City of The Dalles, Oregon

Fiscal Year 2012-13

Adopted Budget

The Dalles Marine Terminal Cruise dock completed June 2012.

CITY OF THE DALLES

ADOPTED BUDGET

Fiscal Year 2012 – 2013

City of The Dalles Budget Committee

CITY COUNCIL	LAY MEMBERS
Brian Ahier	Barry Abrams
Bill Dick	Chuck Covert
Tim McGlothlin	Gary Grossman
Dan Spatz	Corliss Marsh
Carolyn Wood	Vacant

Presented By:

Nolan K. Young, City Manager/Budget Officer

Jim Wilcox, Mayor

DEPARTMENT MANAGERS

City Attorney	Gene E. Parker
City Clerk/General Services Director	Julie Krueger, MMC
Community Development Director	Dan Durow
Finance Director	Kate Mast
Library Director	Sheila Dooley
Police Chief	Jay Waterbury
Public Works Director	Dave Anderson

CITY OF THE DALLES
FY12/13 ADOPTED BUDGET

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City of The Dalles, Oregon
FISCAL YEAR 2012-13
BUDGET MESSAGE

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

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

1. Fiscal policies involved in the preparation of the budget
2. Council goals as related to the budget
3. Personnel issues

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

SECTION I. CITY WIDE BUDGET ISSUES

A. **Proposed Fiscal Policies:** Major fiscal policies reflect the Council's goal of maintaining fiscal stability of the City and enhancing coordination and communication with other local agencies. The Budget Committee needs to look at each of these areas and determine if this is the direction they wish to have the City proceed. Following is a list of the policies used to prepare the proposed budget.

- Maintain Unappropriated Ending General Fund Balance (BIP 12-004) to equal four months of net operating expenses for the General Operating Fund
- Maintain General Fund Contingency at least at 10% (BIP 12-004)
- Five year Capital Improvement Plans in the General, Street, Water and Wastewater/Storm Sewer Funds (BIP 12-008 and 12-009)
- In-house engineering services for construction projects unless specialized engineering is needed
- Emphasis on maintenance and capital improvements that enhance current assets and Public Works infrastructure
- Administrative transfers used only as charges for services provided by receiving fund (BIP 12-007)
- Public Works capital projects that involve construction contracts are to be budgeted in Public Works Capital Funds

B. **City Council Goals:** Following the Budget Message is a list of the City Council's current goals and the objectives, as of February 2012. The Council has adopted six general goals. City staff has identified 67 objectives to achieve these goals. These objectives are assigned to three tiers.

Tier I: *Top priorities to be significantly completed by June, 2013 (42)*

Tier II: *Other priorities to be pursued in Fiscal Year 2012-13 as time, resources, and opportunities permit (21)*

Tier III: *Long term objectives, within five years (4)*

The completion of ten of the Tier I objectives requires specific budgeted funds in the budget proposed as identified by a *. The remaining objectives require only staff and Council time.

C. **Personnel Cost:** For compensation purposes, the City has four categories of employees as listed below.

1. SEIU Represented General Employees. This union includes Public Works, clerical, and Library positions. The SEIU employees will be in the second year of a three-year contract in FY12/13. They are scheduled to receive a 2% COLA on January 1, 2013. The City's insurance premium payment increase is capped at 9% in FY12/13 for SEIU employees.

2. Police Union Employees. The Police Association contract for FY12/13 will be in the last year of a two-year contract. They are scheduled to receive a 2% COLA July 1, 2012, and a .75% COLA on January 1, 2013. The Police Association will receive City contribution of 100% of the employee portion of the insurance premium payments and 85% contribution for dependent premiums.

3. Exempt Employees. The City Council, on April 9, 2012, approved an Exempt employee compensation package for FY12/13 that includes a 1.5% COLA, effective July 1, 2012, and caps the increase of the City's contribution toward an employee's insurance premium at not more than a 9%. In addition, the Council directed that the Police Chief and Public Works Director positions were to be moved up to a new wage range that is 3% higher than their current range.

4. Contract Employees. The City has two full time contract employees: the City Attorney and City Manager. Salaries will be set after annual performance evaluations in April or May.

SECTION II. GENERAL FUND

A. **General Fund Resources:** General Fund budgeted resources have increased $295,114 (3.8%) to the level of $8,124,322. The beginning fund balance of $1,753,951 is an increase of 1% ($17,325). New revenue ($5,230,212), excluding Beginning Balance and Transfers In, has increased by $133,619 (2.6%) as identified below. Below is a list of major variances.

1. Property Taxes. We have budgeted for a 3% increase in assessed value with a 93% collection rate in FY 2012-13. We also anticipate $14,440 from new annexations. Property taxes are 41.4% of General Fund Revenues. This is a slight increase over last year's 41.1%.

2. Franchise Fees (excluding PUD): This area has shown a 3% increase. The telephone and The Dalles Disposal franchise fees are down, while the natural gas and Charter fees are up.

3. Transient Room Taxes: We are estimating an increase of 10.4% ($54,322)

4. PUD Fees: A decrease of $27,970 (3.9%) is estimated as expected increases this year did not happen.

5. Towing Fines: We expect a 39% ($10,211) decrease in this source as state law has made it more difficult to use this as a deterrent.

6. Court Fines: We anticipate a 2.5% decrease, making this the second year in a row this revenue source is down.

B. **Expenditures:** We are a little concerned that some of the General Fund Revenues are being financed with non-recurring revenues (BIP 12-010). The following chart summarizes the General Fund budget difference by category. BIP 12-003 summarizes the differences by department. As we look at the increases, keep in mind that new revenues only are estimated to increase 2.6%.

General Fund Breakdown	Current FY11/12	FY12/13 Request	$ Difference	% Difference
Personnel Services	4,252,434	4,473,939	221,505	5.2%
Materials & Services	1,440,205	1,464,744	24,539	1.7%
Capital Outlay	133,900	140,400	6,500	4.9%
Charges for Services	327,606	300,030	(27,576)	-8.4%
Operating Transfers Out	128,231	157,525	29,294	22.8%
Contributions to Agencies	199,933	211,465	11,532	5.8%
Contingency/Unappropriated	1,346,899	1,376,219	29,320	2.2%
Total	**7,829,208**	**8,124,322**	**295,114**	**3.8%**

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

1. Personnel: We are adding one new full time position, an Information Technology Manager (BIP 12-024). Bringing IT in-house will save about $20,000 the first year and $10,000 the second year.

2. City Council: This Department's contractual services (where the City budgets several programs where we are involved with other community partners) includes one new program: $30,000 for the Main Street Program (BIP 12-001).

3. City Manager's Office: For the fourth year we are budgeting an Administrative Intern in this Department. The intern will perform a number of special projects that will be detailed in BIP 12-025 prior to the April 30th Budget hearing. Funds became available when this year's twelve month intern left early for other employment.

4. Community Development Department: $19,000 has been included in the Contractual Services line item for a RARE planner (BIP 12-022). $30,000 is also proposed for the comp Plan/UGB Consultant to assist with needed activities for the Comp Plan Periodic Review.

5. Police – Wasco County 911: There is a 7.8% increase in the County 911 budget, of which the City pays 52% of the call load. Part of the increase is for a new reverse 911 call feature to notify cities for emergency purposes.

6. Animal Control: Animal Control has been reduced from $102,000 to $70,000 as Wasco county is considering a change in that program.

SECTION III. PUBLIC WORKS OPERATIONS

A. **Public Works Reserve Funds:** For the past few years, we have used the three reserve funds associated with each of the Public Works operating funds to budget all capital projects that are being done by outside contracts and as reserves for future projects. The operating funds and their reserve funds are as follows:

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

B. **Street Fund:** Although Gas Tax Revenues are projected flat this year, they are up over $285,000 (23%) over three years ago because of State Highway Fund tax increases. This has helped, but not solved, our street maintenance challenges. We have increased reserves of about $280,000 in this fund. We are budgeting 10% more in maintenance and capital activity.

C. **Public Works Reserve Fund:** ($279,737) This is for purchase of Public Works equipment. Three pickups are to be purchased in FY12/13. The annual payment for the Asphalt Zipper is also funded. If enough funds are available after those items have been taken care of, a new Sweeper (estimated at $170,000) will be purchased. If the cost of the sweeper exceeds the available money, that purchase will be postponed until FY13/14.

D. **Street and Bridge Replacement Fund:** $1,219,342 is budgeted for current and future projects (BIP 12-009). $553,333 is budgeted in the fund for Capital Improvement Plan street maintenance projects, and $666,009 in SDC's and State Aid is being transferred to the Capital Projects Fund for the East 19th Street extension project.

E. **Water Fund:** We have budgeted a 10% water rate increase to be effective September 1, 2012, per Resolution No. 11-026, adopted October 24, 2011. 10% increases are planned for each of the following two years, and the resolution continues to set increases through September 1, 2020. Council has directed staff to provide an analysis of the water revenues in June 2012 to determine if the desired revenues have been realized, and it is possible that the rates may be adjusted based on that analysis (BIP 12-019).

F. **Water Capital Reserve Fund:** A $7.95 million bond was issued in January 2007 to fund the adopted Water Capital Improvement Plan along with existing capital reserves and Water SDCs. We are budgeting monies in this fund for completion of specific water projects (BIP 12-009 and 12-019). $568,005 is budgeted for debt payments for the revenue bond. $400,000 is placed in a rate stabilization line item to assure that each year our revenue minus operating expense is 125% of our debt requirements.

G. **Wastewater/Storm Sewer:** No rate increase is included in this proposed budget for FY12/13. However, a Wastewater Master Plan update is scheduled for Spring of 2012 and will include a rate study to determine if the current rates are adequate to operate the system and meet the future system capital needs (BIP 12-018).

H. **Sewer Treatment Plant Construction:** This fund included $1,212,000 in new money and $2,626,387 in reserve money set aside in prior years for Master Plan capital improvements (BIP 12-018). The schedule of projects to be funded with these monies will be updated with the completion of the new Wastewater Master Plan.

SECTION IV. OTHER FUNDS

A. **Library:** The Library Fund has been totally dependent for operating funds on the Library District for the past two years. The District will contribute $1,014,829 in taxes to the City in FY12/13, which is a 3.3% increase. The District is also paying the General Fund $35,465 for administrative services.

B. **Capital Projects Fund:** This fund will be receiving approximately $95,000 per year because of the increased revenue available from the new lease with the State for the State Office Building. $15,150 per year will be used to pay off the 10-year loan from The Port of The Dalles for the Airport Well. The remaining $80,000 is available for projects at the discretion of the City. This fund also has approximately $266,458 in the Beginning Fund Balance that is discretionary. We have budgeted the following General projects in this fund;

1. Conceptual Design and cost estimate for 2nd Floor renovations ($20,000) (BIP 12-014)
2. Maintenance Equipment Storage Shed ($8,000)
3. Reserve for future City hall improvements ($282,977)
4. Transfer of $30,000 to General Fund for purchase of a new vehicle for the Codes Enforcement Officer ($10,000) and to replace the General Fund maintenance van with a one-ton flatbed ($20,000)

The East 19th Street extension project is also budgeted in this fund. Project revenue includes $232,205 in bond proceeds still available.

C. **Special Grants Fund:** The Special Grants Fund includes the following projects:

1. The UGB/NSA Boundary Amendment ($100,000)
2. Washington Street Riverfront Connection ($7,046,000)
3. Riverfront Interpretive Signage Grant Project ($40,000)
4. 1st Street Parking Structure ($1,446,264)
5. The Dalles Dam Tours implementation ($20,000)

SECTION V. SUMMARY

We feel that the following $50,339,680 budget fairly represents the financial condition of the City. During the budget process we encourage the Budget Committee to ask questions for clarification and to identify any shifts in emphasis that they think should be made in the City's financial plan for the upcoming fiscal year.

Nolan K. Young, City Manager/Budget Officer

New concession and restroom building in the new Lewis & Clark Festival Area constructed in FY11/12.

2012-13 CITY COUNCIL GOALS

(with all objectives)

GOAL 1. Provide Public Works infrastructure that will ensure safe and well maintained streets and reliable utility systems for the citizens of The Dalles.

OBJECTIVES

TIER I: Top Priorities, to be significantly completed by June, 2013

* A. Continue environmental work for increasing capacity of Crow Creek Dam and Dog River water line replacement in two to three years.

B. Develop plan for intersection of East 10th, Thompson and Old Dufur Road.

* C. Pursue Phase I improvements under the Wastewater Master Plan scheduled for adoption in Spring, 2012.

* D. Pursue West Sixth Street improvements, including widening of West Sixth Street from Hostetler Street to Snipes Street to allow for turn lane and future signalization at Hostetler Street.

E. Obtain funding and update the Transportation Plan and its associated SDC projects and fees.

F. Complete Webber Street Interchange Area Management Plan (IAMP).

G. Investigate safety and traffic concerns in vicinity of East 10th, East 12th and Kelly Avenue intersections.

H. Complete automated meter reading hardware installation and implement.

TIER II: Other Priorities to be pursued in Fiscal Year 2012-13 As time, resources and opportunities permit

A. Investigate need for 10th Street and Cherry Heights Road signalization.

B. Pursue expansion of Lone Pine Well.

C. Continue work to connect vital corridors with ADA improvements.

D. Investigate integration of traffic calming policy into LUDO.

TIER III: Long term objectives (within 5 years)

A. Develop city-wide intersection signalization plan.

GOAL 2. Work and partner with governmental agencies and non-profits to ensure coordination of services and open communication.

OBJECTIVES

TIER I: Top Priorities, to be significantly completed by June, 2013

* A. Complete Phase II of the Urban Growth Boundary expansion with an application to the Gorge Commission by July, 2013.

B. Work with Discovery Center to secure funding sources and achieve financial stability.

C. Support Library Foundation's fund raising efforts for Library expansion project.

D. Work with National Scenic Area stakeholders to obtain balance regarding issues of economic vitality and scenic preservation as defined by applicable law.

E. Prepare updated analysis for downtown flood mitigation.

F. Work with and remind appropriate agencies to resolve Mill Creek tunnel flooding issue.

G. Provide annual report to Council regarding coordination among schools, special districts, public and private partners to identify and implement potential needs for community facilities and programs.

H. Participate in efforts to continue YouthThink programs beyond their current budget cycle.

* I. Provide support to Mid-Columbia Senior Center.

* J. Work with partners to develop and implement operating plan for Dam tours.

K. Investigate renewable energy projects in cooperation with Northern Wasco county PUD and other agencies.

L. Develop a maintenance and operation plan for the Lewis and Clark rock Fort site for potential transfer of ownership from County to City.

TIER II: Other Priorities to be pursued in Fiscal Year 2012-13
As time, resources and opportunities permit

A. Investigate opportunities to partner with Wasco County regarding veteran's services.

B. Work with local utilities to develop underground service when opportunities are presented, including consideration of safety, view shed, aesthetics and property values.

C. Partner with School and Parks & Recreation Districts regarding maintaining open/green space.

D. Look for opportunities to retain or maintain property on tax roll.

TIER III: Long term objectives (within 5 years)

A. Pursue coordinating administrative services with other local agencies.

B. Investigate expanding public transit services to include fixed loop routes.

GOAL 3. Promote economic development opportunities that will provide job creation and retention and enhance livability.

TIER I: Top Priorities, to be significantly completed by June, 2013

A. Continue Urban Renewal Downtown Renaissance Projects:

- * First Street Urban Renewal treatment
- * Washington Street Crossing
- * Redevelop Granada Block, including parking structure
- Lewis and Clark Fountain

B. Work with Port to address infrastructure in support of development of industrial properties.

C. Complete public-private partnership to redevelop Wasco Warehouse and East Gateway.

D. Proceed with Airport golf course development.

* E. Develop organizational structure and stable funding for Main Street program.

F. Address recommendations of the Economic Development Policy Committee.

G. Partner with and support Chamber of Commerce and other partners' efforts to recruit, retain and expand business.

H. Work with appropriate agencies to ensure Riverfront Park is open year around.

I. Provide report regarding vertical housing development zone.

J. Support efforts for Confluence Project.

TIER II: Other Priorities to be pursued in Fiscal Year 2012-13
As time, resources and opportunities permit

A. Pursue construction of Third Street urban renewal treatment.

B. Pursue urban renewal funding for design of West Third Place streetscape.

C. Assist in completion of Civic Auditorium renovations.

D. Support Urban Renewal through opportunity driven projects.

E. Assist in development of family based recreation center.

TIER III: Long term objectives (within 5 years)

A. Enhance national historic districts.

GOAL 4. Maintain a balanced budget that will provide for sustained City operations and capital improvements, while assuring an adequate contingency fund.

TIER I: Top Priorities, to be significantly completed by June, 2013

A. Investigate funding options for street projects.

B. Investigate transition of franchise to right of way agreements.

C. Establish franchise agreement with Northern Wasco County PUD.

D. Establish franchise agreement with Chenowith Water PUD.

E. Investigate telecommunications franchise.

TIER II: Other Priorities to be pursued in Fiscal Year 2012-13
As time, resources and opportunities permit

A. Investigate whether current financial software is sufficient.

B. Investigate long range capital repair fund for City buildings.

C. Investigate funding opportunities to renovate the second floor of City Hall.

TIER III: Long term objectives (within 5 years)

None identified.

GOAL 5. Encourage civic responsibility and promote public safety through programs, plans and policies.

TIER I: Top Priorities, to be significantly completed by June, 2013

A. Implement outdoor burning alternatives and adopt a burn ordinance.

B. Investigate program to increase civic pride in neighborhoods.

C. Investigate opportunities to enhance downtown lighting.

D. Work with Tree Committee to implement Street Tree Policy.

TIER II: Other Priorities to be pursued in Fiscal Year 2012-13
As time, resources and opportunities permit

A. Investigate potential for tree planting to screen industrial treatment operations.

B. Identify opportunities for improving curb appeal of the community from the highways, streets and river.

C. Maintain role with other public safety agencies in addressing local emergencies.

D. Investigate opportunities to make improvements to landscape, eliminate planting strips, with a focus on Dry Hollow, downtown, and historic walking district neighborhoods.

TIER III: Long term objectives (within 5 years)

None identified.

GOAL 6. Provide transparent and efficient administration of City government.

TIER I: Top Priorities, to be significantly completed by June, 2013

A. Investigate use of on-line financial tools.

B. Develop plan to support community special events.

C. Review and enhance communication strategy to ensure efficiency for staff time and resources and improved information for citizens.

TIER II: Other Priorities to be pursued in Fiscal Year 2012-13
As time, resources and opportunities permit

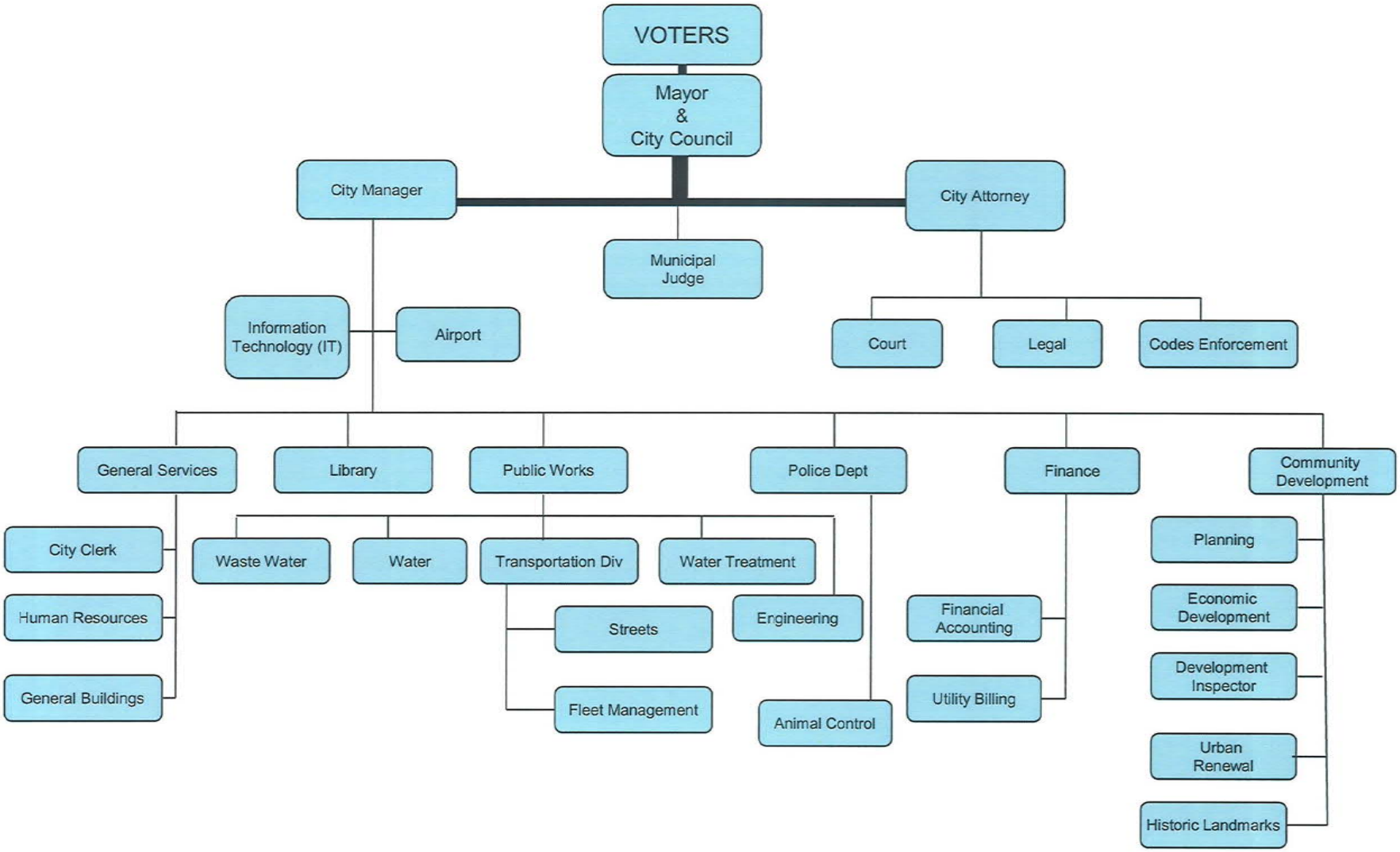
A. Investigate need for development of an Information Technology Program to update and standardize data processing software city-wide.

TIER III: Long term objectives (within 5 years)

None identified.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

ORGANIZATIONAL FLOW CHART



City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

OVERVIEW SUMMARY OF ALL FUNDS

REVENUE/ COST CENTERS	GENERAL FUND	LIBRARY FUND	PUBLIC WORKS	AIRPORT SERVICES	CAPITAL IMPRV	SPECIAL REVENUE	DEBT SERVICE	FY12/13 PROPOSED BUDGET
BEGINNING BALANCE	1,753,951	751,138	7,959,820	275,679	1,154,573	3,828,557	323,885	16,047,603
REVENUES	5,230,212	1,039,481	11,224,304	6,035,500	208,286	5,318,943	1,021,011	30,077,737
OTHER SOURCES	1,140,159	-	3,123,009	315,000	43,230	67,806	1,448,066	6,137,270
	-	-	-	-	-	-	-	
TOTAL RESOURCES	8,124,322	1,790,619	22,307,133	6,626,179	1,406,089	9,215,306	2,792,962	52,262,610
CITY COUNCIL	237,431							237,431
CITY CLERK	139,183							139,183
CITY MANAGER	296,376							296,376
LEGAL AND JUDICIAL	450,612							450,612
FINANCE/UTILITY BILLING	512,325							512,325
PERSONNEL	10,100							10,100
COMMUNITY DEV	556,398							556,398
POLICE	3,270,980							3,270,980
TECHNOLOGY	246,253							246,253
CITY HALL/TRANS CNTR	281,319							281,319
CODES ENFORCEMENT	87,106							87,106
ANIMAL CONTROL	41,776							41,776
LIBRARY		946,382						946,382
STREET			1,582,092					1,582,092
WATER UTILITY SERVICES			3,181,838					3,181,838
WASTE WATER UTILITY SERV			2,786,604					2,786,604
STREET/BRIDGE REPLACE			1,219,342					1,219,342
PUBLIC WORKS RESERVE			279,737					279,737
WATER DEPT CAP RESERVE			1,226,626					1,226,626
SEWER SPECIAL RESERVE			1,927,562					1,927,562
SEWER PLANT CONST			4,071,282					4,071,282
AIRPORT SERVICES				6,622,979				6,622,979
SPECIAL ASSESSMENTS					623,491			623,491
CAPITAL PROJECTS					633,179			633,179
FAA GRANT IMPROVEMENT FUND					-			-
UNEMPLOYMENT RESERVE FUND						46,394		46,394
COMMUNITY BENEVOLENCE FUND						11,425		11,425
SPECIAL GRANTS FUND						8,961,464		8,961,464
STATE OFFICE BLDG FUND						192,523		192,523
DEBT SERVICE			227,780				2,571,279	2,799,059
TOTAL EXPENDITURES	6,129,859	946,382	16,502,863	6,622,979	1,256,670	9,211,806	2,571,279	43,241,838
CHARGES FOR SERVICE	230,030	-	-	-	-	-	-	230,030
TRANSERS OUT	157,525	37,570	5,289,206	-	149,419	3,500	-	5,637,220
CONTRIBUTIONS TO AGENCIES	211,465	-	-	-	-	-	-	211,465
CONTINGENCY	626,541	105,351	515,064	3,200	-	-	221,683	1,471,839
UNAPP ENDING FUND BAL	768,902	701,316	-	-	-	-	-	1,470,218
TOTAL OTHER USES	1,994,463	844,237	5,804,270	3,200	149,419	3,500	221,683	9,020,772
TOTALS	8,124,322	1,790,619	22,307,133	6,626,179	1,406,089	9,215,306	2,792,962	52,262,610
	-	-	-	-	-	-	-	
FUND TOTALS	-	-	-	-	-	-	-	-

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND SUMMARY

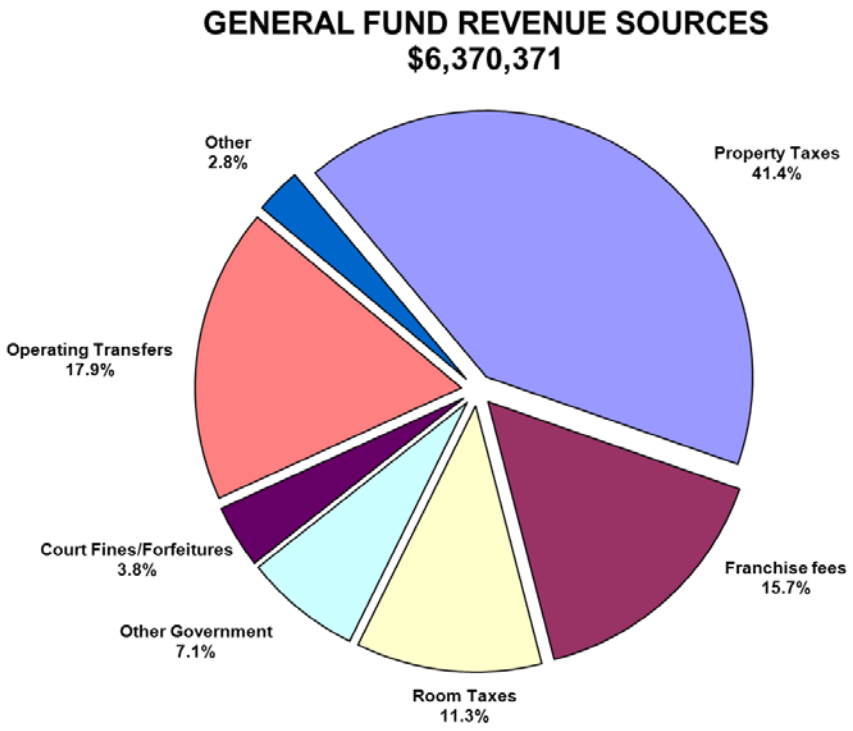
FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
1,657,050	1,835,900	1,667,725	**BEGINNING BALANCE**	1,753,951	1,753,951	1,753,951
4,720,947	4,846,433	5,096,593	**REVENUES**	5,230,212	5,230,212	5,230,212
978,484	1,012,659	1,064,890	**OTHER SOURCES**	1,140,159	1,140,159	1,140,159
7,356,481	7,694,992	7,829,208	**TOTAL RESOURCES**	8,124,322	8,124,322	8,124,322
227,661	210,469	210,977	**CITY COUNCIL**	228,431	239,931	237,431
124,435	132,746	135,448	**CITY CLERK**	139,183	139,183	139,183
282,695	282,303	304,185	**CITY MANAGER**	296,376	296,376	296,376
404,652	433,493	460,804	**LEGAL AND JUDICIAL**	450,612	450,612	450,612
432,756	417,240	487,062	**FINANCE & UTILITY BILLING**	512,325	512,325	512,325
4,769	5,776	10,100	**PERSONNEL**	10,100	10,100	10,100
512,195	546,475	562,319	**COMMUNITY DEVELOPMENT**	556,398	556,398	556,398
2,585,158	2,884,678	3,116,166	**POLICE**	3,270,980	3,270,980	3,270,980
164,523	201,039	230,460	**TECHNOLOGY DEPARTMENT**	246,253	246,253	246,253
193,956	199,883	227,741	**CITY HALL & TRANSPORT. CTR**	281,319	281,319	281,319
52,737	59,285	76,277	**CODES ENFORCEMENT**	87,106	87,106	87,106
-	-	-	**ANIMAL CONTROL**	-	-	41,776
4,985,537	5,373,389	5,821,539	**TOTAL EXPENDITURES**	6,079,083	6,090,583	6,129,859
293,568	318,912	327,606	**CHARGES FOR SERVICES**	300,030	300,030	230,030
119,173	140,231	128,231	**TRANSFER OUT**	157,525	157,525	157,525
122,304	125,834	204,933	**CONTRIBUTIONS TO AGENCIES**	211,465	211,465	211,465
-	-	596,541	**CONTINGENCY**	607,317	595,817	626,541
-	-	750,358	**UNAPPROPRIATED ENDING BAL**	768,902	768,902	768,902
535,045	584,977	2,007,669	**TOTAL OTHER USES**	2,045,239	2,033,739	1,994,463
5,520,582	**5,958,366**	**7,829,208**	**TOTAL EXPENDS & OTHER USES**	**8,124,322**	**8,124,322**	**8,124,322**
1,835,899	**1,736,626**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

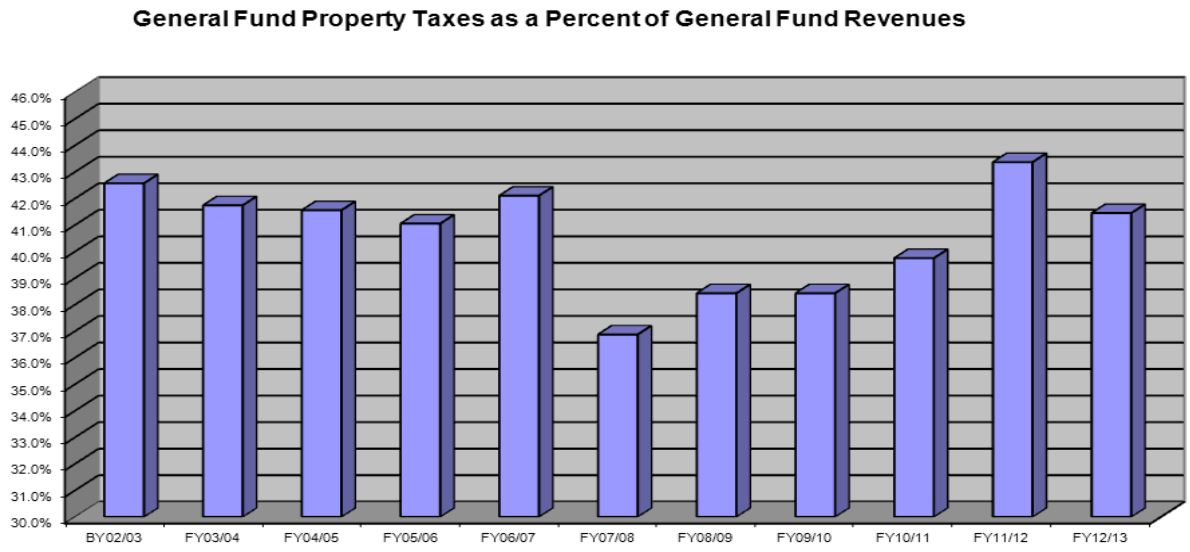
GENERAL FUND RESOURCES

General Fund resources consist of Beginning Fund Balance, Revenues and Other Financing Sources. The FY12/13 proposed Beginning Fund Balance is $1,753,951, which is $17,325 more than the actual for FY11/12. $1,376,219 of the Beginning Balance is allocated to Contingency and Unappropriated Ending Fund Balance. The City Council has a goal of maintaining a 10% Contingency and this proposed budget meets that goal.

The Revenues in the FY12/13 General Fund budget ($6,370,371) consist of *Property Taxes* ($2,639,515), which account for 41.4% of this total. The *Operating Transfers In* is the next largest revenue group and is 17.9% of total new revenues. The *Franchise Fees* are 15.7% and *Transient Room Taxes* is at 11.3% (Parks & Rec tax is at 19.5% of the total Transient Room Taxes). City use *Court Fines & Fees* are at 3.8%, *Other Government* revenues are 7.1%, and *Other* revenues are at 2.8%, as shown below.

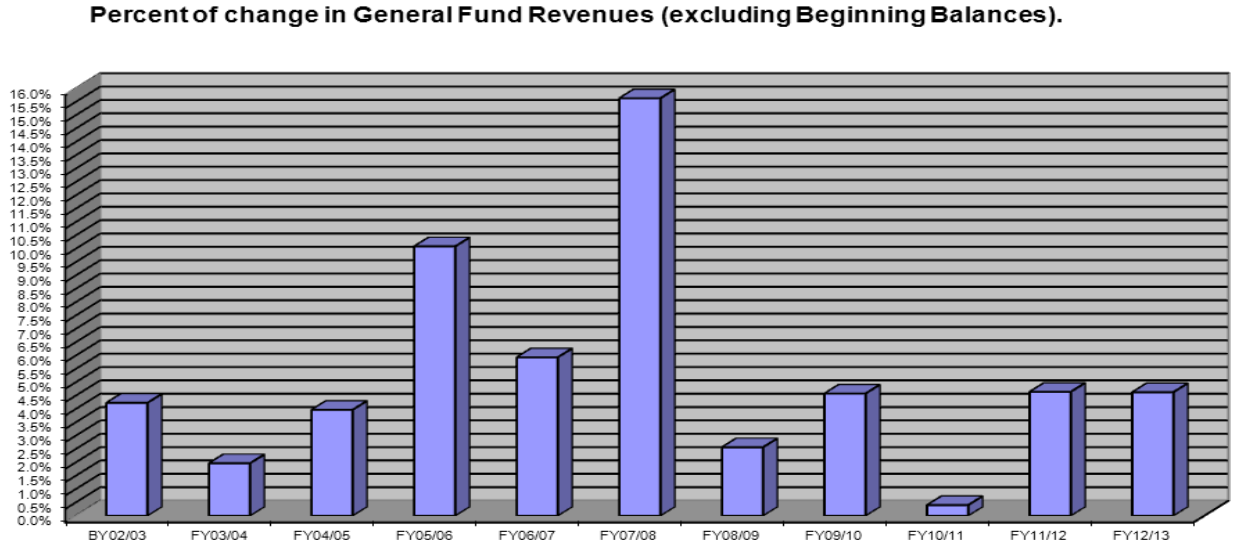


Ballot Measure 50 set maximum assessed value for the 1997-98 fiscal year, and allows for only a 3% increase in that value annually, adjusted for new growth and other specific adjustments cited in the legislation. For the purpose of this budget, a 3.2% increase in value over the value of FY11/12 was used, which includes new value through annexation ($5,149,254). The City's permanent rate of $3.0155 per thousand was applied to the estimated value resulting in an estimated levy amount. This amount is then adjusted by the anticipated 93% collection rate. The following chart gives the percent of anticipated budget represented by property taxes in past years and in the proposed budget. The proposed percent is 2.0% lower than the current year.



The *Operating Transfers In* revenues (with the exception of the Special Grants Fund and the Special Assessment Fund) represents the operating transfers to the General Fund from the Library and Public Works Funds for FY12/13 to pay for administrative services provided by the General Fund, as well as the General Fund capital needs. These transfers to the General Fund are scheduled in lieu of direct charges for salaries, payroll costs, and materials charged to these other funds. From another perspective, if the General Fund did not provide these services, the Library and Public Works would be required to purchase them externally in order to provide their specific services. Administrative services provided to these other funds include financial support through processing of payroll, accounts payable, utility billing and collection, legal services, and administrative support of the City Council, City Manager and City Clerk.

