



1996-97

CITY OF THE DALLES

ADOPTED

BUDGET

313 COURT STREET

THE DALLES, OREGON 97058

(541) 296-5481



COUNCIL

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Dee Hill
Robert Briggs
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BUDGET COMMITTEE

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John Lehman
Janiece Frickey

Mayor, David R. Beckley
City Manager, Margaret M. Renard

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City Attorney.....Gene Parker
Finance Director.....Rob Moody
City Clerk.....Julie Krueger
Community Development Director.....Dan Durow
Personnel Director.....Joanet Gray
Library Director.....Sheila Dooley
Police Chief.....Darrell Hill
Public Works Director.....Brian Stahl

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CITY of THE DALLES
313 COURT STREET
THE DALLES, OREGON 97058

(503) 296-5481

BUDGET MESSAGE

Fiscal Year 1996-97

To The Governing Body and Budget
Committee Members of the City of The Dalles:

With this Budget Message, the City of The Dalles 1996-97 Proposed Budget is presented for your consideration.

Organization of the Budget Document

This budget document is presented in such a manner that reflects the organization of the municipal corporation and its "fund" basis of accounting. The document starts with an overview summary of the entire budget document and then presents the various funds of the City. Most notable are:

- *The General Fund*, which includes most discretionary funds received by the City and provides for the traditional services of a city: Police, Library, Municipal Court and administrative services including Finance, Personnel, City Clerk and the City Manager and City Council;

The Public Works Funds:

- *The Street and Storm Sewer Fund*, which receives the State and local gas tax revenue and provides for street and storm maintenance and construction; the related Street and Bridge Replacement Fund, and Public Works Reserve Fund for planned equipment purchases supported by transfers from the Street Fund;
- *The Water Fund*, for which the primary source of funds are metered water rate revenue, and which provides for the treatment and delivery of water; and the related Water Department Capital Reserve Fund;
- *The Wastewater Treatment Fund*, for which the primary source of funds are the sewer rate charges, and which provides for the contracted operations of wastewater treatment and the collection infrastructure; and the related Sewer Special Reserve Fund.

Other Funds:

- The State Office Building Fund Special Revenue Fund and the Capital Project Fund for City Hall renovation, both of which are financed by the operating revenue from lease payments by the State;
- The Airport Fund, which accounts for the operations of the airport in Dallesport, Washington and is partially supported by a transfer from the General Fund.

Numerous other funds for various purposes follow the above major operational areas.

Proposed Financial Policies

Major financial policies for the ensuing year reflect the City Council's goals of cost containment, cooperation/consolidation with other governments and community clean up by enforcement of ordinances. Those guiding policies are as follows:

- The preparation of a two year budget;
- The 6% increase in the tax base is to be carefully considered in regards to need;
- Salary levels, cost of living increases and benefits review and evaluation;
- Inclusion of a Codes Enforcement Officer at less than full time;
- Efforts toward operational efficiency, especially where cooperation with other governments presents an opportunity;
- Address the need for dedicated staff time for airport operations;
- Address the effects of the opening of the Discovery Center.

Impacts of Financial Policies and Proposed Personnel Changes

This budget includes a two year outlook of city operations. The second year projections are based upon the assumptions of the proposed 1996-97 fiscal year - no added personnel in Public Works, no new revenue streams and diminishing beginning working capital in various funds. These projections can change with changes in policies. New revenue streams, new or deleted programs or service levels, grants not envisioned, unexpected changes in revenue can affect the projections during the course of next year. The second year budget is offered as a view of things to come given our current course, and city staff has not prepared the in-depth level of detail for the second year as it has for the 1996-97 fiscal year. The 1997-98 budget estimate is not part of the legal budget document as Local Budget Law of the State of Oregon directs ensuing fiscal year budgeting.

In this proposed document, the 6% increase to the tax base levy supporting the General Fund has been foregone. It is anticipated that the City Council wishes to consider reducing the cost of city government to the taxpayers and to demonstrate its commitment to contain costs. It further sets an example to other governments that the city is serious in its attempt to limit property taxes and that an allowable increase in property taxes should be carefully weighed with the taxpayers interests in mind. This Budget Committee should consider the impacts of these property taxes foregone upon the current financial health of the city, the future ability to provide services and the opportunities foregone with that 6%. (6% of the tax base is \$85,985. After delinquencies not expected to be collected in the year the tax is levied, \$74,549 would be available for other needed purposes or to contribute to the financial health of the fund.)

The City, in its attempt to address cost containment, has reviewed the salaries of the exempt group of employees. Without a decision at this time from the City Council in regards to this salary survey or cost of living increases, if any, salaries have been set at current year levels, except for merit/step increases. Cost of living increases intended to match overall salary increases with the rate of inflation and keep the salary schedule of The Dalles comparable to market have not been included. Increases according to the OPEU - Police labor contract have been included. Labor negotiations are in progress for the OPEU - general employees group (primarily Public Works, Finance Department and Library employees). Therefore, no changes in salaries or benefits have been budgeted for these employees. City-wide benefits are budgeted at current year *program* levels; a five per cent increase in medical/dental/vision insurance was budgeted in response to notice from the EBS Trust. Other benefits are budgeted at current year premium amounts. It should also be noted that the Police Sergeant positions should be considered for incentive pay similar to that of the union at the request of the department, in spite of the fact that the salary survey found their positions to be comparable to market.

This proposed budget includes personnel changes intended to lead the way to efficiencies and cost containment and to address the goals of City Council. Those changes are as follows:

A thirty hour per week Code Enforcement Officer is added to address clean up of properties and offer assistance to the Police Department and downtown merchants in enforcing the Downtown Parking District Ordinance on a very part time, lesser cost basis than a police officer salary.

Personnel Administration is proposed to be partially merged with Wasco County personnel services, partially decentralized, and use made of contractual services for human resources consultation and labor contract interpretation and grievances. The Personnel Department is budgeted in 1996-97 at \$15,116, which is a reduction of \$48,786 from the 1995-96 budget of \$63,902. In their April 6, 1996 work session, the City Council discussed this approach and another, possibly preferred approach.

Moving the Accounts Payable function to another position in the Finance Department is proposed. This would free up the Municipal Court/Accounts Payable Clerk position of the burdensome amount of overtime and add some available time to the Legal Department for support services requiring more staff time. Tied to this proposal is the request from the Finance Department, and recommendation by the City Manager, for an accountant position; this position's duties and the rearrangement of accounting duties among personnel are offered to better address the service demands on the department and improve efficiency.

Another change in personnel is proposed by the addition of a part time Airport Manager. There has been discussion at the governing body level during 1995-96 regarding the time demands on the Community Development Department for airport management. Further discussion has revolved around the economic development potential of the airport. The City Council in work session expressed its support for consideration of a part time Airport Manager.

A requested position that has not been included in this budget is a maintenance person for the buildings and grounds the City owns, including the State Office Building, Library and City Hall. The City, through these deliberations of this Budget Committee, will seriously consider the demolition of the Stadlerman building. With increasing demands for attention to these building issues, the part time efforts out of the Public Works Department is a strain on the work load demands. A separate, full time building maintenance person could better address the building needs and release a Public Works employee's time to stay with the routine duties demanded by streets or utilities work.

The opening of the Discovery Center next year presents opportunities to the economic interests of The Dalles and challenges to the city services. Small beautification projects with costs and maintenance shared with civic groups is envisioned in this budget. Traffic and signage financial impacts are limited to the available resources of the Street Fund and Public Works labor force. Similarly, the Police Department has not proposed any additional personnel, but request increased overtime. Effectively, the benefit from the additional of two and a half added officers in 1995-96 becomes available in the 1996-97 fiscal year as the officers become fully trained, effective additions to the police force.

Significant Changes in Revenues and Expenditures

Revenues

Salient changes in General Fund resources are addressed in this document preceding the General Fund, and in the above discussion of the foregone increase in the tax base levy.

There have been no financial policy decisions that affect significant *change* to the revenues of the Public Works Funds. Although metered water rates became effective March 1996, the commitment was made to the citizens that the change from flat rate charges would be revenue neutral overall to the City.

With the Public Works Department progress in street improvements during the 1995-96 construction season, the beginning working capital of the Street Fund has decreased. Beginning Working Capital is a significant source of resources to the fund; the decrease reflects the lack of funding to support the level of demand for street construction and maintenance. With the desire of the Oregon Department of Transportation for the City to follow through on its resolution to take over Highway 30 (Brewery Grade intersection east to the intersection accessing Highway 197) the demands on the Street Fund are seriously increasing. Consideration must be given to the funding level for the street and stormwater in the upcoming year, including any involvement in the legislative processes to address State gas tax funding and the possibility of a stormwater utility fee.

Expenditures

There has been a significant increase in the capital outlay and building maintenance accounts for the Library in the General Fund. \$23,000 is proposed in the "Buildings" account (Capital Outlay) to change the heating system of the building from electric to natural gas. An additional \$10,700 is budgeted within the "Buildings and Grounds" maintenance account to pay for changing the florescent lighting and installing electric ballasts. Both of these measures are proposed to address the sharp increase in electrical charges for heating and lighting.

Included in the City Hall budget are proposed expenditures to address the City owned building needs. Most notable is the \$40,000 for the demolition of the Stadlerman Building; \$7,750 for building improvements to the Carnegie Library, including roof repair and chemical treatment of the boiler system and other maintenance; and an allowance of \$7,750 for actual labor time spent on buildings by the Public Works Department.

In all of the Public Works operating funds, "Other Miscellaneous Revenue" is budgeted to recognize the hoped for reimbursement from the Federal Emergency Management Agency (FEMA) for flood damage repair. These monies are then budgeted to be transferred to the appropriate "reserve" fund where the reconstruction repairs will be charged and are added to the annual transfer from the operating fund for future infrastructure needs.

A synopsis of those anticipated FEMA reimbursements, the amounts and the funds to which those funds are transferred are as follows:

<u>Receiving Fund</u>	<u>Estimated Amount</u>	<u>Transferred to:</u>
Street/Storm Water Fund	\$212,768	Street and Bridge Replacement Fund
Water Fund - Distribution	\$284,190	Water Capital Reserve Fund
Wastewater Fund - Collection	\$379,888	Sewer Special Reserve Fund
	\$876,846	

The Water Treatment Department of the Water Utility Fund has \$96,000 budgeted for "Improvements Other Than Buildings", to include an \$85,000 Supervisory Control and Data Acquisition (SCADA) system for the treatment plant as a major and increasingly necessary upgrade to the plant's 15 year old technology. This system would provide telemetry control and monitoring of the filters, raw and finished water flows, chemical residuals and composition. Additionally, an automatic alarm system would sound anytime the parameters of processing were not met.

I would like to thank the department managers and city staff who worked diligently on the preparation of this budget document in the face of the flood of '96, FEMA regulatory compliance and new computer programming.

This budget document is offered as a proposal to the Budget Committee to assist them in their role of addressing service levels, financial policies and expenditure limitations for the City of The Dalles for the fiscal year 1996-97. The staff and I stand ready to assist you in your service to this community.

Respectfully Submitted,


Margaret M. Renard
City Manager/Budget Officer

April 12, 1996

CITY OF THE DALLES
1996 CITY COUNCIL GOALS
(Revised April 6, 1996)

<u>Time Frame</u>	<u>GOAL</u>	<u>Responsible</u>
	GOAL 1. BUDGET GUIDELINES	
2 mo.	A. Review Effect of Discovery Center Opening on City Services	Manager
on going	B. Five Year Infrastructure CIP	Manager
	GOAL 2. WATER/SEWER INFRASTRUCTURE	
3 mo.	A. Aggressive Acquisition of Site for Wastewater Treatment Plant	Manager
6 mo.	B. Implementation Plan	Manager
	1. Public Relations/Information/River Accessibility	
	2. Savings/Cost Control	
	3. Existing Plant Renovation	
	4. Beautification	

<u>Time Frame</u>	<u>GOAL</u>	<u>Responsible</u>
	GOAL 3. ADDRESS CO-LOCATION/CONSOLIDATION/ COORDINATION ISSUES	
	A. Planning Department/Public Works co-location (resolve site issues/funding/marketing parcel)	Manager
1 mo.	1. Evaluation of Property 2. Marketing Proposal (County/City)	
9 mo.	B. Police Building	Manager/ Staff
9 mo.	C. Regional jail	Manager/ Mayor
3 mo.	D. Port/City arrangement for Granaries (Report) Manager/ Mayor	Manager/ Mayor
1 mo.	E. Riverfront Trail Maintenance Agreement	Manager
	GOAL 4. COST CONTAINMENT	
3 mo.	A. Personnel Wage Restructure/Benefits Review/Action	Manager/ Personnel
on going	B. Asset Administration	Manager/ Attorney
	1. Rent of City property 2. Klindt's Annex 3. Stadelman Building 4. City Property Inventory	
2 mo.	C. Labor Negotiations	Negotiate
3 mo.	D. Set Policies for Insurance Coverage	Agent of Record

Responsible

GOAL

Time Frame

**GOAL 5. COMMUNITY BEAUTIFICATION
& MAINTENANCE**

3 mo.	A.	Review, revise, implement new ordinances (progressive dog control nuisance ordinance)	Attorney
1/4ly reports	B.	Collect and Review Suggestions from Community Organizations Regarding City Beautification Projects	Manager

GOAL 6. COUNCIL/STAFF COMMUNICATION

on going	A.	Improve thoroughness and timeliness of City Council information	Manager
1 mo.	B.	Grants/Franchises Update	Attorney
1 mo.	C.	Council Budget Updates	Manager
on going	D.	Council Reference Book	Clerk

GOAL 7. MISCELLANEOUS ISSUES

1/4ly or as needed	A.	Public Information to Media	Manager
6 mo.	B.	Truck routes-permit required off route	Attorney
1 mo.	C.	Transportation/Streets Plan	P. Works
Oct/Nov.	D.	Exit Audit	Finance

Responsible

GOAL

Time Frame

GOAL 7. CONTINUED

3 mo.	E.	City Hall Renovation	Manager/ Attorney
	1.	Coordinate with Wasco Rural Fire District for Relocation	
3 mo.	F.	Identify Public Heritage Trees	Attorney
on-going	G.	Quality Customer Service	All staff
1 yr.	H.	Water Rate Review	Manager

*City of The Dalles
1996-97 Budget
Overview Summary of All Funds*

	General Fund	Public Works	Airport Services	Capital Imprvmts	Special Revenue	Debt Service	1996-97 Budget	1995-96 Budget
Beginning Balance	1,260,116	3,398,782	2,387	773,904	226,865	37,270	5,699,324	6,411,160
Revenues	2,670,583	5,736,576	15,510	459,522	732,091	428,911	10,043,193	9,555,486
Other Financing Sources	432,330	1,837,628	109,422	750,000	108,046	-	3,237,426	1,731,857
Total Resources	4,363,029	10,972,986	127,319	1,983,426	1,067,002	466,181	18,979,943	17,698,503
City Council	190,073						190,073	194,086
City Clerk	67,162						67,162	61,235
City Manager	125,381						125,381	111,829
Legal/Judicial	208,302						208,302	158,154
Finance	300,137						300,137	417,540
Personnel	70,738						70,738	63,902
Community Development	231,020						231,020	214,835
Police	1,440,347						1,440,347	1,314,082
Fire	-						-	1,639
Ambulance	-						-	2,257
Library	366,833						366,833	330,668
City Hall	213,165						213,165	210,915
Codes Enforcement	22,843						22,843	-
Streets		1,538,212					1,538,212	1,394,592
Water Utility Services		3,172,648					3,172,648	3,341,838
W. Water Utility Services		3,622,877					3,622,877	3,266,439
Airport Services			125,740				125,740	77,463
Capital Projects				23,750			23,750	704,265
Special Assessments				1,541,897			1,541,897	999,864
Grants					735,965		735,965	847,871
State Office Building					155,535		155,535	147,362
Parks and Recreation					11,295		11,295	8,902
Other Special Uses					123,121		123,121	327,602
Debt Service						398,493	398,493	384,448
Total Expenditures	3,236,001	8,333,737	125,740	1,565,647	1,025,916	398,493	14,687,113	14,581,788
Transfers Out	360,445	2,135,395		23,750	41,086	-	2,560,676	1,649,113
Contingency	766,583	503,854	1,579	394,029	-	-	1,666,045	1,435,445
Unappropriated Ending Balance	-	-	-	-	-	67,688	67,688	32,157
Total Other Uses	1,127,028	2,639,249	1,579	417,779	41,086	67,688	4,294,409	3,116,715
Total Expends and Other Uses	4,363,029	10,972,986	127,319	1,983,426	1,067,002	466,181	18,979,943	17,698,503
Fund Balance	-	-	-	-	-	-	-	-

GENERAL FUND OVERVIEW SUMMARY

Commentary

The following page provides a five year overview of the General Fund's resources and expenditures. This summary form 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 in time, it can be seen that the Beginning Balance increases steadily through the 1996-97 Proposed Budget, and then declines dramatically for the estimated 1997-98 amount. The declines projected for the next two years are a result of fairly stable, then declining revenues and steadily increasing expenditures. The changes in revenues are discussed in the next commentary section on General Fund Resources. Most notable impacts are the tax base increase foregone and decreasing intergovernmental revenues. The departmental expenditures contributing to increasing costs to the General Fund amount overall to a 2.1% and 2.6% increase in 1996-97 (over budgeted 1995-96) and 1997-98 (over 1996-97) respectively.

Transfers in to the General Fund (included in "Other Sources" of the revenues section) are money 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 decline in the current year and the next two years are generally due to a reduction in expenditure levels in the General Fund departments, and a reevaluation of the allocation methods for the transfers themselves. The detail of those transfers into the General Fund is found in the following section detailing revenues 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.

ACCOUNT DESCRIPTION	1993-94	1994-95	1995-96	1996-97		1996-97	1996-97	ESTIMATED
	ACTUALS	ACTUALS	BUDGET	PROPOSED	APPROVED	ADOPTED	BUDGET	1997-98
Beginning Balance	760,268	833,761	1,250,938	1,235,116	1,235,116	1,260,116		767,039
Revenues	3,425,446	3,807,728	2,487,552	2,593,534	2,670,583	2,670,583		2,471,664
Other Sources	612,591	580,247	428,042	405,624	402,330	432,330		370,444
Total Resources	4,798,305	5,221,736	4,166,532	4,234,274	4,308,029	4,363,029		3,609,147
City Council	90,503	75,399	194,086	218,964	190,073	190,073	210,128	
City Clerk	57,475	59,097	61,235	64,473	64,473	67,162	66,757	
City Manager	145,919	124,573	111,829	110,540	110,540	125,381	111,700	
Legal & Judicial	139,212	130,010	158,154	192,438	202,138	208,302	194,463	
Finance	383,930	352,065	417,540	337,266	292,947	300,137	309,942	
Personnel	58,429	61,893	63,902	15,116	67,782	70,738	15,465	
Community Development	215,344	231,523	214,835	220,793	225,643	231,020	230,058	
Police	1,114,232	1,151,793	1,314,082	1,342,899	1,426,273	1,440,347	1,502,745	
Fire	733,327	696,350	1,639	-	-	-	-	
Ambulance	304,362	405,890	2,257	-	-	-	-	
Library	323,323	269,124	330,668	367,569	357,618	366,833	372,660	
City Hall	97,200	139,120	210,915	209,765	213,165	213,165	143,170	
Code Enforcement	57,850	74,731	-	22,843	22,843	22,843	26,210	
Total Expenditures	3,721,106	3,771,568	3,081,142	3,102,666	3,173,495	3,236,001	3,183,298	
Transfers Out	243,445	187,078	309,315	314,722	408,246	360,445	248,079	
Contingency	-	-	776,075	816,886	726,288	766,583	177,770	
Unappropriated Ending Balance	-	-	-	-	-	-	-	
Total Other Uses	243,445	187,078	1,085,390	1,131,608	1,134,534	1,127,028	425,849	
Total Expenditures and Other Uses	3,964,551	3,958,646	4,166,532	4,234,274	4,308,029	4,363,029	3,609,147	
FUND TOTAL	833,754	1,263,090	-	-	-	-	-	

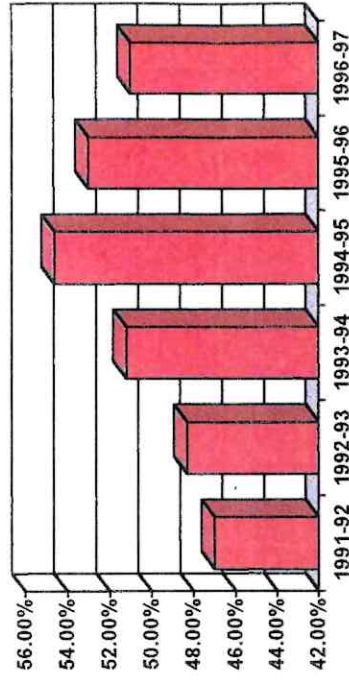
GENERAL FUND RESOURCES

Commentary

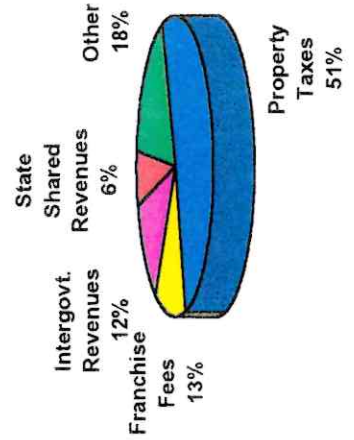
General Fund resources consist of beginning working capital, revenues and other financing sources. The 1996-97 estimated beginning working capital totals nearly \$1.3 million. This estimate reflects the sound financial dealings of the City, and continues a trend of rebuilding the General Fund to a position of financial health interrupted with the passage of Ballot Measure 5 in 1990.

Revenues budgeted for the 1996-97 fiscal year in the General Fund consist primarily of property taxes, which account for 54% of revenues, or 33% of total resources (which includes beginning working capital and transfers from other funds). State statute allows the City to increase its tax base levy over the prior year by a maximum of 6% without voter approval. Such an increase is included in this adopted budget. 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 heavily 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. Franchise fees paid to the City's General Fund by the City owned water and waste water utilities were seriously considered, but were not included in this

Property Taxes as Percent of Total Revenues



General Fund Revenue Distribution

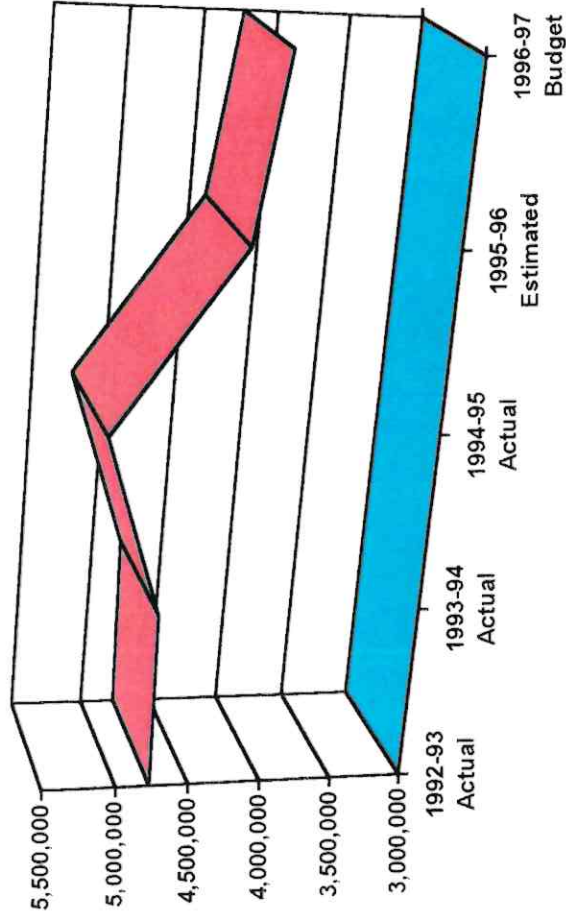


budget. These fees, if instigated, would mirror those paid by other local utilities for the use of City streets and rights of way. Several Oregon cities have similar agreements between their utilities and General Funds, including Hillsboro, Tillamook and Tigard. The City's intergovernmental agreement with Northern Wasco County P.U.D. has averaged \$176,000 over the past several years. The City has been put on notice that the P.U.D. may not renew the agreement which expires in April of 1997. Should this agreement not be renewed, the loss of this revenue will have a significant impact on the General Fund. The revenues from the P.U.D. agreement budgeted for 1996-97 total \$135,000, which anticipates non-renewal of the agreement as of April of 1997. Operating transfers to the General Fund from Public Works are again budgeted in the 1996-97 fiscal year for anticipated 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 Manager and City Clerk.

Total resources to the General Fund over the last several years have declined, as indicated in the graphic at right. Since peaking in 1994-95, the City has seen a steady decrease in resources. This decrease is a combination of declining beginning working capital, revenues, and realignment of administrative transfers to the General Fund. The adopted budget for the 1996-97 fiscal year indicates a stabilizing of this trend, showing a decrease of only \$28,737 in total resources from the 1995-96 estimates.

Trends in Total Resources to the General Fund



ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND- RESOURCES								
300.00	BEGINNING BALANCE	760,268	833,761	1,250,938	1,235,116	1,235,116	1,260,116	767,039
311.10	PROPERTY TAXES-CURRENT	1,431,193	1,919,943	1,160,956	1,242,486	1,317,035	1,317,035	1,263,481
311.15	PROPERTY TAXES-PRIOR YEAR	212,227	370,614	160,000	135,235	135,235	135,235	135,000
311.18	LAND SALES-FORECLOSURE	3,242	-	1,500	-	-	-	-
311.19	UNSEGREGATED TAX INTEREST	926	1,203	600	750	750	750	750
*	PROPERTY TAXES	1,647,588	2,291,760	1,323,056	1,378,471	1,453,020	1,453,020	1,399,231
318.10	UNITED TELEPHONE	83,132	87,324	85,000	95,000	95,000	95,000	95,000
318.20	NORTHWEST NATURAL GAS	46,630	46,312	40,000	45,000	45,000	45,000	45,000
318.30	CABLE TELEVISION	59,258	62,561	60,000	65,000	65,000	65,000	65,000
318.40	THE DALLES DISPOSAL	30,457	34,162	30,000	35,000	35,000	35,000	35,000
*	FRANCHISE FEES	219,477	230,359	215,000	240,000	240,000	240,000	240,000
319.10	TRANSIENT ROOM TAXES	278,517	216,871	230,000	240,000	240,000	240,000	240,000
*	OTHER TAXES	278,517	216,871	230,000	240,000	240,000	240,000	240,000
320.10	LOCAL LIQUOR LICENSES	2,140	1,795	2,000	2,000	2,000	2,000	2,000
320.20	BUILDING PERMITS	-	-	-	-	-	-	-
320.30	SIGN PERMITS	3,705	3,391	2,500	2,500	2,500	2,500	2,500
320.90	OTHER LICENSES/PERMITS	1,913	2,794	1,000	2,000	2,000	2,000	2,000
*	LOCAL REVENUES	7,758	7,980	5,500	6,500	6,500	6,500	6,500
334.10	STATE REVENUE SHARING	55,910	59,292	57,000	55,700	55,700	55,700	54,220
334.20	STATE FOR LIBRARY	4,196	3,915	4,200	4,000	4,000	4,000	4,000
334.50	STATE SHARE-CRIME ASSIST	769	779	1,000	750	750	750	750
334.90	STATE GRANTS, OTHER	4,125	-	-	-	-	-	-
335.60	STATE CIGARETTE TAX	33,777	33,263	31,000	30,000	30,000	30,000	30,000
335.70	STATE LIQUOR TAXES	85,020	75,628	85,000	79,650	79,650	79,650	77,533
335.90	SHARED REVENUES, OTHER	-	-	-	-	-	-	-
337.10	URBAN RENEWAL SERVICES	2,222	7,394	4,500	4,500	9,000	9,000	9,000

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
337.20	COUNTY SHARE OF LIBRARY	156,125	107,283	152,961	185,723	185,723	185,723	186,330
337.60	PUD INTERGOVT AGREEMENT	178,593	187,113	180,000	135,000	135,000	135,000	-
337.70	WRFPD SHARE- 911	-	-	-	-	-	-	-
337.80	WASCO COUNTY 911	-	-	-	-	-	-	-
337.90	LOCAL GOVT REVENUES-OTHER	-	-	-	-	-	-	-
*	INTERGOVERNMENTAL REVENUES	520,737	474,667	515,661	495,323	499,823	499,823	361,833
341.60	TOWING SERVICES FEES	2,489	2,806	3,000	2,500	500	500	2,500
341.80	COPIES, PLANS, ORD'S ETC.	1,425	1,292	1,000	1,000	1,000	1,000	1,000
341.90	MISC. SALES AND SERVICES	13,164	7,941	7,500	4,000	4,000	4,000	4,000
*	CHARGES FOR SERVICES	17,078	12,039	11,500	7,500	5,500	5,500	7,500
343.01	ZONE CHANGES	1,520	-	1,000	750	750	750	750
343.02	C.U.P.	630	2,030	945	700	700	700	700
343.03	VARIANCES	2,385	1,500	1,060	900	900	900	900
343.04	MINOR PARTITION	1,890	2,200	1,650	1,200	1,200	1,200	1,200
343.05	MAJOR PARTITION	-	-	-	-	-	-	-
343.06	SUBDIVISION	385	1,400	-	800	800	800	800
343.07	SITE PLAN	4,390	3,640	3,500	3,500	3,500	3,500	3,500
343.08	COMP PLAN AMENDMENTS	1,400	-	-	650	650	650	650
343.09	PLAN UNIT DEVELOPMENT	770	400	-	-	-	-	-
343.10	PLANNING APPEALS	315	-	-	300	300	300	300
343.11	VACATIONS	430	300	100	300	300	300	300
*	PLANNING FEES	14,115	11,470	8,255	9,100	9,100	9,100	9,100
346.00	AMBULANCE REVENUES	328,584	364,628	-	-	-	-	-
*	AMBULANCE REVENUES	328,584	364,628	-	-	-	-	-
351.10	COURT FINES/FORFEITURES	97,881	101,844	100,000	115,000	115,000	115,000	118,000
351.20	REIMBURSEMENT-CAAL FEES	2,938	-	3,000	-	-	-	-
351.50	LIBRARY FINES	3,592	4,515	3,000	3,000	3,000	3,000	3,000
352.10	DRUG FORFEITURES	-	1,226	12,500	2,500	2,500	2,500	2,500
352.20	RETIREMENT FORFEITURES	62,711	-	-	-	-	-	-
*	FINES AND FORFEITURES	167,122	107,585	118,500	120,500	120,500	120,500	123,500

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97		1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
					PROPOSED BUDGET	APPROVED BUDGET			
361.00	INTEREST REVENUES	26,803	54,252	20,000	50,000	50,000	50,000	50,000	50,000
*	INTEREST REVENUES	26,803	54,252	20,000	50,000	50,000	50,000	50,000	50,000
363.50	PROPERTY RENTALS	16,012	17,939	16,500	28,640	28,640	28,640	25,000	25,000
365.00	GIFTS AND DONATIONS	750	625	1,200	500	500	500	500	500
366.00	MCMC AMBULANCE MATCH	-	-	13,700	-	-	-	-	-
368.00	TIMBER RECEIPTS	175,947	-	-	-	-	-	-	-
369.00	OTHER MISC. REVENUES	4,958	17,553	8,680	17,000	17,000	17,000	8,500	8,500
*	MISCELLANEOUS REVENUES	197,667	36,117	40,080	46,140	46,140	46,140	34,000	34,000
**	TOTAL REVENUES	3,425,446	3,807,728	2,487,552	2,593,534	2,670,583	2,670,583	2,471,664	2,471,664
391.05	STREET/STORM SEWER FUND	98,286	107,532	75,698	42,618	46,835	46,835	42,410	42,410
391.36	SPECIAL ASSMT FUND	20,300	20,300	20,300	23,750	23,750	23,750	15,000	15,000
391.51	WATER UTILITY FUND	250,062	251,014	211,824	193,977	186,993	186,993	184,857	184,857
391.55	WASTEWATER UTILITY FUND	150,346	153,219	116,353	104,193	103,666	103,666	100,295	100,295
391.90	OTHER	91,578	46,152	867	41,086	41,086	41,086	27,882	27,882
*	OPERATING TRANSFERS IN	610,572	578,217	425,042	405,624	402,330	402,330	370,444	370,444
392.00	SALE OF FIXED ASSETS	2,019	2,030	3,000	-	-	30,000	-	-
*	OTHER FINANCING SOURCES	2,019	2,030	3,000	-	-	30,000	-	-
**	TOTAL OTHER FINANCING SOURCES	612,591	580,247	428,042	405,624	402,330	432,330	370,444	370,444
**	TOTAL RESOURCES	4,798,305	5,221,736	4,166,532	4,234,274	4,308,029	4,363,029	3,609,147	3,609,147

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CITY COUNCIL

Mission Statement

Making Decisions in The Dalles for a Better City and a Better Future.

Commentary

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 and establish policies and laws. Specific voter approved powers for the Council are contained in the City Charter while the Council's own administrative and operational policies are adopted by ordinance or resolution.

The City Council has the responsibility of establishing policy to govern the affairs of the City, appoint the City Manager, adopt the annual budget and perform all other actions necessary to guide the government as representatives of the citizens of The Dalles.

Elected for two year terms by the entire electorate of the City are the Mayor, who does not vote except to break a tie, and the Councilor at Large.

