,225	14,000	14,000	14,000	14,000	15,260
53-30	TELEPHONE	4,217	4,734	4,480	4,000	4,000	4,000	4,200
53-40	LEGAL NOTICES	543	700	550	700	700	700	500
54-00	ADVERTISING	124	-	150	200	200	200	200
*	COMMUNICATIONS	17,582	20,659	19,180	18,900	18,900	18,900	20,160
58-10	TRAVEL, FOOD & LODGING	1,635	1,031	900	1,700	1,700	1,700	1,700
58-50	TRAINING AND CONFERENCES	437	658	1,350	1,435	1,435	1,435	1,500
58-70	MEMBERSHIPS/DUES/SUBSCRIP	1,189	855	1,040	1,750	1,750	1,750	1,750
*	TRAINING AND TRAVEL	3,261	2,544	3,290	4,885	4,885	4,885	4,950
60-10	OFFICE SUPPLIES	10,604	9,025	10,145	10,025	10,025	10,025	10,500
60-90	OTHER SUPPLIES	8	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	70	-	150	-	-	-	150
64-80	COMPUTER SOFTWARE	91,026	-	-	25,000	25,000	25,000	-
*	SUPPLIES	101,708	9,025	10,295	35,025	35,025	35,025	10,650

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
67-50	LOAN PRINCIPAL PAYMENTS	14	16,065	16,065	14,970	14,970	14,970	15,508
67-60	LOAN INTEREST PAYMENTS	2,628	1,642	1,114	1,663	1,663	1,663	558
69-50	MISCELLANEOUS EXPENSES	3,035	516	750	750	750	750	750
69-70	CASH SHORT/LONG	20	79	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	5,697	18,302	17,929	17,383	17,383	17,383	16,816
74-30	FURNITURE AND FIXTURES	-	-	-	1,000	1,000	1,000	350
74-40	OFFICE EQUIPMENT	-	-	-	350	350	350	760
74-50	COMPUTER EQUIPMENT	28,750	24,876	6,000	11,500	11,500	11,500	5,300
*	CAPITAL OUTLAY	28,750	24,876	6,000	12,850	12,850	12,850	6,410
**	FINANCE	424,322	317,761	259,110	327,235	327,235	333,271	296,762

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: Personnel (001)

Department: Personnel (10)

Program: Personnel (416)

Mission

Provide responsive Human Resource Management Services for the City.

Description

The Personnel Director's position was eliminated from the 1997-98 budget. The City contracted with Wasco County Human Resources for most human resource activities. The City Clerk assumed the position of City staff liaison with our contractor. All departments assumed some personnel function previously managed by the Personnel Department. The City also has a contract for management of its retirement plan.

With the success of the revised program, we are proposing a continuation of the system developed this last year with a modest increase in the Wasco County contract (\$750 or 5%) and elimination of the retirement plan management contract (\$2,400).

1998-99 Goals, Projects and Highlights

- ◆ Terminate retirement plan management contract and have City staff and Wasco County Human Resources assume those duties.
- ◆ Review and update all job descriptions.
- ◆ Successfully negotiate a new collective bargaining contract with OPEU general employees.
- ◆ Look at Police Retirement Plan for compliance with State law.
- ◆ Consider amending general employees retirement plan to provide employees with more investment opportunities.

1997-98 Accomplishments/Comments

- ◆ Improved management of Workers Compensation claims.
- ◆ Negotiation of the Police Union contract, replacing the agreement which expired on June 30, 1997.
- ◆ Evaluation of the City's benefits costs.
- ◆ Transition from a fully staffed Personnel Department to contracting with Wasco County Human Resources.

Major Issues to be resolved in the next 5 years

- ◆ Renegotiation of Police Union and OPEU General Employee Union contracts upon expiration.
- ◆ Review and analysis of benefits with respect to emerging health care issues.

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Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
PERSONNEL								
11-00	REGULAR SALARIES	47,965	59,743	3,001	-	-	-	-
*	SALARIES AND WAGES	47,965	59,743	3,001	-	-	-	-
21-10	MEDICAL INSURANCE	1,621	1,604	837	-	-	-	-
21-20	L-T DISABILITY INSURANCE	273	289	-	-	-	-	-
21-30	LIFE INSURANCE	40	39	-	-	-	-	-
21-40	WORKERS COMP INSURANCE	142	169	-	-	-	-	-
22-00	FICA	3,837	4,553	229	-	-	-	-
23-00	RETIREMENT CONTRIBUTIONS	2,923	6,709	-	-	-	-	-
*	BENEFITS	8,836	13,363	1,066	-	-	-	-
34-50	SPECIAL STUDIES & REPORTS	-	-	1,500	1,500	1,500	1,500	500
39-00	OTHER CONTRACTUAL SVCS	-	-	13,500	14,250	14,250	14,250	15,000
*	CONTRACTUAL SERVICES	-	-	15,000	15,750	15,750	15,750	15,500
43-40	OFFICE EQUIPMENT	-	49	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	-	49	-	-	-	-	-
50-60	EMPLOYEE RELATIONS	1,880	2,080	-	1,500	1,500	1,500	1,500
*	OTHER PURCHASED SERVICES	1,880	2,080	-	1,500	1,500	1,500	1,500
53-20	POSTAGE	267	234	235	200	200	200	200
53-30	TELEPHONE	768	571	500	-	-	-	-
*	COMMUNICATIONS	1,035	805	735	200	200	200	200
58-10	TRAVEL, FOOD & LODGING	19	-	-	-	-	-	-
58-50	TRAINING AND CONFERENCES	51	272	-	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIP	632	912	780	-	-	-	-
*	TRAINING AND TRAVEL	702	1,184	780	-	-	-	-
60-10	OFFICE SUPPLIES	246	72	325	325	325	325	400
60-90	OTHER SUPPLIES	175	-	325	325	325	325	400
64-10	BOOKS AND PERIODICALS	36	61	250	300	300	300	300
*	SUPPLIES	457	133	900	950	950	950	1,100
69-50	MISCELLANEOUS EXPENSES	3	-	250	200	200	200	200
*	MISCELLANEOUS EXPENSES	3	-	250	200	200	200	200
74-50	COMPUTER EQUIPMENT	-	1,649	-	-	-	-	-
*	CAPITAL OUTLAY	-	1,649	-	-	-	-	-
**	PERSONNEL	60,878	79,006	21,732	18,600	18,600	18,600	18,500

Fund: General Fund (001)

Department: Community Development (11)

Program: Community Development (421)

Mission

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

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

Description

During the 1997-98 fiscal year, changes within the Community Development Department occurred to better address issues relating to not only planning and economic development but also City support to the Columbia Gateway Urban Renewal District and the airport as well. Those changes included a reorganization of the Department into two divisions; the Planning Division which addresses current planning issues within the urban growth boundary, and the Economic Development Division which deals with urban renewal, airport and other related special projects as necessary.

The 1998-99 budget request differentiates between the two divisions, and appropriations are indicated according to staff’s best estimates of what is required to operate each division independently of the other. Within the Planning Division, there are three positions budgeted. Those positions are a Senior Planner acting as Director, an Associate Planner position and an Administrative Assistant position. Within the Economic Development Division, a Director level position is budgeted, as well as 25% of a clerical position (shared with the City Manager Department).

1998-99 Goals, Projects and Highlights

- ♦ The primary goal of the Department will continue to be serving citizens in the most professional manner possible. The mission statement of the Department will continue to serve as the guiding principle for all actions.

City of The Dalles, Oregon
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- ◆ Staff support to the Columbia Gateway Urban Renewal Agency is a primary reason for the restructuring of the Community Development Department, resulting in the creation of the Economic Development Division. This Division will provide staff support to the Agency in project management and administration.
- ◆ Other ongoing work includes: annexations, LID's, Historic Preservation Program, Enterprise Zone administration, grant work related to Department efforts and special projects.

1997-98 Accomplishments/Comments

- ◆ The City's comprehensive Land Use and Development Ordinance (LUDO) was completed during the 1997-98 fiscal year following extensive public involvement and staff work. The LUDO will provide the framework for addressing planning issues well into the future.
- ◆ The staff has been active in its support of the Planning Commission, Airport Commission, Historic Landmarks Commission, Urban Renewal Board, and other community groups and Ad Hoc Committees. Many hours per week go into helping these groups function properly and to carry out their role in the decision making process.
- ◆ Considerable staff support went into the Urban Renewal Agency's consideration of options under Measure 50 for revision of the Agency plan, and for collection of future tax increment revenues.
- ◆ In both current and long range planning efforts, coordination with other City departments, citizens, special interest groups, and State and Federal agencies has been given much attention. This is an ongoing effort, and the relationships developed over the years have continued to be very strong.

Major Issues to be resolved in the next 5 years

- ◆ Update the Vision Action Plan.
- ◆ Update the Comprehensive Land Use Plan.
- ◆ To get the Urban Renewal program on a stable course.
- ◆ To implement all of the various master plans.
- ◆ To maintain the Certified Local Government status of the Historic Landmarks Commission.
- ◆ Urban Growth Area Amendments.

City of The Dalles, Oregon
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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u>	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1999-00</u>
<u>PLANNING</u>		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>PROPOSED</u>	<u>APPROVED</u>	<u>ADOPTED</u>	<u>ESTIMATE</u>
11-00	REGULAR SALARIES	103,239	146,552	143,958	95,858	95,858	95,858	99,692
12-00	PARTTIME/TEMP SALARIES	74	21	15,170	2,072	2,072	2,072	-
13-00	OVERTIME SALARIES	1,430	1,486	1,500	1,000	1,000	1,000	1,000
* SALARIES AND WAGES		104,743	148,059	160,628	98,930	98,930	98,930	100,692
21-10	MEDICAL INSURANCE	11,713	15,124	16,144	14,819	14,819	14,819	14,819
21-20	L-T DISABILITY INSURANCE	565	822	731	529	529	529	529
21-30	LIFE INSURANCE	97	181	137	117	117	117	117
21-40	WORKERS COMP INSURANCE	400	527	506	478	478	478	506
22-00	FICA	8,499	10,980	12,432	7,492	7,492	7,492	7,621
23-00	RETIREMENT CONTRIBUTIONS	3,063	12,514	11,914	7,328	7,328	7,328	13,458
29-00	OTHER EMPLOYEE BENEFITS	-	122	154	154	154	154	154
* BENEFITS		24,337	40,270	42,018	30,917	30,917	30,917	37,204
31-10	CONTRACTUAL SERVICES	321	3,750	4,885	1,716	1,716	1,716	1,750
33-80	MOVING COSTS	450	-	-	-	-	-	-
35-40	BASE MAPPING	102	-	500	500	500	500	-
35-60	FILING FEES	60	15	50	200	200	200	200
39-00	OTHER CONTRACTUAL SVCS	31,531	17,034	13,624	10,200	10,200	10,200	9,000
* CONTRACTUAL SERVICES		32,464	20,799	19,059	12,616	12,616	12,616	10,950
43-20	COMPUTERS	323	383	500	500	500	500	500
43-40	OFFICE EQUIPMENT	616	587	600	650	650	650	550
43-50	VEHICLES	174	410	500	500	500	500	500
43-51	GAS/OIL/DIESEL/LUBRICANTS	70	157	100	100	100	100	100
* REPAIRS AND MAINTENANCE		1,183	1,537	1,700	1,750	1,750	1,750	1,650
53-20	POSTAGE	1,172	1,191	1,500	1,200	1,200	1,200	1,250
53-30	TELEPHONE	2,918	3,372	2,600	2,250	2,250	2,250	3,700
53-40	LEGAL NOTICES	646	736	1,000	550	550	550	800
* COMMUNICATIONS		4,736	5,299	5,100	4,000	4,000	4,000	5,750
58-10	TRAVEL, FOOD & LODGING	1,322	1,443	950	1,000	1,000	1,000	1,000
58-50	TRAINING AND CONFERENCES	1,562	2,463	700	3,000	2,000	2,000	1,600
58-70	MEMBERSHIPS/DUES/SUBSCRIP	425	565	300	545	545	545	545
* TRAINING AND TRAVEL		3,309	4,471	1,950	4,545	3,545	3,545	3,145
60-10	OFFICE SUPPLIES	1,838	3,286	2,500	2,500	2,500	2,500	2,500
60-85	SPECIAL DEPT SUPPLIES	-	-	1,290	-	-	-	-
64-10	BOOKS AND PERIODICALS	597	197	200	200	200	200	200
64-80	COMPUTER SOFTWARE	-	820	1,445	1,750	1,750	1,750	-
* SUPPLIES		2,435	4,303	5,435	4,450	4,450	4,450	2,700
69-50	MISCELLANEOUS EXPENSES	1,080	-	100	100	100	100	-
69-80	ASSETS <\$250	209	-	-	-	-	-	-
* MISCELLANEOUS EXPENSES		1,289	-	100	100	100	100	-
74-30	FURNITURE AND FIXTURES	-	-	-	1,100	1,100	1,100	-
74-40	OFFICE EQUIPMENT	909	545	-	-	-	-	-
74-50	COMPUTER EQUIPMENT	875	-	1,230	1,780	1,780	1,780	-
* CAPITAL OUTLAY		1,784	545	1,230	2,880	2,880	2,880	-
* PLANNING		176,280	225,283	237,220	160,188	159,188	159,188	162,091

City of The Dalles, Oregon
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Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
ECONOMIC DEVELOPMENT								
11-00	REGULAR SALARIES	-	-	-	44,174	82,478	82,478	45,543
13-00	OVERTIME SALARIES	-	-	-	500	500	500	500
*	SALARIES AND WAGES	-	-	-	44,674	82,978	82,978	46,043
21-10	MEDICAL INSURANCE	-	-	-	4,153	8,735	8,735	4,153
21-20	L-T DISABILITY INSURANCE	-	-	-	239	446	446	246
21-30	LIFE INSURANCE	-	-	-	29	67	67	29
21-40	WORKERS COMP INSURANCE	-	-	-	257	3,209	3,209	264
22-00	FICA	-	-	-	3,418	6,348	6,348	3,418
23-00	RETIREMENT CONTRIBUTIONS	-	-	-	5,568	5,568	5,568	6,148
*	BENEFITS	-	-	-	13,664	24,373	24,373	14,258
31-10	CONTRACTUAL SERVICES	-	-	-	88,000	4,500	4,500	-
39-00	OTHER CONTRACTUAL SVCS	-	-	-	418	418	418	-
*	CONTRACTUAL SERVICES	-	-	-	88,418	4,918	4,918	-
43-40	OFFICE EQUIPMENT	-	-	-	200	200	200	200
*	REPAIRS AND MAINTENANCE	-	-	-	200	200	200	200
53-20	POSTAGE	-	-	-	300	300	300	300
53-30	TELEPHONE	-	-	-	750	750	750	750
53-40	LEGAL NOTICES	-	-	-	200	200	200	200
*	COMMUNICATIONS	-	-	-	1,250	1,250	1,250	1,250
58-10	TRAVEL, FOOD & LODGING	-	-	-	360	360	360	360
58-50	TRAINING AND CONFERENCES	-	-	-	615	615	615	615
*	TRAINING AND TRAVEL	-	-	-	975	975	975	975
60-10	OFFICE SUPPLIES	-	-	-	500	500	500	500
64-80	COMPUTER SOFTWARE	-	-	-	200	200	200	200
*	SUPPLIES	-	-	-	700	700	700	700
*	ECONOMIC DEVELOPMENT	-	-	-	149,881	115,394	115,394	63,426
**	COMMUNITY DEVELOPMENT	176,280	225,283	237,220	310,069	274,582	274,582	225,517

Fund: General Fund (001)

Department: Police (13)

Program: Public Safety (421)

Mission

Strive for excellence.

Description

The police department is responsible for the public safety within the city limits of the City of The Dalles. Services include, but are not limited to, protection of life and property, the detection and apprehension of offenders, enforcement of traffic laws and City ordinances. Non-enforcement programs include the crime prevention program, officer in the schools, block homes, neighborhood watch, law enforcement explorers, police chaplain, police reserves and a college practicum program. The Department works very closely with other law enforcement agencies in the area as well as the Council and other City departments.

1998-99 Goals, Projects and Highlights

- ◆ Move into new facility, funding new related operating costs.
- ◆ Continuance of good interagency relationships.
- ◆ Re-establish an interagency S.E.R.T. team.
- ◆ Obtain advanced D.U.I.I. training.
- ◆ Continue traffic enforcement officer position.
- ◆ Assume full finding for community policing officer position.
- ◆ Fund a new investigator position.

1997-98 Accomplishments/Comments

- ◆ Negotiated a new police union contract.
- ◆ Purchased the P.U.D. building for a new police facility.
- ◆ Assisted in establishing an interagency child abuse investigator position.

Major Issues to be resolved in the next 5 years

- ◆ Stabilize manpower needs.
- ◆ Determine the impacts of possible annexation plans.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
POLICE								
11-00	REGULAR SALARIES	713,163	726,503	754,759	826,198	797,886	797,886	851,948
12-00	PARTTIME/TEMP SALARIES	1,779	2,330	2,412	6,324	6,324	6,324	6,469
13-00	OVERTIME SALARIES	40,654	22,558	42,000	55,000	55,000	55,000	56,650
14-00	EMPLOYEE SICK LEAVE REDEM	-	-	1,300	1,300	1,300	1,300	1,300
* SALARIES AND WAGES		755,596	751,391	800,471	888,822	860,510	860,510	916,367
21-10	MEDICAL INSURANCE	70,669	72,447	74,863	78,548	74,337	74,337	79,996
21-20	L-T DISABILITY INSURANCE	2,829	2,905	3,020	3,217	3,130	3,130	3,417
21-30	LIFE INSURANCE	834	854	743	773	739	739	800
21-40	WORKERS COMP INSURANCE	23,287	27,470	32,356	36,767	35,509	35,509	35,532
22-00	FICA	57,843	57,591	61,496	67,951	65,730	65,730	65,800
23-00	RETIREMENT CONTRIBUTIONS	90,337	142,355	125,543	173,393	173,393	173,393	225,812
29-00	OTHER EMPLOYEE BENEFITS	225	1,920	2,040	2,200	2,200	2,200	2,400
* BENEFITS		246,024	305,542	300,061	362,849	355,038	355,038	413,757
31-10	CONTRACTUAL SERVICES	253	-	-	500	500	500	-
31-40	WASCO CO COMMUNICATIONS	122,035	141,744	98,938	101,101	101,101	101,101	120,000
31-70	RECRUITING EXPENSES	776	2,831	1,500	1,500	1,500	1,500	1,500
32-50	PHYSICAL EXAMS	-	32	-	-	-	-	-
33-15	INTERPRETOR FEES	-	275	600	600	600	600	600
33-40	TOWING SERVICES	2,624	704	1,500	1,500	1,500	1,500	1,500
33-70	CUSTODIAL MEDICAL EXPENSE	60	60	300	300	300	300	300
34-30	COMPUTER SERVICES	-	595	1,000	1,000	1,000	1,000	1,000
34-50	SPECIAL STUDIES & REPORTS	-	5,902	-	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	-	-	-	500	500	500	500
* CONTRACTUAL SERVICES		125,748	152,143	103,838	107,001	107,001	107,001	125,400
41-10	WATER & SEWER	-	-	-	1,500	1,500	1,500	1,700
41-20	GARBAGE SERVICES	-	-	-	1,128	1,128	1,128	1,200
41-40	ELECTRICITY	-	-	-	5,000	5,000	5,000	5,100
* UTILITIES		-	-	-	7,628	7,628	7,628	8,000
43-10	BUILDINGS AND GROUNDS	986	1,121	1,500	1,500	1,500	1,500	2,500
43-20	COMPUTERS	451	270	1,000	1,000	1,000	1,000	1,000
43-30	RADIO EQUIPMENT	2,148	2,767	3,000	3,500	3,500	3,500	3,500
43-40	OFFICE EQUIPMENT	1,352	922	2,000	2,000	2,000	2,000	2,000
43-45	JOINT USE OF LABOR/EQUIP	(134)	100	-	-	-	-	-
43-50	VEHICLES	10,156	11,679	13,000	14,000	14,000	14,000	15,000
43-51	GAS/OIL/DIESEL/LUBRICANTS	16,406	16,022	16,000	16,000	16,000	16,000	17,000
43-52	TIRES AND TIRE REPAIRS	4,120	4,885	4,500	5,000	5,000	5,000	5,000
* REPAIRS AND MAINTENANCE		35,485	37,766	41,000	43,000	43,000	43,000	46,000
50-40	HEPATITIS PROGRAM	860	-	500	500	500	500	500
* OTHER PURCHASED SERVICES		860	-	500	500	500	500	500
53-20	POSTAGE	1,909	2,028	1,800	1,800	1,800	1,800	1,900
53-30	TELEPHONE	11,403	12,329	12,000	14,000	14,000	14,000	15,000
53-40	LEGAL NOTICES	17	-	-	-	-	-	-
54-00	ADVERTISING	665	115	200	300	300	300	300
56-00	MICROFILMING	-	-	1,000	1,000	1,000	1,000	1,000
* COMMUNICATIONS		13,994	14,472	15,000	17,100	17,100	17,100	18,200

City of The Dalles, Oregon
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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
58-10	TRAVEL, FOOD & LODGING	638	630	-	-	-	-	-
58-50	TRAINING AND CONFERENCES	6,748	7,045	8,000	8,500	8,500	8,500	8,500
58-70	MEMBERSHIPS/DUES/SUBSCRIP	578	320	500	500	500	500	500
*	TRAINING AND TRAVEL	7,964	7,995	8,500	9,000	9,000	9,000	9,000
59-10	SERT TEAM	2,717	3,081	2,500	3,000	3,000	3,000	3,000
59-15	RESERVES	544	1,800	1,500	1,500	1,500	1,500	1,500
59-20	EXPLORER PROGRAM	1,833	1,666	1,500	2,000	2,000	2,000	2,000
59-25	CRIME PREVENTION	-	-	-	1,000	1,000	1,000	1,000
*	SPECIAL PROGRAMS	5,094	6,547	5,500	7,500	7,500	7,500	7,500
60-10	OFFICE SUPPLIES	3,881	2,390	3,700	4,000	4,000	4,000	4,000
60-20	JANITORIAL SUPPLIES	479	766	600	1,400	1,400	1,400	1,000
60-60	EXPENDABLE SUPPLIES	-	69	-	-	-	-	-
60-65	AMMUNITION	4,365	5,588	6,000	6,645	6,645	6,645	6,700
60-70	DRUG FORFEITURE ITEMS	1,328	1,439	10,000	10,000	10,000	10,000	10,000
60-80	CLOTHING	8,304	5,886	7,000	7,000	7,000	7,000	7,500
60-85	SPECIAL DEPT SUPPLIES	6,644	7,315	7,000	7,000	7,000	7,000	7,500
60-90	OTHER SUPPLIES	610	250	-	-	-	-	-
64-80	COMPUTER SOFTWARE	400	25	500	1,000	1,000	1,000	1,000
*	SUPPLIES	26,011	23,728	34,800	37,045	37,045	37,045	37,700
69-80	ASSETS <\$250	331	571	500	1,000	1,000	1,000	1,000
*	MISCELLANEOUS EXPENSES	331	571	500	1,000	1,000	1,000	1,000
72-20	BUILDINGS	-	-	-	7,500	7,500	7,500	-
74-20	VEHICLES	47,608	41,468	20,000	85,000	85,000	85,000	40,000
74-25	COMMUNICATIONS EQUIPMENT	331	660	-	5,350	5,350	5,350	3,500
74-30	FURNITURE AND FIXTURES	-	347	-	1,000	1,000	1,000	1,000
74-40	OFFICE EQUIPMENT	-	-	500	500	500	500	500
74-50	COMPUTER EQUIPMENT	13,355	600	3,500	4,000	4,000	4,000	4,000
74-90	EQUIPMENT, OTHER	3,363	9,466	-	3,840	3,840	3,840	5,000
*	CAPITAL OUTLAY	64,657	52,541	24,000	107,190	107,190	107,190	54,000
**	POLICE	1,281,764	1,352,696	1,334,170	1,588,635	1,552,512	1,552,512	1,637,424

City of The Dalles, Oregon
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Fund: General Fund (001)

Department: Fire (15)

Program: Public Safety (422)

Effective July 1, 1995, the City of The Dalles was annexed into Mid Columbia Fire and Rescue District (then Wasco Rural Fire Protection District) of the purposes of fire protection and emergency medical services. As of that date, the City discontinued the Fire Department. This department shows no appropriations for the 1997-98 fiscal year, and is shown here for informational purposes only.

City of The Dalles, Oregon
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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
FIRE								
11-00	REGULAR SALARIES	40	-	-	-		-	-
13-00	OVERTIME SALARIES	<u>1,395</u>	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
* SALARIES AND WAGES		1,435	-	-	-		-	-
21-10	MEDICAL INSURANCE	(25)	-	-	-		-	-
21-40	WORKERS COMP INSURANCE	25	-	-	-		-	-
22-00	FICA	<u>204</u>	<u>-</u>	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>
* BENEFITS		204	-	-	-		-	-
** FIRE DEPARTMENT		1,639	-	-	-		-	-

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: General Fund (001)

Department: Ambulance (17)

Program: Public Safety (422)

Effective July 1, 1995, the City of The Dalles was annexed into Mid Columbia Fire and Rescue District (then Wasco Rural Fire Protection District) of the purposes of fire protection and emergency medical services. As of that date, the City discontinued the Ambulance Department. This department shows no appropriations for the 1997-98 fiscal year, and is shown here for informational purposes only.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
AMBULANCE								
11-00	REGULAR SALARIES	1,188	-	-	-	-	-	-
13-00	OVERTIME SALARIES	995	-	-	-	-	-	-
*	SALARIES AND WAGES	2,183	-	-	-	-	-	-
21-10	MEDICAL INSURANCE	(16)	-	-	-	-	-	-
21-40	WORKERS COMP INSURANCE	16	-	-	-	-	-	-
22-00	FICA	74	-	-	-	-	-	-
*	BENEFITS	74	-	-	-	-	-	-
**	AMBULANCE DEPARTMENT	2,257	-	-	-	-	-	-

Fund: General Fund (001)

Department: Library (21)

Program: Culture and Recreation (455)

Mission

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

Description

The Dalles-Wasco County Public Library serves the residents of Wasco County as well as the residents of surrounding areas who pay an annual fee or are included in reciprocal borrowing agreements. It is operated as a General Fund department of the City of The Dalles, and is funded half by the City and half by Wasco County. The library is also a member of Gorge LINK, an automated library system shared by nine libraries in a tri-county area.

Services provided by the library each year include more than 100,000 loans of books, magazines, books on tape, compact discs, videos, maps and various other media; reference assistance and instruction in library use; interlibrary loans and reserve requests; Internet service; an outreach program serving the homebound and institutions; ESL (English as a second language) and literacy services; and children's storyhours and programs.