The total overall annual increase in the General Fund resources for FY12/13 is 3.6%. New annexations will bring in an estimated $11,450 in new General Fund revenue. The following chart shows the annual increases in General Fund Revenue for the last 10 years.



City of The Dalles, Oregon
Fiscal Year 2012-13 Budget
GENERAL FUND REVENUES

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			GENERAL FUND 001				
			REVENUES				
1,657,050	1,835,900	1,667,725	001-0000-300.00-00	BEGINNING BALANCE	1,753,951	1,753,951	1,753,951
2,198,116	2,258,800	2,458,054	001-0000-311.10-00	PROPERTY TAXES-CURR	2,535,453	2,535,453	2,535,453
76,170	98,395	70,453	001-0000-311.15-00	PROPERTY TAXES-PRIOR	104,032	104,032	104,032
56	48	72	001-0000-311.19-00	UNSEGREGATED TAX INT	30	30	30
74,202	65,844	67,676	001-0000-318.10-00	SPRINT	64,292	64,292	64,292
28	10	20	001-0000-318.15-00	ELECTRIC LIGHT WAVE	-	-	-
92,426	89,019	78,520	001-0000-318.20-00	NORTHWEST NATURAL	87,239	87,239	87,239
56,623	101,987	84,926	001-0000-318.30-00	CHARTER COMMUNICATIONS	90,094	90,094	90,094
65,540	65,877	68,738	001-0000-318.40-00	THE DALLES DISPOSAL	67,194	67,194	67,194
530,287	545,281	524,156	001-0000-319.10-00	TRANSIENT ROOM TAX	578,488	578,488	578,488
122,304	125,834	120,889	001-0000-319.20-00	TRANSIENT ROOM TAX-PARKS	140,000	140,000	140,000
2,905	2,265	2,000	001-0000-320.10-00	LOCAL LIQUOR LICENSES	2,000	2,000	2,000
3,140	3,905	3,000	001-0000-320.20-00	BUILDING PERMITS	3,000	3,000	3,000
4,005	3,105	2,500	001-0000-320.30-00	SIGN PERMITS	2,500	2,500	2,500
4,623	3,747	3,500	001-0000-320.90-00	OTHER LICENSES	3,200	3,200	3,200
16,071	15,284	15,440	001-0000-330.00-00	WASCO CO - PLANNING SHARE	10,679	10,679	10,679
17,497	-	-	001-0000-331.00-00	FEDERAL REVENUES (Police Grant)	11,800	11,800	11,800
114,405	113,810	121,186	001-0000-334.10-00	STATE REV SHARING	122,502	122,502	122,502
1,433	730	1,100	001-0000-334.50-00	STATE SHARE-CRIME	730	730	730
3,720	2,480	6,000	001-0000-334.60-00	DUI GRANTS	6,000	6,000	6,000
-	-	19,474	001-0000-334.90-00	STATE GRANTS - OTHER	-	-	-
19,529	20,564	20,874	001-0000-335.60-00	STATE CIGARETTE TAX	19,927	19,927	19,927
150,713	157,031	173,084	001-0000-335.70-00	STATE LIQUOR TAXES	188,731	188,731	188,731
-	-	71,465	001-0000-335.80-00	911 STATE SHARE PASS THROUGH	71,465	71,465	71,465
90,640	95,936	116,152	001-0000-337.10-00	URBAN RENEWAL	101,891	101,891	101,891
694,668	692,512	717,777	001-0000-337.60-00	PUD INTERGOVT	689,807	689,807	689,807
11,157	13,139	14,760	001-0000-337.80-00	QLIFE ROW FEES	15,790	15,790	15,790
1,943	3,885	2,000	001-0000-341.80-00	COPIES, PLANS, ORD'S ETC	2,000	2,000	2,000
427	2,909	2,500	001-0000-341.90-00	MISC SALES AND SRVCS	100	100	100
6,805	6,680	10,000	001-0000-343.01-00	PLANNING FEES	8,000	8,000	8,000
226,826	239,520	233,822	001-0000-351.10-00	COURT FINES/FORFEITURES	228,062	228,062	228,062
30,640	15,800	26,211	001-0000-351.15-00	TOWING FINES & FEES	16,000	16,000	16,000
10,413	15,404	8,000	001-0000-361.00-00	INTEREST REVENUES	4,500	4,500	4,500
26,912	11,105	7,244	001-0000-363.50-00	PROPERTY RENTALS	7,306	7,306	7,306
12,568	14,700	20,000	001-0000-366.00-00	QLIFE ADMIN SERVICES	20,000	20,000	20,000
54,157	60,826	25,000	001-0000-369.00-00	OTHER MISC REVENUES	27,400	27,400	27,400
-	37,000	35,566	001-0000-391.04-00	TRNSFR FROM LIBRARY FUND	35,465	35,465	35,465
114,352	118,740	124,667	001-0000-391.05-00	TRNSFR FROM STREET FUND	145,119	145,119	145,119
3,500	3,500	14,200	001-0000-391.18-00	TRNSFR FROM SPECIAL GRANTS FUND	3,500	3,500	3,500
9,230	9,230	9,230	001-0000-391.36-00	TRNSFR FROM SPECIAL ASSESSMENTS FUND	10,000	10,000	10,000
48,202	-	-	001-0000-391.37-00	TRNSFR FROM CAPITAL PROJECT FUND	30,000	30,000	30,000
480,186	499,228	497,254	001-0000-391.51-00	TRNSFR FROM WATER UTILITY FUND	518,924	518,924	518,924
319,304	331,961	383,973	001-0000-391.55-00	TRNSFR FROM WASTEWATER UTILITY	397,151	397,151	397,151
3,710	13,000	-	001-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
7,356,481	**7,694,992**	**7,829,208**	**TOTAL GENERAL FUND REVENUES**		**8,124,322**	**8,124,322**	**8,124,322**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

Fund:	**General (001)**
Department:	**City Council (01)**
Program:	**Administration (410)**

Mission
Establishing policies, visions, and goals to lead The Dalles into the future.

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

City Council is charged with the appointment of the City Manager, City Attorney and Municipal Judge. They adopt the annual budget and perform all other actions necessary to guide the government, while representing concerns of the citizens of The Dalles. The Dalles City Council positions are volunteer positions and are elected by the entire electorate of the City. The Mayor and Councilor at Large are elected for two-year terms and the remaining four positions are nominated from districts, serving staggered four-year terms.

In addition to regular meetings, the City Council meets at least annually to establish, review, and update goals for the City.

2012-13 Budget Detail

The Council's Contractual Services includes several programs in which the City is involved with other community partners as listed below:

Service	Partner	FY 10/11 Budget	FY 11/12 Budget	FY 12/13 06/11/12
Ft. Dalles Museum	Wasco County	12,500	12,500	15,000
LINK	MC Council of Gov Trans	10,000	10,000	10,000
Sister City Program	Local Non-Profit Association	2,500	2,500	2,500
Riverfront Trail	NWC Parks and Recreation	8,000	0	0
DT Street Trees	NWC Parks and Recreation	10,000	0	0
War Memorial	Veteran & Civic Organizations	2,000	2,000	2,000
Historic The Dalles Days	Community (09-10 Stage Coach)	0	0	0
Six Rivers Mediation Svc	Six Rivers Mediation Svc	4,000	4,000	4,000
Substance Abuse Prevention Fund	Youth Think	5,000	5,000	21,500
Juvenile Work Crew	Wasco County	13,650	13,650	13,650
Discovery Center PW Debt	Wasco County	25,000	25,000	-
Discovery Center	Discovery Center	0	10,000	5,000
Celilo Confluence Project	Several Organizations	0	0	5,000
Business Recruitment	Port of The Dalles / PUD	0	0	5,000
Main Street Manager	Main Street Program	0	0	30,000
Senior Support	The Dalles Senior Center	5,000	5,000	5,000
Cemetery Maintenance	Wasco Co. Historic Society	2,000	2,000	2,000
Wasco County EOC	Wasco Co./Mid-Columbia F&R	9,000	9,000	9,000
	Total:	**108,650**	**100,650**	**129,650**

* Moved to City Hall Dept Buildings and Grounds as services purchased.

** New program - $30,000 challenge grant to help fund a new Main Street Executive Director (BIP 12-001).

- $17,000 has been included in the City Council's Travel budget to allow for Sister City ($1,500), federal lobbying ($9,000) travel, and League of Oregon Cities meetings and travel ($1,500). In the last ten years, the Washington D.C. lobbying trips have helped secure over $36 million in direct Federal Appropriation for the community. The Sister City efforts have resulted in a formal relationship and several youth, cultural and economic exchanges.

The Council's Memberships and Dues line item covers all of the organizations the City belongs to:

1. LOC $ 10,245
2. MCCEDD $ 4,937
3. MCCOG $ 13,338
4. Oregon Mayors Association $ 105
5. Chamber of Commerce $ 440
6. National Civic League $ 85
7. Other-Miscellaneous $ 395

TOTAL **$29,545**

Miscellaneous Expenses ($5,500) includes gifts for dignitaries and $2,000 for the Washington, D.C. books.

2012-2013 Goals, Projects and Highlights

- A major continuing Council priority for fiscal year 2012-13 is to maintain financial stability; and to promote interagency cooperation and communications with the citizens, other agencies and staff
- Granada Block redevelopment
- Downtown Riverfront Washington Street Connection Design/Construction
- Expansion of the Urban Growth Boundary
- Airport Golf Course
- 19th Street Extension

2011-2012 Accomplishments/Comments

- Completion of Upper Elevation Reservoir
- East Gateway Wasco Milling property redevelopment
- Downtown Riverfront Dock Construction
- Tenth Street Widening

Major Issues to be resolved in the next 5 years

- Adequate funding for street maintenance.
- Maintaining current General Fund services in tough economic times.

GENERAL FUND – CITY COUNCIL

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			CITY COUNCIL				
1,677	1,677	1,677	001-0100-410.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
1,677	**1,677**	**1,677**	**TOTAL PERSONNEL SERVICES**		-	-	-
124,972	102,174	100,650	001-0100-410.31-10	CONTRACTUAL SERVICES	120,650	132,150	129,650
28,891	20,440	20,000	001-0100-410.31-60	LABOR NEGOTIATIONS	20,000	20,000	20,000
26,930	38,320	30,850	001-0100-410.32-10	AUDITING SERVICES	31,636	31,636	31,636
-	-	2,000	001-0100-410.39-00	OTHER CONTRACTUAL SVCS	2,000	2,000	2,000
16,862	17,370	17,000	001-0100-410.58-10	TRAVEL, FOOD & LODGING	17,000	17,000	17,000
-	355	1,000	001-0100-410.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
-	-	500	001-0100-410.58-60	WORKSHOPS	500	500	500
25,023	26,096	26,200	001-0100-410.58-70	MEMBERSHIPS/DUES/SUBSCRIP	29,545	29,545	29,545
617	123	600	001-0100-410.60-10	OFFICE SUPPLIES	600	600	600
2,689	3,914	10,500	001-0100-410.69-50	MISCELLANEOUS EXPENSES	5,500	5,500	5,500
225,984	**208,792**	**209,300**	**TOTAL MATERIALS & SERVICES**		**228,431**	**239,931**	**237,431**
-	-	-	001-0100-410.74-50	COMPUTER EQUIPMENT			
-	-	-	**TOTAL CAPITAL OUTLAY**		-	-	-
227,661	**210,469**	**210,977**	**TOTAL CITY COUNCIL DEPARTMENT**		**228,431**	**239,931**	**237,431**

Fund:	**General (001)**		
Department:	**City Clerk (0200)**	**Number of Employees:**	**1**
Program:	**Administration (410)**		

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

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

In 2005, duties to supervise the Buildings Maintenance and Codes Enforcement programs were added to this department. This category is now also referred to as General Services. In 2008 fiscal year, administration of personnel services was added to the General Services Department. Codes Enforcement program was moved back to the Legal Department.

Some major administrative services performed by the department include: Clerk of the City Council, Records Manager, Elections Officer, analyst to the City Manager, assist with personnel administration, Information Officer, supervise buildings maintenance, interpretation of public records and meetings law, and parliamentary procedures.

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.

2012-13 Goals, Projects and Highlights
- Host Team Member for 2012 IIMC Conference in Portland
- Implementation of Burn Ordinance
- Implement Plan for Commercial Dock and Festival Park Maintenance
- Conceptual Design for Renovation of City Hall Second Floor

2011-12 Accomplishments/Comments
- Continued supervision of the City's Buildings Maintenance Department and coordination of improvement projects for City owned facilities
- Serve on numerous OAMR and IIMC Committees
- Performed Human Resources functions
- Coordinated Ten Year 911 Ceremony
- Served as staff to Burn Ban Committee
- Coordinated Past Mayors Breakfast and Mayor's Business Summit
- Assisted with Development of City Mission Statement

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – CITY CLERK

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			CITY CLERK				
84,452	86,985	86,986	001-0200-410.11-00	REGULAR SALARIES	89,173	89,173	89,173
16,014	17,145	20,158	001-0200-410.21-10	MEDICAL INSURANCE	20,384	20,384	20,384
409	494	440	001-0200-410.21-20	L-T DISABILITY INSURANCE	562	562	562
43	41	50	001-0200-410.21-30	LIFE INSURANCE	50	50	50
167	174	275	001-0200-410.21-40	WORKERS COMP INSURANCE	384	384	384
6,277	6,461	6,654	001-0200-410.22-00	FICA	6,822	6,822	6,822
11,401	11,743	11,743	001-0200-410.23-00	RETIREMENT CONTRIBUTIONS	12,038	12,038	12,038
2,274	2,676	2,844	001-0200-410.28-00	VEBA CONTRIBUTIONS	2,872	2,872	2,872
60	60	60	001-0200-410.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
121,097	**125,780**	**129,210**	**TOTAL PERSONNEL SERVICE**		**132,345**	**132,345**	**132,345**
27	27	30	001-0200-410.31-10	CONTRACTUAL SERVICES	30	30	30
499	499	550	001-0200-410.43-40	OFFICE EQUIPMENT	550	550	550
20	111	200	001-0200-410.53-20	POSTAGE	200	200	200
983	1,052	1,008	001-0200-410.53-30	TELEPHONE	1,008	1,008	1,008
-	-	250	001-0200-410.53-40	LEGAL NOTICES	250	250	250
977	2,092	2,200	001-0200-410.58-10	TRAVEL, FOOD & LODGING	2,800	2,800	2,800
250	835	1,000	001-0200-410.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
175	175	200	001-0200-410.58-70	MEMBERSHIPS/DUES/SUBS	200	200	200
407	211	500	001-0200-410.60-10	OFFICE SUPPLIES	500	500	500
-	16	100	001-0200-410.64-10	BOOKS AND PERIODICALS	100	100	100
-	-	200	001-0200-410.69-50	MISCELLANEIOUS EXPENSES	200	200	200
-	1,949	-	001-0200-410.69-80	ASSETS < $5000	-	-	-
3,338	**6,966**	**6,238**	**TOTAL MATERIALS AND SERVICES**		**6,838**	**6,838**	**6,838**
124,435	**132,746**	**135,448**	**TOTAL CITY CLERK DEPARTMENT**		**139,183**	**139,183**	**139,183**

Fund:	**General (001)**	
Department:	**City Manager (0300)**	**Number of Employees: 2.25**
Program:	**Administration (410)**	

Mission
Provide effective, efficient leadership in implementing Council policies and services.

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

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

2012-13 Goals, Projects, and Highlights

- The goals of the City Manager relate specifically to implementation of the goals set by Council for the City. These goals reflect the evolution of the City of The Dalles in response to, and in anticipation of changes in the community and the region. The current City Council goals are listed in the front section of the budget document.
- Implement new in-house Information Technology (IT) Department
- The City Manager will work with individual department managers to enhance and simplify the ease with which we respond to citizen inquiries.
- Obtain funding for and start construction of Washington Street Downtown/Riverfront Access.
- Start Granada Block redevelopment
- Complete agreements for Airport Golf Course and proceed with construction of the golf course and industrial park.
- Re-start public tours at The Dalles Dam

2011-12 Accomplishments/Comments

- A majority of Council Goal Objectives will be completed or are on schedule.
- Construction of Riverfront Dock and Festival Area
- Through an Administrative Intern & Fellowship, complete utility rate study, advance Main Street Program and other projects.

- Assisted Mayor and Chamber of Commerce in development of a tenth Downtown Renaissance program book and Washington D.C. lobbying.
- The City Manager helped to enhance communication with City Council, citizens, department managers, City employees, and other local governments, including new social media program.
- Maintained solid intergovernmental relations with Wasco County, School District, County, Port, and Parks and Recreation.

Major Issues to be Resolved in the Next 5 Years

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

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – CITY MANAGER

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			CITY MANAGER				
176,033	174,322	174,322	001-0300-410.11-00	REGULAR SALARIES	178,057	178,057	178,057
14,953	12,210	16,640	001-0300-410.12-00	PARTTIME/TEMP SALARIES	7,875	7,875	7,875
-	-	-	001-0300-410.13-00	OVERTIME SALARIES	-	-	-
29,657	32,164	38,337	001-0300-410.21-10	MEDICAL INSURANCE	37,886	37,886	37,886
632	797	872	001-0300-410.21-20	L-T DISABILITY INSURANCE	1,122	1,122	1,122
81	77	99	001-0300-410.21-30	LIFE INSURANCE	99	99	99
542	523	882	001-0300-410.21-40	WORKERS COMP INSURANCE	1,214	1,214	1,214
13,618	12,732	14,609	001-0300-410.22-00	FICA	14,224	14,224	14,224
22,954	23,533	23,533	001-0300-410.23-00	RETIREMENT CONTRIBUTIONS	24,038	24,038	24,038
4,781	4,852	4,161	001-0300-410.28-00	VEBA CONTRIBUTIONS	4,231	4,231	4,231
-	-	-	001-0300-410.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
263,252	**261,211**	**273,455**	**TOTAL PERSONNEL SERVICE**		**268,746**	**268,746**	**268,746**
87	92	54	001-0300-410.31-10	CONTRACTUAL SERVICES	54	54	54
5,533	4,524	6,000	001-0300-410.43-40	OFFICE EQUIPMENT	6,000	6,000	6,000
3,600	3,600	3,600	001-0300-410.43-53	VEHICLE ALLOWANCE	3,600	3,600	3,600
445	429	500	001-0300-410.53-20	POSTAGE	500	500	500
2,012	2,189	2,076	001-0300-410.53-30	TELEPHONE	2,076	2,076	2,076
1,253	2,744	6,000	001-0300-410.58-10	TRAVEL, FOOD & LODGING	6,000	6,000	6,000
150	783	1,000	001-0300-410.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
1,911	1,917	2,000	001-0300-410.58-70	MEMBERSHIPS/DUES/SUBS	2,100	2,100	2,100
4,089	3,376	4,200	001-0300-410.60-10	OFFICE SUPPLIES	4,200	4,200	4,200
-	52	100	001-0300-410.64-10	BOOKS AND PERIODICALS	100	100	100
364	787	1,000	001-0300-410.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
-	599	4,200	001-0300-410.69-80	ASSETS < $5000	1,000	1,000	1,000
19,443	**21,092**	**30,730**	**TOTAL MATERIALS AND SERVICES**		**27,630**	**27,630**	**27,630**
282,695	**282,303**	**304,185**	**TOTAL CITY MANAGER DEPARTMENT**		**296,376**	**296,376**	**296,376**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

Fund:	**General (001)**	
Department:	**Legal/Judicial (07)**	**Number of Employees: 3.58**
Program:	**Legal/Judicial (412)**	**Legal: 2.33 Judicial: 1.25 + Judge**

Mission
The Legal Department's mission is to provide legal services to City Council, staff members, commissions, agencies, and citizens, when appropriate, in a prompt and efficient manner.

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

Description:
The Legal Department provides services to all departments and personnel of the City, various agencies and commissions of the City, City Council members, and the general public. These services include performing legal research and providing opinions, drafting resolutions and ordinances, supervising the prosecution of defendants in Municipal and Circuit Court, and representing the City in a variety of civil litigation, including administrative hearings and land use proceedings. These services also include attending meetings of the City Council, 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.

2012-2013 Goals, Projects and Highlights

- Complete preparation of documents for purchase of properties within the proposed Urban Renewal Granada Block project, including a Memorandum of Understanding and a Disposition and Development Agreement.
- Establish franchise agreements for Northern Wasco County PUD and Chenowith PUD.
- Investigate options for possible adoption of master telecommunications ordinance, and explore alternatives for possible transition of franchise agreements to right-of-way agreements.

2011-2012 Accomplishments/Comments

- Assisted City Clerk and Finance Department with implementation of electronic lien docket.
- Worked with legal firm representing the City in a complex employment law case which was settled prior to trial.
- Prepared an ordinance amending the City's Election Code to address revisions in the City's electoral districts and procedures for nominating candidates for elective City offices.
- Prepared documents for the sale of the 19th Street Reservoir property.
- Prepared ordinances for the consent annexation for Gary Honald's property and the Lee Street island annexation.

Major issues to be resolved in the next 5 years

- The extent to which the Department will be involved in addressing issues related to the proposed expansion of the Urban Growth Boundary, including the potential for litigation related to the City's efforts to expand its boundary.
- Monitor potential financial impacts of recent state legislation upon the amount of revenue collected by the Municipal Court.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – LEGAL

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			LEGAL & JUDICIAL				
			LEGAL				
140,680	123,547	140,858	001-0700-412.11-00	REGULAR SALARIES	138,588	138,588	138,588
13,079	28,756	13,313	001-0700-412.12-00	PARTTIME/TEMP SALARIES	13,653	13,653	13,653
189	131	250	001-0700-412.13-00	OVERTIME SALARIES	250	250	250
23,780	26,331	29,979	001-0700-412.21-10	MEDICAL INSURANCE	22,932	22,932	22,932
707	821	771	001-0700-412.21-20	L-T DISABILITY INSURANCE	959	959	959
101	104	124	001-0700-412.21-30	LIFE INSURANCE	124	124	124
324	345	507	001-0700-412.21-40	WORKERS COMP INSURANCE	636	636	636
11,675	11,582	11,813	001-0700-412.22-00	FICA	11,666	11,666	11,666
20,420	18,610	20,813	001-0700-412.23-00	RETIREMENT CONTRIBUTIONS	15,519	15,519	15,519
3,810	1,910	4,075	001-0700-412.28-00	VEBA CONTRIBUTIONS	3,312	3,312	3,312
-	-	-	001-0700-412.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
214,766	**212,136**	**222,503**	**TOTAL PERSONNEL SERVICE**		**207,639**	**207,639**	**207,639**
5,804	10,443	10,620	001-0700-412.31-10	CONTRACTUAL SERVICES	10,620	10,620	10,620
975	1,028	1,000	001-0700-412.32-20	SPECIAL LEGAL SERVICES	1,000	1,000	1,000
-	-	150	001-0700-412.43-40	OFFICE EQUIPMENT	200	200	200
133	46	1,400	001-0700-412.50-10	CRIME VICTIMS ASSISTANCE	1,400	1,400	1,400
246	266	500	001-0700-412.53-20	POSTAGE	200	200	200
2,469	2,709	2,556	001-0700-412.53-30	TELEPHONE	2,556	2,556	2,556
810	1,348	1,295	001-0700-412.58-10	TRAVEL, FOOD & LODGING	1,195	1,195	1,195
310	435	930	001-0700-412.58-50	TRAINING AND CONFERENCES	600	600	600
622	597	625	001-0700-412.58-70	MEMBERSHIPS/DUES/SUBS	625	625	625
1,454	1,594	1,300	001-0700-412.60-10	OFFICE SUPPLIES	1,400	1,400	1,400
13,727	17,056	14,000	001-0700-412.64-10	BOOKS AND PERIODICALS	16,000	16,000	16,000
-	-	-	001-0700-412.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	1,026	2,000	001-0700-412.69-80	ASSETS < $5000	3,000	3,000	3,000
26,551	**36,548**	**36,376**	**TOTAL MATERIALS AND SERVICES**		**38,796**	**38,796**	**38,796**
241,317	**248,684**	**258,879**	**SUB-TOTAL LEGAL**		**246,435**	**246,435**	**246,435**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – JUDICIAL

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			JUDICIAL				
42,075	43,810	43,810	001-0750-412.11-00	REGULAR SALARIES	44,642	44,642	44,642
27,644	25,970	37,960	001-0750-412.12-00	PARTTIME/TEMP SALARIES	38,222	38,222	38,222
1,048	747	1,896	001-0750-412.13-00	OVERTIME SALARIES	1,932	1,932	1,932
11,906	12,908	14,989	001-0750-412.21-10	MEDICAL INSURANCE	15,172	15,172	15,172
307	309	271	001-0750-412.21-20	L-T DISABILITY INSURANCE	348	348	348
68	68	74	001-0750-412.21-30	LIFE INSURANCE	74	74	74
259	293	970	001-0750-412.21-40	WORKERS COMP INSURANCE	1,284	1,284	1,284
5,335	5,309	6,255	001-0750-412.22-00	FICA	6,339	6,339	6,339
6,415	6,567	6,989	001-0750-412.23-00	RETIREMENT CONTRIBUTIONS	7,137	7,137	7,137
754	796	843	001-0750-412.28-00	VEBA CONTRIBUTIONS	859	859	859
95,811	**96,777**	**114,057**	**TOTAL PERSONNEL SERVICE**		**116,009**	**116,009**	**116,009**
4,375	8,927	8,000	001-0750-412.31-10	CONTRACTUAL SERVICES	6,000	6,000	6,000
338	109	2,500	001-0750-412.31-30	PRISONER MEDICAL SVCS	2,000	2,000	2,000
420	519	1,000	001-0750-412.31-85	WITNESS/JURY FEES	600	600	600
21,600	34,878	36,000	001-0750-412.31-90	PROSECUTING ATTORNEY	36,000	36,000	36,000
31,109	35,300	32,000	001-0750-412.32-30	COURT APPT ATTORNEY FEES	34,000	34,000	34,000
2,332	1,683	2,000	001-0750-412.33-15	INTERPRETOR FEES	2,000	2,000	2,000
1,987	1,809	2,900	001-0750-412.53-20	POSTAGE	1,000	1,000	1,000
446	507	468	001-0750-412.53-30	TELEPHONE	468	468	468
557	305	800	001-0750-412.58-10	TRAVEL, FOOD & LODGING	1,700	1,700	1,700
200	251	300	001-0750-412.58-50	TRAINING AND CONFERENCES	900	900	900
170	395	250	001-0750-412.58-70	MEMBERSHIPS/DUES/SUBS	150	150	150
1,561	2,756	1,600	001-0750-412.60-10	OFFICE SUPPLIES	1,300	1,300	1,300
45	-	50	001-0750-412.64-10	BOOKS AND PERIODICALS	50	50	50
13	-	-	001-0750-412.69-70	CASH SHORT/LONG	-	-	-
2,373	594	-	001-0750-412.69-80	ASSETS < $5000	2,000	2,000	2,000
67,524	**88,032**	**87,868**	**TOTAL MATERIALS AND SERVICES**		**88,168**	**88,168**	**88,168**
163,335	**184,809**	**201,925**	**SUB-TOTAL JUDICIAL**		**204,177**	**204,177**	**204,177**
404,652	**433,493**	**460,804**	**TOTAL LEGAL AND JUDICIAL DEPARTMENT**		**450,612**	**450,612**	**450,612**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

Fund:	**General (001)**	
Department:	**Finance/Utility Billing (0900-950)**	**Number of Employees: 5**
Program:	**Finance/Utility Billing (415)**	**Finance: 3 Utility Billing: 2**

Mission
To provide accurate and timely financial information, projections and support services to the City Staff, City Manager, City Council, and external users in support of their decision making processes; and to aggressively respond to the needs of City Staff in their quest to provide quality services, while using the City's available resources in the best interests of all involved.

Description
The Finance Department is charged with a wide variety of tasks, including coordination of the City's annual budget and audit processes, as well as the general administrative functions, such as payroll, cash receipts, accounts payables, accounts receivables, fixed assets, and general ledger. The Department also processes all utility billing and collections for the City's water and wastewater utilities in a separate cost center (0950). The Finance Department prepares a wide range of internal and external financial reports for use by other organizations, City Council and its commissions, and City Staff, as well as the general citizenship. The Department also maintains all accounting functions and ledgers for the Urban Renewal District, Tourism Promotion Funds, and QLife. This Department maintains the primary Financial/Court computer system software.

2012-13 Goals, Projects and Highlights

- Continue to improve policies, processes and controls to increase compliance, efficiency, and security.
- Continue training and cross-training for all Department employees.

2011-12 Accomplishments/Comments

- Implemented the use of an Electronic Lien Docket (ELD) to allow for more accurate and timely posting of City financial interests in properties and to provide better customer service to users.
- Participated with Public Works in implementing Radio Read system for water meter reading and integration with utility billing software and billing procedures.
- Contracted for Transient Room Tax audits of two lodging operators. Our intention is to audit between three and five per year on a rotating basis.
- Produced various monthly financial reports for City Manager, Department Managers and City Council within five days of each month end.
- Provided Workers Compensation reports and statistics from SAIF to City Manager and City Council on a quarterly basis.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – FINANCIAL

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			FINANCE AND UTILITY BILLING				
			FINANCE				
177,779	165,578	171,065	001-0900-415.11-00	REGULAR SALARIES	179,403	179,403	179,403
-	-	-	001-0900-415.12-00	PARTTIME/TEMP SALARIES	-	-	-
-	140	7,898	001-0900-415.13-00	OVERTIME SALARIES	8,229	8,229	8,229
41,675	41,322	47,986	001-0900-415.21-10	MEDICAL INSURANCE	48,528	48,528	48,528
913	1,046	855	001-0900-415.21-20	L-T DISABILITY INSURANCE	1,130	1,130	1,130
151	122	149	001-0900-415.21-30	LIFE INSURANCE	149	149	149
476	466	596	001-0900-415.21-40	WORKERS COMP INSURANCE	828	828	828
13,066	12,121	13,691	001-0900-415.22-00	FICA	14,354	14,354	14,354
24,000	22,353	24,160	001-0900-415.23-00	RETIREMENT CONTRIBUTIONS	25,331	25,331	25,331
-	-	1,098	001-0900-415.28-00	VEBA CONTRIBUTIONS	1,160	1,160	1,160
205	180	180	001-0900-415.29-00	OTHER EMPLOYEE BENEFITS	180	180	180
258,264	**243,329**	**267,678**	**TOTAL PERSONNEL SERVICE**		**279,292**	**279,292**	**279,292**
3,780	2,807	3,759	001-0900-415.31-10	CONTRACTUAL SERVICES	7,252	7,252	7,252
6,898	2,152	12,000	001-0900-415.31-20	ACCOUNTING/ADVISORY SVCS	17,000	17,000	17,000
263	73	500	001-0900-415.34-50	SPECIAL STUDIES & REPORTS	500	500	500
231	258	500	001-0900-415.43-40	OFFICE EQUIPMENT	500	500	500
3,403	3,403	3,402	001-0900-415.44-20	RENTAL OF EQUIPMENT	3,402	3,402	3,402
2,661	2,475	3,000	001-0900-415.53-20	POSTAGE	3,000	3,000	3,000
2,962	3,345	3,036	001-0900-415.53-30	TELEPHONE	3,792	3,792	3,792
1,414	1,136	1,800	001-0900-415.53-40	LEGAL NOTICES	1,800	1,800	1,800
952	1,825	2,500	001-0900-412.55-00	PRINTING & BINDING	2,500	2,500	2,500
952	1,520	3,200	001-0900-415.58-10	TRAVEL, FOOD & LODGING	3,200	3,200	3,200
1,980	1,590	2,250	001-0900-415.58-50	TRAINING AND CONFERENCES	2,370	2,370	2,370
1,609	1,734	2,400	001-0900-415.58-70	MEMBERSHIPS/DUES/SUBS	2,090	2,090	2,090
2,052	2,649	7,500	001-0900-415.60-10	OFFICE SUPPLIES	7,500	7,500	7,500
-	-	-	001-0900-415.64-80	COMPUTER SOFTWARE	-	-	-
(161)	1,117	2,500	001-0900-415.69-50	MISCELLANEOUS EXPENSES	2,500	2,500	2,500
-	-	-	001-0900-415.69-70	CASH SHORT/LONG	-	-	-
5,399	4,025	6,500	001-0900-415.69-80	ASSETS < $5000	5,500	5,500	5,500
34,394	**30,109**	**54,847**	**TOTAL MATERIALS AND SERVICES**		**62,906**	**62,906**	**62,906**
292,658	**273,438**	**322,525**	**SUB-TOTAL FINANCE**		**342,198**	**342,198**	**342,198**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – UTILITY BILLING

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			UTILITY BILLING				
65,766	69,590	70,571	001-0950-415.11-00	REGULAR SALARIES	72,979	72,979	72,979
1,961	1,946	6,107	001-0950-415.13-00	OVERTIME SALARIES	6,315	6,315	6,315
22,625	24,551	29,979	001-0950-415.21-10	MEDICAL INSURANCE	30,344	30,344	30,344
333	438	353	001-0950-415.21-20	L-T DISABILITY INSURANCE	460	460	460
88	87	99	001-0950-415.21-30	LIFE INSURANCE	99	99	99
205	219	286	001-0950-415.21-40	WORKERS COMP INSURANCE	381	381	381
4,938	5,216	5,866	001-0950-415.22-00	FICA	6,066	6,066	6,066
8,878	9,395	10,352	001-0950-415.23-00	RETIREMENT CONTRIBUTIONS	10,705	10,705	10,705
672	710	710	001-0950-415.28-00	VEBA CONTRIBUTIONS	724	724	724
-	-	-	001-0950-415.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
105,465	**112,152**	**124,323**	**TOTAL PERSONNEL SERVICE**		**128,073**	**128,073**	**128,073**
590	2,597	1,688	001-0950-415.31-10	CONTRACTUAL SERVICES	2,168	2,168	2,168
-	-	1,000	001-0950-415.43-20	COMPUTERS	1,000	1,000	1,000
231	257	600	001-0950-415.43-40	OFFICE EQUIPMENT	600	600	600
20,332	20,229	22,480	001-0950-415.53-20	POSTAGE	22,480	22,480	22,480
1,533	1,646	1,546	001-0950-415.53-30	TELEPHONE	1,906	1,906	1,906
2,357	2,472	3,500	001-0950-415-55-00	PRINTING & BINDING	3,500	3,500	3,500
-	-	1,000	001-0950-415.58-10	TRAVEL, FOOD & LODGING	1,000	1,000	1,000
1,006	-	1,100	001-0950-415.58-50	TRAINING AND CONFERENCES	1,100	1,100	1,100
3,492	3,855	4,200	001-0950-415.60-10	OFFICE SUPPLIES	4,200	4,200	4,200
497	405	1,000	001-0950-415.69-50	MISCELLANEOUS EXPENSES	1,000	1,000	1,000
(15)	114	100	001-0950-415.69-70	CASH SHORT/LONG	100	100	100
4,609	75	2,000	001-0950-415.69-80	ASSETS < $5000	3,000	3,000	3,000
34,632	**31,650**	**40,214**	**TOTAL MATERIALS AND SERVICES**		**42,054**	**42,054**	**42,054**
140,098	**143,802**	**164,537**	**SUB-TOTAL UTILITY BILLING**		**170,127**	**170,127**	**170,127**
432,756	**417,240**	**487,062**	**TOTAL FINANCE & UTILITY BILLING DEPARTMENT**		**512,325**	**512,325**	**512,325**

Fund: General (001)
Department: Personnel (10)
Program: Personnel (416)

Mission

Provide responsive Human Resource management services for the City.

Description

The position of Personnel Director was eliminated from the 1997-98 budget. The City contracted with Wasco County for most human resource activities. The City Clerk assumed the position of City staff liaison with Wasco County. All departments assumed some personnel function previously managed by the Personnel Department. The City also has a Benefits Agent of Record who manages our benefit plans.

In the 2008 fiscal year, the General Services Department resumed administration of personnel services.

This budget includes funding to pay for labor attorney fees and for training for the City Clerk.