Four Councilors are nominated by District and elected by the entire electorate of the City, as prescribed in the City Charter, for four year terms.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
CITY COUNCIL								
29-00 *	OTHER EMPLOYEE BENEFITS	-	-	19,106	37,117	24,881	24,881	26,501
	BENEFITS	-	-	19,106	37,117	24,881	24,881	26,501
31-10	CONTRACTUAL SERVICES	56,920	44,974	137,000	95,000	78,345	78,345	95,000 ¹
31-60	LABOR NEGOTIATIONS	6,139	2,545	6,000	8,000	8,000	8,000	8,000
32-10	AUDITING SERVICES	14,000	14,000	16,500	18,000	18,000	18,000	19,000
34-50	SPECIAL STUDIES & REPORTS	-	-	-	-	-	-	-
39-00 *	OTHER CONTRACTUAL SVCS	-	-	-	45,000	45,000	45,000	45,000
	CONTRACTUAL SERVICES	77,059	61,519	159,500	166,000	149,345	149,345	167,000
53-20	POSTAGE	83	74	100	100	100	100	100
53-40 *	LEGAL NOTICES	-	-	-	-	-	-	-
	COMMUNICATIONS	83	74	100	100	100	100	100
58-10	TRAVEL, FOOD & LODGING	1,275	552	1,250	1,250	1,250	1,250	1,350
58-50	TRAINING AND CONFERENCES	675	1,145	1,500	1,500	1,500	1,500	1,500
58-60	WORKSHOPS	892	105	500	500	500	500	500
58-70 *	MEMBERSHIPS/DUES/SUBSCRIPTIONS	10,061	10,296	10,980	11,597	11,597	11,597	12,177
	TRAINING AND TRAVEL	12,903	12,098	14,230	14,847	14,847	14,847	15,527
60-10	OFFICE SUPPLIES	132	641	400	400	400	400	500
64-10 *	BOOKS AND PERIODICALS	-	-	-	-	-	-	-
	SUPPLIES	132	641	400	400	400	400	500
69-50	MISCELLANEOUS EXPENSES	326	1,067	750	500	500	500	500
*	MISCELLANEOUS EXPENSES	326	1,067	750	500	500	500	500
**	CITY COUNCIL	90,503	75,399	194,086	218,964	190,073	190,073	210,128

¹ Decreased contribution to animal control for 1996-97 based on carry over of excess funds within that department. Carry over not assumed to reoccur in 1997-98.

CITY CLERK

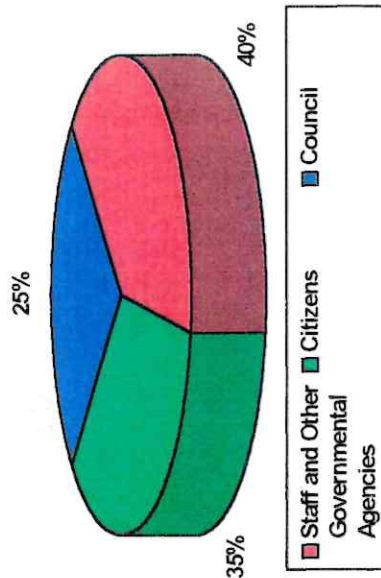
Mission Statement

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.

Commentary

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 and other local governing bodies, the City Manager and city departments without exception.

Administrative Support To:



applicable to the duties required of the position.

Additional duties have been placed on the City Clerk including supervision of the City Manager's department secretary, and serving as a management analyst to the City Manager. In addition, the City Clerk now administers small projects management and has been writing

Some aspects of administrative services performed by this department include: Clerk of the City Council; Records Manager; Elections Officer; Analyst to the City Manager; Codes Compliance; 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.

Accomplishments During 1995-96

Major accomplishments for the 1995-96 include the City Clerk being appointed Region VI Director of the Oregon Association of Municipal Recorders. This is a two year term with the position serving Hood River, Wasco, Sherman, Jefferson, Crook, and Deschutes Counties.

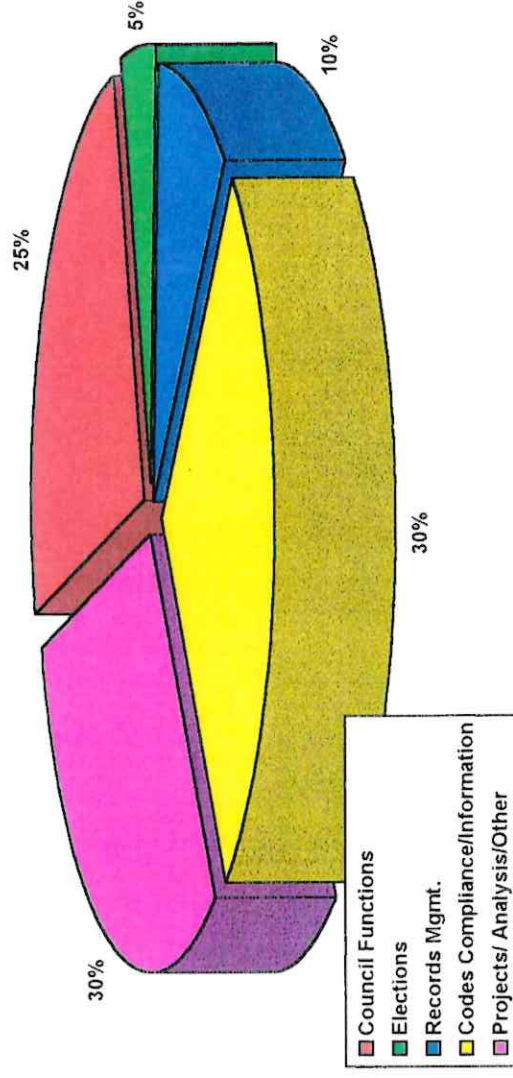
Continuing professional education received during the year included numerous seminars

Requests for Proposal documents. These duties have been taken on in addition to all other departmental duties, primarily serving as Clerk to the Council, records officer for the city, city elections officer, information officer, and codes compliance duties.

Goals for 1996-97

The City Clerk's department intends to proceed with implementation of a records management program; establish a city records retention facility; develop an educational program through the school districts to have a "Youth City Council", and develop a training program for newly elected City Councilors, including a document of the recent business, plans and direction of the City. The City Clerk has also set goals to become the President of the OAMR in approximately four years, become a registered parliamentarian, and to continue training and education towards achieving entrance into the International Institute of Municipal Clerks Advanced Academy of Education (AAE). This is a step beyond the current level of "Certified Municipal Clerk" status already received. There are three levels of the AAE designation.

Type of Support Services:



ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97		1996-97		ESTIMATED 1997-98
					PROPOSED BUDGET	APPROVED BUDGET	ADOPTED BUDGET		
GENERAL FUND									
CITY CLERK									
11-00	REGULAR SALARIES	37,773	40,073	43,090	44,817	44,817	44,817	46,610	
*	SALARIES AND WAGES	37,773	40,073	43,090	44,817	44,817	44,817	46,610	
21-10	MEDICAL INSURANCE	4,870	5,042	5,042	5,055	5,055	5,055	5,257	
21-20	L-T DISABILITY INSURANCE	283	301	444	240	240	240	250	
21-30	LIFE INSURANCE	43	40	72	43	43	43	43	
21-40	WORKERS COMP INSURANCE	136	122	180	178	178	178	185	
22-00	FICA	2,890	3,066	3,296	3,429	3,429	3,429	3,566	
23-00	RETIREMENT CONTRIBUTIONS	5,099	5,410	3,231	3,361	3,361	6,050	3,496	
*	BENEFITS	13,321	13,981	12,265	12,306	12,306	14,995	12,797	
36-00	ELECTIONS COSTS	2,401	1,368	2,000	2,500	2,500	2,500	2,500	
39-00	OTHER CONTRACTUAL SVCS	-	-	-	-	-	-	-	
*	CONTRACTUAL SERVICES	2,401	1,368	2,000	2,500	2,500	2,500	2,500	
43-40	OFFICE EQUIPMENT	390	300	400	400	400	400	400	
43-51	GAS/OIL/DIESEL/LUBRICANTS	28	-	150	100	100	100	100	
*	REPAIRS AND MAINTENANCE	418	300	550	500	500	500	500	
53-20	POSTAGE	395	240	500	500	500	500	500	
53-30	TELEPHONE	311	455	500	700	700	700	700	
53-40	LEGAL NOTICES	161	63	200	250	250	250	250	
*	COMMUNICATIONS	867	758	1,200	1,450	1,450	1,450	1,450	
58-10	TRAVEL, FOOD & LODGING	650	545	500	750	750	750	750	
58-50	TRAINING AND CONFERENCES	359	314	500	450	450	450	450	
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	213	316	230	300	300	300	300	
*	TRAINING AND TRAVEL	1,222	1,175	1,230	1,500	1,500	1,500	1,500	

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
60-10	OFFICE SUPPLIES	643	779	700	600	600	600	600
64-10	BOOKS AND PERIODICALS	15	40	100	100	100	100	100
64-80	COMPUTER SOFTWARE	-	-	-	300	300	300	300
*	SUPPLIES	658	819	800	1,000	1,000	1,000	1,000
69-50	MISCELLANEOUS EXPENSES	-	153	100	100	100	100	100
*	MISCELLANEOUS EXPENSES	-	153	100	100	100	100	100
74-30	FURNITURE AND FIXTURES	-	-	-	300	300	300	300
74-40	OFFICE EQUIPMENT	815	470	-	-	-	-	-
*	CAPITAL OUTLAY	815	470	-	300	300	300	300
**	CITY CLERK	57,475	59,097	61,235	64,473	64,473	67,162	66,757

CITY MANAGER

Mission Statement

To create a reality of the City Council's hopes and dreams by implementing their defined goals; to administer the local government ethically, professionally, responsively, efficiently and effectively and to cultivate those attributes throughout the organization, and to facilitate the deliberative democratic processes in support of good decision making to the benefit of the City of The Dalles.

Commentary

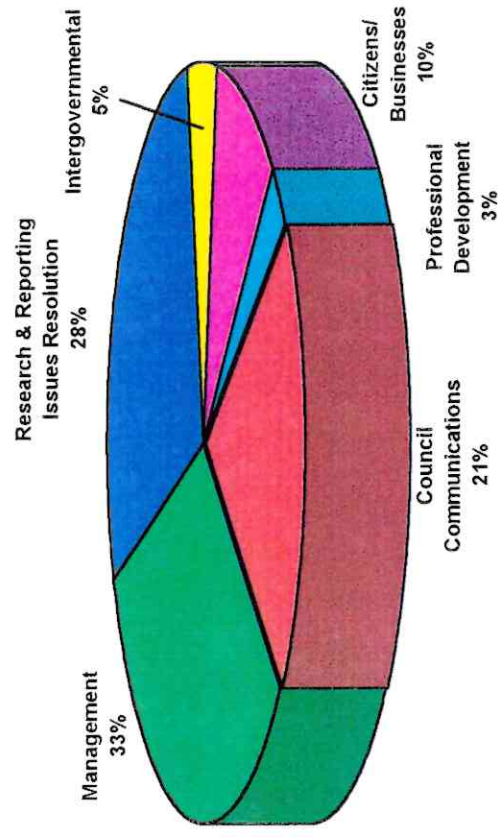
The City Manager's position plays a unique role in assisting the democratic processes of our representative local government. Guided by the vision and goals of the City Council, it is the City Manager's job to accomplish the direction set out by the Council. Oftentimes, this is performed by facilitating 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 good 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.

Accomplishments During 1995-96

- Effected the transfer of the tourism promotion program to the Chamber of Commerce.
- Modified City Hall to accommodate City Council and other public meetings.
- Conducted a public process and implemented resulting metered water rates.
- Directed the production of a two year budget.
- Facilitated the Council's salary review process of the exempt employees.

Distribution of Resources



Projects Deferred During 1995-96

- Initiated discussion with Wasco County regarding co-location of Planning and Public Works; no solution resolved, near term solution not apparent. New avenues are yet to be explored.
- Implementation of a Total Quality Management program has not been accomplished. Although discussion and introduction has been initiated with department managers and some internal decisions were developed using a TQM philosophy, there has been no systematic training or major work place changes made.

Goals for 1996-97

The City Council meets quarterly to review, discuss and further develop articulated goals for the City of The Dalles. The City Manager's mission is to accomplish those resulting City Council goals, which are included in this budget document following the Budget Message, most recently updated on April 6, 1996.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94	1994-95	1995-96	1996-97	1996-97	1996-97	ESTIMATED
		ACTUALS	ACTUALS	BUDGET	PROPOSED BUDGET	APPROVED BUDGET	ADOPTED BUDGET	1997-98
GENERAL FUND								
CITY MANAGER								
11-00	REGULAR SALARIES	92,436	85,549	74,886	77,349	77,349	77,349	78,210
13-00	OVERTIME SALARIES	-	482	-	150	150	150	150
*	SALARIES AND WAGES	92,436	86,031	74,886	77,499	77,499	77,499	78,360
21-10	MEDICAL INSURANCE	11,513	9,144	9,014	5,424	5,424	5,424	5,424
21-20	L-T DISABILITY INSURANCE	3,281	848	1,000	442	442	442	450
21-30	LIFE INSURANCE	358	229	144	86	86	86	90
21-40	WORKERS COMP INSURANCE	420	337	572	364	364	364	425
22-00	FICA	7,064	6,466	5,729	5,918	5,918	5,918	5,995
23-00	RETIREMENT CONTRIBUTIONS	11,898	10,118	2,025	5,802	5,802	10,643	5,866
29-10	EMPLOYEE RELATIONS	-	-	-	-	-	-	-
*	BENEFITS	34,534	27,142	18,484	18,036	18,036	22,877	18,250
31-10	CONTRACTUAL SERVICES	-	-	-	-	-	10,000	-
34-50	SPECIAL STUDIES & REPORTS	-	-	-	700	700	700	-
37-20	PUBLIC RELATIONS	2,879	102	-	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	-	-	-	-	-	-	-
*	CONTRACTUAL SERVICES	2,879	102	-	700	700	10,700	-
43-40	OFFICE EQUIPMENT	2,650	2,196	2,000	500	500	500	500
43-50	VEHICLES	-	-	-	1,180	1,180	1,180	1,180
43-53	VEHICLE ALLOWANCE	4,200	2,219	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	6,850	4,415	2,000	1,680	1,680	1,680	1,680
53-20	POSTAGE	250	204	600	200	200	200	200
53-30	TELEPHONE	1,401	739	1,150	1,190	1,190	1,190	1,190
53-40	LEGAL NOTICES	-	-	-	-	-	-	-
53-60	PUBLIC EDUCATION/INFORMATION	-	-	1,400	1,200	1,200	1,200	1,200
54-00	ADVERTISING	-	-	-	-	-	-	-
*	COMMUNICATIONS	1,651	943	3,150	2,590	2,590	2,590	2,590

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
58-10	TRAVEL, FOOD & LODGING	254	54	2,350	950	950	950	970
58-50	TRAINING AND CONFERENCES	510	546	1,900	1,350	1,350	1,350	1,350
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	1,086	658	1,280	785	785	785	1,000
*	TRAINING AND TRAVEL	1,850	1,258	5,530	3,085	3,085	3,085	3,320
60-10	OFFICE SUPPLIES	4,750	4,258	5,000	6,000	6,000	6,000	6,500
64-10	BOOKS AND PERIODICALS	-	-	200	250	250	250	250
64-80	COMPUTER SOFTWARE	-	-	-	-	-	-	-
*	SUPPLIES	4,750	4,258	5,200	6,250	6,250	6,250	6,750
69-50	MISCELLANEOUS EXPENSES	454	-	1,579	250	250	250	250
*	MISCELLANEOUS EXPENSES	454	-	1,579	250	250	250	250
74-25	COMMUNICATIONS EQUIPMENT	-	-	-	350	350	350	-
74-40	OFFICE EQUIPMENT	515	424	-	100	100	100	-
74-50	COMPUTER EQUIPMENT	-	-	1,000	-	-	-	500
*	CAPITAL OUTLAY	515	424	1,000	450	450	450	500
**	CITY MANAGER	145,919	124,573	111,829	110,540	110,540	125,381	111,700

LEGAL/JUDICIAL DEPARTMENT

Mission Statements

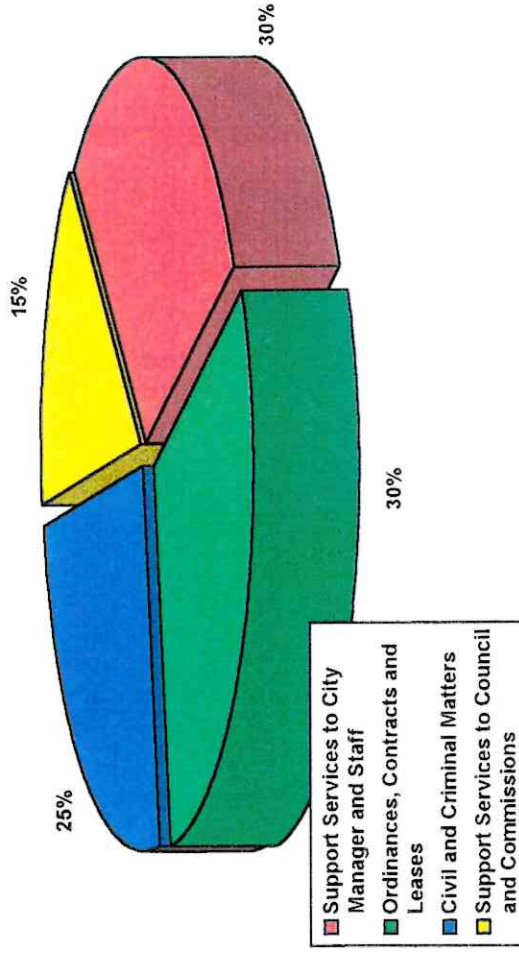
The **Municipal Court's** mission is to dispense justice fairly and equitably within its jurisdiction over a variety of violations and misdemeanor offenses. The Court's jurisdiction is comparable to the jurisdiction exercised by a justice of the peace.

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

Commentary

The Legal Department provides services to all departments and personnel of the City, various agencies and commissions of the City, City Council members, and the general public. These services include performing legal research and providing opinions, drafting resolutions and ordinances, prosecuting defendants in municipal and district 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.

Legal and Judicial Services



Accomplishments During 1995-96

- Two year contact for provision of tourism services negotiated with Chamber of Commerce.
- Negotiated acquisition of right-of-way for Cherry Heights Extension project.
- Submitted close-out report for Waste Tire Grant for removal of waste tires and solid waste from Hi-Dollar John site.
- Prepared revisions to Systems Development Charge and Downtown Parking District ordinances which were adopted by Council.

Projects Deferred During 1995-96

- Revision of City's tree ordinance.
- Revision of City's ordinance concerning animals, street excavation, watershed usage, and uniform fire code.

Objectives for 1996-97

- Complete revision of ordinances which were deferred during the 1995-96 fiscal year.
- Assist the Community Development Department in the process of revising the City's land use ordinances.
- Establish systematic program for cleanup of nuisance properties and intensify code enforcement efforts.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
LEGAL & JUDICIAL								
11-00	REGULAR SALARIES	71,032	65,147	79,575	105,132	105,132	105,132	105,132 ²
12-00	PART-TIME/TEMP SALARIES	14,012	14,012	22,200	22,200	22,200	22,200	22,200
13-00	OVERTIME SALARIES	146	136	150	150	9,150	9,150	175
*	SALARIES AND WAGES	85,190	79,295	101,925	127,482	136,482	136,482	127,507
21-10	MEDICAL INSURANCE	8,707	8,021	9,014	13,362	13,362	13,362	13,362
21-20	L-T DISABILITY INSURANCE	533	621	820	524	524	524	524
21-30	LIFE INSURANCE	85	71	144	128	128	128	128
21-40	WORKERS COMP INSURANCE	569	628	342	496	496	496	496
22-00	FICA	6,517	6,066	7,171	9,741	10,441	10,441	9,741
23-00	RETIREMENT CONTRIBUTIONS	11,668	8,795	5,968	7,705	7,705	13,869	7,705
*	BENEFITS	28,079	24,202	23,459	31,956	32,656	38,820	31,956
31-10	CONTRACTUAL SERVICES	-	-	-	1,500	2,500	2,500	1,500
31-85	WITNESS/JURY FEES	387	411	500	500	500	500	500
32-20	SPECIAL LEGAL SERVICES	691	1,138	1,000	1,000	1,000	1,000	1,000
32-30	COURT APPT ATTORNEY FEES	9,657	9,973	12,000	12,000	11,000	11,000	12,000
32-40	PRO-TEM CITY ATTORNEY EXP	150	-	500	500	500	500	500
33-15	INTERPRETER FEES	1,951	1,158	2,400	2,000	2,000	2,000	2,000
39-00	OTHER CONTRACTUAL SVCS	708	620	1,700	-	-	-	-
*	CONTRACTUAL SERVICES	13,544	13,300	18,100	17,500	17,500	17,500	17,500
43-20	COMPUTERS	-	-	-	700	700	700	700
43-40	OFFICE EQUIPMENT	762	631	1,000	300	300	300	300
*	REPAIRS AND MAINTENANCE	762	631	1,000	1,000	1,000	1,000	1,000
50-10	CRIME VICTIMS ASSISTANCE	550	371	1,000	1,000	1,000	1,000	1,000
*	OTHER PURCHASED SERVICES	550	371	1,000	1,000	1,000	1,000	1,000

² The increase in salaries and benefits is due to the shift of the Municipal Court Clerk position from the Finance Department to the Legal Judicial Department effective with the 1996-97 fiscal year. An increase in the overtime budget is also associated with this shift.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
53-20	POSTAGE	1,211	1,038	1,500	1,700	1,700	1,700	1,700
53-30	TELEPHONE	1,587	1,117	1,900	1,600	1,600	1,600	1,600
53-40	LEGAL NOTICES	-	10	-	75	75	75	75
*	COMMUNICATIONS	2,798	2,165	3,400	3,375	3,375	3,375	3,375
58-10	TRAVEL, FOOD & LODGING	163	228	300	500	500	500	500
58-50	TRAINING AND CONFERENCES	933	1,316	1,750	1,600	1,600	1,600	1,600
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	471	656	470	475	475	475	475
*	TRAINING AND TRAVEL	1,567	2,200	2,520	2,575	2,575	2,575	2,575
60-10	OFFICE SUPPLIES	1,493	1,455	1,750	1,550	1,550	1,550	1,550
64-10	BOOKS AND PERIODICALS	4,714	5,029	4,500	5,500	5,500	5,500	5,500
64-80	COMPUTER SOFTWARE	-	137	-	-	-	-	-
*	SUPPLIES	6,207	6,621	6,250	7,050	7,050	7,050	7,050
69-50	MISCELLANEOUS EXPENSES	-	9	-	-	-	-	-
69-80	ASSETS <\$250	-	100	500	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	109	500	-	-	-	-
74-40	OFFICE EQUIPMENT	515	-	-	500	500	500	-
74-50	COMPUTER EQUIPMENT	-	1,116	-	-	-	-	2,500
*	CAPITAL OUTLAY	515	1,116	-	500	500	500	2,500
**	LEGAL & JUDICIAL	139,212	130,010	158,154	192,438	202,138	208,302	194,463

FINANCE DEPARTMENT

Mission Statement

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.

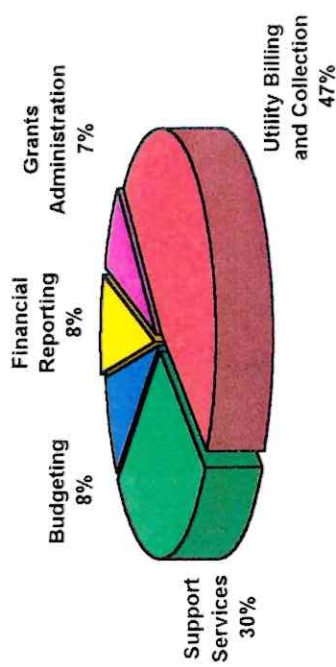
Commentary

The Finance Department continues to evolve, with an eye toward improved efficiencies without compromising the tenets which have served the credibility of the staff historically: honesty, responsiveness, quality customer service, timeliness and accuracy of information. Staffing changes and the purchase and implementation of a new financial accounting software system are examples of the continuing efforts of the Department to meet the needs of other City departments, the governing body, other entities and the citizens of The Dalles to which we provide support both directly and indirectly. The Department continues to work with other City staff to provide support to their needs, whether it is connectivity to the financial system, training or simply staff support for special projects and studies. In an effort to achieve City Council goals, the Department will continue to explore innovative revenue sources and alternatives, as well as creatively looking to reduce duplication of efforts and inefficiencies throughout the City's organization, as a means to cost containment.

Allocation of Resources

As a department primarily supporting the activities of others, Finance's time and money resources are allocated across many fronts. The above graphic displays the relative allocation of departmental resources. Administrative services in this illustration includes such activities as cash receipts and disbursements, payroll processing, data processing activities, and other miscellaneous day to day tasks of the Department's staff.

Resource Allocation



ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
FINANCE								
11-00	REGULAR SALARIES	211,130	190,650	166,475	170,918	135,518	135,518	
13-00	OVERTIME SALARIES	2,659	6,642	8,500	2,500	2,500	2,500	170,918 ³
* SALARIES AND WAGES		213,789	197,292	174,975	173,418	138,018	138,018	173,418
14-00	EMPLOYEE SICK LEAVE REDEM	-	4,090	-	-	-	-	-
21-10	MEDICAL INSURANCE	28,802	29,816	25,640	28,223	23,409	23,409	28,223
21-20	L-T DISABILITY INSURANCE	1,492	1,294	1,493	860	672	672	860
21-30	LIFE INSURANCE	334	258	432	258	215	215	258
21-40	WORKERS COMP INSURANCE	843	803	815	852	686	686	852
22-00	FICA	16,355	15,406	13,043	13,266	10,558	10,558	13,266
23-00	RETIREMENT CONTRIBUTIONS	25,544	24,074	16,176	8,987	8,987	16,177	13,006
* BENEFITS		73,370	75,741	57,599	52,446	44,527	51,717	56,465
31-10	CONTRACTUAL SERVICES	-	2,963	6,000	6,500	6,500	6,500	3,500
31-20	ACCOUNTING/ADVISORY SVCS	1,271	695	1,500	500	500	500	1,500
34-30	COMPUTER SERVICES	2,030	1,160	17,000	4,000	4,000	4,000	1,500
34-40	SOFTWARE MAINTENANCE	-	995	-	15,345	15,345	15,345	10,230
* CONTRACTUAL SERVICES		3,301	5,813	24,500	26,345	26,345	26,345	16,730
43-10	BUILDINGS AND GROUNDS	11	-	-	-	-	-	-
43-20	COMPUTERS	844	7,370	2,500	2,000	2,000	2,000	2,000
43-40	OFFICE EQUIPMENT	1,219	1,742	1,500	1,500	1,500	1,500	1,500
43-45	JOINT USE OF LABOR/EQUIP	-	-	-	1,000	-	-	2,000
* REPAIRS AND MAINTENANCE		2,074	9,112	4,000	4,500	3,500	3,500	5,500
44-20	RENTAL OF EQUIPMENT	-	-	-	-	-	-	-
* RENTAL COSTS		-	-	-	-	-	-	-

³ The decrease in salaries and benefits is due to the shift of the Municipal Court Clerk position from the Finance Department to the Legal Judicial Department effective with the 1996-97 fiscal year. A decrease in the overtime budget is also associated with this shift.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
53-20	POSTAGE	16,352	16,525	18,000	16,000	16,000	16,000	16,000
53-30	TELEPHONE	4,094	3,316	4,000	4,000	4,000	4,000	4,000
53-40	LEGAL NOTICES	881	692	1,000	1,000	1,000	1,000	1,050
54-00	ADVERTISING	114	-	200	200	200	200	200
*	COMMUNICATIONS	21,441	20,533	23,200	21,200	21,200	21,200	21,250
58-10	TRAVEL, FOOD & LODGING	1,787	1,457	1,800	1,650	1,650	1,650	1,750
58-50	TRAINING AND CONFERENCES	1,225	1,593	2,500	2,500	2,500	2,500	2,500
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	1,444	834	980	1,200	1,200	1,200	1,300
*	TRAINING AND TRAVEL	4,456	3,884	5,280	5,350	5,350	5,350	5,550
60-10	OFFICE SUPPLIES	9,665	9,128	10,000	9,000	9,000	9,000	9,000
64-10	BOOKS AND PERIODICALS	373	257	150	150	150	150	300
64-80	COMPUTER SOFTWARE	356	994	90,511	500	500	500	500
*	SUPPLIES	10,394	10,379	100,661	9,650	9,650	9,650	9,800
67-50	LOAN PRINCIPAL PAYMENTS	40,000	-	-	16,065	16,065	16,065	16,065
67-60	LOAN INTEREST PAYMENTS	5,858	835	625	1,642	1,642	1,642	1,114
69-50	MISCELLANEOUS EXPENSES	-	-	-	1,000	1,000	1,000	1,000
69-70	CASH SHORT/LONG	26	44	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	45,884	879	625	18,707	18,707	18,707	18,179
74-30	FURNITURE AND FIXTURES	884	470	700	750	750	750	300
74-40	OFFICE EQUIPMENT	1,153	-	500	500	500	500	250
74-50	COMPUTER EQUIPMENT	7,184	27,962	25,500	24,400	24,400	24,400	2,500
*	CAPITAL OUTLAY	9,221	28,432	26,700	25,650	25,650	25,650	3,050
**	FINANCE	383,930	352,065	417,540	337,266	292,947	300,137	309,942

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PERSONNEL

Mission Statement

The mission of personnel services is to provide equal opportunity in hiring, promotion and employment through effective policies well communicated; to offer support, education and counsel to employees and management in matters of employment and to conduct personnel administration in a cost effective manner.

Commentary

The Personnel Department has continued to provide: technical support to the department managers in hiring and personnel management; advice to the City Manager in regards to The Dalles personnel policies; guidance to the department managers in their implementation of personnel administration - benefits, grievances, application of labor laws and labor contracts; the administration of benefit programs; salary and benefit research to assist the City Manager and is responsible for keeping abreast of the legislative and regulatory changes affecting personnel administration and employment.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
PERSONNEL								
11-00	REGULAR SALARIES	43,049	45,669	49,114	-	49,272	49,272	-
* SALARIES AND WAGES		43,049	45,669	49,114	-	49,272	49,272	-
14-00	EMPLOYEE SICK LEAVE REDEM	-	-	-	1	-	-	-
21-10	MEDICAL INSURANCE	1,621	1,677	1,678	-	1,685	1,685	-
21-20	L-T DISABILITY INSURANCE	323	343	506	-	261	261	-
21-30	LIFE INSURANCE	43	40	72	-	43	43	-
21-40	WORKERS COMP INSURANCE	150	163	201	-	222	222	-
22-00	FICA	3,293	3,494	3,758	-	3,769	3,769	-
23-00	RETIREMENT CONTRIBUTIONS	5,812	6,165	3,683	-	3,695	6,651	-
29-00	OTHER EMPLOYEE BENEFITS	-	72	-	-	-	-	-
* BENEFITS		11,242	11,954	9,898	1	9,675	12,631	-
1-10	CONTRACTUAL SERVICES	-	-	-	8,500	-	-	8,500
34-50	SPECIAL STUDIES & REPORTS	-	-	-	1,500	1,500	1,500	1,500
9-00	OTHER CONTRACTUAL SVCS	-	-	-	1,000	1,000	1,000	1,000
* CONTRACTUAL SERVICES		-	-	-	11,000	2,500	2,500	11,000
3-40	OFFICE EQUIPMENT	174	-	50	-	285	285	-
* REPAIRS AND MAINTENANCE		174	-	50	-	285	285	-
50-60	EMPLOYEE RELATIONS	1,785	2,149	2,200	2,200	2,200	2,200	2,500
* OTHER PURCHASED SERVICES		1,785	2,149	2,200	2,200	2,200	2,200	2,500
53-20	POSTAGE	283	270	225	230	230	230	240
53-30	TELEPHONE	487	556	500	500	900	900	500
* COMMUNICATIONS		770	826	725	730	1,130	1,130	740

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
58-10	TRAVEL, FOOD & LODGING	119	281	450	-	450	450	-
58-50	TRAINING AND CONFERENCES	335	255	600	-	715	715	-
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	176	420	515	310	630	630	325
*	TRAINING AND TRAVEL	630	956	1,565	310	1,795	1,795	325
60-10	OFFICE SUPPLIES	399	304	350	300	350	350	325
60-90	OTHER SUPPLIES	-	-	-	325	325	325	325
64-10	BOOKS AND PERIODICALS	-	-	-	250	250	250	250
*	SUPPLIES	399	304	350	875	925	925	900
69-50	MISCELLANEOUS EXPENSES	-	35	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	35	-	-	-	-	-
74-40	OFFICE EQUIPMENT	380	-	-	-	-	-	-
*	CAPITAL OUTLAY	380	-	-	-	-	-	-
**	PERSONNEL	58,429	61,893	63,902	15,116	67,782	70,738	15,465

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COMMUNITY DEVELOPMENT DEPARTMENT

Mission Statement

“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 citizens 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.

Commentary

The department has undergone significant change in the course of the past year. The breadth of duties have been focused in response to City Council direction to commit a greater percentage of staff time to current planning issues, and less emphasis on the economic development issues of development and airport management. In response to the Council’s direction, duties of the economic development arena are now more often performed out of the City Manager’s office, and the department name and directorship position title have been changed to eliminate “economic development”. The transition of airport management from this department to the City Manager’s office not been immediate because of the practicalities involved in continuing management of a \$405,000 FAA airport grant development project in progress; to avoid the loss of experience and knowledge of airport operations that include a myriad of established relationships required to continue business, and due to time constraints. A part time manager is included in this budget document to improve upon staff time available to manage the airport.

Early in the fiscal year, three of the four personnel of the department resigned their positions within a several month period of time. Hiring positions was postponed as the department underwent a review of purpose and number of personnel and the public hiring process was conducted. A department secretary and planner were hired in the fall of 1995 and the challenge has been to meet the mission statement while training takes place. Training new staff is required for the extensive department procedures demanded by regulations, laws and accountable decision making; planning practices, implementation and policies at the City of The Dalles; routines and procedures of other departments for coordination purposes, current decision making processes, past decision making history, the many state and federal program rules and regulations, local ordinance interpretation and implementation, customer service, support to commission and knowledge of the community. The department has relied upon an independent contract planner to assist with satisfying the routine needs of the citizens and development community during this training period.

Another position has been approved by City Council to address a more unified development code for the City of The Dalles. A temporary, eighteen month planner has been included in this budget for this project.

A Rural Assistance for Rural Environments (RARE) position for 1700 hours has been included in this budget. This position is designed by the University of Oregon to provide a student planner supported by a seven member team of planning / policy analysts from the University. Included in this potential grant from the University is a computer for the use of the RARE worker and other planning staff, a printer and software, a short course on use of the computer for planning services, regular community site visits from the team, and regular evaluation of accomplishment of the goals as established by the grant application. The computer that comes with the position is tied to the worldwide web and will offer the opportunity for the Community Development Department to take a more technical approach to the work to be performed, such as view shed analysis and mapping assistance. The City's new comprehensive plan identified needs, some of which can be accomplished by this RARE worker. The City match is required to be \$15,000 plus office support. The grant is in the submittal stage and is not assured.