1998-99 Goals, Projects and Highlights

- ◆ To strengthen the library's collection of print materials so as to meet minimal state standards for maintaining a public library collection. Expenditures for books previously reduced by one third will be restored. This will address the following library roles identified by the Library Board:
 - Providing reading materials for preschoolers, school children and young adults
 - Providing educational and recreational materials for adults
- ◆ To expand program opportunities to include upper elementary, middle school and high school students. This relates to the identified library role of providing programs for inschool children and young adults.
- ◆ To provide expanded electronic services (notably second Internet workstation) to meet customer demand. This relates to the library role of providing community access to equipment and new technologies.

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

- ◆ To conduct an inventory of the library collection. This will better enable the library to fulfill its role of providing information services and assisting others to find information.
- ◆ To replace the library roof (south end). This relates to the library goal of having a well-maintained facility.

1997-98 Accomplishments/Comments

- ◆ Public access to information utilizing the Gorge LINK system was improved by converting cataloging records for local history and genealogy collections.
- ◆ Programming for children was provided in support of the library's mission.
- ◆ A community needs assessment was conducted and the library's long range plan updated.
- ◆ Quality of reference collection was improved through the selection of new materials and withdrawal of outdated materials within the limitations of the budget.
- ◆ Progress was made toward securing library mezzanine funding through the Library Foundation.
- ◆ Due to reductions in revenues resulting from Ballot Measure 47/50 the library cut hours and curtailed expenditures for books, periodicals and audiovisual materials. Only the print collection is being restored in the 1998-1999 budget.

Major Issues to be resolved in the next 5 years

- ◆ Increasing public awareness, and pride in and active support of the library and its services.
- ◆ Achieving adequate, stable funding for the library operation.
- ◆ Having an adequately sized, well-designed and well-maintained facility.
- ◆ Providing a collection which meets the needs of the County's library users.
- ◆ Maintaining adequate services and hours of operation that meet the needs of the public.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u>	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1999-00</u>
<u>LIBRARY</u>		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>PROPOSED</u>	<u>APPROVED</u>	<u>ADOPTED</u>	<u>ESTIMATE</u>
					<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	
11-00	REGULAR SALARIES	163,546	136,638	142,242	144,202	144,202	144,202	148,527
12-00	PARTTIME/TEMP SALARIES	-	30,488	19,306	20,633	20,633	20,633	21,724
13-00	OVERTIME SALARIES	105	121	250	-	-	-	53
* SALARIES AND WAGES		163,651	167,247	161,798	164,835	164,835	164,835	170,304
21-10	MEDICAL INSURANCE	14,938	15,719	14,984	15,043	15,043	15,043	14,983
21-20	L-T DISABILITY INSURANCE	543	557	566	558	558	558	575
21-30	LIFE INSURANCE	201	201	195	195	195	195	195
21-40	WORKERS COMP INSURANCE	681	703	879	985	985	985	1,015
22-00	FICA	12,464	12,661	12,246	12,610	12,610	12,610	13,024
23-00	RETIREMENT CONTRIBUTIONS	11,705	20,705	15,915	21,102	21,102	21,102	21,753
29-00	OTHER EMPLOYEE BENEFITS	-	116	196	196	196	196	196
* BENEFITS		40,532	50,662	44,981	50,689	50,689	50,689	51,741
31-10	CONTRACTUAL SERVICES	9,561	8,454	13,026	15,437	15,437	15,437	16,290
32-20	SPECIAL LEGAL SERVICES	-	-	845	201	201	201	201
34-30	COMPUTER SERVICES	-	200	-	-	-	-	-
* CONTRACTUAL SERVICES		9,561	8,654	13,871	15,638	15,638	15,638	16,491
41-10	WATER & SEWER	1,049	988	1,779	1,868	1,868	1,868	1,868
41-20	GARBAGE SERVICES	558	562	558	598	598	598	598
41-40	ELECTRICITY	18,441	15,932	12,458	13,080	13,080	13,080	13,080
* UTILITIES		20,048	17,482	14,795	15,546	15,546	15,546	15,546
42-00	JANITORIAL SERVICES	1,700	11,400	-	-	-	-	-
* JANITORIAL		1,700	11,400	-	-	-	-	-
43-10	BUILDINGS AND GROUNDS	13,116	23,411	30,000	58,818	58,818	58,818	13,670
43-20	COMPUTERS	-	47	-	-	-	-	-
43-40	OFFICE EQUIPMENT	1,245	1,558	1,484	1,713	1,713	1,713	1,812
43-45	JOINT USE OF LABOR/EQUIP	693	1,736	1,000	1,030	1,030	1,030	1,061
43-70	GENERAL EQUIPMENT	214	-	-	-	-	-	-
43-73	PLUMBING	1	-	-	-	-	-	-
43-77	HVAC SYSTEMS	-	6,891	1,453	1,497	1,497	1,497	1,542
* REPAIRS AND MAINTENANCE		15,269	33,643	33,937	63,058	63,058	63,058	18,085
44-20	RENTAL OF EQUIPMENT	275	138	-	-	-	-	-
* RENTAL COSTS		275	138	-	-	-	-	-
53-20	POSTAGE	1,830	2,066	2,100	2,400	2,400	2,400	2,472
53-30	TELEPHONE	3,205	4,062	3,605	4,599	4,599	4,599	4,737
54-00	ADVERTISING	30	184	-	-	-	-	-
* COMMUNICATIONS		5,065	6,312	5,705	6,999	6,999	6,999	7,209
58-10	TRAVEL, FOOD & LODGING	-	163	300	400	400	400	412
58-50	TRAINING AND CONFERENCES	166	184	390	300	300	300	309
58-70	MEMBERSHIPS/DUES/SUBSCRIP	145	161	160	165	165	165	170
* TRAINING AND TRAVEL		311	508	850	865	865	865	891

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
60-10	OFFICE SUPPLIES	6,025	5,473	5,584	6,267	6,267	6,267	6,455
60-20	JANITORIAL SUPPLIES	686	974	1,322	2,931	2,931	2,931	1,635
60-85	SPECIAL DEPT SUPPLIES	-	-	-	400	400	400	412
64-20	LIBRARY BOOKS AND BINDING	34,766	35,386	25,000	37,802	37,802	37,802	38,785
64-30	LIBRARY PERIODICALS	2,433	3,560	2,493	2,558	2,558	2,558	2,625
64-40	AUDIO/VISUAL MATERIALS	1,785	2,544	1,471	1,509	1,509	1,509	1,548
64-80	COMPUTER SOFTWARE	2,840	3,653	3,818	4,089	4,089	4,089	4,160
* SUPPLIES		48,535	51,590	39,688	55,556	55,556	55,556	55,620
69-50	MISCELLANEOUS EXPENSES	336	294	3,600	100	100	100	100
69-80	ASSETS <\$250	512	469	400	150	150	150	-
* MISCELLANEOUS EXPENSES		848	763	4,000	250	250	250	100
72-20	BUILDINGS	9,709	17,721	-	-	-	-	-
74-50	COMPUTER EQUIPMENT	-	3,435	-	3,150	3,150	3,150	2,266
74-90	EQUIPMENT, OTHER	-	-	-	541	541	541	-
* CAPITAL OUTLAY		9,709	21,156	-	3,691	3,691	3,691	2,266
** LIBRARY		315,504	369,555	319,625	377,127	377,127	377,127	338,253

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: General Fund (001)

Department: City Hall (23)

Program: Other (419)

Mission

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

Description

The City Hall Department accounts for annual repairs and maintenance to preserve not only the appearances of our facilities, but also the integrity of these structures. Expenditures from this department include normal repairs and maintenance line items for City Hall and other City-owned buildings. All insurance costs relating to general government services are recorded in this department.

The operation and maintenance of the Transportation Center is budgeted in the City Hall Department as a separate division. The Transportation Center serves as the local depot for the Greyhound bus line and two local transportation programs operated by Mid-Columbia Council of Governments.

1998-99 Goals, Projects and Highlights

- ◆ The 1998-99 budget for the City Hall Department includes an increase in the maintenance position to full-time, better addressing maintenance and repair needs.
- ◆ The 1998-99 budget includes significant monies to renovate the grounds near the Transportation Center. These costs relate to tree trimming, and installation of low maintenance landscaping in the parking lots off First Street.
- ◆ The Transportation Center costs are being funded from transient room tax revenues.

1997-98 Accomplishments/Comments

- ◆ 1997-98 marked the final payments on the Engine 7 lease and the City Hall phone system. The engine was transferred to Mid Columbia Fire and Rescue July 1, 1995 with the annexation of the City into that district.

Major Issues to be resolved in the next 5 years

- ◆ A major renovation of City Hall that will be financed in the Capital Projects Fund budget will have an impact on future maintenance costs. An update of the use study will be done out of that fund this year in response to the Police Department and Fire District both moving out of City Hall this fiscal year.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u>	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1999-00</u>
<u>CITY HALL</u>		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>PROPOSED</u>	<u>APPROVED</u>	<u>ADOPTED</u>	<u>ESTIMATE</u>
					<u>BUDGET</u>	<u>BUDGET</u>	<u>BUDGET</u>	
11-00	REGULAR SALARIES	-	12,384	17,789	26,700	26,700	26,700	28,728
12-00	PARTTIME/TEMP SALARIES	250	-	-	-	-	-	-
13-00	OVERTIME SALARIES	-	754	-	1,500	1,500	1,500	1,500
* SALARIES AND WAGES		250	1,801	17,789	28,200	28,200	28,200	30,228
21-10	MEDICAL INSURANCE	-	-	-	4,814	4,814	4,814	4,814
21-20	L-T DISABILITY INSURANCE	-	38	94	80	80	80	86
21-30	LIFE INSURANCE	-	27	16	34	34	34	34
21-40	WORKERS COMP INSURANCE	4	731	1,018	1,370	1,370	1,370	1,472
22-00	FICA	19	1,005	1,265	2,157	2,157	2,157	2,312
23-00	RETIREMENT	-	-	-	3,605	3,605	3,605	3,878
* BENEFITS		23	1,801	2,393	12,060	12,060	12,060	12,596
31-10	CONTRACTUAL SERVICES	37	-	-	-	-	-	-
* CONTRACTUAL SERVICES		37	-	-	-	-	-	-
41-10	WATER & SEWER	1,503	2,310	2,200	2,650	2,650	2,650	2,700
41-20	GARBAGE SERVICES	1,706	1,540	1,680	1,800	1,800	1,800	1,900
41-30	NATURAL GAS	-	6	-	-	-	-	-
41-40	ELECTRICITY	12,269	12,093	12,500	12,500	12,500	12,500	12,750
* UTILITIES		15,478	15,949	16,380	16,950	16,950	16,950	17,350
42-00	JANITORIAL SERVICES	6,300	9,000	9,000	10,200	10,200	10,200	11,000
* JANITORIAL		6,300	9,000	9,000	10,200	10,200	10,200	11,000
43-10	BUILDINGS AND GROUNDS	31,893	35,492	20,000	11,920	11,920	11,920	12,000
43-11	MATHEWS BUILDING	628	135	4,045	-	-	-	-
43-12	STADLEMAN BUILDING	1,107	187	-	-	-	-	-
43-14	CARNEGIE LIBRARY BUILDING	211	39	2,500	-	-	-	-
43-30	RADIO EQUIPMENT	-	-	-	65	65	65	65
43-45	JOINT USE OF LABOR/EQUIP	1,391	908	250	850	850	850	850
43-50	VEHICLES	-	-	-	375	375	375	375
43-51	GAS/OIL/DIESEL/LUBRICANTS	-	404	-	1,722	1,722	1,722	1,722
43-52	TIRES AND TIRE REPAIRS	-	-	-	180	180	180	180
43-72	ELECTRICAL SYSTEMS	583	-	200	-	-	-	-
43-73	PLUMBING	-	2	625	725	725	725	725
43-75	ELEVATORS	101	2,308	2,500	2,500	2,500	2,500	2,500
43-77	HVAC SYSTEMS	-	32	1,525	1,650	1,650	1,650	1,700
43-80	SHOP EQUIPMENT	-	-	-	525	525	525	525
* REPAIRS AND MAINTENANCE		35,914	39,507	31,645	20,512	20,512	20,512	20,642
44-10	RENT STORAGE SPACE	-	-	-	-	-	2,100	-
46-10	PROPERTY TAXES	2,532	2,555	2,400	100	100	100	100
50-20	MOSQUITO CONTROL	1,650	1,650	1,750	1,650	3,500	3,500	1,650
* OTHER PURCHASED SERVICES		4,182	4,205	4,150	1,750	3,600	5,700	1,750
52-10	LIABILITY	16,109	23,247	21,500	21,926	21,926	21,926	22,584
52-30	PROPERTY	13,497	11,533	11,800	9,252	9,252	9,252	9,530
52-50	AUTOMOTIVE	6,744	6,643	6,800	6,235	6,235	6,235	6,422
52-70	FIDELITY BOND	1,453	1,415	1,500	1,415	1,415	1,415	1,457
* INSURANCE		37,803	42,838	41,600	38,828	38,828	38,828	39,993

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
53-20	POSTAGE	17	-	20	20	20	20	25
57-00	PERMITS	-	26	-	100	100	100	200
*	COMMUNICATIONS	17	26	20	120	120	120	225
58-50	TRAINING AND CONFERENCES	-	-	-	350	350	350	350
*	TRAINING AND TRAVEL	-	-	-	350	350	350	350
60-10	OFFICE SUPPLIES	43	793	1,000	400	400	400	500
60-20	JANITORIAL SUPPLIES	611	211	600	-	-	-	-
60-80	CLOTHING	-	419	250	200	200	200	200
60-85	SPECIAL DEPT SUPPLIES	-	-	-	315	315	315	315
60-90	OTHER SUPPLIES	-	-	400	2,300	2,300	2,300	-
*	SUPPLIES	654	1,423	2,250	3,215	3,215	3,215	1,015
69-50	MISCELLANEOUS EXPENSES	-	1,633	100	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	1,633	100	-	-	-	-
74-20	VEHICLES	42,140	42,140	42,140	-	-	-	-
74-25	COMMUNICATIONS EQUIPMENT	6,166	6,166	6,200	-	-	-	-
74-40	OFFICE EQUIPMENT	-	-	-	15,000	-	-	-
74-90	EQUIPMENT, OTHER	-	-	-	600	600	600	-
*	CAPITAL OUTLAY	48,306	48,306	48,340	15,600	600	600	-
*	CITY HALL	148,964	166,489	173,667	147,785	134,635	136,735	135,149

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
	TRANSPORTATION CENTER							
12-00	PARTTIME/TEMP SALARIES	-	-	-	3,250	3,250	3,250	-
*	SALARIES AND WAGES	-	-	-	3,250	3,250	3,250	-
21-40	WORKERS COMP INSURANCE	-	-	-	186	186	186	-
22-00	FICA	-	-	-	249	249	249	-
*	BENEFITS	-	-	-	435	435	435	-
41-10	WATER & SEWER	751	747	900	1,200	1,200	1,200	1,250
41-20	GARBAGE SERVICES	226	97	225	500	500	500	500
41-30	NATURAL GAS	291	311	350	425	425	425	450
41-40	ELECTRICITY	825	848	1,100	1,100	1,100	1,100	1,200
*	UTILITIES	2,093	2,003	2,575	3,225	3,225	3,225	3,400
43-10	BUILDINGS AND GROUNDS	4,073	3,760	800	9,424	9,424	9,424	3,000
*	REPAIRS AND MAINTENANCE	4,073	3,760	800	9,424	9,424	9,424	3,000
60-20	JANITORIAL SUPPLIES	752	498	500	-	-	-	-
*	SUPPLIES	752	498	500	-	-	-	-
*	TRANSPORTATION CENTER	6,918	6,261	3,875	16,334	16,334	16,334	6,400
**	CITY HALL	155,882	172,750	177,542	164,119	150,969	153,069	141,549

Fund: General Fund (001)

Department: Volunteer Center (31)

Program: Community Development (417)

Mission

The mission of The Dalles Volunteer Center is to mobilize resources by providing an avenue for people to contribute in meaningful ways to the achievement of the community's vision for the year 2020 through a community-wide volunteer program.

Description

With adoption of the FY97-98 budget, the Volunteer Center became a temporary department within the City of The Dalles. The plan was for it to eventually become an independent community-based non-profit organization. Funding for the Volunteer Center was to be raised by the Volunteer Center Advisory Board through grants, gifts, donations and bequests.

The Volunteer Center was established to perform two primary functions. The first, to recruit and refer volunteers for existing non-profit groups, especially those that are working on issues related to the community vision. The second function was to mobilize volunteers and resources for specific short-term, high-energy projects related to the Vision Action Plan. Through these two functions the Volunteer Center would help existing non-profit groups recruit and place the volunteers they need, while at the same time facilitating continued citizen participation in and awareness of the community's vision for the future.

With the 1998-99 budget, there are no appropriations budgeted directly for the Volunteer Center program. Some continued support of the concept is presented within the Community Development Department budget, within the General Fund.

1997-98 Accomplishments/Comments

- ◆ Recruited and appointed a seven-member Advisory Board.
- ◆ Sought financing for FY97-98.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
VOLUNTEER CENTER								
12-00	PARTTIME/TEMP SALARIES	-	-	24,000	-	-	-	-
*	SALARIES AND WAGES	-	-	24,000	-	-	-	-
21-10	MEDICAL INSURANCE	-	-	1,604	-	-	-	-
21-20	L-T DISABILITY INSURANCE	-	-	136	-	-	-	-
21-30	LIFE INSURANCE	-	-	39	-	-	-	-
21-40	WORKERS COMP INSURANCE	-	-	406	-	-	-	-
22-00	FICA	-	-	1,836	-	-	-	-
*	BENEFITS	-	-	4,021	-	-	-	-
31-10	CONTRACTUAL SERVICES	-	-	5,790	-	-	-	-
*	CONTRACTUAL SERVICES	-	-	5,790	-	-	-	-
41-10	WATER & SEWER	-	-	420	-	-	-	-
41-20	GARBAGE SERVICES	-	-	120	-	-	-	-
41-30	NATURAL GAS	-	-	500	-	-	-	-
41-40	ELECTRICITY	-	-	480	-	-	-	-
*	UTILITIES	-	-	1,520	-	-	-	-
44-10	RENTAL OF LAND/BUILDINGS	-	-	5,400	-	-	-	-
*	RENTAL COSTS	-	-	5,400	-	-	-	-
52-10	LIABILITY	-	-	175	-	-	-	-
52-50	AUTOMOTIVE	-	-	100	-	-	-	-
52-70	FIDELITY BOND	-	-	100	-	-	-	-
*	INSURANCE	-	-	375	-	-	-	-
53-20	POSTAGE	-	-	330	-	-	-	-
53-30	TELEPHONE	-	-	864	-	-	-	-
54-00	ADVERTISING	-	-	570	-	-	-	-
55-00	PRINTING AND BINDING	-	-	140	-	-	-	-
*	COMMUNICATIONS	-	-	1,904	-	-	-	-
58-10	TRAVEL, FOOD & LODGING	-	-	500	-	-	-	-
58-50	TRAINING AND CONFERENCES	-	-	300	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIP	-	-	65	-	-	-	-
*	TRAINING AND TRAVEL	-	-	865	-	-	-	-
60-10	OFFICE SUPPLIES	-	-	1,650	-	-	-	-
64-10	BOOKS AND PERIODICALS	-	-	380	-	-	-	-
64-80	COMPUTER SOFTWARE	-	-	1,275	-	-	-	-
*	SUPPLIES	-	-	3,305	-	-	-	-
69-50	MISCELLANEOUS EXPENSES	-	-	1,400	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	-	1,400	-	-	-	-
74-40	OFFICE EQUIPMENT	-	-	3,495	-	-	-	-
74-50	COMPUTER EQUIPMENT	-	-	2,000	-	-	-	-
*	CAPITAL OUTLAY	-	-	5,495	-	-	-	-
**	VOLUNTEER CENTER	-	-	54,075	-	-	-	-

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: General Fund (001)

Department: Code Enforcement (40)

Program: Public Safety (424)

Mission

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

Description

The code enforcement officer performs community enforcement activities, investigates complaints and enforces assigned codes compliance and municipal code violations. The enforcement officer maintains good working relationships with other enforcement agencies/personnel within the boundaries of the City.

1998-99 Goals, Projects and Highlights

- ◆ Staff is recommending the position be funded as a half-time position for fiscal year 1998-99. Staff will also establish certain fixed hours for when the code enforcement officer will be available, which will improve the level of service provided to the public.

1997-98 Accomplishments/Comments

- ◆ In the 1997-98 budget, Council appropriated amounts to fund a part-time position for code enforcement, under the supervision of the City Attorney. From July 1997, until mid-February 1998, the code enforcement officer received approximately 200 calls concerning code violations in the City. In many of these cases, the property owners voluntarily removed the nuisance conditions.
- ◆ Four separate cases were cited into Municipal Court and convicted of violating either the City's land use ordinance or the nuisance ordinance; and in another case, the City had to abate the nuisance by hiring a contractor to remove the junk and debris from the property.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
CODE ENFORCEMENT								
11-00	REGULAR SALARIES	-	-	9,555	16,380	16,380	16,380	16,380
*	SALARIES AND WAGES	-	-	9,555	16,380	16,380	16,380	16,380
21-10	MEDICAL INSURANCE	-	-	-	1,609	1,609	1,609	1,609
21-20	L-T DISABILITY INSURANCE	-	-	-	49	49	49	49
21-30	LIFE INSURANCE	-	-	-	34	34	34	34
21-40	WORKERS COMP INSURANCE	-	-	200	120	120	120	120
22-00	FICA	-	-	731	1,253	1,253	1,253	1,253
*	BENEFITS	-	-	931	3,065	3,065	3,065	3,065
31-10	CONTRACTUAL SERVICES	-	-	2,000	4,000	4,000	4,000	5,000
*	CONTRACTUAL SERVICES	-	-	2,000	4,000	4,000	4,000	5,000
43-20	COMPUTERS	-	-	150	-	-	-	-
43-40	OFFICE EQUIPMENT	-	-	80	-	-	-	-
43-50	VEHICLES	-	-	400	400	400	400	450
43-51	GAS/OIL/DIESEL/LUBRICANTS	-	-	400	400	400	400	450
43-52	TIRES AND TIRE REPAIRS	-	-	45	50	50	50	50
*	REPAIRS AND MAINTENANCE	-	-	1,075	850	850	850	950
53-20	POSTAGE	-	-	175	350	350	350	500
53-30	TELEPHONE	-	-	480	600	600	600	600
*	COMMUNICATIONS	-	-	655	950	950	950	1,100
58-10	TRAVEL, FOOD & LODGING	-	-	60	-	-	-	-
58-50	TRAINING AND CONFERENCES	-	-	150	-	-	-	-
*	TRAINING AND TRAVEL	-	-	210	-	-	-	-
60-10	OFFICE SUPPLIES	-	-	550	500	500	500	500
64-80	COMPUTER SOFTWARE	-	-	500	-	-	-	-
*	SUPPLIES	-	-	1,050	500	500	500	500
**	CODE ENFORCEMENT	-	-	15,476	25,745	25,745	25,745	26,995

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Fund: General Fund (001)

Department: Other Financing Uses (95)

Program: Other (419)

Description

Operating transfers to other funds from the General Fund are recorded as "other financing uses", along with other appropriation items not specific to a particular department. Contingencies and any unappropriated ending balances for the General Fund are budgeted in this department as well.

1998-99 Goals, Projects and Highlights

- ◆ With the preparation of the 1998-99 budget, a decrease in budgeted contingency is proposed. An analysis of interim cash needs, past uses of contingency and overall financial health of the City's General Fund lead to the proposed reduction.
- ◆ Additional resources identified in the 1998-99 budget in excess of budgeted requests within the General Fund were added to contingency in the amount of \$322,751. This amount is earmarked as one-time money and targeted for future capital improvements and other one-time uses.

1997-98 Accomplishments/Comments

- ◆ The budget committee identified a goal for 1997-98 in maintaining the contingency at or around \$1 million. That goal was met in that contingency in the General Fund at the end of the 1997-98 fiscal year is estimated at \$1,085,894. Contingency was maintained through close scrutiny and limited access by the Council throughout the year, and in light of many difficult financial discussions.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
OTHER USES								
81-06	TO TOURISM PROMOTION FUND	45,000	-	-	-	-	-	-
81-10	TO UNEMPLOYMENT RESV FUND	10,000	10,000	-	12,411	12,411	12,411	12,411
81-17	RETIREMENT RESERVE FUND	-	41,018	-	-	-	-	-
81-18	SPECIAL GRANTS FUND	20,000	-	6,000	-	-	-	-
81-37	CAPITAL PROJECTS FUND	-	112,759	-	-	-	-	-
81-61	TO AIRPORT FUND	-	46,414	92,705	133,678	133,678	115,093	52,097
81-76	TOURISM AGENCY FUND	150,000	168,000	150,000	168,000	168,000	168,000	154,500
81-90	OTHER TRANSFERS OUT	-	-	-	-	5,000	5,000	16,800
* TRANSFERS OUT		225,000	378,191	248,705	314,089	319,089	300,504	235,808
88-00	CONTINGENCY	-	-	1,085,894	901,698	925,036	953,568	759,131
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
* OTHER USES		-	-	1,085,894	901,698	925,036	953,568	759,131
** OTHER FINANCING USES		225,000	378,191	1,334,599	1,215,787	1,244,125	1,254,072	994,939

Public Works Operations Summary
Overview of All Funds
Multi-Year Comparative

Department: DEPARTMENT OF PUBLIC WORKS
Program: ENTERPRISE AND DEDICATED FUND ACTIVITIES

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

Description

The Department of Public Works is composed of three separate divisions: Street Fund, Water Fund and Wastewater Fund. Each Division possesses its own specific revenue sources and budgeted expenditures. Revenues cannot be co-mingled, and joint services must be tracked and charged for appropriate reimbursement. Within the Department, administrative and technical support services are split proportionally among the funds.

1998-99 Goals, Projects, and Highlights

- Initiate process for Facility Master Plan for Wastewater Treatment Plant construction.
- Demolish grain elevators for future Wastewater Treatment Plant expansion.
- Consider usage-based sanitary sewer rates and perform annual water and sewer rate reviews.
- Develop and implement annual rate adjustment strategy for water and wastewater utilities to meet O&M needs, offset depreciation and provide reserve fund contributions.
- Continue reserve account contribution for future Aquatech replacement.
- Participate in *Qual-Serve*, an American Waterworks Association program designed to evaluate and enhance efficiency and economy of water utilities.
- Continue participation in the *Partnership for Safe Water* and application of the treatment optimization principles of the program.
- Secure water rights sufficient to impound additional water volumes if Crow Creek Dam is to be enlarged in the future.
- Move storm water activity from Street Fund to Wastewater Fund.