2012-13 Goals, Projects and Highlights

- Continue Employee Recognition Program
- Conduct Retirement Fund and Open Enrollment Meetings for employees

2011-12 Accomplishments/Comments

- Worked with BCI to provide employee benefits
- Continued employee recognition program

GENERAL FUND – PERSONNEL

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			PERSONNEL				
-	-	500	001-1000-416.34-50	SPECIAL STUDIES & REPORTS	500	500	500
54	1,052	-	001-1000-416.39-00	OTHER CONTRACTUAL SVCS	-	-	-
1,755	-	3,000	001-1000-416.39-10	OTHER LEGAL SERVICES	3,000	3,000	3,000
2,422	3,866	5,000	001-1000-416.50-60	EMPLOYEE RELATIONS	5,000	5,000	5,000
38	92	300	001-1000-416.53-20	POSTAGE	200	200	200
-	-	500	001-1000-416.58-50	TRAINING AND CONFERENCES	500	500	500
16	92	300	001-1000-416.60-10	OFFICE SUPPLIES	300	300	300
-	85	-	001-1000-416.64-10	BOOKS AND PERIODICALS	100	100	100
486	590	500	001-1000-416.69-50	MISCELLANEOUS EXPENSES	500	500	500
4,769	**5,776**	**10,100**	**TOTAL MATERIALS AND SERVICES**		**10,100**	**10,100**	**10,100**
4,769	**5,776**	**10,100**	**TOTAL PERSONNEL DEPARTMENT**		**10,100**	**10,100**	**10,100**

Round-a-bout constructed in FY09/10

Fund:	**General Fund (001)**	
Department:	**Community Development (1100)**	**Number of Employees: 7**
Program:	**Community Development (421)**	**5 FTE + 1 PT + 1 RARE Planner**

Mission

"PREPARING FOR THE FUTURE" a long-standing mission carried out for the benefit of this community's citizens and future generations through:

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

Description

The Community Development Department is responsible for:

- Current and Long Range Planning within the entire Urban Growth Boundary
- Right-of-Way Coordination
- Land Use Code Enforcement and Development Inspection
- Historic Landmarks Program
- Urban Renewal Program and Project Management
- Enterprise Zone Program
- Other special projects as assigned.

There are five (5) permanent, full-time positions in the proposed budget: Director, Senior Planner, Associate Planner, Development Inspector, and Administrative Secretary. In addition, there is one (1) permanent, part-time position in the proposed budget: Codes Enforcement Officer. In addition, there is one (1) RARE (Resource Assistance for Rural Environments) planner in the proposed budget.

2012-13 Goals, Projects and Highlights

- The primary goal of the Department will continue to be serving citizens in the most professional manner possible. The Department's mission statement will continue to serve as the guiding principle for all actions.
- The costumer satisfaction survey will be continued and expanded through 2012-13. Following the recommendation of the Economic Development Committee, the Department will expand its survey to include additional questions about the services of other agencies that are involved in the development process. Anyone who completes a permit process or is served in any substantial way will be offered a survey to complete.

- The Department will work with the Mid-Columbia Housing Agency and other resource people to develop a renewal program for the residential areas of the City. This was one of the recommendations of the Economic Development Committee, to improve the community's housing stock.
- The Department will continue to follow and complete the 2012 City Council Goals and Objectives.
- Implementation of the requirements for LID's, developer reimbursements, and public improvements payments will continue to be maintained on the GIS and Access data bases.
- The 2012-13 round of Land Use and Development Ordinance (LUDO) amendments will be completed by June 30, 2013.
- Completion of the comprehensive land use plan, UGB, and NSA boundary amendments by June 2013 will be attempted through the State's Periodic Review process.
- Implementation of the annexation policy will continue with a few more annexations by June 2013.
- The level of code enforcement work will continue through 2012-13. This is currently at 16 hours per week.
- Support for the continuing development of the Geographic Information System (GIS) will be maintained.
- Other ongoing work will include timely processing of building permits, development reviews, and a continued emphasis on right-of-way planning and urban growth area planning.
- The Certified Local Government, Historic Preservation Program work will continue, as well as grant work related to historic preservation efforts and other special projects such as the Pioneer Cemetery.
- Management of the Columbia Gateway Urban Renewal Program and Advisory Committee support will continue.
- Staff coordination for the Enterprise Zone program will continue.

2011-12 Accomplishments/Comments

- Continuation of the CDD customer satisfaction survey. The Department received many new responses and continues to enjoy the highest possible rating in all 12 categories showing excellent public service. The survey will be entering its 5th year.
- Continued work is on-going for the Periodic Review work for the Comprehensive Land Use Plan, UGB, and National Scenic Area-Urban Exempt Area amendment process. Meetings with the Scenic Gorge Commission and the Warm Springs Tribe are continuing as the Cultural Resources Management Plan is developed, a key component of the work program.
- Continuation of the annexation policy by annexing one group of properties.
- Staff continues to be active in support of the Planning Commission, Historic Landmarks Commission, Site (Development) Review Team, Urban Renewal Agency and Advisory Committee, and participates on many other community groups and Ad Hoc committees such as

the Wasco County Economic Development Commission, Chamber subcommittees, and Riverfront Trail Non-profit Board. Many hours per week were dedicated to helping these groups function properly and to carry out their role in the decision making process.

- In both current and long range planning efforts, coordination with other City departments, citizens, special interest groups, and State and Federal agencies have been given much attention. This is an ongoing effort, and the relationships developed over the years have continued to be strong.
- The Department continues to provide planning services to the County Planning and Economic Development Department within the Urban Growth Area, to City Public Works within the rights-of-way, and to the Urban Renewal Agency.
- Overall permit activity was flat from 2010 compared to 2011 at 140 total (if sign permits were excluded). Residential development decreased in 2011 from 2010 by two units, 14 to 11 total.
- On-going coordination with Code Enforcement has been a major focus of effort. Consistent enforcement of planning ordinances creates the ability to be effective and gives credibility to the entire planning effort.

Major issues to be resolved in the next 5 years

- Update the Comprehensive Land Use Plan, Land Use and Development Ordinance, Transportation Master Plan, Sewer Master Plan, Storm Water Master Plan, Water Master Plan, and capital improvement plan consistent with the UGB and NSA amendments.
- Complete the planning and zoning within the expanded exempt area of the Scenic Area Boundary and within the new Urban Growth Boundary.
- Development of major Urban Renewal projects and implementation of the amended Urban Renewal Plan.
- Maintain the Certified Local Government status of the Historic Landmarks Commission.
- Implementation of all the various master plans.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – COMMUNITY DEVELOPMENT

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			COMMUNITY DEVELOPMENT				
296,567	304,701	307,251	001-1100-417.11-00	REGULAR SALARIES	315,495	315,495	315,495
38,820	36,429	32,148	001-1100-417.12-00	PARTTIME/TEMP SALARIES	15,358	15,358	15,358
216	872	3,654	001-1100-417.13-00	OVERTIME SALARIES	3,711	3,711	3,711
58,423	62,194	72,965	001-1100-417.21-10	MEDICAL INSURANCE	73,660	73,660	73,660
1,570	2,022	1,536	001-1100-417.21-20	L-T DISABILITY INSURANCE	1,988	1,988	1,988
261	241	248	001-1100-417.21-30	LIFE INSURANCE	248	248	248
1,025	1,164	3,037	001-1100-417.21-40	WORKERS COMP INSURANCE	4,230	4,230	4,230
24,277	24,963	26,244	001-1100-417.22-00	FICA	25,594	25,594	25,594
42,577	42,558	38,074	001-1100-417.23-00	RETIREMENT CONTRIBUTIONS	39,211	39,211	39,211
1,624	1,673	3,485	001-1100-417.28-00	VEBA CONTRIBUTIONS	3,292	3,292	3,292
120	120	120	001-1100-417.29-00	OTHER EMPLOYEE BENEFITS	120	120	120
465,479	**476,936**	**488,762**	**TOTAL PERSONNEL SERVICE**		**482,907**	**482,907**	**482,907**
16,396	31,436	11,825	001-1100-417.31-10	CONTRACTUAL SERVICES	22,635	22,635	22,635
-	-	3,000	001-1100-417.34-10	ENGINEERING SERVICES	4,000	4,000	4,000
-	454	1,000	001-1100-417.35-40	BASE MAPPING	-	-	-
458	61	500	001-1100-417.35-60	FILING FEES	500	500	500
5,768	4,000	19,550	001-1100-417.39-00	OTHER CONTRACTUAL SVCS	11,700	11,700	11,700
1,615	1,953	2,000	001-1100-417.43-10	BUILDINGS AND GROUNDS	2,000	2,000	2,000
511	2,331	1,400	001-1100-417.43-40	OFFICE EQUIPMENT	1,600	1,600	1,600
21	52	50	001-1100-417.43-45	JOINT USE OF LABOR / EQUIP	50	50	50
1,037	562	500	001-1100-417.43-50	VEHICLES	700	700	700
992	1,176	1,200	001-1100-417.43-51	GAS/OIL/DIESEL/LUBRICANTS	1,200	1,200	1,200
200	332	500	001-1100-417.43-52	TIRES AND TIRE REPAIRS	500	500	500
2,375	4,680	5,200	001-1100-417.53-20	POSTAGE	6,000	6,000	6,000
4,012	5,030	4,682	001-1100-417.53-30	TELEPHONE	4,656	4,656	4,656
1,485	1,058	1,500	001-1100-417.53-40	LEGAL NOTICES	1,500	1,500	1,500
-	550	400	001-1100-417.54-00	ADVERTISING	400	400	400
236	686	1,000	001-1100-417.55-00	PRINTING AND BINDING	600	600	600
-	-	900	001-1100-417.57-00	PERMITS	-	-	-
236	1,902	1,500	001-1100-417.58-10	TRAVEL, FOOD & LODGING	1,600	1,600	1,600
588	1,000	800	001-1100-417.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
1,032	1,171	1,400	001-1100-417.58-70	MEMBERSHIPS/DUES/SUBS	1,400	1,400	1,400
3,552	2,452	4,000	001-1100-417.60-10	OFFICE SUPPLIES	4,000	4,000	4,000
250	322	250	001-1100-417.60-85	SPECIAL DEPT SUPPLIES	250	250	250
304	28	300	001-1100-417.64-10	BOOKS AND PERIODICALS	300	300	300
522	356	-	001-1100-417.64-80	COMPUTER SOFTWARE	1,400	1,400	1,400
30	459	100	001-1100-417.69-50	MISCELLANEOUS EXPENSES	500	500	500
5,098	2,186	-	001-1100-417.69-80	ASSETS < $5000	3,500	3,500	3,500
46,716	**64,235**	**63,557**	**TOTAL MATERIALS AND SERVICES**		**71,991**	**71,991**	**71,991**
-	-	-	001-1100-417.73-30	IMPRV OTHER THAN BUILDING	1,500	1,500	1,500
-	-	10,000	001-1100-417.74-20	VEHICLES	-	-	-
-	5,304	-	001-1100-417.74-40	OFFICE EQUIPMENT	-	-	-
-	-	-	001-1100-417.74-50	COMPUTER EQUIPMENT	-	-	-
-	**5,304**	**10,000**	**TOTAL CAPITAL OUTLAY**		**1,500**	**1,500**	**1,500**
512,195	**546,475**	**562,319**	**TOTAL COMMUNITY DEVELOPMENT DEPARTMENT**		**556,398**	**556,398**	**556,398**

Fund:	**General (110)**		
Department:	**Police (013)**	**Number of Employees:**	**27 (25.5 FTE)**
Program:	**Public Safety (421)**		

Mission:
"**STRIVE FOR EXCELLENCE**"

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

- Protection of life and property
- The detection and apprehension of offenders
- Enforcement of state laws, City ordinances, and traffic laws
- Protection of The Dalles Municipal Watershed

The department is budgeted for 25 full time positions including: 1 Chief, 1 Captain, 4 Sergeants, 17 Police Officers, 1 Administrative Secretary, and 1 Department Secretary.

Non-enforcement programs include:

- Neighborhood Watch
- Police Reserves

The Department works very closely with other law enforcement agencies in the area, as well as the Council and other City departments. The Department's working relationship with other local law enforcement agencies is one of the finest in the state.

2012-13 Goals, Projects and Highlights

- Continuance of good interagency relationships
- Enhance training
- Maintain a fully staffed department
- Adequately serve the City's newly annexed areas

2011-12 Accomplishments/Comments

- Added two police officer positions to deal with current and upcoming annexations

Major Issues to be Resolved in the Next Five Years

- Better Retention of personnel

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget
GENERAL FUND – POLICE

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			POLICE				
1,255,064	1,379,541	1,457,968	001-1300-421.11-00	REGULAR SALARIES	1,528,411	1,528,411	1,528,411
17,432	8,586	10,086	001-1300-421.12-00	PARTTIME/TEMP SALARIES	15,328	15,328	15,328
116,484	118,155	120,000	001-1300-421.13-00	OVERTIME SALARIES	130,000	130,000	130,000
2,413	726	8,000	001-1300-421.13-10	DUI OVERTIME SALARIES	6,000	6,000	6,000
106	-	-	001-1300-421.13-15	MIP-A OVERTIME SALARIES	-	-	-
773	1,708	3,692	001-1300-421.14-00	BI-LINGUAL INCENTIVE 5%	3,000	3,000	3,000
281,166	323,406	402,979	001-1300-421.21-10	MEDICAL INSURANCE	417,672	417,672	417,672
6,136	8,353	7,299	001-1300-421.21-20	L-T DISABILITY INSURANCE	9,677	9,677	9,677
979	1,009	1,249	001-1300-421.21-30	LIFE INSURANCE	1,249	1,249	1,249
53,600	57,022	83,707	001-1300-421.21-40	WORKERS COMP INSURANCE	103,956	103,956	103,956
104,325	112,512	122,088	001-1300-421.22-00	FICA	128,730	128,730	128,730
263,071	288,261	294,771	001-1300-421.23-00	RETIREMENT CONTRIBUTIONS	309,595	309,595	309,595
7,426	7,429	7,939	001-1300-421.28-00	VEBA CONTRIBUTIONS	8,224	8,224	8,224
193	300	240	001-1300-421.29-00	OTHER EMPLOYEE BENEFITS	240	240	240
2,109,168	**2,307,009**	**2,520,018**	**TOTAL PERSONNEL SERVICE**		**2,662,082**	**2,662,082**	**2,662,082**
870	865	1,065	001-1300-421.31-10	CONTRACTUAL SERVICES	11,065	11,065	11,065
205,558	245,974	258,273	001-1300-421.31-40	WASCO CO COMMUNICATIONS	275,573	275,573	275,573
2,338	3,306	3,000	001-1300-421.31-70	RECRUITING EXPENSES	3,000	3,000	3,000
411	43	400	001-1300-421.33-15	INTERPRETOR FEES	400	400	400
1,901	279	2,500	001-1300-421.33-40	TOWING SERVICES	2,000	2,000	2,000
-	-	-	001-1300-421.33-70	CUSTODIAL MEDICAL EXPENSE	-	-	-
4,400	4,053	4,400	001-1300-421.34-40	SOFTWARE MAINTENANCE	6,000	6,000	6,000
13,000	12,000	-	001-1300-421.34-50	SPECIAL STUDIES & REPORTS	-	-	-
921	864	950	001-1300-421.41-10	WATER & SEWER	1,200	1,200	1,200
1,316	1,333	1,400	001-1300-421.41-20	GARBAGE SERVICES	1,450	1,450	1,450
7,036	7,218	8,500	001-1300-421.41-40	ELECTRICITY	8,500	8,500	8,500
8,360	9,360	9,360	001-1300-421.42-00	JANITORIAL SERVICES	10,360	10,360	10,360
4,558	3,681	6,200	001-1300-421.43-10	BUILDINGS AND GROUNDS	6,200	6,200	6,200
2,111	2,677	7,000	001-1300-421.43-30	RADIO EQUIPMENT	7,000	7,000	7,000
904	977	1,800	001-1300-421.43-40	OFFICE EQUIPMENT	1,500	1,500	1,500
15,266	15,002	17,500	001-1300-421.43-50	VEHICLES	17,000	17,000	17,000
35,353	45,323	40,000	001-1300-421.43-51	GAS/OIL/DIESEL/LUBRICANTS	50,000	50,000	50,000
8,038	8,580	8,500	001-1300-421.43-52	TIRES AND TIRE REPAIRS	9,000	9,000	9,000
2,357	2,262	2,500	001-1300-421.43-75	ELEVATOR MAINTENANCE	2,500	2,500	2,500
655	444	1,000	001-1300-421.43-77	HVAC SYSTEMS	1,000	1,000	1,000
428	296	300	001-1300-421.50-40	HEPATITIS PROGRAM	900	900	900
2,030	2,228	2,500	001-1300-421.53-20	POSTAGE	2,500	2,500	2,500
13,271	11,792	13,000	001-1300-421.53-30	TELEPHONE	13,000	13,000	13,000
289	99	400	001-1300-421.54-00	ADVERTISING	400	400	400
1,444	1,406	2,000	001-1300-421.56-00	MICROFILMING	2,000	2,000	2,000
17,783	18,462	17,000	001-1300-421.58-50	TRAINING AND CONFERENCES	19,000	19,000	19,000
341	761	900	001-1300-421.58-70	MEMBERSHIPS/DUES/SUBS	1,050	1,050	1,050
5,192	5,839	6,000	001-1300-421.59-10	SERT TEAM	6,000	6,000	6,000
2,279	1,321	4,000	001-1300-421.59-15	RESERVES	4,000	4,000	4,000
1,052	1,030	1,500	001-1300-421.59-25	CRIME PREVENTION	1,500	1,500	1,500
4,942	5,242	5,000	001-1300-421.60-10	OFFICE SUPPLIES	5,000	5,000	5,000
331	480	600	001-1300-421.60-20	JANITORIAL SUPPLIES	600	600	600
5,425	6,303	6,500	001-1300-421.60-65	AMMUNITION	6,500	6,500	6,500
5,077	4,202	7,000	001-1300-421.60-70	DRUG FORFEITURE ITEMS	7,000	7,000	7,000
11,653	15,457	17,000	001-1300-421.60-80	CLOTHING	17,000	17,000	17,000
6,714	6,362	8,500	001-1300-421.60-85	SPECIAL DEPT SUPPLIES	8,500	8,500	8,500
39	65	1,000	001-1300-421.64-80	COMPUTER SOFTWARE	1,000	1,000	1,000
1,188	1,188	1,200	001-1300-421.69-50	MISCELLANEOUS EXPENSES	1,200	1,200	1,200
9,112	17,256	20,500	001-1300-421.69-80	ASSETS < $5000	23,500	23,500	23,500
403,941	**464,030**	**489,248**	**TOTAL MATERIALS AND SERVICES**		**534,398**	**534,398**	**534,398**
6,400	1,708	8,000	001-1300-421.72-20	BUILDINGS	8,000	8,000	8,000
47,917	102,255	98,900	001-1300-421.74-20	VEHICLES	27,500	27,500	27,500
17,731	-	-	001-1300-421.74-25	COMMUNICATIONS EQUIPMENT	9,000	9,000	9,000
-	-	-	001-1300-421.74-50	COMPUTER EQUIPMENT	-	-	-
-	9,676	-	001-1300-421.74-90	EQUIPMENT, OTHER	30,000	30,000	30,000
72,048	**113,639**	**106,900**	**TOTAL CAPITAL OUTLAY**		**74,500**	**74,500**	**74,500**
2,585,158	**2,884,678**	**3,116,166**	**TOTAL POLICE DEPARTMENT**		**3,270,980**	**3,270,980**	**3,270,980**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

Fund:	**General (001)**	
Department:	**Technology (1700)**	**Number of Employees: 1 FTE**
Program:	**Other (419)**	

Mission
Provide City Departments with needed information technology tools.

Description
The City Council has approved the creation of a new Information Technology Manager position (BIP 12-024). This position will save the City close to $20,000 the first year. General Fund Technology Department is where the costs for the City-wide information systems costs have been consolidated. Some major items that are included in this new Department are servers, switches, Navaline maintenance contracts, and the contract with ESD. Costs of replacing individual computers, software, or maintenance that are specific to individual Departments or Funds have not been included in this proposed Technology Department budget.

2012-13 Goals, Projects and Highlights

- Continue to look for and correct system weaknesses
- Replace the City server / backup complex (four servers) purchased in FY05/06.
- Upgrade all PC operating systems to Windows 7

2011-12 Accomplishments/Comments

- Review all systems and develop a Capital Improvement Plan for the City-wide Information systems
- New Public Works redundant system.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – TECHNOLOGY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			TECHNOLOGY DEPARTMENT				
-	-	-	001-1700-419.11-00	REGULAR SALARIES	68,345	68,345	68,345
-	-	-	001-1700-419.21-10	MEDICAL INSURANCE	7,759	7,759	7,759
-	-	-	001-1700-419.21-20	L-T DISABILITY INSURANCE	431	431	431
-	-	-	001-1700-419.21-30	LIFE INSURANCE	50	50	50
-	-	-	001-1700-419.21-40	WORKERS COMP INSURANCE	2,244	2,244	2,244
-	-	-	001-1700-419.22-00	FICA	5,228	5,228	5,228
-	-	-	001-1700-419.23-00	RETIREMENT CONTRIBUTIONS	-	-	-
-	-	-	001-1700-419.28-00	VEBA CONTRIBUTIONS	1,334	1,334	1,334
-	-	-	001-1700-419.29-00	OTHER EMPLOYEE BENEFITS	60	60	60
-	**-**	**-**	**TOTAL PERSONNEL SERVICE**		**85,451**	**85,451**	**85,451**
82,061	95,074	105,180	001-1700-419.31-10	CONTRACTUAL SERVICES	-	-	-
66,800	70,604	74,540	001-1700-419.34-30	COMPUTER SERVICES	76,712	76,712	76,712
		7,700	001-1700-419.34-35	WIFI USE FEES	8,400	8,400	8,400
8,421	13,302	11,700	001-1700-419.34-40	SOFTWARE MAINTENANCE	12,280	12,280	12,280
4,630	5,040	5,340	001-1700-419.39-00	OTHER CONTRACTUAL SERVICES	5,390	5,390	5,390
			001-1700-419.53-30	TELEPHONE	720	720	720
			001-1700-419.58-10	TRAVEL, FOOD & LODGING	1,200	1,200	1,200
			001-1700-419.58-50	TRAINING AND CONFERENCES	1,000	1,000	1,000
			001-1700-419.60-10	OFFICE SUPPLIES	500	500	500
			001-1700-419.64-80	COMPUTER SOFTWARE	7,200	7,200	7,200
2,516	1,470	2,000	001-1700-419.69-50	MISCELLANEOUS EXPENSES	2,000	2,000	2,000
95	3,123	2,000	001-1700-419.69-80	ASSETS < $5000	1,000	1,000	1,000
164,523	**188,612**	**208,460**	**TOTAL MATERIALS AND SERVICES**		**116,402**	**116,402**	**116,402**
			CAPITAL OUTLAY				
-	-	-	001-1700-419.74-50	COMPUTER EQUIPMENT	44,400	44,400	44,400
-	12,427	22,000	001-1700-419.74-60	NETWORK EQUIPMENT	-	-	-
-	**12,427**	**22,000**	**TOTAL CAPITAL OUTLAY**		**44,400**	**44,400**	**44,400**
164,523	**201,039**	**230,460**	**TOTAL TECHNOLOGY DEPARTMENT**		**246,253**	**246,253**	**246,253**

Fund:	**General (001)**		
Department:	**City Hall (2300) and Transportation Center (2366)**		
Program:	**Other (419)**	**Number of Employees:**	**2 (2 FTE)**

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

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

The operation and maintenance of the Transportation Center is budgeted in the City Hall Department as a separate division. The Transportation Center was leased to Wasco County in 2010 for use as the Veteran's Service Office.

Annually, we adjust the distribution of the time of the Maintenance Repair Technician and Grounds Worker to reflect the prior year's actual costs. Maintenance provided to the Airport is billed on a per request basis. After reviewing the current year, we are distributing the 2012-13 fiscal year expenses the same as last year:

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

2012-13 Goals, Projects and Highlights

- Continue maintenance and minor repairs to City Hall and other City owned facilities
- Stripe ARCO and Transportation Center parking lots
- Add Commercial Dock and Festival Park Maintenance
- Conceptual design and cost estimate for renovation of City Hall second floor ($20,000 from Capital Projects Fund 037)
- Replace maintenance van with pick-up (transfer $20,000 from Capital Projects Fund)

2011-12 Accomplishments/Comments

- Phase I of City Hall basement improvements
- Lighting upgrades in IT portion of basement
- Install ventilation system in City Hall basement

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – CITY HALL

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			CITY HALL & TRANSPORTATION CENTER				
			CITY HALL				
22,081	33,896	34,932	001-2300-419.11-00	REGULAR SALARIES	36,370	36,370	36,370
12,421	-	-	001-2300-419.12-00	PARTTIME/TEMP SALARIES	-	-	-
20	14	500	001-2300-419.13-00	OVERTIME SALARIES	500	500	500
7,364	8,309	9,064	001-2300-419.21-10	MEDICAL INSURANCE	9,173	9,173	9,173
165	205	175	001-2300-419.21-20	L-T DISABILITY INSURANCE	229	229	229
40	37	40	001-2300-419.21-30	LIFE INSURANCE	40	40	40
803	1,020	1,667	001-2300-419.21-40	WORKERS COMP INSURANCE	2,477	2,477	2,477
2,542	2,586	2,711	001-2300-419.22-00	FICA	2,821	2,821	2,821
4,564	4,576	4,716	001-2300-419.23-00	RETIREMENT	4,910	4,910	4,910
22	-	-	001-2300-419.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
50,023	**50,643**	**53,805**	**TOTAL PERSONNEL SERVICES**		**56,520**	**56,520**	**56,520**
-	-	16,000	001-2300-419.31-10	CONTRACTUAL SERVICES	22,300	22,300	22,300
2,879	2,725	3,800	001-2300-419.41-10	WATER & SEWER	10,800	10,800	10,800
981	1,119	1,250	001-2300-419.41-20	GARBAGE SERVICES	950	950	950
758	674	800	001-2300-419.41-30	NATURAL GAS	800	800	800
14,919	15,957	17,000	001-2300-419.41-40	ELECTRICITY	16,000	16,000	16,000
15,300	15,600	15,600	001-2300-419.42-00	JANITORIAL SERVICES	15,600	15,600	15,600
4,960	7,647	10,000	001-2300-419.43-10	BUILDINGS AND GROUNDS	27,000	27,000	27,000
419	164	2,500	001-2300-419.43-12	ARCO LOT	500	500	500
54	729	1,500	001-2300-419.43-13	GITCHELL BUILDING	500	500	500
77	-	-	001-2300-419.43-16	KLINDT ANNEX	-	-	-
562	320	500	001-2300-419.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
2,066	343	1,875	001-2300-419.43-50	VEHICLES	1,200	1,200	1,200
2,676	3,929	3,000	001-2300-419.43-51	GAS/OIL/DIESEL/LUBRICANTS	3,000	3,000	3,000
524	1,386	-	001-2300-419.43-52	TIRES AND TIRE REPAIRS	250	250	250
82	520	500	001-2300-419.43-70	GENERAL EQUIPMENT	600	600	600
3,207	1,413	1,000	001-2300-419.43-72	ELECTRICAL SYSTEMS	1,000	1,000	1,000
4	7	1,000	001-2300-419.43-73	PLUMBING	1,000	1,000	1,000
2,498	2,741	3,200	001-2300-419.43-75	ELEVATORS	3,400	3,400	3,400
2,308	316	1,500	001-2300-419.43-77	HVAC SYSTEMS	1,500	1,500	1,500
387	296	500	001-2300-419.43-80	SHOP EQUIPMENT	500	500	500
5,624	7,247	7,500	001-2300-419.50-20	PEST CONTROL	7,500	7,500	7,500
47,513	48,561	48,562	001-2300-419.52-10	LIABILITY INSURANCE	47,375	47,375	47,375
10,510	9,484	8,154	001-2300-419.52-30	PROPERTY INSURANCE	14,000	14,000	14,000
9,136	8,508	8,600	001-2300-419.52-50	AUTOMOTIVE INSURANCE	8,982	8,982	8,982
1,386	6,386	6,500	001-2300-419.52-70	FIDELITY BOND	6,500	6,500	6,500
3,928	5,244	4,900	001-2300-419.53-30	TELEPHONE	5,784	5,784	5,784
-	-	200	001-2300-419.58-10	TRAVEL, FOOD & LODGING	200	200	200
100	-	200	001-2300-419.58-50	TRAINING AND CONFERENCES	200	200	200
83	31	200	001-2300-419.60-10	OFFICE SUPPLIES	200	200	200
2,540	2,646	2,600	001-2300-419.60-20	JANITORIAL SUPPLIES	3,000	3,000	3,000
225	532	860	001-2300-419.60-80	CLOTHING	860	860	860
385	-	-	001-2300-419.60-85	SPECIAL DEPT SUPPLIES	-	-	-
66	825	800	001-2300-419.69-50	MISCELLANEOUS EXPENSES	900	900	900
-	-	-	001-2300-419.69-80	ASSETS < $5000	-	-	-
136,158	**145,349**	**170,601**	**TOTAL MATERIALS AND SERVICES**		**202,901**	**202,901**	**202,901**
-	-	-	001-2300-419.72-20	BUILDINGS	-	-	-
-	-	-	001-2300-419.74-20	VEHICLES	20,000	20,000	20,000
-	**-**	**-**	**TOTAL CAPITAL OUTLAY**		**20,000**	**20,000**	**20,000**
186,181	**195,992**	**224,406**	**SUB-TOTAL CITY HALL**		**279,421**	**279,421**	**279,421**

City of The Dalles, Oregon
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GENERAL FUND – TRANSPORTATION CENTER

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			TRANSPORTATION CENTER				
1,212	1,009	-	001-2366-419.41-10	WATER & SEWER	-	-	-
830	349	-	001-2366-419.41-20	GARBAGE SERVICES	-	-	-
543	589	-	001-2366-419.41-30	NATURAL GAS	-	-	-
2,468	632	-	001-2366-419.41-40	ELECTRICITY	-	-	-
1,629	862	3,000	001-2366-419.43-10	BUILDINGS AND GROUNDS	1,500	1,500	1,500
-	103	-	001-2366-419.43-72	ELECTRICAL SYSTEMS	-	-	-
53	76	-	001-2366-419.43-73	PLUMBING	-	-	-
-	-	-	001-2366-419.43-77	HVAC SYSTEMS	-	-	-
321	229	335	001-2366-419.52-30	PROPERTY INSURANCE	398	398	398
718	43	-	001-2366-419.60-20	JANITORIAL SUPPLIES	-	-	-
7,775	**3,892**	**3,335**	**TOTAL MATERIALS AND SERVICES**		**1,898**	**1,898**	**1,898**
7,775	**3,892**	**3,335**	**SUB-TOTAL TRANSPORTATION CENTER**		**1,898**	**1,898**	**1,898**
193,956	**199,883**	**227,741**	**TOTAL CITY HALL & TRANSPORTATION CENTER**		**281,319**	**281,319**	**281,319**

Fund:	**General (001)**		
Department:	**Codes Enforcement (40)**		
Program:	**Public Safety (424)**	**Number of Employees:**	**1**

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

Description
In 2007-2008, the nuisance codes enforcement budget was increased to fund a full time position. In 2008-2009, responsibility for supervision of the nuisance codes enforcement was transferred from the City Clerk/General Services Director to the City Attorney's office. Land use code enforcement has been assigned to the Community Development Department and will continue to be included in that department's budget.

2012-2013 Goals, Projects and Highlights

- Continue to administer programs for eradication of puncture vine, including use of weevils to eradicate puncture vine seeds, and the puncture vine collection program with assistance from The Dalles Disposal Service.
- Conduct an educational program on puncture vine control with District 21 elementary schools.
- Review site testing areas with School District 21 and Ft. Dalles Rodeo Association to evaluate progress of puncture vine seed eradication efforts.
- Anticipate increased enforcement activity on the west side of the City in areas recently annexed by the City.

2011-2012 Accomplishments/Comments

- Abated five residential properties by hiring local contractors to abate nuisance conditions on the properties.
- Worked with banks who had acquired four properties through foreclosure to abate nuisance conditions on the properties.
- Established a program with a representative of a local automobile salvage yard which allows for the disposal of abandoned vehicles without the City having to incur the costs of towing the vehicles.
- Assisted the City Attorney in arranging for an alternative for placement of yard and garage sale signs on two community signboards.

Major Issues to be resolved in the next 5 years

- Continue securing voluntary compliance with the City's code enforcement regulations and ensure that gains made in cleaning up nuisance conditions are not lost.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – CODES ENFORCEMENT

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			CODES ENFORCEMENT				
30,181	34,542	35,576	001-4000-424.11-00	REGULAR SALARIES	37,565	37,565	37,565
-	219	-	001-4000-424.13-00	OVERTIME SALARIES	-	-	-
5,078	6,605	7,671	001-4000-424.21-10	MEDICAL INSURANCE	7,759	7,759	7,759
141	218	178	001-4000-424.21-20	L-T DISABILITY INSURANCE	237	237	237
36	41	50	001-4000-424.21-30	LIFE INSURANCE	50	50	50
138	148	886	001-4000-424.21-40	WORKERS COMP INSURANCE	1,259	1,259	1,259
2,357	2,714	2,722	001-4000-424.22-00	FICA	2,874	2,874	2,874
2,974	783	4,803	001-4000-424.23-00	RETIREMENT	5,071	5,071	5,071
-	-	60	001-4000-424-29-00	OTHER EMPLOYEE BENEFITS	60	60	60
40,904	**45,270**	**51,946**	**TOTAL PERSONNEL SERVICE**		**54,875**	**54,875**	**54,875**
4,530	4,406	15,000	001-4000-424.31-10	CONTRACTUAL SERVICES	15,000	15,000	15,000
2,329	2,438	2,500	001-4000-424.39-00	OTHER CONTRACTUAL SRVCS	2,500	2,500	2,500
885	351	500	001-4000-424.43-50	VEHICLES	-	-	-
852	845	1,000	001-4000-424.43-51	GAS/OIL/DIESEL/LUBRICANTS	900	900	900
78	108	125	001-4000-424.43-52	TIRES AND TIRE REPAIRS	100	100	100
611	895	1,500	001-4000-424.53-20	POSTAGE	850	850	850
1,514	1,734	1,656	001-4000-424.53-30	TELEPHONE	1,656	1,656	1,656
499	568	750	001-4000-424.58-10	TRAVEL, FOOD & LODGING	500	500	500
175	59	500	001-4000-424.58-50	TRAINING AND CONFERENCES	250	250	250
50	50	50	001-4000-424.58-70	MEMBERSHIPS/DUES/SUBS	75	75	75
308	580	750	001-4000-424.60-10	OFFICE SUPPLIES	400	400	400
-	573	-	001-4000-424.64-80	COMPUTER SOFTWARE	-	-	-
-	-	-	001-4000-424.69-50	MISCELLANEOUS EXPENSES	-	-	-
-	1,406	-	001-4000-424.64-80	ASSETS < $5000	10,000	10,000	10,000
11,833	**14,015**	**24,331**	**TOTAL MATERIALS AND SERVICES**		**32,231**	**32,231**	**32,231**
52,737	**59,285**	**76,277**	**TOTAL CODES ENFORCEMENT DEPARTMENT**		**87,106**	**87,106**	**87,106**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

GENERAL FUND – ANIMAL CONTROL

Fund: **General (001)**
Department: **Animal Control (45)**
Program: **Public Safety (425)** **Number of Employees: 1 (.5 FTE)**

Mission

Provide Animal Control for the City of The Dalles.

Description

The City added the new Animal Control Program as of July 1, 2012, after the County decided to discontinue their Animal Control program. The City's program is budgeted with one half-time Dog Control Officer under the supervision of the Police Chief. Initially only dogs will be handled by the City's program, with strays being taken to the Home at Last shelter under an agreement with the County for FY12/13.

The City will negotiate its own agreement with Home at Last for future fiscal years.

This budget includes funding for personnel costs, training and supplies for the Dog Control Officer.