The Community Development Department's goal is to accomplish quality current and long term development services envisioned in the mission statement.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
COMMUNITY DEVELOPMENT								
11-00	REGULAR SALARIES	147,054	159,472	150,862	143,375	143,375	143,375	149,110
12-00	PART-TIME/TEMP SALARIES	-	-	-	15,000	15,000	15,000	15,000
13-00	OVERTIME SALARIES	-	1,379	-	1,500	1,500	1,500	1,500
*	SALARIES AND WAGES	147,054	160,851	150,862	159,875	159,875	159,875	165,610
21-10	MEDICAL INSURANCE	14,544	17,709	19,099	18,993	18,993	18,993	18,993
21-20	L-T DISABILITY INSURANCE	1,089	1,196	1,772	825	825	825	825
21-30	LIFE INSURANCE	170	161	288	171	171	171	171
21-40	WORKERS COMP INSURANCE	545	594	1,897	2,000	2,000	2,000	2,000
22-00	FICA	11,250	12,305	11,541	12,230	12,230	12,230	12,669
23-00	RETIREMENT CONTRIBUTIONS	19,833	21,529	11,316	6,720	6,720	12,097	9,811
*	BENEFITS	47,431	53,494	45,913	40,939	40,939	46,316	44,469
35-40	BASE MAPPING	771	-	1,000	2,500	2,500	2,500	2,500
35-60	FILING FEES	1,230	60	225	100	100	100	100
39-00	OTHER CONTRACTUAL SVCS	7,534	500	1,700	2,000	6,000	6,000	2,000
*	CONTRACTUAL SERVICES	9,535	560	2,925	4,600	8,600	8,600	4,600
43-20	COMPUTERS	60	280	200	400	400	400	400
43-40	OFFICE EQUIPMENT	396	91	400	500	500	500	500
43-50	VEHICLES	8	116	700	700	700	700	700
43-51	GAS/OIL/DIESEL/LUBRICANTS	54	63	400	100	100	100	100
*	REPAIRS AND MAINTENANCE	518	550	1,700	1,700	1,700	1,700	1,700
53-20	POSTAGE	1,078	1,129	1,750	1,750	1,750	1,750	1,750
53-30	TELEPHONE	2,684	2,717	2,600	2,900	2,900	2,900	2,900
53-40	LEGAL NOTICES	1,190	927	1,200	1,500	1,500	1,500	1,500
*	COMMUNICATIONS	4,952	4,773	5,550	6,150	6,150	6,150	6,150

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
58-10	TRAVEL, FOOD & LODGING	976	1,097	1,430	1,200	1,200	1,200	1,200
58-50	TRAINING AND CONFERENCES	208	515	1,600	1,700	1,700	1,700	1,700
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	190	279	275	300	300	300	300
*	TRAINING AND TRAVEL	1,374	1,891	3,305	3,200	3,200	3,200	3,200
60-10	OFFICE SUPPLIES	2,803	1,884	2,200	3,250	3,250	3,250	3,250
60-85	SPECIAL DEPT. SUPPLIES	500	-	-	-	-	-	-
64-10	BOOKS AND PERIODICALS	215	95	630	479	479	479	479
64-80	COMPUTER SOFTWARE	339	-	-	500	500	500	500
*	SUPPLIES	3,857	1,979	2,830	4,229	4,229	4,229	4,229
69-50	MISCELLANEOUS EXPENSES	-	15	100	100	100	100	100
69-80	ASSETS <\$250	-	260	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	275	100	100	100	100	100
74-40	OFFICE EQUIPMENT	262	4,498	1,650	-	850	850	-
74-50	COMPUTER EQUIPMENT	361	2,652	-	-	-	-	-
*	CAPITAL OUTLAY	623	7,150	1,650	-	850	850	-
**	COMMUNITY DEVELOPMENT	215,344	231,523	214,835	220,793	225,643	231,020	230,058

POLICE DEPARTMENT

Mission

To value human life, to be accountable to the community through involvement and cooperation, to pursue excellence in the enforcement of the law and to insure credibility by being dedicated to providing community services with integrity and compassion.

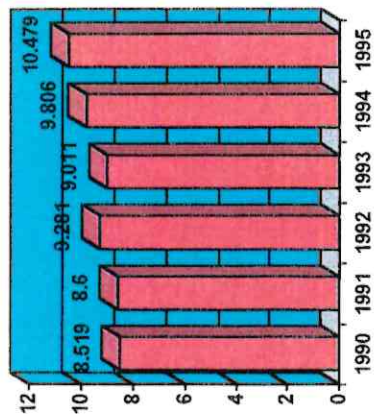
Commentary

With the support of the City Council and the Budget Committee, the Police Department was able to increase the size of the department by 2.5 officers during the 1995-96 fiscal year. The department was able to provide a full time officer to the Mid-Columbia Interagency Narcotics Task Force (MINT). Along with this, the department obtained an officer through President Clinton's COPS Grant, and an officer to be shared with Public Works in the watershed patrol. The COPS Grant officer will allow the department to become more proactive by providing an officer to District 12 schools. This will allow the officers of the department the opportunity to interact with our young people in ways other than law enforcement action. The watershed patrol officer will allow the department to have another officer for patrol duties during those times he is not being utilized by Public Works. The Council also supported additional vehicles for the department which was greatly appreciated.

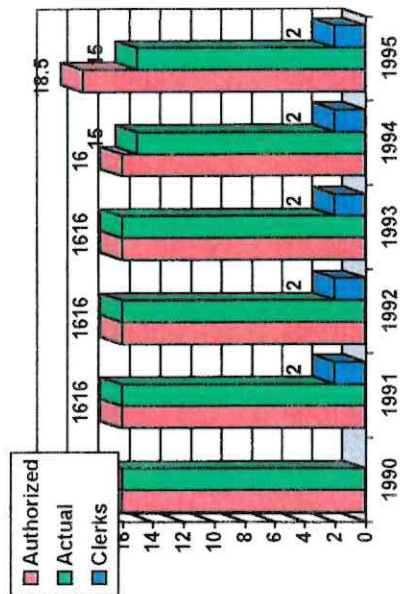
As can be seen from the accompanying graphics, the department provided full services to the community and continued its programs even though the department was operating most of the year with fifteen officers rather than the eighteen and one-half authorized due to the training required for new officers. It can be seen that the department responded to a record number of calls for service during this same time period.

The department anticipates that it will continue to provide full services to the community while maintaining its programs during the upcoming year and that it will be able to become more proactive because of the additional personnel. The department anticipates that the calls for service from the community will continue to increase during the upcoming year as well as an increase in other activities. The personnel of the department are dedicated to the ideals of the mission statement and will continue to put forth their best effort.

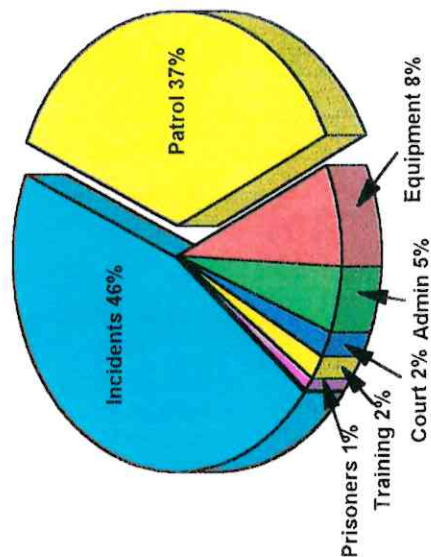
Calls for Service:



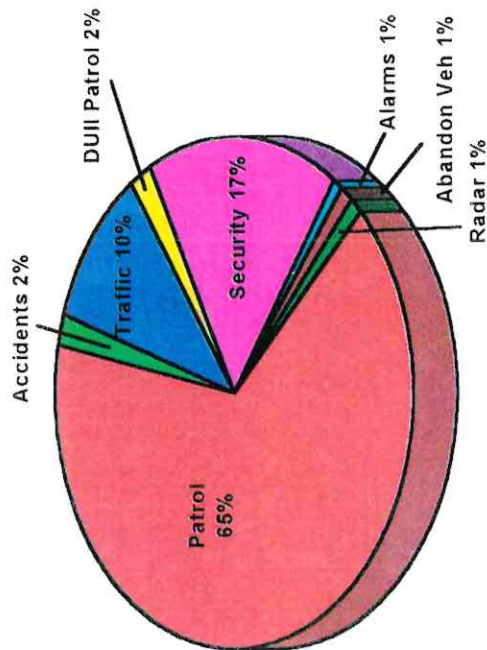
Police Staffing:



Police Activity



Detail of Patrol Activity:



ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
POLICE								
11-00	REGULAR SALARIES	550,237	590,825	682,334	691,941	719,375	719,375	761,273
12-00	PART-TIME/TEMP SALARIES	1,702	1,992	3,000	3,000	3,000	3,000	3,500
13-00	OVERTIME SALARIES	31,127	40,523	30,000	40,000	46,700	46,700	45,000
*	SALARIES AND WAGES	583,066	633,340	715,334	734,941	769,075	769,075	809,773
14-00	EMPLOYEE SICK LEAVE REDEM	3,187	4,559	4,034	4,207	4,207	4,207	-
21-10	MEDICAL INSURANCE	71,936	71,188	85,290	76,735	83,071	83,071	91,000
21-20	L-T DISABILITY INSURANCE	3,925	3,946	5,122	2,934	3,019	3,019	3,900
21-30	LIFE INSURANCE	760	722	1,512	885	928	928	1,100
21-40	WORKERS COMP INSURANCE	17,393	23,652	26,918	32,248	33,590	33,590	36,100
22-00	FICA	44,849	48,798	55,027	56,562	58,661	58,661	61,948
23-00	RETIREMENT CONTRIBUTIONS	115,475	116,229	113,240	136,056	136,056	150,130	126,371
*	BENEFITS	257,525	269,094	291,143	309,627	319,532	333,606	320,419
31-10	CONTRACTUAL SERVICES	-	5,000	-	-	-	-	-
31-40	WASCO CO COMMUNICATIONS	135,831	118,581	122,035	141,656	141,656	141,656	161,653
31-70	RECRUITING EXPENSES	692	1,775	1,100	2,000	2,500	2,500	1,000
32-50	PHYSICAL EXAMS	-	-	-	75	75	75	-
33-15	INTERPRETER FEES	-	-	-	600	600	600	700
33-40	TOWING SERVICES	2,545	4,478	5,000	2,000	2,000	2,000	2,000
33-70	CUSTODIAL MEDICAL EXPENSE	398	225	1,000	500	500	500	600
34-30	COMPUTER SERVICES	-	-	-	1,000	1,000	1,000	2,000
*	CONTRACTUAL SERVICES	139,466	130,059	129,135	147,831	148,331	148,331	167,953
43-10	BUILDINGS AND GROUNDS	929	1,587	2,000	2,000	2,000	2,000	2,500
43-30	RADIO EQUIPMENT	1,256	1,881	1,500	2,500	2,500	2,500	2,500
43-40	OFFICE EQUIPMENT	1,720	794	1,500	2,000	2,000	2,000	2,500
43-45	JOINT USE OF LABOR/EQUIP	-	-	-	200	-	-	200
43-50	VEHICLES	6,516	11,208	9,000	10,000	11,000	11,000	11,000

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
43-51	GAS/OIL/DIESEL/LUBRICANTS	11,086	12,442	14,000	14,000	16,000	16,000	15,000
43-52	TIRES AND TIRE REPAIRS	2,820	2,765	3,500	3,500	3,500	3,500	3,500
*	REPAIRS AND MAINTENANCE	24,327	30,677	31,500	34,200	37,000	37,000	37,200
44-10	RENTAL OF LAND/BUILDINGS	-	-	-	500	500	500	600
*	RENTAL COSTS	-	-	-	500	500	500	600
50-40	HEPATITIS PROGRAM	825	400	1,400	700	805	805	700
*	OTHER PURCHASED SERVICES	825	400	1,400	700	805	805	700
53-20	POSTAGE	1,284	1,653	1,500	1,500	1,500	1,500	1,800
53-30	TELEPHONE	10,543	9,397	12,000	11,000	11,000	11,000	12,000
54-00	ADVERTISING	149	215	400	400	400	400	400
56-00	MICROFILMING	-	-	800	-	-	-	-
*	COMMUNICATIONS	11,976	11,265	14,700	12,900	12,900	12,900	14,200
58-50	TRAINING AND CONFERENCES	5,712	4,901	5,800	6,200	12,350	12,350	8,000
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	658	413	500	500	500	500	500
*	TRAINING AND TRAVEL	6,370	5,314	6,300	6,700	12,850	12,850	8,500
59-10	SERT TEAM	1,142	2,768	2,800	3,000	3,000	3,000	3,000
59-15	RESERVES	1,702	1,380	2,000	2,000	2,000	2,000	2,000
59-20	EXPLORER PROGRAM	1,748	1,838	2,000	2,000	2,000	2,000	2,000
*	SPECIAL PROGRAMS	4,592	5,986	6,800	7,000	7,000	7,000	7,000
60-10	OFFICE SUPPLIES	3,342	2,149	4,200	3,700	3,700	3,700	4,500
60-20	JANITORIAL SUPPLIES	275	213	500	700	700	700	700
60-65	AMMUNITION	3,114	3,965	5,000	6,000	6,150	6,150	6,600
60-70	DRUG FORFEITURE ITEMS	-	39	15,000	15,000	15,000	15,000	20,000

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
60-80	CLOTHING	5,175	6,944	16,600	11,000	13,490	13,490	15,000
60-85	SPECIAL DEPT. SUPPLIES	7,264	7,313	7,500	7,400	7,400	7,400	8,000
64-80	COMPUTER SOFTWARE	3,046	421	1,000	1,000	1,000	1,000	1,000
*	SUPPLIES	22,216	21,044	49,800	44,800	47,440	47,440	55,800
69-80	ASSETS <\$250	257	804	1,520	1,600	1,600	1,600	2,000
*	MISCELLANEOUS EXPENSES	257	804	1,520	1,600	1,600	1,600	2,000
74-20	VEHICLES	31,581	39,161	43,500	25,000	50,240	50,240	50,000
74-25	COMMUNICATIONS EQUIPMENT	1,518	962	1,600	1,600	2,300	2,300	1,600
74-30	FURNITURE AND FIXTURES	556	597	4,050	2,000	2,000	2,000	4,000
74-40	OFFICE EQUIPMENT	2,161	-	500	500	500	500	1,000
74-50	COMPUTER EQUIPMENT	24,616	1,669	12,700	1,000	1,000	1,000	10,000
74-90	EQUIPMENT, OTHER	3,180	1,421	4,100	12,000	13,200	13,200	12,000
*	CAPITAL OUTLAY	63,612	43,810	66,450	42,100	69,240	69,240	78,600
**	POLICE	1,114,232	1,151,793	1,314,082	1,342,899	1,426,273	1,440,347	1,502,745

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FIRE DEPARTMENT

Commentary

Effective July 1, 1995, the City of The Dalles was annexed into Mid-Columbia Fire and Rescue District (then the Wasco Rural Fire Protection District) for 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 1996-97 fiscal year, and is shown here for informational purposes only.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
FIRE DEPARTMENT								
11-00	REGULAR SALARIES	367,787	336,996	40	-	-	-	-
12-00	PART-TIME/TEMP SALARIES	-	16,013	-	-	-	-	-
13-00	OVERTIME SALARIES	37,729	29,418	1,395	-	-	-	-
*	SALARIES AND WAGES	405,516	382,427	1,435	-	-	-	-
14-00	EMPLOYEE SICK LEAVE REDEM	845	1,308	-	-	-	-	-
21-10	MEDICAL INSURANCE	34,166	33,511	-	-	-	-	-
21-20	L-T DISABILITY INSURANCE	2,441	2,422	-	-	-	-	-
21-30	LIFE INSURANCE	446	333	-	-	-	-	-
21-40	WORKERS COMP INSURANCE	11,651	12,472	-	-	-	-	-
22-00	FICA	31,087	27,953	204	-	-	-	-
23-00	RETIREMENT CONTRIBUTIONS	80,126	69,961	-	-	-	-	-
*	BENEFITS	160,762	147,960	204	-	-	-	-
31-10	CONTRACTUAL SERVICES	-	291	-	-	-	-	-
31-40	WASCO CO COMMUNICATIONS	9,843	8,593	-	-	-	-	-
32-50	PHYSICAL EXAMS	802	2,024	-	-	-	-	-
34-10	ENGINEERING SERVICES	25,859	-	-	-	-	-	-
34-20	ARCHITECTURAL SERVICES	6,511	6,820	-	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	-	72	-	-	-	-	-
*	CONTRACTUAL SERVICES	43,015	17,800	-	-	-	-	-
41-30	NATURAL GAS	1,487	1,521	-	-	-	-	-
41-40	ELECTRICITY	1,075	1,163	-	-	-	-	-
*	UTILITIES	2,562	2,684	-	-	-	-	-
43-10	BUILDINGS AND GROUNDS	1,854	1,858	-	-	-	-	-
43-30	RADIO EQUIPMENT	1,150	2,259	-	-	-	-	-
43-40	OFFICE EQUIPMENT	52	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
43-50	VEHICLES	2,482	5,343	-	-	-	-	-
43-51	GAS/OIL/DIESEL/LUBRICANTS	4,030	4,107	-	-	-	-	-
43-52	TIRES AND TIRE REPAIRS	38	385	-	-	-	-	-
43-70	GENERAL EQUIPMENT	2,774	4,093	-	-	-	-	-
43-80	SHOP EQUIPMENT	205	239	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	12,585	18,284	-	-	-	-	-
45-00	HAZARDOUS MATERIALS PROG	807	398	-	-	-	-	-
50-40	HEPATITIS PROGRAM	1,460	844	-	-	-	-	-
*	OTHER PURCHASED SERVICES	2,267	1,242	-	-	-	-	-
52-50	AUTOMOTIVE	-	427	-	-	-	-	-
*	INSURANCE	-	427	-	-	-	-	-
53-20	POSTAGE	289	255	-	-	-	-	-
53-30	TELEPHONE	4,539	4,833	-	-	-	-	-
54-00	ADVERTISING	203	206	-	-	-	-	-
*	COMMUNICATIONS	5,031	5,294	-	-	-	-	-
58-10	TRAVEL, FOOD & LODGING	1,647	2,575	-	-	-	-	-
58-50	TRAINING AND CONFERENCES	1,875	2,695	-	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	371	601	-	-	-	-	-
*	TRAINING AND TRAVEL	3,893	5,871	-	-	-	-	-
59-00	VOLUNTEER ACTIVITIES	20,322	21,772	-	-	-	-	-
60-10	OFFICE SUPPLIES	2,331	2,192	-	-	-	-	-
60-20	JANITORIAL SUPPLIES	1,449	1,121	-	-	-	-	-
60-30	FIRE RESIDENCE SUPPLIES	326	444	-	-	-	-	-
60-35	FIRE PREVENTION SUPPLIES	2,339	1,403	-	-	-	-	-
60-80	CLOTHING	4,072	6,112	-	-	-	-	-
60-85	SPECIAL DEPT. SUPPLIES	8,918	5,410	-	-	-	-	-
*	SUPPLIES	39,757	38,454	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
69-80	ASSETS <\$250	-	260	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	260	-	-	-	-	-
74-20	VEHICLES	43,463	56,114	-	-	-	-	-
74-25	COMMUNICATIONS EQUIPMENT	7,403	5,925	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	339	1,085	-	-	-	-	-
74-40	OFFICE EQUIPMENT	133	-	-	-	-	-	-
74-50	COMPUTER EQUIPMENT	-	459	-	-	-	-	-
74-70	HAZMAT EQUIPMENT	665	456	-	-	-	-	-
74-90	EQUIPMENT, OTHER	5,936	11,608	-	-	-	-	-
*	CAPITAL OUTLAY	57,939	75,647	-	-	-	-	-
**	FIRE DEPARTMENT	733,327	696,350	1,639	-	-	-	-

AMBULANCE DEPARTMENT

Commentary

Effective July 1, 1995, the City of The Dalles was annexed into Mid-Columbia Fire and Rescue District (then the Wasco Rural Fire Protection District) for 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 1996-97 fiscal year, and is shown here for informational purposes only.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
AMBULANCE DEPARTMENT								
11-00	REGULAR SALARIES	112,691	174,115	1,188	-	-	-	-
13-00	OVERTIME SALARIES	54,495	58,884	995	-	-	-	-
*	SALARIES AND WAGES	167,186	232,999	2,183	-	-	-	-
21-10	MEDICAL INSURANCE	10,076	16,232	-	-	-	-	-
21-20	L-T DISABILITY INSURANCE	762	822	-	-	-	-	-
21-30	LIFE INSURANCE	122	219	-	-	-	-	-
21-40	WORKERS COMP INSURANCE	2,747	3,222	-	-	-	-	-
22-00	FICA	12,785	19,223	74	-	-	-	-
23-00	RETIREMENT CONTRIBUTIONS	21,630	33,569	-	-	-	-	-
*	BENEFITS	48,122	73,287	74	-	-	-	-
31-40	WASCO CO COMMUNICATIONS	39,371	34,371	-	-	-	-	-
33-60	WRFPD PERSONNEL	1,764	1,653	-	-	-	-	-
33-65	PHYSICIAN ADVISOR	3,300	3,600	-	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	-	115	-	-	-	-	-
*	CONTRACTUAL SERVICES	44,435	39,739	-	-	-	-	-
43-30	RADIO EQUIPMENT	210	339	-	-	-	-	-
43-40	OFFICE EQUIPMENT	41	380	-	-	-	-	-
43-50	VEHICLES	3,579	4,913	-	-	-	-	-
43-51	GAS/OIL/DIESEL/LUBRICANTS	2,662	4,179	-	-	-	-	-
43-52	TIRES AND TIRE REPAIRS	1,247	1,612	-	-	-	-	-
43-70	GENERAL EQUIPMENT	2,478	1,847	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	10,217	13,270	-	-	-	-	-
50-40	HEPATITIS PROGRAM	161	-	-	-	-	-	-
*	OTHER PURCHASED SERVICES	161	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
53-20	POSTAGE	77	89	-	-	-	-	-
53-30	TELEPHONE	2,088	2,132	-	-	-	-	-
54-00	ADVERTISING	-	185	-	-	-	-	-
*	COMMUNICATIONS	2,165	2,406	-	-	-	-	-
58-10	TRAVEL, FOOD & LODGING	271	367	-	-	-	-	-
58-20	AMBULANCE MEALS/PAT XFER	1,993	3,460	-	-	-	-	-
58-50	TRAINING AND CONFERENCES	2,584	3,576	-	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	457	1,204	-	-	-	-	-
*	TRAINING AND TRAVEL	5,305	8,607	-	-	-	-	-
59-00	VOLUNTEER ACTIVITIES	2,500	3,255	-	-	-	-	-
60-10	OFFICE SUPPLIES	1,067	1,119	-	-	-	-	-
60-20	JANITORIAL SUPPLIES	132	591	-	-	-	-	-
60-60	EXPENDABLE SUPPLIES	15,137	15,055	-	-	-	-	-
60-80	CLOTHING	1,414	2,762	-	-	-	-	-
60-85	SPECIAL DEPT. SUPPLIES	3,410	4,219	-	-	-	-	-
*	SUPPLIES	23,660	27,001	-	-	-	-	-
69-80	ASSETS <\$250	-	480	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	-	480	-	-	-	-	-
74-25	COMMUNICATIONS EQUIPMENT	665	-	-	-	-	-	-
74-40	OFFICE EQUIPMENT	133	595	-	-	-	-	-
74-50	COMPUTER EQUIPMENT	-	479	-	-	-	-	-
74-90	EQUIPMENT, OTHER	2,313	7,027	-	-	-	-	-
*	CAPITAL OUTLAY	3,111	8,101	-	-	-	-	-
**	AMBULANCE DEPARTMENT	304,362	405,890	2,257	-	-	-	-

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LIBRARY DEPARTMENT

Mission Statement

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.

Services Provided

Public Services

- Reference assistance
- Instruction in library use
- Circulation
- Reserves
- Interlibrary book loans
- Children's storyhours and programming
- Special programs

Technical Services

- Acquisitions
- Cataloging
- Mending and processing

Administration

Building Maintenance

County Library Services

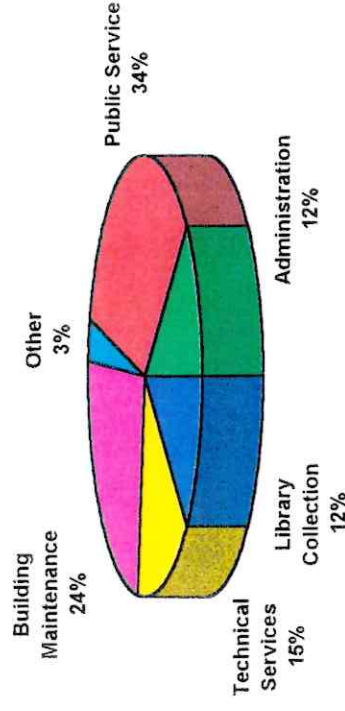
- Rotating book loans
- Reference assistance
- Interlibrary book loans

Outreach program

Volunteer program

ESL (English as a Second Language) Resource Center and literacy materials

Allocation of Resources:



Accomplishments During 1995-96

During the 1996-1996 fiscal year, the Gorge LINK automated circulation and cataloging system was installed. Accomplishments included:

- Conversion of the cataloging records for the circulating collection
- Barcoding the circulating collection
- Conversion of the patron file to a computer format
- Establishment of a courier service for interlibrary loan purposes
- Instituting a training program for both staff and public

Goals for 1996-1997

- Continue to improve public access to information
- Provide services in a safe, adequately sized and well maintained facility
- Work towards continual cost containment
- Develop library collection with the range and depth to meet individual and community needs

Objectives for 1996-1997

- Fully implement Gorge LINK automated system
- Provide Internet access for public
- Secure library mezzanine funding through Library Foundation
- Reduce building energy consumption
- Improve quality of children's collection through the selection of new materials and withdrawal of outdated materials

To accomplish the goals and objectives, tasks needing to be performed will include:

- Conversion of the cataloging records for the noncirculating collection and materials not on database
- Barcoding the noncirculating collection
- Reassigning staff workloads to meet automation requirements
- Revising library circulation policies

Commentary

During the 1995-1996 fiscal year the staff continued efforts to bring technological advancement to library services through implementing the Gorge LINK project and Internet services. Efforts at improving the efficiency and usability of a 30 year old building included evaluating means of reducing energy consumption and planning for the mezzanine addition. Efforts continued to develop the library collection in a variety of formats with the range and depth to meet individual and community needs. Ongoing management efforts to contain costs while balancing those cost savings against future benefits remains a challenge.

A Jump-start grant from the Oregon State Library to fund Internet service for one year was received. This grant was made in the form of contributed equipment and services. Objectives related to the Internet service will be completed during the coming fiscal year. These include:

- Developing a training program and publicity plan
- Tracking use of computer to access the Internet

The Library Foundation has been conducting fundraising activities primarily for the mezzanine project. Activities have included applying for grants, fundraising events, and soliciting donations. Approximately \$9,000 has been raised for the mezzanine project. Fundraising activities will be continued during the coming fiscal year with the goal of raising \$211,403.

The mezzanine addition will total 2,690 square feet and be constructed over the east and west ends of the library's reading room. Expanded library services on the mezzanine will include a Columbia River Gorge collection, genealogy collection, literacy and ESL center, computer center, public access to the periodicals collection, quiet study areas, expanded book collection space, and improved lighting over the bookstacks.

During the first half of the current fiscal year, the library experienced an approximate 50% increase in its electric bills due to a change in billing. As a result, arrangements were made for an audit of the building's energy usage by the P.U.D. and several independent contractors. An evaluation of the costs and benefits of converting the library's heating system to natural gas was completed. Recommendations regarding methods to reduce energy consumption were taken into consideration, with several of them included in this budget.

During 1995-96, staff continued to weed the collection for older and less used materials. The children's collection will be evaluated during 1996-1997 with outdated materials to be replaced by newer ones. A \$2,500 donation through the Friends of the Library designated for this purpose enabled this project to be started during the current fiscal year. Book expenditures during 1995-1996 were lower than budgeted due to the nonreceipt of state aid (budgeted at \$4,200) and building related costs (specifically electrical and wiring) being greater than anticipated.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
LIBRARY								
11-00	REGULAR SALARIES	146,431	145,253	163,315	153,263	153,263	153,263	163,601
12-00	PART-TIME/TEMP SALARIES	-	-	-	9,454	9,454	9,454	9,771
13-00	OVERTIME SALARIES	-	57	-	-	-	-	-
*	SALARIES AND WAGES	146,431	145,310	163,315	162,717	162,717	162,717	173,372
14-00	EMPLOYEE SICK LEAVE REDEM	864	916	916	980	980	980	1,013
21-10	MEDICAL INSURANCE	14,183	15,103	17,416	15,369	15,369	15,369	15,369
21-20	L-T DISABILITY INSURANCE	834	871	1,020	560	560	560	579
21-30	LIFE INSURANCE	213	201	396	213	213	213	213
21-40	WORKERS COMP INSURANCE	647	677	787	876	876	876	905
22-00	FICA	11,268	11,186	12,634	12,910	12,910	12,910	13,340
23-00	RETIREMENT CONTRIBUTIONS	19,761	18,684	16,429	11,862	11,862	21,077	12,270
*	BENEFITS	47,770	47,638	49,598	42,770	42,770	51,985	43,689
31-10	CONTRACTUAL SERVICES	-	-	4,482	9,951	9,951	9,951	11,782
32-20	SPECIAL LEGAL SERVICES	-	157	-	3,378	3,378	3,378	3,378
*	CONTRACTUAL SERVICES	-	157	4,482	13,329	13,329	13,329	15,160
41-10	WATER & SEWER	1,461	1,796	1,678	1,779	1,779	1,779	1,779
41-20	GARBAGE SERVICES	624	521	558	558	558	558	575
41-30	NATURAL GAS	-	-	-	2,700	2,700	2,700	2,781
41-40	ELECTRICITY	14,076	15,021	13,452	9,141	9,141	9,141	9,143
*	UTILITIES	16,161	17,338	15,688	14,178	14,178	14,178	14,278
42-00	JANITORIAL SERVICES	-	-	-	-	-	11,400	-
*	JANITORIAL	-	-	-	-	-	11,400	-
43-10	BUILDINGS AND GROUNDS	28,395	17,346	17,435	43,320	33,369	21,119	58,563
43-40	OFFICE EQUIPMENT	929	952	780	1,474	1,474	1,474	1,567

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
43-70	GENERAL EQUIPMENT	1,124	323	869	1,384	1,384	-	808
43-77	HVAC SYSTEMS	-	-	-	-	-	2,234	-
*	REPAIRS AND MAINTENANCE	30,448	18,621	19,084	46,178	36,227	24,827	60,938
44-20	RENTAL OF EQUIPMENT	-	255	275	-	-	-	-
*	RENTAL COSTS	-	255	275	-	-	-	-
53-20	POSTAGE	2,028	2,352	2,600	2,600	2,600	2,600	2,678
53-30	TELEPHONE	1,824	1,190	2,966	4,158	4,158	4,158	4,283
54-00	ADVERTISING	13	-	-	-	-	-	-
57-00	PERMITS	-	-	50	50	50	50	50
*	COMMUNICATIONS	3,865	3,542	5,616	6,808	6,808	6,808	7,011
58-10	TRAVEL, FOOD & LODGING	733	-	-	400	400	400	457
58-50	TRAINING AND CONFERENCES	470	-	220	105	105	105	108
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	240	135	136	145	145	145	154
*	TRAINING AND TRAVEL	1,443	135	356	650	650	650	719
60-10	OFFICE SUPPLIES	5,675	4,532	9,932	5,907	5,907	5,907	5,605
60-20	JANITORIAL SUPPLIES	918	1,350	1,475	2,069	2,069	2,069	2,131
64-20	LIBRARY BOOKS AND BINDING	34,622	20,857	46,650	35,910	35,910	35,910	36,987
64-30	LIBRARY PERIODICALS	4,067	2,481	2,500	4,000	4,000	4,000	4,120
64-40	AUDIO/VISUAL MATERIALS	2,670	1,285	2,000	2,500	2,500	2,500	2,575
64-50	LIBRARY CATALOGING SVCS	812	36	-	-	-	-	-
64-80	COMPUTER SOFTWARE	2,614	2,945	2,498	3,568	3,568	3,568	3,778
*	SUPPLIES	51,378	33,486	65,055	53,954	53,954	53,954	55,196
69-50	MISCELLANEOUS EXPENSES	309	231	200	230	230	230	237
69-80	ASSETS <\$250	-	941	319	220	220	220	-
*	MISCELLANEOUS EXPENSES	309	1,172	519	450	450	450	237

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
72-20	BUILDINGS	12,936	-	6,680	23,000	23,000	23,000	-
74-40	OFFICE EQUIPMENT	7,987	-	-	-	-	-	-
74-50	COMPUTER EQUIPMENT	4,595	1,470	-	3,535	3,535	3,535	2,060
*	CAPITAL OUTLAY	25,518	1,470	6,680	26,535	26,535	26,535	2,060
**	LIBRARY	323,323	269,124	330,668	367,569	357,618	366,833	372,660

CITY HALL DEPARTMENT

Mission Statement

To provide for the 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.

Commentary

The City Hall Department accounts for the repairs and maintenance necessary on an annual basis to preserve not only the appearances of our facilities, but also the integrity of these structures. Expenditures from this department include the normal repairs and maintenance line items for City Hall as well as maintenance appropriations for the Mathews Building, Carnegie Library and other City-owned buildings. All insurance premiums relating to general government services are also recorded in this department.

Some interesting items budgeted in the City Hall Department include the lease payment of \$42,140 for a fire engine purchased by the City. This engine has become the property of Mid-Columbia Fire and Rescue District in the annexation process, but as part of the agreement between the City and the District, the City will continue to make the annual lease payments. The last of these lease payments will be made during the 1997-98 fiscal year. Also budgeted in this department for 1996-97 is \$40,000 for demolition of the Stadleman Building, currently used for City storage and rental to third parties.