1997-98 Accomplishments

- Completed 5 year Capital Improvement Plans for Street, Water and Wastewater, linking capital needs to revenues.
- Acquired grain elevator property for future Wastewater Treatment Plant expansion.
- Initiated a municipal reservation for water rights to accommodate the possible future expansion of Crow Creek Dam.
- Evaluated the first year of metered water rates.
- Assumed residential meter reading within the Department using personnel from Wicks.
- Filed application for extension of Columbia River water right.
- Funded right-of-way planner position to increase efficiency in handling development requests and building applications.

Major Issues to be resolved in the next 5 years

- Revenue stability and rate stabilization for enterprise and dedicated funds.
- Wastewater Treatment Plant facility master planning and construction.
- Terminal reservoir storage resolution for community growth and development.
- Wicks Water Treatment Plant reservoir storage improvements.
- Full development of groundwater rights and future water source determination.

ADMINISTRATIVE SERVICES

Description

Administrative functions associated with the Department of Public Works: budgeting, Department purchases, manpower cost apportionment, inventory tracking, and customer service.

1998-99 Goals, Projects, and Highlights

- Cross train all Public Works clerical staff on the AS400 HTE Client Access Accounting Program.
- Implement cost accounting system.
- Upgrade equipment and programs so that one of the department secretary positions will be responsible for cost accounting functions. Joint use and SAIF reporting system will be part of the cost accounting data.
- Continue providing professional and courteous customer service with knowledge of departmental projects, responsibilities, personnel and resources.
- Review, index, organize and purge Department archives.

1997-98 Accomplishments

- Administrative staff received training in reorganization and maintenance of filing systems, troubleshooting and maintaining PC's, employment law, problem employee issues, BOLI Prevailing Wage Laws, and word processing skills.
- With the help of the Engineering Department, developed a tracking system for utility verification requests, building applications and plan reviews received from the Planning Department and general public.
- Developed a tracking system for the wastewater collection and water distribution SDC list.
- Absorbed various duties of the Personnel Department when it was eliminated.
- Began providing staff support to record the Site Team Plan Review notes at bi-weekly meetings.
- Revised "borrow policy" for Public Works Department. Borrowing of parts by contractors and other utilities has been stopped, and items borrowed were either returned or invoiced.

Major Issues to Be Resolved in the next 5 years

- Maintenance and replacement of computers, office equipment and furniture.
- Ongoing training in communication, business technologies and customer service practices.

TECHNICAL SERVICES: Engineering

Description

Provides professional engineering services and support for contracts, design, project management and construction inspection activities of all divisions of the Public Works Department. Assists other City Departments with technical aspects of design and construction projects.

1998-99 Goals, Projects and Highlights

- Implementation of the policies and standards in the new land use and development ordinance, including development of a supporting Design Guide.
- Appropriate and consistent design and construction standards for public improvements.
- In-house design for the following City projects: Dog River Line replacement, preparation of Design Guide, 11th & "J" Sts sewer separation, replacement of portion of Mill Creek Line, and Library roof replacement.
- Apply for grants and complete projects which increase accessibility and install missing sections of sidewalk in the community.

1997-98 Accomplishments

- Completion of various projects including: new roof and seismic upgrades for City Hall, new boiler and energy management system for the State Office Building, lower Mill Creek bridge replacement, Kelly Avenue reconstruction from 10th to 16th, design of 6th Street sidewalk project for urban renewal agency, review and approval of design for Parque Vista, E. 20th Storm, and Eastside Intertie.
- Digital orthophotos for street and sidewalk mapping and verification of sanitary, storm and water system maps.
- Organization of the infrastructure archives.
- Participation in land use and planning processes related to zoning control, subdivision regulations, plan review, building permits and infrastructure expansion.
- Routine organization, updates, and use of comprehensive, computerized infrastructure, easement, and right-of-way maps and associated data bases.
- Procedures for final acceptance and contract closeout for all public projects, including work performed by developers for eventual takeover by the City. Additional reviews of completed public projects prior to the expiration of guarantees and warranties to ensure protection of the City's interests.
- Addition of an engineer-in-training to department staff to allow the City's licensed P.E. to perform in-house project engineering.

Major Issues to be resolved in the next 5 years

- A condition assessment system for the City's infrastructure and buildings that integrates into a procedure for selecting and prioritizing capital projects.
- Development and maintenance of water, sanitary and storm hydraulic models for use in master planning and to ensure adequate service levels for existing development while minimizing impacts from new development.

TECHNICAL SERVICES: Regulatory Compliance

Description

Provides oversight to assure that regulations relevant to the many areas of Public Works responsibility are being met in a timely and cost-efficient manner. Compliance requires being informed of existing and anticipated regulations, interpreting application, creating and implementing plans to meet requirements, providing enforcement and documentation, meeting the time lines set by regulatory agencies, and performing ongoing program updates. The City has an obligation to fully comply with regulations for the health and safety of employees and the community, protection of the environment, and protection from litigation and fines.

1998-99 Goals, Projects, and Highlights

- Review and update all existing safety programs.
- Develop a trench rescue plan.
- Develop an employee emergency response plan city-wide.
- Increase efficiency and accuracy of safety training records by use of computer software.
- Complete training for OR-OSHA-approved HazMat response to chlorine leaks.
- Prepare the City's portion of Annex O (Hazardous Material Emergency Response) of the Wasco County Basic Emergency Response Plan.
- Negotiate renewal of the waste discharge permit for wastewater treatment plant.
- Update wastewater Bypass Plan.
- Assure that wastewater effluent reuse for landscape irrigation complies with regulations.
- Increase public trust through open, clear and accurate public communications.
- Develop public information on storm water and on wastewater treatment siting and design.

1997-98 Accomplishments

- Assumed a lead role in bringing training opportunities to The Dalles, such as AWWA teleconferences with certification credits, HazMat classes and crane operator certification.
- Coordinated with MidColumbia Fire & Rescue on the City's confined space inventory and pre-rescue planning; conducted practice rescues at Wastewater Plant and Sorosis Reservoir.
- Developed up-to-date chlorine leak response plan and began employee training.
- Produced the first annual Water Quality Report for distribution to each water customer.
- Compiled water use information for water and sewer rate reviews.
- Initiated monitoring program for hydrogen sulfide in the Discovery Center force main.
- Provided oversight of selection of employee training to meet certification requirements.
- Assured compliance with all DEQ and Oregon Health Division requirements.
- Provided oversight for the City's Drug and Alcohol Program.

Major Issues to be resolved in the next 5 years

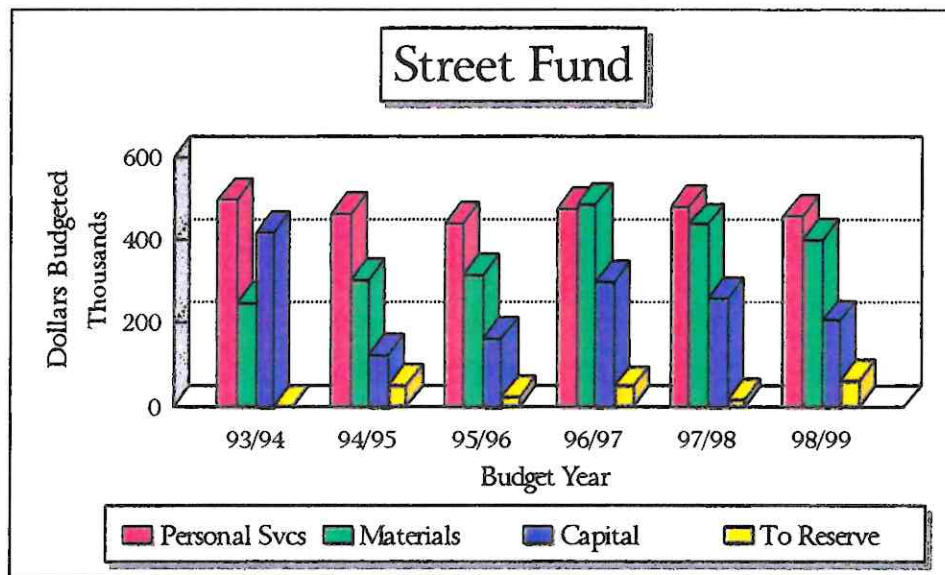
- Develop a management program to comply with Phase 2 storm water regulations.
- Implement the annual Water Quality report in compliance with EPA's Consumer Confidence Report Rule.
- Involve the public in wastewater treatment plans and decisions.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>ACCOUNT DESCRIPTION</u>	<u>1996-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
BEGINNING BALANCE	4,461,954	4,021,760	4,019,890	3,546,873	3,546,873	3,732,529	2,963,324
REVENUES	5,113,791	5,254,850	4,938,519	5,381,760	5,381,760	5,496,070	5,175,355
OTHER SOURCES	904,750	546,192	1,463,235	1,226,254	1,199,346	1,199,346	490,067
TOTAL RESOURCES	10,480,495	9,822,802	10,421,644	10,154,887	10,127,979	10,427,945	8,628,746
STREET & STORM SEWER FUND	917,963	847,364	1,257,529	1,058,930	1,062,430	1,200,002	1,029,663
PUBLIC WORKS RESERVE	64,250	-	124,544	173,358	173,358	173,358	298,358
STREET & BRIDGE REPLACEMENT FUND	54,392	66,627	81,249	129,812	129,812	129,812	167,812
WATER UTILITY FUND	1,704,498	1,459,244	2,109,430	1,869,900	1,915,324	2,051,516	1,868,975
WATER DEPT CAPITAL RESERVE	407,762	210,711	1,307,174	1,464,919	1,421,961	1,421,961	1,083,359
WASTE WATER UTILITY FUND	1,092,610	1,181,985	1,366,239	1,534,034	1,589,034	1,615,236	1,490,727
SEWER SPECIAL RESERVE FUND	899,442	212,609	2,557,150	1,616,577	1,616,577	1,616,577	1,230,041
TOTAL EXPENDITURES	5,140,917	3,978,540	8,803,315	7,847,530	7,908,496	8,208,462	7,168,935
TRANSFERS OUT	1,317,825	912,756	1,128,533	1,587,063	1,587,581	1,587,581	639,457
CONTINGENCY	-	-	489,796	720,294	631,902	631,902	820,354
UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
TOTAL OTHER USES	1,317,825	912,756	1,618,329	2,307,357	2,219,483	2,219,483	1,459,811
TOTAL EXPENDS & OTHER USES	6,458,742	4,891,296	10,421,644	10,154,887	10,127,979	10,427,945	8,628,746
FUND TOTAL	4,021,753	4,931,506	-	-	-	-	-

Fund: STREET FUND
Department: DEPARTMENT OF PUBLIC WORKS
Program: STREET

The Street Fund (Fund 005-0500) is a dedicated fund used for the operation and maintenance of the City streets system. The fund's primary source of revenue is the Oregon State Motor Vehicle Fund and a local 3 cent gas tax. This year the storm water utility has been removed from the Street Fund and placed under the Wastewater Fund for budgeting purposes.



STREET

Description

The Street Division manages the operation and maintenance of 72 miles of paved city streets, as well as alleys, right-of-ways, pedestrian accessways, bicycle paths, and sidewalks. The Division is also given the responsibility for Public Works fleet management and has close ties to City-owned building and grounds maintenance.

1998-99 Goals, Projects, and Highlights

- Revise Capital Improvement Program to accurately reflect realistic revenue projections.
- Complete the following capital projects:
 - Overlay E. 9th Street from "G" Street to Brewery Grade
 - Widen 10th Street between "F" and "H" Streets
 - Revise Brewery Grade striping
- Step up affordable O&M paving projects by Public Works crew.
- Continue to improve mapping and inventory of infrastructure.

- Provide curb and sidewalk replacements in accordance with ADA requirements.
- Arrange annual crackseal project for streets prior to surface treatment paving.
- Maintain current service levels for street sweeping and snow plowing/sanding.
- Provide oversight of traffic signs and lights, paint striping and delineation.
- Maintain right-of-ways through clearing, brushing and herbicide spraying.
- Provide oversight of issues which impact streets, standards, traffic movement and safe flows of traffic.
- Improve project inspection to ensure a quality product.
- Work with planning issues, which include streets, curbs, and sidewalks, such as annexing substandard areas.
- Maintain integrity of aging fleet of vehicles and heavy/support equipment.

1997-98 Accomplishments

- Patched pavement surfaces for the airport, as well as for water distribution and wastewater collection utility work.
- Finished scheduled flood repairs from 1996-97.
- Graded and rocked alleyways within the City limits and watershed roads.
- Profiled and paved West 10th Street from Mt. Hood to Mill Creek and West 6th Street from Webber to Snipes.
- Overlayed City Hall alley and West 6th Street from the bridge 800' to the west.
- Striped all paved streets at least once, repeating high traffic areas a second time.
- Provided oversight of capital projects on Cherry Heights extension, City Hall roof, State Office Building HVAC system upgrade, Downtown ADA project, and West 8th/Pomona development.
- Designed and constructed the Hillary Grade bridge crossing in the watershed.
- Reviewed traffic safety issues and resolutions with Traffic Safety Committee.
- Achieved completion of transportation system program study.
- Responded to site planning and development issues.
- Assisted the State in revision of Brewery Grade - Hwy 30 traffic flow.
- Maintained current level of street sweeping effort at once per week for residential areas and twice per week for commercial areas.
- Purchased a new street sweeper.

Major Issues to be resolved in the next 5 years

- Maintain current operation levels with available funding, to meet the service needs of a growing population and economy.
- Install two miles of pavement surface per year.
- Develop a plan to install and fund increased traffic lighting and signal needs.
- Develop and implement a reasonable 5-year Capital Improvement Plan.
- Implement the Street System Master Plan overlay.
- Address traffic congestion through East 10th Street corridor.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
BEGINNING BALANCE	606,179	577,649	347,797	369,665	369,665	392,927	285,801
REVENUES	987,925	953,626	974,650	947,126	947,126	1,061,436	942,308
OTHER SOURCES	-	-	75,878	76,254	81,604	81,604	80,067
TOTAL RESOURCES	1,594,104	1,531,275	1,398,325	1,393,045	1,398,395	1,535,967	1,308,176
 STORM SEWER OPERATIONS	 220,413	 210,916	 196,149	 -	 -	 -	 -
STREET OPERATIONS	697,550	636,448	1,061,380	1,058,930	1,062,430	1,200,002	1,029,663
TOTAL EXPENDITURES	917,963	847,364	1,257,529	1,058,930	1,062,430	1,200,002	1,029,663
 TRANSFERS OUT	 98,498	 153,499	 51,617	 48,314	 104,697	 104,697	 108,314
CONTINGENCY	-	-	89,179	285,801	231,268	231,268	170,199
UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
TOTAL OTHER USES	98,498	153,499	140,796	334,115	335,965	335,965	278,513
TOTAL EXPENDS & OTHER USES	1,016,461	1,000,863	1,398,325	1,393,045	1,398,395	1,535,967	1,308,176
 FUND TOTAL	 577,643	 530,412	 -	 -	 -	 -	 -

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
STREET & STORM SEWER FUND								
300.00-00	BEGINNING BALANCE	606,179	677,649	347,797	369,665	369,665	392,927	285,801
319.40-00	LOCAL 3 CENT FUEL TAX	282,036	338,906	310,000	320,000	320,000	320,000	320,000
*	LOCAL REVENUES	282,036	338,906	310,000	320,000	320,000	320,000	320,000
335.30-00	STATE FAU EXCHANGE FUNDS	63,921	-	114,310	55,000	55,000	169,310	55,000
335.40-00	STATE MOTOR VEHICLE FUND	519,673	501,155	510,000	513,068	513,068	513,068	512,250
*	INTERGOVERNMENTAL REVENUES	583,594	501,155	624,310	568,068	568,068	682,378	567,250
341.90-00	MISC SALES AND SERVICES	1,250	24,681	500	500	500	500	500
348.00-00	INTERDEPARTMENTAL REVENUE	35,656	27,166	19,840	38,558	38,558	38,558	38,558
*	CHARGES FOR SERVICES	36,906	51,847	20,340	39,058	39,058	39,058	39,058
361.00-00	INTEREST REVENUES	33,825	24,857	20,000	20,000	20,000	20,000	16,000
*	INTEREST REVENUES	33,825	24,857	20,000	20,000	20,000	20,000	16,000
369.00-00	OTHER MISC REVENUES	51,564	36,861	-	-	-	-	-
*	MISCELLANEOUS REVENUES	51,564	36,861	-	-	-	-	-
**	TOTAL REVENUES	987,925	953,626	974,650	947,126	947,126	1,061,436	942,308
391.51-00	WATER UTILITY FUND	-	-	40,115	41,973	41,973	41,973	44,072
391.55-00	WASTEWATER UTILITY FUND	-	-	32,325	34,281	34,281	34,281	35,996
391.90-00	OTHER	-	-	3,438	-	5,350	5,350	-
*	OTHER FINANCING SOURCES	-	-	75,878	76,254	81,604	81,604	80,067
**	TOTAL RESOURCES	1,594,104	1,531,275	1,398,325	1,393,045	1,398,395	1,535,967	1,308,176

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
	STORM SEWER OPERATIONS							
11-00	REGULAR SALARIES	114,997	114,072	98,855	-	-	-	-
12-00	PARTTIME/TEMP SALARIES	691	176	-	-	-	-	-
13-00	OVERTIME SALARIES	1,962	1,759	3,200	-	-	-	-
*	SALARIES AND WAGES	117,650	116,007	102,055	-	-	-	-
21-10	MEDICAL INSURANCE	16,700	16,420	14,133	-	-	-	-
21-20	L-T DISABILITY INSURANCE	591	490	398	-	-	-	-
21-30	LIFE INSURANCE	157	145	117	-	-	-	-
21-40	WORKERS COMP INSURANCE	3,928	6,324	4,829	-	-	-	-
22-00	FICA	9,129	8,803	7,610	-	-	-	-
23-00	RETIREMENT CONTRIBUTIONS	5,979	14,572	13,001	-	-	-	-
29-00	OTHER EMPLOYEE BENEFITS	-	12	24	-	-	-	-
*	BENEFITS	36,484	46,766	40,112	-	-	-	-
31-40	WASCO CO COMMUNICATIONS	884	720	818	-	-	-	-
32-10	AUDITING SERVICES	-	814	800	-	-	-	-
34-10	ENGINEERING SERVICES	-	1,332	1,125	-	-	-	-
34-30	COMPUTER SERVICES	-	-	125	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	465	1,521	1,212	-	-	-	-
*	CONTRACTUAL SERVICES	1,349	4,387	4,080	-	-	-	-
41-10	WATER & SEWER	-	144	180	-	-	-	-
41-20	GARBAGE SERVICES	93	133	112	-	-	-	-
41-30	NATURAL GAS	316	284	215	-	-	-	-
41-40	ELECTRICITY	590	536	525	-	-	-	-
*	UTILITIES	999	1,097	1,032	-	-	-	-
42-00	JANITORIAL SERVICES	423	738	775	-	-	-	-
*	JANITORIAL	423	738	775	-	-	-	-
43-10	BUILDINGS AND GROUNDS	554	237	501	-	-	-	-
43-20	COMPUTERS	63	246	324	-	-	-	-
43-30	RADIO EQUIPMENT	116	14	167	-	-	-	-
43-40	OFFICE EQUIPMENT	117	209	88	-	-	-	-
43-45	JOINT USE OF LABOR/EQUIP	971	23	5,050	-	-	-	-
43-50	VEHICLES	5,388	4,427	2,959	-	-	-	-
43-51	GAS/OIL/DIESEL/LUBRICANTS	4,615	3,995	3,967	-	-	-	-
43-52	TIRES AND TIRE REPAIRS	284	531	755	-	-	-	-
43-70	GENERAL EQUIPMENT	95	38	281	-	-	-	-
43-80	SHOP EQUIPMENT	662	600	1,254	-	-	-	-
43-86	LINE MNTNCE & SUPPLIES	9,166	8,609	9,010	-	-	-	-
43-87	UTILITIES LOCATES	98	116	135	-	-	-	-
*	REPAIRS AND MAINTENANCE	22,129	19,045	24,491	-	-	-	-
44-20	RENTAL OF EQUIPMENT	-	-	250	-	-	-	-
*	RENTAL COSTS	-	-	250	-	-	-	-
52-10	LIABILITY	1,460	1,533	1,610	-	-	-	-
52-30	PROPERTY	539	559	588	-	-	-	-
52-50	AUTOMOTIVE	1,062	1,946	2,043	-	-	-	-
*	INSURANCE	3,061	4,038	4,241	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
53-20	POSTAGE	101	112	143	-	-	-	-
53-30	TELEPHONE	585	935	1,008	-	-	-	-
53-40	LEGAL NOTICES	73	-	250	-	-	-	-
53-60	PUBLIC EDUCATION/INFO	27	53	713	-	-	-	-
64-00	ADVERTISING	10	7	250	-	-	-	-
55-00	PRINTING AND BINDING	73	74	194	-	-	-	-
*	COMMUNICATIONS	869	1,181	2,558	-	-	-	-
58-10	TRAVEL, FOOD & LODGING	137	90	60	-	-	-	-
58-50	TRAINING AND CONFERENCES	1,114	887	1,918	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIP	233	129	149	-	-	-	-
*	TRAINING AND TRAVEL	1,484	1,106	2,127	-	-	-	-
60-10	OFFICE SUPPLIES	567	601	750	-	-	-	-
60-20	JANITORIAL SUPPLIES	375	399	399	-	-	-	-
60-80	CLOTHING	720	626	900	-	-	-	-
60-85	SPECIAL DEPT SUPPLIES	711	928	1,060	-	-	-	-
60-86	CHEMICAL/LAB SUPPLIES	-	35	175	-	-	-	-
60-87	STREET CONST SUPPLIES	3,311	12,324	7,220	-	-	-	-
60-90	OTHER SUPPLIES	488	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	166	136	104	-	-	-	-
64-80	COMPUTER SOFTWARE	111	120	318	-	-	-	-
*	SUPPLIES	6,449	15,169	10,926	-	-	-	-
69-80	ASSETS <\$250	245	33	45	-	-	-	-
*	MISCELLANEOUS EXPENSES	245	33	45	-	-	-	-
70-50	LEASE PURCHASE	5,147	-	-	-	-	-	-
72-20	BUILDINGS	-	-	2,710	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	97	117	250	-	-	-	-
74-10	MACHINERY	858	39	150	-	-	-	-
74-25	COMMUNICATIONS EQUIPMENT	148	153	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	-	75	229	-	-	-	-
74-40	OFFICE EQUIPMENT	688	328	-	-	-	-	-
74-50	COMPUTER EQUIPMENT	-	637	118	-	-	-	-
74-90	EQUIPMENT, OTHER	2,021	-	-	-	-	-	-
75-10	CAPITAL PROJECTS	20,312	-	-	-	-	-	-
*	CAPITAL OUTLAY	29,271	1,349	3,457	-	-	-	-
*	STORM SEWER OPERATIONS	220,413	210,916	196,149	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u>	<u>1996-97</u>	<u>1997-98</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1998-99</u>	<u>1999-00</u>
		<u>ACTUALS</u>	<u>ACTUALS</u>	<u>BUDGET</u>	<u>PROPOSED</u>	<u>APPROVED</u>	<u>ADOPTED</u>	<u>ESTIMATE</u>
	STREET OPERATIONS							
11-00	REGULAR SALARIES	203,277	211,772	240,555	323,851	323,851	323,851	333,667
12-00	PARTTIME/TEMP SALARIES	825	528	-	533	533	533	533
13-00	OVERTIME SALARIES	9,531	4,395	10,300	10,633	10,633	10,633	10,633
*	SALARIES AND WAGES	213,633	216,695	250,855	335,017	335,017	335,017	344,733
21-10	MEDICAL INSURANCE	29,383	26,998	30,363	39,780	39,780	39,780	39,780
21-20	L-T DISABILITY INSURANCE	790	781	895	1,262	1,262	1,262	1,262
21-30	LIFE INSURANCE	271	272	287	384	384	384	396
21-40	WORKERS COMP INSURANCE	8,326	13,179	12,282	16,378	16,378	16,378	16,869
22-00	FICA	16,560	16,454	18,599	24,667	24,667	24,667	25,407
23-00	RETIREMENT CONTRIBUTIONS	18,324	27,440	31,249	39,139	39,139	39,139	40,313
29-00	OTHER EMPLOYEE BENEFITS	-	137	177	177	177	177	177
*	BENEFITS	73,654	85,261	93,852	121,787	121,787	121,787	124,204
31-10	CONTRACTUAL SERVICES	1,005	-	112	800	800	800	800
31-40	WASCO CO COMMUNICATIONS	2,654	2,316	2,454	3,600	3,600	3,600	3,708
32-10	AUDITING SERVICES	-	2,441	2,400	2,400	2,400	2,400	2,400
34-10	ENGINEERING SERVICES	-	5,353	2,375	1,000	1,000	1,000	1,000
34-30	COMPUTER SERVICES	-	-	375	1,500	1,500	1,500	1,500
34-40	SOFTWARE MAINTENANCE	-	2,460	1,640	2,620	2,620	2,620	2,751
34-50	SPECIAL STUDIES & REPORTS	21,088	31,541	9,530	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	1,407	553	2,095	6,335	6,335	16,320	6,462
*	CONTRACTUAL SERVICES	26,154	44,664	20,981	18,255	18,255	28,240	18,621
41-10	WATER & SEWER	-	458	540	600	600	600	612
41-20	GARBAGE SERVICES	6,464	9,653	9,788	9,350	9,350	9,350	9,631
41-30	NATURAL GAS	1,173	1,000	1,345	1,750	1,750	1,750	1,838
41-40	ELECTRICITY	1,755	1,695	1,575	2,517	2,517	2,517	2,643
41-50	STREET & TRAFFIC LIGHTING	76,931	68,961	81,100	76,892	76,892	76,892	80,737
*	UTILITIES	86,323	81,767	94,348	91,109	91,109	91,109	95,461
42-00	JANITORIAL SERVICES	1,269	2,213	2,340	3,000	3,000	3,000	3,090
*	JANITORIAL	1,269	2,213	2,340	3,000	3,000	3,000	3,090
43-10	BUILDINGS AND GROUNDS	2,434	1,202	1,500	1,703	1,703	1,703	1,737
43-20	COMPUTERS	190	731	974	1,066	1,066	1,066	1,066
43-30	RADIO EQUIPMENT	311	464	329	425	425	425	425
43-40	OFFICE EQUIPMENT	336	626	262	500	500	500	510
43-45	JOINT USE OF LABOR/EQUIP	10,850	7,165	13,950	13,193	13,193	13,193	13,193
43-50	VEHICLES	32,292	28,054	28,665	31,967	31,967	31,967	32,606
43-51	GAS/OIL/DIESEL/LUBRICANTS	11,667	11,319	11,802	13,146	13,146	13,146	13,540
43-52	TIRES AND TIRE REPAIRS	3,043	2,299	6,695	7,470	7,470	7,470	7,470
43-70	GENERAL EQUIPMENT	2,095	1,354	2,360	2,371	2,371	2,371	2,418
43-71	SPCL UTILITY EQUIPMENT	316	642	1,100	940	940	940	959
43-80	SHOP EQUIPMENT	3,668	2,529	3,933	3,857	3,857	3,857	4,050
43-86	LINES MNTNCE & SUPPLIES	199	87	1,000	1,000	1,000	1,000	1,030
43-87	UTILITIES LOCATES	294	291	272	276	276	276	276
43-90	OTHER	1,112	-	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	68,707	56,763	72,842	77,914	77,914	77,914	79,280