2012-13 Goals, Projects and Highlights

- Recruit and hire a half-time Dog Control Officer
- Initiate Dog Control Program

2011-12 Accomplishments/Comments

GENERAL FUND – ANIMAL CONTROL

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			ANIMAL CONTROL				
-	-	-	001-4500-425.12-00	PARTTIME/TEMP SALARIES	-	-	18,861
-	-	-	001-4500-425.13-00	OVERTIME SALARIES	-	-	-
-	-	-	001-4500-425.21-10	MEDICAL INSURANCE	-	-	7,586
-	-	-	001-4500-425.21-20	L-T DISABILITY INSURANCE	-	-	119
-	-	-	001-4500-425.21-30	LIFE INSURANCE	-	-	50
-	-	-	001-4500-425.21-40	WORKERS COMP INSURANCE	-	-	57
-	-	-	001-4500-425.22-00	FICA	-	-	1,443
-	-	-	001-4500-425.23-00	RETIREMENT	-	-	-
-	-	-	001-4500-425-29-00	OTHER EMPLOYEE BENEFITS	-	-	60
-	**-**	**-**	**TOTAL PERSONNEL SERVICE**		**-**	**-**	**28,176**
-	-	-	001-4500-425.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	001-4500-425.43-50	VEHICLES	-	-	3,000
-	-	-	001-4500-425.43-51	GAS/OIL/DIESEL/LUBRICANTS	-	-	3,500
-	-	-	001-4500-424.43-52	TIRES AND TIRE REPAIRS	-	-	600
-	-	-	001-4500-425.58-50	TRAINING AND CONFERENCES	-	-	1,500
-	-	-	001-4500-425.60-85	SUPPLIES - SPECIAL DEPT	-	-	1,000
-	-	-	001-4500-425.69-80	ASSETS < $5000	-	-	4,000
-	**-**	**-**	**TOTAL MATERIALS AND SERVICES**		**-**	**-**	**13,600**
-	**-**	**-**	**TOTAL ANIMAL CONTROL DEPARTMENT**		**-**	**-**	**41,776**

Fund:	**General (001)**
Department:	**Other Financing Uses (95)**
Program:	**Other (490)**

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

- Charges for Services are funding operations needed by the City to be paid to outside agencies. This year we are paying Wasco County for Animal Control Operations ($70,000), and the Chamber of Commerce for Tourism Services ($230,030).
- Operating Transfers Out is funding other operating funds of the City. This year we are transferring funds to the Unemployment Fund ($13,745), to the Special Grants Fund for UGB Periodic Review grant match ($30,000) plus $5,550 for a Historic Interpretive Signage Grant match, to the Capital Projects Fund for debt service for the river access project ($43,230), and to the Airport Fund for operations ($65,000).
- The third group called "contributions to other agencies" is where the City is contributing its own tax dollars to a public agency to provide products and service to the people of the City. We are providing 1.5% of the 8.0% transient room taxes paid to the City to the Northern Wasco County Parks & Recreation District. We are accounting for 911 taxes previously sent directly to the County from the State for the second year in response to a new State requirement.
- The General Fund Contingency and the General Fund Unappropriated Ending Fund balance are the fourth piece of the other financing uses. These two items make up the only contingency and working capital reserve of the City outside the Public Works Funds. There are no other financial funds or financial instruments in an investment fund of any type.

2012-13 Goals, Projects, and Highlights

- To maintain all revenue resources to cover all four groups above with sufficient funding to meet the needs of the City and other entities.
- The General Fund Contingency is proposed at 10% (BIP 12-004).

2011-12 Accomplishments/Comments

- We continued to meet all of our commitments to "other uses" within the budget

Major Issues to be resolved in the next 5 years

- A reduction in the transfers out to the Airport as it is established as a regional airport.
- Maintain the General Fund contingency at 10%.
- Maintain an unappropriated ending fund balance that can support the General Fund activities through the revenue shortfall months of July through October, ensuring the City does not have to borrow funds to maintain recurring expenses (BIP 12-004).

City of The Dalles, Oregon
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GENERAL FUND – OTHER FINANCING ISSUES

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			OTHER USES				
93,145	102,576	102,576	001-9500-490.80-05	ANIMAL CONTROL	70,000	70,000	-
200,423	216,336	225,030	001-9500-490.80-10	TOURISM	230,030	230,030	230,030
293,568	**318,912**	**327,606**	**TOTAL CHARGES FOR SERVICES**		**300,030**	**300,030**	**230,030**
5,575	-	-	001-9500-490.81-04	LIBRARY	-	-	-
-	-	-	001-9500-490.81-10	UNEMPLOYMENT FUND	13,745	13,745	13,745
-	32,000	20,000	001-9500-490.81-18	SPECIAL GRANTS FUND	35,550	35,550	35,550
43,231	43,231	43,231	001-9500-490.81-37	CAPITAL PROJECTS FUND	43,230	43,230	43,230
5,367	-	-	001-9500-490.81-56	SEWER SPECIAL RESERVE FUND	-	-	-
65,000	65,000	65,000	001-9500-490.81-61	TO AIRPORT FUND	65,000	65,000	65,000
119,173	**140,231**	**128,231**	**TOTAL OPERATING TRANSFERS OUT**		**157,525**	**157,525**	**157,525**
122,304	125,834	133,468	001-9500-490.82-05	NW COUNTY PARKS & REC	140,000	140,000	140,000
-	-	71,465	001-9500-490.82-10	WASCO COUNTY 911 STATE SHARE	71,465	71,465	71,465
122,304	**125,834**	**204,933**	**TOTAL CONTRIBUTION TO AGENCIES**		**211,465**	**211,465**	**211,465**
-	-	596,541	001-9500-490.88-00	CONTINGENCY	607,317	595,817	626,541
-	**-**	**596,541**	**TOTAL CONTINGENCY**		**607,317**	**595,817**	**626,541**
-	-	750,358	001-9500-490.89-00	UNAPPROPRIATED ENDING BAL	768,902	768,902	768,902
-	**-**	**750,358**	**TOTAL UNAPPROPRIATED ENDING BAL**		**768,902**	**768,902**	**768,902**
535,045	**584,977**	**2,007,669**	**TOTAL OTHER DEPARTMENT**		**2,045,239**	**2,033,739**	**1,994,463**
5,520,582	**5,958,366**	**7,829,208**	**TOTAL EXPENSES**		**8,124,322**	**8,124,322**	**8,124,322**
1,835,899	**1,736,626**	**-**	**GENERAL FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

LIBRARY FUND

Fund:	**Library Fund (004)**		
Department:	**Library (021)**	**Number of Employees:**	**13 (10.25 FTE)**
Program:	**Library Services (455)**		

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

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

Services provided by the library each year include more than 160,000 loans of books, magazines, books on tape, compact discs, DVDs, videocassettes, maps, and other various media; reference assistance and instruction in library use; interlibrary loans and reserve requests; public access to computers and the Internet including Wi-Fi access; downloadable audiobooks, videos and e-books; outreach services; public programs; ESL (English as a second language) and literacy services; and children's story hours and programs.

2012-2013 Goals, Projects and Highlights

- Conduct library building expansion fundraising campaign with Library Foundation.
- Update four District personal computers at The Dalles library: one graphic design workstation, one staff cataloging workstation, the Library Director's workstation, and the security software console.
- Utilize grant funding to establish two early literacy workstations for use by children from preschool through middle school age.
- Evaluate library children's collections and consider materials for withdrawal based on criteria such as use, currency, and condition.
- Continue to work with City of Maupin to support efforts for new library facility planning and related fundraising.
- Replace community meeting room carpet with carpet tile squares for ease of replacement in high traffic areas.
- Provide security camera for entry walkway and bicycle rack area for improved public safety.

- Install security light on 7th Place to light upper public parking lot.
- Crack seal, seal coat, and stripe lower and upper public parking lots.
- Replace west side of library courtyard deck.
- Reprogram and recalibrate HVAC controls for lower operating energy costs.

2011-2012 Accomplishments/Comments

- Conducted library design study funded by the Library Foundation.
- Developed library expansion fund raising campaign strategy.
- Implemented open source ILS (Integrated Library System) software for better customer service at a lower cost.
- Participated in cooperative database purchasing through the Libraries of Eastern Oregon (LEO) and provided additional online database (World Book).
- Utilized $1,000 grant from Wasco County Cultural Trust to provide three public programs related to the cultural heritage of the Mid-Columbia region.
- Evaluated the library's nonfiction collection and considered materials for withdrawal based on criteria such as use, currency, and condition.
- Provided ergonomically designed adjustable chairs for public computer workstations
- Installed software that enables staff to have remote access to public PCs for performing administrative upgrades.
- Replaced wireless access point resulting in faster Internet access.
- Updated three District personal computers: two circulation workstations at The Dalles library and one public automated system computer at the Dufur library.
- Expanded outreach services to underserved residents through service to additional child and adult care centers in District.
- Promoted use of District libraries through increased programming in public locations during summer months.
- Provided expanded adult, teen, and family programming at District library locations.
- Provided increased access to downloadable audio, video and e-book materials through Library2Go service.
- Provided Kiwanis Club sponsored summer reading program.
- Provided services to young adults at NORCOR and Discovery High School.
- Involved teens in planning and implementing programs and services for their age group through Teen Advisory Group activities.
- Served as co-sponsor of Read Across America Day at local schools.
- Provided students with live homework help (tutor.com) through LEO.
- Provided three weekly story hours in library and outreach story hours in North, Central, and South Wasco County library locations.

- Utilized Friends of the Library funding to provide an additional bookcase to house expanding local history collection.
- Replaced concrete stairs and broken sections of walkway leading to lower parking lot.
- Replaced north side of library courtyard deck.
- Pruned trees on Seventh Place, Court Street, and north side of building.

Major Issues to be resolved in the next five years

- Developing plan to form more consolidated district.
- Determining allocation of resources among libraries as conditions change.
- Establishing reserve fund to sustain service plan, build capital reserves, and fund libraries until tax monies are received each year.

City of The Dalles, Oregon
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LIBRARY FUND SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
479,660	567,280	535,243	**BEGINNING BALANCE**	751,138	751,138	751,138
942,841	983,282	1,009,927	**REVENUES**	1,039,481	1,039,481	1,039,481
5,575	-	-	**OTHER SOURCES**	-	-	-
1,428,076	1,550,562	1,545,170	**TOTAL RESOURCES**	1,790,619	1,790,619	1,790,619
860,795	855,917	950,272	**LIBRARY**	946,382	946,382	946,382
860,795	855,917	950,272	**TOTAL EXPENDITURES**	946,382	946,382	946,382
-	-	-	**CHARGES FOR SERVICES**	-	-	-
-	37,000	35,566	**TRANSFER OUT**	37,570	37,570	37,570
-	-	39,701	**CONTINGENCY**	105,351	105,351	105,351
-	-	519,631	**UNAPPROPRIATED ENDING BAL**	701,316	701,316	701,316
-	37,000	594,898	**TOTAL OTHER USES**	844,237	844,237	844,237
860,795	**892,917**	**1,545,170**	**TOTAL EXPENDS & OTHER USES**	**1,790,619**	**1,790,619**	**1,790,619**
567,280	**657,645**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
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LIBRARY FUND REVENUES & EXPENDITURES

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
479,660	567,280	535,243	004-0000-300.00-00	BEGINNING BALANCE	751,138	751,138	751,138
24,839	-	-	004-0000-331.90-00	FEDERAL GRANTS/MISC	-	-	-
5,096	3,623	3,623	004-0000-334.20-00	STATE FOR LIBRARY	4,183	4,183	4,183
-	-	-	004-0000-334.90-00	STATE GRANTS, OTHER	-	-	-
892,790	956,574	985,271	004-0000-337.20-00	LIBRARY DISTRICT TAXES FROM CO	1,014,829	1,014,829	1,014,829
11,137	14,128	10,950	004-0000-351.50-00	LIBRARY FINES	10,249	10,249	10,249
2,463	2,330	1,751	004-0000-361.00-00	INTEREST REVENUES	1,806	1,806	1,806
6,446	5,009	8,232	004-0000-365.00-00	GIFTS AND DONATIONS	8,314	8,314	8,314
71	1,618	100	004-0000-369.00-00	OTHER MISC REVENUES	100	100	100
5,575	-	-	004-0000-391.01-00	GENERAL FUND	-	-	-
1,428,076	**1,550,562**	**1,545,170**	**TOTAL LIBRARY FUND REVENUES**		**1,790,619**	**1,790,619**	**1,790,619**
			EXPENDITURES				
327,455	357,796	356,915	004-2100-455.11-00	REGULAR SALARIES	325,532	325,532	325,532
58,031	55,473	62,168	004-2100-455.12-00	PARTTIME/TEMP SALARIES	97,208	97,208	97,208
7	5	2,500	004-2100-455.13-00	OVERTIME SALARIES	2,500	2,500	2,500
80,504	93,026	109,452	004-2100-455.21-10	MEDICAL INSURANCE	99,386	99,386	99,386
1,877	2,424	2,044	004-2100-455.21-20	L-T DISABILITY INSURANCE	2,575	2,575	2,575
464	466	478	004-2100-455.21-30	LIFE INSURANCE	478	478	478
1,834	2,169	2,949	004-2100-455.21-40	WORKERS COMP INSURANCE	3,279	3,279	3,279
28,143	30,096	33,080	004-2100-455.22-00	FICA	32,531	32,531	32,531
50,316	53,075	49,798	004-2100-455.23-00	RETIREMENT CONTRIBUTIONS	55,169	55,169	55,169
3,386	3,504	3,505	004-2100-455.28-00	VEBA CONTRIBUTIONS	3,708	3,708	3,708
368	240	480	004-2100-455.29-00	OTHER EMPLOYEE BENEFITS	420	420	420
552,386	**598,275**	**623,369**	**TOTAL PERSONNEL SERVICE**		**622,786**	**622,786**	**622,786**
31,217	35,277	44,415	004-2100-455.31-10	CONTRACTUAL SERVICES	47,034	47,034	47,034
-	-	297	004-2100-455.32-20	SPECIAL LEGAL SERVICES	297	297	297
2,698	2,525	2,787	004-2100-455.41-10	WATER & SEWER	2,970	2,970	2,970
969	1,000	1,023	004-2100-455.41-20	GARBAGE SERVICES	1,044	1,044	1,044
21,580	21,572	23,678	004-2100-455.41-40	ELECTRICITY	24,388	24,388	24,388
38,262	21,127	25,147	004-2100-455.43-10	BUILDINGS AND GROUNDS	29,140	29,140	29,140
-	150	920	004-2100-455.43-20	COMPUTERS	-	-	-
2,006	4,224	4,232	004-2100-455.43-40	OFFICE EQUIPMENT	6,096	6,096	6,096
292	-	341	004-2100-455.43-45	JOINT USE OF LABOR/EQUIP	358	358	358
917	943	-	004-2100-455.43-51	GAS / OIL / LUBRICANTS	-	-	-
1,248	352	2,207	004-2100-455.43-52	LIBRARY VEHICLE-GAS/OIL/TIRES	2,398	2,398	2,398
337	2,128	3,520	004-2100-455.43-77	HVAC SYSTEMS	5,397	5,397	5,397
2,175	2,216	2,237	004-2100-455.52-10	LIABILITY INSURANCE	2,367	2,367	2,367
4,827	3,436	3,500	004-2100-455.52-30	PROPERTY INSURANCE	5,542	5,542	5,542
317	290	330	004-2100-455.52-50	AUTOMOTIVE INSURANCE	311	311	311
2,876	4,016	4,725	004-2100-455.53-20	POSTAGE	3,675	3,675	3,675
7,082	6,787	6,434	004-2100-455.53-30	TELEPHONE	7,132	7,132	7,132
2,731	924	3,981	004-2100-455.58-10	TRAVEL, FOOD & LODGING	5,370	5,370	5,370
3,457	490	6,285	004-2100-455.58-50	TRAINING AND CONFERENCES	6,995	6,995	6,995
624	613	1,478	004-2100-455.58-70	MEMBERSHIPS/DUES/SUBS	1,533	1,533	1,533
22,521	24,847	25,784	004-2100-455.60-10	OFFICE SUPPLIES	27,073	27,073	27,073
1,505	2,001	2,504	004-2100-455.60-20	JANITORIAL SUPPLIES	2,629	2,629	2,629
4,410	2,170	4,054	004-2100-455.60-85	SPECIAL DEPT SUPPLIES	4,176	4,176	4,176
110,024	83,286	93,055	004-2100-455.64-20	LIBRARY BOOKS AND BIND	96,109	96,109	96,109
4,393	4,118	5,629	004-2100-455.64-30	LIBRARY PERIODICALS	5,798	5,798	5,798
9,904	8,852	13,783	004-2100-455.64-40	AUDIO/VISUAL MATERIALS	14,197	14,197	14,197
10,384	10,847	14,424	004-2100-455.64-80	COMPUTER SOFTWARE	15,453	15,453	15,453
-	108	608	004-2100-455.69-50	MISCELLANEOUS EXPENSES	626	626	626
8,254	13,342	6,750	004-2100-455.69-80	ASSETS < $5000	5,488	5,488	5,488
295,012	**257,642**	**304,128**	**TOTAL MATERIALS AND SERVICES**		**323,596**	**323,596**	**323,596**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

LIBRARY FUND EXPENDITURES
(continued)

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
-	-	-	004-2100-455.74-20	VEHICLES	-	-	-
-	-	-	004-2100-455.74-30	FURNITURE AND FIXTURES	-	-	-
8,361	-	-	004-2100-455.74-40	OFFICE EQUIPMENT	-	-	-
5,037	-	22,775	004-2100-455.74-50	COMPUTER EQUIPMENT	-	-	-
13,398	**-**	**22,775**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
860,795	**855,917**	**950,272**	**TOTAL LIBRARY OPERATING DEPARTMENT**		**946,382**	**946,382**	**946,382**
			OTHER USES				
-	37,000	35,566	004-9500-419.81-01	TO GENERAL FUND	35,465	35,465	35,465
-	-	-	004-9500-419.81-10	149500	2,105	2,105	2,105
-	**37,000**	**35,566**	**TOTAL INTERFUND TRANSFERS**		**37,570**	**37,570**	**37,570**
-	-	39,701	004-9500-455.88-00	CONTINGENCY	105,351	105,351	105,351
-	**-**	**39,701**	**TOTAL CONTINGENCY**		**105,351**	**105,351**	**105,351**
-	-	519,631	004-9500-490.89-00	UNAPPROPRIATED ENDING BAL	701,316	701,316	701,316
-	**-**	**519,631**	**TOTAL UNAPPROPRIATED FUND BALANCE**		**701,316**	**701,316**	**701,316**
-	**37,000**	**594,898**	**TOTAL OTHER USES DEPARTMENT**		**844,237**	**844,237**	**844,237**
860,795	**892,917**	**1,545,170**	**GRAND TOTAL LIBRARY FUND**		**1,790,619**	**1,790,619**	**1,790,619**
567,280	**657,645**	**-**	**LIBRARY FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

Groove Club at the Library

PUBLIC WORKS

Department:	**Public Works**	**Number of Employees:**	**42**
Program:	**Enterprise and Dedicated Fund Activities**		

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

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

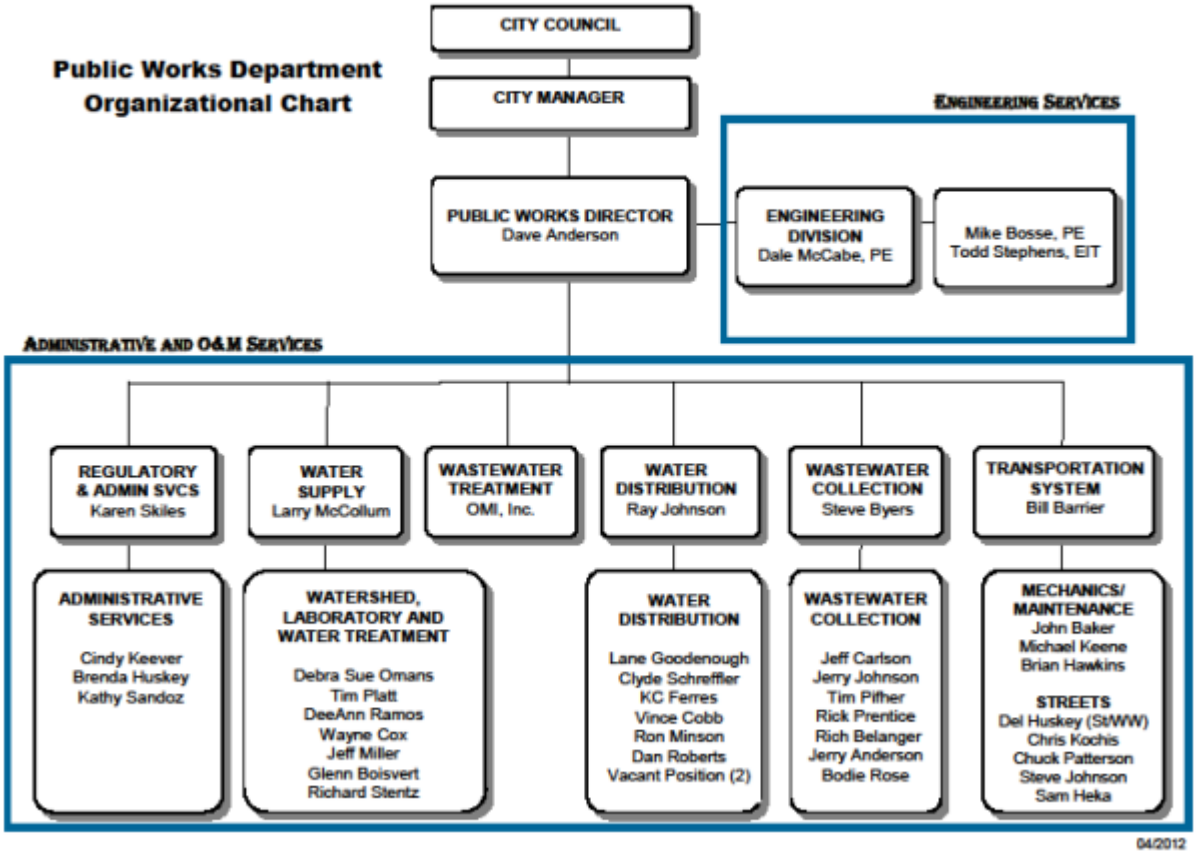
2012-13 Goals, Projects, and Highlights

- Complete work on National Environmental Protection Act [NEPA] permitting for the replacement of the Dog River Diversion Line.
- Begin the preparation of a Water Management and Conservation Plan for the City of The Dalles satisfying requirements of the Oregon Water Resources Department.
- Continue work to construct an extension of East 19th Street to Thompson, if needed right-of-way is granted by D-21 School Board.
- Complete the replacement of the Jordan Street and Meadows sanitary sewer lift stations including the addition of emergency generators at each site.
- Complete design engineering for Wastewater Treatment Plant Expansion Phase II consistent with recommendations of the updated Wastewater Facility Master Plan.
- Complete the implementation of an Automated Meter Reading (AMR) system for the City's water meters.
- Obtain funding and complete an update of the City's Transportation System Plan.

2011-12 Accomplishments

- Completed the abandonment of the 19th Street Reservoir near the hospital and sale of surplus property.
- Completed construction of a new storm water line and the associated widened street overlay in East 12th Street, between Dry Hollow Road and Oregon Street.
- Completed widening and repaving of East 10th Street from J Street to Lewis.
- Completed an update for the Wastewater Facility Master Plan.
- Conducted a traffic study for Kelly Avenue from 10th to 12th Streets.
- Began installation and implementation of an Automated Meter Reading (AMR) system for the City's water meters.

- Water rights: 1) applied for and received an extension of time for the expansion of Crow Creek Dam; 2) finalized water rights for three Dewatering Wells that supply water to the Middle School for thermal recovery and irrigation; 3) continued work related to an extension of time for development of the Columbia River water right.
- Updated aerial mapping for the City.
- Continued National Environmental Protection Act [NEPA] studies and surveys for the replacement of the Dog River Diversion Line and supported US Forest Service analysis of the City's "Proposed Action", and completed surveying and conceptual design for the project.
- Completed work on a fire fuels reduction project in The Dalles Municipal Watershed to reduce the risk of catastrophic wildfire utilizing funds from a National Fire Plan grant.
- Continued to monitor the Kelly Avenue Slide Area and planned for implementation of roadway stabilization project.
- Initiated utilization of a computerized Capacity Management Operations and Maintenance (CMOM) program for the Wastewater Collection System consistent with Oregon DEQ regulations.



TECHNICAL SERVICES: Engineering

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

2012-13 Goals, Projects and Highlights

- Perform survey and design, and prepare contract documents for:
  - Begin plans for curb/sidewalk/storm improvements – 6th Street, Bi-Mart to Hostetler
  - Begin plans for 6th Street Improvements – Widening from Snipes to Hostetler
  - Begin plans for intersection improvements at E 10th/Thompson/Old Dufur Intersection West 2nd and Webber 18" – Ductile Iron Water Pipe Upgrade/Connection & Repave
  - E. Scenic Drive – Jefferson East to Esther Way – Begin Design
  - 1st Street/Bargeway/Terminal – Full LID Project – Phase 2
  - 13th Street and Richmond – Upsize new water main to 12"
  - Alley between 16th and 17th Streets, Trevitt to Pentland – 2" Galvanize Replacement
  - Alley between 8th and 9th Streets, Laughlin to Case – 2" Galvanize Replacement
  - Brentwood Drive – Galvanized Replacement
  - 10th and Thompson, East – New Storm Main installation
  - Sanitary Sewer – 15th, Mt. Hood to Bridge
  - Sanitary and Storm Sewers – 15th Street from Trevitt to Liberty Way
  - Union Street; 5th to 10th – Sanitary Sewer Upgrades
  - 12th and Mt. Hood Storm Drain and Catch Basin
  - 4th Street Grade – Sanitary Sewer Repairs
  - Scenic Drive and Jefferson Street – Sanitary Sewer Repairs/Upgrades
  - Third Place Streetscape – Urban Renewal
  - West Third Place Streetscape – Urban Renewal
- Prepare plans and/or contract documents for:
  - 2012/13 Slipline Project
  - Cleaning of Garrison Reservoir
  - 4th Street Grade – Surveying for Sanitary Sewer Re-design
  - RFP for WWTP Upgrade Phase 2
- Provide design oversight and/or construction inspection for:
  - Terminal Reservoir Project Completion
  - WWTP Master Plan Completion
  - Study Traffic and Safety concerns at 10th and Kelly and 12th and Kelly intersections
  - Washington Street Crossing/First Street Urban Renewal Treatment Project design
  - Lewis and Clark Festival Area and Fountain
  - Redevelopment of the Granada Block
  - Completion of Riverfront Trail

Construction of Trail for re-establishing the Dam Tours
Mill Creek Tunnel Flooding Analysis
Study Transition of County Roads to City's Jurisdiction within the UGB
Address Port Infrastructure needs for supporting continued development of industrial properties
Analyze and Study Walkability Access Routes within the community

- Miscellaneous Tasks:
  Provide assistance and guidance to Public Works Field Crews
  Continue making all utility maps and field information GIS Compatible
  Continue gathering field information with GPS for locations of all manholes, water valves, water meters, fire hydrants, prv's, etc. for producing more accurate utility maps
  Continue updating Base Maps with As-Built Drawings
  Continue organizing archives in flat files in map room
  Continue Construction Plan Review for Proposed Developments
  Continue updating City of The Dalles Standard Drawings & Specifications with most current ODOT/APWA drawings and specifications

2011-12 Accomplishments

- Performed survey and design, and prepared contract documents for:
  Complete Design and Contract Documents for Thompson Street Rebuild and associated Utility work – 10th to 19th
  Complete Construction Plans for 19th Street Extension - (Sunridge Subdivision to Thompson)
  Brewery Grade Cross Walk Design and Installation
  Clark Street – 10th to 11th – Sanitary Sewer Design for In-House Construction
  14th Street – Quinton to Thompson- New Storm main line per Master Plan
  Port – Upsize water main to 18" – Crates Way to Columbia Road
  Completion of Laughlin Sanitary Sewer – 8th to 9th and alleys
  Sanitary Sewer Design – Trevitt to Pentland, between 16th and 17th
  Sanitary Sewer and Water Service's Design – 7th Street, Washington to 10th and Kelly
  Sanitary Sewer and Water Design – Laughlin, 7th to 10th
  Meadows Lift Station Design
  Jordan Lift Station Design
  Design of Trail for re-establishing the Dam tours
  Finish Design of 3rd Street Downtown Urban Renewal Streetscape Project

- Prepared plans and contract documents for:
  2011-12 Slipline Contract
  RFP for Wastewater Master Plan Update
  Geotechnical Investigation/Surveying – Scenic Drive (East of Jefferson Street)
  RFP for Aerial Photos
  RFP for Special Inspections on the Lewis and Clark Festival Project and Dock Project
  Preliminary Design for West 2nd Street Improvements for the Oregon FHWA Discretionary Grant Project

- Provided design oversight and/or construction inspection for:
  - Provided Project Management of the Terminal Reservoir & Pump Station Project
  - Additional 12 inch Main for Terminal Reservoir Project
  - Additional 16 inch Main for Terminal Reservoir Project
  - 10th Street Widening Construction Oversight and Inspection
  - Sanitary Sewer Replacement - Federal Street between 7th and 10th Streets
  - Sanitary Sewer Upgrade from 7th and Court to 11th and Washington
  - 12th Street Stormline, Dry Hollow to Quinton - Install Stormline as per Master Plan
  - Washington Street/First Street – Design Review
  - Lewis and Clark Festival Area – Design Review and daily Construction Inspections
- Miscellaneous Tasks:
  - Continued inputting information and utilizing GIS for producing high quality maps
  - Continued updating Base Maps with As-Built information
  - Continued gathering field information with GPS for locations of all manholes, water valves, water meters, fire hydrants, prv's, etc. for producing more accurate utility maps
  - Provided assistance and guidance to Public Works Field Crews
  - Continued organizing archives - New map files at the new Public Works Facility
  - Provided extensive plan review and inspections for many commercial developments Provided detailed drawings and maps for Public Works Field Crews
  - Continue updating City of The Dalles Standard Drawings & Specifications with most current ODOT/APWA drawings and specifications

Major Issues to be resolved in the next 5 years

- Work toward getting Utilities in place in the Eastern and Western portions of the City.
- Complete Master Plans for providing services into the UGB Expansion Areas.
- Complete the Water, Sanitary Sewer, and Storm Sewer System Improvements as outlined in the project schedules for each of the Master Plans.
- Work toward getting storm sewer trunk lines installed so that as development projects occur, infrastructure improvements can occur with the development.
- Expansion of Lone Pine Well.
- Investigate 10th Street/Cherry Heights Intersection for Roundabout or Signalization.
- Continue updating system models provided with each water, wastewater, and storm sewer Master Plan with as-built information when projects are completed.
- Continue working toward creating ADA corridors throughout the City
- Continue developing systems within GIS to track work being performed City-wide, particularly tracking sewer video inspection/repair.
- Continue exploring options for new fill sites for City-generated spoils material.
- Complete City of The Dalles Engineering Standards.
- Get City of The Dalles Engineering Standards and Project Specifications posted on the City's Website.

REGULATORY COMPLIANCE SERVICES

Description

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

2012-13 Goals, Projects, and Highlights

- Assist with further development of the "Capacity, Management, Operations and Maintenance Plan" for the Wastewater Collection system for efficient retrieval of documentation regarding sewer system inspections and evaluations, cleaning, maintenance, repair, overflows and customer complaints.
- Prepare an annual informational mailing to sewer system customers, raising awareness of sewer issues such as the damages caused by grease and "flushable" paper wipes.
- Update Ordinance No. 01-1240 regarding Cross Connection Control Measures.
- Update Public Works information on City website.
- Address training requirements for Water System Emergency Response Plan.
- Complete National Incident Management System (NIMS) training required for Public Works.

2011-12 Accomplishments

- Prepared the initial "Capacity, Management, Operations and Maintenance Plan" for the Wastewater Collection system, including a Sanitary Sewer Overflow Emergency Response Plan in compliance with Department of Environmental Quality guidance.
- Assisted with implementation of the CUES sewer video system and asset management software as part of the CMOM Plan.
- Compiled and submitted the application for renewal of the NPDES discharge permit for the City's Wastewater Treatment Plant, after running the "Reasonable Potential Analysis" to determine Pollutants of Concern.
- Finalized, adopted by resolution and submitted to DEQ the revised technically-developed Local Limits governing discharges to the City wastewater system.
- Industrial Pretreatment Program: Administered ongoing permits for AmeriTies West, Design LLC, Chenoweth Water PUD, Bonneville Power Administration, and NW Aluminum Specialties.
  - Prepared Industrial Pretreatment Program invoice requests, totaling $138,576 for 2011, up from $89,527 in 2010.
- Community outreach activities:
  - Provided 13th annual Water Quality Report to all water customers as required by EPA.
  - Provided Public Works outreach regarding water conservation, water quality and sanitary sewer issues by staffing a booth for the Cherry Festival.

- Prepared news releases for department projects.
- Prepared numerous door-hangers to provide information on neighborhood water, sewer and paving projects.

- Provided follow up for sanitary sewer overflows, collecting information for insurance claims and assuring compliance with DEQ's new reporting directives.
- Assured compliance with all state Drinking Water Program requirements for water testing and reporting.
- Coordinated department Workers Comp claims, preparing and tracking light duty offers and facilitating receipt of $3,828 of light duty equipment, including two computers and a laboratory chair.
- Activities of Cross Connection Specialist:
  - Performed 174 hazard surveys
  - Issued permits for 47 installations of new backflow prevention assemblies
  - Administered annual testing requirement for 1,643 assemblies in the water system
  - Conducted annual testing of 62 city-owned assemblies
- Handled hazardous materials issues, sending unneeded chemicals to collection events, tracking recycled scrap metal, solvent, antifreeze and used oil, and reporting to DEQ.
- Served as City representative on Tri-County Hazardous Waste and Recycling Program Steering Committee, serving also on the Budget and Agreement Revision subcommittees.
- Provided oversight of the department's Commercial Driver's License (CDL) records, and water/ wastewater certifications.
- Provided administration of the City's Drug and Alcohol Program.

Major Issues to be resolved in the next 5 years

- Impacts of Oregon's new Water Quality Standards for discharge to waters of the state, which are now the most stringent in the nation.

ADMINISTRATIVE SERVICES

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

2012-13 Goals, Projects, and Highlights

- Continue to provide a high level of skilled customer service and professionalism, both internally and externally.
- Continue cross training of personnel in all functions associated with front office duties.
- Review/update forms and office Standard Operating Procedures.
- Provide coordination for the annual Community Cleanup.

2011-12 Accomplishments

- Upgraded locate request system to Internet Tickets (ITIC), tracked 832 locate requests, and provided monthly Locate Report to Oregon Underground Coordinating Council (OUCC).
- Provided administrative support to the Department Director and management staff.
- Processed the monthly Joint Use reports, invoices for department services, and monthly time allocation job reports.
- Provided monthly detailed budget, account activity and revenue reports.
- One person attended Part 3 of regional Water System Customer Service training and received a certificate for completing the full series.
- Assembled bid/proposal packets and contracts for 12 departmental projects.
- Performed departmental personnel functions, including Personnel Action Forms as needed for Public Works employees.
- Logged and tracked approximately 9 field utility verifications, 37 building permits, 14 physical constraints/cut & fill permits, 8 property line adjustments, 12 blue line plat maps and plans, and 9 miscellaneous permits for processing through the Public Works and Planning Departments.
- Issued 56 Street/Sidewalk Closure permits, 19 Banner permits, 47 Backflow Permits, and 36 Right-of-Way Construction permits.
- Provided clerical and administrative support for the monthly City of The Dalles Traffic Safety Commission meetings.
- Assisted in refining the tracking of vehicle maintenance and sign costs.
- Processed purchase orders and obtained approvals in a timely manner.
- Recycled old records from upstairs storage area in accordance with record retention rules.
- Assisted with maintaining hydrant test data and tracked hydrants out of service.
- Arranged registration and lodging for out-of-town employee training and tracked costs.
- Monitored and logged in confined space entries for safety purposes.
- Provided liaison services for employees with insurance and retirement providers.
- Provided liaison services with the phone and alarm companies and computer IT contractor.

- Provided updated City Specs to area contractors and plan holders.