Finally, the operation and maintenance of the City's Transportation Center is budgeted in the City Hall Department as a separate division. The Transportation Center serves as the local depot for both Amtrak rail and the Greyhound bus lines. Prior to 1994-95, the Transportation Center was budgeted in the Tourism Promotion Fund.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
CITY HALL								
11-00	REGULAR SALARIES	-	-	-	-	14,175	14,175	-
*	SALARIES AND WAGES	-	-	-	-	14,175	14,175	-
21-10	MEDICAL INSURANCE				3,924	3,924	3,924	
21-20	L-T DISABILITY INSURANCE				82	82	82	
21-30	LIFE INSURANCE				32	32	32	
21-40	WORKERS COMP INSURANCE	-	-	-	553	553	553	-
22-00	FICA	-	-	-	1,084	1,084	1,084	-
*	BENEFITS	-	-	-	5,675	5,675	5,675	-
31-10	CONTRACTUAL SERVICES	-	665	-	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	-	-	1,500	-	-	-	-
*	CONTRACTUAL SERVICES	-	665	1,500	-	-	-	-
41-10	WATER & SEWER	846	738	1,600	1,300	1,300	1,300	1,400
41-20	GARBAGE SERVICES	1,476	1,593	1,700	1,600	1,600	1,600	1,680
41-30	NATURAL GAS	-	-	225	-	-	-	-
41-40	ELECTRICITY	10,709	11,261	14,350	12,000	12,000	12,000	13,000
*	UTILITIES	13,031	13,592	17,875	14,900	14,900	14,900	16,080
42-00	JANITORIAL SERVICES	-	-	-	9,000	9,000	9,000	9,500
*	JANITORIAL	-	-	-	9,000	9,000	9,000	9,500
43-10	BUILDINGS AND GROUNDS	12,579	13,385	76,500	36,000	28,250	28,250	12,000
43-11	MATHEWS BUILDING	1,537	775	2,500	800	800	800	1,000
43-12	STADLEMAN BUILDING	1,100	38,584	2,500	40,000	40,000	40,000	-
43-14	CARNEGIE LIBRARY BUILDING	80	26	-	7,750	7,750	7,750	500
43-15	STATE OFFICE BUILDING	2,668	101	-	-	-	-	-
43-45	JOINT USE OF LABOR/EQUIP	-	-	-	7,500	-	-	7,500
43-70	GENERAL EQUIPMENT	3	-	-	-	-	-	-
43-75	ELEVATORS	-	-	-	2,500	2,500	2,500	2,500
*	REPAIRS AND MAINTENANCE	17,967	52,871	81,500	94,550	79,300	79,300	23,500

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
46-10	PROPERTY TAXES	5,526	5,548	5,500	2,600	2,600	2,600	2,750
*	TAXES	5,526	5,548	5,500	2,600	2,600	2,600	2,750
50-20	MOSQUITO CONTROL	1,500	1,500	1,500	1,650	1,650	1,650	1,650
*	OTHER PURCHASED SERVICES	1,500	1,500	1,500	1,650	1,650	1,650	1,650
52-10	LIABILITY	13,863	15,894	16,000	16,100	16,100	16,100	17,000
52-30	PROPERTY	16,769	14,737	16,200	9,500	9,500	9,500	10,000
52-50	AUTOMOTIVE	18,141	20,470	20,500	6,800	6,800	6,800	7,200
52-70	FIDELITY BOND	1,469	1,469	1,500	1,500	1,500	1,500	1,600
*	INSURANCE	50,242	52,570	54,200	33,900	33,900	33,900	35,800
53-20	POSTAGE	6	5	-	50	50	50	60
*	COMMUNICATIONS	6	5	-	50	50	50	60
60-10	OFFICE SUPPLIES	-	50	-	-	-	-	-
60-20	JANITORIAL SUPPLIES	146	620	500	750	750	750	1,000
*	SUPPLIES	146	670	500	750	750	750	1,000
74-20	VEHICLES	-	-	42,140	42,140	42,140	42,140	42,140
74-25	COMMUNICATIONS EQUIPMENT	6,682	6,166	6,200	6,200	6,200	6,200	6,200
74-30	FURNITURE AND FIXTURES	2,100	-	-	-	-	-	-
*	CAPITAL OUTLAY	8,782	6,166	48,340	48,340	48,340	48,340	48,340
**	CITY HALL	97,200	133,587	210,915	205,740	210,340	210,340	138,680

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
CITY HALL								
TRANSPORTATION CENTER								
41-10	WATER & SEWER	-	571	-	700	700	700	750
41-20	GARBAGE SERVICES	-	-	-	200	200	200	225
41-30	NATURAL GAS	-	329	-	325	325	325	415
41-40	ELECTRICITY	-	1,008	-	1,000	1,000	1,000	1,100
*	UTILITIES	-	1,908	-	2,225	2,225	2,225	2,490
43-10	BUILDINGS AND GROUNDS	-	3,157	-	1,200	-	-	1,500
*	REPAIRS AND MAINTENANCE	-	3,157	-	1,200	-	-	1,500
60-20	JANITORIAL SUPPLIES	-	468	-	600	600	600	500
*	SUPPLIES	-	468	-	600	600	600	500
**	TRANSPORTATION CENTER	-	5,533	-	4,025	2,825	2,825	4,490

CODE ENFORCEMENT

Mission Statement

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.

Commentary

This proposed budget provides for a three quarters time person to address the City Council's goal of proactively addressing nuisance abatements. The Codes Enforcement position will work under the supervision and direction of the Police Department, because of that department's ability to train, supervise and provide support in the enforcement of laws. Expenditures are shown separately for this department to assist in identifying the cost of the added position and to track the costs of the program.

The salary of the position has not been established (a City Council responsibility as defined by the Charter), but is included here at \$1,365 for twelve months at three quarters time, based upon the following comparative data from the Local Government Personnel Institute of the League of Oregon Cities:

	1994 Population	Assigned to	Salary Range		Position Title
			Monthly	Annually	
City of Hillsboro	44,045	Police Dept.	1,862 to 2,516	22,344 to 30,192	Code Enforcement Agent
City of Springfield	47,740	N/A	1,806 to 2,194	21,672 to 26,328	Parking/Nuisance Control Officer
City of Canby	10,405	N/A	1,936 to 2,054	23,232 to 24,648	Code Enforcement Officer
City of Woodburn	15,235	N/A	2,100 to 2,553	25,200 to 30,636	Code Enforcement Officer
City of Cannon Beach	1,330	N/A	2,064 to 2,580	24,768 to 30,960	Code Enforcement Officer
City of The Dalles	11,325	Police Dept.	1,750 to 2,214	21,000 to 26,568	Code Enforcement Officer
At 3/4 time (proposed):			1,313 to 1,660	15,756 to 19,920	Code Enforcement Officer

The \$1,365 budgeted salary is stated at Step 1 (the step above the "base", at which new positions are normally hired) which amounts to an annual salary of \$16,380. This is viewed as the lowest salary to attract applicants, especially considering the part time nature of the position and that the employee would need to purchase 25% of their benefits to obtain any coverage.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
CODES ENFORCEMENT								
11-00	REGULAR SALARIES	38,604	26,387	-	16,380	16,380	16,380	17,040
* SALARIES AND WAGES		38,604	26,387	-	16,380	16,380	16,380	17,040
14-00	EMPLOYEE SICK LEAVE REDEM	742	-	-	-	-	-	-
21-10	MEDICAL INSURANCE	3,838	3,971	-	1,326	1,326	1,326	1,326
21-20	L-T DISABILITY INSURANCE	290	98	-	94	94	94	98
21-30	LIFE INSURANCE	43	13	-	13	13	13	14
21-40	WORKERS COMP INSURANCE	159	112	-	440	440	440	458
22-00	FICA	3,010	2,019	-	1,280	1,280	1,280	1,304
23-00	RETIREMENT CONTRIBUTIONS	5,212	1,772	-	-	-	-	1,280
* BENEFITS		13,294	7,985	-	3,153	3,153	3,153	4,480
43-20	COMPUTERS	125	-	-	-	-	-	150
43-40	OFFICE EQUIPMENT	22	-	-	-	-	-	80
43-50	VEHICLES	141	367	-	400	400	400	400
43-51	GAS/OIL/DIESEL/LUBRICANTS	192	105	-	500	500	500	400
43-52	TIRES AND TIRE REPAIRS	367	-	-	45	45	45	45
* REPAIRS AND MAINTENANCE		847	472	-	945	945	945	1,075
50-70	ANIMAL CONTROL	-	25,000	-	-	-	-	-
* OTHER PURCHASED SERVICES		-	25,000	-	-	-	-	-
53-20	POSTAGE	175	162	-	175	175	175	175
53-30	TELEPHONE	479	215	-	480	480	480	480
* COMMUNICATIONS		654	377	-	655	655	655	655
58-10	TRAVEL, FOOD & LODGING	479	323	-	60	60	60	60
58-50	TRAINING AND CONFERENCES	420	393	-	150	150	150	150
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	762	654	-	-	-	-	-
* TRAINING AND TRAVEL		1,661	1,370	-	210	210	210	210

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
59-00	VOLUNTEER ACTIVITIES	398		-	-	-	-	-
*	SPECIAL PROGRAMS	398	9	-	-	-	-	-
60-10	OFFICE SUPPLIES	558	121	-	550	550	550	600
60-80	CLOTHING	-	-	-	200	200	200	50
64-10	BOOKS AND PERIODICALS	369	200	-	-	-	-	-
64-80	COMPUTER SOFTWARE	554	-	-	-	-	-	500
*	SUPPLIES	1,481	321	-	750	750	750	1,150
69-80	ASSETS <\$250	-	-	-	250	250	250	-
*	MISCELLANEOUS EXPENSES	-	-	-	250	250	250	-
74-40	OFFICE EQUIPMENT	515	12,810	-	500	500	500	-
74-50	COMPUTER EQUIPMENT	396	-	-	-	-	-	1,600
*	CAPITAL OUTLAY	911	12,810	-	500	500	500	1,600
**	CODES ENFORCEMENT	57,850	74,731	-	22,843	22,843	22,843	26,210

OTHER USES

Commentary

Operating transfers to other funds from the General Fund are recorded as "Other 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.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
GENERAL FUND								
OTHER USES								
81-06	TO TOURISM PROMOTION FUND	218,445	145,000	180,000	-	-	-	-
81-10	TO UNEMPLOYMENT RSV FUND	10,000	10,000	10,000	10,000	10,000	10,000	10,000
81-15	TO AMBULANCE RESERVE FUND	15,000	15,000	18,700	-	-	-	-
81-18	SPECIAL GRANTS FUND	-	7,378	42,880	32,005	32,005	32,005	27,882
81-61	TO AIRPORT FUND	-	9,700	57,735	104,717	104,717	109,422	42,197
81-76	TOURISM AGENCY FUND	-	-	-	168,000	168,000	168,000	168,000
81-90	OTHER TRANSFERS OUT	-	-	-	-	93,524	41,018	-
88-00	CONTINGENCY	-	-	776,075	816,886	726,288	766,583	177,770
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	243,445	187,078	1,085,390	1,131,608	1,134,534	1,127,028	425,849



PUBLIC WORKS DEPARTMENT

Mission Statement

Building sound "Foundations for the Future" for the community through:

- Responsive, professional, efficient service to our customers;
- Programs for timely, effective maintenance and reconstruction of infrastructure which minimize operating costs and service disruptions and maximize public health and safety;
- Logical, well thought-out strategies for positive growth and development, which include needed infrastructure, in close cooperation with other City departments and government agencies.

Department Goals

- To provide effective stewardship of infrastructure, resources and assets.
- To serve the public in a responsive, professional manner.
- To protect the environment by meeting regulations proactively.
- To assure a safe workplace and community.
- To plan and manage operating budgets and CIP plans cost effectively.
- To provide sound, well-researched recommendations to meet the needs of the community for the future.

Long Range Department Objectives

- Resolve Wastewater Treatment Plant siting issue
- Implement usage-based sewer rates; review water rates

- Implement Industrial Pretreatment Program and equitable fees
- Determine means of water supply enhancement
- Resolve terminal reservoir storage for community development
- Evaluate formation of storm water utility
- Prepare Street Master Plan with CIP and funding strategic plan
- Provide signalization at key intersections and allocate cost equitably
- Develop computerized infrastructure mapping and information system
- Formulate written Water Conservation and Cross Connection Programs
- Update 1989 Water and Wastewater Master Plans

Public Works Department Organization

The Public Works Department is composed of three entirely separate divisions: Water, Street/Storm Sewer, and Wastewater. Each division has its own specific revenue sources and budgeted expenditures, which cannot be co-mingled with the other divisions. Within the department, certain professional services are split proportionately among the three funds. These are: Engineering Services, Regulatory Services, and Administrative Services. The primary goals and objectives of these services are listed below.

Engineering Services

- Comprehensive, computerized infrastructure mapping and information system that is centrally managed and routinely organized, maintained, updated and utilized.
- Development of a condition assessment system
- Coordination of design responsibilities for projects, ensuring that accepted design procedures are used, qualified staff perform work, and design reviews are conducted with acceptable frequency.
- Development and maintenance of a set of standard specifications and drawings for common construction tasks, with appropriate supplements for specific projects.
- System for managing proposal and bid processes for the City's design and construction contracts, with appropriate legal review including advertisement, pre-bid meetings, contractor pre-qualification, bid opening and evaluation, and recommendation of award/rejection to the contract review board.
- Procedures for final acceptance and contract closeout for all public projects.
- Reviews of completed projects to ensure protection of the City's interests.

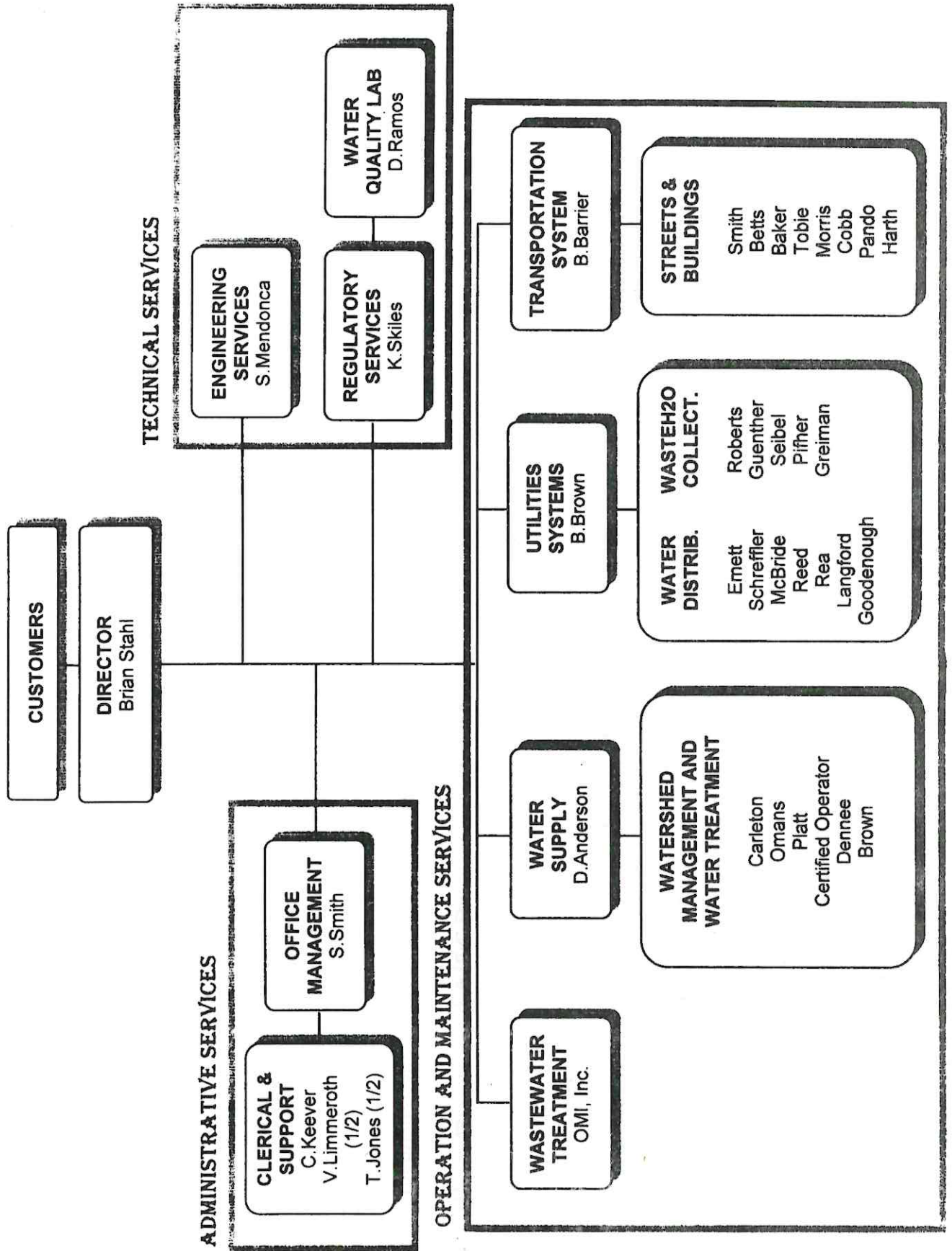
Regulatory Services

- Achieve understanding of present and upcoming regulations to assure cost-effective City compliance, through close working relationships with regulatory agencies and networking with other government agencies.
- Creation/implementation of programs and activities required to comply with regulations. (Primarily these agencies: OR-OSHA, DEQ, OHD, ODOT, DMV, DSL, WRD)
- Activities to maintain Oregon and Washington certification of Water Quality Laboratory
- Serve as safety coordinator for City and department, creating, implementing, maintaining ongoing safety plans such as Confined Space, Lockout/Tagout, Respiratory, Hearing.
- Arrangements for sampling of water/wastewater/storm water as required.
- Timely, clear and accurate communications with the public.
- Arrangements for public tours and information workshops on water conservation.
- Coordination of training of all department staff to meet certification and skill needs.

Administrative Services

- Implementation of new accounting system
- Development of cost accounting system
- Development of Policy and Procedures Office Manual
- Accurate and timely SAIF reports
- Development of department inventory system
- Meet customer needs courteously and professionally.

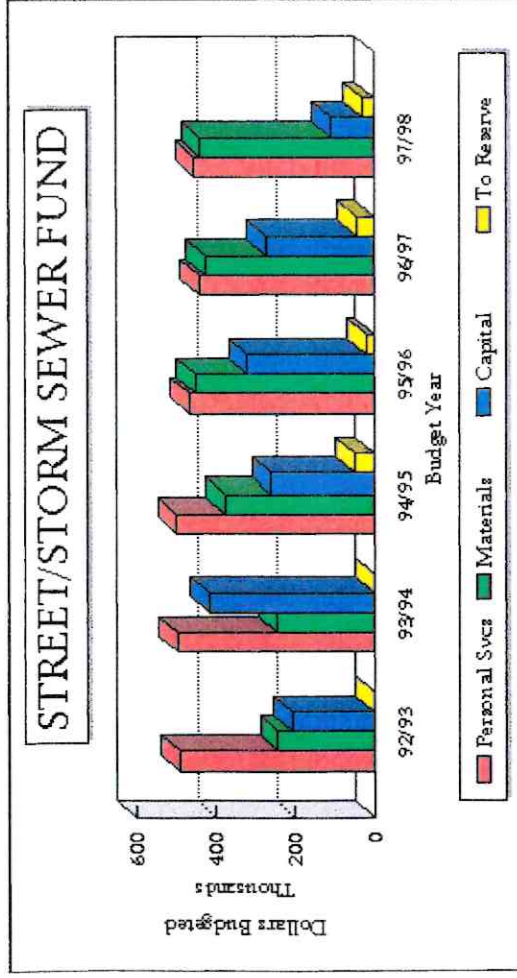
PUBLIC WORKS DEPARTMENT ORGANIZATIONAL CHART



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

PUBLIC WORKS OPERATIONS SUMMARY

<u>ACCOUNT DESCRIPTION</u>	<u>1993-94</u> <u>ACTUALS</u>	<u>1994-95</u> <u>ACTUALS</u>	<u>1995-96</u> <u>BUDGET</u>	<u>1996-97</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1996-97</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1996-97</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>ESTIMATED</u> <u>1997-98</u>
Beginning Balance	4,277,669	4,255,914	4,191,191	2,742,140	2,742,140	3,398,782	2,183,462
Revenues	4,856,523	5,223,349	4,782,728	5,801,003	5,801,003	5,736,576	4,704,959
Other Financing Sources	654,981	400,680	969,500	1,837,628	1,837,628	1,837,628	330,000
Total Resources	9,789,173	9,879,943	9,943,419	10,380,771	10,380,771	10,972,986	7,218,421
Street and Storm Sewer Fund	1,159,248	881,327	1,239,196	1,132,663	1,135,123	1,243,831	1,006,914
Public Works Reserve Fund	101,403	26,552	66,000	60,020	60,020	60,020	95,020
Street & Bridge Replacement Fund	6,164	490,455	89,396	234,361	234,361	234,361	23,093
Water Utility Fund	1,551,028	1,364,036	2,037,586	1,841,478	1,852,004	1,946,064	1,790,626
Water Dept. Capital Reserve Fund	83,257	552,576	1,304,252	1,226,584	1,226,584	1,226,584	408,554
Waste Water Utility Fund	988,036	1,038,266	1,306,034	1,330,303	1,338,212	1,398,405	1,335,940
Sewer Special Reserve Fund	506,228	177,774	1,960,405	1,865,005	1,865,005	2,224,472	1,545,037
Total Expenditures	4,395,364	4,530,986	8,002,869	7,690,414	7,711,309	8,333,737	6,205,184
Transfers Out	1,137,894	920,965	1,317,825	2,122,866	2,201,352	2,135,395	640,065
Contingency	-	-	622,725	567,491	468,110	503,854	373,172
Unappropriated Ending Balance	-	-	-	-	-	-	-
Total Other Uses	1,137,894	920,965	1,940,550	2,690,357	2,669,462	2,639,249	1,013,237
Total Expenditures and Other Uses	5,533,258	5,451,951	9,943,419	10,380,771	10,380,771	10,972,986	7,218,421
FUND TOTAL	4,255,915	4,427,992	-	-	-	-	-



STREET/STORM SEWER FUND

The Street/Storm Sewer Fund is a special fund established to provide for the range of services involved with the construction, maintenance and repair of the City's streets and storm sewer system, as well as City buildings, alleyways and vehicle fleet. The primary revenue sources include the allocation of state gas tax proceeds and the local gas tax. For budget purposes, the fund is divided into two parts: Street Operations (Fund 005-0500) and Storm Sewer Operations (Fund 005-0400).

STORM SEWER OPERATIONS

Goals/Objectives:

- Develop Capital Improvement Program, expedite projects, and revise annually
- Operational maintenance and replacement of storm lines
- Efficient response to requests for new storm taps to our developing community
- Development of accurate mapping and inventory of storm sewer infrastructure
- Improvement of Project Inspections to assure a quality product
- Implementation of a Storm Water Utility as a proper source of funding
- Control of root damage caused by street trees
- Provision of drainage for spring water and open ground water runoff

- Investigation of Inflow and Infiltration into sanitary sewer lines

Accomplishments:

- Installation of storm drain system east of Thompson Street
- Fought back the "Flood of 96"
- Completion of 2,100 linear feet of storm line rehabilitation
- Storm line root treatment/removal in trouble areas

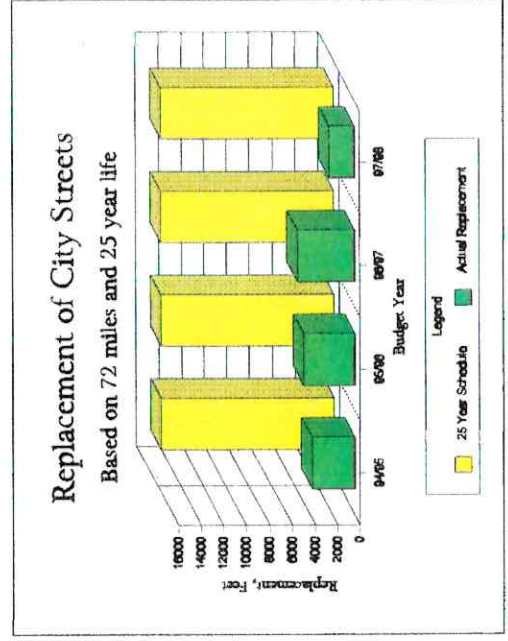
Failures:

- Inability to implement storm water utility as source of funding

STREET OPERATIONS

Goals/Objectives:

- Develop Capital Improvement Program, expedite projects, and revise annually
- Operational maintenance and capital projects for: Streets/alleys; Equipment fleet; City Buildings
- Curb and sidewalk replacements, in accordance with ADA requirements
- Annual cracksealing of prioritized streets
- Development of accurate mapping and inventory of roadways and infrastructure
- Provide for street sweeping /flushing; snow plowing and sanding
- Oversight of traffic signs and lights; paint striping and delineation
- Maintenance of right of ways through spraying, clearing and brushing
- Development/oversight of street standards to ensure traffic safety and smooth flows



- Implementation of special vehicle routes
- Pursuit of grants for street projects
- Close working relationship with planning processes on transportation issues

Accomplishments:

- Completion of Capital Improvement projects (3rd Place, ADA, Crack sealing)
- Installation of traffic signals at 2nd/Webber and 6th/Webber Streets
- Painting and striping of all City streets, including bike lanes
- Improvement of quality of street surface maintenance
- Purchasing of budgeted CIP items:
 - 10 yd dump truck
 - Diesel pickup
 - Vibratory roller for surface prep
 - Tractor-mounted brushing head
 - Used backhoe (Substituted for paint striper with Council approval)
- Sweeping/cleaning of City streets to high stds
- Completion of 2nd yr of alley rock/blade program
- Remodeling of State Office Building
- Progress in TQM and improved Public Works input into planning process

Failures:

- Deferment of street project on Lewis (10th-12th St)
- Insufficient funding to properly care for newly-accepted roadways
- High use causing sweeper to become a high maintenance item
- Inability to pursue grant funding as planned.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-97 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
STREET & STORM SEWER FUND								
300.00	BEGINNING BALANCE	870,145	646,492	593,500	373,210	373,210	520,236	114,427
319.40	LOCAL 3 CENT FUEL TAX	306,990	318,791	320,000	325,000	325,000	325,000	320,000
* LOCAL REVENUES		306,990	318,791	320,000	325,000	325,000	325,000	320,000
334.90	STATE GRANTS, OTHER	2,329	-	-	-	-	-	-
335.30	STATE FAU EXCHANGE FUNDS	109,624	43,313	-	59,310	59,310	59,310	55,000
335.40	STATE MOTOR VEHICLE FUND	514,463	516,588	519,456	516,421	516,421	516,421	520,000
* INTERGOVERNMENTAL REVENUES		626,416	559,901	519,456	575,731	575,731	575,731	575,000
341.90	MISC. SALES AND SERVICES	11,435	27,382	2,500	500	500	500	-
348.00	INTERDEPARTMENTAL REVENUE	40,040	26,352	28,054	95,540	95,540	95,540	30,000
* CHARGES FOR SERVICES		51,475	53,734	30,554	96,040	96,040	96,040	30,000
361.00	INTEREST REVENUES	28,947	31,681	30,000	16,000	16,000	16,000	16,000
* INTEREST REVENUES		28,947	31,681	30,000	16,000	16,000	16,000	16,000
369.00	OTHER MISC. REVENUES	1,270	1,956	-	212,768	212,768	170,195	-
* MISCELLANEOUS REVENUES		1,270	1,956	-	212,768	212,768	170,195	-
** TOTAL REVENUES		1,015,098	966,063	900,010	1,225,539	1,225,539	1,182,966	941,000
392.00	SALE OF FIXED ASSETS	21,586	680	-	-	-	-	-
* OTHER FINANCING SOURCES		21,586	680	-	-	-	-	-
** TOTAL OTHER FINANCING SOURCES		21,586	680	-	-	-	-	-
** TOTAL RESOURCES		1,906,829	1,613,235	1,493,510	1,598,749	1,598,749	1,703,202	1,055,427

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
STREET & STORM SEWER FUND								
STORM SEWER OPERATIONS								
11-00	REGULAR SALARIES	-	97,890	108,321	108,089	108,089	108,089	111,332
12-00	PART-TIME/TEMP SALARIES	-	-	720	720	720	720	720
13-00	OVERTIME SALARIES	-	3,555	5,225	3,225	3,225	3,225	3,322
*	SALARIES AND WAGES	-	101,445	114,266	112,034	112,034	112,034	115,374
14-00	EMPLOYEE SICK LEAVE REDEM	-	-	290	-	-	-	-
21-10	MEDICAL INSURANCE	-	16,014	16,331	16,069	16,069	16,069	16,069
21-20	L-T DISABILITY INSURANCE	-	646	802	456	456	456	470
21-30	LIFE INSURANCE	-	106	240	150	150	150	155
21-40	WORKERS COMP INSURANCE	-	6,854	6,399	7,087	7,087	7,087	7,300
22-00	FICA	-	6,379	8,709	8,571	8,571	8,571	8,826
23-00	RETIREMENT CONTRIBUTIONS	-	12,512	11,698	8,005	8,005	14,490	8,245
*	BENEFITS	-	42,511	44,469	40,338	40,338	46,823	41,065
31-40	WASCO CO COMMUNICATIONS	-	1,375	884	753	753	753	836
32-10	AUDITING SERVICES	-	32	2,375	1,125	1,125	1,125	1,125
34-10	ENGINEERING SERVICES	-	-	5,167	2,167	2,167	2,167	2,167
39-00	OTHER CONTRACTUAL SVCS	-	1,079	4,889	5,364	5,364	9,364	5,471
*	CONTRACTUAL SERVICES	-	2,486	13,315	9,409	9,409	13,409	9,599
41-10	WATER & SEWER	-	-	-	180	180	180	184
41-20	GARBAGE SERVICES	-	127	94	100	100	100	103
41-30	NATURAL GAS	-	-	325	250	250	250	263

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97		1996-97		ESTIMATED 1997-98
					PROPOSED BUDGET	APPROVED BUDGET	ADOPTED BUDGET		
41-40	ELECTRICITY	-	-	550	550	550	550	578	
*	UTILITIES	-	127	969	1,080	1,080	1,080	1,128	
42-00	JANITORIAL SERVICES	-	-	-	761	761	761	784	
*	JANITORIAL	-	-	-	761	761	761	784	
43-10	BUILDINGS AND GROUNDS	-	2,234	623	655	655	655	668	
43-20	COMPUTERS	-	77	100	100	100	100	100	
43-30	RADIO EQUIPMENT	-	107	228	150	150	150	150	
43-40	OFFICE EQUIPMENT	-	184	243	166	166	166	166	
43-45	JOINT USE OF LABOR/EQUIP	-	-	4,641	9,237	9,237	9,237	9,237	
43-50	VEHICLES	-	3,850	5,115	5,772	5,772	5,772	5,772	
43-51	GAS/OIL/DIESEL/LUBRICANTS	-	5,289	4,776	4,733	4,733	4,733	4,875	
43-52	TIRES AND TIRE REPAIRS	-	266	785	785	785	785	785	
43-70	GENERAL EQUIPMENT	-	118	200	270	270	270	275	
43-80	SHOP EQUIPMENT	-	1,100	1,207	1,205	1,205	1,205	1,205	
43-85	NUISANCE ABATEMENT	-	-	-	-	-	-	-	
43-86	LINES MNTNCE & SUPPLIES	-	11,636	12,115	12,115	12,115	12,115	12,478	
43-87	UTILITIES LOCATES	-	98	180	145	145	145	150	
*	REPAIRS AND MAINTENANCE	-	24,959	30,213	35,333	35,333	35,333	35,861	
44-20	RENTAL OF EQUIPMENT	-	1,095	1,255	-	-	-	-	
*	RENTAL COSTS	-	1,095	1,255	-	-	-	-	
52-10	LIABILITY	-	2,318	2,318	1,478	1,478	1,478	1,552	
52-30	PROPERTY	-	910	910	566	566	566	594	
52-50	AUTOMOTIVE	-	3,487	3,487	1,680	1,680	1,680	1,764	
*	INSURANCE	-	6,715	6,715	3,724	3,724	3,724	3,910	

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
53-20	POSTAGE	-	36	112	112	112	112	114
53-30	TELEPHONE	-	699	558	619	619	619	650
53-40	LEGAL NOTICES	-	37	450	250	250	250	250
53-60	PUBLIC EDUCATION/INFORMATION	-	40	1,400	740	740	740	740
54-00	ADVERTISING	-	-	700	250	250	250	250
55-00	PRINTING AND BINDING	-	35	121	122	122	122	124
57-00	PERMITS	-	9	100	100	100	100	102
*	COMMUNICATIONS	-	856	3,441	2,193	2,193	2,193	2,230
58-10	TRAVEL, FOOD & LODGING	-	139	390	328	328	328	328
58-50	TRAINING AND CONFERENCES	-	451	1,492	1,700	1,700	1,700	1,700
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	-	44	138	78	78	78	78
*	TRAINING AND TRAVEL	-	634	2,020	2,106	2,106	2,106	2,106
60-10	OFFICE SUPPLIES	-	796	670	835	835	835	852
60-20	JANITORIAL SUPPLIES	-	258	372	370	370	370	381
60-80	CLOTHING	-	721	1,011	825	825	825	825
60-85	SPECIAL DEPT. SUPPLIES	-	1,063	1,724	1,373	1,373	1,373	1,400
60-86	CHEMICAL/LAB SUPPLIES	-	17	355	300	300	300	315
60-87	STREET CONST SUPPLIES	-	3,752	9,050	9,050	9,050	9,050	9,322
64-10	BOOKS AND PERIODICALS	-	94	231	226	226	226	226
64-80	COMPUTER SOFTWARE	-	460	1,182	416	416	416	416
*	SUPPLIES	-	7,161	14,595	13,395	13,395	13,395	13,737
69-80	ASSETS <\$250	-	130	429	182	182	182	182
*	MISCELLANEOUS EXPENSES	-	130	429	182	182	182	182