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
44-20	RENTAL OF EQUIPMENT	284	12,367	13,500	14,000	14,000	14,000	14,000
*	RENTAL COSTS	284	12,367	13,500	14,000	14,000	14,000	14,000
52-10	LIABILITY	5,339	2,890	3,035	5,262	5,262	5,262	5,525
52-30	PROPERTY	1,424	1,498	1,365	1,805	1,805	1,805	1,895
52-50	AUTOMOTIVE	6,271	7,603	8,009	10,050	10,050	10,050	10,553
*	INSURANCE	13,034	11,991	12,409	17,117	17,117	17,117	17,973
53-20	POSTAGE	326	235	425	934	934	934	953
53-30	TELEPHONE	2,101	2,395	2,832	4,321	4,321	4,321	4,537
53-40	LEGAL NOTICES	204	58	750	750	750	750	750
53-60	PUBLIC EDUCATION/INFO	102	353	188	450	450	450	450
54-00	ADVERTISING	29	87	250	450	450	450	450
55-00	PRINTING AND BINDING	231	382	584	778	778	778	794
57-00	PERMITS	-	7	-	252	252	252	257
*	COMMUNICATIONS	2,993	3,517	5,029	7,935	7,935	7,935	8,191
58-10	TRAVEL, FOOD & LODGING	842	361	228	400	400	400	400
58-50	TRAINING AND CONFERENCES	1,283	2,829	3,866	5,972	5,972	5,972	5,972
58-70	MEMBERSHIPS/DUES/SUBSCRIP	469	394	573	635	635	635	635
*	TRAINING AND TRAVEL	2,594	3,584	4,667	7,007	7,007	7,007	7,007
60-10	OFFICE SUPPLIES	1,636	1,853	2,250	2,900	2,900	2,900	2,958
60-20	JANITORIAL SUPPLIES	1,139	1,205	1,195	2,067	2,067	2,067	2,129
60-80	CLOTHING	1,908	1,678	2,530	2,760	2,760	2,760	2,760
60-85	SPECIAL DEPT SUPPLIES	2,426	2,841	3,365	4,291	4,291	4,291	4,377
60-86	CHEMICAL/LAB SUPPLIES	1,108	1,303	3,710	2,195	2,195	2,195	2,305
60-87	STREET CONST SUPPLIES	67,615	102,272	141,347	145,326	145,326	145,326	145,326
60-90	OTHER SUPPLIES	5	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	755	488	310	484	484	484	484
64-80	COMPUTER SOFTWARE	186	360	950	1,414	1,414	1,414	1,414
*	SUPPLIES	76,778	112,000	155,657	161,437	161,437	161,437	161,753
69-80	ASSETS <\$250	445	289	200	250	250	250	250
*	MISCELLANEOUS EXPENSES	445	289	200	250	250	250	250
70-50	LEASE PURCHASE	15,441	-	-	-	-	-	-
72-20	BUILDINGS	-	-	8,125	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	30	871	750	1,000	1,000	1,000	1,000
74-10	MACHINERY	5,979	118	1,380	1,422	1,422	1,422	2,000
74-25	COMMUNICATIONS EQUIPMENT	148	-	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	-	25	687	444	444	444	500
74-40	OFFICE EQUIPMENT	2,065	984	-	137	137	137	200
74-50	COMPUTER EQUIPMENT	-	1,911	350	1,500	1,500	1,500	-
74-90	EQUIPMENT, OTHER	9,064	288	-	1,399	4,899	4,899	1,400
75-10	CAPITAL PROJECTS	98,955	1,140	323,408	198,200	198,200	325,787	150,000
*	CAPITAL OUTLAY	131,682	5,337	334,700	204,102	207,602	335,189	155,100
*	STREET OPERATIONS	697,550	636,448	1,061,380	1,058,930	1,062,430	1,200,002	1,029,663

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
	OTHER USES							
81-01	TO GENERAL FUND	75,698	47,844	36,617	44,637	41,020	41,020	44,637
81-09	TO PUBLIC WKS RESV FUND	20,000	46,032	-	-	30,000	30,000	30,000
81-10	TO UNEMPLOYMENT RESV FUND	2,800	2,800	-	3,677	3,677	3,677	3,677
81-13	TO STREET & BRIDGE FUND	-	51,515	15,000	-	30,000	30,000	30,000
81-17	RETIREMENT RESERVE FUND	-	5,308	-	-	-	-	-
*	TRANSFERS OUT	98,498	153,499	51,617	48,314	104,697	104,697	108,314
88-00	CONTINGENCY	-	-	89,179	285,801	231,268	231,268	170,199
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	89,179	285,801	231,268	231,268	170,199
**	OTHER FINANCING USES	98,498	153,499	140,796	334,115	335,965	335,965	278,513

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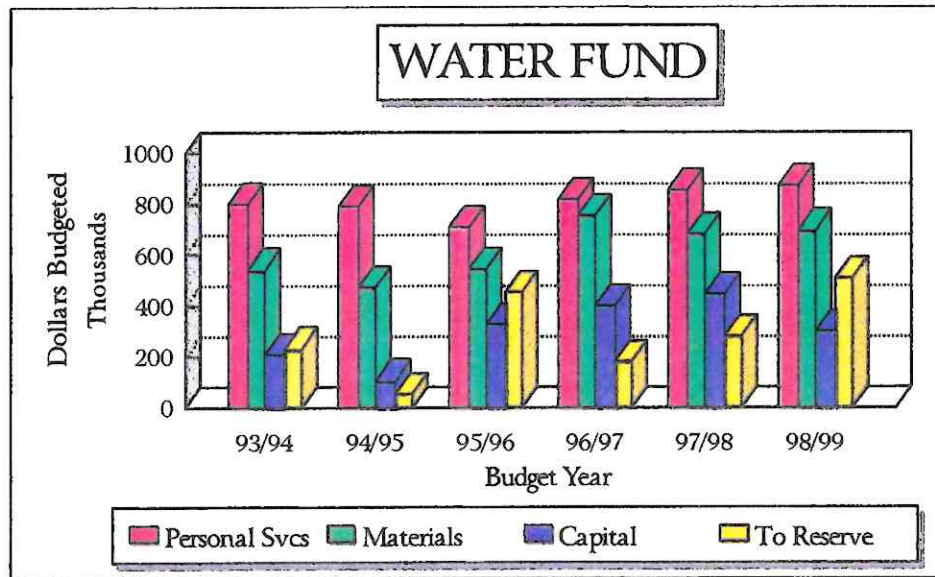
Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
PUBLIC WORKS RESERVE FUND								
300.00-00	BEGINNING BALANCE	56,254	13,122	60,544	58,358	58,358	58,358	173,358
361.00-00	INTEREST REVENUES	<u>1,117</u>	<u>2,028</u>	<u>4,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>15,000</u>
*	INTEREST REVENUES	1,117	2,028	4,000	5,000	5,000	5,000	15,000
**	TOTAL REVENUES	1,117	2,028	4,000	5,000	5,000	5,000	15,000
391.05-00	STREET/STORM SEWER FUND	20,000	46,032	-	30,000	30,000	30,000	30,000
391.51-00	WATER UTILITY FUND	-	-	30,000	30,000	30,000	30,000	30,000
391.55-00	WASTEWATER UTILITY FUND	<u>-</u>	<u>-</u>	<u>30,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
*	OPERATING TRANSFERS IN	20,000	46,032	60,000	110,000	110,000	110,000	110,000
**	TOTAL RESOURCES	77,371	61,182	124,544	173,358	173,358	173,358	298,358
74-10	MACHINERY	<u>64,250</u>	<u>-</u>	<u>124,544</u>	<u>173,358</u>	<u>173,358</u>	<u>173,358</u>	<u>298,358</u>
*	CAPITAL OUTLAY	64,250	-	124,544	173,358	173,358	173,358	298,358
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	64,250	-	124,544	173,358	173,358	173,358	298,358
**	FUND BALANCE	<u>13,121</u>	<u>61,182</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
STREET & BRIDGE REPLACEMENT FUND								
300.00-00	BEGINNING BALANCE	171,439	126,788	76,249	94,812	94,812	94,812	129,812
361.00-00	INTEREST REVENUES	<u>9,740</u>	<u>6,828</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>8,000</u>
*	INTEREST REVENUES	9,740	6,828	5,000	5,000	5,000	5,000	8,000
**	TOTAL REVENUES	9,740	6,828	5,000	5,000	5,000	5,000	8,000
391.05-00	STREET/STORM SEWER FUND	<u>-</u>	<u>51,515</u>	<u>-</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>	<u>30,000</u>
*	OPERATING TRANSFERS IN	-	51,515	-	30,000	30,000	30,000	30,000
**	TOTAL RESOURCES	181,179	185,131	81,249	129,812	129,812	129,812	167,812
75-10	CAPITAL PROJECTS	<u>54,392</u>	<u>66,627</u>	<u>81,249</u>	<u>129,812</u>	<u>129,812</u>	<u>129,812</u>	<u>167,812</u>
*		54,392	66,627	81,249	129,812	129,812	129,812	167,812
**	TOTAL EXPENDITURES	54,392	66,627	81,249	129,812	129,812	129,812	167,812
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	54,392	66,627	81,249	129,812	129,812	129,812	167,812
**	FUND BALANCE	<u>126,787</u>	<u>118,504</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Fund: WATER FUND
Department: DEPARTMENT OF PUBLIC WORKS
Program: WATER TREATMENT and WATER DISTRIBUTION

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



WATER TREATMENT

Description

The Water Treatment Division accounts for all activities involved in the operation and maintenance of the Wicks Water Treatment Plant, operating the water quality laboratories, and managing The Dalles Municipal Watershed for the protection and enhancement of water quality and quantity.

1998-99 Goals, Projects, and Highlights

- Install Phase 2 of the SCADA telemetry system at Wicks.
- Harvest approximately 320,000 board feet of timber from 90 acres within the Watershed.
- Complete the reconstruction of the Hillary Crossing Bridge within the Watershed.
- Finalize the *Habitat Conservation Plan* with the US Fish and Wildlife Service.
- Upgrade the Wicks telephone system to increase user friendliness and efficiency of customer service.
- Install ventilation system in the Carbon Feeder Room to increase worker safety and area cleanliness.
- Progress toward successful completion of a land exchange with the US Forest Service to

consolidate City ownership around Crow Creek Dam.

- Develop a *Water Management Plan* and obtain approval of the plan from the Oregon Water Resources Department.
- Determine methods to mitigate settling of the Alum Room portion of Main Wicks Plant Building.

1997-98 Accomplishments/Comments

- Completed installation of the Wicks SCADA system Phase 1.
- Initiated a contract for development of an *Emergency Response Plan* for Crow Creek Dam.
- Completed installation of monitoring and alarm systems for Crow Creek Dam and monitoring systems for Dog River.
- Drafted a *5-year Capital Improvement Plan* for Wicks and the Watershed.
- Began initial work to apply for additional water rights on South Fork Mill Creek to accommodate a dam enlargement project if desired in the future.
- Entered into an *Agreement to Initiate an Exchange* with the US Forest Service for properties around Crow Creek Dam.
- Entered into a *Memorandum of Understanding* with the US Forest Service to support the *Habitat Conservation Plan* developed jointly with the Fish and Wildlife Service; the HCP has been submitted for USFW review and public comment.
- Entered into a new 5-year contract with Pacific Forest Consultants for timber management consultant services.
- Completed and implemented the *Process Safety Management Program for Chlorine* as required by OR-OSHA regulations.
- Planted 15,000 seedling Ponderosa Pine trees within the lower Watershed in areas which burned in the 1967 School Marm Fire.
- Installed an automatic transfer switch on the #1 emergency generator at Wicks to provide for automatic start-up and switch-over in event of full or partial power. Both backup generators are now so equipped.
- Worked with the US Forest Service to review their projected 10-year harvest plan and cooperatively identify opportunities to enhance protection of water quality by improving forest health and reducing risks from catastrophic fire within the Watershed.

Major Issues to be resolved in the next 5 years

- Upgrade and enhancement of Dog River Diversion line.
- Decision defining future water source and securing funding for development.
- Enhancement of Wicks clearwell capacity.

WATER DISTRIBUTION

Description

The Water Distribution Division manages the operation and maintenance of a complex water distribution system consisting of transmission mains, water booster stations, pressure regulators, storage reservoirs, and groundwater sources. Premium water quality is maintained through the

efforts of water system sampling, water quality complaint investigation, backflow protection, and needed system upgrades.

1998-99 Goals, Projects, and Highlights

- Protect public health through water quality monitoring, water quality investigations, and backflow protection.
- Provide effective and efficient operation of water supply and delivery system for the Columbia Gorge Discovery Center.
- Complete the East 2nd St. Intertie project to maximize Lone Pine Well service zone.
- Complete the Cherry Heights Intertie to provide enhanced service to current customers and water service availability to future projected development along Cherry Heights Road.
- Complete commercial meter installations.
- Provide public information on water use, rates and water efficient landscaping through newspaper articles, public classes and school activities.
- Increase public awareness of the water quality, regulatory compliance and safety issues involved in our everyday jobs.
- Complete the abandonment process for Greenline and Mill Creek Wells.

1997-98 Accomplishments

- Installed 40 new water services ranging from 2" to ¾".
- Installed 30 service renewals related to the paving of Liberty Street from 4th to 6th, E. 10th Street from Mt. Hood to the bridge, and 6th Street from the bridge to the Pancake House.
- Installed 19 service renewals related to leaks.
- Repaired 22 leaks on 2" through 14" mains.
- Installed 2" copper main on West 6th between Liberty and Lincoln.
- Upgraded 268 commercial meters to TouchRead® meters.
- Completed engineering on the East 2nd Street intertie.
- Looped Parque Vista water lines and replaced 2" galvanized line on W. 21st St.
- Installed three new hydrants.
- Completed one year of operation of the Columbia Gorge Discovery Center well and water delivery system.
- Pressure-grouted and rip-rapped the undermined 20" Hi-Line transmission main.

Major Issues to be resolved in the next 5 years

- Terminal reservoir storage.
- Identification and enhancement of groundwater supplies, including groundwater protection strategies and implementation.
- Develop replacement strategy for transmission lines from Wicks Treatment Plant.
- Identify plan to use Sorosis Reservoir to feed the Garrison Reservoir pressure zone to allow routine O&M on Garrison Reservoir.
- Develop strategy for replacement of 14" steel line from Sorosis Reservoir to 16th/Liberty.
- Develop strategy for taking Sorosis Reservoir off line for O&M.
- Identify dead end mains to provide looping for water quality enhancement.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
BEGINNING BALANCE	702,807	444,919	684,365	309,209	309,209	445,401	109,096
REVENUES	2,117,384	2,308,377	2,056,279	2,357,767	2,357,767	2,357,767	2,249,217
OTHER SOURCES	-	-	69,334	-	5,350	5,350	-
TOTAL RESOURCES	2,820,191	2,753,296	2,809,978	2,666,976	2,672,326	2,808,518	2,358,313
 WATER TREATMENT	 711,897	 724,666	 1,084,050	 957,684	 970,684	 1,106,876	 923,225
WATER DISTRIBUTION	992,601	734,578	1,025,380	912,216	944,640	944,640	945,750
TOTAL EXPENDITURES	1,704,498	1,459,244	2,109,430	1,869,900	1,915,324	2,051,516	1,868,975
 TRANSFERS OUT	 670,774	 596,545	 489,947	 666,344	 618,351	 618,351	 288,273
CONTINGENCY	-	-	210,601	130,732	138,651	138,651	201,065
UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
TOTAL OTHER USES	670,774	596,545	700,548	797,076	757,002	757,002	489,338
TOTAL EXPENDS & OTHER USES	2,375,272	2,055,789	2,809,978	2,666,976	2,672,326	2,808,518	2,358,313
 FUND TOTAL	 444,919	 697,507	 -	 -	 -	 -	 -

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
	WATER UTILITY FUND							
300.00	BEGINNING BALANCE	702,807	444,919	684,365	309,209	309,209	445,401	109,096
331.90	FEDERAL GRANTS, OTHER	210,630	-	-	-	-	-	-
*	INTERGOVERNMENTAL REVENUES	210,630	-	-	-	-	-	-
341.90	MISC SALES AND SERVICES	39,787	34,784	25,000	30,000	30,000	30,000	30,000
344.10	UTILITY SERVICE CHARGES	1,795,503	2,043,864	2,005,679	2,098,664	2,098,664	2,098,664	2,195,114
344.90	DELINQUENT ACCT INTEREST	6,988	4,658	4,000	4,000	4,000	4,000	4,000
345.20	UNCOLLECTIBLE ACCOUNTS	(671)	(9,343)	(4,000)	(4,500)	(4,500)	(4,500)	(4,500)
345.50	WATERSHED UTILIZATION FEE	10	250	200	350	350	350	350
348.00	INTERDEPARTMENTAL REVENUE	7,791	9,716	10,400	9,253	9,253	9,253	9,253
*	CHARGES FOR SERVICES	1,849,408	2,083,929	2,041,279	2,137,767	2,137,767	2,137,767	2,234,217
361.00	INTEREST REVENUES	32,691	38,985	15,000	20,000	20,000	20,000	15,000
*	INTEREST REVENUES	32,691	38,985	15,000	20,000	20,000	20,000	15,000
368.00	TIMBER RECEIPTS	-	145,613	-	200,000	200,000	200,000	-
369.00	OTHER MISC REVENUES	24,655	39,850	-	-	-	-	-
*	MISCELLANEOUS REVENUES	24,655	185,463	-	200,000	200,000	200,000	-
**	TOTAL REVENUES	2,117,384	2,308,377	2,056,279	2,357,767	2,357,767	2,357,767	2,249,217
391.90	OTHER	-	-	4,584	-	5,350	5,350	-
*	OPERATING TRANSFERS IN	-	-	4,584	-	5,350	5,350	-
392.00	SALE OF FIXED ASSETS	-	-	64,750	-	-	-	-
*	OTHER FINANCING SOURCES	-	-	64,750	-	-	-	-
**	TOTAL OTHER FINANCING SOURCES	-	-	69,334	-	5,350	5,350	-
**	TOTAL RESOURCES	2,820,191	2,753,296	2,809,978	2,666,976	2,672,326	2,808,518	2,358,313

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
WATER TREATMENT								
11-00	REGULAR SALARIES	233,439	262,685	295,464	312,606	312,606	312,606	321,984
12-00	PARTTIME/TEMP SALARIES	6,246	7,568	10,400	10,666	10,666	10,666	10,666
13-00	OVERTIME SALARIES	8,906	6,332	8,100	10,489	10,489	10,489	10,804
*	SALARIES AND WAGES	248,591	276,585	313,964	333,761	333,761	333,761	343,454
21-10	MEDICAL INSURANCE	21,860	26,676	28,997	29,788	29,788	29,788	29,788
21-20	L-T DISABILITY INSURANCE	829	1,055	1,063	1,143	1,143	1,143	1,177
21-30	LIFE INSURANCE	301	361	332	361	361	361	372
21-40	WORKERS COMP INSURANCE	3,480	6,195	5,994	8,171	8,171	8,171	8,416
22-00	FICA	19,020	20,974	24,018	23,916	23,916	23,916	24,633
23-00	RETIREMENT CONTRIBUTIONS	19,305	38,685	37,244	41,614	41,614	41,614	42,862
29-00	OTHER EMPLOYEE BENEFITS	-	165	242	262	262	262	262
*	BENEFITS	64,795	94,111	97,890	105,255	105,255	105,255	107,510
31-10	CONTRACTUAL SERVICES	3,185	1,500	22,300	45,000	58,000	58,000	20,000
33-30	FIRE PATROL	4,205	7,327	7,763	9,130	9,130	9,130	9,587
34-10	ENGINEERING SERVICES	-	14,499	33,000	3,500	3,500	3,500	1,500
34-30	COMPUTER SERVICES	-	-	250	250	250	250	250
34-50	SPECIAL STUDIES & REPORTS	59,325	-	25,000	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	42,691	47,205	50,403	57,026	57,026	96,263	58,167
*	CONTRACTUAL SERVICES	109,406	70,531	138,716	114,906	127,906	167,143	89,504
41-10	WATER & SEWER	-	-	440	770	770	770	785
41-20	GARBAGE SERVICES	599	616	660	732	732	732	754
41-30	NATURAL GAS	4,292	4,880	7,829	6,763	6,763	6,763	7,101
41-40	ELECTRICITY	21,265	18,697	29,650	25,200	25,200	25,200	26,460
*	UTILITIES	26,156	24,193	38,579	33,465	33,465	33,465	35,100
42-00	JANITORIAL SERVICES	402	-	800	800	800	800	824
*	JANITORIAL	402	-	800	800	800	800	824
43-10	BUILDINGS AND GROUNDS	363	26,423	9,420	3,690	3,690	3,690	3,764
43-20	COMPUTERS	1,409	506	950	1,100	1,100	1,100	1,100
43-30	RADIO EQUIPMENT	69	6	505	480	480	480	480
43-40	OFFICE EQUIPMENT	2,780	852	800	1,400	1,400	1,400	1,428
43-45	JOINT USE OF LABOR/EQUIP	1,812	2,893	7,840	7,840	7,840	7,840	7,840
43-50	VEHICLES	2,650	4,432	6,600	7,880	7,880	7,880	8,038
43-51	GAS/OIL/DIESEL/LUBRICANTS	1,979	3,256	4,325	3,920	3,920	3,920	4,038
43-52	TIRES AND TIRE REPAIRS	731	1,546	1,180	1,160	1,160	1,160	1,160
43-70	GENERAL EQUIPMENT	1,270	1,467	1,015	1,200	1,200	1,200	1,224
43-71	SPCL UTILITY EQUIPMENT	3,077	7,169	8,245	8,600	8,600	8,600	8,772
43-72	ELECTRICAL SYSTEMS	-	227	3,400	3,400	3,400	3,400	3,468
43-73	PLUMBING	-	52	1,050	700	700	700	714
43-77	HVAC SYSTEMS	-	171	450	450	450	450	459
43-80	SHOP EQUIPMENT	368	461	1,395	1,354	1,354	1,354	1,354
43-85	NUISANCE ABATEMENT	-	9	50	50	50	50	50
43-86	LINE MNTNCE & SUPPLIES	60,676	298	6,650	2,000	2,000	2,000	2,060
43-88	WATERSHED ROAD CONST/MTNC	9,737	2,000	4,100	5,000	5,000	5,000	5,000
*	REPAIRS AND MAINTENANCE	86,921	51,768	57,975	50,224	50,224	50,224	50,949

City of The Dalles, Oregon
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Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
44-20	RENTAL OF EQUIPMENT	1,095	-	360	775	775	775	775
*	RENTAL COSTS	1,095	-	360	775	775	775	775
50-50	TIMBER MANAGEMENT	-	67,383	7,850	8,550	8,550	8,550	8,550
*	OTHER PURCHASED SERVICES	-	67,383	7,850	8,550	8,550	8,550	8,550
52-10	LIABILITY	16,653	3,893	4,088	4,822	4,822	4,822	5,063
52-30	PROPERTY	7,110	20,233	19,600	12,793	12,793	12,793	13,433
52-50	AUTOMOTIVE	3,921	2,913	3,059	3,687	3,687	3,687	3,871
*	INSURANCE	27,684	27,039	26,747	21,302	21,302	21,302	22,367
53-20	POSTAGE	648	311	875	1,375	1,375	1,375	1,403
53-30	TELEPHONE	2,653	2,987	3,750	4,100	4,100	4,100	4,305
53-32	TELEMETRY	-	-	1,225	1,224	1,224	1,224	1,285
53-40	LEGAL NOTICES	151	50	250	250	250	250	250
53-60	PUBLIC EDUCATION/INFO	941	403	1,604	1,655	1,655	1,655	1,655
54-00	ADVERTISING	332	4	600	450	450	450	450
55-00	PRINTING AND BINDING	736	262	1,112	1,312	1,312	1,312	1,338
57-00	PERMITS	630	733	1,350	4,052	4,052	4,052	4,133
*	COMMUNICATIONS	6,091	4,750	10,766	14,418	14,418	14,418	14,819
58-10	TRAVEL, FOOD & LODGING	480	223	1,110	1,080	1,080	1,080	1,080
58-50	TRAINING AND CONFERENCES	2,948	3,184	4,390	5,916	5,916	5,916	5,916
58-70	MEMBERSHIPS/DUES/SUBSCRIP	764	1,139	1,052	1,115	1,115	1,115	1,115
*	TRAINING AND TRAVEL	4,192	4,546	6,552	8,111	8,111	8,111	8,111
60-10	OFFICE SUPPLIES	1,216	1,482	1,640	1,690	1,690	1,690	1,724
60-20	JANITORIAL SUPPLIES	1,755	1,032	1,420	1,420	1,420	1,420	1,463
60-60	EXPENDABLE SUPPLIES	-	-	1,600	-	-	-	-
60-80	CLOTHING	619	996	1,600	1,600	1,600	1,600	1,600
60-85	SPECIAL DEPT SUPPLIES	998	3,269	3,166	2,966	2,966	2,966	3,025
60-86	CHEMICAL/LAB SUPPLIES	92,571	75,396	151,998	137,236	137,236	137,236	144,098
60-87	STREET CONST SUPPLIES	3,189	13	-	-	-	-	-
60-90	OTHER SUPPLIES	3	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	285	581	326	361	361	361	361
64-80	COMPUTER SOFTWARE	148	240	633	706	706	706	706
*	SUPPLIES	100,784	83,009	162,383	145,979	145,979	145,979	152,977
69-80	ASSETS <\$250	18	94	785	785	785	785	785
*	MISCELLANEOUS EXPENSES	18	94	785	785	785	785	785
73-30	IMPRVMTS OTHER THAN BLDGS	1,069	5,000	176,000	12,000	12,000	12,000	29,000
74-10	MACHINERY	16,117	5,650	24,200	-	-	-	10,000
74-20	VEHICLES	-	-	-	-	-	-	30,000
74-25	COMMUNICATIONS EQUIPMENT	-	-	1,350	2,500	2,500	2,500	-
74-30	FURNITURE AND FIXTURES	-	50	4,700	1,883	1,883	1,883	1,000
74-40	OFFICE EQUIPMENT	-	1,639	-	37	37	37	500
74-50	COMPUTER EQUIPMENT	288	1,794	83	4,183	4,183	4,183	2,000
74-80	PUMPS	-	-	-	-	-	-	-
74-90	EQUIPMENT, OTHER	18,288	6,524	14,350	98,750	98,750	195,705	15,000
*	CAPITAL OUTLAY	35,762	20,657	220,683	119,353	119,353	216,308	87,500
**	WATER TREATMENT	711,897	724,666	1,084,050	957,684	970,684	1,106,876	923,225