Major Issues to be resolved in the next 5 years

- Provide training for appropriate personnel on the applications associated with the HTE/Finance Department programs, as well as any new asset management or computer maintenance management software that may be put into use.
- Continue to analyze procedures, duties and responsibilities to see that personnel, equipment and daily functions perform efficiently and accurately.
- Continue to obtain training to maintain a high level of skill and knowledge in the increasingly technical and complex business world.
- Refine the process for handling applications involving both City Hall and Public Works.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

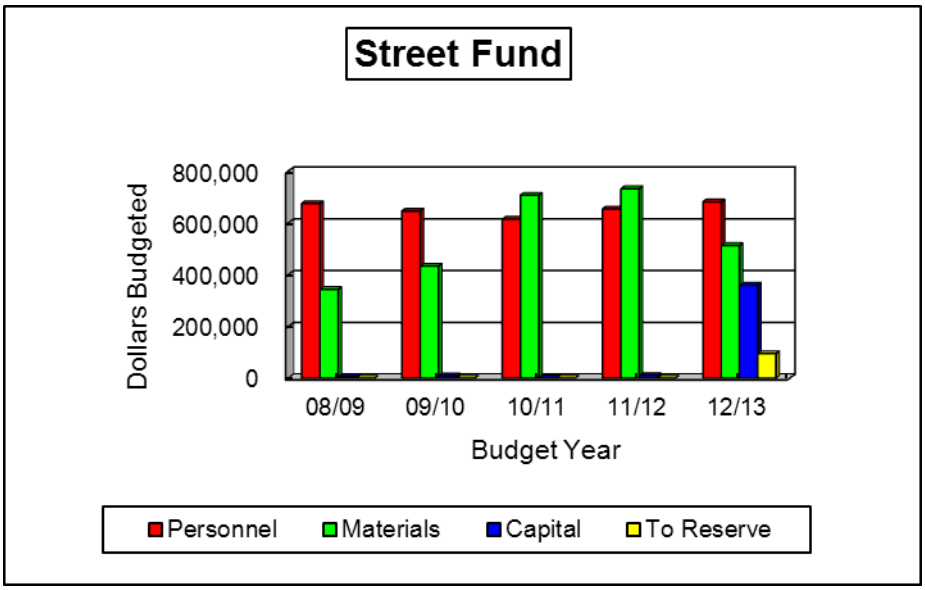
PUBLIC WORKS SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
7,696,518	7,765,854	6,950,458	**BEGINNING BALANCE**	7,786,075	7,893,075	7,959,820
9,515,973	10,333,166	11,422,413	**REVENUES**	11,224,304	11,224,304	11,224,304
2,419,123	2,825,954	4,455,179	**OTHER SOURCES**	2,873,009	2,873,009	3,123,009
19,631,615	20,924,974	22,828,050	**TOTAL RESOURCES**	21,883,388	21,990,388	22,307,133
1,089,070	981,781	1,397,136	**STREET OPERATIONS**	1,553,592	1,553,592	1,582,092
188,897	141,310	196,011	**PUBLIC WORKS RESERVE FUND**	279,737	279,737	279,737
117,167	351,960	1,596,154	**STREET/BRIDGE REPLACEMENT FUND**	1,219,342	1,219,342	1,219,342
999,517	1,086,974	1,495,829	**WATER TREATMENT**	1,284,913	1,284,913	1,284,913
1,428,268	1,502,009	1,659,032	**WATER DISTRIBUTION**	1,896,925	1,896,925	1,896,925
2,658,669	3,524,296	2,297,124	**WATER DEPT CAPITAL RESERVE FUND**	941,076	941,076	1,226,626
2,180,049	2,502,867	2,893,035	**WASTE WATER FUND**	2,748,359	2,748,359	2,786,604
163,309	881,179	1,134,791	**SEWER SPECIAL RESERVE FUND**	1,927,562	1,927,562	1,927,562
356,837	379,685	3,512,884	**SEWER PLANT CONST**	3,964,282	4,071,282	4,071,282
9,181,783	11,352,060	16,181,996	**TOTAL EXPENDITURES**	15,815,788	15,922,788	16,275,083
-	-	200,894	**DEBT SERVICE**	227,780	227,780	227,780
4,318,819	5,106,436	5,951,751	**TRANSFER OUT**	5,324,756	5,324,756	5,289,206
-	-	493,409	**CONTINGENCY**	515,064	515,064	515,064
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
4,318,819	5,106,436	6,646,054	**TOTAL OTHER USES**	6,067,600	6,067,600	6,032,050
13,500,602	**16,458,496**	**22,828,050**	**TOTAL EXPENDS & OTHER USES**	**21,883,388**	**21,990,388**	**22,307,133**
6,131,013	**4,466,478**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

STREET FUND

Fund:	**Street (005)**		
Department:	**Public Works**	**Number of Employees:**	**5 dedicated**
Program:	**Street**		**12 shared / 7.50 FTE**



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

Description
The Street Division manages the operation and maintenance of 80 miles of paved city streets, as well as alleys, right-of-ways, pedestrian access ways, bicycle paths, lighting, various triangle parks, and sidewalks. The Division is also given the responsibility for Public Works fleet management and has close ties to City-owned building and grounds maintenance.

2012-13 Goals, Projects, and Highlights

- Complete identified capital and O&M improvements, using in-house engineering when needed, to provide cost-effective, affordable projects.
- Support efforts to develop and implement Street Division funding sufficient to meet the maintenance needs of the City's transportation systems.
- Complete the full depth reconditioning of East 19th Street from Lewis through MCMC.
- Complete extension of East 19th Street to Thompson Street, if approved.
- Complete an updated Transportation Master Plan.
- Complete the following surfacing projects:
  Resurface East 14th from Washington to Kelly Avenue
  Resurface East 7th Street from Washington to 10th and Kelly Avenue

Resurface East 13th Street from Washington to Kelly Avenue
Resurface East 12th Street from Kelly Avenue, 500 feet west
Complete paving of West 2nd Street after water main project
Continue patching after utility work is installed
Patch failed street surfaces where 30-year-old patches are coming apart
Effect repairs to bridge deck and approaches on West 9th Street
Repair of deteriorated sections on many residential streets
Alternate projects if higher priorities are not done: Resurface East 13th Street from J to Lewis Street; and resurface Myrtle Street between 6th and 7th Streets

- Implement an aggressive Chip Seal program to salvage failing streets, if funding is available.
- Complete study to mitigate severe street surface slide movement on Scenic Drive and East 18th Street.
- Help Engineering Division solve drainage issues throughout the City.
- Provide curb/sidewalk installation and replacement in accordance with ADA requirements.
- Continue to work on ADA extended corridors for pedestrian travel.
- Provide crack seal treatments for future overlay projects and for deteriorating roadways to extend service life.
- Provide service for increasing street lighting, paint striping, sign age, and delineation.
- Stay involved in planning issues, including annexation of areas with substandard streets.
- Continue to provide annual equipment evaluations to maximize reliability and value.
- Support Water Distribution and Wastewater Collection Division functions to expedite full surface projects.
- Implement a vigorous noxious weed abatement program using public information releases and contractual services, including spray control of puncture vine in and along City rights-of-ways.
- Achieve a balance of efforts between operational, contractual, and combined projects.
- Find an affordable solution for disposal of fill material generated by all construction activities.
- Provide assistance with increasing community events.

2011-12 Accomplishments

- Completed widening and full construction of East 10th Street between J and Lewis Streets.
- Deep milled and resurfaced Federal Street from 7th to 8th Street.
- Profiled and paved East 12th Street from Dry Hollow to Thompson after utilities were installed.
- Deep milled and paved F Street from 12th to 13th Street.
- Installed ADA access ramps at new skate park and at East 19th and Oregon Streets.
- Resurfaced the 10th and Mill Creek Bridge.
- Profiled and paved West 10th from Mill Creek to Cherry Heights.
- Resurfaced the alley between Washington to Laughlin, 3rd to 4th Streets.
- Partnered with Wasco County to conduct an armor coat chip seal of Kelly Avenue from East 10th Street to East 19th and Dry Hollow.
- Engineered and installed an appropriate pedestrian crossing at 9th and Brewery Grade Intersection.
- Preformed maintenance patching on East 19th Street to hospital.
- Street section repairs to West 1st Street, along with East and West Scenic Drive, and the

intersection at 20th and Fairview Streets.

- Monitored and cleaned up after the 2011 flooding of the Union Street Undercrossing.
- Initiated Hydro/Geo Engineering Study to find options for dealing with the roadway and embankment problems on East Scenic Drive.
- Administered Public Works fleet maintenance.
- Conducted a Traffic Analysis Study of Kelly Avenue between East 10th and 12th Streets.
- Patched pavement surfaces after Water Distribution and Wastewater Collection utility work.
- Rocked and graded gravel roads and alleys in the City and watershed.
- Re-striped paved streets.
- Conducted Traffic Counts to support use issues in select areas of the city.
- Under the Gravel Street Reconstruction Policy, performed upgrades to: G Street between East 8th and East 9th Street.
- Painted crosswalks and delineations in the City, as well as Mosier, Dufur and surrounding areas, as a trade of efforts agreement with Wasco County Public Works.
- Cleaned and cleared slide areas within city.
- Worked with all area utilities and contractors on permitting of Right-of-Way work.
- Provided support to General Fund building and grounds efforts, traffic counts for engineering studies, and input for Urban Renewal activities.
- Provided staff support for Traffic Safety Commission issues and resolutions.
- Responded to and assisted with Codes Enforcement issues.
- Responded to and assisted with City Development issues.
- Sanded and plowed in one moderate and one intense winter storm event.
- Assisted with many community functions, including parades, rodeo, events, bicycle races, community cleanup, street festivals, cruise-in and car races.
- Installed street banners for various events throughout the year.
- Freshened up paint on the Union Street Underpass.
- Procured, developed, and initiated fill material sites around the City.
- Installed and maintained all traffic signage throughout the city.

Major Issues to be resolved in the next 5 years

- Find viable funding mechanisms to sustain adequate service levels as our community continues to expand in growth and needs, allowing for increased costs for traffic lighting and signals, waste disposal, fuel and materials.
- Build funding for installation of traffic signals in congested intersections.
- Build funding to allow for the 4.0 miles per year of surface treatment required to keep up with street deterioration rates and growth.
- Find funding to allow timely replacement of 30-40 year old essential equipment, as well as vehicles within the street division.
- Complete West 1st Street and Barge Way Road LID Phase 2.
- Complete East 19th Street connection with Thompson Street.
- Complete upgrade of Thompson Street to city standards from East 10th to 19th Street.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

STREET FUND SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
717,095	633,998	839,622	**BEGINNING BALANCE**	968,962	968,962	997,462
1,194,597	1,431,034	2,154,195	**REVENUES**	1,904,908	1,904,908	1,904,908
398,497	424,980	426,662	**OTHER SOURCES**	529,959	529,959	529,959
2,310,189	2,490,012	3,420,479	**TOTAL RESOURCES**	3,403,829	3,403,829	3,432,329
1,089,070	981,781	1,397,136	**STREET OPERATIONS**	1,553,592	1,553,592	1,582,092
188,897	141,310	196,011	**PUBLIC WORKS RESERVE FUND**	279,737	279,737	279,737
117,167	351,960	1,596,154	**STREET/BRIDGE REPLACEMENT FUND**	1,219,342	1,219,342	1,219,342
1,395,134	1,475,051	3,189,301	**TOTAL EXPENDITURES**	3,052,671	3,052,671	3,081,171
-	-	-	**CHARGES FOR SERVICES**	-	-	-
170,828	178,153	184,638	**TRANSFER OUT**	302,585	302,585	302,585
-	-	46,540	**CONTINGENCY**	48,573	48,573	48,573
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
170,828	178,153	231,178	**TOTAL OTHER USES**	351,158	351,158	351,158
1,565,962	**1,653,203**	**3,420,479**	**TOTAL EXPENDS & OTHER USES**	**3,403,829**	**3,403,829**	**3,432,329**
744,227	**836,809**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

STREET FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
199,371	73,512	101,504	005-0000-300.00-00	BEGINNING BALANCE	391,115	391,115	419,615
405,097	396,102	416,000	005-0000-319.40-00	LOCAL 3 CENT FUEL TAX	415,304	415,304	415,304
554,319	658,647	817,010	005-0000-335.40-00	STATE MOTOR VEH FND	810,372	810,372	810,372
16,307	12,143	5,000	005-0000-337.10-00	URBAN RENEWAL	-	-	-
-	-	-	005-0000-337.70-00	CHENOWITH PUD	-	-	-
13	3	-	005-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
9,814	1,169	1,000	005-0000-341.90-00	MISC SALES AND SRVCE	1,000	1,000	1,000
9,068	14,410	30,538	005-0000-348.00-00	INTERDEPARTMENTAL REVENUE	20,500	20,500	20,500
144	439	100	005-0000-361.00-00	INTEREST REVENUES	1,000	1,000	1,000
11,754	3,635	500	005-0000-369.00-00	OTHER MISC REVENUES	500	500	500
107,812	115,250	115,362	005-0000-391.51-00	WATER UTILITY FUND	129,118	129,118	129,118
128,941	139,730	141,300	005-0000-391.55-00	WASTEWATER UTILITY	135,841	135,841	135,841
1,000	-	-	005-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
1,443,639	**1,415,039**	**1,628,314**	**TOTAL STREET FUND REVENUES**		**1,904,750**	**1,904,750**	**1,933,250**
			EXPENDITURES				
418,971	375,028	386,839	005-0500-431.11-00	REGULAR SALARIES	397,941	397,941	397,941
1,627	-	3,000	005-0500-431.12-00	PARTTIME/TEMP SALARIES	5,400	5,400	5,400
13,281	15,050	19,225	005-0500-431.13-00	OVERTIME SALARIES	18,025	18,025	18,025
97,301	97,539	115,739	005-0500-431.21-10	MEDICAL INSURANCE	114,591	114,591	114,591
2,169	2,363	1,934	005-0500-431.21-20	L-T DISABILITY INSURANCE	2,507	2,507	2,507
400	330	365	005-0500-431.21-30	LIFE INSURANCE	365	365	365
25,841	25,095	41,242	005-0500-431.21-40	WORKERS COMP INSURANCE	55,582	55,582	55,582
32,096	28,905	31,293	005-0500-431.22-00	FICA	32,234	32,234	32,234
52,888	45,406	52,223	005-0500-431.23-00	RETIREMENT CONTRIBUTIONS	52,023	52,023	52,023
1,402	1,731	2,082	005-0500-431.28-00	VEBA CONTRIBUTIONS	2,007	2,007	2,007
157	135	178	005-0500-431.29-00	OTHER EMPLOYEE BENEFITS	178	178	178
646,133	**591,582**	**654,120**	**TOTAL PERSONNEL SERVICE**		**680,853**	**680,853**	**680,853**
469	489	7,450	005-0500-431.31-10	CONTRACTUAL SERVICES	23,595	23,595	23,595
6,777	7,082	8,514	005-0500-431.31-40	WASCO CO COMMUNICATIONS	9,085	9,085	9,085
-	-	-	005-0500-431.34-10	ENGINEERING SERVICES	1,000	1,000	1,000
5,719	6,073	5,843	005-0500-431.34-30	COMPUTER SERVICES	6,043	6,043	6,043
-	-	12,000	005-0500-431.34-50	SPECIAL STUDIES & REPORTS	-	-	-
9,862	16,977	19,230	005-0500-431.39-00	OTHER CONTRACTUAL SVCS	-	-	-
2,830	1,753	6,513	005-0500-431.41-10	WATER & SEWER	7,164	7,164	7,164
31,731	1,804	3,600	005-0500-431.41-20	GARBAGE SERVICES	3,600	3,600	3,600
5,252	5,583	6,150	005-0500-431.41-30	NATURAL GAS	6,150	6,150	6,150
4,407	4,567	5,020	005-0500-431.41-40	ELECTRICITY	5,271	5,271	5,271
76,767	79,133	89,003	005-0500-431.41-50	STREET & TRAFFIC LIGHTING	92,156	92,156	92,156
7,140	7,600	7,600	005-0500-431.42-00	JANITORIAL SERVICES	7,600	7,600	7,600
11,620	3,174	8,134	005-0500-431.43-10	BUILDINGS AND GROUNDS	15,922	15,922	15,922
-	-	1,200	005-0500-431.43-20	COMPUTERS	1,200	1,200	1,200
358	854	1,560	005-0500-431.43-30	RADIO EQUIPMENT	1,895	1,895	1,895
-	25	500	005-0500-431.43-40	OFFICE EQUIPMENT	500	500	500
1,124	6,689	10,075	005-0500-431.43-45	JOINT USE OF LABOR/EQUIP	9,300	9,300	9,300
37,800	45,993	63,198	005-0500-431.43-50	VEHICLES	43,006	43,006	43,006
25,162	23,899	41,044	005-0500-431.43-51	GAS/OIL/DIESEL/LUBRICANTS	38,977	38,977	38,977
3,758	4,214	19,156	005-0500-431.43-52	TIRES AND TIRE REPAIRS	19,820	19,820	19,820
5,108	6,805	9,330	005-0500-431.43-70	GENERAL EQUIPMENT	8,877	8,877	8,877
5,816	178	525	005-0500-431.43-71	SPCL UTILITY EQUIPMENT	700	700	700
6,076	5,523	5,597	005-0500-431.43-80	SHOP EQUIPMENT	6,454	6,454	6,454
238	428	700	005-0500-431.43-81	SERVICE PICKUP TOOLS	700	700	700
364	265	436	005-0500-431.43-87	UTILITIES LOCATES	476	476	476
337	324	9,700	005-0500-431.44-20	RENTAL OF EQUIPMENT	9,700	9,700	9,700

STREET FUND (continued)

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
5,655	5,826	5,826	005-0500-431.52-10	LIABILITY INSURANCE	5,899	5,899	5,899
6,460	4,347	4,347	005-0500-431.52-30	PROPERTY INSURANCE	6,988	6,988	6,988
4,782	5,605	5,605	005-0500-431.52-50	AUTOMOTIVE INSURANCE	6,115	6,115	6,115
-	-	1,500	005-0500-431.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
273	324	470	005-0500-431.53-20	POSTAGE	470	470	470
6,421	5,684	6,561	005-0500-431.53-30	TELEPHONE	6,250	6,250	6,250
-	-	150	005-0500-431.53-40	LEGAL NOTICES	150	150	150
135	80	407	005-0500-431.53-60	PUBLIC EDUCATION/INFO	407	407	407
320	-	-	005-0500-431.54-00	ADVERTISING	450	450	450
81	13	1,355	005-0500-431.55-00	PRINTING AND BINDING	1,180	1,180	1,180
125	73	184	005-0500-431.57-00	PERMITS	186	186	186
492	412	550	005-0500-431.58-10	TRAVEL, FOOD & LODGING	550	550	550
5,265	4,517	10,991	005-0500-431.58-50	TRAINING AND CONFERENCES	10,811	10,811	10,811
813	814	1,030	005-0500-431.58-70	MEMBERSHIPS/DUES/SUBS	787	787	787
3,275	2,470	2,828	005-0500-431.60-10	OFFICE SUPPLIES	2,998	2,998	2,998
1,988	1,850	3,900	005-0500-431.60-20	JANITORIAL SUPPLIES	2,500	2,500	2,500
2,992	1,821	2,841	005-0500-431.60-80	CLOTHING	2,841	2,841	2,841
5,030	3,676	4,096	005-0500-431.60-85	SPECIAL DEPT SUPPLIES	4,766	4,766	4,766
730	161	1,658	005-0500-431.60-86	CHEMICAL/LAB SUPPLIES	1,555	1,555	1,555
133,001	119,382	330,108	005-0500-431.60-87	STREET CONST SUPPLIES	130,696	130,696	130,696
1,065	384	1,045	005-0500-431.64-10	BOOKS AND PERIODICALS	945	945	945
3,160	249	-	005-0500-431.64-80	COMPUTER SOFTWARE	-	-	-
-	-	-	005-0500-431.69-50	MISCELLANEOUS EXPENSES	-	-	-
2,682	914	2,983	005-0500-431.69-80	ASSETS < $5000	5,875	5,875	5,875
433,459	**388,033**	**730,513**	**TOTAL MATERIALS AND SERVICES**		**513,110**	**513,110**	**513,110**
3,176	-	-	005-0500-431.72-20	BUILDINGS	-	-	-
-	-	2,170	005-0500-431.74-10	MACHINERY	-	-	-
-	2,166	-	005-0500-431.74-20	VEHICLES	-	-	-
381	-	-	005-0500-431.74-25	COMMUNICATIONS EQUIP	-	-	-
3,234	-	-	005-0500-431.74-30	FURNITURE AND FIXTURES	-	-	-
2,686	-	-	005-0500-431.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	10,333	005-0500-431.74-90	EQUIPMENT, OTHER	10,000	10,000	10,000
-	-	-	005-0500-431.75-10	CAPITAL PROJECTS	349,629	349,629	378,129
9,477	**2,166**	**12,503**	**TOTAL CAPITAL OUTLAY**		**359,629**	**359,629**	**388,129**
1,089,070	**981,781**	**1,397,136**	**TOTAL STREET OPERATIONS**		**1,553,592**	**1,553,592**	**1,582,092**
			OTHER USES				
114,352	118,740	124,667	005-9500-431.81-01	TO GENERAL FUND	145,119	145,119	145,119
-	-	-	005-9500-431.81-09	TO PUBLIC WKS RESV FUND	65,000	65,000	65,000
-	-	-	005-9500-431.81-10	TO UNEMPLOYMENT FUND	2,022	2,022	2,022
-	-	-	005-9500-431.81-13	TO STREET & BRIDGE FUND	30,000	30,000	30,000
	-	-	005-9500-431.81-18	TO SPECIAL GRANTS FUND	-	-	-
56,476	59,413	59,971	005-9500-431.81-43	TO FFCO 2008 DEBT SVC FUND	60,444	60,444	60,444
170,828	**178,153**	**184,638**	**TOTAL OPERATING TRANSFERS OUT**		**302,585**	**302,585**	**302,585**
-	-	46,540	005-9500-431.88-00	CONTINGENCY	48,573	48,573	48,573
-	**-**	**46,540**	**TOTAL CONTINGENCY**		**48,573**	**48,573**	**48,573**
-	-	-	005-9500-431.89-00	UNAPPROPRIATED ENDING BAL	-	-	
-	**-**	**-**	**TOTAL UNAPPROPRIATED ENDING BAL**		**-**	**-**	**-**
170,828	**178,153**	**231,178**	**TOTAL OTHER USES**		**351,158**	**351,158**	**351,158**
1,259,898	**1,159,934**	**1,628,314**	**GRAND TOTAL STREET FUND EXPENSES**		**1,904,750**	**1,904,750**	**1,933,250**
183,741	**255,105**	**-**	**STREET FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

City of The Dalles, Oregon
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PUBLIC WORKS RESERVE FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
46,385	18,347	25,911	009-0000-300.00-00	BEGINNING BALANCE	44,237	44,237	44,237
115	200	100	009-0000-361.00-00	INTEREST REVENUES	500	500	500
-	-	-	009-0000-369.00-00	OTHER MISC REVENUES	-	-	-
-	-	-	009-0000-391.05-00	STREET FUND	65,000	65,000	65,000
30,000	30,000	30,000	009-0000-391.51-00	WATER UTILITY FUND	30,000	30,000	30,000
120,000	140,000	140,000	009-0000-391.55-00	WASTEWATER FUND	140,000	140,000	140,000
9,360	-	-	009-0000-392.10-00	SALE OF WATER FUND FIXED ASSETS	-	-	-
1,021	-	-	009-0000-392.20-00	SALE OF WASTEWATER FIXED ASSETS	-	-	-
363	-	-	009-0000-392.30-00	SALE OF STREET FUND FIXED ASSETS	-	-	-
207,243	**188,546**	**196,011**	**TOTAL PUBLIC WORKS RESERVE FUND REVENUES**		**279,737**	**279,737**	**279,737**
			EXPENDITURES				
37,271	41,108	-	009-9000-431.74-10	MACHINERY	-	-	-
151,626	100,201	196,011	009-9000-431.74-20	VEHICLES	279,737	279,737	279,737
188,897	**141,310**	**196,011**	**TOTAL CAPITAL OUTLAY**		**279,737**	**279,737**	**279,737**
188,897	**141,310**	**196,011**	**GRAND TOTAL PUBLIC WORKS RESERVE EXPENSES**		**279,737**	**279,737**	**279,737**
18,346	**47,237**	**-**	**PUBLIC WORKS RESERVE FUND - REVENUES LESS EXPENS**		**-**	**-**	**-**

STREET BRIDGE REPLACEMENT FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
471,340	542,140	712,207	013-0000-300.00-00	BEGINNING BALANCE	533,610	533,610	533,610
-	303,202	282,547	013-0000-331.11-00	FAU EXCHANGE FUNDS	454,732	454,732	454,732
85,906	-	-	013-0000-331.90-00	FEDERAL GRANTS - MISC	-	-	-
99,119	39,010	600,000	013-0000-344.20-10	CONNECT CHRGS/ TRANS SDC	200,000	200,000	200,000
2,941	2,076	1,400	013-0000-361.00-00	INTEREST REVENUES	1,000	1,000	1,000
-	-	-	013-0000-391.05-00	STREET FUND	30,000	30,000	30,000
659,307	**886,428**	**1,596,154**	**TOTAL STREET/BRIDGE REPLACEMENT FUND**		**1,219,342**	**1,219,342**	**1,219,342**
			EXPENDITURES				
117,167	351,960	717,581	013-1400-431.75-10	CAPITAL PROJECTS	553,333	553,333	1,219,342
117,167	**351,960**	**717,581**	**TOTAL CAPITAL OUTLAY**		**553,333**	**553,333**	**1,219,342**
			INTERFUND TRANSFERS				
-	-	878,573	013-9500-431.37-00	TO CAPITAL PROJECT FUND	666,009	666,009	-
-	**-**	**878,573**	**TOTAL INTERFUND TRANSFERS**		**666,009**	**666,009**	**-**
117,167	**351,960**	**1,596,154**	**GRAND TOTAL STREET/BRIDGE REPLACEMENT EXPENSE**		**1,219,342**	**1,219,342**	**1,219,342**
542,140	**534,468**	**-**	**STREET/ BRIDGE REPLCMNT FUND - REVENUE LESS EXPE**		**-**	**-**	**-**

City of The Dalles, Oregon
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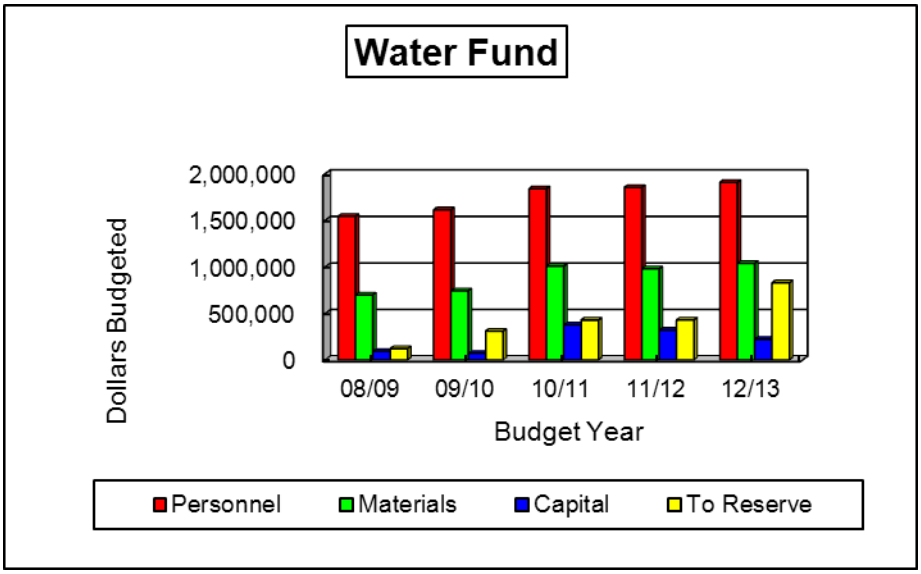
WATER FUND

Fund:	**Water (050)**	**Number of Employees: 17 dedicated**
Department:	**Public Works**	**11 shared / 21.84 FTE**
Program:	**Water Treatment and Water Distribution**	



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

WATER TREATMENT

Description

The Water Treatment program accounts for all activities involved for daily operations, scheduled and non-scheduled maintenance required to ensure the continuous operation of the Wicks Water Treatment Plant which is staffed around the clock. The Water Treatment Division also includes operation and maintenance of the water quality laboratories, and management of The Dalles Municipal Watershed for the protection and enhancement of water quality and quantity. The Water Treatment program work is performed by seven Oregon-certified Water Treatment Operators and one division manager.

2012-13 Goals, Projects and Highlights

- Replace the log boom and anchors at Crow Creek Dam.
- Resume work on a land exchange with the US Forest Service to consolidate City ownership around Crow Creek Dam and reservoir.
- Complete the final design, and continue work on environmental permitting for the Dog River Diversion Pipeline replacement project.
- Continue to participate in and apply optimization principles of Partnership for Safe Water.

- Complete approval of new DEQ permit for discharge of filter backwash water.
- Continue the process to obtain OR-OSHA Safety and Health Achievement Recognition Program (SHARP) rating.

2011-12 Accomplishments/Comments

- Completed planning and field work on the forest fuels reduction project in The Dalles Watershed utilizing a $200,000 National Fire Plan grant.
- Continued to participate in and apply optimization principles of Partnership for Safe Water.
- Worked toward new DEQ permit for discharge of filter backwash water.
- Completed the conversion from 100% liquid/gas chlorination to 12.5% liquid sodium hypochlorite for water disinfection.
- Addressed and corrected safety-related items toward achievement of the OR-OSHA Safety and Health Achievement Recognition Program (SHARP) rating.

Major Issues to be resolved in the next 5 years

- Complete a land exchange with US Forest Service to facilitate Crow Creek Dam enlargement and/or spillway enhancement.
- Plan for expansion of Crow Creek Dam.
- Construct improvements to the mixing systems at the Wicks Water Treatment Plant to improve treatment effectiveness and efficiency, thereby increasing plant capacity.
- Enhance treatment plant operational capabilities through improvements to SCADA communications and further integration of operational controls.
- Replace the 60-year-old Washwater Reservoir at the Wicks Water Treatment Plant.

WATER DISTRIBUTION

Description

The Water Distribution Division is responsible for providing an uninterrupted supply of clean, safe drinking water for the citizens of the City of The Dalles, while also ensuring that there is an adequate supply of water for commercial, industrial and fire suppression needs. Division staff includes eight Oregon-Certified Water Distribution Operators and one division manager. Approximately 94% of the city's water is from a surface source and the remaining 6% is provided by 3 ground water wells. The infrastructure used to store and deliver the city's drinking water incorporates 5 storage reservoirs, three booster pumping stations, 100 miles of water lines, 13 separate service/pressure zones, over 700 fire hydrants, and 4,850 water meters. Operating and maintaining wells, responding to water quality and pressure questions, reading water meters, conducting a backflow protection program, installing new water services and performing preventive maintenance of water distribution equipment are daily tasks carried out by the water distribution team. The Water Distribution Division, in conjunction with the Wastewater Collection Division, maintains a 24 hours per day, 365 days per year emergency response program. This "On-Call" program provides nearly immediate response to any city infrastructure emergency.

2012-13 Goals, Projects, and Highlights

- Continue work on the Partnership for Safe Water's Distribution System Optimization Program, with the goal of evaluating distribution system operation against stringent industry criteria to optimize processes, systems, procedures and metric measures.
- Continue to protect public health through water quality monitoring, water quality investigations, backflow protection, system maintenance, and assurance of adequate fire flows and pressure.
- Expand the Pressure Reducing Valve maintenance program from rehabilitating 5 PRV stations per year to 10 stations per year.
- Continue to upgrade galvanized laterals and main lines for system improvement and in advance of street paving projects.
- Complete deployment and operation of the Automated Meter Reading System (AMR).
- Install water mainline inter-tie at West 2nd and Webber Streets to enhance flow to Port area.
- Remove Jordan Well pump and motor for inspection and rehabilitation.
- Clean interior of Garrison Reservoir.
- Upgrade SCADA radio system.

2011-12 Accomplishments

- Continued review of all water customer accounts for inaccuracies to minimize loss of revenue and provide data for "unaccounted for" water.
- Rehabilitated 5 PRV control valves.
- Performed approximately 30 utility locates per week, including water, wastewater, storm and Q-life underground lines.
- Renewed 18 water services and repaired 19 water leaks/main breaks.
- Purchased AMR radio read equipment including hardware and software and began testing.
- Identified, replaced or rebuilt over 300 malfunctioning water meters.

- Addressed all emergency water problems (i.e. main breaks, excessive pressure) within 24 hours and with minimal customer impact.
- Maintained and monitored five dewatering wells.
- Relocated or replaced 6 fire hydrants.
- Installed new inclinometers and continued to monitor them for the Kelly Ave Slide Area Project.

Major Issues to be resolved in the next five years

- Implementation of elements of the approved Water System Master Plan.
- Extension and looping of water main around the west end of the Port area to accommodate new development and fire flows.
- Installation of 16" pipe from Marks Well to Garrison Reservoir.
- Upgrade of Lone Pine Well to increase pumping capacity from 1600 to 3000 gallons per minute.
- Painting of the interior and exterior of Sorosis Reservoir.