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
70-50	LEASE PURCHASE	-	8,029	5,148	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	-	13,419	180	180	180	180	180
73-50	CONSTRUCTION CONTRACTS	-	-	35,220	-	-	-	-
74-10	MACHINERY	-	-	1,050	1,050	1,050	1,050	1,000
74-25	COMMUNICATIONS EQUIPMENT	-	-	540	540	540	540	500
74-30	FURNITURE AND FIXTURES	-	43	450	450	450	450	450
74-40	OFFICE EQUIPMENT	-	-	-	383	383	383	450
74-50	COMPUTER EQUIPMENT	-	531	-	-	-	-	500
74-90	EQUIPMENT, OTHER	-	1,998	2,077	471	471	471	500
75-10	CAPITAL PROJECTS	-	2,717	-	-	-	-	-
*	CAPITAL OUTLAY	-	26,737	44,665	3,074	3,074	3,074	3,580
**	STORM SEWER OPERATIONS	-	214,856	276,352	223,629	223,629	234,114	229,556

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
STREET & STORM SEWER FUND								
STREET OPERATIONS								
11-00	REGULAR SALARIES	342,169	210,505	199,933	203,684	203,684	203,684	209,795
12-00	PART-TIME/TEMP SALARIES	968	1,763	2,160	1,575	1,575	1,575	1,575
13-00	OVERTIME SALARIES	20,130	12,042	13,800	13,000	13,000	13,000	13,390
*	SALARIES AND WAGES	363,267	224,310	215,893	218,259	218,259	218,259	224,760
14-00	EMPLOYEE SICK LEAVE REDEM	-	-	290	-	-	-	-
21-10	MEDICAL INSURANCE	50,010	34,549	32,393	27,681	27,681	27,681	27,681
21-20	L-T DISABILITY INSURANCE	2,279	1,557	2,621	751	751	751	774
21-30	LIFE INSURANCE	498	289	480	293	293	293	302
21-40	WORKERS COMP INSURANCE	11,608	11,701	14,460	15,232	15,232	15,232	15,689
22-00	FICA	27,806	18,544	16,494	16,696	16,696	16,696	17,194
23-00	RETIREMENT CONTRIBUTIONS	40,961	25,619	24,073	14,843	14,843	27,066	15,288
*	BENEFITS	133,162	92,259	90,811	75,496	75,496	87,719	76,928
31-10	CONTRACTUAL SERVICES	89	40	1,000	500	500	500	500
31-40	WASCO CO COMMUNICATIONS	5,906	2,064	2,654	2,261	2,261	2,261	2,505
32-10	AUDITING SERVICES	-	800	7,125	3,375	3,375	3,375	3,375
34-10	ENGINEERING SERVICES	3,500	620	5,000	5,500	5,500	5,500	5,500
34-40	SOFTWARE MAINTENANCE	-	-	-	-	2,460	2,460	-
34-50	SPECIAL STUDIES & REPORTS	1,441	16,232	68,753	-	-	50,000	-
39-00	OTHER CONTRACTUAL SVCS	2,754	2,412	3,664	1,378	1,378	1,378	1,406
*	CONTRACTUAL SERVICES	13,690	22,168	88,196	13,014	15,474	65,474	13,286
41-10	WATER & SEWER	-	-	-	540	540	540	551
41-20	GARBAGE SERVICES	2,370	9,133	5,732	6,245	6,245	6,245	6,432
41-30	NATURAL GAS	911	1,226	1,525	1,450	1,450	1,450	1,523
41-40	ELECTRICITY	1,515	1,850	1,650	1,650	1,650	1,650	1,733
41-50	STREET & TRAFFIC LIGHTING	62,712	68,296	73,066	74,359	74,359	74,359	78,077
*	UTILITIES	67,508	80,505	81,973	84,244	84,244	84,244	88,316

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
42-00	JANITORIAL SERVICES	-	-	-	2,284	2,284	2,284	2,353
*	JANITORIAL	-	-	-	2,284	2,284	2,284	2,353
43-10	BUILDINGS AND GROUNDS	3,656	1,618	1,784	1,584	1,584	1,584	1,616
43-20	COMPUTERS	135	120	300	200	200	200	200
43-30	RADIO EQUIPMENT	780	395	518	518	518	518	518
43-40	OFFICE EQUIPMENT	1,159	287	651	534	534	534	534
43-45	JOINT USE OF LABOR/EQUIP	6,050	10,557	2,677	3,079	3,079	3,079	3,079
43-50	VEHICLES	20,765	21,957	27,441	29,843	29,843	29,843	29,843
43-51	GAS/OIL/DIESEL/LUBRICANTS	13,564	9,475	14,327	14,194	14,194	14,194	14,618
43-52	TIRES AND TIRE REPAIRS	5,090	2,205	2,613	4,570	4,570	4,570	4,570
43-70	GENERAL EQUIPMENT	1,067	1,730	2,026	2,175	2,175	2,175	2,219
43-71	SPCL UTILITY EQUIPMENT	-	897	1,147	1,100	1,100	1,100	1,100
43-80	SHOP EQUIPMENT	5,923	3,194	3,002	3,410	3,410	3,410	3,410
43-86	LINE MNTNCE & SUPPLIES	11,352	192	1,027	1,000	1,000	1,000	1,030
43-87	UTILITIES LOCATES	247	138	260	280	280	280	288
*	REPAIRS AND MAINTENANCE	69,788	52,765	57,773	62,487	62,487	62,487	63,025
44-20	RENTAL OF EQUIPMENT	467	743	1,255	500	500	500	500
*	RENTAL COSTS	467	743	1,255	500	500	500	500
52-10	LIABILITY	10,983	3,626	3,626	5,153	5,153	5,153	5,411
52-30	PROPERTY	2,932	1,590	1,590	1,318	1,318	1,318	1,384
52-50	AUTOMOTIVE	6,279	6,254	6,254	6,585	6,585	6,585	6,914
*	INSURANCE	20,194	11,470	11,470	13,056	13,056	13,056	13,709
53-20	POSTAGE	436	441	338	235	235	235	240
53-30	TELEPHONE	1,817	1,377	1,642	2,409	2,409	2,409	2,529
53-40	LEGAL NOTICES	380	220	1,125	1,000	1,000	1,000	1,000
53-60	PUBLIC EDUCATION/INFORMATION	-	85	160	398	398	398	398

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97		1996-97		ESTIMATED 1997-98
					PROPOSED BUDGET	APPROVED BUDGET	ADOPTED BUDGET		
54-00	ADVERTISING	279	83	700	250	250	250	250	250
55-00	PRINTING AND BINDING	142	332	559	566	566	566	566	577
57-00	PERMITS	638	13	90	156	156	156	156	159
*	COMMUNICATIONS	3,692	2,551	4,614	5,014	5,014	5,014	5,014	5,153
58-10	TRAVEL, FOOD & LODGING	1,444	552	700	512	512	512	512	512
58-50	TRAINING AND CONFERENCES	2,216	984	3,090	3,390	3,390	3,390	3,390	3,390
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	254	270	343	394	394	394	394	394
*	TRAINING AND TRAVEL	3,914	1,806	4,133	4,296	4,296	4,296	4,296	4,296
60-10	OFFICE SUPPLIES	3,189	1,629	2,006	2,500	2,500	2,500	2,500	2,550
60-20	JANITORIAL SUPPLIES	1,273	1,202	1,125	1,110	1,110	1,110	1,110	1,143
60-80	CLOTHING	2,339	1,755	2,627	2,145	2,145	2,145	2,145	2,145
60-85	SPECIAL DEPT. SUPPLIES	20,789	2,128	4,325	3,411	3,411	3,411	3,411	3,479
60-86	CHEMICAL/LAB SUPPLIES	577	3,084	4,510	4,510	4,510	4,510	4,510	4,736
60-87	STREET CONST SUPPLIES	37,667	73,220	110,465	157,570	157,570	157,570	157,570	162,297
64-10	BOOKS AND PERIODICALS	1,294	430	689	665	665	665	665	665
64-80	COMPUTER SOFTWARE	149	821	2,257	1,250	1,250	1,250	1,250	1,250
*	SUPPLIES	67,277	84,269	128,004	173,161	173,161	173,161	173,161	178,265
69-80	ASSETS <\$250	478	418	1,284	544	544	544	544	544
*	MISCELLANEOUS EXPENSES	478	418	1,284	544	544	544	544	544
70-50	LEASE PURCHASE	19,240	12,559	15,442	-	-	-	-	-
72-20	BUILDINGS	26,543	2,011	35,280	-	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	5,111	-	540	1,040	1,040	1,040	1,040	-
74-10	MACHINERY	3,411	9,387	6,000	-	-	-	-	1,000
74-20	VEHICLES	33	-	-	-	-	-	-	-
74-25	COMMUNICATIONS EQUIPMENT	2,200	1,352	540	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	2,510	283	450	450	450	450	450	450
74-40	OFFICE EQUIPMENT	-	-	-	1,149	1,149	1,149	1,149	1,000
74-50	COMPUTER EQUIPMENT	2,344	830	-	1,575	1,575	1,575	1,575	1,500

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
74-80	PUMPS	883	-	-	-	-	-	-
74-90	EQUIPMENT, OTHER	6,877	693	9,231	1,414	1,414	1,414	1,500
75-10	CAPITAL PROJECTS	298,094	66,092	209,955	251,051	251,051	287,051	100,773
76-40	STORMWATER COLL IMPROVMTS	48,565	-	-	-	-	-	-
*	CAPITAL OUTLAY	415,811	93,207	277,438	256,679	256,679	292,679	106,223
**	STREET OPERATIONS	1,159,248	666,471	962,844	909,034	911,494	1,009,717	777,358
**	TOTAL EXPENDITURES	1,159,248	881,327	1,239,196	1,132,663	1,135,123	1,243,831	1,006,914

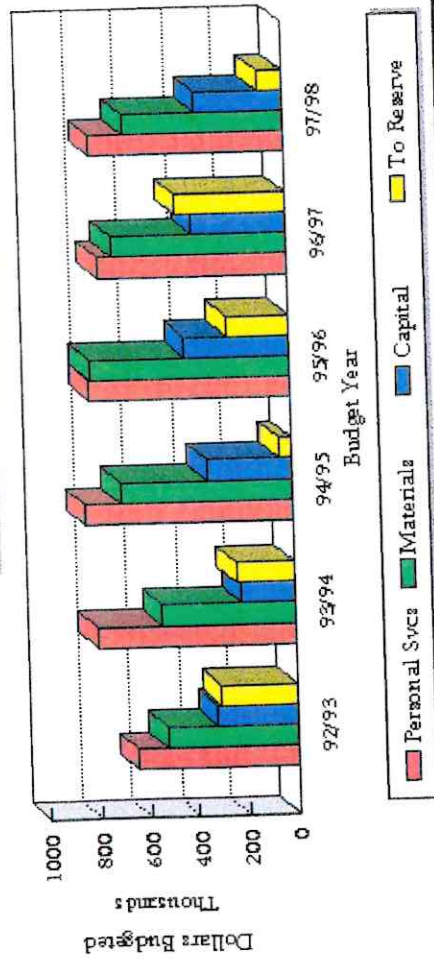
ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
	STREET & STORM SEWER FUND							
	OTHER USES							
81-01	TO GENERAL FUND	98,286	107,532	75,698	42,618	46,835	46,835	42,410
81-09	TO PUBLIC WKS RSV FUND	-	50,000	20,000	46,032	46,032	46,032	3,303
81-10	TO UNEMPLOYMENT RSV FUND	2,800	2,800	2,800	2,800	2,800	2,800	2,800
81-13	TO STREET & BRIDGE FUND	-	-	-	212,768	212,768	212,768	-
81-90	OTHER TRANSFERS OUT	-	-	-	-	24,016	5,308	-
88-00	CONTINGENCY	-	-	155,816	161,868	131,175	145,628	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	101,086	160,332	254,314	466,086	463,626	459,371	48,513
**	TOTAL EXPENDS AND OTHER USES	1,260,334	1,041,659	1,493,510	1,598,749	1,598,749	1,703,202	1,055,427

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
PUBLIC WORKS RESERVE FUND								
300.00	BEGINNING BALANCE	128,617	31,126	55,738	12,488	12,488	12,488	60,020
361.00	INTEREST REVENUES	3,912	1,680	1,500	1,500	1,500	1,500	5,000
*	INTEREST REVENUES	3,912	1,680	1,500	1,500	1,500	1,500	5,000
**	TOTAL REVENUES	3,912	1,680	1,500	1,500	1,500	1,500	5,000
391.05	STREET/STORM SEWER FUND	-	50,000	20,000	46,032	46,032	46,032	30,000
*	OTHER FINANCING SOURCES	-	50,000	20,000	46,032	46,032	46,032	30,000
**	TOTAL RESOURCES	132,529	82,806	77,238	60,020	60,020	60,020	95,020
74-10	MACHINERY	11,229	26,552	66,000	60,020	60,020	60,020	95,020
74-20	VEHICLES	90,174	-	-	-	-	-	-
*	CAPITAL OUTLAY	101,403	26,552	66,000	60,020	60,020	60,020	95,020
88-00	CONTINGENCY	-	-	11,238	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	11,238	-	-	-	-
**	TOTAL EXPENDITURES AND OTHER USES	101,403	26,552	77,238	60,020	60,020	60,020	95,020
**	FUND BALANCE	31,126	56,254	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1992-93 ACTUALS	1993-94 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
STREET & BRIDGE REPLACEMENT FUND								
300.00	BEGINNING BALANCE	261,034	264,238	84,396	20,093	20,093	20,093	21,593
334.90	STATE GRANTS, OTHER	-	386,371	-	-	-	-	-
*	INTERGOVERNMENTAL REVENUES	-	386,371	-	-	-	-	-
361.00	INTEREST REVENUES	9,368	11,285	5,000	1,500	1,500	1,500	1,500
*	INTEREST REVENUES	9,368	11,285	5,000	1,500	1,500	1,500	1,500
**	TOTAL REVENUES	9,368	397,656	5,000	1,500	1,500	1,500	1,500
391.05	STREET/STORM SEWER FUND	-	-	-	212,768	212,768	212,768	-
*	OPERATING TRANSFERS IN	-	-	-	212,768	212,768	212,768	-
**	TOTAL RESOURCES	270,402	661,894	89,396	234,361	234,361	234,361	23,093
75-10	CAPITAL PROJECTS	6,164	306,175	89,396	234,361	234,361	234,361	23,093
76-30	SEWER LINES	-	184,280	-	-	-	-	-
*	CAPITAL OUTLAY	6,164	490,455	89,396	234,361	234,361	234,361	23,093
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
*	OTHER USES	-	-	-	-	-	-	-
**	TOTAL EXPENDS AND OTHER USES	6,164	490,455	89,396	234,361	234,361	234,361	23,093
**	FUND BALANCE	264,238	171,439	-	-	-	-	-

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WATER FUND



THE WATER FUND

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 water service charges. For budget purposes, the fund is divided into two parts: Water Treatment (Fund 051-5000) and Water Distribution (Fund 051-5100).

- Water Treatment accounts for all activities involved in operating and maintaining the Wicks Water Treatment Plant and managing The Dalles Watershed, primarily for water quality and quantity.
- Water Distribution accounts for all activities involved with supplying water service to the customers, including operation and maintenance of the complex distribution system of transmission mains, wells and storage reservoirs.

WATER TREATMENT

Goals/Objectives:

- Provide a safe, reliable supply of drinking water for the community and protect public health through effective treatment and monitoring of water quality.
- Meet the water supply needs of the City in a cost-efficient manner while continuing to comply with all applicable regulations.
- Develop and protect opportunities for future enhancement of water supplies to meet the needs of a growing and developing community.
- Provide lawful and effective stewardship of water, land and timber resources in the municipal watershed to protect water quality and promote forest health.
- Provide a source of revenue for the City Water Fund through planned timber harvests while protecting water quality.

Accomplishments:

- Purchase and installation of particle counting system at Wicks Treatment Plant to monitor and document filtration efficiencies.
- Construction of Caustic Soda Feed Facility at Wicks plant, improving operational safety and efficiency and decreasing treatment chemical costs.
- Upgrade of Wicks plant metering systems for raw and finished flows by installation of new meters with current-day telemetry technologies.
- Introduction of computerized preventive maintenance program for Wicks.
- Six month evaluation of Wicks/Watershed staffing levels.
- Joint purchase (with Street Division) of tractor-mounted brush mower.
- Survival of the Flood of 96 and subsequent repairs, including road reconstruction, returning the stream to its channel, and cleaning and repair of the plant intake and headworks system.
- Purchase of 270 acres of watershed property for protection of water quality.
- Completion of second year of calling for northern spotted owls, clearing the way for a 1996 timber harvest on City-owned lands.
- Seismic and hydrologic analyses of Crow Creek Dam by contract; also, study of the feasibility of increasing the height of the dam for increased water storage.
- Continuation of Watershed Utilization Plan,

including two elk hunts, a mushroom hunt, public wood cutting on City-owned land, a public tour, guided group hikes and various other permitted hiking opportunities.

- Development of second Memorandum of Understanding with the US Forest Service and a Cooperative Agreement with the US Fish and Wildlife Service to expedite approval of future City timber harvests as planned.
- Worked with US Forest Service to keep administration of watershed with the Barlow Ranger District to maintain the effective partnership for cooperative management developed over the last 30 years.
- Challenge to a land designation applied to federal portions of the watershed in the NW Forest Plan, which could deter the City's ability to enhance water supplies in the future.
- Successful application to receive credit from the Forest Service for watershed road maintenance completed by the City, in return for waiver of 1995-96 federal road- use fees.

Failures:

- Did not succeed in selling 185 acres of surplus watershed property.
- Timber harvest planned to occur in 1996 will likely fall into the 1996-97 fiscal year rather than 1995-96 as expected.
- Process Safety Management Program required by OR-OSHA not completed.

WATER DISTRIBUTION

Goals/Objectives:

- Develop Capital Improvement Program, expedite projects, and revise annually
- Operation, maintenance and replacement of distribution system
 - Equipment (valves, pumps, chemical feeders)
 - Hydrants to document performance and maintain water quality
- Development of accurate mapping and inventory of water system infrastructure
- Efficient response to customer requests: New taps, quality concerns, availability of service
- Completion of upgrades of commercial meters for more accurate consumption data
- 2nd St. Intertie project to maximize Lone Pine Well service zone

Accomplishments:

- Post-flood main replacement: High-Line (920 ft) and Mill Creek Line (390 ft) Also, valves, meters, services, air valves, line bedding, creek channeling
- CIP Main replacements: 14th-16th from Liberty to Union; Kelly to G
- Telemetry project for control of water/wastewater systems is 90% complete
- Terminal Reservoir evaluation in progress
- Leak detection by contract found 14 leaks, totalling 101 gpm
- New water services (Total of 53)
 - New Residences (29)
 - New Business(16)
- Flood replacements (8)

- Hydrant replacements at 2nd & Union and 1800 West 6th
- Hydrant repairs at 10th & Quinton, 17th & Trevitt, and W. Scenic & Garrison
- Installation of 4 new hydrants: 12th & Shearer/1300 W 2nd/20th & Fairview/ McDonald's at Lone Pine
- Installation of 66 residential meters missed during meter project: 3/4" (42) 1" (12) 1.5" (7) 2" (5)
- Water line leaks repaired (45): 14" lines (11) 6" (2)
- 2" galvanized (9) 3/4" services (23)
- Performance of locates of City utilities as requested: Average 3 per day
- Sampling water quality in Distribution System to meet regulatory requirements
- Ongoing Cross Connection program and annual report; 591 devices in system require annual testing; 50 installations are pending
- Project Inspection (Developers and private contractors)
- Installation of soft starts in Marks and Jordan well motors for energy efficiency
- Progress filling 14th Street Reservoir site
- Replacement of anodes to Columbia View Reservoir for better corrosion control.

Failures:

- Pressure zones not yet adjusted from 15 to 6 zones
- Abandonment of Greenline and Mill Creek wells not accomplished.

WATER UTILITY FUND SUMMARY

<u>ACCOUNT DESCRIPTION</u>	<u>1993-94</u> <u>ACTUALS</u>	<u>1994-95</u> <u>ACTUALS</u>	<u>1995-96</u> <u>BUDGET</u>	<u>1996-97</u>		<u>1996-97</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1996-97</u>		<u>ESTIMATED</u> <u>1997-98</u>
				<u>PROPOSED</u> <u>BUDGET</u>	<u>BUDGET</u>		<u>ADOPTED</u> <u>BUDGET</u>	<u>BUDGET</u>	
Beginning Balance	283,529	322,118	637,379	444,586	444,586	444,586	514,888	514,888	219,818
Revenues	2,071,990	2,050,009	2,187,355	2,482,477	2,482,477	2,482,477	2,473,825	2,473,825	2,053,279
Other Financing Sources	1,887	-	64,750	64,750	64,750	64,750	64,750	64,750	-
Total Resources	2,357,406	2,372,127	2,889,484	2,991,813	2,991,813	2,991,813	3,053,463	3,053,463	2,273,097
Water Treatment	783,182	712,765	971,282	922,039	922,039	922,039	1,000,155	1,000,155	952,843
Water Distribution	767,846	651,271	1,066,304	919,439	929,965	929,965	945,909	945,909	837,784
Total Expenditures	1,551,028	1,364,036	2,037,586	1,841,478	1,852,004	1,852,004	1,946,064	1,946,064	1,790,626
Transfers Out	484,262	305,214	670,774	932,367	964,317	964,317	931,907	931,907	289,057
Contingency	-	-	181,124	217,968	175,492	175,492	175,492	175,492	193,414
Unappropriated Ending Balance	-	-	-	-	-	-	-	-	-
Total Other Uses	484,262	305,214	851,898	1,150,335	1,139,809	1,139,809	1,107,399	1,107,399	482,471
Total Expenditures and Other Uses	2,035,290	1,669,250	2,889,484	2,991,813	2,991,813	2,991,813	3,053,463	3,053,463	2,273,097
FUND TOTAL	322,116	702,877	-	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
WATER UTILITY FUND								
300.00	BEGINNING BALANCE	283,529	322,118	637,379	444,586	444,586	514,888	219,818
341.90	MISC. SALES AND SERVICES	17,687	34,887	15,000	25,000	25,000	25,000	20,000
344.10	UTILITY SERVICE CHARGES	1,977,467	1,977,156	2,006,500	2,005,679	2,005,679	2,005,679	2,005,679
344.90	DELINQUENT ACCT INTEREST	8,416	3,928	2,000	4,000	4,000	4,000	4,000
345.20	UNCOLLECTIBLE ACCOUNTS	(4,913)	(4,876)	-	-	-	-	-
345.50	WATERSHED UTILIZATION FEE	110	175	250	150	150	150	100
348.00	INTERDEPARTMENTAL REVENUE	10,060	10,214	8,605	8,458	8,458	8,458	8,500
*	CHARGES FOR SERVICES	2,008,827	2,021,484	2,032,355	2,043,287	2,043,287	2,043,287	2,038,279
361.00	INTEREST REVENUES	13,643	26,388	15,000	15,000	15,000	15,000	15,000
*	INTEREST REVENUES	13,643	26,388	15,000	15,000	15,000	15,000	15,000
368.00	TIMBER RECEIPTS	48,250	-	140,000	140,000	140,000	140,000	-
369.00	OTHER MISC. REVENUES	1,270	2,137	-	284,190	284,190	275,538	-
*	MISCELLANEOUS REVENUES	49,520	2,137	140,000	424,190	424,190	415,538	-
**	TOTAL REVENUES	2,071,990	2,050,009	2,187,355	2,482,477	2,482,477	2,473,825	2,053,279
392.00	SALE OF FIXED ASSETS	1,887	-	64,750	64,750	64,750	64,750	-
*	OTHER FINANCING SOURCES	1,887	-	64,750	64,750	64,750	64,750	-
**	TOTAL RESOURCES	2,357,406	2,372,127	2,889,484	2,991,813	2,991,813	3,053,463	2,273,097

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
WATER UTILITY FUND								
WATER TREATMENT DEPT.								
11-00	REGULAR SALARIES	308,707	286,324	277,254	274,432	274,432	274,432	282,665
12-00	PART-TIME/TEMP SALARIES	22,763	20,675	13,132	11,079	11,079	11,079	11,079
13-00	OVERTIME SALARIES	12,002	9,460	16,376	11,375	11,375	11,375	11,716
*	SALARIES AND WAGES	343,472	316,459	306,762	296,886	296,886	296,886	305,460
14-00	EMPLOYEE SICK LEAVE REDEM	-	-	858	-	-	-	-
21-10	MEDICAL INSURANCE	33,207	34,603	33,721	26,855	26,855	26,855	29,548
21-20	L-T DISABILITY INSURANCE	2,021	1,704	1,865	1,027	1,027	1,027	1,058
21-30	LIFE INSURANCE	421	370	636	386	386	386	398
21-40	WORKERS COMP INSURANCE	338	7,279	8,256	7,776	7,776	7,776	8,009
22-00	FICA	26,307	24,211	23,588	22,711	22,711	22,711	23,368
23-00	RETIREMENT CONTRIBUTIONS	36,871	36,867	35,580	24,319	24,319	40,785	25,049
*	BENEFITS	99,165	105,034	104,504	83,074	83,074	99,540	87,430
31-10	CONTRACTUAL SERVICES	212	6,973	3,334	3,500	3,500	3,500	-
32-10	AUDITING SERVICES	-	41	2,500	-	-	-	-
33-10	WATERSHED PATROL	7,128	10,543	-	-	-	-	-
33-30	FIRE PATROL	4,012	3,898	4,219	4,405	4,405	4,405	4,405
34-10	ENGINEERING SERVICES	-	-	29,000	29,334	29,334	29,334	500
34-50	SPECIAL STUDIES & REPORTS	-	3,464	39,750	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	40,109	34,169	47,436	47,452	47,452	47,452	48,401
*	CONTRACTUAL SERVICES	51,461	59,088	126,239	84,691	84,691	84,691	53,306
41-10	WATER & SEWER	410	260	740	670	670	670	683
41-20	GARBAGE SERVICES	576	576	3,170	3,110	3,110	3,110	3,203
41-30	NATURAL GAS	4,963	4,244	9,175	5,963	5,963	5,963	6,261
41-40	ELECTRICITY	25,920	18,977	33,059	28,000	28,000	28,000	29,400
*	UTILITIES	31,869	24,057	46,144	37,743	37,743	37,743	39,547

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
42-00 *	JANITORIAL SERVICES	-	-	-	1,250	1,250	1,250	1,288
	JANITORIAL	-	-	-	1,250	1,250	1,250	1,288
43-10	BUILDINGS AND GROUNDS	20,926	1,925	32,715	3,350	3,350	35,850	3,417
43-20	COMPUTERS	33	98	650	550	550	550	550
43-30	RADIO EQUIPMENT	147	114	425	491	491	491	491
43-40	OFFICE EQUIPMENT	676	200	325	2,050	2,050	2,050	2,050
43-45	JOINT USE OF LABOR/EQUIP	4,827	3,098	7,560	9,240	9,240	9,240	9,240
43-50	VEHICLES	5,982	2,157	3,250	5,925	5,925	5,925	5,925
43-51	GAS/OIL/DIESEL/LUBRICANTS	2,585	3,469	5,205	4,085	4,085	4,085	4,208
43-52	TIRES AND TIRE REPAIRS	1,605	770	1,720	1,740	1,740	1,740	1,740
43-70	GENERAL EQUIPMENT	4,790	485	3,660	1,510	1,510	1,510	1,555
43-71	SPCL UTILITY EQUIPMENT	8,623	14,216	10,215	10,025	10,025	10,025	10,025
43-72	ELECTRICAL SYSTEMS	-	-	-	3,300	3,300	3,300	3,300
43-73	PLUMBING	-	-	-	1,100	1,100	1,100	1,100
43-77	HVAC SYSTEMS	1,769	1,485	2,846	450	450	450	450
43-80	SHOP EQUIPMENT	-	-	-	1,599	1,599	1,599	1,599
43-85	NUISANCE ABATEMENT	1,009	906	1,600	100	100	100	100
43-86	LINES MNTNCE & SUPPLIES	22,844	12,215	29,200	6,900	6,900	6,900	1,442
43-88	WATERSHED ROAD CONST/MTNC	75,816	41,138	99,371	27,750	27,750	27,750	9,528
*	REPAIRS AND MAINTENANCE				80,165	80,165	112,665	56,720
44-20 *	RENTAL OF EQUIPMENT	1	210	450	360	360	360	360
	RENTAL COSTS	1	210	450	360	360	360	360
50-50 *	TIMBER MANAGEMENT	3,981	4,492	7,150	4,400	4,400	4,400	4,400
	OTHER PURCHASED SERVICES	3,981	4,492	7,150	4,400	4,400	4,400	4,400
52-10	LIABILITY	18,431	17,942	17,942	17,295	17,295	17,295	18,160
52-30	PROPERTY	1,886	8,915	8,915	7,322	7,322	7,322	7,688
52-50 *	AUTOMOTIVE	3,907	4,752	4,752	4,117	4,117	4,117	4,323
	INSURANCE	24,224	31,609	31,609	28,734	28,734	28,734	30,171

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
53-20	POSTAGE	404	1,055	1,270	1,000	1,000	1,000	1,020
53-30	TELEPHONE	2,825	3,013	3,882	3,860	3,860	3,860	4,053
53-32	TELEMETRY	-	-	-	1,225	1,225	1,225	1,286
53-40	LEGAL NOTICES	-	34	225	500	500	500	500
53-60	PUBLIC EDUCATION/INFORMATION	-	802	1,420	2,298	2,298	2,298	2,298
54-00	ADVERTISING	176	45	700	600	600	600	600
55-00	PRINTING AND BINDING	1,549	495	1,765	1,145	1,145	1,145	1,168
57-00	PERMITS	143	315	1,100	728	728	728	743
*	COMMUNICATIONS	5,097	5,759	10,362	11,356	11,356	11,356	11,668
58-10	TRAVEL, FOOD & LODGING	2,035	580	715	990	990	990	990
58-50	TRAINING AND CONFERENCES	4,141	4,286	4,958	4,867	4,867	4,867	4,867
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	642	1,014	746	976	976	976	976
*	TRAINING AND TRAVEL	6,818	5,880	6,419	6,833	6,833	6,833	6,833
60-10	OFFICE SUPPLIES	2,010	1,250	2,365	1,766	1,766	1,766	1,801
60-20	JANITORIAL SUPPLIES	1,415	872	1,970	1,670	1,670	1,670	1,720
60-80	CLOTHING	1,848	1,457	1,960	1,600	1,600	1,600	1,600
60-85	SPECIAL DEPT. SUPPLIES	3,618	3,217	5,557	3,513	3,513	3,513	3,583
60-86	CHEMICAL/LAB SUPPLIES	87,765	78,719	136,823	142,954	142,954	142,954	150,102
64-10	BOOKS AND PERIODICALS	1,360	137	460	377	377	377	377
64-80	COMPUTER SOFTWARE	149	1,589	1,719	834	834	834	834
*	SUPPLIES	98,165	87,241	150,854	152,714	152,714	152,714	160,017
69-50	MISCELLANEOUS EXPENSES	-	160	-	-	-	-	-
69-80	ASSETS <\$250	-	989	1,368	643	643	643	643
*	MISCELLANEOUS EXPENSES	-	1,149	1,368	643	643	643	643

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
73-30	IMPRVMTS OTHER THAN BLDGS	15,184	5,118	7,000	96,000	96,000	96,000	145,000
74-10	MACHINERY	20,621	15,786	55,900	-	-	29,150	-
74-20	VEHICLES	33	-	-	-	-	-	28,000
74-25	COMMUNICATIONS EQUIPMENT	1,295	1,370	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	1,598	529	950	-	-	2,166	3,500
74-40	OFFICE EQUIPMENT	-	545	-	2,166	2,166	9,832	6,500
74-50	COMPUTER EQUIPMENT	2,345	3,071	-	9,832	9,832	-	-
74-80	PUMPS	-	-	-	-	-	-	1,900
74-90	EQUIPMENT, OTHER	2,037	4,230	16,200	25,192	25,192	25,192	10,100
*	CAPITAL OUTLAY	43,113	30,649	80,050	133,190	133,190	162,340	195,000
		783,182	712,765	971,282	922,039	922,039	1,000,155	952,843

** WATER TREATMENT DEPT.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97	1996-97	1996-97	ESTIMATED 1997-98
					PROPOSED BUDGET	APPROVED BUDGET	ADOPTED BUDGET	
WATER UTILITY FUND								
WATER DISTRIBUTION DEPT.								
11-00	REGULAR SALARIES	238,891	249,928	275,102	271,199	271,199	271,199	279,335
12-00	PART-TIME/TEMP SALARIES	814	884	2,880	2,880	2,880	2,880	2,880
13-00	OVERTIME SALARIES	21,149	19,864	20,602	21,000	21,000	21,000	23,976
*	SALARIES AND WAGES	260,854	270,676	298,584	295,079	295,079	295,079	306,191
14-00	EMPLOYEE SICK LEAVE REDEM	-	-	290	-	-	-	-
21-10	MEDICAL INSURANCE	35,387	37,175	37,389	38,885	38,885	38,885	37,033
21-20	L-T DISABILITY INSURANCE	1,505	1,751	1,688	945	945	945	973
21-30	LIFE INSURANCE	352	333	624	379	379	379	390
21-40	WORKERS COMP INSURANCE	9,995	6,676	7,976	9,112	9,112	9,112	9,385
22-00	FICA	19,865	20,710	22,509	22,574	22,574	22,574	23,424
23-00	RETIREMENT CONTRIBUTIONS	29,178	32,447	32,441	19,498	19,498	35,442	20,083
*	BENEFITS	96,282	99,092	102,917	91,393	91,393	107,337	91,288
31-10	CONTRACTUAL SERVICES	676	750	20,434	100	100	100	100
31-40	WASCO CO COMMUNICATIONS	2,953	3,436	3,537	3,014	3,014	3,014	3,374
32-10	AUDITING SERVICES	-	41	2,500	-	-	-	-
34-10	ENGINEERING SERVICES	2,880	7,588	3,500	10,667	10,667	10,667	7,667
34-30	COMPUTER SERVICES	-	90	-	-	-	-	-
34-40	SOFTWARE MAINTANANCE	-	-	-	-	10,526	10,526	-
39-00	OTHER CONTRACTUAL SVCS	4,110	7,894	46,098	33,836	33,836	33,836	20,929
*	CONTRACTUAL SERVICES	10,619	19,799	76,069	47,617	58,143	58,143	32,070
41-10	WATER & SEWER	-	-	-	720	720	720	734
41-20	GARBAGE SERVICES	342	352	376	395	395	395	407
41-30	NATURAL GAS	1,315	1,603	1,674	1,570	1,570	1,570	1,649
41-40	ELECTRICITY	58,635	55,881	69,750	73,235	73,235	73,235	76,897
*	UTILITIES	60,292	57,836	71,800	75,920	75,920	75,920	79,687
42-00	JANITORIAL SERVICES	-	-	-	3,045	3,045	3,045	3,136
*	JANITORIAL	-	-	-	3,045	3,045	3,045	3,136