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
WATER DISTRIBUTION								
11-00	REGULAR SALARIES	265,184	270,927	298,844	303,351	328,777	328,777	312,452
12-00	PARTTIME/TEMP SALARIES	10,799	704	3,000	3,267	3,267	3,267	3,267
13-00	OVERTIME SALARIES	25,851	13,033	18,600	17,967	17,967	17,967	17,967
*	SALARIES AND WAGES	301,834	284,664	320,444	324,585	350,011	350,011	333,686
21-10	MEDICAL INSURANCE	37,940	43,487	44,299	38,616	42,916	42,916	38,616
21-20	L-T DISABILITY INSURANCE	877	948	1,010	1,028	1,104	1,104	1,059
21-30	LIFE INSURANCE	922	345	344	355	382	382	366
21-40	WORKERS COMP INSURANCE	5,690	8,556	7,179	7,185	7,835	7,835	7,401
22-00	FICA	23,066	21,741	23,725	22,764	24,709	24,709	23,447
23-00	RETIREMENT CONTRIBUTIONS	27,689	32,472	37,251	38,314	38,314	38,314	39,463
29-00	OTHER EMPLOYEE BENEFITS	-	162	215	215	215	215	215
*	BENEFITS	96,184	107,711	114,023	108,477	115,475	115,475	110,567
31-10	CONTRACTUAL SERVICES	4,328	-	100	100	100	100	100
31-40	WASCO CO COMMUNICATIONS	3,537	3,003	3,272	3,600	3,600	3,600	3,708
34-10	ENGINEERING SERVICES	-	11,537	8,500	21,036	21,036	21,036	21,036
34-30	COMPUTER SERVICES	-	-	250	2,750	2,750	2,750	2,750
34-40	SOFTWARE MAINTENANCE	-	10,526	7,017	10,448	10,448	10,448	11,493
39-00	OTHER CONTRACTUAL SVCS	45,402	33,995	25,566	16,231	16,231	16,231	16,556
*	CONTRACTUAL SERVICES	53,267	59,061	44,705	54,165	54,165	54,165	55,643
41-10	WATER & SEWER	-	578	720	600	600	600	630
41-20	GARBAGE SERVICES	403	816	450	410	410	410	422
41-30	NATURAL GAS	2,051	1,781	1,310	1,530	1,530	1,530	-
41-40	ELECTRICITY	58,868	29,710	45,025	42,802	42,802	42,802	44,942
*	UTILITIES	61,322	32,885	47,505	45,342	45,342	45,342	45,994
42-00	JANITORIAL SERVICES	1,692	2,900	3,115	3,000	3,000	3,000	3,090
*	JANITORIAL	1,692	2,900	3,115	3,000	3,000	3,000	3,090
43-10	BUILDINGS AND GROUNDS	2,837	2,864	2,836	2,645	2,645	2,645	2,698
43-20	COMPUTERS	234	897	1,296	866	866	866	866
43-30	RADIO EQUIPMENT	672	307	600	450	450	450	450
43-40	OFFICE EQUIPMENT	754	731	375	500	500	500	510
43-45	JOINT USE OF LABOR/EQUIP	20,947	12,896	13,600	27,180	27,180	27,180	27,180
43-50	VEHICLES	7,154	10,655	9,636	13,075	13,075	13,075	13,337
43-51	GAS/OIL/DIESEL/LUBRICANTS	9,301	9,026	9,140	8,540	8,540	8,540	8,796
43-52	TIRES AND TIRE REPAIRS	2,439	6,436	2,614	4,785	4,785	4,785	4,785
43-70	GENERAL EQUIPMENT	807	2,107	1,701	1,801	1,801	1,801	1,837
43-71	SPCL UTILITY EQUIPMENT	4,742	3,771	9,950	10,200	10,200	10,200	10,404
43-72	ELECTRICAL SYSTEMS	4	212	-	-	-	-	-
43-80	SHOP EQUIPMENT	4,080	4,586	4,115	4,643	4,643	4,643	4,736
43-85	NUISANCE ABATEMENT	10	20	-	-	-	-	-
43-86	LINES MNTNCE & SUPPLIES	64,427	63,782	32,063	34,250	34,250	34,250	35,278
43-87	UTILITIES LOCATES	426	577	736	784	784	784	784
43-90	OTHER	12	-	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	118,846	118,867	88,662	109,719	109,719	109,719	111,661
44-20	RENTAL OF EQUIPMENT	-	-	250	250	250	250	250
*	RENTAL COSTS	-	-	250	250	250	250	250

City of The Dalles, Oregon
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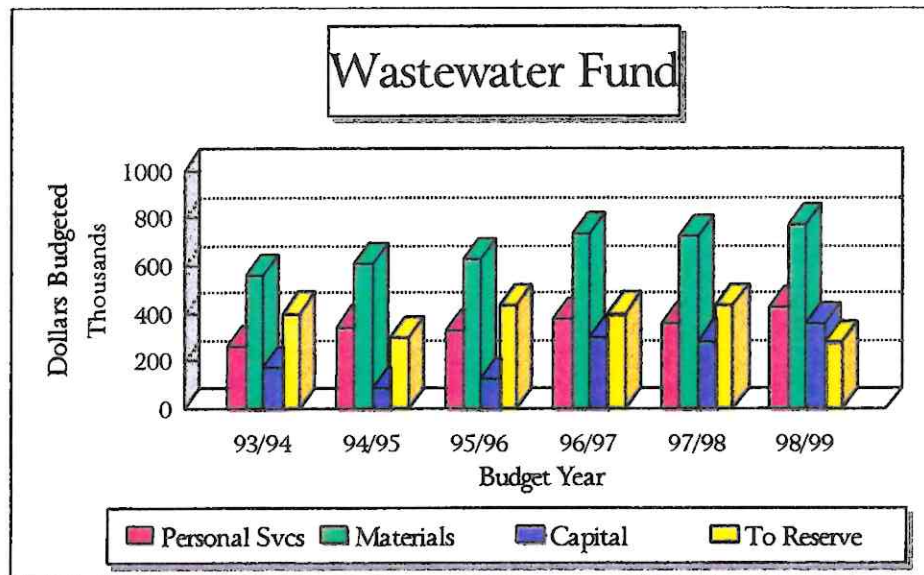
Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
52-10	LIABILITY	5,978	3,848	4,040	4,763	4,763	4,763	5,001
52-30	PROPERTY	5,873	5,868	6,161	6,259	6,259	6,259	6,572
52-50	AUTOMOTIVE	3,860	3,317	4,086	7,067	7,067	7,067	7,420
*	INSURANCE	15,711	13,033	14,287	18,089	18,089	18,089	18,993
53-20	POSTAGE	606	674	791	467	467	467	476
53-30	TELEPHONE	3,135	3,599	4,780	4,283	4,283	4,283	4,497
53-32	TELEMETRY	10,384	10,094	11,434	11,800	11,800	11,800	12,390
53-40	LEGAL NOTICES	156	-	1,250	750	750	750	750
53-60	PUBLIC EDUCATION/INFO	1,415	593	1,604	1,655	1,655	1,655	1,655
54-00	ADVERTISING	358	121	600	450	450	450	450
55-00	PRINTING AND BINDING	370	483	584	600	600	600	612
57-00	PERMITS	294	107	-	-	-	-	-
*	COMMUNICATIONS	16,718	15,671	21,043	20,005	20,005	20,005	20,830
58-10	TRAVEL, FOOD & LODGING	340	559	822	457	457	457	457
58-50	TRAINING AND CONFERENCES	2,620	3,403	5,484	6,403	6,403	6,403	6,403
58-70	MEMBERSHIPS/DUES/SUBSCRIP	1,080	2,014	1,452	1,981	1,981	1,981	1,981
*	TRAINING AND TRAVEL	4,040	5,976	7,758	8,841	8,841	8,841	8,841
60-10	OFFICE SUPPLIES	1,575	1,488	1,500	1,450	1,450	1,450	1,479
60-20	JANITORIAL SUPPLIES	1,501	1,589	1,593	2,066	2,066	2,066	2,128
60-80	CLOTHING	1,923	1,762	2,730	2,700	2,700	2,700	2,700
60-85	SPECIAL DEPT SUPPLIES	3,041	3,444	4,768	5,274	5,274	5,274	5,379
60-86	CHEMICAL/LAB SUPPLIES	7,825	1,956	4,260	4,260	4,260	4,260	4,473
60-87	STREET CONST SUPPLIES	13,784	14,232	20,975	25,042	25,042	25,042	25,042
60-90	OTHER SUPPLIES	3	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	250	652	316	351	351	351	351
64-80	COMPUTER SOFTWARE	748	540	633	968	968	968	968
*	SUPPLIES	30,650	25,663	36,775	42,111	42,111	42,111	42,520
69-80	ASSETS <\$250	70	330	70	175	175	175	175
*	MISCELLANEOUS EXPENSES	70	330	70	175	175	175	175
70-50	LEASE PURCHASE	-	10,294	10,294	-	-	-	-
72-20	BUILDINGS	-	-	10,835	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	1,294	988	7,000	5,200	5,200	5,200	5,000
74-10	MACHINERY	-	5,215	14,500	1,200	1,200	1,200	5,000
74-20	VEHICLES	-	12,500	28,000	25,000	25,000	25,000	25,000
74-25	COMMUNICATIONS EQUIPMENT	1,081	153	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	-	50	917	1,211	1,211	1,211	1,000
74-40	OFFICE EQUIPMENT	2,753	656	-	326	326	326	500
74-50	COMPUTER EQUIPMENT	745	1,883	3,783	6,061	6,061	6,061	2,000
74-80	PUMPS	-	-	-	-	-	-	-
74-90	EQUIPMENT, OTHER	5,091	6,168	6,695	3,959	3,959	3,959	5,000
76-10	SOURCE OF SUPPLY	153,653	-	113,000	56,000	56,000	56,000	40,000
76-20	WATER LINES	127,650	29,910	131,719	78,500	78,500	78,500	110,000
*	CAPITAL OUTLAY	292,267	67,817	326,743	177,457	177,457	177,457	193,500
**	WATER DISTRIBUTION	992,601	734,578	1,025,380	912,216	944,640	944,640	945,750

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
WATER DEPT CAPITAL RESERVE FUND								
300.00	BEGINNING BALANCE	781,878	918,893	990,294	1,041,479	1,041,479	1,041,479	874,919
344.20	CONNECT CHARGES	32,664	47,568	26,880	13,440	13,440	13,440	13,440
*	CHARGES FOR SERVICES	32,664	47,568	26,880	13,440	13,440	13,440	13,440
361.00	INTEREST REVENUES	57,364	37,386	40,000	30,000	30,000	30,000	25,000
*	INTEREST REVENUES	57,364	37,386	40,000	30,000	30,000	30,000	25,000
**	TOTAL REVENUES	90,028	84,954	66,880	43,440	43,440	43,440	38,440
391.51	WATER UTILITY FUND	454,750	397,003	250,000	380,000	337,042	337,042	170,000
*	OPERATING TRANSFERS IN	454,750	397,003	250,000	380,000	337,042	337,042	170,000
**	TOTAL RESOURCES	1,326,656	1,400,850	1,307,174	1,464,919	1,421,961	1,421,961	1,083,359
31-10	CONTRACTUAL SERVICES	-	1,748	-	-	-	-	-
*	CONTRACTUAL SERVICES	-	1,748	-	-	-	-	-
71-10	LAND	96,267	-	230,000	50,000	50,000	50,000	-
72-20	BUILDINGS	250,389	1,150	-	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-	120,000	120,000	120,000	120,000
74-90	EQUIPMENT, OTHER	6	-	-	-	-	-	-
75-10	CAPITAL PROJECTS	106,072	122,000	523,174	654,919	611,961	611,961	713,359
76-10	SOURCE OF SUPPLY	300	-	-	-	-	-	-
76-20	WATER LINES	(45,272)	85,813	554,000	640,000	640,000	640,000	250,000
*	CAPITAL OUTLAY	407,762	208,963	1,307,174	1,464,919	1,421,961	1,421,961	1,083,359
**	TOTAL EXPENDITURES	407,762	210,711	1,307,174	1,464,919	1,421,961	1,421,961	1,083,359
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	407,762	210,711	1,307,174	1,464,919	1,421,961	1,421,961	1,083,359
**	FUND BALANCE	918,894	1,190,139	-	-	-	-	-

Fund: WASTEWATER FUND
Department: DEPARTMENT OF PUBLIC WORKS
Program: WASTEWATER TREATMENT
WASTEWATER COLLECTION
STORM WATER

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



WASTEWATER COLLECTION

Description

The Wastewater Collection Division manages the operation and maintenance of an intricate wastewater collection system consisting of wastewater collection mains, interceptors, and sanitary sewer lift stations. These efforts provide wastewater collection service to the community through video inspection of sanitary sewers, warranty inspection of new construction, mechanical and chemical treatment of troubled sewers, routine sewer and lift station maintenance and system replacements, which reduce the risk of public exposure to biological hazards associated with wastewater streams.

1998-99 Goals, Projects, and Highlights

- Identify and eliminate inflow and infiltration into the collection system.
- Continue video inspection of problem areas and new installations.
- Continue to strive for accurate, up-to-date mapping of the sanitary sewer system.
- Incremental replacement of problem sanitary sewer main lines.
- Timely service renewals to sanitary sewer main for customers with problem service lines.
- Evaluate effectiveness of chemical root control in 9,500 linear feet of sanitary sewer mains.
- Complete E. 20th combined storm/sanitary sewer separation.
- Complete sanitary/storm sewer separation at 11th and "J" Streets.
- Replace deteriorated sanitary main on Court St. between 3rd/4th to alley between 1st/2nd.
- Slip line sanitary sewer main from 200 block of W 9th to W 8th.

1997-98 Accomplishments

- Wastewater mainline extensions (Totalling 1,456 feet):
 - Mainline from W. 11th and Pentland south to alley and east to pick up services
 - Mainline/manhole from W. 13th and Liberty south to alley with laterals east and west
 - Mainline at E. 9th and Bagley
 - Mainline in Alley between W. 13th and 14th east of Bridge
 - Mainline, manhole and stubouts to 3500 Crates Way
 - Mainline and manhole at 852 Garden Court
 - Mainline and manhole at Old Dufur Road and Morton to the east
 - Mainline between E. 10th and E. 11th west of Federal Street
- Wastewater mainline replacements (Totalling 521 feet):
 - Mainline and manhole west of Lincoln between 6th and 7th Streets
 - Mainline west from E. 10th and Federal
 - Mainline west of Pentland between W. 12th and W. 13th
 - Mainline and manhole at W. 11th and Wright Streets east
- Storm/sanitary sewer separation projects at Liberty St, Kelly St and E 20th & Fairview.
- Installed 28 new service lines and 30 service renewals from main to property line.
- Performed 20 repairs to mainlines broken by contractor or located by video inspection.
- Unplugged 14 mainline blockages and installed 7 cleanouts at end of mainlines to make it easier to determine if blockage is in main or service line.
- Repaired 5 service lines in right of way.
- Assisted Wasco County by installing manhole and 1,002 lineal feet of storm line from Snipes to HoneyDo Street.
- Provided mutual aid to State Hwy Department, Wasco County, Dufur and Moro.
- Cleaned troubled sewer lines which cause problems due to flatness or grease buildup.
- Performed routine work including lift station and equipment maintenance, utility locates and video inspection of sanitary and storm sewer lines.

Major Issues to be resolved in the next 5 years

- Evaluate funding and staffing for the incorporation of storm water activity within the wastewater fund.
- Address hydrogen sulfide in force main from Discovery Center in response to DEQ rules.

- Continue to identify and correct Inflow and Infiltration within the system.
- Review, identify, and implement appropriate System Development Charges for the Wastewater system.
- Review and implement improvements in CAD mapping system.
- Identify and implement troubled sewer list corrections strategies.

WASTEWATER TREATMENT

Description

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

1998-99 Goals, Projects, and Highlights

- Begin Facility Master Plan for wastewater treatment facility and provide public information
- Implement effluent reuse for irrigation of local beautification projects.
- Continue to implement pretreatment program.
- Improve plant's solids handling.

1997-98 Accomplishments

- Renegotiated OMI contract for another 5-year term, through June, 2003.
- Purchased site for future wastewater treatment plant expansion (Mid Columbia Producers grain elevator site).
- Submitted application and information to DEQ for renewal of the plant's NPDES discharge permit which expires 6-30-98.
- Expanded the grease trap inspection program with a more complete listing, quarterly inspections and enforcement action.
- Developed additional elements of our DEQ-approved industrial pretreatment program by adopting a fee schedule, working with DEQ and OMI to develop local limits and issuing a permit to Kerr McGee Chemical Corporation under the new program.
- Updated the inventory of industrial users.
- Installed Hycor Hydra-sieve unit for removal of materials from plant influent.
- Provided information for proposed industrial occupants of Port of The Dalles.
- Installed system for reuse of effluent for plant maintenance needs.
- Replaced one influent pump and one effluent pump.

Major Issues to be resolved in the next 5 years

- Solids handling improvements.
- Design of wastewater treatment plant.
- Elimination of all overflow to the Columbia River per permit conditions.

STORM WATER

Description

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

1998-99 Goals, Projects, and Highlights

- Revise Capital Improvement Program to accurately reflect realistic revenue projections.
- Evaluate storm water operation impacts to Wastewater Fund and plan for rate adjustments to accommodate this activity.
- Provide timely response to requests for new storm water taps, given the current community growth trend.
- Continue to improve mapping and inventory of storm water infrastructure.
- Improve project inspection to assure quality product.
- Work with planning issues impacting storm water runoff, such as annexation of substandard areas, requirement for curbs and sidewalks, and open drainage issues.
- Complete project to separate storm and sanitary sewers on East 20th Street.

1997-98 Accomplishments

- Completed two sewer separation projects as required by DEQ: Liberty Street project and Kelly Avenue project.
- Reconstructed 3rd Place storm water outfall to allow it to discharge above creek level.
- Completed 380 lineal feet of storm line replacement.
- Partnered with Wasco County to install storm trunk line at West 8th and HoneyDo Streets.
- Cleaned and culverted the Eastside open shoulder drainage.
- Provided timely response to tap requests for developments.
- Began the process of storm system mapping.
- Expended major effort on planning issues related to storm water runoff and implementing requirements.

Major Issues to be resolved in the next 5 years

- Development of Storm Water Master Plan for the City Limits and Urban Growth Boundary.
- Plan for compliance with Phase 2 of the federal storm water regulations; the permit system affecting our storm water system is expected to be in place in Oregon during 2002.
- Annexation of substandard areas and recognition of storm water as a major consideration in growth and development.
- Accurate mapping of the storm water collection system.
- Development of public education program on storm water issues.

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
WASTE WATER FUND								
300.00	BEGINNING BALANCE	542,783	644,573	474,051	929,973	929,973	956,175	303,761
341.90	MISC SALES AND SERVICES	15,548	18,788	17,500	20,000	20,000	20,000	20,000
344.10	UTILITY SERVICE CHARGES	1,602,513	1,732,295	1,616,250	1,714,033	1,714,033	1,714,033	1,817,732
344.20	CONNECT CHARGES	-	-	-	-	-	-	-
344.30	MAIN EXTENSION CHARGES	-	-	-	-	-	-	-
344.80	DELINQUENT SEWER ASSMTS	-	-	1,000	-	-	-	-
344.90	DELINQUENT ACCT INTEREST	-	2,755	-	2,000	2,000	2,000	2,000
345.10	SENIOR RATE ASSISTANCE	-	-	-	-	-	-	-
345.20	UNCOLLECTIBLE ACCOUNTS	(850)	(10,163)	(9,500)	(4,000)	(4,000)	(4,000)	(4,000)
348.00	INTERDEPARTMENTAL REVENUE	21,132	8,813	10,900	18,194	18,194	18,194	18,194
*	CHARGES FOR SERVICES	1,638,343	1,752,488	1,636,150	1,750,227	1,750,227	1,750,227	1,853,926
361.00	INTEREST REVENUES	37,562	38,684	25,000	30,000	30,000	30,000	25,000
*	INTEREST REVENUES	37,562	38,684	25,000	30,000	30,000	30,000	25,000
369.00	OTHER MISC REVENUES	67,048	10,085	-	-	-	-	-
*	MISCELLANEOUS REVENUES	67,048	10,085	-	-	-	-	-
**	TOTAL REVENUES	1,742,953	1,801,257	1,661,150	1,780,227	1,780,227	1,780,227	1,878,926
391.90	OTHER	-	-	8,023	-	5,350	5,350	-
*	OPERATING TRANSFERS IN	-	-	8,023	-	5,350	5,350	-
392.00	SALE OF FIXED ASSETS	-	-	-	-	-	-	-
*	OTHER FINANCING SOURCES	-	-	-	-	-	-	-
**	TOTAL OTHER FINANCING SOURCES	-	-	8,023	-	5,350	5,350	-
**	TOTAL RESOURCES	2,285,736	2,445,830	2,143,224	2,710,200	2,715,550	2,741,752	2,182,687
11-00	REGULAR SALARIES	239,020	236,663	262,353	302,736	302,736	302,736	311,818
12-00	PARTTIME/TEMP SALARIES	2,764	704	3,000	3,534	3,534	3,534	3,534
13-00	OVERTIME SALARIES	10,516	5,739	7,570	10,575	10,575	10,575	10,575
*	SALARIES AND WAGES	252,300	243,106	272,923	316,845	316,845	316,845	325,927
21-10	MEDICAL INSURANCE	28,066	31,919	32,907	38,161	38,161	38,161	38,161
21-20	L-T DISABILITY INSURANCE	875	885	976	1,118	1,118	1,118	1,152
21-30	LIFE INSURANCE	263	261	305	365	365	365	376
21-40	WORKERS COMP INSURANCE	5,639	6,845	4,214	7,479	7,479	7,479	7,719
22-00	FICA	19,299	18,010	20,090	22,839	22,839	22,839	23,524
23-00	RETIREMENT CONTRIBUTIONS	20,378	22,342	25,910	37,857	37,857	37,857	38,993
29-00	OTHER EMPLOYEE BENEFITS	-	206	274	274	274	274	274
*	BENEFITS	74,520	80,468	84,676	108,093	108,093	108,093	110,199

City of The Dalles, Oregon
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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
31-10	CONTRACTUAL SERVICES	448,809	555,643	528,960	555,442	555,442	555,442	572,105
31-40	WASCO CO COMMUNICATIONS	3,537	2,541	3,272	3,600	3,600	3,600	3,708
34-10	ENGINEERING SERVICES	-	835	1,500	3,500	3,500	3,500	3,500
34-30	COMPUTER SERVICES	-	-	500	1,500	1,500	1,500	1,500
34-40	SOFTWARE MAINTENANCE	-	7,909	5,273	7,812	7,812	7,812	8,593
34-50	SPECIAL STUDIES & REPORTS	3,969	-	8,700	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	31,001	17,093	9,031	11,922	11,922	14,381	12,160
*	CONTRACTUAL SERVICES	487,316	584,021	557,236	583,776	583,776	586,235	601,566
41-10	WATER & SEWER	-	578	720	600	600	600	630
41-20	GARBAGE SERVICES	341	816	450	410	410	410	422
41-30	NATURAL GAS	1,266	937	860	1,050	1,050	1,050	1,103
41-40	ELECTRICITY	3,564	5,688	6,521	8,572	8,572	8,572	9,001
*	UTILITIES	5,171	8,019	8,551	10,632	10,632	10,632	11,156
42-00	JANITORIAL SERVICES	1,692	2,900	3,115	3,000	3,000	3,000	3,090
*	JANITORIAL	1,692	2,900	3,115	3,000	3,000	3,000	3,090
43-10	BUILDINGS AND GROUNDS	2,904	17,836	2,086	2,095	2,095	2,095	2,137
43-20	COMPUTERS	282	971	1,296	866	866	866	866
43-30	RADIO EQUIPMENT	287	113	600	450	450	450	450
43-40	OFFICE EQUIPMENT	438	960	375	500	500	500	510
43-45	JOINT USE OF LABOR/EQUIP	12,680	13,379	13,900	26,270	26,270	26,270	26,270
43-50	VEHICLES	13,510	13,044	15,251	13,495	13,495	13,495	13,765
43-51	GAS/OIL/DIESEL/LUBRICANTS	5,515	6,306	6,084	7,806	7,806	7,806	8,040
43-52	TIRES AND TIRE REPAIRS	2,082	2,501	1,512	5,465	5,465	5,465	5,465
43-70	GENERAL EQUIPMENT	8,709	3,218	6,243	6,547	6,547	6,547	6,678
43-71	SPCL UTILITY EQUIPMENT	5,233	4,401	8,249	11,119	11,119	11,119	11,341
43-80	SHOP EQUIPMENT	3,866	4,698	4,941	4,882	4,882	4,882	4,980
43-86	LINE MNTNCE & SUPPLIES	36,556	18,462	13,759	21,662	21,662	21,662	22,312
43-87	UTILITIES LOCATES	392	657	802	928	928	928	928
*	REPAIRS AND MAINTENANCE	92,454	86,546	75,098	102,085	102,085	102,085	103,742
44-20	RENTAL OF EQUIPMENT	1,033	-	250	250	250	250	250
*	RENTAL COSTS	1,033	-	250	250	250	250	250
52-10	LIABILITY	7,651	5,631	6,312	6,401	6,401	6,401	6,721
52-30	PROPERTY	4,540	5,620	4,720	6,637	6,637	6,637	6,969
52-50	AUTOMOTIVE	6,608	8,024	6,620	12,364	12,364	12,364	12,982
*	INSURANCE	18,799	19,275	17,652	25,402	25,402	25,402	26,672
53-20	POSTAGE	596	562	566	934	934	934	953
53-30	TELEPHONE	2,620	2,967	4,425	4,245	4,245	4,245	4,457
53-32	TELEMETRY	3,922	3,850	4,288	4,825	4,825	4,825	5,066
53-40	LEGAL NOTICES	331	480	1,250	1,250	1,250	1,250	1,250
53-60	PUBLIC EDUCATION/INFO	234	107	1,151	1,050	1,050	1,050	-
54-00	ADVERTISING	159	90	600	450	450	450	450
55-00	PRINTING AND BINDING	285	290	425	425	425	425	434
57-00	PERMITS	5,378	6,559	12,350	7,222	7,222	7,222	7,366
*	COMMUNICATIONS	13,525	14,905	25,055	20,401	20,401	20,401	19,976