WATER UTILITY FUND SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
2,826,991	2,131,553	1,727,429	**BEGINNING BALANCE**	1,787,597	1,787,597	1,787,597
5,480,360	4,710,663	4,145,522	**REVENUES**	4,390,705	4,390,705	4,390,705
279,756	398,175	2,276,017	**OTHER SOURCES**	800,050	800,050	1,050,050
8,587,107	7,240,391	8,148,968	**TOTAL RESOURCES**	6,978,352	6,978,352	7,228,352
999,517	1,086,974	1,495,829	**WATER TREATMENT**	1,284,913	1,284,913	1,284,913
1,428,268	1,502,009	1,659,032	**WATER DISTRIBUTION**	1,896,925	1,896,925	1,896,925
2,658,669	3,524,296	2,297,124	**WATER DEPT CAPITAL RESERVE FUND**	941,076	941,076	1,226,626
5,086,455	6,113,279	5,451,985	**TOTAL EXPENDITURES**	4,122,914	4,122,914	4,408,464
-	-	200,894	**DEBT SERVICE**	227,780	227,780	227,780
1,222,792	1,700,373	2,075,163	**TRANSFER OUT**	2,181,162	2,181,162	2,145,612
-	-	420,926	**CONTINGENCY**	446,496	446,496	446,496
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
1,222,792	1,700,373	2,696,983	**TOTAL OTHER USES**	2,855,438	2,855,438	2,819,888
6,309,247	**7,813,652**	**8,148,968**	**TOTAL EXPENDS & OTHER USES**	**6,978,352**	**6,978,352**	**7,228,352**
2,277,860	**(573,261)**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

WATER UTILITY FUND REVENUES

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
430,006	329,200	173,557	051-0000-300.00-00	BEGINNING BALANCE	409,237	409,237	409,237
-	-	200,000	051-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
16,307	12,143	5,000	051-0000-337.10-00	URBAN RENEWAL	-	-	-
13	3	50	051-0000-341.80-00	COPIES, PLANS, ORD'S	-	-	-
61,456	49,163	43,000	051-0000-341.90-00	MISC SALES AND SERVICES	53,000	53,000	53,000
3,301,627	3,593,013	3,845,427	051-0000-344.10-00	UTILITY SERVICE CHARGES	4,303,947	4,303,947	4,303,947
11,832	6,776	6,000	051-0000-344.90-00	DELINQUENT ACCT INT	6,000	6,000	6,000
(8,597)	(8,569)	(10,000)	051-0000-345.20-00	UNCOLLECTIBLE ACCTS	(10,000)	(10,000)	(10,000)
125	140	135	051-0000-345.50-00	WATERSHED UTILIZATION FEE	-	-	-
1,051	2,114	4,075	051-0000-348.00-00	INTERDEPARTMENTAL REV	4,025	4,025	4,025
3,072	1,750	1,500	051-0000-361.00-00	INTEREST REVENUES	1,500	1,500	1,500
4,420	4,080	4,080	051-0000-363.50-00	PROPERTY RENTALS	4,428	4,428	4,428
-	-	5,000	051-0000-368.00-00	TIMBER RECEIPTS	-	-	-
36,210	8,439	500	051-0000-369.00-00	OTHER MISC REVENUE	635	635	635
68	4,825	365,305	051-0000-392.00-00	SALE OF FIXED ASSETS	50	50	50
3,857,588	**4,003,077**	**4,643,629**	**TOTAL WATER UTILITY FUND REVENUES**		**4,772,822**	**4,772,822**	**4,772,822**

WATER TREATMENT DEPARTMENT EXPENSES

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
444,800	476,918	478,146	051-5000-510.11-00	REGULAR SALARIES	496,873	496,873	496,873
-	-	-	051-5000-510.12-00	PARTTIME/TEMP SALARIES	-	-	-
13,794	12,862	15,000	051-5000-510.13-00	OVERTIME SALARIES	13,000	13,000	13,000
100,693	109,360	127,743	051-5000-510.21-10	MEDICAL INSURANCE	129,144	129,144	129,144
2,227	2,963	2,391	051-5000-510.21-20	L-T DISABILITY INSURANCE	3,130	3,130	3,130
392	393	490	051-5000-510.21-30	LIFE INSURANCE	490	490	490
10,816	16,779	30,838	051-5000-510.21-40	WORKERS COMP INSURANCE	31,570	31,570	31,570
34,466	36,853	37,964	051-5000-510.22-00	FICA	39,005	39,005	39,005
59,970	64,265	64,550	051-5000-510.23-00	RETIREMENT CONTRIBUTIONS	57,527	57,527	57,527
889	2,842	2,822	051-5000-510.28-00	VEBA CONTRIBUTIONS	3,131	3,131	3,131
151	118	214	051-5000-510.29-00	OTHER EMPLOYEE BENEFITS	214	214	214
668,199	**723,352**	**760,158**	**TOTAL PERSONNEL SERVICE**		**774,084**	**774,084**	**774,084**
480	480	8,670	051-5000-510.31-10	CONTRACTUAL SERVICES	71,430	71,430	71,430
16,640	15,882	18,304	051-5000-510.33-30	FIRE PATROL	19,501	19,501	19,501
-	-	-	051-5000-510.34-10	ENGINEERING SERVICES	-	-	-
2,017	2,034	9,643	051-5000-510.34-30	COMPUTER SERVICES	8,800	8,800	8,800
915	-	3,500	051-5000-510.34-50	SPECIAL STUDIES & REPORTS	3,500	3,500	3,500
9,323	55,335	61,600	051-5000-510.39-00	OTHER CONTRACTUAL SVCS	-	-	-
-	-	650	051-5000-510.41-10	WATER & SEWER	650	650	650
1,050	1,086	1,566	051-5000-510.41-20	GARBAGE SERVICES	1,568	1,568	1,568
10,278	7,174	11,350	051-5000-510.41-30	NATURAL GAS	11,350	11,350	11,350
30,642	26,198	32,290	051-5000-510.41-40	ELECTRICITY	24,800	24,800	24,800
-	-	300	051-5000-510.42-00	JANITORIAL SERVICES	300	300	300
1,203	786	715	051-5000-510.43-10	BUILDINGS AND GROUNDS	715	715	715
-	-	600	051-5000-510.43-20	COMPUTERS	600	600	600
44	486	2,980	051-5000-510.43-30	RADIO EQUIPMENT	3,080	3,080	3,080
67	-	700	051-5000-510.43-40	OFFICE EQUIPMENT	700	700	700
218	-	4,538	051-5000-510.43-45	JOINT USE OF LABOR/EQUIP	4,500	4,500	4,500
8,238	4,883	5,688	051-5000-510.43-50	VEHICLES	5,725	5,725	5,725

WATER TREATMENT DEPARTMENT EXPENSES (continued)

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
7,214	6,641	9,528	051-5000-510.43-51	GAS/OIL/DIESEL/LUBRICANTS	12,920	12,920	12,920
816	829	2,142	051-5000-510.43-52	TIRES AND TIRE REPAIRS	4,750	4,750	4,750
253	224	6,150	051-5000-510.43-70	GENERAL EQUIPMENT	6,150	6,150	6,150
5,204	9,097	12,290	051-5000-510.43-71	SPECIAL UTILITY EQUIPMENT	9,435	9,435	9,435
3,594	2,622	4,500	051-5000-510.43-72	ELECTRICAL SYSTEMS	4,500	4,500	4,500
2,023	1,237	3,450	051-5000-510.43-73	PLUMBING	6,650	6,650	6,650
-	930	800	051-5000-510.43-77	HVAC SYSTEMS	800	800	800
674	1,726	1,084	051-5000-510.43-80	SHOP EQUIPMENT	1,110	1,110	1,110
142	92	100	051-5000-510.43-85	NUISANCE ABATEMENT	150	150	150
753	866	600	051-5000-510.43-86	LINES MNTNCE & SUPPLIES	700	700	700
108	-	4,400	051-5000-510.43-88	WATERSHED ROAD CONST/MAINT	7,300	7,300	7,300
-	176	400	051-5000-510.44-20	RENTAL OF EQUIPMENT	400	400	400
-	-	2,430	051-5000-510.50-50	TIMBER MANAGEMENT	5,670	5,670	5,670
5,767	6,011	6,011	051-5000-510.52-10	LIABILITY INSURANCE	2,313	2,313	2,313
16,514	13,554	13,553	051-5000-510.52-30	PROPERTY INSURANCE	21,790	21,790	21,790
1,722	1,901	1,900	051-5000-510.52-50	AUTOMOTIVE INSURANCE	2,856	2,856	2,856
-	-	500	051-5000-510.52-60	INSURANCE DEDUCTIBLES	500	500	500
2,772	1,565	5,590	051-5000-510.53-20	POSTAGE	5,590	5,590	5,590
14,315	12,008	18,026	051-5000-510.53-30	TELEPHONE	12,700	12,700	12,700
236	414	500	051-5000-510.53-40	LEGAL NOTICES	-	-	-
1,844	1,966	2,703	051-5000-510.53-60	PUBLIC EDUCATION/INFO	2,703	2,703	2,703
-	-	400	051-5000-510.54-00	ADVERTISING	400	400	400
-	-	750	051-5000-510.55-00	PRINTING AND BINDING	700	700	700
1,636	3,894	15,000	051-5000-510.57-00	PERMITS	15,500	15,500	15,500
113	475	920	051-5000-510.58-10	TRAVEL, FOOD & LODGING	920	920	920
3,689	1,657	4,737	051-5000-510.58-50	TRAINING AND CONFERENCES	4,255	4,255	4,255
1,328	1,830	2,884	051-5000-510.58-70	MEMBERSHIPS/DUES/SUBS	2,519	2,519	2,519
979	1,347	2,070	051-5000-510.60-10	OFFICE SUPPLIES	2,070	2,070	2,070
1,030	842	1,360	051-5000-510.60-20	JANITORIAL SUPPLIES	1,360	1,360	1,360
2,000	2,000	2,000	051-5000-510.60-80	CLOTHING	2,000	2,000	2,000
1,798	1,270	4,560	051-5000-510.60-85	SPECIAL DEPT SUPPLIES	4,150	4,150	4,150
124,838	129,267	154,190	051-5000-510.60-86	CHEMICAL/LAB SUPPLIES	173,950	173,950	173,950
397	-	1,049	051-5000-510.64-10	BOOKS AND PERIODICALS	1,049	1,049	1,049
-	107	300	051-5000-510.64-80	COMPUTER SOFTWARE	300	300	300
-	-	-	051-5000-510.69-50	MISCELLANEOUS EXPENSES	-	-	-
497	17	2,700	051-5000-510.69-80	ASSETS < $5000	9,450	9,450	9,450
283,371	318,907	**452,671**	**TOTAL MATERIALS AND SERVICES**		**484,829**	**484,829**	**484,829**
-	-	9,500	051-5000-510.72-20	BUILDINGS	-	-	-
20,703	6,243	250,000	051-5000-510.73-30	IMPRVMTS OTHER THAN BLDGS	26,000	26,000	26,000
-	-	-	051-5000-510.74-10	MACHINERY	-	-	-
-	6,500	-	051-5000-510.74-20	VEHICLES	-	-	-
2,336	-	-	051-5000-510.74-25	COMMUNICATIONS EQUIPMENT	-	-	-
-	-	-	051-5000-510.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	051-5000-510.74-40	OFFICE EQUIPMENT	-	-	-
11,533	6,672	-	051-5000-510.74-50	COMPUTER EQUIPMENT	-	-	-
13,375	25,300	23,500	051-5000-510.74-90	EQUIPMENT, OTHER	-	-	-
47,948	44,715	**283,000**	**TOTAL CAPITAL OUTLAY**		**26,000**	**26,000**	**26,000**
999,517	1,086,974	**1,495,829**	**TOTAL WATER TREATMENT EXPENSES**		**1,284,913**	**1,284,913**	**1,284,913**

WATER DISTRIBUTION DEPARTMENT EXPENSES

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
622,945	678,423	680,745	051-5100-510.11-00	REGULAR SALARIES	695,256	695,256	695,256
1,627	-	3,000	051-5100-510.12-00	PARTTIME/TEMP SALARIES	5,400	5,400	5,400
13,995	17,937	25,800	051-5100-510.13-00	OVERTIME SALARIES	26,165	26,165	26,165
150,423	162,971	188,807	051-5100-510.21-10	MEDICAL INSURANCE	196,638	196,638	196,638
3,097	4,182	3,404	051-5100-510.21-20	L-T DISABILITY INSURANCE	4,380	4,380	4,380
530	539	659	051-5100-510.21-30	LIFE INSURANCE	659	659	659
19,546	26,257	41,203	051-5100-510.21-40	WORKERS COMP INSURANCE	52,257	52,257	52,257
47,563	51,902	54,280	051-5100-510.22-00	FICA	55,602	55,602	55,602
83,897	89,983	91,901	051-5100-510.23-00	RETIREMENT CONTRIBUTIONS	92,160	92,160	92,160
1,623	2,900	3,674	051-5100-510.28-00	VEBA CONTRIBUTIONS	2,738	2,738	2,738
265	266	401	051-5100-510.29-00	OTHER EMPLOYEE BENEFITS	401	401	401
945,510	**1,035,361**	**1,093,874**	**TOTAL PERSONNEL SERVICE**		**1,131,656**	**1,131,656**	**1,131,656**
923	983	1,065	051-5100-510.31-10	CONTRACTUAL SERVICES	38,665	38,665	38,665
6,777	7,082	8,514	051-5100-510.31-40	WASCO CO COMMUNICATIONS	9,085	9,085	9,085
18,000	18,000	18,000	051-5100-510.34-10	ENGINEERING SERVICES	18,000	18,000	18,000
11,169	10,661	16,657	051-5100-510.34-30	COMPUTER SERVICES	18,241	18,241	18,241
-	-	-	051-5100-510.34-50	SPECIAL STUDIES & REPORTS	-	-	-
4,723	5,445	12,400	051-5100-510.39-00	OTHER CONTRACTUAL SVCS	-	-	-
1,504	1,235	4,055	051-5100-510.41-10	WATER & SEWER	4,260	4,260	4,260
3,661	1,529	3,600	051-5100-510.41-20	GARBAGE SERVICES	3,300	3,300	3,300
4,022	4,810	5,600	051-5100-510.41-30	NATURAL GAS	5,600	5,600	5,600
62,158	55,025	100,201	051-5100-510.41-40	ELECTRICITY	105,210	105,210	105,210
7,140	7,600	7,600	051-5100-510.42-00	JANITORIAL SERVICES	7,600	7,600	7,600
13,040	6,641	8,309	051-5100-510.43-10	BUILDINGS AND GROUNDS	17,672	17,672	17,672
-	44	1,200	051-5100-510.43-20	COMPUTERS	1,200	1,200	1,200
1,188	1,341	4,035	051-5100-510.43-30	RADIO EQUIPMENT	4,315	4,315	4,315
180	-	500	051-5100-510.43-40	OFFICE EQUIPMENT	500	500	500
7,861	13,322	12,000	051-5100-510.43-45	JOINT USE OF LABOR/EQUIP	12,000	12,000	12,000
14,162	22,060	31,575	051-5100-510.43-50	VEHICLES	20,851	20,851	20,851
18,430	24,775	27,196	051-5100-510.43-51	GAS/OIL/DIESEL/LUBRICANTS	27,081	27,081	27,081
1,419	4,813	7,305	051-5100-510.43-52	TIRES AND TIRE REPAIRS	4,390	4,390	4,390
3,405	1,975	6,688	051-5100-510.43-70	GENERAL EQUIPMENT	7,947	7,947	7,947
26,066	28,914	28,190	051-5100-510.43-71	SPECIAL UTILITY EQUIPMENT	29,450	29,450	29,450
7,521	6,266	5,942	051-5100-510.43-80	SHOP EQUIPMENT	6,674	6,674	6,674
1,513	433	2,300	051-5100-510.43-81	SERVICE PICKUP TOOLS	2,800	2,800	2,800
146,216	115,755	74,100	051-5100-510.43-86	LINES MAINT & SUPPLIES	78,116	78,116	78,116
480	868	1,337	051-5100-510.43-87	UTILITIES LOCATES	1,337	1,337	1,337
257	1,791	1,900	051-5100-510.44-20	RENTAL OF EQUIPMENT	1,900	1,900	1,900
6,777	7,055	7,055	051-5100-510.52-10	LIABILITY INSURANCE	8,460	8,460	8,460
17,040	10,416	10,416	051-5100-510.52-30	PROPERTY INSURANCE	18,166	18,166	18,166
5,637	3,063	3,063	051-5100-510.52-50	AUTOMOTIVE INSURANCE	3,337	3,337	3,337
-	-	1,500	051-5100-510.52-60	INSURANCE DEDUCTIBLES	1,500	1,500	1,500
2,680	456	1,970	051-5100-510.53-20	POSTAGE	1,970	1,970	1,970
8,858	10,486	9,886	051-5100-510.53-30	TELEPHONE	10,125	10,125	10,125
-	197	150	051-5100-510.53-40	LEGAL NOTICES	150	150	150
1,959	1,981	2,703	051-5100-510.53-60	PUBLIC EDUCATION/INFO	2,703	2,703	2,703
-	-	450	051-5100-510.54-00	ADVERTISING	450	450	450
212	549	1,605	051-5100-510.55-00	PRINTING AND BINDING	1,675	1,675	1,675
1,308	2,094	1,202	051-5100-510.57-00	PERMITS	2,176	2,176	2,176
658	224	580	051-5100-510.58-10	TRAVEL, FOOD & LODGING	630	630	630
7,940	5,097	11,042	051-5100-510.58-50	TRAINING AND CONFERENCES	13,370	13,370	13,370
2,603	2,741	3,777	051-5100-510.58-70	MEMBERSHIPS/DUES/SUBS	3,470	3,470	3,470
3,124	2,997	2,753	051-5100-510.60-10	OFFICE SUPPLIES	2,903	2,903	2,903
2,023	1,866	3,900	051-5100-510.60-20	JANITORIAL SUPPLIES	2,500	2,500	2,500
3,761	4,458	3,958	051-5100-510.60-80	CLOTHING	3,958	3,958	3,958
5,398	4,294	3,942	051-5100-510.60-85	SPECIAL DEPT SUPPLIES	4,897	4,897	4,897
8,992	11,499	17,325	051-5100-510.60-86	CHEMICAL/LAB SUPPLIES	9,525	9,525	9,525

WATER DISTRIBUTION DEPARTMENT EXPENSES (continued)

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
16,404	38,349	39,150	051-5100-510.60-87	STREET CONST SUPPLIES	39,150	39,150	39,150
692	580	1,275	051-5100-510.64-10	BOOKS AND PERIODICALS	1,260	1,260	1,260
-	142	-	051-5100-510.64-80	COMPUTER SOFTWARE	-	-	-
86	-	-	051-5100-510.69-50	MISCELLANEOUS EXPENSES	-	-	-
1,875	7,345	9,351	051-5100-510.69-80	ASSETS < $5000	11,200	11,200	11,200
459,843	457,256	**527,322**	**TOTAL MATERIALS AND SERVICES**		**569,769**	**569,769**	**569,769**
-	-	-	051-5100-510.70-50	LEASE PURCHASE	-	-	-
4,179	-	-	051-5100-510.72-20	BUILDINGS	-	-	-
-	-	-	051-5100-510.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	2,170	051-5100-510.74-10	MACHINERY	-	-	-
-	2,167	-	051-5100-510.74-20	VEHICLES	-	-	-
3,058	-	-	051-5100-510.74-25	COMMUNICATIONS EQUIPMENT	24,500	24,500	24,500
3,233	-	3,333	051-5100-510.74-30	FURNITURE AND FIXTURES	-	-	-
-	-	-	051-5100-510.74-40	OFFICE EQUIPMENT	-	-	-
12,444	7,225	-	051-5100-510.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	8,333	051-5100-510.74-90	EQUIPMENT, OTHER	13,000	13,000	13,000
-	-	-	051-5100-510.75-10	CAPITAL PROJECTS	105,000	105,000	105,000
-	-	-	051-5100-510.76-10	SOURCE OF SUPPLY	-	-	-
-	-	24,000	051-5100-510.76-20	WATER LINES	53,000	53,000	53,000
22,915	9,392	**37,836**	**TOTAL CAPITAL OUTLAY**		**195,500**	**195,500**	**195,500**
-	-	-	051-5100-510.87-00	DEPRECIATION EXPENSE	-	-	-
-	-	**-**	**TOTAL DEPRECIATION**		**-**	**-**	**-**
1,428,268	1,502,009	**1,659,032**	**TOTAL WATER DISTRIBUTION EXPENSES**		**1,896,925**	**1,896,925**	**1,896,925**
2,427,785	2,588,983	**3,154,861**	**TOTAL WATER UTILITY OPERATIONS**		**3,181,838**	**3,181,838**	**3,181,838**
480,186	499,228	497,254	051-9500-510.81-01	TO GENERAL FUND	518,924	518,924	518,924
107,812	115,250	115,362	051-9500-510.81-05	TO STREET FUND	129,118	129,118	129,118
30,000	30,000	30,000	051-9500-510.81-09	TO PUBLIC WKS RESRV FUND	30,000	30,000	30,000
-	-	-	051-9500-510.81-10	TO UNEMPLOYMENT FUND	6,003	6,003	6,003
56,473	59,413	59,971	051-9500-510.81-43	TO FFCO 2008 DEBT SVC FUND	60,443	60,443	60,443
279,756	398,175	765,255	051-9500-510.81-53	WTR DEPT CAP RESRV FUND	800,000	800,000	800,000
954,227	1,102,066	**1,467,842**	**TOTAL OPERATING TRANSFERS OUT**		**1,544,488**	**1,544,488**	**1,544,488**
-	-	20,926	051-9500-510.88-00	CONTINGENCY	46,496	46,496	46,496
-	-	**20,926**	**TOTAL CONTINGENCY**		**46,496**	**46,496**	**46,496**
-	-	-	051-9500-510.89-00	UNAPPROPRIATED ENDING BAL	-	-	-
-	-	**-**	**TOTAL UNAPPROPRIATED ENDING BAL**		**-**	**-**	**-**
954,227	1,102,066	**1,488,768**	**TOTAL OTHER USES**		**1,590,984**	**1,590,984**	**1,590,984**
3,382,012	3,691,049	**4,643,629**	**GRAND TOTAL WATER UTILITY FUND EXPENSES**		**4,772,822**	**4,772,822**	**4,772,822**
475,576	**312,028**	**-**	**WATER UTILITY FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

City of The Dalles, Oregon
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WATER DEPARTMENT CAPITAL RESERVE FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
2,396,985	1,802,353	1,553,872	053-0000-300.00-00	BEGINNING BALANCE	1,378,360	1,378,360	1,378,360
2,007,132	981,641	-	053-0000-331.31-21	FED GRANTS - ARRA GRANT	-	-	-
24,815	52,392	34,755	053-0000-344.20-00	CONNECT CHRGS/ WA SDC	23,170	23,170	23,170
-	-	-	053-0000-344.20-20	REIMBURSMENT DISTRICT PMTS	-	-	-
20,899	7,578	6,000	053-0000-361.00-00	INTEREST REVENUES	4,000	4,000	4,000
279,756	398,175	765,255	053-0000-391.51-00	WATER UTILITY FUND	800,000	800,000	800,000
-	-	-	053-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
-	2,432,793	1,145,457	053-0000-393.10-21	LOAN PROCEEDS - ARRA LOANS	-	-	250,000
4,729,587	**5,674,932**	**3,505,339**	**TOTAL WATER DEPT CAP RESERVE FUND REVENUES**		**2,205,530**	**2,205,530**	**2,455,530**
			EXPENDITURES				
467,124	46,446	100,000	053-5300-510.34-10	ENGINEERING SERVICES	260,000	260,000	260,000
467,124	**46,446**	**100,000**	**TOTAL MATERIALS AND SERVICES**		**260,000**	**260,000**	**260,000**
-	-	64,670	053-5300-510.71-10	LAND	-	-	-
5,086	30,489	786,997	053-5300-510.75-10	CAPITAL PROJECTS	268,451	268,451	304,001
-	-	-	053-5300-510.76-10	SOURCE OF SUPPLY	-	-	-
91,017	-	200,000	053-5300-510.76-20	WATER LINES	412,625	412,625	412,625
96,104	**30,489**	**1,051,667**	**TOTAL CAPITAL OUTLAY**		**681,076**	**681,076**	**716,626**
			TERMINAL RESERVOIR DEPARTMENT (ARRA FUNDS)				
2,095,442	3,447,360	1,145,457	053-**5310**-510.75-10	CAPITAL PROJECTS	-	-	250,000
2,095,442	**3,447,360**	**1,145,457**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**250,000**
2,095,442	**3,447,360**	**1,145,457**	**TOTAL TERMINAL RESERVOIR DEPT - (ARRA FUNDS)**		**-**	**-**	**250,000**
2,658,669	**3,524,296**	**2,297,124**	**TOTAL WATER CAPITAL RESERVE OPERATIONS**		**941,076**	**941,076**	**1,226,626**
			DEBT SERVICE				
-	-	111,230	053-5300-510.79-30	SDWRL (ARRA LOAN) PRINCIPAL	126,116	126,116	126,116
-	-	89,664	053-5300-510.79-40	SDWRL (ARRA LOAN) INTEREST	101,664	101,664	101,664
-	**-**	**200,894**	**TOTAL DEBT SERVICE**		**227,780**	**227,780**	**227,780**
-	-	13,495	053-9500-510.81-37	TO CAPITAL PROJECTS FUND	35,550	35,550	-
33,360	32,703	32,421	053-9500-510.81-44	TO 2009 FFCO DEBT SVC FUND	33,119	33,119	33,119
235,205	565,605	561,405	053-9500-510.81-58	TO WATER DEBT SERVICE FUND	568,005	568,005	568,005
268,565	**598,308**	**607,321**	**TOTAL OPERATING TRANSFERS OUT**		**636,674**	**636,674**	**601,124**
-	-	400,000	053-9500-510-88-10	RATE STABILIZATION ACCT	400,000	400,000	400,000
-	**-**	**400,000**	**TOTAL CONTINGENCY**		**400,000**	**400,000**	**400,000**
-	-	-	053-9500-510.89-00	UNAPPROPRIATED ENDING BAL	-	-	-
-	**-**	**-**	**TOTAL UNAPPROPRIATED ENDING BALANCE**		**-**	**-**	**-**
2,927,234	**4,122,603**	**3,505,339**	**GRAND TOTAL WATER CAPITAL RESERVE EXPENSES**		**2,205,530**	**2,205,530**	**2,455,530**
1,802,353	**1,552,329**	**-**	**TOTAL WATER CAPITAL RESERVE - REVENUE LESS EXPE**		**-**	**-**	**-**

City of The Dalles, Oregon
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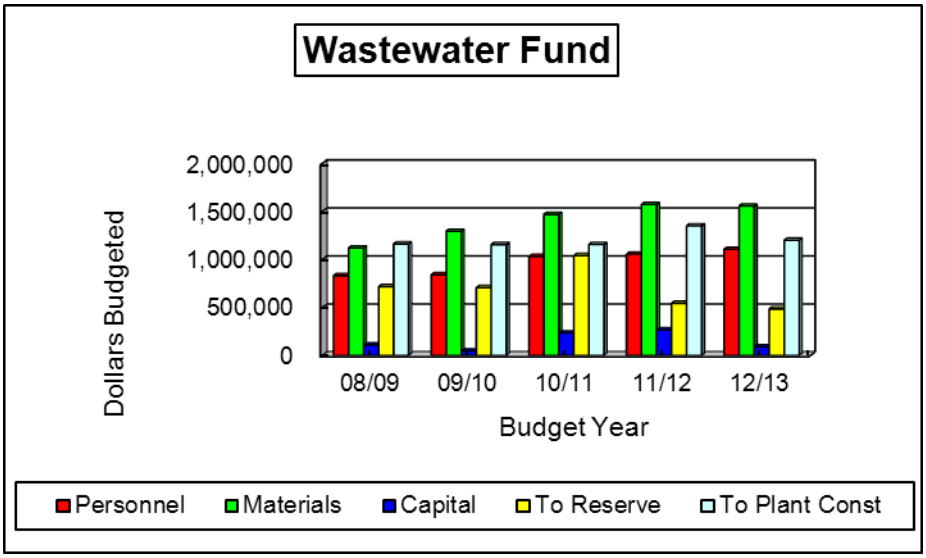
WASTEWATER FUND

Fund:	**Wastewater (055)**	**Number of Employees:**	**8 dedicated**
Department:	**Public Works**		**12 shared / 12.46 FTE**
Program:	**Wastewater Collection, Wastewater Treatment and Storm Water**		



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

WASTEWATER COLLECTION

Description

The Wastewater Collection Division manages the operation and maintenance of an intricate wastewater collection system consisting of more than 94 miles of sanitary sewer mainlines, interceptors, and sanitary sewer lift stations. These efforts provide wastewater collection service to the community through video inspection of sanitary sewers, warranty inspection of new construction, mechanical and chemical treatment of troubled sewers, routine sewer and lift station maintenance and system replacements to protect public health and the environment.

2012-13 Goals, Projects, and Highlights

- Operate the collection system in an effective and cost-efficient manner to protect the public investment and protect public health and the environment.
- Improve base maps and as-builts of the sanitary and storm systems.
- Continue to implement the goals of the DEQ-required “Capacity, Management, Operations and Maintenance Program” by improving computerized recordkeeping which links GIS mapping with maintenance work, video camera assessments, sanitary sewer overflow events, and customer complaints.

- Repair or replace sewer lines in advance of paving projects, including Washington Street.
- Provide new service connections for properties as they develop.
- Prepare Slip Line contract to rehabilitate about the same amount as was done in 2011-12.
- Upgrade sanitary and storm sewers around Mt Hood Street, between 10th and 23rd Streets.
- Project Goals, listed by percent desired (and percent accomplished in FY 11/12) are:

100%	response to emergencies/sewer breaks	(100%)
100%	response to new sewer service requests	(100%)
100%	weekly preventative cleaning/maintenance of all 7 lift stations	(100%)
100%	cutting of roots on lines identified as flow-impaired	(100%)
15%	videoing all sewer mains (i.e.7-year plan)	(About 15%)
1%	replacement of old and/or poor-condition sewer laterals	(Less than 1%)
5%	replacement of sewer mains (i.e. 20-year replacement plan)	(Less than 1%)

2011-12 Accomplishments

- Replaced sanitary sewer mains at these locations: Laughlin Street between 8th and 9th Streets; Alleys between 8th and 9th from Federal Street to Kelley Avenue; Clark Street between 10th and 11th Streets.
- Completed video inspection of 74,000 feet of sewer lines (About 15% of the system).
- Slip lined about 10,500 feet of sanitary sewer mains under contract.
- Cleaned and jet-rodded 5,000 feet of lines with a history of grease blockage.
- Evaluated sewer lines with root problems, updated the root list, completed root cutting and cleaning of all lines on the root list (about 9,049 feet), and repaired a portion of them.
- Cleaned and maintained all seven lift stations weekly.
- Cleaned ("pigged") pressure/discharge sewer lines from all lift stations.

Major Issues to be resolved in the next 5 years

- Continued identification and correction of Inflow and Infiltration within the system.
- Compliance with proposed federal regulations: Sanitary Sewer Overflow (SSO) and Capacity, Management, Operations and Maintenance (CMOM) rules.
- Improve documentation of maintenance work.

STORM WATER

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

2012-13 Goals, Projects, and Highlights

- Continue to improve base mapping and as-built drawings of storm water infrastructure.
- Video storm water system to identify needs for repair and replacement projects ahead of planned paving projects.
- Develop a strategy to address issues impacting storm water runoff, such as annexation of substandard areas, requirements for curbs and sidewalks, and open drainage challenges.
- Project Goals, listed by percent desired (and percent accomplished in FY 11/12) are:

100%	response to emergencies/storm water backups & overflows	(100%)
100%	annual cleaning of all catch basins and repair of broken ones	(100%)
100%	cutting of roots on storm lines identified as flow-impaired	(About 50%)
15%	videoing all storm lines (7-year plan)	(About 5%)
15%	replacement of old and/or poor-condition storm lines	(Less than 1%)

2011-12 Accomplishments

- Continued to de-chlorinate the hydrant flushing water discharged to the storm water system to meet in-stream limits for chlorine.
- Installed 5 new or replacement catch basins.
- Performed annual cleaning of all catch basins within the City.
- Cleaned and maintained open storm ditches.
- Provided storm sewer repairs and maintenance activities in root cutting.
- Responded to complaints about illicit discharges to the storm water system.
- Replaced main on Clark Street from 10th to 11th Street.
- Installed new main in 10th Street from Thompson Street to the east about 350 feet.
- Provided oversight of contractors for erosion control.
- Worked with Planning Department, Wasco County, State Building Codes and Department of Environmental Quality to track installation of oil-water separators when required.
- Provided street sweeping of downtown once per week and the rest of the city every two weeks.

Major Issues to be resolved in the next 5 years

- Implementation of Storm Water Master Plan, including public education and involvement, elimination of illicit discharges, construction controls, and good housekeeping measures.
- Extension of storm water collection system at these locations: 14th Street from Quinton Street to Thompson, and continue out Old Dufur Road; Thompson Street from 10th to 19th Street.
- Upgrade of Storm line at West 6th and Hostetler Streets.
- Upgrade of Storm line at East 9th and Brewery Grade to Old Dufur Road and Morton Street.

WASTEWATER TREATMENT

Description
Wastewater treatment functions are primarily performed under contract with CH2M Hill with administrative oversight by Public Works staff. As holder of the discharge permit, the City retains responsibility for compliance with all permit limits and other requirements.

2012-13 Goals, Projects, and Highlights

- Complete design engineering for Wastewater Treatment Plant Expansion, Phase 2.
- Identify locations for the future thickened biosolids storage facility.
- Replace the grating platform in the Diversion Manhole: Estimate $20,000

2011-12 Accomplishments

- Completed Five-Year Wastewater Facility Master Plan update.
- Purchased and installed VFD for the third Blower.
- Purchased replacement parts for the grit pump.
- Completed an upgrade of pump station communication link.
- Repainted the interior of the pump house.
- Rebuilt the polymer mixing pump.
- Replaced the UV lamps and sleeves on both UV channels.
- Rebuilt the motor on the #4 influent pump.
- Purchased and replaced #3 blower.
- Resealed the cover on digester #1.
- Permitted a new biosolids application site.
- Permitted an emergency biosolids application site.

Major issues to be resolved in the next 5 years

- Awareness of the potential for increasing industry flows and increased building in the community to begin to approach the Design Capacity of the treatment plant.
- Complete Wastewater Treatment Plant Expansion, Phase 2.
- Partner with Northern Wasco County PUD to install and operate electrical power generation systems utilizing methane, if feasible.
- Replace the last two aging Influent Pumps with new dry pit submersible pumps.

City of The Dalles, Oregon
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WASTEWATER FUNDS SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
4,152,432	5,000,303	4,383,407	**BEGINNING BALANCE**	5,029,516	5,136,516	5,174,761
4,848,148	5,173,110	5,122,696	**REVENUES**	4,928,691	4,928,691	4,928,691
1,740,802	1,997,974	1,752,500	**OTHER SOURCES**	1,543,000	1,543,000	1,543,000
10,741,383	12,171,387	11,258,603	**TOTAL RESOURCES**	11,501,207	11,608,207	11,646,452
2,180,049	2,502,867	2,893,035	**WASTE WATER FUND**	2,748,359	2,748,359	2,786,604
163,309	881,179	1,134,791	**SEWER SPECIAL RESERVE FUND**	1,927,562	1,927,562	1,927,562
356,837	379,685	3,512,884	**SEWER PLANT CONST/DEBT SERV**	3,964,282	4,071,282	4,071,282
2,700,194	3,763,731	7,540,710	**TOTAL EXPENDITURES**	8,640,203	8,747,203	8,785,448
-	-	-	**CHARGES FOR SERVICES**	-	-	-
2,925,199	3,227,910	3,691,950	**TRANSFER OUT**	2,841,009	2,841,009	2,841,009
-	-	25,943	**CONTINGENCY**	19,995	19,995	19,995
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
2,925,199	3,227,910	3,717,893	**TOTAL OTHER USES**	2,861,004	2,861,004	2,861,004
5,625,393	**6,991,640**	**11,258,603**	**TOTAL EXPENDS & OTHER USES**	**11,501,207**	**11,608,207**	**11,646,452**
5,115,990	**5,179,746**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

WASTEWATER FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
478,743	588,190	335,646	055-0000-300.00-00	BEGINNING BALANCE	157,790	157,790	196,035
15,111	12,143	5,000	055-0000-337.10-00	URBAN RENEWAL	-	-	-
13	16	50	055-0000-341.80-00	COPIES, PLANS, ORD'S	50	50	50
100,950	114,849	100,000	055-0000-341.90-00	MISC SALES AND SRVCE	115,000	115,000	115,000
235,049	238,950	235,000	055-0000-344.05-00	STORMWATER DRAINAGE CHARGES	243,000	243,000	243,000
4,301,293	4,604,945	4,710,026	055-0000-344.10-00	UTILITY SERVICE CHARGES	4,528,056	4,528,056	4,528,056
28,577	146,441	-	055-0000-344.80-00	DELINQUENT SEWER ASSMTS	-	-	-
25,149	20,553	15,000	055-0000-344.90-00	DELINQUENT ACCT INT	15,000	15,000	15,000
	-	-	055-0000-345.05-00	INTERNET CHARGES	-	-	-
(35,957)	(155,986)	(50,000)	055-0000-345.20-00	UNCOLLECTIBLE ACCTS	(50,000)	(50,000)	(50,000)
6,488	12,016	14,000	055-0000-348.00-00	INTERDEPARTMENTAL REV	13,275	13,275	13,275
2,900	1,361	1,000	055-0000-361.00-00	INTEREST REVENUES	1,000	1,000	1,000
91,129	85,238	31,000	055-0000-369.00-00	OTHER MISC REVENUES	25,000	25,000	25,000
-	-	-	055-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
5,249,447	**5,668,715**	**5,396,722**	**TOTAL WASTE WATER FUND REVENUES**		**5,048,171**	**5,048,171**	**5,086,416**
			EXPENSES				
550,867	647,054	653,424	055-5500-550.11-00	REGULAR SALARIES	675,707	675,707	675,707
1,627	-	3,000	055-5500-550.12-00	PARTTIME/TEMP SALARIES	5,400	5,400	5,400
26,838	28,902	37,700	055-5500-550.13-00	OVERTIME SALARIES	41,650	41,650	41,650
123,528	150,277	176,158	055-5500-550.21-10	MEDICAL INSURANCE	183,704	183,704	183,704
2,725	4,008	3,267	055-5500-550.21-20	L-T DISABILITY INSURANCE	4,257	4,257	4,257
479	536	651	055-5500-550.21-30	LIFE INSURANCE	651	651	651
14,217	21,953	36,492	055-5500-550.21-40	WORKERS COMP INSURANCE	44,224	44,224	44,224
43,338	50,268	53,100	055-5500-550.22-00	FICA	55,291	55,291	55,291
73,335	85,632	88,212	055-5500-550.23-00	RETIREMENT CONTRIBUTIONS	89,521	89,521	89,521
2,591	3,526	3,045	005-5500-550.28-00	VEBA CONTRIBUTIONS	2,924	2,924	2,924
157	200	167	055-5500-550.29-00	OTHER EMPLOYEE BENEFITS	167	167	167
839,702	**992,355**	**1,055,216**	**TOTAL PERSONNEL SERVICE**		**1,103,496**	**1,103,496**	**1,103,496**
868,538	881,018	932,692	055-5500-550.31-10	CONTRACTUAL SERVICES	938,141	938,141	938,141
6,777	7,082	8,514	055-5500-550.31-40	WASCO CO COMMUNICATIONS	9,085	9,085	9,085
1,222	-	-	055-5500-550.34-10	ENGINEERING SERVICES	-	-	-
9,958	9,251	18,037	055-5500-550.34-30	COMPUTER SERVICES	25,641	25,641	25,641
-	1,481	-	055-5500-550.34-50	SPECIAL STUDIES & REPORTS	-	-	-
4,828	8,160	8,250	055-5500-550.39-00	OTHER CONTRACTUAL SVCS	-	-	-
7,144	4,288	13,612	055-5500-550.41-10	WATER & SEWER	15,385	15,385	15,385
8,119	15,803	30,000	055-5500-550.41-20	GARBAGE SERVICES	30,000	30,000	30,000
5,192	5,147	4,750	055-5500-550.41-30	NATURAL GAS	4,750	4,750	4,750
7,802	8,062	10,840	055-5500-550.41-40	ELECTRICITY	12,395	12,395	12,395
7,140	7,600	7,600	055-5500-550.42-00	JANITORIAL SERVICES	7,600	7,600	7,600
12,128	3,145	8,409	055-5500-550.43-10	BUILDINGS AND GROUNDS	18,662	18,662	18,662
-	102	1,200	055-5500-550.43-20	COMPUTERS	1,200	1,200	1,200
2,001	1,745	2,510	055-5500-550.43-30	RADIO EQUIPMENT	3,990	3,990	3,990
-	-	500	055-5500-550.43-40	OFFICE EQUIPMENT	500	500	500
6,073	8,001	22,000	055-5500-550.43-45	JOINT USE OF LABOR/EQUIP	12,000	12,000	12,000
30,492	32,958	49,450	055-5500-550.43-50	VEHICLES	29,656	29,656	29,656
18,555	34,460	36,031	055-5500-550.43-51	GAS/OIL/DIESEL/LUBRICANTS	36,032	36,032	36,032
5,726	5,808	14,318	055-5500-550.43-52	TIRES AND TIRE REPAIRS	5,760	5,760	5,760
5,938	1,924	12,093	055-5500-550.43-70	GENERAL EQUIPMENT	12,412	12,412	12,412
30,831	39,168	102,970	055-5500-550.43-71	SPECIAL UTILITY EQUIPMENT	81,255	81,255	81,255
5,782	6,690	5,583	055-5500-550.43-80	SHOP EQUIPMENT	5,728	5,728	5,728
2,735	3,064	5,000	055-5500-550.43-81	SERVICE PICKUP TOOLS	5,000	5,000	5,000
63,853	101,622	65,800	055-5500-550.43-86	LINES MAINT & SUPPLIES	64,942	64,942	64,942
477	755	1,337	055-5500-550.43-87	UTILITIES LOCATES	1,187	1,187	1,187
762	20,759	4,000	055-5500-550.44-20	RENTAL OF EQUIPMENT	11,500	11,500	11,500