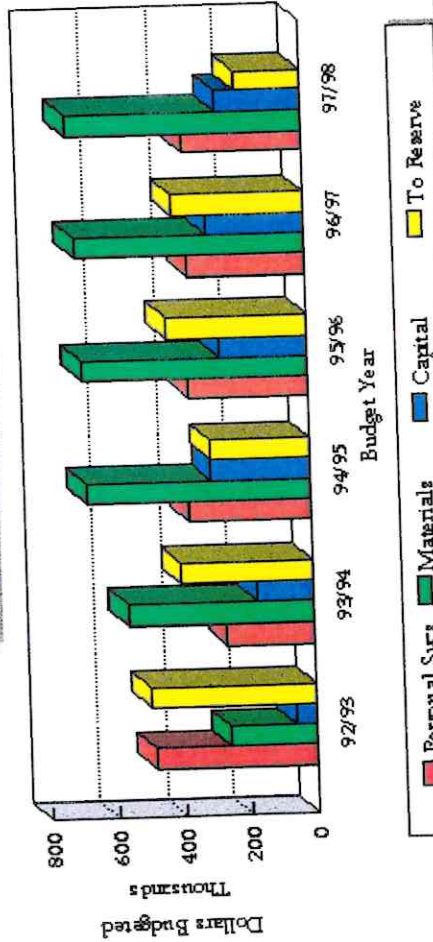
ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
43-10	BUILDINGS AND GROUNDS	7,616	2,336	4,655	3,864	3,864	3,864	3,941
43-20	COMPUTERS	384	383	1,100	600	600	600	600
43-30	RADIO EQUIPMENT	471	234	826	600	600	600	600
43-40	OFFICE EQUIPMENT	777	516	816	658	658	658	658
43-45	JOINT USE OF LABOR/EQUIP	20,685	14,202	12,950	16,530	16,530	16,530	16,530
43-50	VEHICLES	13,052	8,480	21,060	8,885	8,885	8,885	8,885
43-51	GAS/OIL/DIESEL/LUBRICANTS	8,345	8,871	9,858	8,529	8,529	8,529	8,785
43-52	TIRES AND TIRE REPAIRS	3,180	1,440	2,515	8,550	8,550	8,550	2,693
43-70	GENERAL EQUIPMENT	3,012	1,942	1,275	1,555	1,555	1,555	1,586
43-71	SPCL UTILITY EQUIPMENT	12,450	2,046	7,531	7,011	7,011	7,011	7,011
43-80	SHOP EQUIPMENT	3,006	3,324	3,441	3,488	3,488	3,488	3,488
43-86	LINES MNTNCE & SUPPLIES	34,936	32,642	29,782	32,297	32,297	32,297	33,266
43-87	UTILITIES LOCATES	781	546	768	580	580	580	597
* REPAIRS AND MAINTENANCE		108,695	76,962	96,577	93,147	93,147	93,147	88,640
44-20	RENTAL OF EQUIPMENT	46	170	675	250	250	250	250
* RENTAL COSTS		46	170	675	250	250	250	250
52-10	LIABILITY	7,155	5,567	5,317	5,708	5,708	5,708	5,993
52-30	PROPERTY	11,634	7,668	7,668	5,845	5,845	5,845	6,137
52-50	AUTOMOTIVE	5,064	4,515	4,515	4,053	4,053	4,053	4,256
* INSURANCE		23,853	17,750	17,500	15,606	15,606	15,606	16,386
53-20	POSTAGE	481	553	1,173	1,170	1,170	1,170	1,193
53-30	TELEPHONE	1,700	1,369	2,128	2,678	2,678	2,678	2,812
53-32	TELEMETRY	5,313	6,879	7,182	10,216	10,216	10,216	10,727
53-40	LEGAL NOTICES	360	41	900	750	750	750	750
53-60	PUBLIC EDUCATION/INFORMATION	-	990	2,700	2,298	2,298	2,298	2,298
54-00	ADVERTISING	399	-	700	600	600	600	600
55-00	PRINTING AND BINDING	645	350	740	888	888	888	906
57-00	PERMITS	53	22	45	278	278	278	284
* COMMUNICATIONS		8,951	10,204	15,568	18,878	18,878	18,878	19,570

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
58-10	TRAVEL, FOOD & LODGING	1,259	275	1,097	1,332	1,332	1,332	1,332
58-50	TRAINING AND CONFERENCES	3,209	3,076	3,549	4,942	4,942	4,942	4,942
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	1,086	1,493	1,581	1,764	1,764	1,764	1,764
*	TRAINING AND TRAVEL	5,554	4,844	6,227	8,038	8,038	8,038	8,038
60-10	OFFICE SUPPLIES	2,727	1,466	2,545	3,333	3,333	3,333	3,400
60-20	JANITORIAL SUPPLIES	1,227	1,396	1,500	1,480	1,480	1,480	1,524
60-80	CLOTHING	2,101	1,547	2,828	2,310	2,310	2,310	2,310
60-85	SPECIAL DEPT. SUPPLIES	2,912	2,884	4,872	4,292	4,292	4,292	4,378
60-86	CHEMICAL/LAB SUPPLIES	3,883	918	4,300	4,110	4,110	4,110	4,315
60-87	STREET CONST SUPPLIES	10,498	11,089	19,497	19,105	19,105	19,105	19,678
64-10	BOOKS AND PERIODICALS	921	206	1,060	627	627	627	627
64-80	COMPUTER SOFTWARE	149	2,243	3,519	1,134	1,134	1,134	1,134
*	SUPPLIES	24,418	21,749	40,121	36,391	36,391	36,391	37,366
69-80	ASSETS <\$250	-	481	643	418	418	418	418
*	MISCELLANEOUS EXPENSES	-	481	643	418	418	418	418
70-50	LEASE PURCHASE	-	-	-	10,294	10,294	10,294	10,294
72-20	BUILDINGS	9,525	-	10,750	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	14,949	-	16,184	3,720	3,720	3,720	35,000
74-10	MACHINERY	956	3,289	1,375	7,475	7,475	7,475	2,000
74-20	VEHICLES	16,000	-	-	25,000	25,000	25,000	28,000
74-25	COMMUNICATIONS EQUIPMENT	474	977	1,223	-	-	-	-
74-30	FURNITURE AND FIXTURES	576	326	450	650	650	650	500
74-40	OFFICE EQUIPMENT	-	664	-	766	766	766	500
74-50	COMPUTER EQUIPMENT	-	757	620	1,835	1,835	1,835	1,500

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
74-90	EQUIPMENT, OTHER	4,480	12,142	9,319	15,967	15,967	15,967	10,000
75-10	CAPITAL PROJECTS	-	-	-	50,000	50,000	50,000	-
76-10	SOURCE OF SUPPLY	-	45,191	182,005	86,000	86,000	86,000	35,000
76-20	WATER LINES	121,322	8,362	117,697	31,950	31,950	31,950	31,950
*	CAPITAL OUTLAY	168,282	71,708	339,623	233,657	233,657	233,657	154,744
**	WATER DISTRIBUTION DEPT.	767,846	651,271	1,066,304	919,439	929,965	945,909	837,784
**	TOTAL EXPENDITURES	1,551,028	1,364,036	2,037,586	1,841,478	1,852,004	1,946,064	1,790,626
WATER UTILITY FUND								
OTHER USES								
81-01	TO GENERAL FUND	250,062	251,014	211,824	193,977	186,993	186,993	184,857
81-10	TO UNEMPLOYMENT RSV FUND	4,200	4,200	4,200	4,200	4,200	4,200	4,200
81-53	WTR DEPT. CAP RESERVE FUND	230,000	50,000	454,750	734,190	734,190	734,190	100,000
81-90	OTHER TRANSFERS OUT	-	-	-	-	38,934	6,524	-
88-00	CONTINGENCY	-	-	181,124	217,968	175,492	175,492	193,414
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	484,262	305,214	851,898	1,150,335	1,139,809	1,107,399	482,471

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
WTR DEPT. CAP RESERVE FUND								
300.00	BEGINNING BALANCE	991,811	1,199,987	795,686	452,234	452,234	452,234	273,394
344.20	CONNECT CHARGES	22,212	33,723	18,816	20,160	20,160	20,160	20,160
* CHARGES FOR SERVICES		22,212	33,723	18,816	20,160	20,160	20,160	20,160
361.00	INTEREST REVENUES	39,221	50,743	35,000	20,000	20,000	20,000	15,000
* INTEREST REVENUES		39,221	50,743	35,000	20,000	20,000	20,000	15,000
** TOTAL REVENUES		61,433	84,466	53,816	40,160	40,160	40,160	35,160
391.51	WATER UTILITY FUND	230,000	50,000	454,750	734,190	734,190	734,190	100,000
* OTHER FINANCING SOURCES		230,000	50,000	454,750	734,190	734,190	734,190	100,000
** TOTAL RESOURCES		1,283,244	1,334,453	1,304,252	1,226,584	1,226,584	1,226,584	408,554
71-10	LAND	-	-	286,500	235,000	235,000	235,000	50,000
72-20	BUILDINGS	-	39,271	213,340	-	-	-	-
74-20	VEHICLES	22,301	-	-	-	-	-	-
75-10	CAPITAL PROJECTS	40,165	261,666	607,591	557,584	557,584	557,584	158,554
76-10	SOURCE OF SUPPLY	-	79,403	-	-	-	-	-
76-20	WATER LINES	20,791	172,236	196,821	434,000	434,000	434,000	200,000
* CAPITAL OUTLAY		83,257	552,576	1,304,252	1,226,584	1,226,584	1,226,584	408,554
** TOTAL EXPENDITURES		83,257	552,576	1,304,252	1,226,584	1,226,584	1,226,584	408,554
** FUND BALANCE		1,199,987	781,877	-	-	-	-	-

WASTEWATER FUND



THE WASTEWATER FUND

The Wastewater Fund provides for operation, maintenance and improvement of the City's wastewater collection system and wastewater treatment plant. Revenues to the fund consist primarily of wastewater service charges. The wastewater treatment plant is operated under contract with OMI, Inc.

WASTEWATER COLLECTION

Goals/Objectives:

- Develop Capital Improvement Program, expedite projects, and revise annually
- Operational maintenance and replacement of collection system
- Development of accurate mapping and inventory of sanitary sewer infrastructure
- Improvement of Project Inspections to assure quality product
- Efficient main extensions and new sanitary sewer taps to our developing community
- Continuing separation of storm water from sanitary system to reduce inflow to the plant during rain events
- Efficient response to sewer backups

- Continuing video camera work on problem areas and new installations
- Control of root intrusion into sewer lines
- Vector control program
- Operation and maintenance of lift stations

Accomplishments:

- Wastewater collection mainline extensions for new subdivisions: About 7,000 feet
- Wastewater collection new services:

Single family	45
Commercial	7
Industrial	2
Duplex	4
Other (church, pro shop, office)	1

WWC Accomplishments - continued

- Manhole installations for new subdivisions: 18
- Continuing repair of flood damage
- Separation of storm catch basins from sanitary lines:
 - Liberty Street from 4th to 6th Streets
 - 7th Street from Washington to Kelly Streets
 - 13th Street from I to Riverview
 - (To stop infiltration and exfiltration)
 - 3rd Place catchbasin
- Separation of combined manholes (open sanitary and storm lines in same manhole)
 - 3rd Place - Poured false bottom under sanitary line for separation
 - Trevitt house - Installed molded top on sanitary line for separation
- Audit of sewer units for restaurants by on-site inspections
- Grease trap inspection program in cooperation with OMI

Failures:

- Time did not allow completion of Court Street project
(This replacement of deteriorated line has been carried over to 96/97 budget)
- Efforts to reduce inflow by plugging vent holes of manholes in high traffic areas has had limited success; now trying inserts of a different design.

WASTEWATER TREATMENT

Goals/Objectives:

- Protection of the environment by compliance with regulations and permit conditions
- Long-range planning for future needs of the community
- Cost efficient operation and maintenance of treatment facility

Accomplishments:

- Formulation of Industrial Pretreatment Program (DEQ approval expected 4/96)
- DEQ reinstatement of 4.15 MGD design flow
- Outfall study, with resulting contract for installation of ultraviolet disinfection
- Plan for outfall modification to meet limits for ammonia toxicity
- Grease trap inspection program

Failures:

- Lack of long-range plan for siting and future growth

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
WASTE WATER FUND								
300.00	BEGINNING BALANCE	360,098	411,053	433,897	387,332	387,332	467,179	182,093
341.90	MISC. SALES AND SERVICES	10,280	28,884	10,000	16,500	16,500	16,500	16,500
344.10	UTILITY SERVICE CHARGES	1,551,098	1,564,795	1,560,076	1,588,600	1,588,600	1,588,600	1,588,600
344.90	DELINQUENT ACCT INTEREST	-	1,050	3,800	-	-	-	-
345.20	UNCOLLECTIBLE ACCOUNTS	(4,741)	(7,660)	-	-	-	-	-
348.00	INTERDEPARTMENTAL REVENUE	20,750	15,937	13,779	16,919	16,919	16,919	16,000
*	CHARGES FOR SERVICES	1,577,387	1,603,006	1,587,655	1,622,019	1,622,019	1,622,019	1,621,100
361.00	INTEREST REVENUES	11,972	19,583	15,000	15,000	15,000	15,000	15,000
*	INTEREST REVENUES	11,972	19,583	15,000	15,000	15,000	15,000	15,000
369.00	OTHER MISC. REVENUES	670	3,397	-	379,888	379,888	366,686	-
*	MISCELLANEOUS REVENUES	670	3,397	-	379,888	379,888	366,686	-
**	TOTAL REVENUES	1,590,029	1,625,986	1,602,655	2,016,907	2,016,907	2,003,705	1,636,100
392.00	SALE OF FIXED ASSETS	1,508	-	-	-	-	-	-
*	OTHER FINANCING SOURCES	1,508	-	-	-	-	-	-
**	TOTAL RESOURCES	1,951,635	2,037,039	2,036,552	2,404,239	2,404,239	2,470,884	1,818,193

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
11-00	REGULAR SALARIES	192,524	244,514	247,228	251,229	251,229	251,229	258,766
12-00	PART-TIME/TEMP SALARIES	968	1,763	2,880	2,880	2,880	2,880	2,880
13-00	OVERTIME SALARIES	6,808	9,276	9,950	8,985	8,985	8,985	9,255
*	SALARIES AND WAGES	200,300	255,553	260,058	263,094	263,094	263,094	270,901
14-00	EMPLOYEE SICK LEAVE REDEM	-	-	580	-	-	-	-
21-10	MEDICAL INSURANCE	21,780	31,706	32,695	32,014	32,014	32,014	32,014
21-20	L-T DISABILITY INSURANCE	1,166	1,583	1,676	950	950	950	979
21-30	LIFE INSURANCE	251	310	540	335	335	335	345
21-40	WORKERS COMP INSURANCE	3,938	6,883	17,751	22,167	22,167	22,167	22,832
22-00	FICA	15,011	19,550	19,938	20,126	20,126	20,126	20,724
23-00	RETIREMENT CONTRIBUTIONS	19,138	27,000	27,543	17,489	17,489	32,328	18,014
*	BENEFITS	61,284	87,032	100,723	93,081	93,081	107,920	94,908
31-10	CONTRACTUAL SERVICES	437,271	448,698	461,562	514,411	514,411	514,411	529,795
31-40	WASCO CO COMMUNICATIONS	2,953	3,436	3,537	3,014	3,014	3,014	3,374
32-10	AUDITING SERVICES	-	83	5,000	-	-	-	-
34-10	ENGINEERING SERVICES	2,868	320	5,500	667	667	667	1,000
34-40	SOFTWARE MAINTENANCE	-	-	-	-	7,909	7,909	-
34-50	SPECIAL STUDIES & REPORTS	-	24,339	-	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	1,039	4,533	25,691	16,852	16,852	26,352	17,189
*	CONTRACTUAL SERVICES	444,131	481,409	501,290	534,944	542,853	552,353	551,358
41-10	WATER & SEWER	-	-	-	720	720	720	734
41-20	GARBAGE SERVICES	342	352	376	395	395	395	407
41-30	NATURAL GAS	908	1,172	1,300	1,000	1,000	1,000	1,050
41-40	ELECTRICITY	2,866	3,011	5,645	7,530	7,530	7,530	7,907
*	UTILITIES	4,116	4,535	7,321	9,645	9,645	9,645	10,098
42-00	JANITORIAL SERVICES	-	-	-	3,045	3,045	3,045	3,136
*	JANITORIAL	-	-	-	3,045	3,045	3,045	3,136

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
43-10	BUILDINGS AND GROUNDS	2,215	1,569	22,591	2,325	2,325	22,325	2,441
43-20	COMPUTERS	135	197	400	400	400	400	400
43-30	RADIO EQUIPMENT	264	340	826	600	600	600	600
43-40	OFFICE EQUIPMENT	515	476	816	660	660	660	660
43-45	JOINT USE OF LABOR/EQUIP	13,417	12,838	14,110	10,567	10,567	10,567	10,567
43-50	VEHICLES	11,172	15,049	12,125	14,625	14,625	14,625	14,625
43-51	GAS/OIL/DIESEL/LUBRICANTS	4,771	5,825	7,572	5,547	5,547	5,547	5,713
43-52	TIRES AND TIRE REPAIRS	1,578	1,678	3,030	2,615	2,615	2,615	2,615
43-70	GENERAL EQUIPMENT	823	1,587	4,863	5,599	5,599	5,599	5,711
43-71	SPCL UTILITY EQUIPMENT	9,579	4,619	7,215	6,515	6,515	6,515	6,515
43-80	SHOP EQUIPMENT	2,668	3,364	4,400	4,590	4,590	4,590	4,590
43-86	LINES MNTNCE & SUPPLIES	9,215	12,472	14,000	13,776	13,776	13,776	14,189
43-87	UTILITIES LOCATES	546	416	768	580	580	580	597
*	REPAIRS AND MAINTENANCE	56,898	60,430	92,716	68,399	68,399	88,399	69,223
44-20	RENTAL OF EQUIPMENT	257	1,465	200	250	250	250	250
*	RENTAL COSTS	257	1,465	200	250	250	250	250
52-10	LIABILITY	6,314	10,770	10,587	10,251	10,251	10,251	10,764
52-30	PROPERTY	4,136	5,733	5,733	4,513	4,513	4,513	4,739
52-50	AUTOMOTIVE	4,223	6,006	6,006	6,938	6,938	6,938	7,285
*	INSURANCE	14,673	22,509	22,326	21,702	21,702	21,702	22,788
53-20	POSTAGE	702	618	553	550	550	550	561
53-30	TELEPHONE	2,795	1,929	1,950	2,598	2,598	2,598	2,728
53-32	TELEMETRY	1,594	1,474	1,815	3,679	3,679	3,679	3,863
53-40	LEGAL NOTICES	360	219	1,350	750	750	750	750
53-60	PUBLIC EDUCATION/INFORMATION	-	106	1,620	1,737	1,737	1,737	1,737
54-00	ADVERTISING	632	-	700	600	600	600	600
55-00	PRINTING AND BINDING	98	227	490	488	488	488	498
57-00	PERMITS	5,335	5,422	7,015	7,050	7,050	7,050	7,191
*	COMMUNICATIONS	11,516	9,995	15,493	17,452	17,452	17,452	17,928

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
58-10	TRAVEL, FOOD & LODGING	1,559	640	790	660	660	660	660
58-50	TRAINING AND CONFERENCES	4,745	1,418	3,182	3,726	3,726	3,726	3,726
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	868	1,133	1,021	1,655	1,655	1,655	1,655
*	TRAINING AND TRAVEL	7,172	3,191	4,993	6,041	6,041	6,041	6,041
60-10	OFFICE SUPPLIES	3,068	2,229	2,200	3,333	3,333	3,333	3,400
60-20	JANITORIAL SUPPLIES	1,280	1,396	1,497	1,480	1,480	1,480	1,524
60-80	CLOTHING	1,502	1,316	2,170	1,800	1,800	1,800	1,800
60-85	SPECIAL DEPT. SUPPLIES	3,682	2,988	5,038	3,788	3,788	3,788	3,864
60-86	CHEMICAL/LAB SUPPLIES	1,720	951	2,352	1,902	1,902	1,902	1,997
60-87	STREET CONST SUPPLIES	6,698	10,335	16,065	15,520	15,520	15,520	15,986
64-10	BOOKS AND PERIODICALS	730	497	920	553	553	553	553
64-80	COMPUTER SOFTWARE	149	3,531	3,438	1,666	1,666	1,666	766
*	SUPPLIES	18,829	23,243	33,680	30,042	30,042	30,042	29,890
69-80	ASSETS <\$250	-	423	1,286	1,080	1,080	1,080	625
*	MISCELLANEOUS EXPENSES	-	423	1,286	1,080	1,080	1,080	625
70-50	LEASE PURCHASE	-	-	-	10,294	10,294	10,294	10,294
72-20	BUILDINGS	2,493	-	-	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	4,968	-	720	1,220	1,220	1,220	1,000
74-10	MACHINERY	-	15,842	5,000	1,700	1,700	1,700	2,000
74-25	COMMUNICATIONS EQUIPMENT	500	-	-	-	-	-	-
74-30	FURNITURE AND FIXTURES	1,234	326	-	-	-	-	500
74-40	OFFICE EQUIPMENT	-	664	-	1,531	1,531	1,531	500
74-50	COMPUTER EQUIPMENT	6,313	8,899	2,820	2,099	2,099	2,099	1,500
74-80	PUMPS	-	-	1,000	5,400	5,400	5,400	-
74-90	EQUIPMENT, OTHER	1,617	5,308	5,908	11,574	11,574	11,574	10,000
76-30	SEWER LINES	151,735	57,442	250,500	247,710	247,710	263,564	233,000
*	CAPITAL OUTLAY	168,860	88,481	265,948	281,528	281,528	297,382	258,794
**	TOTAL EXPENDITURES	988,036	1,038,266	1,306,034	1,330,303	1,338,212	1,398,405	1,335,940

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
81-01	TO GENERAL FUND	150,346	153,219	116,353	104,193	103,666	103,666	100,295
81-10	TO UNEMPLOYMENT RSV FUND	2,200	2,200	2,200	2,200	2,200	2,200	2,200
81-56	TO SEWER SPCL RSV FUND	400,000	300,000	430,000	779,888	779,888	779,888	200,000
81-90	OTHER TRANSFERS OUT	-	-	-	-	18,830	3,991	-
88-00	CONTINGENCY	-	-	181,965	187,655	161,443	182,734	179,758
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	552,546	455,419	730,518	1,073,936	1,066,027	1,072,479	482,253
**	TOTAL EXPENDS AND OTHER USES	1,540,582	1,493,685	2,036,552	2,404,239	2,404,239	2,470,884	1,818,193
**	FUND BALANCE	411,053	543,354	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SEWER SPECIAL RESERVE FUND								
300.00	BEGINNING BALANCE	1,382,435	1,380,900	1,590,595	1,052,197	1,052,197	1,411,664	1,312,117
344.20	CONNECT CHARGES	22,287	27,172	7,392	7,920	7,920	7,920	7,920
* CHARGES FOR SERVICES		22,287	27,172	7,392	7,920	7,920	7,920	7,920
361.00	INTEREST REVENUES	48,206	70,317	25,000	25,000	25,000	25,000	25,000
* INTEREST REVENUES		48,206	70,317	25,000	25,000	25,000	25,000	25,000
369.00	OTHER MISC. REVENUES	34,200	-	-	-	-	-	-
* MISCELLANEOUS REVENUES		34,200	-	-	-	-	-	-
** TOTAL REVENUES		104,693	97,489	32,392	32,920	32,920	32,920	32,920
391.55	WASTEWATER UTILITY FUND	400,000	300,000	430,000	779,888	779,888	779,888	200,000
* OTHER FINANCING SOURCES		400,000	300,000	430,000	779,888	779,888	779,888	200,000
** TOTAL RESOURCES		1,887,128	1,778,389	2,052,987	1,865,005	1,865,005	2,224,472	1,545,037
53-40	LEGAL NOTICES	37	-	-	-	-	-	-
* COMMUNICATIONS		37	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
71-10	LAND	-	-	-	500,000	500,000	500,000	100,000
72-20	BUILDINGS	-	45,137	-	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	7,800	-	-	-	-
74-20	VEHICLES	-	18,500	78,525	-	-	1,567,407	1,360,037
75-10	CAPITAL PROJECTS	506,191	29,137	1,789,080	1,280,005	1,280,005	157,065	85,000
76-30	SEWER LINES	-	85,000	85,000	85,000	85,000	2,224,472	1,545,037
*	CAPITAL OUTLAY	506,191	177,774	1,960,405	1,865,005	1,865,005	2,224,472	1,545,037
**	TOTAL EXPENDITURES	506,228	177,774	1,960,405	1,865,005	1,865,005	2,224,472	1,545,037
88-00	CONTINGENCY	-	-	92,582	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	-	-	92,582	-	-	-	-
**	TOTAL EXPENDS AND OTHER USES	506,228	177,774	2,052,987	1,865,005	1,865,005	2,224,472	1,545,037
**	FUND BALANCE	1,380,900	1,600,615	-	-	-	-	-

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AIRPORT FUND

Mission Statement

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.

Commentary

The Columbia Gorge Regional/The Dalles Municipal Airport has been in a period of moderate growth and development. It's location in the region makes it an important general aviation airport and offers future economic development opportunity to The Dalles and surrounding area.

The airport was the recipient of a \$405,000 FAA grant that provided a new taxi way and other improvements to the airport this year, including navigational - a new directional segmented circle, lighted windsocks and safety improvements - displaced thresholds (touchdown points) on three approaches to the runways, which give better clearance for aircraft as they approach runways. This grant was matched by a \$24,500 Oregon Economic Development grant and \$25,000 from the City. A Washington State Aeronautics Board grant for approximately \$37,000 was also received that installed lighted signs and reflectors on runways and taxi ways.

With General Fund support, it was anticipated that the fuel tank island and pumps would be relocated and the former island would be decommissioned. This was one project that was deferred during the year due to lack of staff time; coordination with the volunteer committee needs to be addressed, and FAA approval of the new location needs to be obtained before the project can get underway. Because this project has been deferred temporarily, the 1995-96 contribution from General Fund of \$57,735 has not been transferred to the Airport Fund, but is rescheduled in the 1996-97 budget to be transferred for the project as originally intended. The project may yet be initiated this fiscal year.

This year's budget includes a part time Airport Manager in response to City Council concerns regarding staff time devoted to this activity. This position will oversee the routine needs of the airport, provide staff support to the Airport Commission, maintain the intergovernmental relationships necessary to conduct this business and manage the projects, property and contracts of the airport. This position will require an operating transfer from the General Fund to sustain it, until such time as the airport becomes a self sustaining entity. For the maintenance and operational support envisioned this year, a transfer from the General Fund is budgeted at \$109,422.

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
AIRPORT FUND								
300.00	BEGINNING BALANCE	34,381	12,202	4,928	808	808	2,387	-
334.90 *	STATE GRANTS, OTHER INTERGOVERNMENTAL REVENUES	-	1,100	-	-	-	-	-
		-	1,100	-	-	-	-	-
341.90	MISC. SALES AND SERVICES	-	-	-	560	560	560	560
347.00	AVIATION FUEL SALES	1,426	1,447	1,200	1,450	1,450	1,450	1,500
* CHARGES FOR SERVICES		1,426	1,447	1,200	2,010	2,010	2,010	2,060
361.00	INTEREST REVENUES	863	433	-	400	400	400	300
* INTEREST REVENUES		863	433	-	400	400	400	300
363.30	AIRPLANE TIE DOWNS	230	-	-	-	-	-	-
363.40	HANGAR RENTALS	2,808	2,191	-	-	-	-	-
363.50	PROPERTY RENTALS	7,848	9,861	13,100	13,100	13,100	13,100	13,100
365.00	GIFTS AND DONATIONS	-	-	500	-	-	-	-
369.00	OTHER MISC. REVENUES	1,512	100	-	-	-	-	-
* MISCELLANEOUS REVENUES		12,398	12,152	13,600	13,100	13,100	13,100	13,100
**	TOTAL REVENUES	14,687	15,132	14,800	15,510	15,510	15,510	15,460
391.01	GENERAL FUND	-	9,700	57,735	104,717	104,717	109,422	42,197
* OTHER FINANCING SOURCES		-	9,700	57,735	104,717	104,717	109,442	42,197
**	TOTAL RESOURCES	49,068	37,034	77,463	121,035	121,035	127,319	57,657

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
12-00	PART-TIME/TEMP SALARIES	-	-	-	17,000	17,000	17,000	17,000
* SALARIES AND WAGES		-	-	-	17,000	17,000	17,000	17,000
21-10	MEDICAL INSURANCE	-	-	-	2,100	2,100	2,100	2,100
21-40	WORKERS COMP INSURANCE	-	-	-	136	136	136	136
22-00	FICA	-	-	-	1,326	1,326	1,326	1,326
* BENEFITS		-	-	-	3,562	3,562	3,562	3,562
31-10	CONTRACTUAL SERVICES	2,261	100	-	-	-	-	-
32-20	SPECIAL LEGAL SERVICES	55	-	-	-	-	-	-
34-10	ENGINEERING SERVICES	-	266	-	-	-	-	-
34-60	WEATHER GRANT SVC CHARGES	3,840	3,840	3,840	3,840	3,840	3,840	3,840
* CONTRACTUAL SERVICES		6,156	4,206	3,840	3,840	3,840	3,840	3,840
41-10	WATER & SEWER	304	389	600	500	500	500	600
41-40	ELECTRICITY	1,425	1,190	2,800	1,600	1,600	1,600	1,700
41-60	HEATING OIL	252	69	300	200	200	200	200
* UTILITIES		1,981	1,648	3,700	2,300	2,300	2,300	2,500
43-10	BUILDINGS AND GROUNDS	17,417	5,367	8,560	20,635	20,635	20,635	21,000
43-45	JOINT USE OF LABOR/EQUIP	-	-	-	1,700	1,700	1,700	250
43-50	VEHICLES	-	-	200	250	250	250	250
* REPAIRS AND MAINTENANCE		17,417	5,367	8,760	22,585	22,585	22,585	21,500
46-10	PROPERTY TAXES	29	29	50	50	50	50	60
46-20	EXCISE TAXES	853	952	450	450	450	450	500
* TAXES		882	981	500	500	500	500	560

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
52-10	LIABILITY	8,616	9,137	4,900	5,400	5,400	5,400	5,600
52-30	PROPERTY	568	1,079	1,200	1,200	1,200	1,200	1,400
52-50	AUTOMOTIVE	-	-	300	360	360	360	375
*	INSURANCE	9,184	10,216	6,400	6,960	6,960	6,960	7,375
53-20	POSTAGE	89	168	120	100	100	100	120
53-30	TELEPHONE	520	502	540	580	580	580	590
54-00	ADVERTISING	-	-	-	150	150	150	150
57-00	PERMITS	235	739	45	45	45	45	55
*	COMMUNICATIONS	844	1,409	705	875	875	875	915
58-10	TRAVEL, FOOD & LODGING	217	-	-	75	75	75	75
58-50	TRAINING AND CONFERENCES	135	-	-	180	180	180	180
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	50	50	50	150	150	150	150
*	TRAINING AND TRAVEL	402	50	50	405	405	405	405
72-20	BUILDINGS	-	-	-	-	-	4,705	-
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	53,508	63,008	63,008	63,008	-
*	CAPITAL OUTLAY	-	-	53,508	63,008	63,008	67,713	-
**	TOTAL EXPENDITURES	36,866	23,877	77,463	121,035	121,035	125,740	57,657
88-00	CONTINGENCY	-	-	-	-	-	1,579	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	-	-	-	-	-	1,579	-
**	TOTAL EXPENDS AND OTHER USES	36,866	23,877	77,463	121,035	121,035	127,319	57,657
**	FUND BALANCE	12,202	13,157	-	-	-	-	-

Capital Improvements Funds

Commentary

The City currently has three capital improvements fund type funds. 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 which was established to account for the improvements made to the airport to bring into compliance with FAA standards.

Two major projects are planned in the LID Fund during 1996-97. Although construction on the Cherry Heights extension project was begun just prior to June 30, 1995, project completion will occur during 1996-97, and the final costs will be calculated and assessments will be made at that time. The other project anticipated for the 96-97 year is the Bargeway improvement project which will consist of street improvements to Bargeway Road in the Port district. The project will be funded initially by proceeds from issuance of bancroft bonds. All project costs will be paid from the proceeds and recorded in the LID Fund. The debt service on the bonds will be paid from assessments to the benefited properties, and recorded in the LID Debt Service Fund.

The Capital Projects Fund is used to account to for improvements projects to City owned buildings. This fund accounted for the recent ADA improvements to City Hall including the elevator and the handicap accessible restrooms. The fund is also used to accumulate a portion of the rent monies from the State Office Building towards further renovations of City Hall. For the 1996-97 fiscal year, the adopted budget shows accumulation of funds with minimal expenditures planned. The renovations and professional costs associated with the improvements are to be budgeted in future periods, once a clear direction is determined and other questions regarding City Hall are resolved.

No activity is budgeted in the FAA Grant Improvements Fund for the 1996-97 fiscal year as the grant project is substantially complete at the close of 1995-96.