City of The Dalles, Oregon
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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
58-10	TRAVEL, FOOD & LODGING	902	222	470	620	620	620	620
58-60	TRAINING AND CONFERENCES	2,148	3,395	4,346	5,861	5,861	5,861	5,861
58-70	MEMBERSHIPS/DUES/SUBSCRIP	1,354	1,185	1,325	1,875	1,875	1,875	1,875
*	TRAINING AND TRAVEL	4,404	4,802	6,141	8,356	8,356	8,356	8,356
60-10	OFFICE SUPPLIES	2,020	2,389	3,000	2,900	2,900	2,900	2,958
60-20	JANITORIAL SUPPLIES	1,506	1,610	1,593	2,066	2,066	2,066	2,128
60-60	EXPENDABLE SUPPLIES	-	-	-	-	-	-	-
60-80	CLOTHING	1,404	1,496	2,010	2,340	2,340	2,340	2,340
60-85	SPECIAL DEPT SUPPLIES	2,302	3,520	3,732	4,368	4,368	4,368	4,455
60-86	CHEMICAL/LAB SUPPLIES	902	509	1,452	2,010	2,010	2,010	2,111
60-87	STREET CONST SUPPLIES	10,891	15,543	20,825	33,870	33,870	33,870	33,870
60-90	OTHER SUPPLIES	6	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	473	668	524	594	594	594	594
64-80	COMPUTER SOFTWARE	866	480	1,266	1,412	1,412	1,412	1,412
*	SUPPLIES	20,370	26,215	34,402	49,560	49,560	49,560	49,868
69-80	ASSETS <\$250	233	815	70	425	425	425	425
*	MISCELLANEOUS EXPENSES	233	815	70	425	425	425	425
70-50	LEASE PURCHASE	-	10,294	10,294	-	-	-	-
72-20	BUILDINGS	-	-	10,835	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	127	988	1,000	1,000	1,000	1,000	1,000
74-10	MACHINERY	3,969	1,401	14,500	1,200	1,200	1,200	5,000
74-20	VEHICLES	-	-	-	-	-	-	30,000
74-25	COMMUNICATIONS EQUIPMENT	535	-	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	378	100	917	842	842	842	1,000
74-40	OFFICE EQUIPMENT	2,753	1,355	-	137	137	137	500
74-50	COMPUTER EQUIPMENT	6,130	2,747	466	3,448	3,448	3,448	2,000
74-80	PUMPS	-	-	8,000	50,000	50,000	50,000	8,000
74-90	EQUIPMENT, OTHER	9,937	13,357	25,850	19,582	19,582	43,325	15,000
76-30	SEWER LINES	96,964	80,671	209,208	229,000	229,000	229,000	140,000
76-40	STORMWATER COLL IMPROVMTS	-	-	-	-	55,000	55,000	27,000
*	CAPITAL OUTLAY	120,793	110,913	281,070	305,209	360,209	383,952	229,500
**	TOTAL EXPENDITURES	1,092,610	1,181,985	1,366,239	1,534,034	1,589,034	1,615,236	1,490,727
81-01	TO GENERAL FUND	116,353	104,879	124,644	156,515	148,643	148,643	156,515
81-05	TO STREET/STORM SEWER FD	-	-	-	34,281	34,281	34,281	36,355
81-09	TO PUBLIC WKS RESV FUND	-	-	30,000	50,000	50,000	50,000	50,000
81-10	TO UNEMPLOYMENT RESV FUND	2,200	2,200	-	1,609	1,609	1,609	-
81-17	RETIREMENT RESERVE FUND	-	3,991	-	-	-	-	-
81-66	TO SEWER SPCL RESV FUND	430,000	51,642	400,000	630,000	630,000	630,000	-
81-90	OTHER TRANSFERS OUT	-	-	32,325	-	-	-	-
*	TRANSFERS OUT	548,553	162,712	586,969	872,405	864,533	864,533	242,870
88-00	CONTINGENCY	-	-	190,016	303,761	261,983	261,983	449,090
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	190,016	303,761	261,983	261,983	449,090
**	TOTAL OTHER FINANCING USES	548,553	162,712	776,985	1,176,166	1,126,516	1,126,516	691,960
**	TOTAL EXPENDS & OTHER USES	1,641,163	1,344,697	2,143,224	2,710,200	2,715,550	2,741,752	2,182,687
**	FUND BALANCE	644,573	1,101,133	-	-	-	-	-

City of The Dalles, Oregon
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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
SEWER SPECIAL RESERVE FUND								
300.00	BEGINNING BALANCE	1,600,614	1,295,816	1,386,590	743,377	743,377	743,377	1,086,577
331.90	FEDERAL GRANTS, OTHER	30,944	-	100,000	-	-	-	-
*	INTERGOVERNMENTAL REVENUES	30,944	-	100,000	-	-	-	-
344.20	CONNECT CHARGES	21,120	36,136	10,560	13,200	13,200	13,200	13,464
*	CHARGES FOR SERVICES	21,120	36,136	10,560	13,200	13,200	13,200	13,464
361.00	INTEREST REVENUES	112,580	61,643	60,000	30,000	30,000	30,000	30,000
*	INTEREST REVENUES	112,580	61,643	60,000	30,000	30,000	30,000	30,000
369.00	OTHER MISC REVENUES	-	1	-	200,000	200,000	200,000	-
*	MISCELLANEOUS REVENUES	-	1	-	200,000	200,000	200,000	-
**	TOTAL REVENUES	164,644	97,780	170,560	243,200	243,200	243,200	43,464
391.55	WASTEWATER UTILITY FUND	430,000	51,642	400,000	630,000	630,000	630,000	100,000
*	OPERATING TRANSFERS IN	430,000	51,642	400,000	630,000	630,000	630,000	100,000
393.00	PROCEEDS- LT LIABILITIES	-	-	600,000	-	-	-	-
*	OTHER FINANCING SOURCES	-	-	600,000	-	-	-	-
**	TOTAL OTHER FINANCING SOURCES	430,000	51,642	1,000,000	630,000	630,000	630,000	100,000
**	TOTAL RESOURCES	2,195,258	1,445,238	2,557,150	1,616,577	1,616,577	1,616,577	1,230,041
34-10	ENGINEERING SERVICES	-	-	80,000	330,000	330,000	330,000	-
*	CONTRACTUAL SERVICES	-	-	80,000	330,000	330,000	330,000	-
67-50	LOAN PRINCIPAL PAYMENTS	-	-	600,000	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	-	600,000	-	-	-	-
71-10	LAND	915	-	200,000	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	46	-	-	-	-	-	-
73-50	CONSTRUCTION CONTRACTS	-	-	-	200,000	200,000	200,000	-
74-10	MACHINERY	78,789	-	-	-	-	-	-
74-90	EQUIPMENT, OTHER	-	-	72,065	-	-	-	-
75-10	CAPITAL PROJECTS	807,780	207,891	1,453,318	1,086,577	1,086,577	1,086,577	1,230,041
76-30	SEWER LINES	11,912	4,718	151,767	-	-	-	-
*	CAPITAL OUTLAY	899,442	212,609	1,877,150	1,286,577	1,286,577	1,286,577	1,230,041
**	TOTAL EXPENDITURES	899,442	212,609	2,557,150	1,616,577	1,616,577	1,616,577	1,230,041
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	899,442	212,609	2,557,150	1,616,577	1,616,577	1,616,577	1,230,041
**	FUND BALANCE	1,295,816	1,232,629	-	-	-	-	-

City of The Dalles, Oregon
Fiscal Year 1998-1999 Proposed Budget

Fund: Airport Fund (061)

Department: Airport (61)

Program: Airport Operation (610)

Mission

Building to meet the transportation demands of the twenty-first century, and taking advantage of development opportunities through:

- Implementation and updating of the airport master plan;
- Broadening and stabilizing the political, financial and technical support base;
- Establishment of commercial air carrier service;
- Establishment of protective planning and zoning policies;
- Supporting airport and pilot organizations;
- Being active in both states' administrative and legislative processes.

Description

This year has been one of financial and political turmoil for the airport. Two large capital improvement projects have taxed the financial resources of not only the airport but also both states and the Federal government. The drainage system reconstruction is estimated at \$1,211,000, ninety percent to come from the Federal government. The balance will be paid by the City, the State of Washington Aeronautics, and the State of Oregon Regional Strategies, and Aeronautics. The aviation fuel system reconstruction costs are estimated at \$109,000, given the site is not found to be contaminated. More than half the costs will come from the airport budget, the balance from yet to be identified sources. If these funds are not secured, then an alternate, non-permanent solution will be implemented so that the State requirements for underground fuel systems can be met before the deadline.

With the apparent support of Klickitat County, a bill has been introduced in the Washington Legislature which would result in placing a property tax on the airport. It is estimated that approximately \$120,000 per year would be owing to Klickitat County for property taxes if the Governor signs the legislation as expected. This political action by Klickitat County has strained relations with the City. The proposed airport budget does not include any line item for payment of those property taxes.

This proposed budget needs \$115,093 from the City's General Fund to balance. This is due to the absence of any large capital expenditure. The bulk of the proposed expenditures are due to general maintenance of the airport's buildings and grounds. Staff will continue to be provided through the resources of other City departments. The Director of the Community Development Department has been temporarily refocused to a position within the Economic Development Division, with primary responsibility for management of the airport, as well as support to the City's Urban Renewal Agency. No costs for this staff support are budgeted directly within the Airport Fund, but rather are budgeted in the Economic Development Division of the Community Development Department of the general fund.

City of The Dalles, Oregon
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government is currently in its shake-down mode and will be ready for operation this year. The staffed weather station which leases space in the terminal building is expected to remain for the foreseeable future.

- ♦ The upgrading and complete installation of the Transponder Landing System is still in process. The Federal Aviation Administration (FAA) is in the final stages of checking the system at the Madras Airport. Once this is complete, our system will then be certified and a license to operate it will be applied for from the FAA.
- ♦ Movement toward an overall change in the operation and management of the airport remains a goal. With ever-increasing costs, staff time shortages, and political considerations, a new approach toward airport management could result in greater economic benefits for the entire Mid-Columbia region.
- ♦ No monies have been budgeted for payment of property taxes. Other options are being pursued on that issue.
- ♦ With the apparent support of Klickitat County, a bill has been introduced in the Washington Legislature which would result in placing a property tax on the airport. It is estimated that about \$60,000 per year would be owing to Klickitat County for property taxes if the Governor signs the legislation as expected.
- ♦ This proposed budget needs just under \$18,878 from the City's General Fund to balance, due to the absence of any large capital expenditure.

1997-98 Accomplishments/Comments

- ♦ The installation of the new fueling system should be complete by the end of the fiscal year.
- ♦ Most of the estimated project match and the engineering design work for the storm drainage system has been completed this year. Bid documents will soon be prepared and be out on the street in April.
- ♦ Seven piezometers to measure water table depth have been installed at various locations on the airport. Records are now being kept on a twice monthly basis and will continue into the future.

Major Issues to be resolved in the next 5 years

- ♦ Runway maintenance.
- ♦ Reconstruction of a major portion of runway 12-30.
- ♦ Successful FBO operations.
- ♦ Establishment of commercial carrier service.
- ♦ Land purchase, runway 7 end.
- ♦ Wasco County is pursuing development of a golf course on approximately 300 acres of airport property.

City of The Dalles, Oregon
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Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
AIRPORT FUND								
300.00-00	BEGINNING BALANCE	13,156	6,467	26,871	-	50,000	40,000	-
334.90-00	STATE GRANTS, OTHER	-	-	-	50,000	50,000	50,000	-
*	INTERGOVERNMENTAL REVENUES	-	-	-	50,000	50,000	50,000	-
341.90-00	MISC SALES AND SERVICES	526	(1,747)	-	100	100	100	100
347.00-00	AVIATION FUEL SALES	891	18,006	1,500	1,300	1,300	1,300	1,350
*	CHARGES FOR SERVICES	1,417	16,259	1,500	1,400	1,400	1,400	1,450
361.00-00	INTEREST REVENUES	487	887	-	500	500	500	500
*	INTEREST REVENUES	487	887	-	500	500	500	500
363.20-00	CAR RENTAL REVENUES	-	-	-	-	-	-	-
363.30-00	AIRPLANE TIEDOWNS	-	-	-	-	-	-	-
363.40-00	HANGAR RENTALS	1,378	59	-	-	-	-	-
363.50-00	PROPERTY RENTALS	11,646	18,176	12,000	19,000	19,000	19,000	19,000
365.00-00	GIFTS AND DONATIONS	-	-	-	-	-	-	-
369.00-00	OTHER MISC REVENUES	1,579	-	-	-	-	-	-
*	MISCELLANEOUS REVENUES	14,603	18,235	12,000	19,000	19,000	19,000	19,000
**	TOTAL REVENUES	16,507	35,381	13,500	70,900	70,900	70,900	20,950
391.01-00	GENERAL FUND	-	46,414	92,705	133,678	133,678	115,093	52,097
*	OPERATING TRANSFERS IN	-	46,414	92,705	133,678	133,678	115,093	52,097
**	TOTAL RESOURCES	29,663	88,262	133,076	204,578	254,578	225,993	73,047
11-00	REGULAR SALARIES	-	-	-	18,933	18,933	18,933	19,518
12-00	PARTTIME/TEMP SALARIES	-	4,259	-	-	-	-	-
13-00	OVERTIME SALARIES	-	238	-	-	-	-	-
*	SALARIES AND WAGES	-	4,497	-	18,933	18,933	18,933	19,518
21-10	MEDICAL INSURANCE	-	-	-	1,807	1,807	1,807	1,807
21-20	L-T DISABILITY INSURANCE	-	-	-	102	102	102	105
21-30	LIFE INSURANCE	-	-	-	13	13	13	13
21-40	WORKERS COMP INSURANCE	-	230	-	110	110	110	113
22-00	FICA	-	344	-	1,448	1,448	1,448	1,493
23-00	RETIREMENT CONTRIBUTIONS	-	-	-	2,387	2,387	2,387	2,635
29-00	OTHER EMPLOYEE BENEFITS	-	84	-	-	-	-	-
*	BENEFITS	-	658	-	5,867	5,867	5,867	6,166
31-10	CONTRACTUAL SERVICES	-	-	37,098	12,130	12,130	12,130	14,000
34-10	ENGINEERING SERVICES	-	2,500	-	-	-	-	-
34-60	WEATHER GRANT SVC CHARGES	3,840	3,840	3,840	1,368	1,368	1,368	1,368
*	CONTRACTUAL SERVICES	3,840	6,340	40,938	13,498	13,498	13,498	15,368

City of The Dalles, Oregon
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Acct	ACCOUNT DESCRIPTION	1996-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
41-10	WATER & SEWER	159	246	400	400	400	400	400
41-20	GARBAGE SERVICES	-	232	-	-	-	-	-
41-40	ELECTRICITY	2,191	1,828	1,600	1,900	1,900	1,900	2,500
41-60	HEATING OIL	410	834	400	800	800	800	800
*	UTILITIES	2,760	3,140	2,400	3,100	3,100	3,100	3,700
43-10	BUILDINGS AND GROUNDS	4,853	6,231	9,155	14,995	14,995	14,995	15,000
43-45	JOINT USE OF LABOR/EQUIP	798	7,183	1,200	1,060	1,060	1,060	1,100
43-50	VEHICLES	30	72	250	-	-	-	-
43-51	GAS/OIL/DIESEL/LUBRICANTS	-	286	-	-	-	-	-
43-52	TIRES AND TIRE REPAIRS	-	277	-	-	-	-	-
43-70	GENERAL EQUIPMENT	296	-	-	-	-	-	-
43-72	ELECTRICAL SYSTEMS	1,667	-	1,625	-	-	-	-
43-73	PLUMBING	20	-	250	480	480	480	250
43-77	HVAC SYSTEMS	-	-	250	250	250	250	200
*	REPAIRS AND MAINTENANCE	7,664	14,049	12,730	16,785	16,785	16,785	16,550
44-20	RENTAL OF EQUIPMENT	-	341	-	150	150	150	-
*	RENTAL COSTS	-	341	-	150	150	150	-
46-10	PROPERTY TAXES	29	35	-	20,000	20,000	20,000	-
46-20	EXCISE TAXES	1,090	1,282	900	1,300	1,300	1,300	1,300
*	OTHER PURCHASED SERVICES	1,119	1,317	900	21,300	21,300	21,300	1,300
52-10	LIABILITY	6,041	10,846	10,600	8,000	8,000	8,000	8,000
52-30	PROPERTY	848	964	1,000	1,000	1,000	1,000	1,000
52-50	AUTOMOTIVE	348	325	325	-	-	-	-
53-20	POSTAGE	128	158	130	200	200	200	200
53-30	TELEPHONE	461	642	600	650	650	650	650
54-00	ADVERTISING	-	347	-	-	-	-	-
57-00	PERMITS	30	25	45	45	45	45	45
*	COMMUNICATIONS	7,856	13,307	12,700	9,895	9,895	9,895	9,895
58-10	TRAVEL, FOOD & LODGING	-	-	100	250	250	250	250
58-50	TRAINING AND CONFERENCES	-	-	150	150	150	150	150
58-70	MEMBERSHIPS/DUES/SUBSCRIP	75	50	150	150	150	150	150
*	TRAINING AND TRAVEL	75	50	400	550	550	550	550
60-85	SPECIAL DEPT SUPPLIES	-	79	-	-	-	-	-
60-90	OTHER SUPPLIES	-	156	-	500	500	500	-
62-60	AVIATION FUEL	-	15,389	-	-	-	-	-
*	SUPPLIES	-	15,624	-	500	500	500	-
69-50	MISCELLANEOUS EXPENSES	-	61	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	61	-	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	(120)	-	63,008	114,000	164,000	135,415	-
*	CAPITAL OUTLAY	(120)	-	63,008	114,000	164,000	135,415	-
**	TOTAL EXPENDITURES	23,194	59,384	133,076	204,578	254,578	225,993	73,047
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	23,194	59,384	133,076	204,578	254,578	225,993	73,047
**	FUND BALANCE	6,469	28,878	-	-	-	-	-

Capital Improvements Fund Group

Description

The City currently has three active funds in the capital improvements fund type. These are the LID Fund which accounts for the various special assessments projects of the City, the Capital Projects Fund which accounts for the City Hall renovation project, and the FAA Grant Improvement Fund established to account for the improvements made at the airport funded primarily with grants from the FAA.

1998-99 Goals, Projects and Highlights

- ◆ The Bargeway Improvement Project is currently included in budget for the 1998-99 fiscal year. This project involves coordination between the City and the Port of The Dalles, and will consist of street improvements to Bargeway Road in the Port district. The project will be funded initially by proceeds from the issuance of bonds, and the debt service will be paid from assessments to the benefited properties.
- ◆ City staff intends to accomplish a review of outstanding assessment loans and resolution of delinquent accounts in accordance with established policies and practices.
- ◆ With the passage of the Fire Departments bond issue, and the securing of new quarters for the Police Department, potential renovation of City Hall again becomes timely. Included in the Capital Projects Fund are monies available to take the first steps toward a renovation project. A comprehensive remodeling of City Hall, if undertaken at all, could not be accomplished until such time as the Fire and Police Departments have vacated.
- ◆ During 1997-98, the City received award of a grant from the FAA to fund 90% of a \$1.2 million dollar improvement package at the airport. The improvements will address the failing drainage system that has undermined at least one of the runways, resulting in several sinkholes. Project design was completed during the 1997-98 fiscal year, with construction to be completed during 1998-99. This project will be accounted for in the FAA Grant Improvement Fund, much the same as with past improvement grants.

1997-98 Accomplishments/Comments

- ◆ Staff proposed a formal policy to Council relating to the financial aspects of L.I.D. formation and processing. The Council adopted this policy, providing a framework for analyzing the potential risks and benefits associated a given L.I.D. in the early planning stages.
- ◆ L.I.D. projects completed during the 1997-98 fiscal year include the Cherry Heights extension from West 10th Street to West 2nd Street, and East the 16th Street Sanitary Sewer extension.

Major Issues to be resolved in the next 5 years

- ◆ Review and evaluation of the City's LID process with respect to budget and financing policies and procedures.
- ◆ Maintenance of sufficient operating monies within the LID Fund so as to internally finance small projects without the added complexities of use of bonding or other debt instruments.
- ◆ Major renovation of City Hall upon vacation of Police and Fire Departments from their current space. Accomplishment of this renovation will need to be reevaluated in the context of the pledged State Office Building lease proceeds toward a revenue bond for the Police facility.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
BEGINNING BALANCE	678,553	689,126	1,636,682	1,182,053	1,182,053	1,182,053	779,369
REVENUES	649,540	351,112	1,399,947	1,158,437	1,273,145	1,273,145	95,000
OTHER SOURCES	23,571	1,112,759	755,000	792,500	867,274	867,274	-
TOTAL RESOURCES	1,351,664	2,152,997	3,791,629	3,132,990	3,322,472	3,322,472	874,369
 SPECIAL ASSESSMENTS FUND	 169,687	 420,921	 1,135,217	 1,192,729	 1,192,729	 1,192,729	 528,450
CAPITAL PROJECTS FUND	68,993	14,513	1,444,267	762,080	831,548	831,548	297,369
FAA GRANT IMPROVEMENT FUND	403,558	12,811	1,186,000	1,051,000	1,051,000	1,051,000	-
TOTAL EXPENDITURES	642,238	448,245	3,765,484	3,005,809	3,075,277	3,075,277	825,819
 TRANSFERS OUT	 20,300	 23,750	 26,145	 39,808	 159,822	 159,822	 41,050
CONTINGENCY	-	-	-	87,373	87,373	87,373	7,500
UNAPPROPRIATED ENDING BAL.	-	-	-	-	-	-	-
TOTAL OTHER USES	20,300	23,750	26,145	127,181	247,195	247,195	48,550
TOTAL EXPENDS & OTHER USES	662,538	471,995	3,791,629	3,132,990	3,322,472	3,322,472	874,369
 FUND TOTAL	 689,126	 1,681,002	 -	 -	 -	 -	 -

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
SPECIAL ASSESSMENTS FUND								
300.00	BEGINNING BALANCE	628,330	515,416	211,165	442,131	442,131	442,131	492,000
361.00	INTEREST REVENUES	35,807	20,127	10,000	15,000	15,000	15,000	10,000
*	INTEREST REVENUES	35,807	20,127	10,000	15,000	15,000	15,000	10,000
370.10	PRINCIPAL-NONBONDED	258	55,577	150,000	52,827	52,827	52,827	50,000
370.20	INTEREST-NONBONDED	258	-	500	18,400	18,400	18,400	15,000
370.50	PRINCIPAL-BONDED	14,327	62,930	20,567	-	-	-	-
370.60	INTEREST-BONDED	2,853	21,724	17,880	-	-	-	-
*	ASSESSMENT REVENUES	17,696	140,231	188,947	71,227	71,227	71,227	65,000
**	TOTAL REVENUES	53,503	160,358	198,947	86,227	86,227	86,227	75,000
392.00	SALE OF FIXED ASSETS	23,571	-	-	-	-	-	-
393.10	BOND PROCEEDS	-	-	750,000	787,500	787,500	787,500	-
*	OTHER FINANCING SOURCES	23,571	-	750,000	787,500	787,500	787,500	-
**	TOTAL RESOURCES	705,404	675,774	1,160,112	1,315,858	1,315,858	1,315,858	567,000
31-10	CONTRACTUAL SERVICES	150,398	397,976	819,324	1,031,979	1,031,979	1,031,979	528,000
32-10	AUDITING SERVICES	3,250	2,775	3,000	-	-	-	-
32-20	SPECIAL LEGAL SERVICES	-	25	10,000	10,000	10,000	10,000	-
34-10	ENGINEERING SERVICES	15,290	19,334	173,955	150,000	150,000	150,000	-
*	CONTRACTUAL SERVICES	168,938	420,110	1,006,279	1,191,979	1,191,979	1,191,979	528,000
53-20	POSTAGE	42	266	850	150	150	150	150
53-40	LEGAL NOTICES	707	545	1,500	600	600	600	300
*	COMMUNICATIONS	749	811	2,350	750	750	750	450
73-50	CONSTRUCTION CONTRACTS	-	-	126,588	-	-	-	-
*	CAPITAL OUTLAY	-	-	126,588	-	-	-	-
**	TOTAL EXPENDITURES	169,687	420,921	1,135,217	1,192,729	1,192,729	1,192,729	528,450
81-01	TO GENERAL FUND	20,300	23,750	8,850	19,706	19,706	19,706	15,000
81-05	TO STREET/STORM SEWER FD	-	-	-	5,350	5,350	5,350	5,350
81-51	TO WATER UTILITY FUND	-	-	-	5,350	5,350	5,350	5,350
81-55	TO WASTEWATER UTILITY FD	-	-	-	5,350	5,350	5,350	5,350
81-90	OTHER TRANSFERS OUT	-	-	16,045	-	-	-	-
*	TRANSFERS OUT	20,300	23,750	24,895	35,756	35,756	35,756	31,050
88-00	CONTINGENCY	-	-	-	87,373	87,373	87,373	7,500
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	87,373	87,373	87,373	7,500
**	TOTAL OTHER FINANCING USES	20,300	23,750	24,895	123,129	123,129	123,129	38,550
**	TOTAL EXPENDS & OTHER USES	189,987	444,671	1,160,112	1,315,858	1,315,858	1,315,858	567,000
**	FUND BALANCE	515,417	231,103	-	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
CAPITAL PROJECTS FUND								
300.00	BEGINNING BALANCE	50,210	159,723	1,425,517	735,870	735,870	735,870	277,369
361.00	INTEREST REVENUES	<u>7,531</u>	<u>16,905</u>	<u>10,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>10,000</u>
*	INTEREST REVENUES	7,531	16,905	10,000	20,000	20,000	20,000	10,000
363.80	STATE OFFICE BLDG INCOME	<u>170,974</u>	<u>170,974</u>	<u>10,000</u>	<u>6,210</u>	<u>6,210</u>	<u>6,210</u>	<u>10,000</u>
*	MISCELLANEOUS REVENUES	170,974	170,974	10,000	6,210	6,210	6,210	10,000
**	TOTAL REVENUES	178,505	187,879	20,000	26,210	26,210	26,210	20,000
391.01	GENERAL FUND	-	112,759	-	-	-	-	-
391.90	OTHER	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>74,774</u>	<u>74,774</u>	<u>-</u>
*	OPERATING TRANSFERS IN	-	112,759	-	-	74,774	74,774	-
393.10	BOND PROCEEDS	<u>-</u>	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	OTHER FINANCING SOURCES	-	1,000,000	-	-	-	-	-
**	TOTAL OTHER FINANCING SOURCES	-	1,112,759	-	-	74,774	74,774	-
**	TOTAL RESOURCES	228,715	1,460,361	1,445,517	762,080	836,854	836,854	297,369
CITY HALL RENOVATION								
31-10	CONTRACTUAL SERVICES	-	-	20,000	-	-	-	66,369
34-10	ENGINEERING SERVICES	-	-	-	-	-	-	20,000
34-20	ARCHITECTURAL SERVICES	<u>-</u>	<u>560</u>	<u>30,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
*	CONTRACTUAL SERVICES	-	560	50,000	10,000	10,000	10,000	96,369
57-00	PERMITS	<u>-</u>	<u>-</u>	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000</u>
*	COMMUNICATIONS	-	-	500	-	-	-	1,000
72-20	BUILDINGS	<u>13,474</u>	<u>13,953</u>	<u>393,767</u>	<u>214,579</u>	<u>284,047</u>	<u>284,047</u>	<u>200,000</u>
*	CAPITAL OUTLAY	13,474	13,953	393,767	214,579	284,047	284,047	200,000
**	CITY HALL RENOVATION	13,474	14,513	444,267	224,579	294,047	294,047	297,369
ADA PROJECT								
72-20	BUILDINGS	<u>55,519</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	CAPITAL OUTLAY	55,519	-	-	-	-	-	-
**	CITY HALL RENOVATION	55,519	-	-	-	-	-	-