WASTEWATER FUND (continued)

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
30,391	28,763	28,763	055-5500-550.52-10	LIABILITY INSURANCE	31,485	31,485	31,485
16,723	12,962	12,962	055-5500-550.52-30	PROPERTY INSURANCE	20,755	20,755	20,755
5,839	5,273	5,273	055-5500-550.52-50	AUTOMOTIVE INSURANCE	6,528	6,528	6,528
-	-	10,500	055-5500-550.52-60	INSURANCE DEDUCTIBLES	10,500	10,500	10,500
365	679	2,370	055-5500-550.53-20	POSTAGE	2,920	2,920	2,920
6,608	7,914	7,801	055-5500-550.53-30	TELEPHONE	8,025	8,025	8,025
193	154	-	055-5500-550.53-40	LEGAL NOTICES	-	-	-
698	-	2,307	055-5500-550.53-60	PUBLIC EDUCATION/INFO	2,607	2,607	2,607
678	-	450	055-5500-550.54-00	ADVERTISING	450	450	450
120	55	1,305	055-5500-550.55-00	PRINTING AND BINDING	1,275	1,275	1,275
15,193	12,531	12,635	055-5500-550.57-00	PERMITS	13,243	13,243	13,243
562	291	330	055-5500-550.58-10	TRAVEL, FOOD & LODGING	330	330	330
6,446	7,984	9,733	055-5500-550.58-50	TRAINING AND CONFERENCES	9,815	9,815	9,815
2,188	2,524	3,629	055-5500-550.58-70	MEMBERSHIPS/DUES/SUBS	3,704	3,704	3,704
3,043	3,188	2,817	055-5500-550.60-10	OFFICE SUPPLIES	2,967	2,967	2,967
1,988	1,888	3,900	055-5500-550.60-20	JANITORIAL SUPPLIES	2,500	2,500	2,500
3,173	3,111	3,752	055-5500-550.60-80	CLOTHING	3,751	3,751	3,751
5,504	5,108	5,937	055-5500-550.60-85	SPECIAL DEPT SUPPLIES	6,357	6,357	6,357
5,934	19,080	5,650	055-5500-550.60-86	CHEMICAL/LAB SUPPLIES	8,750	8,750	8,750
52,451	70,813	75,550	055-5500-550.60-87	STREET CONST SUPPLIES	71,300	71,300	71,300
363	374	1,080	055-5500-550.64-10	BOOKS AND PERIODICALS	980	980	980
10,200	142	-	055-5500-550.64-80	COMPUTER SOFTWARE	4,000	4,000	4,000
5,633	6,176	-	055-5500-550.69-50	MISCELLANEOUS EXPENSES	-	-	-
6,091	8,610	9,953	055-5500-550.69-80	ASSETS < $5000	10,775	10,775	10,775
1,292,456	**1,405,714**	**1,572,193**	**TOTAL MATERIALS AND SERVICES**		**1,555,838**	**1,555,838**	**1,555,838**
3,268	-	23,000	055-5500-550.72-20	BUILDINGS	-	-	38,245
-	-	-	055-5500-550.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	-	2,170	055-5500-550.74-10	MACHINERY	-	-	-
-	2,167	-	055-5500-550.74-20	VEHICLES	-	-	-
3,028	-	-	055-5500-550.74-25	COMMUNICATIONS EQUIPMENT	24,500	24,500	24,500
3,233	-	3,334	055-5500-550.74-30	FURNITURE AND FIXTURES	-	-	-
10,900	6,070	90,000	055-5500-550.74-50	COMPUTER EQUIPMENT	-	-	-
6,095	78,633	8,334	055-5500-550.74-90	EQUIPMENT, OTHER	25,000	25,000	25,000
-	-	-	055-5500-550.75-10	CAPITAL PROJECTS	-	-	-
21,366	17,927	104,018	055-5500-550.76-30	SEWER LINES	20,000	20,000	20,000
-	-	34,770	055-5500-550.76-40	STORMWATER COLL IMPROVMTS	19,525	19,525	19,525
47,890	**104,797**	**265,626**	**TOTAL CAPITAL OUTLAY**		**89,025**	**89,025**	**127,270**
2,180,049	**2,502,867**	**2,893,035**	**TOTAL WASTEWATER OPERATIONS**		**2,748,359**	**2,748,359**	**2,786,604**
			OTHER USES				
319,304	331,961	383,973	055-9500-550.81-01	TO GENERAL FUND	397,151	397,151	397,151
128,941	139,730	141,300	055-9500-550.81-05	TO STREET FUND	135,841	135,841	135,841
120,000	140,000	140,000	055-9500-550.81-09	TO PUBLIC WKS RESRV FUND	140,000	140,000	140,000
-	-	-	055-9500.550.81-10	TO UNEMPLOYMENT FUND	3,381	3,381	3,381
56,474	59,413	59,971	055-9500-550.81-43	TO FFCO 2008 DEBT SVC FUND	60,444	60,444	60,444
586,054	900,000	402,500	055-9500-550.81-56	TO SEWER SPCL RESRV FUND	343,000	343,000	343,000
1,154,748	1,097,974	1,350,000	055-9500-550.81-57	PLANT CONSTRUCTION.DEBT	1,200,000	1,200,000	1,200,000
2,365,521	**2,669,078**	**2,477,744**	**TOTAL OPERATING TRANSFERS OUT**		**2,279,817**	**2,279,817**	**2,279,817**
-	-	25,943	055-9500-550.88-00	CONTINGENCY	19,995	19,995	19,995
-	**-**	**25,943**	**TOTAL CONTINGENCY**		**19,995**	**19,995**	**19,995**
2,365,521	**2,669,078**	**2,503,687**	**TOTAL OTHER USES**		**2,299,812**	**2,299,812**	**2,299,812**
4,545,570	**5,171,944**	**5,396,722**	**GRAND TOTAL WASTEWATER FUND EXPENSES**		**5,048,171**	**5,048,171**	**5,086,416**
703,878	**496,771**	**-**	**TOTAL WASTEWATER FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

SEWER SPECIAL RESERVE FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
1,153,007	1,631,351	1,343,172	056-0000-300.00-00	BEGINNING BALANCE	1,565,339	1,565,339	1,565,339
-	-	-	056-0000-330.00-00	INTERGOVERNMENTAL REVENUE	-	-	-
43,781	50,356	35,780	056-0000-344.20-00	CONNECT CHRGS/ SW SDC	17,890	17,890	17,890
11,074	22,167	6,840	056-0000-344.20-10	CONNECT CHRGS/ STORM WA SDC	3,420	3,420	3,420
-	-	-	056-0000-344.20-20	REIMBURSMENT DISTRICT PMTS	-	-	-
7,881	7,778	7,000	056-0000-361.00-00	INTEREST REVENUES	5,000	5,000	5,000
586,054	900,000	402,500	056-0000-391.55-00	WASTEWATER UTILITY FUND	343,000	343,000	343,000
1,801,797	**2,611,651**	**1,795,292**	**TOTAL SEWER SPECIAL RESERVE FUND REVENUES**		**1,934,649**	**1,934,649**	**1,934,649**
			EXPENDITURES				
-	-	-	056-5600-550.31-10	CONTRACTUAL SERVICES	-	-	-
-	38,188	-	056-5600-550.34-10	ENGINEERING SERVICES	-	-	-
-	-	-	056-5600-550.53-40	LEGAL NOTICES	-	-	-
-	**38,188**	**-**	**TOTAL MATERIALS & SERVICES**		**-**	**-**	**-**
-	-	-	056-5600-550.74-80	PUMPS	-	-	-
44,114	44,859	-	056-5600-550.75-10	CAPITAL PROJECTS	-	-	-
119,195	516,885	1,134,791	056-5600-550.76-30	SEWER LINES	1,179,569	1,179,569	1,179,569
-	281,247	-	056-5600-550.76-40	STORM WATER IMPROVEMENTS	747,993	747,993	747,993
-	-	-	056-5600-550.78-99	FUTURE CAPITAL PROJECTS	-	-	-
163,309	**842,991**	**1,134,791**	**TOTAL CAPITAL OUTLAY**		**1,927,562**	**1,927,562**	**1,927,562**
163,309	**881,179**	**1,134,791**	**TOTAL SEWER SPECIAL RESERVE FUND OPERATIONS**		**1,927,562**	**1,927,562**	**1,927,562**
			OTHER USES				
-	-	653,564	056-9500-550.81-37	TO CAPITAL PROJECT FUND	-	-	-
7,138	7,002	6,937	056-9500-550.81-44	TO 2009 FFCO DEBT SVC FUND	7,087	7,087	7,087
7,138	**7,002**	**660,501**	**TOTAL OPERATING TRANSFERS OUT**		**7,087**	**7,087**	**7,087**
7,138	**7,002**	**660,501**	**TOTAL OTHER USES**		**7,087**	**7,087**	**7,087**
170,447	**888,181**	**1,795,292**	**GRAND TOTAL SEWER SPECIAL RESERVE FUND EXPENSE**		**1,934,649**	**1,934,649**	**1,934,649**
1,631,351	**1,723,470**	**-**	**SEWER SPECIAL RESERVE FUND - REVENUE LESS EXPENS**		**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

SEWER PLANT CONSTRUCTION / DEBT SERVICE FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
2,520,682	2,780,762	2,704,589	057-0000-300.00-00	BEGINNING BALANCE	3,306,387	3,413,387	3,413,387
14,708	12,284	12,000	057-0000-361.00-00	INTEREST REVENUES	12,000	12,000	12,000
1,154,748	1,097,974	1,350,000	057-0000-391.55-00	WASTEWATER UTILITY FUND	1,200,000	1,200,000	1,200,000
-	-	-	057-0000-391.56-00	WASTEWATER CAPITAL FUND	-	-	-
-	-	-	057-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
3,690,138	**3,891,020**	**4,066,589**	**TOTAL SEWER PLANT CONTS/DEBT SVC REVENUES**		**4,518,387**	**4,625,387**	**4,625,387**
			EXPENDITURES				
-	-	400,000	057-5700-550.31-10	CONTRACTUAL SERVICES	-	107,000	107,000
-	-	-	057-5700-550.34-10	ENGINEERING SERVICES	-	-	-
66	-	-	057-5700-550.53-40	LEGAL NOTICES	-	-	-
66	**-**	**400,000**	**TOTAL MATERIALS AND SERVICES**		**-**	**107,000**	**107,000**
-	-	100,000	057-5700-550.71-10	LAND	-	-	-
-	6,700	-	057-5700-550.72-20	BUILDINGS	-	-	-
-	-	340,000	057-5700-550.73-50	CONSTRUCTION CONTRACTS	680,000	680,000	680,000
-	-	89,000	057-5700-550.74-10	MACHINERY	-	-	-
-	-	13,000	057-5700-550.74-90	EQUIPMENT, OTHER	-	-	-
356,771	372,985	2,570,884	057-5700-550.75-10	CAPITAL PROJECTS	3,284,282	3,284,282	3,284,282
-	-	-	057-5700-550.76-30	SEWER LINES	-	-	-
356,771	**379,685**	**3,112,884**	**TOTAL CAPITAL OUTLAY**		**3,964,282**	**3,964,282**	**3,964,282**
356,837	**379,685**	**3,512,884**	**TOTAL SEWER PLANT CONST/DEBT SVC OPERATIONS**		**3,964,282**	**4,071,282**	**4,071,282**
552,540	551,830	553,705	057-9500-550.81-58	DEBT SERVICE FUND	554,105	554,105	554,105
552,540	**551,830**	**553,705**	**TOTAL OPERATING TRANSFERS OUT**		**554,105**	**554,105**	**554,105**
552,540	**551,830**	**553,705**	**TOTAL OTHER USES**		**554,105**	**554,105**	**554,105**
909,377	**931,515**	**4,066,589**	**GRAND TOTAL SEWER PLANT CONSTRUCTION EXPENSES**		**4,518,387**	**4,625,387**	**4,625,387**
2,780,762	**2,959,506**	**-**	**SEWER PLANT CONSTRUCTION FUND - REVENUES LESS E**		**-**	**-**	**-**

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

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

Description
Since 2002 the City has been involved in a partnership with Klickitat County in planning for the future of the Airport. We have signed an agreement creating a long-term management structure for the Airport that includes regional based cost sharing with Klickitat County. A Regional Airport Board has been established and public meetings are held the third Friday of each month. Development of the Sundoon Golf Course could begin as early as Fall 2012 or Spring 2013.

2012-2013 Goals, Projects and Highlights

- Completion of runway improvement project
- Construction of the golf course
- Completion of 17 lot industrial subdivision
- Completion of a water distribution system in conjunction with the Dallesport Water Association

2011-2012 Accomplishments/Comments

- New agreements for water with Dallesport Water District
- Start of Runway Project
- Construction of Maintenance Hanger

Major Issues to be resolved in the next five years

- Development of a world-class golf course
- Industrial development
- Runway maintenance

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

AIRPORT SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Description	FY12/13 Proposed	FY12/13 Approved	FY12/13 Adopted Budget
239,448	247,131	245,000	**BEGINNING BALANCE**	255,679	255,679	275,679
410,010	240,733	5,817,300	**REVENUES**	4,363,500	4,363,500	6,030,500
86,635	67,443	71,500	**OTHER SOURCES**	70,000	70,000	320,000
736,093	555,307	6,133,800	**TOTAL RESOURCES**	4,689,179	4,689,179	6,626,179
489,063	367,199	6,131,050	**AIRPORT**	4,685,979	4,685,979	6,622,979
489,063	367,199	6,131,050	**TOTAL EXPENDITURES**	4,685,979	4,685,979	6,622,979
-	-	-	**CHARGES FOR SERVICES**	-	-	-
-	-	-	**TRANSFER OUT**	-	-	-
-	-	2,750	**CONTINGENCY**	3,200	3,200	3,200
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
-	-	2,750	**TOTAL OTHER USES**	3,200	3,200	3,200
489,063	367,199	6,133,800	**TOTAL EXPENDS & OTHER USES**	4,689,179	4,689,179	6,626,179
247,030	**188,109**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

AIRPORT FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
239,448	247,131	245,000	061-0000-300.00-00	BEGINNING BALANCE	255,679	255,679	275,679
65,000	65,000	65,000	061-0000-330.00-00	INTERGOVERNMENTAL REV	65,000	65,000	65,000
249,542	53,668	2,150,000	061-0000-331.20-00	FEDERAL GRANTS-FAA	2,150,000	2,150,000	2,317,000
(36)	-	-	061-0000-331.90-00	FEDERAL GRANTS-MISC	-	-	-
-	-	3,500,000	061-0000-334.90-00	STATE GRANTS, OTHER	2,000,000	2,000,000	3,500,000
-	-	-	061-0000-341.90-00	MISC SALES & SVCS	-	-	-
6,396	9,724	6,000	061-0000-347.00-00	AVIATION FUEL SALES	7,000	7,000	7,000
1,369	808	1,300	061-0000-361.00-00	INTEREST REVENUES	1,500	1,500	1,500
87,740	111,533	95,000	061-0000-363.50-00	PROPERTY RENTALS	140,000	140,000	140,000
6,681	2,443	6,500	061-0000-369.00-00	OTHER MISC REVENUES	5,000	5,000	5,000
65,000	65,000	65,000	061-0000-391.01-00	GENERAL FUND	65,000	65,000	65,000
14,954	-	-	061-0000-392.00-00	SALE OF FIXED ASSETS	-	-	-
-	-	-	061-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	250,000
736,093	**555,307**	**6,133,800**	**TOTAL AIRPORT FUND REVENUES**		**4,689,179**	**4,689,179**	**6,626,179**
			EXPENSES				
3,635	1,498	10,000	061-6100-610.31-10	CONTRACTUAL SERVICES	10,000	10,000	10,000
91,567	96,212	103,000	061-6100-610.31-90	CONTRACTUAL SVC - OTHER	106,000	106,000	106,000
288,178	203,967	-	061-6100-610.34-10	ENGINEERING SVC	374,000	374,000	-
2,508	2,379	4,500	061-6100-610.41-10	WATER & SEWER	4,500	4,500	4,500
651	851	1,000	061-6100-610.41-20	GARBAGE SERVICES	1,000	1,000	1,000
7,178	8,640	7,000	061-6100-610.41-40	ELECTRICITY	7,000	7,000	7,000
11,003	19,068	47,250	061-6100-610.43-10	BUILDINGS AND GROUNDS	47,250	47,250	47,250
-	233	1,600	061-6100-610.43-45	JOINT USE OF LABOR	1,600	1,600	1,600
1,449	-	3,500	061-6100-610.43-50	VEHICLES - REPAIR/MAINT	3,500	3,500	3,500
939	1,668	-	061-6100-610.43-51	GAS/OIL/DIESEL	-	-	-
13,944	13,149	14,000	061-6100-610.46-10	PROPERTY TAXES	14,000	14,000	14,000
8,333	8,411	8,700	061-6100-610.52-10	LIABILITY INSURANCE	8,700	8,700	8,700
4,811	3,427	5,000	061-6100-610.52-30	PROPERTY INSURANCE	5,954	5,954	5,954
191	270	800	061-6100-610.53-20	POSTAGE	800	800	800
4,241	4,083	3,500	061-6100-610.53-30	TELEPHONE	3,500	3,500	3,500
-	-	500	061-6100-610.53-40	LEGAL NOTICES	750	750	750
109	935	15,000	061-6100-610.54-00	ADVERTISING	15,000	15,000	15,000
403	460	1,000	061-6100-610.57-00	PERMITS	1,000	1,000	1,000
1,107	118	6,000	061-6100-610.58-10	TRAVEL, FOOD & LODGING	6,000	6,000	6,000
200	1,150	3,000	061-6100-610.58-50	TRAINING AND CONFERENCES	3,000	3,000	3,000
375	360	1,000	061-6100-610.58-70	MEMBERSHIPS/DUES	1,000	1,000	1,000
318	190	1,200	061-6100-610.60-10	OFFICE SUPPLIES	1,200	1,200	1,200
-	-	1,000	061-6100-610.69-50	MISCELLANEOUS EXP	1,000	1,000	1,000
-	-	2,500	061-6100-610.69-80	ASSETS < $5000	2,500	2,500	2,500
441,141	**367,068**	**241,050**	**TOTAL MATERIALS AND SERVICES**		**619,254**	**619,254**	**245,254**
-	-	-	061-6100-610.72-30	BUILDINGS-HANGER	-	-	270,000
-	131	5,890,000	061-6100-610.73-30	IMPROVEMENTS OTHER	4,066,725	4,066,725	6,107,725
47,922	-	-	061-6100-610.74-10	MACHINERY	-	-	-
47,922	**131**	**5,890,000**	**TOTAL CAPITAL OUTLAY**		**4,066,725**	**4,066,725**	**6,377,725**
489,063	**367,199**	**6,131,050**	**TOTAL AIRPORT OPERATIONS EXPENSES**		**4,685,979**	**4,685,979**	**6,622,979**
-	**-**	**-**	**TOTAL OPERATING TRANSFERS OUT**		**-**	**-**	**-**
-	-	2,750	061-9500-610.88-00	CONTINGENCY	3,200	3,200	3,200
-	**-**	**2,750**	**TOTAL CONTINGENCY**		**3,200**	**3,200**	**3,200**
-	**-**	**2,750**	**TOTAL OTHER USES**		**3,200**	**3,200**	**3,200**
489,063	**367,199**	**6,133,800**	**GRAND TOTAL AIRPORT FUND EXPENSES**		**4,689,179**	**4,689,179**	**6,626,179**
247,030	**188,109**	**-**	**TOTAL AIRPORT FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

CAPITAL IMPROVEMENTS FUND GROUP

Description
The City currently has three active funds in the Capital Improvements Fund Group.

- ✓ The Special Assessments Fund (036), which accounts for LID public infrastructure projects or other assessments such as nuisance abatement of the City;
- ✓ The Capital Projects Fund (037), which accounts for various improvements in City facilities;
- ✓ The FFA Grant Improvement Fund (063), which was established to account for the improvements made at the Airport, funded primarily with grants from the FFA, which has no activity planned this year.

CAPITAL IMPROVEMENTS FUNDS SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
1,063,848	1,153,269	1,178,133	**BEGINNING BALANCE**	1,154,573	1,154,573	1,154,573
218,298	278,679	275,998	**REVENUES**	208,286	208,286	208,286
2,070,296	43,231	2,378,855	**OTHER SOURCES**	790,245	790,245	43,230
3,352,442	1,475,179	3,832,986	**TOTAL RESOURCES**	2,153,104	2,153,104	1,406,089
15,729	43,030	22,500	**SPECIAL ASSESMENTS FUND**	578,035	578,035	623,491
2,066,289	109,980	2,904,047	**CAPITAL PROJECTS FUND**	1,380,194	1,380,194	633,179
2,082,018	153,010	2,926,547	**TOTAL EXPENDITURES**	1,958,229	1,958,229	1,256,670
162,611	117,386	906,439	**TRANSFER OUT**	194,875	194,875	149,419
-	-	-	**CONTINGENCY**	-	-	-
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
162,611	117,386	906,439	**TOTAL OTHER USES**	194,875	194,875	149,419
2,244,629	**270,396**	**3,832,986**	**TOTAL EXPENDS & OTHER USES**	**2,153,104**	**2,153,104**	**1,406,089**
1,107,813	1,204,783	-	**FUND TOTAL**	-	-	-

Fund:	**Capital Improvements Fund Group**
Department:	**Special Assessments (036)**
Program:	**Other (419)**

Description
The Special Assessments fund is used to fund Local Improvement Districts of the City. This fund was created with General Fund financial resources in prior fiscal years for this specific purpose to reduce the amount of fixed financial expenses associated with borrowing funds.

2012-13 Goals, Projects, and Highlights

- The Special Assessments Fund should have a beginning cash balance of $655,910
- Prepare for construction of 19th Street extension (in Capital Projects Fund)
- Update five year Capital Improvement Plan (CIP) for future LID

2011-12 Accomplishments/Comments

- Funding plan developed for Thompson Street/19th Street LID

Major Issues to be resolved in the next five years.

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

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

SPECIAL ASSESSMENTS FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
761,083	767,043	774,380	036-0000-300.00-00	BEGINNING BALANCE	655,910	655,910	655,910
24,372	22,997	24,000	036-0000-318.20-00	NW NATURAL GAS FRANCHISE FEES	27,000	27,000	27,000
4,687	3,411	3,400	036-0000-361.00-00	INTEREST REVENUES	3,000	3,000	3,000
54,461	37,395	10,000	036-0000-362.10-00	PRE-PAID ASSESSMENTS	20,000	20,000	20,000
40	(5,710)	1,000	036-0000-369.00-00	OTHER MISC. REVENUES	1,000	1,000	1,000
6,027	101,907	111,159	036-0000-370.10-00	PRINCIPAL-NONBONDED	25,000	25,000	25,000
1,056	4,387	-	036-0000-370.20-00	INTEREST-NONBONDED	6,000	6,000	6,000
851,725	**931,429**	**923,939**	**TOTAL SPECIAL ASSESSMENTS FUND REVENUES**		**737,910**	**737,910**	**737,910**
			EXPENDITURES				
-	2,889	20,000	036-3600-419.31-25	ABATEMENTS	20,000	20,000	20,000
-	11,554	-	036-3600-419.31-80	CORNER LOT RELIEF	-	-	-
22	23	1,500	036-3600-419.53-20	POSTAGE	1,000	1,000	1,000
44	52	1,000	036-3600-419.53-40	LEGAL NOTICES	1,000	1,000	1,000
-	-	-	036-3600-419.69-50	MISCELLANEOUS EXP	-	-	-
66	**14,518**	**22,500**	**TOTAL MATERIALS AND SERVICES**		**22,000**	**22,000**	**22,000**
-	-	-	036-3600-419.73-30	IMPROVEMENTS OTHER THAN LAND	-	-	-
15,663	28,512	-	036-3600-419.75-10	CAPITAL PROJECTS LIDS	556,035	556,035	601,491
15,663	**28,512**	**-**	**TOTAL CAPITAL OUTLAY**		**556,035**	**556,035**	**601,491**
15,729	**43,030**	**22,500**	**TOTAL SPECIAL ASSESSMENTS OPERATIONS**		**578,035**	**578,035**	**623,491**
9,230	9,230	9,230	036-9500-419.81-01	TO GENERAL FUND	10,000	10,000	10,000
-	-	789,992	036-9500-419.81-37	TO CAPITAL PROJECTS FUND	45,456	45,456	-
105,179	103,156	102,217	036-9500-419.81-44	TO 2009 FFCO BOND DEBT SVC FUND	104,419	104,419	104,419
114,409	**112,386**	**901,439**	**TOTAL OPERATING TRANSFERS OUT**		**159,875**	**159,875**	**114,419**
114,409	**112,386**	**901,439**	**TOTAL OTHER USES**		**159,875**	**159,875**	**114,419**
130,138	**155,416**	**923,939**	**TOTAL SPECIAL ASSESSMENTS FUND EXPENSES**		**737,910**	**737,910**	**737,910**
721,588	**776,013**	**-**	**SPECIAL ASSESSMENTS FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

New Marine Terminal Cruise Dock

Fund: Capital Improvements Fund Group
Department: Capital Projects (037)
Program: Other (419)

Description

The Capital Projects Fund is used to fund renovations of City facilities and purchase equipment for those facilities. These facilities are City Hall, Transportation Center, Police Station, and the Library. All these facilities are General Fund facilities and the operating monies for these facilities and operating departments is from General Fund financial resources.

2012-13 Goals, Projects, and Highlights

- Construction of 19th Street Extension
- Install Maintenance storage shed ($8,000)
- Conceptual Design with cost estimates for City Hall 2nd floor renovations ($20,000)
- Reserve for City Hall improvements ($282,971)

2011-12 Accomplishments/Comments

- Ventilation system for City Hall basement
- City Hall basement floor

Major Issues to be resolved in the next five years

- Completion of City Hall renovation of City Hall 2nd Floor

CAPITAL PROJECTS FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
302,765	386,226	403,753	037-0000-300.00-00	BEGINNING BALANCE	498,663	498,663	498,663
21,615	21,616	21,616	037-0000-337.90-00	LOCAL GOV REV-PARTNERS	21,616	21,616	21,616
4,723	1,925	1,200	037-0000-361.00-00	INTEREST REVENUES	2,000	2,000	2,000
101,318	83,319	100,958	037-0000-363.80-00	STATE OFFICE BLDG INC	100,005	100,005	100,005
-	0	-	037-0000-369.00-00	OTHER MISC REVENUES	-	-	-
-	6,536	1,581	037-0000-380.10-00	LOAN REV - PRINCIPAL	1,679	1,679	1,679
-	896	1,084	037-0000-380.20-00	LOAN REV - INTEREST	986	986	986
43,231	43,231	43,231	037-0000-391.01-00	GENERAL FUND	43,230	43,230	43,230
-	-	878,573	037-0000-391.13-00	STREET/BRIDGE REPLACEMENT FUND	666,009	666,009	-
-	-	789,992	037-0000-391.36-00	SPECIAL ASSMT FUND	45,456	45,456	-
-	-	13,495	037-0000-391.53-00	WATER CAPITAL RESERVE FUND	35,550	35,550	-
-	-	653,564	037-0000-391.56-00	SEWER SPECIAL RESERVE FUND	-	-	
2,027,065	-	-	037-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	
2,500,717	**543,750**	**2,909,047**	**TOTAL CAPITAL PROJECTS FUND REVENUES**		**1,415,194**	**1,415,194**	**668,179**

CAPITAL PROJECTS FUND (continued)

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			EXPENDITURES				
			***** GENERAL FUND BUILDINGS**				
-	-	5,000	037-3700-419.69-80	ASSETS < $5,000	5,000	5,000	5,000
-	**-**	**5,000**	**TOTAL MATERIALS AND SERVICES**		**5,000**	**5,000**	**5,000**
162,320	29,984	251,221	037-3700-419.72-20	BUILDINGS	310,977	310,977	310,977
425	-	-	037-3700-419.73-30	IMPRV OTHER THAN BLDG	2,000	2,000	2,000
162,745	**29,984**	**251,221**	**TOTAL CAPITAL OUTLAY**		**312,977**	**312,977**	**312,977**
162,745	**29,984**	**256,221**	**TOTAL GENERAL FUND BUILDINGS**		**317,977**	**317,977**	**317,977**
			***** TUNNEL PROJECT - OIB LOAN**				
49,636	51,642	53,728	037-3750-419.79-50	PRINCIPAL PAYMENT	55,899	55,899	55,899
15,209	13,204	11,118	037-3750-419.79-60	INTEREST PAYMENT	8,947	8,947	8,947
64,846	**64,846**	**64,846**	**TOTAL DEBT SERVICE**		**64,846**	**64,846**	**64,846**
64,846	**64,846**	**64,846**	**TOTAL TUNNEL PROJECT**		**64,846**	**64,846**	**64,846**
			***** PORT LOAN - AIRPORT WELL**				
9,543	11,580	12,044	037-3775-419.79-50	PRINCIPAL PAYMENT	12,526	12,526	12,526
5,607	3,570	3,107	037-3775-419.79-60	INTEREST PAYMENT	2,625	2,625	2,625
15,150	**15,150**	**15,151**	**TOTAL DEBT SERVICE**		**15,151**	**15,151**	**15,151**
15,150	**15,150**	**15,151**	**TOTAL PORT LOAN - AIRPORT WELL**		**15,151**	**15,151**	**15,151**
			***** EAST PORT LID** (added FY09/10)				
16,500	-	-	037-4400-419.31-10	2009 FFCO ADMIN FEES	-	-	
1,807,048	-	-	037-4400-419.75-10	CAPITAL PROJECTS	-	-	235,205
1,823,548	**-**	**-**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**235,205**
1,823,548	**-**	**-**	**TOTAL EAST PORT LID**		**-**	**-**	**235,205**
			***** THOMPSON/19TH ST LID** (added FY10/11)				
-	-	2,567,829	037-4410-419.75-10	CAPITAL PROJECTS	982,220	982,220	-
-	**-**	**2,567,829**	**TOTAL CAPITAL OUTLAY**		**982,220**	**982,220**	**-**
-	**-**	**2,567,829**	**TOTAL THOMPSON/19TH ST LID**		**982,220**	**982,220**	**-**
2,066,289	**109,980**	**2,904,047**	**TOTAL CAPITAL PROJECTS FUND OPERATIONS**		**1,380,194**	**1,380,194**	**633,179**
48,202	-	-	037-9500-419.81-01	TO GENERAL FUND	30,000	30,000	30,000
-	5,000	5,000	037-9500-419.81-21	TO STATE OFFICE BLDG FUND	5,000	5,000	5,000
-	-	-	037-9500-419.81-43	TO FFCO 2008 DEBT SVC FUND	-	-	-
48,202	**5,000**	**5,000**	**TOTAL OPERATING TRANSFERS OUT**		**35,000**	**35,000**	**35,000**
2,114,491	**114,980**	**2,909,047**	**TOTAL CAPITAL PROJECTS FUND EXPENSES**		**1,415,194**	**1,415,194**	**668,179**
386,226	**428,770**	**-**	**CAPITAL PROJECTS FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

SPECIAL REVENUE FUNDS GROUP

Description

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

- The Unemployment Fund (010) provides for the accumulation of financial resources of the City to pay claims of unemployment. Contributions are received from the operating funds of the General Fund, Library Fund, Street Fund, Water Utility Fund, and Wastewater Utility Fund.
- The Community Benevolence Fund (011) provides for the accumulation of financial resources to pay for expenses related to the memorials to Veterans of the community.
- The Special Projects Fund (018) provides for the accumulation of financial resources of the City and other granting agencies in order to pay for expenses related to infrastructure improvements. This infrastructure can be related to historical and community purposes.
- The State Office Building Fund (021) is used to operate one of the City's facilities to be used by the State of Oregon to provide services to the local community.

SPECIAL REVENUE FUND SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
256,163	6,452,050	5,462,087	**BEGINNING BALANCE**	3,519,357	3,519,357	3,828,557
8,544,894	554,759	8,617,506	**REVENUES**	5,318,943	5,318,943	5,318,943
-	37,000	25,000	**OTHER SOURCES**	67,806	67,806	67,806
8,801,057	7,043,809	14,104,593	**TOTAL RESOURCES**	8,906,106	8,906,106	9,215,306
14,297	5,509	36,795	**UNEMPLOYMENT RESERVE FUND**	46,394	46,394	46,394
1,950	-	11,401	**COMMUNITY BENEVOLENCE FUND**	11,425	11,425	11,425
2,167,850	1,100,330	13,835,974	**SPECIAL GRANTS FUND**	8,652,264	8,652,264	8,961,464
161,411	165,553	188,723	**STATE OFFICE BUILDING FUND**	192,523	192,523	192,523
2,345,508	1,271,392	14,072,893	**TOTAL EXPENDITURES**	8,902,606	8,902,606	9,211,806
3,500	3,500	31,700	**TRANSFER OUT**	3,500	3,500	3,500
-	-	-	**CONTINGENCY**	-	-	-
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
3,500	3,500	31,700	**TOTAL OTHER USES**	3,500	3,500	3,500
2,349,008	**1,274,892**	**14,104,593**	**TOTAL EXPENDS & OTHER USES**	**8,906,106**	**8,906,106**	**9,215,306**
6,452,049	**5,768,917**	**-**	**FUND TOTAL**	**-**	**-**	**-**

City of The Dalles, Oregon
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UNEMPLOYMENT RESERVE FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
56,356	42,375	36,695	010-0000-300.00-00	BEGINNING BALANCE	19,138	19,138	19,138
316	172	100	010-0000-361.00-00	INTEREST REVENUES	-	-	-
-	-	-	010-0000-391.01-00	GENERAL FUND	13,745	13,745	13,745
-	-	-	010-0000-391.04-00	LIBRARY FUND	2,105	2,105	2,105
-	-	-	010-0000-391.05-00	STREET FUND	2,022	2,022	2,022
-	-	-	010-0000-391.51-00	WATER UTILITY FUND	6,003	6,003	6,003
-	-	-	010-0000-391.55-00	WASTEWATER UTILITY	3,381	3,381	3,381
56,672	**42,548**	**36,795**	**TOTAL UNEMPLOYMENT RESERVE FUND REVENUES**		**46,394**	**46,394**	**46,394**
			EXPENDITURES				
14,297	5,509	36,795	010-1000-416.25-00	UNEMPLOYMENT EXPENSES	46,394	46,394	46,394
14,297	**5,509**	**36,795**	**TOTAL PERSONNEL SERVICE**		**46,394**	**46,394**	**46,394**
14,297	**5,509**	**36,795**	**TOTAL UNEMPLOYMENT RESERVE FUND EXPENSES**		**46,394**	**46,394**	**46,394**
42,375	**37,038**	**-**	**UNEMPLOYMENT FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

COMMUNITY BENEVOLENCE FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
7,249	7,341	9,371	011-0000-300.00-00	BEGINNING BALANCE	9,400	9,400	9,400
42	34	30	011-0000-361.00-00	INTEREST REVENUES	25	25	25
2,000	2,000	-	011-0000-365.15-00	GIFTS/DONATIONS - WAR MEMORIAL	2,000	2,000	2,000
		2,000	011-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
9,291	**9,375**	**11,401**	**TOTAL COMMUNITY BENEVOLENCE FUND REVENUES**		**11,425**	**11,425**	**11,425**
			EXPENDITURES				
1,950	-	-	011-1200-419.60-85	SPECIAL DEPT SUPPLIES	-	-	-
1,950	**-**	**-**	**TOTAL MATERIALS AND SERVICES**		**-**	**-**	**-**
1,950	**-**	**-**	**TOTAL VIETNAM MEMORIAL**		**-**	**-**	**-**
-	-	11,401	011-1500-419.60-85	SPECIAL DEPT SPPLIES	11,425	11,425	11,425
-	**-**	**11,401**	**TOTAL MATERIALS AND SERVICES**		**11,425**	**11,425**	**11,425**
-	-	-	011-1500-419.73-30	IMPRVMTS OTHER THAN BLDGS	-	-	-
-	**-**	**-**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
-	**-**	**11,401**	**TOTAL WAR MEMORIAL FUND**		**11,425**	**11,425**	**11,425**
1,950	**-**	**11,401**	**TOTAL COMMUNITY BENEVOLENT FUND EXPENSES**		**11,425**	**11,425**	**11,425**
7,341	**9,375**	**-**	**COMMUNITY BENEVOLENT FUND - REVENUES LESS EXPE**		**-**	**-**	**-**

Fund:	**Special Revenue Fund Group**
Department:	**Special Grants (018)**
Program:	**Other (415)**

Description
The Special Projects Fund provides for the accumulation of financial resources for the purpose of expending those funds on a multitude of capital projects.