CAPITAL IMPROVEMENTS SUMMARY

<u>ACCOUNT DESCRIPTION</u>	<u>1993-94</u> <u>ACTUALS</u>	<u>1994-95</u> <u>ACTUALS</u>	<u>1995-96</u> <u>BUDGET</u>	<u>1996-97</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1996-97</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1996-97</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>ESTIMATED</u> <u>1997-98</u>
Beginning Balance	568,055	608,372	647,046	365,257	365,257	773,904	849,187
Revenues	203,544	464,363	1,098,372	444,522	444,522	444,522	249,876
Other Financing Sources	39,534	12,403	15,000	765,000	765,000	765,000	-
Total Resources	811,133	1,085,138	1,760,418	1,574,779	1,574,779	1,983,426	1,099,063
Capital Projects Fund	7,680	315,703	272,725	23,750	23,750	23,750	228,974
Special Assessments (LID) Fund	148,726	20,230	999,864	1,133,250	1,133,250	1,541,897	511,060
FAA Grant Improvements Fund	1,021	49,437	431,540	-	-	-	-
Total Expenditures	157,427	385,370	1,704,129	1,157,000	1,157,000	1,565,647	740,034
Transfers Out	45,334	21,216	20,300	23,750	23,750	23,750	15,000
Contingency	-	-	35,989	394,029	394,029	394,029	344,029
Unappropriated Ending Balance	-	-	-	-	-	-	-
Total Other Uses	45,334	21,216	56,289	417,779	417,779	417,779	359,029
Total Expenditures and Other Uses	202,761	406,586	1,760,418	1,574,779	1,574,779	1,983,426	1,099,063
FUND TOTAL	608,372	678,552	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
CAPITAL PROJECTS FUND								
300.00	BEGINNING BALANCE	-	70,922	96,251	236,665	236,665	236,665	394,029
334.15	STATE CDBG GRANTS	-	119,172	-	-	-	-	-
* INTERGOVERNMENTAL REVENUES		-	119,172	-	-	-	-	-
361.00	INTEREST REVENUES	469	4,844	5,500	10,140	10,140	10,140	8,000
* INTEREST REVENUES		469	4,844	5,500	10,140	10,140	10,140	8,000
363.80	STATE OFFICE BLDG. INCOME	78,133	170,974	170,974	170,974	170,974	170,974	170,974
* MISCELLANEOUS REVENUES		78,133	170,974	170,974	170,974	170,974	170,974	170,974
** TOTAL REVENUES		78,602	294,990	176,474	181,114	181,114	181,114	178,974
** TOTAL RESOURCES		78,602	365,912	272,725	417,779	417,779	417,779	573,003
CAPITAL PROJECTS FUND CITY HALL RENOVATION								
31-10	CONTRACTUAL SERVICES	-	10,205	-	2,000	2,000	2,000	10,000
34-10	ENGINEERING SERVICES	-	-	-	-	-	-	10,000
34-20	ARCHITECTURAL SERVICES	-	-	-	-	-	-	20,000
* CONTRACTUAL SERVICES		-	10,205	-	2,000	2,000	2,000	40,000
53-20	POSTAGE	-	-	-	250	250	250	250
53-40	LEGAL NOTICES	-	-	-	500	500	500	500
57-00	PERMITS	-	375	-	1,000	1,000	1,000	1,000
* COMMUNICATIONS		-	375	-	1,750	1,750	1,750	1,750

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
72-20	BUILDINGS	-	-	202,725	20,000	20,000	20,000	187,224
* CAPITAL OUTLAY		-	-	202,725	20,000	20,000	20,000	187,224
** CITY HALL RENOVATION		-	10,580	202,725	23,750	23,750	23,750	228,974
CAPITAL PROJECTS FUND								
ADA PROJECT								
32-10	AUDITING SERVICES	-	1,000	-	-	-	-	-
34-20	ARCHITECTURAL SERVICES	7,576	29,694	-	-	-	-	-
* CONTRACTUAL SERVICES		7,576	30,694	-	-	-	-	-
53-20	POSTAGE	43	31	-	-	-	-	-
53-40	LEGAL NOTICES	61	167	-	-	-	-	-
* COMMUNICATIONS		104	198	-	-	-	-	-
72-20	BUILDINGS	-	274,231	70,000	-	-	-	-
* CAPITAL OUTLAY		-	274,231	70,000	-	-	-	-
** ADA PROJECT		7,680	305,123	70,000	-	-	-	-
** TOTAL EXPENDITURES		7,680	315,703	272,725	23,750	23,750	23,750	228,974
88-00	CONTINGENCY	-	-	-	394,029	394,029	394,029	344,029
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
** OTHER USES		-	-	-	394,029	394,029	394,029	344,029
** TOTAL EXPENDS AND OTHER USES		7,680	315,703	272,725	417,779	417,779	417,779	573,003
** FUND BALANCE		70,922	50,209	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL ASSESSMENTS (L.I.D.) FUND								
300.00	BEGINNING BALANCE	568,055	513,437	550,366	128,592	128,592	537,239	455,158
361.00	INTEREST REVENUES	20,916	27,729	18,000	10,000	10,000	10,000	13,000
* INTEREST REVENUES		20,916	27,729	18,000	10,000	10,000	10,000	13,000
369.00	OTHER MISC. REVENUES	20	170	-	-	-	-	-
* MISCELLANEOUS REVENUES		20	170	-	-	-	-	-
370.10	PRINCIPAL-NONBONDED	68,247	82,759	411,298	195,906	195,906	195,906	-
370.20	INTEREST-NONBONDED	78	814	-	400	400	400	-
370.50	PRINCIPAL-BONDED	24,088	26,953	16,000	34,551	34,551	34,551	34,951
370.60	INTEREST-BONDED	11,593	6,427	9,500	22,551	22,551	22,551	22,951
* ASSESSMENTS REVENUES		104,006	116,953	436,798	253,408	253,408	253,408	57,902
** TOTAL REVENUES		124,942	144,852	454,798	263,408	263,408	263,408	70,902
372.00	LAND SALES	14,500	11,487	15,000	15,000	15,000	15,000	-
393.10	BOND PROCEEDS	-	-	-	750,000	750,000	750,000	-
* OTHER FINANCING SOURCES		14,500	11,487	15,000	765,000	765,000	765,000	-
** TOTAL RESOURCES		707,497	669,776	1,020,164	1,157,000	1,157,000	1,565,647	526,060

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
31-10	CONTRACTUAL SERVICES	6,552	16,925	648,298	780,000	780,000	780,000	200,000
32-10	AUDITING SERVICES	3,000	3,000	3,000	3,000	3,000	3,000	-
32-20	SPECIAL LEGAL SERVICES	-	-	-	10,000	10,000	10,000	-
34-10	ENGINEERING SERVICES	-	-	-	190,000	190,000	190,000	20,000
*	CONTRACTUAL SERVICES	9,552	19,925	651,298	983,000	983,000	983,000	220,000
53-20	POSTAGE	187	72	500	850	850	850	500
53-40	LEGAL NOTICES	971	203	1,200	1,500	1,500	1,500	1,000
*	COMMUNICATIONS	1,158	275	1,700	2,350	2,350	2,350	1,500
73-50	CONSTRUCTION CONTRACTS	138,016	-	346,866	147,900	147,900	556,547	289,560
*	CAPITAL OUTLAY	138,016	-	346,866	147,900	147,900	556,547	289,560
**	TOTAL EXPENDITURES	148,726	20,200	999,864	1,133,250	1,133,250	1,541,897	511,060
81-01	TO GENERAL FUND	20,300	20,300	20,300	23,750	23,750	23,750	15,000
81-90	OTHER TRANSFERS OUT	25,034	916	-	-	-	-	-
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	45,334	21,216	20,300	23,750	23,750	23,750	15,000
**	TOTAL EXPENDS AND OTHER USES	194,060	41,416	1,020,164	1,157,000	1,157,000	1,565,647	526,060
**	FUND BALANCE	513,437	628,360	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
FAA GRANT IMPROVEMENT FUND								
300.00	BEGINNING BALANCE	-	24,013	429	-	-	-	-
331.20	FAA GRANT	-	-	467,100	-	-	-	-
334.90	STATE GRANTS, OTHER	-	24,500	-	-	-	-	-
*	INTERGOVERNMENTAL REVENUES	-	24,500	467,100	-	-	-	-
361.00	INTEREST REVENUES	-	21	-	-	-	-	-
*	INTEREST REVENUES	-	21	-	-	-	-	-
**	TOTAL REVENUES	-	24,521	467,100	-	-	-	-
391.01	GENERAL FUND	-	-	-	-	-	-	-
391.90	OTHER	25,034	916	-	-	-	-	-
*	OTHER FINANCING SOURCES	25,034	916	-	-	-	-	-
**	TOTAL RESOURCES	25,034	49,450	467,529	-	-	-	-
31-10	CONTRACTUAL SERVICES	959	-	-	-	-	-	-
32-10	AUDITING SERVICES	-	-	2,500	-	-	-	-
*	CONTRACTUAL SERVICES	959	-	2,500	-	-	-	-
53-40	LEGAL NOTICES	-	386	-	-	-	-	-
*	COMMUNICATIONS	-	386	-	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	62	-	-	-	-	-	-
*	TRAINING AND TRAVEL	62	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
71-10	LAND	-	-	230,000	-	-	-	-
73-30	IMPRVMTS OTHER THAN BLDGS	-	49,051	199,040	-	-	-	-
*	CAPITAL OUTLAY	-	49,051	429,040	-	-	-	-
**	TOTAL EXPENDITURES	1,021	49,437	431,540	-	-	-	-
88-00	CONTINGENCY	-	-	35,989	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	-	-	35,989	-	-	-	-
**	TOTAL EXPENDS AND OTHER USES	1,021	49,437	467,529	-	-	-	-
**	FUND BALANCE	24,013	13	-	-	-	-	-

Special Revenue Funds

Commentary

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 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 specified purpose. The City's 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. Other funds of this type maintained by the City include the Vietnam Memorial Fund, the Parks Department Reserve Fund. Two other special revenue funds; the Tourism Promotion Fund and the Ambulance Reserve Fund, will be 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.

Another 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 overhead 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.

<u>ACCOUNT DESCRIPTION</u>	<u>1993-94</u> <u>ACTUALS</u>	<u>1994-95</u> <u>ACTUALS</u>	<u>1995-96</u> <u>BUDGET</u>	<u>1996-97</u> <u>PROPOSED</u> <u>BUDGET</u>	<u>1996-97</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1996-97</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>ESTIMATED</u> <u>1997-98</u>
Beginning Balance	60,869	132,659	176,428	226,865	226,865	226,865	174,298
Revenues	232,137	191,655	896,058	732,091	732,091	732,091	142,622
Other Sources	253,445	187,378	261,580	51,205	226,509	108,046	19,200
Total Resources	546,451	511,692	1,334,066	1,010,161	1,185,465	1,067,002	336,120
Special Grants Fund	6,481	82,819	847,871	735,965	735,965	735,965	104,000
State Office Building Fund	29,912	87,081	147,362	155,535	155,535	155,535	166,336
Parks Department Reserve Fund	-	-	8,902	11,295	11,295	11,295	12,095
Unemployment Reserve Fund	25,321	10,472	56,956	64,503	64,503	64,503	52,000
Retirement Reserve Fund	-	-	-	-	175,304	56,841	-
Vietnam Memorial Reserve Fund	389	1	1,850	1,777	1,777	1,777	1,689
Tourism Promotion Fund	258,951	133,247	183,738	-	-	-	-
Ambulance Reserve Fund	-	-	85,058	-	-	-	-
Fire Department Reserve Fund	-	-	-	-	-	-	-
Total Expenditures	321,054	313,620	1,331,737	969,075	1,144,379	1,025,916	336,120
Transfers Out	92,378	5,909	1,667	41,086	41,086	41,086	-
Contingency	-	-	656	-	-	-	-
Unappropriated Ending Balance	-	-	-	-	-	-	-
Total Other Uses	92,378	5,909	2,323	41,086	41,086	41,086	-
Total Expenditures and Other Uses	413,432	319,529	1,334,066	1,010,161	1,185,465	1,067,002	336,120
FUND TOTAL	133,019	192,163	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL GRANTS FUND								
300.00	BEGINNING BALANCE	-	21,364	28,842	77,701	77,701	77,701	65,000
333.00	GRANTS, OTHER	-	-	130,500	61,574	61,574	61,574	-
334.15	STATE CDBG GRANTS	-	-	63,210	63,210	63,210	63,210	-
334.25	ODOT GRANTS	-	-	100,000	50,000	50,000	50,000	-
334.30	ISTEA GRANTS	-	-	330,000	330,000	330,000	330,000	-
334.40	SHPO GRANTS	-	26,278	7,345	12,875	12,875	12,875	8,500
334.60	LCDC GRANTS	-	8,900	-	-	-	-	-
334.80	WASHINGTON STATE GRANTS	-	-	-	54,000	54,000	54,000	-
334.90	STATE GRANTS, OTHER	-	30,000	105,094	26,000	26,000	26,000	-
*	INTERGOVERNMENTAL REVENUES	-	65,178	736,149	597,659	597,659	597,659	8,500
361.00	INTEREST REVENUES	203	919	-	600	600	600	500
*	INTEREST REVENUES	203	919	-	600	600	600	500
364.00	PROGRAM INCOME-CDBG	27,567	12,189	40,000	30,000	30,000	30,000	30,000
365.00	GIFTS AND DONATIONS	75	1,375	-	-	-	-	-
*	MISCELLANEOUS REVENUES	27,642	13,564	40,000	30,000	30,000	30,000	30,000
**	TOTAL REVENUES	27,845	79,661	776,149	628,259	628,259	628,259	39,000
391.01	GENERAL FUND	-	7,378	42,880	32,005	32,005	32,005	-
*	OTHER FINANCING SOURCES	-	7,378	42,880	32,005	32,005	32,005	-
**	TOTAL RESOURCES	27,845	108,403	847,871	737,965	737,965	737,965	104,000

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL GRANTS FUND								
COMMUNITY ACTION PROGRAM								
31-10	CONTRACTUAL SERVICES	1,066	-	2,000	-	-	-	-
31-50	COMMUNITY ACTION PROGRAM	-	16,251	65,142	78,609	78,609	78,609	95,000
35-60	FILING FEES	-	-	200	200	200	200	500
*	CONTRACTUAL SERVICES	1,066	16,251	67,342	78,809	78,809	78,809	95,500
53-40	LEGAL NOTICES	155	-	-	-	-	-	-
*	COMMUNICATIONS	155	-	-	-	-	-	-
**	COMMUNITY ACTION PROGRAM	1,221	16,251	67,342	78,809	78,809	78,809	95,500
SPECIAL GRANTS FUND								
ODOT BIKE PATHS								
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	100,000	74,992	74,992	74,992	-
*	CAPITAL OUTLAY	-	-	100,000	74,992	74,992	74,992	-
**	ODOT BIKE PATHS	-	-	100,000	74,992	74,992	74,992	-
SPECIAL GRANTS FUND								
ISTEA GREENWAY								
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	396,000	357,880	357,880	357,880	-
*	CAPITAL OUTLAY	-	-	396,000	357,880	357,880	357,880	-
**	ISTEA GREENWAY	-	-	396,000	357,880	357,880	357,880	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL GRANTS FUND								
LCDC GRANTS								
39-00	OTHER CONTRACTUAL SVCS	-	24,800	-	-	-	-	-
*	CONTRACTUAL SERVICES	-	24,800	-	-	-	-	-
53-20	POSTAGE	-	43	-	-	-	-	-
*	COMMUNICATIONS	-	43	-	-	-	-	-
58-10	TRAVEL, FOOD & LODGING	-	54	-	-	-	-	-
*	TRAINING AND TRAVEL	-	54	-	-	-	-	-
60-10	OFFICE SUPPLIES	-	133	-	-	-	-	-
*	SUPPLIES	-	133	-	-	-	-	-
**	LCDC GRANTS	-	25,030	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL GRANTS FUND								
SHPO/CERTIFIED LOCAL GOVERNMENT								
31-10	CONTRACTUAL SERVICES	3,702	1,621	-	12,800	12,800	12,800	8,500
*	CONTRACTUAL SERVICES	3,702	1,621	-	12,800	12,800	12,800	8,500
43-10	BUILDINGS AND GROUNDS	33	12,000	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	33	12,000	-	-	-	-	-
53-20	POSTAGE	139	176	31	-	-	-	-
53-40	LEGAL NOTICES	-	23	-	-	-	-	-
57-00	PERMITS	-	600	-	600	600	600	-
*	COMMUNICATIONS	139	799	31	600	600	600	-
58-10	TRAVEL, FOOD & LODGING	62	17	526	-	-	-	-
58-50	TRAINING AND CONFERENCES	24	-	450	-	-	-	-
*	TRAINING AND TRAVEL	86	17	976	-	-	-	-
60-10	OFFICE SUPPLIES	1,300	507	38	2,600	2,600	2,600	-
60-85	SPECIAL DEPT. SUPPLIES	-	94	7,800	-	-	-	-
*	SUPPLIES	1,300	601	7,838	2,600	2,600	2,600	-
**	SHPO/CERT LOC GOVT	5,260	15,038	8,845	16,000	16,000	16,000	8,500

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL GRANTS FUND								
REGIONAL STRATEGIES- AIRPORT								
31-10	CONTRACTUAL SERVICES	-	26,500	30,000	29,500	29,500	29,500	-
*	CONTRACTUAL SERVICES	-	26,500	30,000	29,500	29,500	29,500	-
**	REG. STRATEGIES-AIRPORT	-	26,500	30,000	29,500	29,500	29,500	-
SPECIAL GRANTS FUND								
DEQ TIRE REMOVAL								
31-10	CONTRACTUAL SERVICES	-	-	45,000	-	-	-	-
*	CONTRACTUAL SERVICES	-	-	45,000	-	-	-	-
**	DEQ TIRE REMOVAL	-	-	45,000	-	-	-	-
SPECIAL GRANTS FUND								
ADA RAMP ACCESS								
31-10	CONTRACTUAL SERVICES	-	-	63,210	63,210	63,210	63,210	-
*	CONTRACTUAL SERVICES	-	-	63,210	63,210	63,210	63,210	-
**	ADA RAMP ACCESS	-	-	63,210	63,210	63,210	63,210	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL GRANTS FUND								
DOWNTOWN IMPROVEMENTS								
31-10	CONTRACTUAL SERVICES	-	-	100,500	-	-	61,574	-
*	CONTRACTUAL SERVICES	-	-	100,500	-	-	61,571	-
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-	61,574	61,574	-	-
*	CAPITAL OUTLAY	-	-	-	61,574	61,574	-	-
**	DOWNTOWN IMPROVEMENTS	-	-	100,500	61,574	61,574	61,574	-
SPECIAL GRANTS FUND								
WASHINGTON STATE GRANTS - SIGNAGE								
31-10	CONTRACTUAL SERVICES	-	-	-	54,000	54,000	54,000	-
*	CONTRACTUAL SERVICES	-	-	-	54,000	54,000	54,000	-
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	36,974	-	-	-	-
*	CAPITAL OUTLAY	-	-	36,974	-	-	-	-
**	WA. STATE GRANT-SIGNAGE	-	-	36,974	54,000	54,000	54,000	-
**	TOTAL EXPENDITURES	6,481	82,819	847,871	735,965	735,965	735,965	104,000

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SPECIAL GRANTS FUND								
OTHER USES								
81-01	TO GENERAL FUND	-	5,109	-	2,000	2,000	2,000	-
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	-	5,109	-	2,000	2,000	2,000	-
**	TOTAL EXPENDS AND OTHER USES	6,481	87,928	847,871	737,965	737,965	737,965	104,000
**	FUND BALANCE	21,364	20,475	-	-	-	-	-

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ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
STATE OFFICE BLDG. FUND								
300.00	BEGINNING BALANCE	-	13,484	34,936	53,753	53,753	53,753	64,354
361.01	OPERATIONS	52	171	175	300	300	300	500
361.02	MAINTENANCE	75	1,065	750	3,500	3,500	3,500	3,500
*	INTEREST REVENUES	127	1,236	925	3,800	3,800	3,800	4,000
363.80	STATE OFFICE BLDG. INCOME	-	-	111,501	-	-	-	-
363.80-01	OPERATIONS	24,622	60,968	-	57,178	57,178	57,178	57,178
363.80-02	MAINTENANCE	18,647	40,804	-	40,804	40,804	40,804	40,804
*	MISCELLANEOUS REVENUES	43,269	101,772	111,501	97,982	97,982	97,982	97,982
**	TOTAL REVENUES	43,396	103,008	112,426	101,782	101,782	101,782	101,982
**	TOTAL RESOURCES	43,396	116,492	147,362	155,535	155,535	155,535	166,336
31-11	CONTRACTUAL SVCS-OPER'S	-	-	4,800	24,000	24,000	24,000	26,000
31-12	CONTRACTUAL SVCS-MINTNCE	-	108	41,403	40,354	40,354	354	43,111
*	CONTRACTUAL SERVICES	-	108	46,203	64,354	64,354	24,354	69,111
41-10	WATER & SEWER	1,158	3,703	3,536	4,250	4,250	4,250	4,500
41-20	GARBAGE SERVICES	704	1,856	1,908	1,600	1,600	1,600	1,700
41-40	ELECTRICITY	8,832	18,441	22,964	22,000	22,000	22,000	23,000
*	UTILITIES	10,694	24,000	28,408	27,850	27,850	27,850	29,200

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
42-00 *	JANITORIAL SERVICES JANITORIAL	13,655 13,655	29,569 29,569	31,608 31,608	24,581 24,581	24,581 24,581	24,581 24,581	26,000 26,000
43-10	BUILDINGS AND GROUNDS	1,503	12,059	15,387	18,750	18,750	18,750	20,000
43-72	ELECTRICAL SYSTEMS	565	53	2,500	2,500	2,500	2,500	3,600
43-73	PLUMBING	47	1,011	3,000	3,000	3,000	3,000	3,200
43-75	ELEVATORS	1,668	6,108	9,000	5,000	5,000	5,000	5,300
43-77	HVAC SYSTEMS	138	9,787	5,200	5,000	5,000	5,000	5,300
*	REPAIRS AND MAINTENANCE	3,921	29,018	35,087	34,250	34,250	34,250	37,400
52-30	PROPERTY	824	2,732	3,556	2,500	2,500	2,500	2,625
*	INSURANCE	824	2,732	3,556	2,500	2,500	2,500	2,625
60-20	JANITORIAL SUPPLIES	818	1,654	2,500	2,000	2,000	2,000	2,000
*	SUPPLIES	818	1,654	2,500	2,000	2,000	2,000	2,000
72-20	BUILDINGS	-	-	-	-	-	40,000	-
**	TOTAL EXPENDITURES	29,912	87,081	147,362	155,535	155,535	155,535	166,336
**	FUND BALANCE	13,484	29,411	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
PARKS RESERVE FUND								
300.00	BEGINNING BALANCE	5,771	6,340	8,002	10,395	10,395	10,395	11,295
361.00	INTEREST REVENUES	69	337	400	400	400	400	300
*	INTEREST REVENUES	69	337	400	400	400	400	300
369.00	OTHER MISC. REVENUES	500	1,395	500	500	500	500	500
*	MISCELLANEOUS REVENUES	500	1,395	500	500	500	500	500
**	TOTAL REVENUES	569	1,732	900	900	900	900	800
**	TOTAL RESOURCES	6,340	8,072	8,902	11,295	11,295	11,295	12,095
31-10	CONTRACTUAL SERVICES	-	-	-	1,295	1,295	1,295	2,095
*	CONTRACTUAL SERVICES	-	-	-	1,295	1,295	1,295	2,095
73-30	IMPRVMTS OTHER THAN BLDGS	-	-	8,902	10,000	10,000	10,000	10,000
*	CAPITAL OUTLAY	-	-	8,902	10,000	10,000	10,000	10,000
**	TOTAL EXPENDITURES	-	-	8,902	11,295	11,295	11,295	12,095
**	FUND BALANCE	6,340	8,072	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
UNEMPLOYMENT RESERVE FUND								
300.00	BEGINNING BALANCE	31,703	27,253	35,256	44,203	44,203	44,203	32,000
361.00	INTEREST REVENUES	871	1,178	1,700	1,100	1,100	1,100	800
*	INTEREST REVENUES	871	1,178	1,700	1,100	1,100	1,100	800
**	TOTAL REVENUES	871	1,178	1,700	1,100	1,100	1,100	800
391.01	GENERAL FUND	10,000	10,000	-	10,000	10,000	10,000	10,000
391.05	STREET/STORM SEWER FUND	2,800	2,800	-	2,800	2,800	2,800	2,800
391.51	WATER UTILITY FUND	4,200	4,200	-	4,200	4,200	4,200	4,200
391.55	WASTEWATER UTILITY FUND	2,200	2,200	-	2,200	2,200	2,200	2,200
391.90	OTHER	800	800	20,000	-	-	-	-
*	OTHER FINANCING SOURCES	20,000	20,000	20,000	19,200	19,200	19,200	19,200
**	TOTAL RESOURCES	52,574	48,431	56,956	64,503	64,503	64,503	52,000
25-00	UNEMPLOYMENT CONTRIBUTION	25,321	10,472	56,956	64,503	64,503	64,503	52,000
*	BENEFITS	25,321	10,472	56,956	64,503	64,503	64,503	52,000
**	TOTAL EXPENDITURES	25,321	10,472	56,956	64,503	64,503	64,503	52,000
**	FUND BALANCE	27,253	37,959	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
RETIREMENT RESERVE FUND								
300.00	BEGINNING BALANCE	-	-	-	-	-	-	-
391.01	GENERAL FUND	-	-	-	-	93,524	41,018	-
391.05	STREET/STORM SEWER FUND	-	-	-	-	24,016	5,308	-
391.51	WATER UTILITY FUND	-	-	-	-	38,934	6,524	-
391.55	WASTEWATER UTILITY FUND	-	-	-	-	18,830	3,991	-
*	OTHER FINANCING SOURCES	-	-	-	-	175,304	56,841	-
**	TOTAL RESOURCES	-	-	-	-	175,304	56,841	-
15-00	LEGIS MANDATED RET. COSTS	-	-	-	-	175,304	56,841	-
*	BENEFITS	-	-	-	-	175,304	56,841	-
**	TOTAL EXPENDITURES	-	-	-	-	175,304	56,841	-
**	FUND BALANCE	-	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
VIETNAM MEMORIAL FUND								
300.00	BEGINNING BALANCE	1,831	1,602	1,667	1,727	1,727	1,727	1,649
361.00	INTEREST REVENUES	60	75	83	50	50	50	40
*	INTEREST REVENUES	60	75	83	50	50	50	40
365.00	GIFTS AND DONATIONS	100	-	100	-	-	-	-
*	MISCELLANEOUS REVENUES	100	-	100	-	-	-	-
**	TOTAL REVENUES	160	75	183	50	50	50	40
**	TOTAL RESOURCES	1,991	1,677	1,850	1,777	1,777	1,777	1,689
60-85	SPECIAL DEPT. SUPPLIES	389	1	1,850	1,777	1,777	1,777	1,689
*	SUPPLIES	389	1	1,850	1,777	1,777	1,777	1,689
**	TOTAL EXPENDITURES	389	1	1,850	1,777	1,777	1,777	1,689
**	FUND BALANCE	1,602	1,676	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
TOURISM PROMOTION FUND								
300.00	BEGINNING BALANCE	(12,100)	12,503	494	38,593	38,593	38,593	-
319.10	TRANSIENT ROOM TAXES	85,234	-	-	-	-	-	-
*	OTHER TAXES	85,234	-	-	-	-	-	-
349.01	ADMISSIONS	43,051	-	-	-	-	-	-
349.02	SEASON PASSES	705	-	-	-	-	-	-
349.03	CONCESSIONS	24,006	-	-	-	-	-	-
349.04	DINNERS	2,238	-	-	-	-	-	-
349.05	MURAL SALES	275	-	-	-	-	-	-
*	CHARGES FOR SERVICES	70,275	-	-	-	-	-	-
361.00	INTEREST REVENUES	-	1,130	700	-	-	-	-
*	INTEREST REVENUES	-	1,130	700	-	-	-	-
365.00	GIFTS AND DONATIONS	3	-	-	-	-	-	-
369.00	OTHER MISC. REVENUES	2,335	2,191	4,000	-	-	-	-
*	MISCELLANEOUS REVENUES	2,338	2,191	4,000	-	-	-	-
**	TOTAL REVENUES	157,847	3,321	4,700	-	-	-	-
391.01	GENERAL FUND	218,445	145,000	180,000	-	-	-	-
*	OPERATING TRANSFERS IN	218,445	145,000	180,000	-	-	-	-
**	TOTAL RESOURCES	364,192	160,824	185,194	38,593	38,593	38,593	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
TOURISM PROMOTION FUND								
TOURISM DEPARTMENT								
11-00	REGULAR SALARIES	30,567	46,682	51,046	-	-	-	-
12-00	PART-TIME/TEMP SALARIES	9,673	7,782	15,000	-	-	-	-
13-00	OVERTIME SALARIES	445	558	2,000	-	-	-	-
*	SALARIES AND WAGES	40,685	55,022	68,046	-	-	-	-
21-10	MEDICAL INSURANCE	2,558	3,220	3,220	-	-	-	-
21-20	L-T DISABILITY INSURANCE	259	331	438	-	-	-	-
21-30	LIFE INSURANCE	75	81	144	-	-	-	-
21-40	WORKERS COMP INSURANCE	228	288	243	-	-	-	-
22-00	FICA	3,129	4,209	5,205	-	-	-	-
23-00	RETIREMENT CONTRIBUTIONS	1,466	6,290	4,928	-	-	-	-
*	BENEFITS	7,715	14,419	14,178	-	-	-	-
32-10	AUDITING SERVICES	-	862	4,200	-	-	-	-
33-80	MOVING COSTS	2,499	-	-	-	-	-	-
34-30	COMPUTER SERVICES	90	-	-	-	-	-	-
37-20	PUBLIC RELATIONS	2,021	3,223	12,000	-	-	-	-
37-60	CONVENTIONS & PROMOTIONS	-	-	2,000	-	-	-	-
37-65	CHAMBER OF COMMERCE	38	-	-	-	-	-	-
37-70	DISCOVERY CENTER	2,000	2,000	2,000	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	2,100	4,095	2,100	-	-	-	-
*	CONTRACTUAL SERVICES	8,748	10,180	22,300	-	-	-	-
41-10	WATER & SEWER	65	487	650	-	-	-	-
41-20	GARBAGE SERVICES	390	322	650	-	-	-	-
41-30	NATURAL GAS	14	283	250	-	-	-	-
41-40	ELECTRICITY	1,480	725	2,500	-	-	-	-
*	UTILITIES	1,949	1,817	4,050	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
43-10	BUILDINGS AND GROUNDS	720	442	2,000	-	-	-	-
43-20	COMPUTERS	-	75	250	-	-	-	-
43-40	OFFICE EQUIPMENT	1,427	1,166	2,500	-	-	-	-
43-50	VEHICLES	-	5	-	-	-	-	-
43-51	GAS/OIL/DIESEL/LUBRICANTS	42	10	-	-	-	-	-
43-70	GENERAL EQUIPMENT	12	30	250	-	-	-	-
*	REPAIRS AND MAINTENANCE	2,201	1,728	5,000	-	-	-	-
44-10	RENTAL OF LAND/BUILDINGS	6,900	8,700	11,100	-	-	-	-
44-20	RENTAL OF EQUIPMENT	2,833	1,536	3,200	-	-	-	-
*	RENTAL COSTS	9,733	10,236	14,300	-	-	-	-
52-10	LIABILITY	-	552	575	-	-	-	-
52-30	PROPERTY	-	620	650	-	-	-	-
*	INSURANCE	-	1,172	1,225	-	-	-	-
53-20	POSTAGE	6,381	4,626	8,000	-	-	-	-
53-30	TELEPHONE	9,064	7,160	8,000	-	-	-	-
54-00	ADVERTISING	6,438	12,387	17,000	-	-	-	-
55-00	PRINTING AND BINDING	5,800	4,241	7,000	-	-	-	-
*	COMMUNICATIONS	27,683	28,414	40,000	-	-	-	-
58-10	TRAVEL, FOOD & LODGING	509	2,700	3,000	-	-	-	-
58-50	TRAINING AND CONFERENCES	385	650	1,500	-	-	-	-
58-70	MEMBERSHIPS/DUES/SUBSCRIPT	620	2,338	2,500	-	-	-	-
*	TRAINING AND TRAVEL	1,514	5,688	7,000	-	-	-	-
60-10	OFFICE SUPPLIES	2,535	2,550	3,539	-	-	-	-
60-20	JANITORIAL SUPPLIES	75	-	200	-	-	-	-
60-85	SPECIAL DEPT. SUPPLIES	455	887	900	-	-	-	-
64-10	BOOKS AND PERIODICALS	-	164	300	-	-	-	-
64-80	COMPUTER SOFTWARE	175	-	250	-	-	-	-
*	SUPPLIES	3,240	3,601	5,189	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
69-50	MISCELLANEOUS EXPENSES	100	19	500	-	-	-	-
69-80	ASSETS <\$250	-	951	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	100	970	500	-	-	-	-
74-30	FURNITURE AND FIXTURES	-	-	500	-	-	-	-
74-40	OFFICE EQUIPMENT	714	-	750	-	-	-	-
74-50	COMPUTER EQUIPMENT	-	-	700	-	-	-	-
*	CAPITAL OUTLAY	714	-	1,950	-	-	-	-
**	TOURISM DEPARTMENT	104,282	133,247	183,738	-	-	-	-
TOURISM DEPARTMENT								
TRANSPORTATION CENTER DIVISION								
41-10	WATER & SEWER	696	-	-	-	-	-	-
41-20	GARBAGE SERVICES	-	-	-	-	-	-	-
41-30	NATURAL GAS	313	-	-	-	-	-	-
41-40	ELECTRICITY	1,003	-	-	-	-	-	-
*	UTILITIES	2,012	-	-	-	-	-	-
43-10	BUILDINGS AND GROUNDS	3,105	-	-	-	-	-	-
*	REPAIRS AND MAINTENANCE	3,105	-	-	-	-	-	-
53-30	TELEPHONE	2	-	-	-	-	-	-
*	COMMUNICATIONS	2	-	-	-	-	-	-
60-20	JANITORIAL SUPPLIES	622	-	-	-	-	-	-
*	SUPPLIES	622	-	-	-	-	-	-
**	TRANSPORTATION CENTER	5,741	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 PROPOSED BUDGET	1996-97 PROPOSED BUDGET	ESTIMATED 1997-98
TOURISM PROMOTION FUND								
OREGON TRAIL CELEBRATION								
11-00	REGULAR SALARIES	7,228	-	-	-	-	-	-
12-00	PART-TIME/TEMP SALARIES	69,106	-	-	-	-	-	-
*	SALARIES AND WAGES	76,334	-	-	-	-	-	-
21-10	MEDICAL INSURANCE	506	-	-	-	-	-	-
21-30	LIFE INSURANCE	13	-	-	-	-	-	-
21-40	WORKERS COMP INSURANCE	2,307	-	-	-	-	-	-
22-00	FICA	5,853	-	-	-	-	-	-
23-00	RETIREMENT CONTRIBUTIONS	987	-	-	-	-	-	-
*	BENEFITS	9,666	-	-	-	-	-	-
33-20	SECURITY	6,249	-	-	-	-	-	-
33-25	CARETAKER	18,288	-	-	-	-	-	-
37-10	MARKETING	35	-	-	-	-	-	-
37-50	OREGON TRAIL PROMOTIONS	16,922	-	-	-	-	-	-
37-55	CRATES POINT MEALS	1,192	-	-	-	-	-	-
37-80	MERCHANDISE FOR RESALE	6,934	-	-	-	-	-	-
39-00	OTHER CONTRACTUAL SVCS	2,192	-	-	-	-	-	-
*	CONTRACTUAL SERVICES	51,812	-	-	-	-	-	-
41-40	ELECTRICITY	125	-	-	-	-	-	-
*	UTILITIES	125	-	-	-	-	-	-
44-20	RENTAL OF EQUIPMENT	1,201	-	-	-	-	-	-
*	RENTAL COSTS	1,201	-	-	-	-	-	-
52-30	PROPERTY	121	-	-	-	-	-	-
*	INSURANCE	121	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
53-20	POSTAGE	100	-	-	-	-	-	-
53-30	TELEPHONE	1,046	-	-	-	-	-	-
54-00	ADVERTISING	5,928	-	-	-	-	-	-
55-00	PRINTING AND BINDING	2,542	-	-	-	-	-	-
*	COMMUNICATIONS	9,616	-	-	-	-	-	-
58-10	TRAVEL, FOOD & LODGING	20	-	-	-	-	-	-
*	TRAINING AND TRAVEL	20	-	-	-	-	-	-
60-10	OFFICE SUPPLIES	64	-	-	-	-	-	-
*	SUPPLIES	64	-	-	-	-	-	-
69-70	CASH SHORT/LONG	(31)	-	-	-	-	-	-
*	MISCELLANEOUS EXPENSES	(31)	-	-	-	-	-	-
**	OREGON TRAIL CELEBRATION	148,928	-	-	-	-	-	-
**	TOTAL EXPENDITURES	258,951	133,247	183,738	-	-	-	-
OTHER USES								
80-05	REPAYMENT OF LOAN	91,578	-	-	-	-	-	-
81-01	TO GENERAL FUND	-	-	-	38,593	38,593	38,593	-
81-10	TO UNEMPLOYMENT RSV FUND	800	800	800	-	-	-	-
88-00	CONTINGENCY	-	-	656	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	-	-	-	-
**	OTHER USES	92,378	800	1,456	38,593	38,593	38,593	-
**	TOTAL EXPENDS AND OTHER USES	351,329	134,047	185,194	38,593	38,593	38,593	-
**	FUND BALANCE	12,863	26,777	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
AMBULANCE RESERVE FUND								
300.00	BEGINNING BALANCE	32,859	49,279	66,358	493	493	493	-
361.00	INTEREST REVENUES	<u>1,420</u>	<u>2,641</u>	-	-	-	-	-
*	INTEREST REVENUES	<u>1,420</u>	<u>2,641</u>	-	-	-	-	-
**	TOTAL REVENUES	1,420	2,641	-	-	-	-	-
391.01	GENERAL FUND	<u>15,000</u>	<u>15,000</u>	<u>18,700</u>	-	-	-	-
*	OTHER FINANCING SOURCES	<u>15,000</u>	<u>15,000</u>	<u>18,700</u>	-	-	-	-
**	TOTAL RESOURCES	49,279	66,920	85,058	493	493	493	-
74-20	VEHICLES	-	-	85,058	-	-	-	-
74-90	EQUIPMENT, OTHER	-	-	-	-	-	-	-
*	CAPITAL OUTLAY	-	-	<u>85,058</u>	-	-	-	-
81-01	TO GENERAL FUND	-	-	-	493	493	493	-
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	<u>493</u>	<u>493</u>	<u>493</u>	-
**	OTHER USES	-	-	-	-	-	-	-
**	TOTAL EXPENDS AND OTHER USES	-	-	85,058	493	493	493	-
**	FUND BALANCE	<u>49,279</u>	<u>66,920</u>	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
FIRE DEPT. RESERVE FUND								
300.00	BEGINNING BALANCE	805	834	873	-	-	-	-
361.00	INTEREST REVENUES	29	39	-	-	-	-	-
*	INTEREST REVENUES	29	39	-	-	-	-	-
**	TOTAL REVENUES	29	39	-	-	-	-	-
**	TOTAL RESOURCES	834	873	873	-	-	-	-
81-01	TO GENERAL FUND	-	-	873	-	-	-	-
**	OTHER USES	-	-	873	-	-	-	-
**	TOTAL EXPENDS AND OTHER USES	-	-	873	-	-	-	-
**	FUND BALANCE	834	873	-	-	-	-	-