City of The Dalles, Oregon
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Acct	ACCOUNT DESCRIPTION	1995-96 ACTUALS	1996-97 ACTUALS	1997-98 BUDGET	1998-99 PROPOSED BUDGET	1998-99 APPROVED BUDGET	1998-99 ADOPTED BUDGET	1999-00 ESTIMATE
POLICE FACILITY								
31-10	CONTRACTUAL SERVICES	-	-	200,000	137,501	137,501	137,501	-
*	CONTRACTUAL SERVICES	-	-	200,000	137,501	137,501	137,501	-
72-20	BUILDINGS	-	-	700,000	300,000	300,000	300,000	-
74-40	OFFICE EQUIPMENT	-	-	100,000	100,000	100,000	100,000	-
*	CAPITAL OUTLAY	-	-	800,000	400,000	400,000	400,000	-
**	POLICE FACILITY	-	-	1,000,000	537,501	537,501	537,501	-
**	TOTAL EXPENDITURES	68,993	14,513	1,444,267	762,080	831,548	831,548	297,369
OTHER USES								
81.	TO SP GRANTS	-	-	-	-	5,306	5,306	-
81-01	TO GENERAL FUND	-	-	1,250	-	-	-	-
*	TRANSFERS OUT	-	-	1,250	-	5,306	5,306	-
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL OTHER FINANCING USES	-	-	1,250	-	5,306	5,306	-
**	TOTAL EXPENDS & OTHER USES	68,993	14,513	1,445,517	762,080	836,854	836,854	297,369
**	FUND BALANCE	159,722	1,445,848	-	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
FAA GRANT IMPROVEMENT FUND								
300.00	BEGINNING BALANCE	13	13,987	-	4,052	4,052	4,052	10,000
331.20	FAA GRANT	417,232	2,249	1,080,000	954,900	1,069,608	1,069,608	-
334.90	STATE GRANTS, OTHER	-	-	101,000	91,100	91,100	91,100	-
*	INTERGOVERNMENTAL REVENUES	417,232	2,249	1,181,000	1,046,000	1,160,708	1,160,708	-
361.00	INTEREST REVENUES	-	626	-	-	-	-	-
*	INTEREST REVENUES	-	626	-	-	-	-	-
365.00	GIFTS AND DONATIONS	-	-	-	-	-	-	-
369.00	OTHER MISC REVENUES	300	-	-	-	-	-	-
*	MISCELLANEOUS REVENUES	300	-	-	-	-	-	-
**	TOTAL REVENUES	417,532	2,875	1,181,000	1,046,000	1,160,708	1,160,708	-
391.01	GENERAL FUND	-	-	5,000	5,000	5,000	5,000	-
*	OPERATING TRANSFERS IN	-	-	5,000	5,000	5,000	5,000	-
**	TOTAL RESOURCES	417,545	16,862	1,186,000	1,055,052	1,169,760	1,169,760	10,000
31-10	CONTRACTUAL SERVICES	-	10,612	-	-	-	-	-
32-10	AUDITING SERVICES	2,500	-	-	-	-	-	-
*	CONTRACTUAL SERVICES	2,500	10,612	-	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	401,058	2,199	1,186,000	1,051,000	1,051,000	1,051,000	-
*	CAPITAL OUTLAY	401,058	2,199	1,186,000	1,051,000	1,051,000	1,051,000	-
**	TOTAL EXPENDITURES	403,558	12,811	1,186,000	1,051,000	1,051,000	1,051,000	-
81-01	TO GENERAL FUND	-	-	-	4,052	118,760	118,760	10,000
*	TRANSFERS OUT	-	-	-	4,052	118,760	118,760	10,000
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL OTHER FINANCING USES	-	-	-	4,052	118,760	118,760	10,000
**	TOTAL EXPENDS & OTHER USES	403,558	12,811	1,186,000	1,055,052	1,169,760	1,169,760	10,000
**	FUND BALANCE	13,987	4,051	-	-	-	-	-

Special Revenues Funds

Description

The City has several special revenue funds in addition to those discussed with respect to Public Works activities. These are funds established under ORS Chapter 280, to accumulate and spend monies for a particular purpose. For each fund of this type, a specific purpose is identified and monies in that fund may only be spent for that purpose.

A special revenue fund significant to the City is the Special Grants Fund. This fund accounts for grant monies received for a variety of projects and accounts for the expenditure of those monies for their specific uses by grant program. Transfers in and out of this fund are used to reconcile match requirements, and fund administrative services provided by the General Fund. Using a single fund to account for the bulk of the City's grant activity allows for efficiencies in accounting, auditing and administration of the various programs.

The City's other special revenue funds include the State Office Building Fund which accounts for the operations and maintenance of the City owned State Office Building, the Unemployment Reserve Fund which accumulates and spends monies relating to unemployment claims on the City filed by previous employees, and several others as well. Two other special revenue funds; the Tourism Promotion Fund and the Ambulance Reserve Fund, were closed to the General Fund in the 1996-97 fiscal year as budgeted. Monies remaining in each of these funds originated from the General Fund, and under ORS 280, once a special revenue fund is no longer required for its stated purpose, the fund may be closed with all residual balances transferred to the General Fund. No appropriations are indicated in these funds for the 1997-98 fiscal year, and they are included for informational purposes only. The Retirement Reserve Fund is similarly budgeted to be closed to the General Fund in the 1997-98 fiscal year.

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<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
BEGINNING BALANCE	191,069	219,131	219,813	245,925	245,925	250,925	87,583
REVENUES	411,617	235,506	298,948	263,347	271,305	276,305	121,942
OTHER SOURCES	85,000	76,041	6,000	22,983	114,289	28,289	22,983
TOTAL RESOURCES	687,686	530,678	524,761	532,255	631,519	555,519	232,508
STATE OFFICE BUILDING FUND	86,791	85,105	159,494	169,916	169,916	169,916	97,982
SPECIAL GRANTS FUND	250,582	45,870	306,716	219,382	232,646	242,646	88,590
TOURISM PROMOTION FUND	33,530	-	-	-	-	-	-
AMBULANCE RESERVE FUND	67,277	-	-	-	-	-	-
UNEMPLOYMENT RESERVE FUND	25,890	17,101	39,587	54,108	54,108	54,108	44,166
VIETNAM MEMORIAL FUND	134	-	1,774	1,910	1,910	1,910	1,770
RETIREMENT RESERVE FUND	-	54,255	-	-	-	-	-
PARKS RESERVE FUND	2,677	2,500	12,104	-	-	-	-
ARMORY CONSTRUCTION FUND	-	-	-	-	86,000	-	-
TOTAL EXPENDITURES	380,090	119,726	360,181	275,400	374,664	298,664	134,526
TRANSFERS OUT	1,673	41,086	5,086	86,939	86,939	86,939	-
CONTINGENCY	-	-	-	-	-	-	-
UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
TOTAL OTHER USES	1,673	41,086	5,086	86,939	86,939	86,939	-
TOTAL EXPENDS & OTHER USES	381,763	160,812	365,267	362,339	461,603	385,603	134,526
FUND TOTAL	305,923	369,866	159,494	169,916	169,916	169,916	97,982

Fund: State Office Building Fund (021)

Department: State Office Building (22)

Program: Other (419)

Mission

To operate and maintain the State Office Building facility efficiently and effectively, and within the parameters specified in the long-term lease agreement with the State of Oregon.

Description

The State Office Building Fund is used to account for resources and expenditures relating to the operation and maintenance of the facility, located at 700 Union in The Dalles. Resources to the fund consist primarily of lease payments from the State of Oregon, supplemented by interest earnings. Expenditures from the fund relate to operational issues such as utilities and insurance, and maintenance of the facility and grounds. All operating expenses are reimbursed through the lease payments from the State, with a reconciliation at the end of each lease year. A report is provided to the State at the end of each lease year outlining all operating and maintenance costs for that year.

1998-99 Goals, Projects and Highlights

- ◆ The City will complete various major maintenance projects within the building during the 1998-99 fiscal year including carpeting and interior painting of the first floor. Also slated for the 1998-99 fiscal year is the beginning of a rotating maintenance schedule for the HVAC units that service the building.
- ◆ A portion of the State lease payments, after segregating out for maintenance and operations portions per the lease, is used to first fund debt service for the PUD revenue bonds. Any remaining monies are then deposited in the Capital Projects Fund to be reserved for projects there. For fiscal year 1998-99, some of these additional remaining monies are being budgeted in the State Office Building Fund to help pay for the major maintenance items described above. This is anticipated to be a one-time occurrence in helping the City catch up on years of neglect at the facility.

1997-98 Accomplishments/Comments

- ◆ During the 1997-98 fiscal year the City made major steps in maintaining the State Office Building facility. Issues addressed during the year included partial carpeting and painting in the building, and some landscaping.
- ◆ During 1997-98, a transition in the heating and cooling system was made to utilize natural gas. The anticipation in the change was to provide a more cost-effective means to heating the building, while addressing some of the other concerns of the overall system as well.

Major Issues to be resolved in the next 5 years

- ◆ Evaluate long-term maintenance issues and identify funding avenues to provide stability over time.

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
STATE OFFICE BUILDING FUND								
300.00-00	BEGINNING BALANCE	29,409	44,734	58,512	44,444	44,444	44,444	-
361.00-00	INTEREST REVENUES	-	317	-	-	-	-	-
361.01-00	OPERATIONS	(147)	170	-	200	200	200	-
361.02-00	MAINTENANCE	3,053	2,442	3,000	2,500	2,500	2,500	-
*	INTEREST REVENUES	2,906	2,929	3,000	2,700	2,700	2,700	-
363.80-01	OPERATIONS	58,407	67,535	57,178	57,178	57,178	57,178	57,178
363.80-02	MAINTENANCE	40,804	40,804	40,804	65,594	65,594	65,594	40,804
369.02-00	MAINTENANCE	-	215	-	-	-	-	-
*	MISCELLANEOUS REVENUES	99,211	108,554	97,982	122,772	122,772	122,772	97,982
**	TOTAL REVENUES	102,117	111,483	100,982	125,472	125,472	125,472	97,982
**	TOTAL RESOURCES	131,526	156,217	159,494	169,916	169,916	169,916	97,982
31-12	CONTRACTUAL SVCS-MNTNCE	-	-	1,734	-	-	-	-
*	CONTRACTUAL SERVICES	-	-	1,734	-	-	-	-
41-10	WATER & SEWER	3,766	3,632	4,250	3,800	3,800	3,800	3,800
41-20	GARBAGE SERVICES	1,914	1,784	1,700	1,982	1,982	1,982	1,982
41-30	NATURAL GAS	-	-	-	1,000	1,000	1,000	1,000
41-40	ELECTRICITY	22,263	17,576	22,000	15,000	15,000	15,000	15,000
*	UTILITIES	27,943	22,992	27,950	21,782	21,782	21,782	21,782
42-00	JANITORIAL SERVICES	30,354	32,775	25,810	32,775	32,775	32,775	32,775
*	JANITORIAL	30,354	32,775	25,810	32,775	32,775	32,775	32,775
43-10	BUILDINGS AND GROUNDS	14,957	15,004	81,073	83,602	83,602	83,602	25,326
43-72	ELECTRICAL SYSTEMS	391	619	2,375	500	500	500	750
43-73	PLUMBING	545	360	4,640	7,523	7,523	7,523	2,500
43-75	ELEVATORS	4,201	4,514	5,000	4,000	4,000	4,000	5,000
43-77	HVAC SYSTEMS	4,349	4,506	6,912	15,534	15,534	15,534	5,649
*	REPAIRS AND MAINTENANCE	24,443	25,003	100,000	111,159	111,159	111,159	39,225
52-10	LIABILITY	2,020	-	-	-	-	-	-
52-30	PROPERTY	234	2,723	2,800	3,000	3,000	3,000	3,000
*	INSURANCE	2,254	2,723	2,800	3,000	3,000	3,000	3,000
60-20	JANITORIAL SUPPLIES	1,797	1,612	1,200	1,200	1,200	1,200	1,200
*	SUPPLIES	1,797	1,612	1,200	1,200	1,200	1,200	1,200
**	TOTAL EXPENDITURES	86,791	85,105	159,494	169,916	169,916	169,916	97,982
**	FUND BALANCE	44,735	71,112	-	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
SPECIAL GRANTS FUND								
300.00	BEGINNING BALANCE	20,475	88,425	107,516	169,821	169,821	174,821	65,990
333.00	GRANTS, OTHER	92,685	56,902	-	-	-	-	-
334.15	STATE CDBG GRANTS	74,774	-	-	-	-	-	-
334.25	ODOT GRANTS	50,000	-	158,000	108,000	108,000	108,000	-
334.40	SHPO GRANTS	16,672	1,059	12,400	2,000	9,958	14,958	-
334.60	LCDC GRANTS	8,900	3,701	-	-	-	-	-
334.80	WASHINGTON STATE GRANTS	36,124	-	-	-	-	-	-
334.90	STATE GRANTS, OTHER	15,000	32,882	-	-	-	-	-
*	INTERGOVERNMENTAL REVENUES	294,155	94,544	170,400	110,000	117,958	122,958	-
361.00	INTEREST REVENUES	539	7,684	4,300	6,500	6,500	6,500	2,600
*	INTEREST REVENUES	539	7,684	4,300	6,500	6,500	6,500	2,600
364.00	PROGRAM INCOME-CDBG	3,538	17,722	20,000	20,000	20,000	20,000	20,000
365.00	GIFTS AND DONATIONS	300	-	1,000	-	-	-	-
*	MISCELLANEOUS REVENUES	3,838	17,722	21,000	20,000	20,000	20,000	20,000
**	TOTAL REVENUES	298,532	119,950	195,700	136,500	144,458	149,458	22,600
391	CAPITAL PROJECT					5,306	5,306	
391.01	GENERAL FUND	20,000		6,000				
*	OPERATING TRANSFERS IN	20,000	-	6,000	-	5,306	5,306	-
**	TOTAL RESOURCES	339,007	208,375	309,216	306,321	319,585	329,585	88,590
COMMUNITY ACTION PROGRAM								
31-50	COMMUNITY ACTION PROGRAM	-	-	106,424	83,490	83,490	83,490	88,090
35-60	FILING FEES	105	15	400	400	400	400	500
*	CONTRACTUAL SERVICES	105	15	106,824	83,890	83,890	83,890	88,590
**	COMMUNITY ACTION PROGRAM	105	15	106,824	83,890	83,890	83,890	88,590
ODOT PROJECTS								
31-10	CONTRACTUAL SERVICES	-	-	108,000	108,000	108,000	108,000	-
*	CONTRACTUAL SERVICES	-	-	108,000	108,000	108,000	108,000	-
73-30	IMPRVMTS OTHER THAN BLDGS	25,008	-	74,992	27,492	27,492	27,492	-
*	CAPITAL OUTLAY	25,008	-	74,992	27,492	27,492	27,492	-
**	ODOT PROJECTS	25,008	-	182,992	135,492	135,492	135,492	-
LCDC GRANTS								
39-00	OTHER CONTRACTUAL SVCS	-	3,701	-	-	-	-	-
*	CONTRACTUAL SERVICES	-	3,701	-	-	-	-	-
**	LCDC GRANTS	-	3,701	-	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
SHPO/CERT LOC GOVT								
31-10	CONTRACTUAL SERVICES	4,300	3,880	14,000	-	13,264	23,264	-
*	CONTRACTUAL SERVICES	4,300	3,880	14,000	-	13,264	23,264	-
53-20	POSTAGE	11	124	-	-	-	-	-
*	COMMUNICATIONS	11	124	-	-	-	-	-
60-85	SPECIAL DEPT SUPPLIES	7,620	900	2,900	-	-	-	-
*	SUPPLIES	7,620	900	2,900	-	-	-	-
**	SHPO/CERT LOC GOVT	11,931	4,904	16,900	-	13,264	23,264	-
REGIONAL STRATEGIES-AIRPORT								
31-10	CONTRACTUAL SERVICES	-	30,000	-	-	-	-	-
*	CONTRACTUAL SERVICES	-	30,000	-	-	-	-	-
**	REGIONAL STRATEGIES-AIRPORT	-	30,000	-	-	-	-	-
DEQ TIRE REMOVAL								
31-10	CONTRACTUAL SERVICES	35,000	-	-	-	-	-	-
*	CONTRACTUAL SERVICES	35,000	-	-	-	-	-	-
**	DEQ TIRE REMOVAL	35,000	-	-	-	-	-	-
ADA RAMP ACCESS								
53-20	POSTAGE	-	11	-	-	-	-	-
*	COMMUNICATIONS	-	11	-	-	-	-	-
**	ADA RAMP ACCESS	-	11	-	-	-	-	-
DOWNTOWN IMPROVEMENTS								
31-10	CONTRACTUAL SERVICES	141,496	-	-	-	-	-	-
*	CONTRACTUAL SERVICES	141,496	-	-	-	-	-	-
**	DOWNTOWN IMPROVEMENTS	141,496	-	-	-	-	-	-
WA STATE GRANT- SIGNAGE								
73-30	IMPRVMTS OTHER THAN BLDGS	37,042	-	-	-	-	-	-
*	CAPITAL OUTLAY	37,042	-	-	-	-	-	-
**	WA STATE GRANT- SIGNAGE	37,042	-	-	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
LOCAL LAW ENFORCEMENT BLOCK GRANT								
74-90	EQUIPMENT, OTHER	-	7,239	-	-	-	-	-
*	CAPITAL OUTLAY	-	7,239	-	-	-	-	-
**	LOCAL LAW ENF BLOCK GRANT	-	7,239	-	-	-	-	-
**	TOTAL EXPENDITURES	250,582	45,870	306,716	219,382	232,646	242,646	88,590
OTHER USES								
81-01	TO GENERAL FUND	-	2,000	2,500	12,165	12,165	12,165	-
81-90	OTHER TRANSFERS OUT	-	-	-	74,774	74,774	74,774	-
*	TRANSFERS OUT	-	2,000	2,500	86,939	86,939	86,939	-
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL OTHER FINANCING USES	-	2,000	2,500	86,939	86,939	86,939	-
**	TOTAL EXPENDS & OTHER USES	250,582	47,870	309,216	306,321	319,585	329,585	88,590
**	FUND BALANCE	88,425	160,505	-	-	-	-	-

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UNEMPLOYMENT RESERVE FUND								
300.0	BEGINNING BALANCE	37,958	33,880	38,337	29,825	29,825	29,825	19,883
361.0	INTEREST REVENUES	<u>1,813</u>	<u>1,685</u>	<u>1,250</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>
*	INTEREST REVENUES	1,813	1,685	1,250	1,300	1,300	1,300	1,300
**	TOTAL REVENUES	1,813	1,685	1,250	1,300	1,300	1,300	1,300
391.0	GENERAL FUND	10,000	10,000	-	12,411	12,411	12,411	12,411
391.0	STREET/STORM SEWER FUND	2,800	2,800	-	3,677	3,677	3,677	3,677
391.5	WATER UTILITY FUND	4,200	4,200	-	5,286	5,286	5,286	5,286
391.5	WASTEWATER UTILITY FUND	2,200	2,200	-	1,609	1,609	1,609	1,609
391.9	OTHER	<u>800</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	OPERATING TRANSFERS IN	20,000	19,200	-	22,983	22,983	22,983	22,983
**	TOTAL RESOURCES	59,771	54,765	39,587	54,108	54,108	54,108	44,166
25-00	UNEMPLOYMENT CONTRIBUTION	<u>25,890</u>	<u>17,101</u>	<u>39,587</u>	<u>54,108</u>	<u>54,108</u>	<u>54,108</u>	<u>44,166</u>
*	BENEFITS	25,890	17,101	39,587	54,108	54,108	54,108	44,166
**	TOTAL EXPENDITURES	25,890	17,101	39,587	54,108	54,108	54,108	44,166
**	FUND BALANCE	<u>33,881</u>	<u>37,664</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

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	VIETNAM MEMORIAL FUND							
300.0	BEGINNING BALANCE	1,677	1,654	1,714	1,835	1,835	1,835	1,710
361.0	INTEREST REVENUES	<u>111</u>	<u>81</u>	<u>60</u>	<u>75</u>	<u>75</u>	<u>75</u>	<u>60</u>
*	INTEREST REVENUES	111	81	60	75	75	75	60
**	TOTAL RESOURCES	1,788	1,735	1,774	1,910	1,910	1,910	1,770
60-85	SPECIAL DEPT SUPPLIES	<u>134</u>	<u>-</u>	<u>1,774</u>	<u>1,910</u>	<u>1,910</u>	<u>1,910</u>	<u>1,770</u>
*	SUPPLIES	134	-	1,774	1,910	1,910	1,910	1,770
**	FUND BALANCE	<u>1,654</u>	<u>1,735</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

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TOURISM PROMOTION FUND								
300.0	BEGINNING BALANCE	25,685	39,435	-	-	-	-	-
361.0	INTEREST REVENUES	<u>2,656</u>	<u>(842)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	INTEREST REVENUES	2,656	(842)	-	-	-	-	-
365.0	GIFTS AND DONATIONS	-	-	-	-	-	-	-
369.0	OTHER MISC REVENUES	<u>425</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	MISCELLANEOUS REVENUES	425	-	-	-	-	-	-
**	TOTAL REVENUES	3,081	(842)	-	-	-	-	-
391.0	GENERAL FUND	<u>45,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	OPERATING TRANSFERS IN	45,000	-	-	-	-	-	-
**	TOTAL RESOURCES	73,766	38,593	-	-	-	-	-
TOURISM								
11-00	REGULAR SALARIES	10,970	-	-	-	-	-	-
12-00	PARTTIME/TEMP SALARIES	5,247	-	-	-	-	-	-
13-00	OVERTIME SALARIES	<u>827</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	SALARIES AND WAGES	17,044	-	-	-	-	-	-
21-10	MEDICAL INSURANCE	765	-	-	-	-	-	-
21-20	L-T DISABILITY INSURANCE	65	-	-	-	-	-	-
21-30	LIFE INSURANCE	27	-	-	-	-	-	-
21-40	WORKERS COMP INSURANCE	48	-	-	-	-	-	-
22-00	FICA	1,387	-	-	-	-	-	-
23-00	RETIREMENT CONTRIBUTIONS	<u>1,342</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	BENEFITS	3,634	-	-	-	-	-	-
31-10	CONTRACTUAL SERVICES	1,000	-	-	-	-	-	-
32-10	AUDITING SERVICES	<u>805</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	CONTRACTUAL SERVICES	1,805	-	-	-	-	-	-
41-10	WATER & SEWER	197	-	-	-	-	-	-
41-20	GARBAGE SERVICES	147	-	-	-	-	-	-
41-30	NATURAL GAS	49	-	-	-	-	-	-
41-40	ELECTRICITY	<u>265</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	UTILITIES	658	-	-	-	-	-	-
43-10	BUILDINGS AND GROUNDS	<u>758</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	REPAIRS AND MAINTENANCE	758	-	-	-	-	-	-
44-10	RENTAL OF LAND/BUILDINGS	<u>2,175</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	RENTAL COSTS	2,175	-	-	-	-	-	-
52-10	LIABILITY	936	-	-	-	-	-	-
52-30	PROPERTY	<u>332</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	INSURANCE	1,268	-	-	-	-	-	-

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53-20	POSTAGE	329	-	-	-	-	-	-
53-30	TELEPHONE	2,028	-	-	-	-	-	-
54-00	ADVERTISING	543	-	-	-	-	-	-
55-00	PRINTING AND BINDING	2,779	-	-	-	-	-	-
*	COMMUNICATIONS	5,679	-	-	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIP	211	-	-	-	-	-	-
*	TRAINING AND TRAVEL	211	-	-	-	-	-	-
60-10	OFFICE SUPPLIES	269	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	29	-	-	-	-	-	-
*	SUPPLIES	298	-	-	-	-	-	-
**	TOTAL EXPENDITURES	33,530	-	-	-	-	-	-
81-01	TO GENERAL FUND	-	38,593	-	-	-	-	-
81-10	TO UNEMPLOYMENT RESV FUND	800	-	-	-	-	-	-
81-90	OTHER TRANSFERS OUT	-	-	-	-	-	-	-
*	TRANSFERS OUT	800	38,593	-	-	-	-	-
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL OTHER FINANCING USES	800	38,593	-	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	34,330	38,593	-	-	-	-	-
**	FUND BALANCE	39,436	-	-	-	-	-	-

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AMBULANCE RESERVE FUND								
300.0	BEGINNING BALANCE	66,920	507	-	-	-	-	-
361.0	INTEREST REVENUES	863	(14)	-	-	-	-	-
*	INTEREST REVENUES	863	(14)	-	-	-	-	-
**	TOTAL REVENUES	863	(14)	-	-	-	-	-
**	TOTAL RESOURCES	67,783	493	-	-	-	-	-
74-20	VEHICLES	66,334	-	-	-	-	-	-
74-90	EQUIPMENT, OTHER	943	-	-	-	-	-	-
*	CAPITAL OUTLAY	67,277	-	-	-	-	-	-
81-01	TO GENERAL FUND	-	493	-	-	-	-	-
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	493	-	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	67,277	493	-	-	-	-	-
**	FUND BALANCE	506	-	-	-	-	-	-
FIRE EQUIPMENT RESERVE FUND								
300.0	BEGINNING BALANCE	873	-	-	-	-	-	-
81-01	TO GENERAL FUND	873	-	-	-	-	-	-
*	OTHER USES	873	-	-	-	-	-	-
**	FUND BALANCE	-	-	-	-	-	-	-

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PARKS RESERVE FUND								
300.0	BEGINNING BALANCE	8,072	10,496	11,148	-	-	-	-
361.0	INTEREST REVENUES	<u>582</u>	<u>571</u>	<u>456</u>	-	-	-	-
*	INTEREST REVENUES	582	571	456	-	-	-	-
369.0	OTHER MISC REVENUES	<u>4,518</u>	<u>2,592</u>	<u>500</u>	-	-	-	-
*	MISCELLANEOUS REVENUES	4,518	2,592	500	-	-	-	-
**	TOTAL REVENUES	5,100	3,163	956	-	-	-	-
**	TOTAL RESOURCES	13,172	13,659	12,104	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	<u>2,677</u>	<u>2,500</u>	<u>12,104</u>	-	-	-	-
*	CAPITAL OUTLAY	2,677	2,500	12,104	-	-	-	-
**	FUND BALANCE	<u>10,495</u>	<u>11,159</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
RETIREMENT RESERVE FUND								
300.0	BEGINNING BALANCE	-	-	2,586	-	-	-	-
391.0	GENERAL FUND	-	41,018	-	-	-	-	-
391.0	STREET/STORM SEWER FUND	-	5,308	-	-	-	-	-
391.5	WATER UTILITY FUND	-	6,524	-	-	-	-	-
391.5	WASTEWATER UTILITY FUND	<u>-</u>	<u>3,991</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	OTHER FINANCING SOURCES	-	56,841	-	-	-	-	-
**	TOTAL RESOURCES	-	56,841	2,586	-	-	-	-
15-00	LEGIS MANDATE PERS COSTS	<u>-</u>	<u>54,255</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	BENEFITS	-	54,255	-	-	-	-	-
81-01	TO GENERAL FUND	<u>-</u>	<u>-</u>	<u>2,586</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	OTHER USES	-	-	2,586	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	-	54,255	2,586	-	-	-	-
**	FUND BALANCE	<u>-</u>	<u>2,586</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

Debt Service Fund Group

Description

The City maintains a group of debt service funds to account for the long-term obligations of the City. These funds accumulate monies from a variety of sources for the sole purpose of paying principal and interest on obligations incurred at some point in the past. The City currently operates three active debt service funds and established a third through the 1996-97 budget process.