2012-13 Goals, Projects, and Highlights

- LCDC Grant – UGB/NSA Boundary Amendment/Periodic Review ($100,000)
- Washington Street Downtown Riverfront Connection ($7,046,000)
- The Dalles Dam Tours ($20,000)
- 1st Street parking structure ($1,446,262)
- $3,500 of SHPO is being transferred to the General Fund to help support this year's Capital expenditures
- Riverfront Interpretive Signage Grant Project ($40,000)

2010-11 Accomplishments/Comments

- LCDC Periodic Review work Phases II and III
- Completion of Commercial Dock
- Completion of Lewis and Clark Festival Area
- Completion of Downtown WiFi system
- Design work for Washington Street Downtown Riverfront Connection Project completed

Major Issues to be resolved in the next five years.

- Continued use of the Urban Renewal Agency's financial resources in the most efficient manner to meet the goals of the community
- Continue Federal lobby efforts for City projects
- Continued searching of all agencies (federal, state and local) for funding of future expansion of the City infrastructure for the benefit of all persons
- 3rd Street Streetscape

City of The Dalles, Oregon
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SPECIAL GRANTS FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
145,100	6,386,128	5,416,021	018-0000-300.00-00	BEGINNING BALANCE	3,490,819	3,490,819	3,800,019
49,653	48,017	48,000	018-0000-331.15-00	FED GRANTS - CDBG HOUSING 2007	-	-	-
-	-	2,000,000	018-0000-331.31-30	FEDERAL GRANTS-EDA	-	-	-
58,691	-	2,173,120	018-0000-331.90-00	FEDERAL GRANTS-MISC	2,817,987	2,817,987	2,817,987
-	-	3,055,300	018-0000-334.25-00	ODOT GRANTS	1,000,000	1,000,000	1,000,000
-	150,000	95,000	018-0000-334.35-00	LCDC GRANT - STATE	70,000	70,000	70,000
-	-	10,000	018-0000-334.40-00	OIB GRANT	-	-	-
8,971	1,717	6,500	018-0000-334.90-00	STATE GRANTS, OTHER	23,500	23,500	23,500
-	130,000	-	018-0000-336.10-00	PRIVATE SECTOR GRANTS (GOOGLE)	-	-	-
7,500,000	-	969,296	018-0000-337.10-00	URBAN RENEWAL	1,199,908	1,199,908	1,199,908
-	-	37,125	018-0000-337.40-00	QLIFE CONTRIBUTION	-	-	-
-	-	3,312	018-0000-337.65-00	NWC PUD GRANT	-	-	-
64,261	74,451	24,000	018-0000-361.00-00	INTEREST REVENUES	18,000	18,000	18,000
630,931	2,853	10,000	018-0000-369.00-00	OTHER MISC. REVENUES	-	-	-
99,870	-	-	018-0000-390.10-00	EAST GATEWAY II	-	-	-
-	32,000	20,000	018-0000-391.01-00	TRANSFERS FROM GENERAL	35,550	35,550	35,550
-	-	-	018-0000-391.18-10	TRANSFERS FROM STREET	-	-	-
-	-	-	018-0000-393.10-00	LOAN/BOND PROCEEDS	-	-	-
8,557,477	**6,825,165**	**13,867,674**	**TOTAL SPECIAL GRANTS FUND REVENUES**		**8,655,764**	**8,655,764**	**8,964,964**
			EXPENDITURES				
			***** CDBG/ MID COLMBIA HOUSING**				
53,373	58,567	48,000	018-2500-415.39-00	OTHER CONTRACTUAL SVCS	-	-	-
53,373	**58,567**	**48,000**	**TOTAL MATERIALS & SERVICES**		**-**	**-**	**-**
53,373	**58,567**	**48,000**	**TOTAL CDBG/ MID COLMBIA HOUSING**		**-**	**-**	**-**
			***** UGB/NSA BOUNDARY AMENDMENT**				
5,124	181,274	125,000	018-2627-415.39-00	OTHER CONTRACTUAL SERV	100,000	100,000	100,000
5,124	**181,274**	**125,000**	**TOTAL MATERIALS & SERVICES**		**100,000**	**100,000**	**100,000**
5,124	**181,274**	**125,000**	**TOTAL UGB/NSA BOUNDARY AMENDMENT**		**100,000**	**100,000**	**100,000**
			***** TGM GRANT**				
-	-	-	018-2628-415.39-00	OTHER CONTRACTUAL SERV	-	-	-
-	**-**	**-**	**TOTAL MATERIALS & SERVICES**		**-**	**-**	**-**
-	**-**	**-**	**TOTAL TGM GRANT**		**-**	**-**	**-**
			***** SHPO/CERT LOC GOVT**				
-	-	-	018-2700-415.31-10	CONTRACTUAL SERVICES	-	-	-
-	-	-	018-2700-415.69-90	OTHER	40,000	40,000	40,000
-	**-**	**-**	**TOTAL MATERIALS AND SERVICES**		**40,000**	**40,000**	**40,000**
-	**-**	**-**	**TOTAL SHPO/CERT LOC GOVT**		**40,000**	**40,000**	**40,000**
			***** TUNNEL PROJECT**				
287,652	344,943	5,750,434	018-2900-415.75-10	CAPITAL PROJECTS	7,046,000	7,046,000	7,046,000
287,652	**344,943**	**5,750,434**	**TOTAL CAPITAL OUTLAY**		**7,046,000**	**7,046,000**	**7,046,000**
287,652	**344,943**	**5,750,434**	**TOTAL TUNNEL PROJECT**		**7,046,000**	**7,046,000**	**7,046,000**

SPECIAL GRANTS FUND (continued)

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			*** MARINE TERMINAL PROJECT				
480,090	178,274	5,576,370	018-3000-415.75-10	CAPITAL PROJECTS	-	-	-
480,090	**178,274**	**5,576,370**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
480,090	**178,274**	**5,576,370**	**TOTAL MARINE TERMINAL PROJECT**		**-**	**-**	**-**
			*** EAST GATEWAY PROJECT				
857,051	107,062	-	018-3100-415.75-10	CAPITAL PROJECTS	-	-	-
857,051	**107,062**	**-**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
857,051	**107,062**	**-**	**TOTAL EAST GATEWAY PROJECT**		**-**	**-**	**-**
			*** THOMPSON PARK SKATEPARK PROJECT				
-	100,000	-	018-3200-415.75-10	CAPITAL PROJECTS	-	-	-
-	**100,000**	**-**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
-	**100,000**	**-**	**TOTAL THOMPSON SKATEPARK PROJECT**		**-**	**-**	**-**
			*** THE DALLES DAM TOURS PROJECT				
-	509	45,000	018-3300-415.74.20	VEHICLES	-	-	
-	280	328,312	018-3300-415.75-10	CAPITAL OUTLAY	20,000	20,000	329,200
-	**789**	**373,312**	**TOTAL CAPITAL OUTLAY**		**20,000**	**20,000**	**329,200**
-	**789**	**373,312**	**TOTALTHE DALLES DAM TOURS PROJECT**		**20,000**	**20,000**	**329,200**
			*** PARKING STRUCTURE CONSTRUCTION				
-	-	1,810,933	018-3725-415.75-10	CAPITAL PROJECTS	1,446,264	1,446,264	1,446,264
-	**-**	**1,810,933**	**TOTAL CAPITAL OUTLAY**		**1,446,264**	**1,446,264**	**1,446,264**
-	**-**	**1,810,933**	**TOTAL PARKING STRUCTURE CONSTRUCTION**		**1,446,264**	**1,446,264**	**1,446,264**
			*** FLOUR MILL PROJECT				
484,561	125,927	-	018-3800-415.75-10	CAPITAL PROJECTS	-	-	-
484,561	**125,927**	**-**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
484,561	**125,927**	**-**	**TOTAL FLOUR MILL PROJECT**		**-**	**-**	**-**
			*** 3RD ST. STREET SCAPE				
-	2,500	-	018-3900-415.75-10	CAPITAL PROJECTS	-	-	-
-	**2,500**	**-**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
-	**2,500**	**-**	**TOTAL 3RD ST. STREET SCAPE**		**-**	**-**	**-**
			*** WIFI PROJECT				
-	994	151,925	018-4700-415.75-10	CAPITAL PROJECTS	-	-	-
-	**994**	**151,925**	**TOTAL CAPITAL OUTLAY**		**-**	**-**	**-**
-	**994**	**151,925**	**TOTAL WIFI PROJECT**		**-**	**-**	**-**
2,167,850	**1,100,330**	**13,835,974**	**TOTAL SPECIAL GRANTS FUND OPERATIONS**		**8,652,264**	**8,652,264**	**8,961,464**
3,500	3,500	31,700	018-9500-415.81-01	TO GENERAL FUND	3,500	3,500	3,500
3,500	**3,500**	**31,700**	**TOTAL OPERATING TRANSFERS OUT**		**3,500**	**3,500**	**3,500**
2,171,350	**1,103,830**	**13,867,674**	**TOTAL SPECIAL GRANTS FUND EXPENSES**		**8,655,764**	**8,655,764**	**8,964,964**
6,386,127	**5,721,336**	**-**	**SPECIAL GRANTS FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

Fund:	**State Office Building (021)**
Department:	**State Office Building (22)**
Program:	**Other (419)**

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

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

2012-13 Goals, Projects and Highlights

- Sidewalk repair and tree replacement
- Final Phase of partial carpet replacement project
- Complete computer control upgrade project

2011-12 Accomplishments/Comments

- Completed a section of carpet project
- Painted interior of first floor

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

STATE OFFICE BUILDING FUND

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
47,458	16,206	-	021-0000-300.00-00	BEGINNING BALANCE	-	-	-
190	109	-	021-0000-361.01-00	INTEREST	-	-	-
83,400	83,400	83,400	021-0000-363.80-01	OPERATIONS	83,400	83,400	83,400
46,568	62,006	100,323	021-0000-363.80-02	MAINTENANCE	104,123	104,123	104,123
-	5,000	5,000	021-0000-391.37-00	FROM CAPITAL PROJECTS FUND	5,000	5,000	5,000
177,616	**166,721**	**188,723**	**TOTAL STATE OFFICE BUILDING FUND REVENUES**		**192,523**	**192,523**	**192,523**
			EXPENDITURES				
17,174	31,671	34,932	021-2200-419.11-00	REGULAR SALARIES	36,370	36,370	36,370
9,661	-	-	021-2200-419.12-00	PARTTIME/TEMP SALARIES	-	-	-
16	12	500	021-2200-419.13-00	OVERTIME SALARIES	500	500	500
5,680	7,757	9,064	021-2200-419.21-10	MEDICAL INSURANCE	9,173	9,173	9,173
128	192	102	021-2200-419.21-20	L-T DISABILITY INSURANCE	229	229	229
31	34	35	021-2200-419.21-30	LIFE INSURANCE	35	35	35
805	1,019	1,667	021-2200-419.21-40	WORKERS COMP INSURANCE	2,477	2,477	2,477
1,977	2,417	2,711	021-2200-419.22-00	FICA	2,821	2,821	2,821
3,550	4,276	2,746	021-2200-419.23-00	RETIREMENT	2,801	2,801	2,801
17	100	-	021-2200-419.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
39,039	**47,477**	**51,757**	**TOTAL PERSONNEL SERVICE**		**54,406**	**54,406**	**54,406**
7,618	7,128	9,000	021-2200-419.41-10	WATER & SEWER	8,700	8,700	8,700
3,252	3,297	3,200	021-2200-419.41-20	GARBAGE SERVICES	2,900	2,900	2,900
1,832	1,701	2,500	021-2200-419.41-30	NATURAL GAS	2,000	2,000	2,000
16,971	14,914	17,000	021-2200-419.41-40	ELECTRICITY	15,000	15,000	15,000
44,187	44,187	44,187	021-2200-419.42-00	JANITORIAL SERVICES	44,187	44,187	44,187
36,845	30,149	42,500	021-2200-419.43-10	BUILDINGS AND GROUNDS	40,500	40,500	40,500
97	154	500	021-2200-419.43-45	JOINT USE OF LABOR/EQUIP	500	500	500
-	-	300	021-2200-419.43-70	GENERAL EQUIPMENT	300	300	300
752	5,323	2,000	021-2200-419.43-72	ELECTRICAL SYSTEMS	2,000	2,000	2,000
272	1,388	1,000	021-2200-419.43-73	PLUMBING	1,000	1,000	1,000
2,633	2,883	3,000	021-2200-419.43-75	ELEVATORS	3,000	3,000	3,000
1,266	2,469	2,000	021-2200-419.43-77	HVAC SYSTEMS	2,000	2,000	2,000
-	-	-	021-2200-419.52-10	LIABILITY INSURANCE	-	-	-
3,755	2,673	2,700	021-2200-419.52-30	PROPERTY INSURANCE	5,955	5,955	5,955
168	185	700	021-2200-419.53-30	TELEPHONE	500	500	500
2,636	1,624	2,000	021-2200-419.60-20	JANITORIAL SUPPLIES	2,800	2,800	2,800
88	-	-	021-2200-419.69-50	MISCELLANEOUS EXPENSES	-	-	-
122,372	**118,076**	**132,587**	**TOTAL MATERIALS AND SERVICES**		**131,342**	**131,342**	**131,342**
-	-	4,379	021-9500-419.88-00	CONTINGENCY	6,775	6,775	6,775
-	**-**	**4,379**	**TOTAL CONTINGENCY**		**6,775**	**6,775**	**6,775**
161,411	**165,553**	**188,723**	**TOTAL STATE OFFICE BUILDING EXPENSES**		**192,523**	**192,523**	**192,523**
16,206	**1,168**	**-**	**STATE OFFICE BUILDING FUND - REVENUES LESS EXPENS**		**-**	**-**	**-**

DEBT SERVICE FUNDS GROUP

Description

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

2011-12 Goals, Projects and Highlights

- Fully fund the debt obligations for the fiscal year as follows:
  - FFCO 2009 Debt Svc Fund (044) – debt incurred for Phase I of the West 1st Street, Terminal Way and Bargeway Road Reconstruction LID and to provide a loan to the Columbia Gateway Urban Renewal Agency to pay off the current Urban Renewal bond, fund a reserve for the loan, and provide funds for additional projects, including:
    - ✓ Improvements to the East Gateway and Brewery Grade intersection
    - ✓ Flour Mill Project
    - ✓ Marine Terminal and Festival Area
    - ✓ Streetscape improvements on 1st, 3rd, and Washington Streets
  - FFCO 2008 Debt Svc Fund (043) – debt incurred in 2008 for Public Works Facility relocation and City Hall remodel debt.
  - Water Bond Debt Fund (041) - debt incurred in 2007 by the sale of revenue bonds to:
    - ✓ Build a Clearwell
    - ✓ Build a new 760 reservoir and pump station
    - ✓ Build a new pump station on Morton Street
    - ✓ Enhance the Lone Pine well
    - ✓ Replace the control valves, upgrade the filters, and replace disinfection systems at WICKS
    - ✓ Complete environmental permitting for watershed projects
    - ✓ Build a new pipeline (Eastside Intertie Phases I and II)
  - Wastewater Plant Debt Service Fund (058) – debt incurred in 2003 by the sale of revenue bonds for the reconstruction of the wastewater plant. This bond covered Phase I of the reconstruction.
  - Airport Debt Service Fund (062) – debt incurred in 2003 by the sale of revenue bonds for the construction of a new 22-unit hangar on the Airport property.

2010-11 Accomplishments/Comments

- Made payment of principal and interest on a timely basis for the Wastewater Facilities Bond, the Water Revenue Bond, the FFCO 2008 Bond, the 2009 FFCO Bond, and the Airport Revenue Bond.

City of The Dalles, Oregon
Fiscal Year 2012-13 Budget

DEBT SERVICE FUND SUMMARY

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Revenue/Cost Centers	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
390,263	286,204	293,742	**BEGINNING BALANCE**	323,885	323,885	323,885
186,581	993,939	989,338	**REVENUES**	1,021,011	1,021,011	1,021,011
1,102,845	1,438,534	1,436,598	**OTHER SOURCES**	1,448,066	1,448,066	1,448,066
1,679,690	2,718,677	2,719,678	**TOTAL RESOURCES**	2,792,962	2,792,962	2,792,962
55,751	55,536	134,059	**AIRPORT DEBT SERVICE FUND**	194,474	194,474	194,474
335,605	565,605	561,405	**WATER REVENUE BOND**	568,005	568,005	568,005
303,912	301,928	304,731	**FFCO 2008 DEBT SERVICE FUND**	307,132	307,132	307,132
145,677	944,598	945,913	**FFCO 2009 DEBT SERVICE FUND**	947,563	947,563	947,563
552,540	551,830	553,705	**WASTEWATER REVENUE BOND**	554,105	554,105	554,105
1,393,485	2,419,497	2,499,813	**TOTAL EXPENDITURES**	2,571,279	2,571,279	2,571,279
-	-	-	**CHARGES FOR SERVICES**	-	-	-
-	-	-	**TRANSFER OUT**	-	-	-
-	-	219,865	**CONTINGENCY**	221,683	221,683	221,683
-	-	-	**UNAPPROPRIATED ENDING BAL**	-	-	-
-	-	219,865	**TOTAL OTHER USES**	221,683	221,683	221,683
1,393,485	**2,419,497**	**2,719,678**	**TOTAL EXPENDS & OTHER USES**	**2,792,962**	**2,792,962**	**2,792,962**
286,205	**299,180**	**-**	**FUND TOTAL**	**-**	**-**	**-**

AIRPORT DEBT SERVICE FUND

Issue Date: 04/01/03; Principal Payment Due: 12/01; Interest Payments Due: 12/01 & 06/01

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
60,530	66,321	73,859	062-0000-300.00-00	BEGINNING BALANCE	102,702	102,702	102,702
196	254	200	062-0000-361.00-00	INTEREST REVENUES	200	200	200
61,346	67,457	60,000	062-0000-363.50-00	PROPERTY RENTALS	91,572	91,572	91,572
122,072	**134,032**	**134,059**	**TOTAL AIRPORT DEBT SERV FUND REVENUES**		**194,474**	**194,474**	**194,474**
			EXPENDITURES				
42,000	44,000	46,000	062-6100-470.79-15	BOND PRINCIPAL	156,000	156,000	156,000
13,751	11,536	9,219	062-6100-470.79-25	BOND INTEREST	5,700	5,700	5,700
-	-	-	062-6100-470.79-50	PRINCIPAL PMTS - KLICKITAT COUNTY	25,000	25,000	25,000
-	-	-	062-6100-470.79-60	INTEREST PMTS - KLICKITAT COUNTY	7,500	7,500	7,500
-	-	78,840	062-6100-470.79-80	RSRV FOR FUTURE DEBT	274	274	274
55,751	**55,536**	**134,059**	**TOTAL DEBT SERVICE**		**194,474**	**194,474**	**194,474**
55,751	**55,536**	**134,059**	**TOTAL AIRPORT DEBT SERVICE FUND EXPENSES**		**194,474**	**194,474**	**194,474**
66,322	**78,496**	**-**	**AIRPORT DEBT SERVICE FUND - REVENUE LESS EXPENSES**		**-**	**-**	**-**

WATER REVENUE BOND FUND

Issue Date: 02/22/07; Principal Payment Due: 12/01; Interest Payments Due: 12/01 & 06/01

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
100,400	-	-	041-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	041-0000-361.00-00	INTEREST REVENUES	-	-	-
235,205	565,605	561,405	041-0000-391.53-00	WATER DEPT CAP RESERVE FUND	568,005	568,005	568,005
335,605	**565,605**	**561,405**	**TOTAL WATER REVENUE BOND REVENUES**		**568,005**	**568,005**	**568,005**
			EXPENDITURES				
-	230,000	235,000	041-4100-470.79-15	BOND PRINCIPAL	250,000	250,000	250,000
335,605	335,605	326,405	041-4100-470.79-25	BOND INTEREST	318,005	318,005	318,005
335,605	**565,605**	**561,405**	**TOTAL DEBT SERVICE**		**568,005**	**568,005**	**568,005**
335,605	**565,605**	**561,405**	**TOTAL WATER REVENUE BOND EXPENSES**		**568,005**	**568,005**	**568,005**
-	**-**	**-**	**WATER REVENUE BOND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

FFCO 2008 BOND FUND

Issue Date: 02/20/08; Principal Payment Due: 05/27; Interest Payments Due: 12/01 & 05/27

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
10,017	18	18	043-0000-300.00-00	BEGINNING BALANCE	-	-	-
-	-	-	043-0000-361.00-00	INTEREST REVENUES	-	-	-
124,490	123,671	124,800	043-0000-363.80-00	STATE OFFICE BLDG INCOME	125,801	125,801	125,801
56,476	59,413	59,971	043-0000-391.05-00	FROM STREET FUND	60,444	60,444	60,444
56,473	59,413	59,971	043-0000-391.51-00	FROM WATER UTILITY FUND	60,443	60,443	60,443
56,474	59,413	59,971	043-0000-391.55-00	FROM WASTEWATER UTILITY FUND	60,444	60,444	60,444
303,930	**301,928**	**304,731**	**TOTAL FFCO 2008 DEBT SVC FUND REVENUES**		**307,132**	**307,132**	**307,132**
			EXPENDITURES				
175,000	180,000	190,000	043-4300-470.79-50	PRINCIPAL PMTS	200,000	200,000	200,000
128,913	121,928	114,731	043-4300-470.79-60	INTEREST PMTS	107,132	107,132	107,132
303,912	**301,928**	**304,731**	**TOTAL DEBT SERVICE**		**307,132**	**307,132**	**307,132**
303,912	**301,928**	**304,731**	**TOTAL FFCO 2008 DEBT SVC FUND EXPENSES**		**307,132**	**307,132**	**307,132**
18	**-**	**-**	**FFCO 2008 DEBT SVC FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

2009 FFCO BOND FUND

Issue Date: 10/15/09; Principal Payment Due: 06/01; Interest Payments Due: 12/01 & 06/01

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
-	-	-	044-0000-300.00-00	BEGINNING BALANCE	-	-	
	801,738	-	004-0000-332.50-00	FROM URBAN RENEWAL	-	-	802,938
-	-	-	044-0000-361.00-00	INTEREST REVENUES	-	-	
-	-	380,000	044-0000-380.10-00	LOAN - PRINCIPAL (UR)	390,000	390,000	-
-	-	424,338	044-0000-380.20-00	LOAN - INTEREST (UR)	412,938	412,938	-
105,179	103,156	102,217	044-0000-391.36-00	FROM SPECIAL ASSESSMENT FUND	104,419	104,419	104,419
33,360	32,703	32,421	044-0000-391.53-00	FROM WA CAPITAL RESERVE FUND	33,119	33,119	33,119
7,138	7,002	6,937	044-0000-391.56-00	FROM SW SPECIAL RESERVE FUND	7,087	7,087	7,087
145,677	**944,599**	**945,913**	**TOTAL FFCO 2009 DEBT SVC FUND REVENUES**		**947,563**	**947,563**	**947,563**
			EXPENDITURES				
95,000	435,000	445,000	044-4300-470.79-50	PRINCIPAL PMTS	460,000	460,000	460,000
50,677	509,598	500,913	044-4300-470.79-60	INTEREST PMTS	487,563	487,563	487,563
145,677	**944,598**	**945,913**	**TOTAL DEBT SERVICE**		**947,563**	**947,563**	**947,563**
145,677	**944,598**	**945,913**	**TOTAL 2009 FFCO DEBT SVC FUND EXPENSES**		**947,563**	**947,563**	**947,563**
-	**1**	**-**	**2009 FFCO DEBT SVC FUND - REVENUES LESS EXPENSES**		**-**	**-**	**-**

WASTEWATER UTILITY REVENUE BOND FUND

Issue Date: 05/01/03; Principal Payment Due: 04/01; Interest Payments Due: 10/01 & 04/01

FY09/10 Actual	FY10/11 Actual	FY11/12 Budget	Account Number	Account Description	FY12/13 Proposed Budget	FY12/13 Approved Budget	FY12/13 Adopted Budget
			REVENUES				
219,316	219,865	219,865	058-0000-300.00-00	BEGINNING BALANCE	221,183	221,183	221,183
549	819	-	058-0000-361.00-00	INTEREST REVENUES	500	500	500
552,540	551,830	553,705	058-0000-391.57-00	WASTEWATER CONST	554,105	554,105	554,105
772,405	**772,513**	**773,570**	**TOTAL WASTEWATER PLANT DEBT SVC FUND REVENUES**		**775,788**	**775,788**	**775,788**
			EXPENDITURES				
340,000	350,000	365,000	058-5800-470.79-15	BOND PRINCIPAL	380,000	380,000	380,000
212,540	201,830	188,705	058-5800-470.79-25	BOND INTEREST	174,105	174,105	174,105
552,540	**551,830**	**553,705**	**TOTAL DEBT SERVICE**		**554,105**	**554,105**	**554,105**
-	-	219,865	058-9500-550.88-10	RATE STABILIZATION ACCT	221,683	221,683	221,683
-	**-**	**219,865**	**TOTAL CONTINGENCY**		**221,683**	**221,683**	**221,683**
552,540	**551,830**	**773,570**	**TOTAL WASTEWATER PLANT DEBT SVC FUND EXPENSES**		**775,788**	**775,788**	**775,788**
219,865	**220,683**	**-**	**WASTEWATER PLANT DEBT SVC FUND - REVENUES LESS E**		**-**	**-**	**-**

City of The Dalles, Oregon

SUMMARY OF PROPERTY TAX LEVIES FOR FY12/13

General Fund				
	2011 Estimated Assessed Value			926,980,848
	Permanent Rate	x	$	0.0030155
	Estimated taxes		$	2,795,311
	Less Compression		$	64,186
	Less Appeal Reserves		$	-
	Less uncollectible in year levied		$	195,672
	General Fund taxes to Balance Budget		**$**	**2,535,453**
Total Levies			**$**	**2,795,311**
Estimated Taxes Not to be Received			$	259,858
Total Taxes to Balance Budget			**$**	**2,535,453**

City of The Dalles, Oregon

DETAIL OF ADMINISTRATIVE TRANSFERS TO THE GENERAL FUND FROM PUBLIC WORKS FUNDS FOR FY12/13

	Total	General Fund		Street Fund		Water Fund		W. Water Fund		
Department	Expenditures	%	Amount	%	Amount	%	Amount	%	Amount	% Total
City Council	228,431	75.0%	171,323	5.0%	11,422	10.0%	22,843	10.0%	22,843	100.00%
City Clerk	139,719	60.0%	83,831	8.0%	11,178	13.5%	18,862	18.5%	25,848	100.00%
City Manager	291,177	58.0%	168,883	8.0%	23,294	18.0%	52,412	16.0%	46,588	100.00%
City Attorney	246,717	57.0%	140,629	8.0%	19,737	18.0%	44,409	17.0%	41,942	100.00%
Finance	345,705	34.0%	117,540	11.0%	38,028	28.0%	96,797	27.0%	93,340	100.00%
Utility Billing	169,647	0.0%	-	0.0%	-	54.0%	91,609	46.0%	78,038	100.00%
Technology	246,253	30.0%	73,876	4.0%	9,850	43.0%	105,889	23.0%	56,638	100.00%
Personnel	10,100	65.0%	6,565	10.0%	1,010	12.0%	1,212	13.0%	1,313	100.00%
Court	204,240	100.0%	204,240	0.0%	-	0.0%	-	0.0%	-	100.00%
Comm. Dev.	561,688	100.0%	561,688	0.0%	-	0.0%	-	0.0%	-	100.00%
Police	3,261,105	100.0%	3,261,105	0.0%	-	0.0%	-	0.0%	-	100.00%
City Hall/Trans Center	275,019	100.0%	275,019	0.0%	-	0.0%	-	0.0%	-	100.00%
Code Enforcement	87,337	100.0%	87,337	0.0%	-	0.0%	-	0.0%	-	100.00%
Totals	6,067,138		5,152,036		114,518		434,034		366,550	
										-
Right of Way Planner - 1/2 of personal services costs				50,766	16,753		16,753		16,753	
Infrastructure Inspector/Codes - 1/2 of personal services costs				41,962	13,847		14,267		13,847	
Watershed Patrol- 1/2 of personal services costs***				53,870	-		53,870		-	
Sub Total					30,600		84,890		30,600	
Total Interfund Transfer from Other Funds for Admin Services					**145,119**		**518,924**		**397,151**	

City of The Dalles, Oregon

ALL INTERFUND TRANSFERS FOR FY12/13

	Transferred From:												
	General Fund	Library Fund	Street Fund	St/Bridge Replacment Fund	Special Grants Fund	Special Assessments Fund	Capital Projects Fund	Water Fund	Water Reserve Fund	Wastewater Fund	Sewer Reserve Fund	Sewer Plant Recon/Debt	Total Transfers In
Transferred To:													
General Fund		35,465	145,119		3,500	10,000	30,000	518,924		397,151			1,140,159
Library Fund													-
Street Fund								129,118		135,841			264,959
Unemployment Fund	13,745	2,105	2,022					6,003		3,381			27,256
Special Grants Fund	35,550												35,550
State Office Building Fund							5,000						5,000
Capital Projects Fund	43,230								35,550				78,780
PW Reserve Fund			65,000					30,000		140,000			235,000
Street/Bridge Replacement			30,000										30,000
Water Utility Cap. Reserve								800,000					800,000
Water Bond Debt Svc Fund									568,005				568,005
Sewer Utility Cap. Reserve										343,000			343,000
Sewer Plant Reconstruction										1,200,000			1,200,000
Sewer Bond Debt Svc Fund												554,105	554,105
FFCO 2008 Debt Service Fund			60,444					60,443		60,444			181,331
2009 FFCO Debt Service Fund						104,419			33,119		7,087		144,625
Airport Fund	65,000												65,000
Airport Debt Service Fund													-
Capital Projects Fund													-
													5,672,770
Total Transfers Out:	157,525	37,570	302,585	-	3,500	114,419	35,000	1,544,488	636,674	2,279,817	7,087	554,105	5,672,770

City of The Dalles, Oregon

WAGE RANGES AND SALARIES FOR FY12/13

GENERAL FUND SALARIES		Salary Range			Budgeted	
		Low	High		Salaries	
Adminstration						
	City Manager	0	0		128,684	
	Executive Secretary	3,345	4,114		49,373	
	Intern (PT Temp)				7,875	
					185,932	
City Clerk						
	City Clerk	6,042	7,431		89,173	
					89,173	
Legal and Judicial						
	City Attorney	0	0		101,299	
	Legal Secretary	2,886	3,549		37,289	
	Municipal Court Clerk	2,919	3,555		44,642	(1)
	Municipal Court Judge (2 PT)				27,600	
	Victim Witness Advocate/Asst Court Clerk (PT)	2,802	3,446		24,275	
					235,105	
Finance						
	Director	6,042	7,431		86,155	
	Accountant in Training	3,549	4,365		48,894	
	Account Clerk III	3,065	3,733		44,354	
	Account Clerk I	2,601	3,168		37,647	
	Clerk	2,420	2,947		35,332	
					252,382	
Community Economic Development						
	Director	6,042	7,431		89,173	
	Senior Planner	4,631	5,695		68,344	
	Associate Planner	4,114	5,060		60,722	
	Development Inspector / Project Manager	4,114	5,060		59,691	
	Building Code Enforcement (PT)	2,802	3,446		15,358	
	Administrative Secretary	2,886	3,549		37,565	
					330,853	
Police						
	Chief	6,223	7,654		91,809	
	Captain	5,212	6,411		76,921	
	Sergeant (4)	4,770	5,866		278,530	
	Patrol Officers (17)	4,031	4,850		1,000,234	(4)(5)
	Administrative Secretary	2,886	3,549		42,589	
	Department Secretary (1 FT = 1 PT ($2,000))	2,811	3,381		40,328	
	Evidence Clerk (PT)	13.73\hr	16.89/hr		6,080	
	Holiday Parking Patrol (PT)				2,702	
	Language Incentive				3,000	
	Maintenance Repair Tech	3,258	3,968		2,593	(2)(3)
	Maintenance Worker	2,852	3,473		1,953	
					1,546,739	
City Hall						
	Maintenance Repair Tech	3,258	3,968		20,746	(2)(3)
	Maintenance Worker	2,852	3,473		15,623	
					36,369	
Codes Enforcement						
	Code Enforcement Officer	2,802	3,446		37,565	
					37,565	
IT Department						
	Information Technology Manager	4,770	5,866		68,345	
					68,345	
Animal Control Department						
	Dog Control Officer (PT)	2,802	3,446		18,861	
					18,861	

LIBRARY FUND		Salary Range			Budgeted	
		Low	High		Salaries	
	Director	6,042	7,431		89,173	
	Senior Library Tech	3,062	3,765		44,525	
	Library Clerk II (3)	2,774	3,378		109,911	
	Library Clerk I (2 FT + 5 PT)	2,420	2,947		151,414	
	Maintenance Repair Tech	3,258	3,968		7,780	(2)(3)
	Maintenance Worker	2,852	3,473		5,859	
	Library Page (2 PT)	9.03/hr	11.10/hr		14,078	
					422,740	
SPECIAL REVENUE FUND						
State Office Building						
	Maintenance Repair Tech	3,258	3,968		20,746	(2)(3)
	Maintenance Worker	2,852	3,473		15,624	
					36,370	
(1)	Includes $200 per month for judge pro-tem					
(2)	Includes incentive/certification pay					
(3)	Position divided 40% City Hall, 5% Police, 40% SOB, 15% Library					
(4)	Certification pay included					
(5)	Includes one new hire starting January 1, 2011					

PUBLIC WORKS FUNDS		Salary Range			Budgeted	
		Low	High		Salaries	
	Director	6,233	7,654		91,809	
	Public Works Engineer	5,529	6,800		81,606	
	Engineer in Training	4,114	5,060		60,722	
	Project Engineer	4,770	5,866		70,394	
	Utilities Supervisor (2)	4,770	5,866		138,738	
	Transportation Supervisor	4,770	5,866		70,394	
	Regulatory Comp Supervisor	4,770	5,866		70,394	
	Administrative Assistant	2,886	3,549		42,589	
	Department Secretary	2,601	3,168		37,647	
	Acct Clerk II	2,919	3,555		40,815	
	Equipment Operator (10)	3,169	3,859		463,445	
	Water Quality Manager	5,060	6,223		70,746	
	Bio Lab Technician	3,510	4,275		51,810	
	Lead Certified Operator (5)				16,364	(2)
	Certified Operator (18)	3,258	4,444		920,535	(1)
	Maintenance Worker	2,852	3,405		37,769	
	Part-Time				16,200	
					2,281,977	
(1)	Includes incentive/certification pay					
(2)	Includes 10% for lead worker					