Debt Service Funds

Commentary

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 two active debt service funds and is establishing a third through the 1996-97 budget process. The two existing debt service funds are the Water Bond Debt Service Fund which accounts for the advance refunding bonds issued in 1993, and the Senior Center Debt Service Fund which 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 newly established fund is the LID Debt Service Fund. This fund will account for principal and interest payments relating to specific LID projects financed through the issuance of bancroft bonds. Included in the 1996-97 budget request for the LID Fund is the Bargeway project whereby improvements are proposed to Bargeway Road on the Port property. This project will be financed by issuing bancroft bonds. Principal and interest payments on the bonds issued will be paid from assessments against the property, and accounted for in the LID Debt Service Fund.

<u>ACCOUNT DESCRIPTION</u>	<u>1993-94</u> <u>ACTUALS</u>	<u>1994-95</u> <u>ACTUALS</u>	<u>1995-96</u> <u>BUDGET</u>	<u>1996-97</u>		<u>1996-97</u> <u>APPROVED</u> <u>BUDGET</u>	<u>1996-97</u> <u>ADOPTED</u> <u>BUDGET</u>	<u>ESTIMATED</u> <u>1997-98</u>
				<u>PROPOSED</u> <u>BUDGET</u>	<u>BUDGET</u>			
Beginning Balance	105,291	97,339	140,629	37,270	37,270	37,270	37,270	67,688
Revenues	394,208	421,279	275,976	428,911	428,911	428,911	428,911	486,918
Other Financing Sources	1,685,488	-	-	-	-	-	-	-
Total Resources	2,184,987	518,618	416,605	466,181	466,181	466,181	466,181	554,606
Water Bond Debt Fund	2,084,468	379,987	381,268	372,813	372,813	372,813	372,813	366,375
Senior Center Grant Debt Service Fund	3,180	3,180	3,180	3,180	3,180	3,180	3,180	3,180
L.I.D. Debt Service Fund	-	-	-	22,500	22,500	22,500	22,500	108,460
Total Expenditures	2,087,648	383,167	384,448	398,493	398,493	398,493	398,493	478,015
Contingency	-	-	-	-	-	-	-	-
Unappropriated Ending Balance	-	-	32,157	67,688	67,688	67,688	67,688	76,591
Total Other Uses	-	-	32,157	67,688	67,688	67,688	67,688	76,591
Total Expenditures and Other Uses	2,087,648	383,167	416,605	466,181	466,181	466,181	466,181	554,606
FUND TOTAL	97,339	135,451	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
WATER BOND DEBT FUND								
300.00	BEGINNING BALANCE	105,291	97,339	140,629	37,270	37,270	37,270	26,438
311.10	PROPERTY TAXES-CURRENT	341,353	329,237	251,146	330,681	330,681	330,681	342,525
311.15	PROPERTY TAXES-PRIOR YEAR	45,001	82,932	18,000	28,150	28,150	28,150	15,000
311.18	LAND SALES-FORECLOSURE	773	-	-	-	-	-	-
311.19	UNSEGREGATED TAX INTEREST	208	239	150	150	150	150	150
*	PROPERTY TAXES	387,335	412,408	269,296	358,981	358,981	358,981	357,675
361.00	INTEREST REVENUES	3,693	5,691	3,500	3,000	3,000	3,000	2,500
*	INTEREST REVENUES	3,693	5,691	3,500	3,000	3,000	3,000	2,500
**	TOTAL REVENUES	391,028	418,099	272,796	361,981	361,981	361,981	360,175
393.10	BOND PROCEEDS	1,685,488	-	-	-	-	-	-
*	OTHER FINANCING SOURCES	1,685,488	-	-	-	-	-	-
**	TOTAL RESOURCES	2,181,807	515,438	413,425	399,251	399,251	399,251	386,613
32-20	SPECIAL LEGAL SERVICES	9,868	-	-	-	-	-	-
*	CONTRACTUAL SERVICES	9,868	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
67-10	BOND PRINCIPAL-93 BONDS	40,000	30,000	30,000	305,000	305,000	305,000	310,000
67-11	BOND PRINCIPAL-88 BONDS	240,000	250,000	265,000	-	-	-	-
67-20	BOND INTEREST-93 BONDS	21,740	66,367	65,392	64,313	64,313	64,313	52,875
67-21	BOND INTEREST-88 BONDS	100,116	33,220	17,226	-	-	-	-
67-70	PAYMENTS TO AGENT/TRUSTEE	1,648,342	400	3,650	3,500	3,500	3,500	3,500
67-72	BOND FINANCIAL SERVICES	21,910	-	-	-	-	-	-
67-73	BOND ISSUANCE COSTS	2,492	-	-	-	-	-	-
* MISCELLANEOUS EXPENSES		2,074,600	379,987	381,268	372,813	372,813	372,813	366,375
** TOTAL EXPENDITURES		2,084,468	379,987	381,268	372,813	372,813	372,813	366,375
89-00	UNAPPROPRIATED ENDING BAL	-	-	32,157	26,438	26,438	26,438	20,238
** OTHER USES		-	-	32,157	26,438	26,438	26,438	20,238
** TOTAL EXPENDS AND OTHER USES		2,084,468	379,987	413,425	399,251	399,251	399,251	386,613
** FUND BALANCE		97,339	135,451	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
SR CTR. DEBT SERVICE FUND								
363.70	SENIOR CENTER PAYMENTS	3,180	3,180	3,180	3,180	3,180	3,180	3,180
*	MISCELLANEOUS REVENUES	3,180	3,180	3,180	3,180	3,180	3,180	3,180
**	TOTAL REVENUES	3,180	3,180	3,180	3,180	3,180	3,180	3,180
**	TOTAL RESOURCES	3,180	3,180	3,180	3,180	3,180	3,180	3,180
67-50	LOAN PRINCIPAL PAYMENTS	1,512	3,180	1,850	1,900	1,900	1,900	2,000
67-60	LOAN INTEREST PAYMENTS	1,668	-	1,330	1,280	1,280	1,280	1,180
*	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	-	-	-	-	-	-	-

ACCT. NO.	ACCOUNT DESCRIPTION	1993-94 ACTUALS	1994-95 ACTUALS	1995-96 BUDGET	1996-97 PROPOSED BUDGET	1996-97 APPROVED BUDGET	1996-97 ADOPTED BUDGET	ESTIMATED 1997-98
L.I.D. DEBT SERVICE FUND								
300.00	BEGINNING BALANCE	-	-	-	-	-	-	41,250
370.50	PRINCIPAL-BONDED	-	-	-	37,500	37,500	37,500	75,000
370.60	INTEREST-BONDED	-	-	-	26,250	26,250	26,250	48,563
*	ASSESSMENTS REVENUES	-	-	-	63,750	63,750	63,750	123,563
**	TOTAL REVENUES	-	-	-	63,750	63,750	63,750	123,563
**	TOTAL RESOURCES	-	-	-	63,750	63,750	63,750	164,813
67-13	BOND PRINCIPAL-BANCROFT	-	-	-	-	-	-	65,423
67-23	BOND INTEREST-BANCROFT	-	-	-	22,500	22,500	22,500	43,037
*	MISCELLANEOUS EXPENSES	-	-	-	22,500	22,500	22,500	108,460
**	TOTAL EXPENDITURES	-	-	-	22,500	22,500	22,500	108,460
88-00	CONTINGENCY	-	-	-	-	-	-	-
89-00	UNAPPROPRIATED ENDING BAL	-	-	-	41,250	41,250	41,250	56,353
**	OTHER USES	-	-	-	41,250	41,250	41,250	56,353
**	TOTAL EXPENDS AND OTHER USES	-	-	-	63,750	63,750	63,750	164,813
**	FUND BALANCE	-	-	-	-	-	-	-

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Summary of Property Tax Levies for 1996-97 Fiscal Year:

General Fund	
1996-97 Tax Base	1,519,071
Less uncollectible in year levied	<u>(202,036)</u>
General Fund Taxes to Balance Budget	<u>1,317,035</u>
Debt Service	381,048
Less uncollectible in year levied	<u>(50,367)</u>
Debt Service Taxes to Balance Budget	<u>330,681</u>
Total Levies	1,900,119
Estimated Taxes Not to be Received:	
Uncollectible in Year Levied	<u>(252,403)</u>
Total Taxes to Balance Budget	<u>1,647,716</u>

Transferred From:

General Fund	Street & Storm Sewer Fund	Tourism Promotion Fund	Ambulance Reserve Fund	Special Grants Fund	Special Assessments Fund	Water Fund	Waste Water Fund	Total Transfers In
	46,835 ✓	38,593 ✓	493 ✓	2,000 ✓	23,750 ✓	186,993 ✓	103,666 ✓	402,330
	46,032 ✓							46,032
10,000 ✓	2,800 ✓					4,200 ✓	2,200 ✓	19,200
41,018 ✓	5,308 ✓					6,524 ✓	3,991 ✓	56,841
	212,768							212,768
32,005 ✓						734,190 ✓		32,005
							779,888	734,190
109,422 ✓								779,888
168,000 ✓								109,422
								168,000
360,445	313,743	38,593	493	2,000	23,750	931,907	889,745	2,560,676

Total Transfers Out:

TransferredTo:

General Fund
 Public Works Reserve Fund
 Unemployment Reserve Fund
 Retirement Reserve Fund
 Street & Bridge Repl. Fund
 Special Grants Fund
 Water Dept. Cap. Rsv Fund
 Sewer Spcl Reserve Fund
 Airport Fund
 Tourism Agency Fund

Detail of Administrative Transfers to the General Fund from Public Works:

<u>General Fund</u> <u>Department</u>	<u>Total</u> <u>Expenditures</u>	<u>General Fund</u>		<u>Streets & Sewer Fund</u>		<u>Water Fund</u>		<u>Waste Water Fund</u>	
		%	Amount	%	Amount	%	Amount	%	Amount
City Council	190,073	100.0%	190,073						
City Clerk	67,162	77.2%	51,884	7.6%	5,072	7.6%	5,134	7.6%	5,072
City Manager	125,381	61.7%	77,425	12.1%	15,138	10.4%	13,039	15.8%	19,779
City Attorney	208,302	77.2%	160,758	3.6%	7,607	11.9%	24,723	7.3%	15,214
Finance	300,137	38.4%	115,215	3.8%	11,539	39.1%	117,208	18.7%	56,175
Personnel	70,738	68.2%	48,354	10.6%	7,479	10.6%	7,479	10.6%	7,426
Comm. Development	231,020	100.0%	231,020						
Police	1,440,347	100.0%	1,440,347						
Library	366,833	100.0%	366,833						
City Hall	213,165	100.0%	213,165						
Codes Enforcement	22,843	100.0%	22,843						
Total	3,326,001		2,917,917		46,835		167,583		103,666
Watershed Patrol officer - 1/2 of salary/benefits									
							19,410		
TOTAL					46,835		186,993		103,666

DETAIL SCHEDULE OF SALARIES BY FUNCTIONAL AREA:

	<u>Salary Range</u>		<u>1996-97 Salaries</u>
	<u>Low</u>	<u>High</u>	
Administration			
City Manager	\$ -	\$ -	\$ 55,836
Administrative Secretary	1,706	2,246	21,513
			<u>77,349</u>
City Clerk			
City Clerk	3,120	4,106	44,817
Legal & Judicial			
City Attorney	-	-	52,020
Legal Secretary	1,706	2,246	26,952
Municipal Court Clerk	1,607	1,864	<u>26,160</u>
			<u>105,132</u>
Finance			
Director	3,432	4,517	48,500
Payroll-Accounting Specialist	1,706	2,246	21,513
Customer Service Representative	1,706	2,246	26,952
Utility Billing Clerk	1,522	1,764	21,168
Cashier/Receptionist	1,370	1,625	<u>17,385</u>
			<u>170,918</u>
Personnel			
Director	3,120	4,106	49,272
Community Development			
Director	3,432	4,517	54,204
Associate Planner	2,456	2,965	32,858
Planner	2,579	3,393	34,800
Administrative Secretary	1,706	2,246	<u>21,513</u>
			<u>143,375</u>

	<u>Salary Range</u>		1996-97
	<u>Low</u>	<u>High</u>	<u>Salaries</u>
Police			
Chief	3,432	4,517	39,740
Captain	3,120	4,106	49,272
Sergeant (4)	2,579	3,393	158,340
Officer (13)	2,242	2,661	395,125 (1)(2)
Administrative Secretary	1,706	2,246	26,952
Department Secretary	1,619	1,876	22,512 (2)
			691,941
Library			
Director	3,120	4,106	49,272
Library Clerk II	1,673	1,937	23,244
Library Clerk (5)	1,458	1,691	80,747
			153,263
City Hall			
Maintenance Repair Technician	1,771	2,235	14,175 (3)
Codes Enforcement			
Codes Enforcement Officer	1,750	2,214	16,380 (4)
Public Works			
Director	3,432	4,517	54,204
Public Works Engineer	3,120	4,106	47,850
Utilities Supervisor	2,836	3,733	44,796
Transportation Supervisor	2,836	3,733	44,796
Regulatory Compliance	2,579	3,393	40,716
Administrative Assistant	1,706	2,246	25,078
Department Secretary (2)	1,522	1,764	41,729
Equipment Operator (8)	1,882	2,215	214,837
Water Quality Manager	2,836	3,733	43,926
Bio Lab Technician	2,097	2,452	29,424
Lead Certified Operator (2)	2,036	2,391	63,216 (1)
Certified Operator (16)	1,939	2,277	458,061 (1)
			1,108,633

(1) Includes certification/incentive pay

(2) Includes a 3.3% COLA by contract

(3) 2/3 time position

(4) 3/4 time position

Detail of Salaries Allocated Across Funds:

Position	Total Salary	<u>Street and Storm Sewer Fund</u>		<u>Water Fund</u>		<u>Waste Water Fund</u>
		<u>Storm Sewer Operations</u>	<u>Street Operations</u>	<u>Water Treatment</u>	<u>Water Distribution</u>	
Public Works Director	54,204	9,034	9,034	9,034	9,034	18,068
Engineer I	47,850	7,975	7,975	7,975	7,975	15,950
Utilities Supervisor	44,796	0	0	0	22,398	22,398
Administrative Assistant	25,080	4,180	4,180	4,180	4,180	8,360
Regulatory Compliance Supervisor	40,716	6,786	6,786	6,786	6,786	13,572
Department Secretary (2)	41,730	6,955	6,955	6,955	6,955	13,910
Transportation Supervisor	44,796	22,398	22,398	0	0	0
Maintenance Mechanic	<u>26,580</u>	<u>8,860</u>	<u>0</u>	<u>0</u>	<u>8,860</u>	<u>8,860</u>
Totals	325,752	66,188	57,328	34,930	66,188	101,118

GLOSSARY OF TERMS

ADOPTED BUDGET

The financial plan for the City that describes the sources of revenues and outlines the programs and service levels to be provided. The Adopted Budget forms the basis for fiscal year legal spending limitations (appropriations), as adopted by the governing body, the City Council. Also referred to as the "Annual Budget". Contains the operating and capital budgets for the City of The Dalles.

APPROPRIATION

A legal authorization to make expenditures and incur obligations for specific purposes. Appropriations are limited by law to a one year period of time and in a specific amount. Total appropriations include the adopted budget amount and any supplemental budget. The legal appropriation is the amount authorized by City Council.

APPROPRIATION ACT

A bill, ordinance, resolution or order through which appropriations are given legal affect. This ordinance passed by Council appropriates funds for the next fiscal year, sets the property tax levy, categorizes those taxes, establishes fund and any department names and certifies the levy to the County. Changes to the appropriation of funds thereafter are processed as Supplemental Budgets.

ASSESSMENT FOR LOCAL IMPROVEMENT

Any fee, charge or assessment that does not exceed the actual cost incurred by a unit of government for design, construction and financing of a local improvement.

ASSESSED VALUATION

The value set on real and personal taxable property as a basis for levying property taxes. See also "Tax Rate".

ASSETS

Resources owned or held by a government which have monetary value.

BALLOT MEASURE 5

On November 6, 1990, the voters of Oregon passed Ballot Measure 5, a property tax limitation. Measure 5 brought fundamental changes to the public finance environment in Oregon. To begin with, the combined property tax rate was split into a portion for schools and a portion for "other governments" (cities, counties, special districts). Caps were set for each of these rates. Schools were limited to \$15 per \$1,000 of assessed value in fiscal year 1992; decreasing by \$2.50/1,000 each year until fiscal year 1996 when the rate will be capped at \$5/1,000. Other governments were limited to \$10 per \$1,000 of assessed valuation beginning in fiscal year 1991-92. The Ballot Measure required that the state legislature replace funds lost to public schools during the FISCAL YEAR 1992-96 phase-in period but did not specify where such funds would come from nor that they continue after fiscal year 1996. The measure contained no requirement for the Legislature to replace revenue lost by other governments as a result of its passage.

BEGINNING WORKING CAPITAL

Funds carried forward from the current fiscal year into the next budgeted fiscal year that become a resource to support the appropriations for the next budgeted fiscal year.

BUDGET DOCUMENT

Written report showing the local government's comprehensive financial plan for one fiscal year. Must include a statement of actual revenues and expenditures for each of the last two years and estimated revenues and expenditures for the current and upcoming year. The term "budget" is sometimes used to designate the financial plan presented to the City Council for adoption. [ORS 294.311.(4)]

BUDGET COMMITTEE

Fiscal planning board of a local government consisting of the governing body plus an equal number of electors appointed by the governing body. See "Electors".

BUDGET MESSAGE

Written and/or oral explanation of the budget and the City's financial plan and priorities presented by the City Manager to the Budget Committee. [ORS 294.391]

CAPITAL IMPROVEMENT

Land, structures, facilities, machinery, equipment or furnishings having a useful life longer than one year. [ORS 459.210; 310.150 (19)]

CAPITAL IMPROVEMENT PROGRAM (CIP)

A major budgeting and planning tool of the City through which needed capital projects are identified, evaluated, priced, and discussed with the general public. For a Capital Budget included in the annual budget, only the first year of a CIP document is reflected. The City of The Dalles has not completed the review and approval process for a CIP.

CAPITAL OUTLAY

A departmental expenditure. Includes items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment, or buildings [(ORS 294.352(6))]. For the City, capital outlay expenditures are reviewed at each fiscal year end for purposes of classifying expenditures as "fixed assets".

CAPITAL PROJECT

The acquisition, creation, or extension of the useful life of a fixed asset that has a life expectancy greater than one year and a monetary value greater than \$250. Repair or renovation of an existing fixed asset is considered a capital project if the repair or renovation results in the extension of the estimated useful life for more than one year or a significant modification of the services provided by that fixed asset. Further, acquisition of equipment is considered to be a capital project if the equipment is an integral part of the acquisition or creation of a fixed asset. General planning and design activities are considered capital projects if the planning and design phases are related to a specific capital project. See "Capital Improvement" and "Fixed Asset".

CAPITAL PROJECT FUND

A fund created to account for financial resources to be used for the acquisition or construction of major capital facilities other than those accounted for in specific funds. [OAR 150294.352(1)] See "Capital Project".

CONTINGENCY

An account established for the purpose of meeting unanticipated funding requirements. A Council resolution or ordinance is required to move funds out of the contingency account into another account for expenditure. Considered a nondepartmental expenditure for the City.

DEBT SERVICE

A nondepartmental expenditure for payment of general long-term debt principal and interest. See also "Expenditure" and "Nondepartmental Expenditure".

DEPARTMENTAL EXPENDITURES

Current operating expenditures consisting of personnel services, materials and services and capital outlay. These are decreases to the City's net financial resources.

ELECTORS

A qualified voter who has the right to vote for the adoption of any measure. [ORS 294.336(2)]

ENCUMBRANCES

Commitments related to unperformed contracts for goods or services. Used in budgeting, encumbrances represent an estimated amount of expenditures to result from contracts in process.

ENTERPRISE FUND

A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. For the City, the Water, Waste Water and Airport Funds are operated as enterprise funds. [OAR 150294.352(1)]

EXPENDITURES

Expenditures include current departmental uses for personnel services, services and materials, capital outlay and nondepartmental expenses: Interfund Transfers, Loans, Debt Service, Contingency, Reserves and Unappropriated Ending Fund Balance.

FISCAL YEAR

A 12-month period to which the annual budget applies and at the end of which a government determines its financial position and the results of its operations (July 1 through June 30 for cities in the state of Oregon). [ORS 294.311(13)]

FIXED ASSETS

Tangible resources owned or held by a government which are relatively fixed or permanent and have monetary value at least \$250. Fixed assets include such general categories as land, land improvements, buildings, machinery and equipment, water systems, sewer systems and equipment attached to or purchased in conjunction with the acquisition of a fixed asset and are covered by the general definition of a "capital project." Also see "Assets".

FTE (FULL-TIME EQUIVALENTS)

Used to denote the number of person hours necessary to fill a permanent position. A full-time position is 40 hours per week for the entire fiscal year and is designated as 1.0 FTE. A .50 FTE may be a half-time position for the entire year or a full-time position for six months out of the year.

FUND

A fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes, all segregated for specific, regulated activities and objectives. Each fund is established for the purpose of carrying on specific activities or to attain certain objectives in accordance with legal restrictions or agreements.

FUND BALANCE

The difference between a fund's "resources" and its "requirements".

FUND TYPE

There are seven generic governmental fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service and Fiduciary (Trust and Agency) Funds. The City maintains all of these fund types with the exception of an Internal Service Fund.

CAPITAL PROJECTS FUND

Capital fund used to account for all financial resources for capital activities, except those required to be accounted for in another fund. The primary source of revenue to the fund is rental income from the State Office Building. Only expenditures related to capital activities are made from this fund.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)

Standards established by the American Institute of Certified Public Accounts (AICPA) for the conduct and reporting of financial audits. Because accounting principals applied for purposes of developing data on a budgetary basis differ significantly from those used to present financial statements in conforming with GAAP, the City does a reconciliation of "budget basis" accounting to GAAP at the end of each fiscal year (required by Oregon State law) and publishes the result in the Comprehensive Annual Financial Report (CAFR).

GENERAL FUND

General operating fund of the City. It is used to account for all financial resources except those required to be accounted for in another fund. Principal sources of revenue are property taxes, charges for services and intergovernmental revenues. Primary expenditures of the General

Fund are made for public safety, library services and general administration. Effectively, all line and staff departments within the City, except those related to activity in Enterprise, are financed by the General Fund.

GOVERNING BODY

County court, board of commissioners, city council, school board, board of trustees, board of directors, or other governing board of a local government unit. The City Council is the governing body for the City of The Dalles. [ORS 294.311(15)]

INTERFUND LOANS

Loans made by one fund to another; a "nondepartmental" expenditure. [ORS 294.460]

INTERFUND TRANSFERS

Amounts distributed from one fund to finance activities in another fund. Shown as a nondepartmental expenditure in the originating fund and a revenue in the receiving fund. [ORS 294.4501]

LEVY

Gross amount of property taxes imposed on taxable property. The amount received will be less than the gross levy as a result of delinquent or uncollectible payments. Budgets are developed on the basis of the "net" amount of property taxes receivable. See also "Tax Rates and "Assessed Valuation".

LOCAL BUDGET LAW

Oregon Revised Statutes (ORS) dictates local budgeting practices. ORS Chapter 294 contains Local Budget Law provisions.

LOCAL IMPROVEMENT DISTRICT (LID)

Capital construction project, or part thereof, undertaken by a governmental unit, which provides a special benefit only to specific properties or rectifies a problem caused by specific properties; the costs of which are assessed against those properties in a single assessment upon the completion of the project; and for which the property owner may elect to make payment of the assessment plus appropriate interest over a period of at least ten years. [ORS 310.140(9)]

LOCAL GOVERNMENT

Any city, county, port, school district, public or quasi-public corporation (including a municipal utility or dock commission). [ORS 294.311(19)]

MATERIALS AND SERVICES

Departmental expenditures which include, for example, contractual services, repairs and maintenance, training and travel and supplies. See "Departmental Expenditures".

MODIFIED ACCRUAL

Basis of accounting in which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received, except for material and/or available revenues which should be accrued to reflect taxes levied or revenue earned. All governmental funds are accounted for using the modified accrual basis of accounting.

MUNICIPALITY

See "Local Government".

NONDEPARTMENTAL EXPENDITURES

Expenditures of a fund that include Debt Service, Interfund Transfers, Contingency, Reserves and Unappropriated Ending Fund Balance; these decrease the City's net financial resources.

OPERATING EXPENDITURES

Consists of departmental and nondepartmental expenditures.

ORDINANCE

A formal legislative enactment by the governing board of a municipality. See "Resolution".

PERSONNEL SERVICES

An operating (departmental) expenditure. Consists of salaries and wages, fringe benefits, social security, retirement, long-term disability and unemployment contributions.

PRIOR YEARS' TAX LEVIES

Taxes levied for fiscal periods preceding the current one. Delinquent taxes paid in years following the assessment to the property owner are distributed to local governments and accounted for as "Property Taxes - Prior Year".

PROGRAM

A group of related activities to accomplish a major service or function for which the local government is responsible.

PROPERTY TAX

A dollar amount determined to be needed by the City Council and the voters, if necessary, to finance the operations or capital projects of the City; assessed equally against the value of all taxable property within the city limits at a rate determined by dividing the total property tax levy by the total assessed valuation. The City of The Dalles operates its General Fund with a Tax Base levy, which is allowed to increase 6% per year by statute; any increase beyond 6 percent requires voter approval.

PROPOSED BUDGET

Financial and operating program prepared under the direction of the City Manager and submitted to the public and the Budget Committee for review.

RESERVES

Resources earmarked for a specific purpose during a future period; resources can only be used for that specific purpose for which the reserve is established. In the appropriation act, the line item for "Reserves" is, in general, not an expendable appropriation and is a nondepartmental expenditure.

RESOLUTION

A special or temporary order of a legislative body, requiring City Council action, rather than Budget Committee and City Council action, as with an ordinance.

RESOURCE

Estimated beginning funds on hand plus anticipated receipts. [ORS 294.316]

REQUIREMENT

An expenditure or net decrease to a fund's resources, either a departmental, nondepartmental or capital expenditure.

REVENUES

Monies received or anticipated by the City from either tax or nontax sources [ORS 294.311(291)].

SIX-PERCENT LIMITATION

The Oregon Constitution allows a tax base levy to increase by six percent per year without a vote if the community's total tax base amount was levied the previous year.

SPECIAL REVENUE FUNDS

A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trust, or major capital projects) that are legally restricted to expenditure for specific purposes. [OAR 150-294.352(1)]

SUPPLEMENTAL BUDGET

A financial plan that is presented to the City Council subsequent to the passage of the fiscal year appropriation act ("adopted budget") to recognize unexpected needs or to spend revenues not anticipated at the time the annual budget was adopted. A supplemental budget cannot be used to authorize a property tax levy. [ORS 294.480]

SYSTEMS DEVELOPMENT CHARGES (SDC)

Designed to finance the construction, extension or enlargement of a water, sewerage or disposal system as defined in ORS 199.464; imposed by a governmental unit as a condition to issuance of any occupancy permit or imposed by a governmental unit at such other time as, by ordinance, it may determine. [ORS 223.208 (a)(b)]

TAX INCREMENT FINANCING

Tax revenue from the increased assessed valuation of properties within an Urban Renewal District; increase is measured against a property base valuation established by ordinance at a specific point in time.

TAX BASE

Property tax amount approved by voters that may be levied year after year without another vote. Tax base may increase annually by six percent and by any annexation increases in the current year.

TAX LEVY

Total dollar amount of taxes imposed by a local government unit; is levied via an ordinance.

TAX RATE

The gross amount of property taxes levied divided by the total assessed value. The rate is expressed in dollars per thousand of assessed value. Also see "Assessed Valuation".

TAX ROLL

The official list showing the amount of taxes levied against each taxpayer or property.

UNAPPROPRIATED ENDING FUND BALANCE

Resources not appropriated but budgeted to account for the cash flow requirements of City operations and to preclude the necessity for short-term borrowing of funds prior to receipt of budgeted revenues.

URBAN RENEWAL DISTRICT

A special taxing district, approved by electors in the surrounding taxing district(s), which establishes a valuation base for the special district. Taxes collected from property values above the base established within the renewal district provide the tax revenues for capital improvements within the district. The City has one renewal district: the Columbia Gateway Urban Renewal Agency. See "Urban Renewal Agency".

URBAN RENEWAL AGENCY

The Columbia Gateway Urban Renewal Agency (the Agency) or the City of The Dalles, Oregon was organized in August of 1990, under the provisions of Oregon Revised Statutes, Chapter 457, to provide for rehabilitation of blighted and deteriorated areas within the City. The Agency is governed by an eleven member board of directors consisting of the Mayor and five Councilors of the City of The Dalles (the City) and five members of the community appointed by the Mayor. The Agency's administrative and fiscal functions are directed by City personnel. The City has continuing oversight responsibility as determined on the basis of budget adoption, taxing authority, funding and appointment of the governing body for the Agency.

USER FEES/CHARGES

Charges or fees established to recover part or all of the costs incurred in the provision of services by a City government; based on the philosophy that the recipient of the benefits should pay for the services.