The City currently operates the Water Bond Debt Service Fund, the Senior Center Debt Service Fund and the Police Facility Revenue Bond Debt Service Fund within the debt service fund group. The Water Bond Debt Service Fund accounts for the advance refunding bonds issued in 1993. The Senior Center Debt Service Fund accounts for the small scale energy loan from the Department of Energy, obtained by the City to install the HVAC system at the Senior Center. The third fund currently in use by the City is the Police Facility Revenue Bond Debt Service Fund. This fund accounts for the resources and expenditures relating to debt service on the revenue bonds issued in June of 1997. Those bonds financed the purchase of the PUD building, and will fund the remodel of that facility to house the Police Department.

The LID Debt Service Fund, established in the 1996-97 budget process, will account for principal and interest payments relating to specific LID projects financed through the issuance of bancroft bonds. The Bargeway Improvement Project as budgeted in the LID Fund anticipates financing through bancroft bonds, with debt service accounted for in the LID Debt Service Fund.

1998-99 Goals, Projects and Highlights

- ◆ The Bargeway Improvement Project is currently included in budget for the 1998-99 fiscal year. This project involves coordination between the City and the Port of The Dalles, and will consist of street improvements to Bargeway Road in the Port district. It is anticipated that debt will be issued by the City to finance this project, and potentially other small outstanding assessment account balances. The debt service on an issue of this type would consist of assessment payments from benefited property owners, received into the LID Debt Service Fund and paid out on debt principal and interest over the life of the issue.
- ◆ The 1998-99 will see an estimated \$437,500 in principal payments on bonded debt, including anticipated special assessment bonds expected to be issued during the year. Additionally, an estimated \$2,251 in principal will be paid on the energy loan program.

City of The Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

1997-98 Accomplishments/Comments

- ◆ The Police Facility Revenue Bond Debt Service Fund saw its first full year of debt service in 1997-98. A total of \$90,000 in principal, and \$62,495 in interest was paid on the \$1 million issue.
- ◆ Total principal of \$337,000 was paid during 1997-98 on the 1993 advance refunding bonds outstanding. A balance of \$975,000 remains as at the end of the 1997-98 fiscal year, with final payment during 2000-01.

Major Issues to be resolved in the next 5 years

- ◆ Several potential debt issuances are under consideration over the next few years. These include projects related to potential LID projects, and possible funding a portion of the costs relating to a convention center in conjunction with the new National Guard Armory project. Principal and interest requirement of these debt issues will be accounted for within the debt service fund group, in distinct funds as required by statute and/or specific bond covenants.
- ◆ Retirement of the 1993 series advance refunding bonds will occur during the 2000-01 fiscal year. This is currently the only outstanding general obligation debt of the City.

City of The Dalles, Oregon
Fiscal Year 1998-99 Adopted Budget

<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
BEGINNING BALANCE	137,244	61,467	168,432	164,758	164,758	164,758	194,806
REVENUES	307,831	377,524	598,724	562,924	499,174	499,174	620,264
OTHER SOURCES	-	96,355	-	-	-	-	-
TOTAL RESOURCES	445,075	535,346	767,156	727,682	663,932	663,932	815,070
 WATER BOND DEBT FUND	 380,425	 369,661	 365,275	 361,475	 361,475	 361,475	 353,675
SENIOR CENTER GRANT DEBT SERVICE FUND	3,180	3,180	3,180	3,180	3,180	3,180	3,180
LID DEBT SERVICE FUND	-	-	22,500	22,500	-	-	108,460
POLICE FACILITY REVENUE BOND FUND	-	-	314,713	285,439	285,439	285,439	286,389
TOTAL EXPENDITURES	383,605	372,841	705,668	672,594	650,094	650,094	751,704
 UNAPPROPRIATED ENDING BAL	 -	 -	 61,488	 55,088	 13,838	 13,838	 63,366
 TOTAL OTHER USES	 -	 -	 61,488	 55,088	 13,838	 13,838	 63,366
 TOTAL EXPENDS & OTHER USES	 383,605	 372,841	 767,156	 727,682	 663,932	 663,932	 815,070
 FUND TOTAL	 61,470	 162,505	 -	 -	 -	 -	 -

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
WATER BOND DEBT FUND								
300.00	BEGINNING BALANCE	137,244	61,467	30,693	24,793	24,793	24,793	13,838
311.10	PROPERTY TAXES-CURRENT	271,480	348,373	337,078	330,892	330,892	330,892	324,930
311.15	PROPERTY TAXES-PRIOR YEAR	26,333	22,137	14,592	18,108	18,108	18,108	20,400
311.18	LAND SALES-FORECLOSURE	184	-	-	-	-	-	-
311.19	UNSEGREGATED TAX INTEREST	173	269	150	20	20	20	20
*	PROPERTY TAXES	298,170	370,779	351,820	349,020	349,020	349,020	345,350
361.00	INTEREST REVENUES	6,478	3,168	3,000	1,500	1,500	1,500	1,500
*	INTEREST REVENUES	6,478	3,168	3,000	1,500	1,500	1,500	1,500
369.00	OTHER MISC REVENUES	-	10	-	-	-	-	-
*	MISCELLANEOUS REVENUES	-	10	-	-	-	-	-
**	TOTAL REVENUES	304,648	373,957	354,820	350,520	350,520	350,520	346,850
**	TOTAL RESOURCES	441,892	435,424	385,513	375,313	375,313	375,313	360,688
67-10	BOND PRINCIPAL-93 BONDS	30,000	305,000	310,000	320,000	320,000	320,000	325,000
67-11	BOND PRINCIPAL-88 BONDS	213,229	-	-	-	-	-	-
67-20	BOND INTEREST-93 BONDS	65,378	64,261	52,875	40,475	40,475	40,475	27,675
67-21	BOND INTEREST-88 BONDS	68,955	-	-	-	-	-	-
67-70	PAYMENTS TO AGENT/TRUSTEE	2,863	400	2,400	1,000	1,000	1,000	1,000
*	MISCELLANEOUS EXPENSES	380,425	369,661	365,275	361,475	361,475	361,475	353,675
**	TOTAL EXPENDITURES	380,425	369,661	365,275	361,475	361,475	361,475	353,675
89-00	UNAPPROPRIATED ENDING BAL	-	-	20,238	13,838	13,838	13,838	7,013
*	OTHER USES	-	-	20,238	13,838	13,838	13,838	7,013
**	TOTAL EXPENDS & OTHER USES	380,425	369,661	385,513	375,313	375,313	375,313	360,688
**	FUND BALANCE	61,467	65,763	-	-	-	-	-

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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>	<u>1998-99 APPROVED BUDGET</u>	<u>1998-99 ADOPTED BUDGET</u>	<u>1999-00 ESTIMATE</u>
SENIOR CENTER GRANT DEBT SERVICE FUND								
300.00	BEGINNING BALANCE	-	-	-	-	-	-	-
361.00	INTEREST REVENUES	<u>3</u>	<u>(3)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
*	INTEREST REVENUES	3	(3)	-	-	-	-	-
363.70	SENIOR CENTER PAYMENTS	<u>3,180</u>	<u>3,180</u>	<u>3,180</u>	<u>3,180</u>	<u>3,180</u>	<u>3,180</u>	<u>3,180</u>
*	MISCELLANEOUS REVENUES	3,180	3,180	3,180	3,180	3,180	3,180	3,180
**	TOTAL REVENUES	3,183	3,177	3,180	3,180	3,180	3,180	3,180
**	TOTAL RESOURCES	3,183	3,177	3,180	3,180	3,180	3,180	3,180
67-50	LOAN PRINCIPAL PAYMENTS	<u>1,795</u>	<u>3,180</u>	<u>2,010</u>	<u>2,431</u>	<u>2,431</u>	<u>2,431</u>	<u>2,667</u>
67-60	LOAN INTEREST PAYMENTS	<u>1,385</u>	<u>-</u>	<u>1,170</u>	<u>749</u>	<u>749</u>	<u>749</u>	<u>513</u>
*	MISCELLANEOUS EXPENSES	3,180	3,180	3,180	3,180	3,180	3,180	3,180
**	TOTAL EXPENDITURES	3,180	3,180	3,180	3,180	3,180	3,180	3,180
**	FUND BALANCE	<u>3</u>	<u>(3)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
LID DEBT SERVICE FUND								
300.00	BEGINNING BALANCE	-	-	-	-	-	-	41,250
370.10	PRINCIPAL-NONBONDED	-	-	-	-	-	-	-
370.20	INTEREST-NONBONDED	-	-	-	-	-	-	-
370.50	PRINCIPAL-BONDED	-	-	37,500	37,500	-	-	75,000
370.60	INTEREST-BONDED	<u>-</u>	<u>-</u>	<u>26,250</u>	<u>26,250</u>	<u>-</u>	<u>-</u>	<u>48,563</u>
*	ASSESSMENT REVENUES	-	-	63,750	63,750	-	-	123,563
**	TOTAL RESOURCES	-	-	63,750	63,750	-	-	164,813
67-13	BOND PRINCIPAL-BANCROFT	-	-	-	-	-	-	65,423
67-23	BOND INTEREST-BANCROFT	<u>-</u>	<u>-</u>	<u>22,500</u>	<u>22,500</u>	<u>-</u>	<u>-</u>	<u>43,037</u>
*	MISCELLANEOUS EXPENSES	-	-	22,500	22,500	-	-	108,460
**	TOTAL EXPENDITURES	-	-	22,500	22,500	-	-	108,460
89-00	UNAPPROPRIATED ENDING BAL	<u>-</u>	<u>-</u>	<u>41,250</u>	<u>41,250</u>	<u>-</u>	<u>-</u>	<u>56,353</u>
*	OTHER USES	-	-	41,250	41,250	-	-	56,353
**	TOTAL EXPENDS & OTHER USES	-	-	63,750	63,750	-	-	164,813
**	FUND BALANCE	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

City of The Dalles, Oregon
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<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1998-99</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1998-99</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>1999-00</u> <u>ESTIMATE</u>
POLICE FACILITY REVENUE BOND FUND								
300.00	BEGINNING BALANCE	-	-	137,739	139,965	139,965	139,965	139,718
361.00	INTEREST REVENUES	-	390	6,000	5,500	5,500	5,500	4,191
*	INTEREST REVENUES	-	390	6,000	5,500	5,500	5,500	4,191
363.80	STATE OFFICE BLDG INCOME	-	-	170,974	139,974	139,974	139,974	142,480
*	MISCELLANEOUS REVENUES	-	-	170,974	139,974	139,974	139,974	142,480
**	TOTAL REVENUES	-	390	176,974	145,474	145,474	145,474	146,671
393.10	BOND PROCEEDS	-	96,355	-	-	-	-	-
*	OTHER FINANCING SOURCES	-	96,355	-	-	-	-	-
**	TOTAL RESOURCES	-	96,745	314,713	285,439	285,439	285,439	286,389
67-15	BOND PRINCIPAL-97 BONDS	-	-	95,000	95,000	95,000	95,000	95,000
67-25	BOND INTEREST-97 BONDS	-	-	62,495	50,470	50,470	50,470	46,195
67-70	PAYMENTS TO AGENT/TRUSTEE	-	-	-	251	251	251	5,476
67-73	BOND ISSUANCE COSTS	-	-	17,500	-	-	-	-
67-80	RESERVE FOR FUTURE DEBT	-	-	139,718	139,718	139,718	139,718	139,718
*	MISCELLANEOUS EXPENSES	-	-	314,713	285,439	285,439	285,439	286,389
**	TOTAL EXPENDITURES	-	-	314,713	285,439	285,439	285,439	286,389
**	FUND BALANCE	-	96,745	-	-	-	-	-

City of The Dalles, Oregon
Fiscal Year 1998-99 Proposed Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>
URBAN RENEWAL - CAPITAL PROJECTS FUND					
300.00-00	BEGINNING BALANCE	97,668	55,141	163,400	735,753
311.10-00	PROPERTY TAXES-CURRENT	-	226,498	-	813,780
311.15-00	PROPERTY TAXES-PRIOR YEAR	179	11	7,400	7,500
311.19-00	UNSEGREGATED TAX INTEREST	-	-	-	200
*	PROPERTY TAXES	179	226,509	7,400	821,480
361.00-00	INTEREST REVENUES	4,745	6,642	3,540	38,400
*	INTEREST REVENUES	4,745	6,642	3,540	38,400
369.00-00	OTHER MISC REVENUES	33	-	-	-
*	MISCELLANEOUS REVENUES	33	-	-	-
**	TOTAL REVENUES	4,957	233,151	10,940	859,880
393.10-00	BOND PROCEEDS	-	-	-	4,500,000
*	OTHER FINANCING SOURCES	-	-	-	4,500,000
**	TOTAL RESOURCES	102,625	288,292	174,340	6,095,633
31-10	CONTRACTUAL SERVICES	44,802	89,629	155,340	150,000
31-15	CONTRACT ADMIN. SERVICES	-	-	-	81,836
31-20	ACCOUNTING/ADVISORY SVCS	-	-	-	2,000
32-00	PROFESSIONAL SERVICES	-	-	-	-
32-10	AUDITING SERVICES	10	-	1,000	2,500
32-60	URBAN RENEWAL CONSULTANT	-	-	-	10,000
34-10	ENGINEERING SERVICES	-	3,450	-	60,000
*	CONTRACTUAL SERVICES	44,812	93,079	156,340	306,336
52-10	LIABILITY	1,000	1,000	1,500	2,500
*	INSURANCE	1,000	1,000	1,500	2,500
53-20	POSTAGE	65	58	200	350
53-40	LEGAL NOTICES	166	116	500	950
54-00	ADVERTISING	-	184	-	-
*	COMMUNICATIONS	231	358	700	1,300
58-10	TRAVEL, FOOD & LODGING	-	92	300	600
58-50	TRAINING AND CONFERENCES	-	-	-	600
58-70	MEMBERSHIPS/DUES/SUBSCRIP	250	250	300	300
*	TRAINING AND TRAVEL	250	342	600	1,500
60-10	OFFICE SUPPLIES	-	-	200	500
*	SUPPLIES	-	-	200	500

City of The Dalles, Oregon
Fiscal Year 1998-99 Proposed Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96 ACTUALS</u>	<u>1996-97 ACTUALS</u>	<u>1997-98 BUDGET</u>	<u>1998-99 PROPOSED BUDGET</u>
67-70	PAYMENTS TO AGENT/TRUSTEE	1,191	391	-	5,000
67-72	BOND FINANCIAL SERVICES	-	-	-	50,000
67-73	BOND ISSUANCE COSTS	-	-	-	85,000
	* MISCELLANEOUS EXPENSES	1,191	391	-	140,000
74-30	FURNITURE AND FIXTURES	-	-	-	1,000
74-40	OFFICE EQUIPMENT	-	-	-	500
74-50	COMPUTER EQUIPMENT	-	-	-	8,000
75-10	CAPITAL PROJECTS	-	-	-	5,108,997
	* CAPITAL OUTLAY	-	-	-	5,118,497
**	TOTAL EXPENDITURES	47,484	95,170	159,340	5,570,633
88-00	CONTINGENCY	-	-	15,000	75,000
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	450,000
	* OTHER USES	-	-	15,000	525,000
**	TOTAL EXPENDS & OTHER USES	47,484	95,170	174,340	6,095,633
**	FUND BALANCE	55,141	193,122	-	-

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Fiscal Year 1998-99 Proposed Budget

<u>Acct</u>	<u>ACCOUNT DESCRIPTION</u>	<u>1995-96</u> <u>ACTUALS</u>	<u>1996-97</u> <u>ACTUALS</u>	<u>1997-98</u> <u>BUDGET</u>	<u>1998-99</u> <u>PROPOSED</u> <u>BUDGET</u>
URBAN RENEWAL - DEBT SERVICE FUND					
300.00-00	BEGINNING BALANCE	-	-	-	-
311.10-00	PROPERTY TAXES-CURRENT	-	-	-	475,000
*	PROPERTY TAXES	-	-	-	475,000
361.00-00	INTEREST REVENUES	-	-	-	5,000
*	INTEREST REVENUES	-	-	-	5,000
**	TOTAL REVENUES	-	-	-	480,000
**	TOTAL RESOURCES	-	-	-	480,000
67-16	BOND PRINCIPAL	-	-	-	210,000
67-26	BOND INTEREST	-	-	-	270,000
*	MISCELLANEOUS EXPENSES	-	-	-	480,000
**	TOTAL EXPENDITURES	-	-	-	480,000
210-6600-470	UNAPPROPRIATED ENDING BAL	-	-	-	-
**	TOTAL EXPENDS & OTHER USES	-	-	-	480,000
**	FUND BALANCE	-	-	-	-

Summary of Property Tax Levies for 1998-99 Fiscal Year:

General Fund	
1998-99 Estimated Assessed Value	\$ 443,357,923
Permanent Rate	<u>0.003017</u>
	1,337,611
Less uncollectible in year levied	<u>(93,633)</u>
General Fund Taxes to Balance Budget	<u>\$ 1,243,978</u>
 Debt Service	 \$ 355,798
Less uncollectible in year levied	<u>(24,906)</u>
Debt Service Taxes to Balance Budget	<u>\$ 330,892</u>
 Total Levies	 \$ 1,693,409
Estimated Taxes Not to be Received	<u>(118,539)</u>
Total Taxes to Balance Budget	<u>\$ 1,574,870</u>

The City of the Dalles, Oregon
Fiscal Year 1998-1999 Adopted Budget

Appendix B

<u>Department</u>	<u>Total</u>		<u>General Fund</u>		<u>Street Fund</u>		<u>Water Fund</u>		<u>W. Water Fund</u>	
	<u>Expenditures</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
City Council	144,791	93.4%	135,234.79	2.2%	3,185.40	2.2%	3,185.40	2.2%	3,185.40	
City Clerk	78,271	78.0%	61,051.38	4.6%	3,600.47	8.0%	6,261.68	9.0%	7,044.39	
City Manager	129,854	59.5%	77,263.13	3.0%	3,895.62	16.9%	21,945.33	20.6%	26,749.92	
City Attorney	220,750	76.7%	169,315.25	5.1%	11,258.25	7.1%	15,673.25	11.1%	24,503.25	
Finance	333,271	38.3%	127,642.79	2.3%	7,665.23	35.8%	119,311.02	23.4%	77,985.41	
Personnel	18,600	58.4%	10,862.40	18.0%	3,382.00	17.6%	3,301.60	6.2%	1,141.20	
Comm. Dev.	274,582	100.0%	274,582.00	0.0%	-	0.0%	-	0.0%	-	
Police	1,552,512	100.0%	1,552,512.00	0.0%	-	0.0%	-	0.0%	-	
Library	377,127	100.0%	377,127.00	0.0%	-	0.0%	-	0.0%	-	
City Hall	153,069	100.0%	153,069.00	0.0%	-	0.0%	-	0.0%	-	
Code Enforcement	25,745	100.0%	25,745.00	0.0%	-	0.0%	-	0.0%	-	
Sub total	3,308,572		2,964,405		32,987		169,678		140,610	
Right of Way Planner - 1/2 of personal services costs					8,033		8,034		8,033	
Watershed Patrol- 1/2 of personal services costs					-		26,337		-	
Total					41,020		204,050		148,643	

**City of The Dalles, Oregon
Budget Prep 1997-98
Interfund Transfers**

<u>Transferred From:</u>		<u>To:</u>						
General Fund	Street & Storm Sewer Fund	Capital Improvement Fund	Special Grants Fund	Special Assessments Fund	FAA Grant Improvement Fund	Water Fund	Waste Water Fund	Total Transfers In
	41,020		12,165	8,850	118,760	204,050	148,643	533,488
				5,350		41,973	34,281	81,604
	30,000					30,000	50,000	110,000
	30,000							30,000
12,411	3,677					5,286	1,609	22,983
			74,774					74,774
5,000								5,000
		5,306						5,306
				5,350		337,042		5,350
				5,350			630,000	337,042
								5,350
115,093								630,000
168,000								115,093
								168,000
300,504	104,697	5,306	86,939	24,900	118,760	618,351	864,533	2,123,990
Total Transfers Out:								

	Salary Range		1998-99	
	<u>Low</u>	<u>High</u>	<u>Salaries</u>	
Administration				
City Manager	\$ -	\$ -	\$ 66,000	
Administrative Secretary	1,810	2,382	16,783	1
			<u>82,783</u>	
City Clerk				
City Clerk	3,310	4,356	51,599	
Legal and Judicial				
City Attorney	-	-	57,511	
Legal Secretary	1,810	2,382	28,589	
Municipal Court Clerk	1,851	2,163	28,356	2
			<u>114,456</u>	
Finance				
Director	3,641	4,793	50,124	
Accountant	2,736	3,600	33,486	
Payroll-Accts Pay Specialist	1,851	2,163	25,166	
Utility Billing Clerk	1,663	1,928	23,136	
Cashier/Receptionist	1,497	1,776	21,312	
			<u>153,224</u>	
Community Development				
Director	3,641	4,793	57,511	
Senior Planner	2,921	3,845	41,436	
Associate Planner	2,606	3,146	31,972	
Administrative Secretary (1.25)	1,810	2,382	28,044	1
			<u>158,963</u>	
Police				
Chief	3,641	4,793	57,511	
Captain	3,310	4,356	50,928	
Sergeant (4)	2,736	3,600	169,548	
Officer (13)	2,382	2,827	470,022	3
Administrative Secretary	1,810	2,382	28,589	
Department Secretary	1,720	1,935	21,288	3
			<u>797,886</u>	
Library				
Director	3,310	4,356	52,270	
Library Clerk II	1,828	2,117	25,404	
Library Clerk (3)	1,593	1,848	66,528	
			<u>144,202</u>	
City Hall				
Maintenance Repair Technician	2,119	2,487	26,700	
Codes Enforcement				
Code Enforcement Officer			16,380	4

1- Position divided between City Manager and Community Development Departments of the General Fund, and the Airport Fund.

2- Includes \$200/month for Judge Pro-tem

3- Includes incentive/certification pay

4- 3/4 time position at \$10.50/hour

	Salary Range		1998-99 Salaries
	<u>Low</u>	<u>High</u>	
Public Works			
Director	\$ 3,641	\$ 4,793	\$ 57,511
Public Works Engineer	3,310	4,356	52,270
Engineer In Training	2,736	3,600	34,031
Utilities Supervisor	3,009	3,960	37,562
Transportation Supervisor	3,009	3,960	47,524
Regulatory Compl Supervisor	2,736	3,600	43,199
Administrative Assistant	1,810	2,382	28,589
Department Secretary (2)	1,663	1,928	45,094 1
Equipment Operator (8)	2,056	2,419	233,912 2
Water Quality Manager	2,921	3,845	47,524
Bio Lab Technician	2,160	2,526	32,808
Lead Certified Operator (2)	2,225	2,612	68,641 2
Certified Operator (16)	2,119	2,487	495,091 2
			<u>1,223,756</u>

1- One of the two positions indicated is a job share arrangement Fund, and the Airport Fund.

2- Includes incentive/certification pay

Detail of Salaries Allocated Across Funds:

	<u>Total Salary</u>	<u>General Fund</u>	<u>Street Fund</u>	<u>Water Fund</u>		<u>Waste Water Fund</u>	<u>Airport Fund</u>
				<u>Treatment</u>	<u>Distribution</u>		
<u>Public Works Staff</u>							
Public Works Director	57,511	-	19,170	9,585	9,585	19,171	-
Engineer I	52,270	-	17,423	8,712	8,712	17,423	-
Utilities Supervisor	37,562	-	-	-	18,781	18,781	-
Administrative Assistant	28,589	-	9,529	4,765	4,765	9,530	-
Regulatory Compl. Supv.	43,199	-	14,399	7,200	7,200	14,400	-
Department Secretary (2)	45,094	-	15,031	7,516	7,516	15,031	-
Maintenance Mechanic	29,028	-	9,676	-	9,676	9,676	-
Engineer in Training	<u>34,031</u>	<u>-</u>	<u>11,344</u>	<u>5,672</u>	<u>5,672</u>	<u>11,343</u>	<u>-</u>
Totals	327,284	-	96,572	43,450	71,907	115,355	-
<u>Other Staff</u>							
Community Dev. Director	57,511	40,258					17,253
Administrative Secretary	<u>22,377</u>	<u>20,699</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,678</u>
Totals	79,888	60,957	-	-	-	-	18,931

