

CITY OF ONTARIO, OREGON ADOPTED BUDGET

FISCAL YEAR 2019-2020



INDEX



Budget Committee and City Officials	1
Community Description.....	2
Budget Message	6
Budget Process	10
Budget Calendar	11
Description of Budgeted Categories	12
Debt Service.....	14
Personnel Summary	15
Organizational Chart.....	16
Resolution Adopting Budget	17
All Funds Summary.....	22
Budget Analysis	28
General Fund Summary.....	42
General Fund Revenues	46
City Administration.....	49
City Council.....	62
Human Resources.....	66
Business Registrations.....	69
Cemetery	73
Community & Economic Development.....	77
Finance	84
Fire & Rescue.....	88
Parks	96
Code Enforcement.....	101
Police Reserve	107
Police	111
Recreation	118
Information Technology.....	123
Marijuana Enforcement Fund	128
Street Fund.....	132
Water Treatment.....	138
Waste Water Treatment	144
Storm Water Treatment.....	151
Golf Fund	156
Grant Fund.....	159
Capital Projects Fund	162
SDC Fund.....	172

INDEX



Debt Service Fund.....	175
Trust Fund.....	178
Reserve Fund	184
Revolving Loan Fund.....	197
Aquatic Donations Fund	200
Aquatic Center	203
Airport	206
Building.....	211



2019-2020 ANNUAL BUDGET

BUDGET COMMITTEE

City Council

Riley J. Hill, Mayor
Dan Capron, Council President
Norm Crume
Ramon Palomo
Freddy Rodriguez
Marty Justus
Michael Braden

Lay Members

Darin Bell
Ken Hart
David Armstrong
LeRoy Cammack
John Hall
Mary Joe Evers
Judy Snyder

CITY OFFICIALS

Adam Brown, Budget Officer
Tori Barnett
Terry Leighton
Jason Cooper
Peter Hall
Dan Cummings
Sheri Smith

Cliff Leeper
Betsy Roberts

Kari Ott

City Manager
City Recorder
Fire Chief
Interim Police Chief
Human Resources Manager
Community Development Director
Technology Supervisor

CH2M, Public Works Director
CH2M, Engineer

Finance Director

CITY OF ONTARIO, OREGON
444 SW FOURTH STREET
ONTARIO, OREGON 97914

COMMUNITY DESCRIPTION



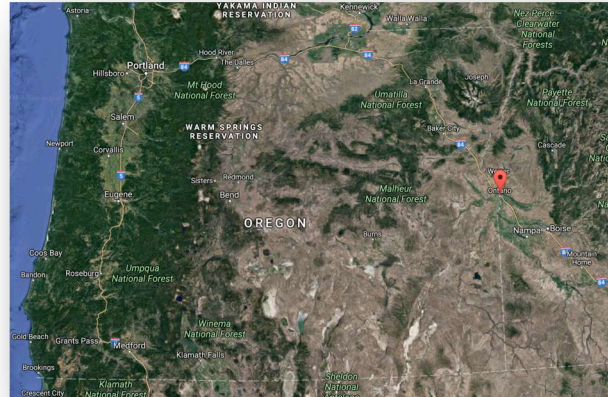
ONTARIO: WHERE OREGON BEGINS

Population: 11,470

Date of Incorporation: 1899

Form of Government: Council/Manager

The City is served by a six-member City Council and Mayor that are all elected to four-year terms. A full-time City Manager administers the affairs of the City for the Council. The Council meets twice a month to conduct city business, exercising legislative, quasi-judicial and administrative powers. They vote on budgets, ordinances and resolutions (legislative), hear various appeals of administrative decisions (quasi-judicial), and provide direction to management staff (administrative). The Mayor presides over Council meetings but, like the other Councilors, has only one vote on Council matters. In this respect, the Council form of government places the duties and responsibilities of directing the City in the hands of a group of elected officials of equal rank and power. Municipal leaders are elected at large and are accountable to the voting public city wide.



Historic: Throughout the years, Ontario has grown from a mere stopping point for cattlemen to a growing town boasting hundreds of large and small businesses, a growing economy, and thousands of homes.

In Ontario's early days, sidewalks were made of boards, and the town was a major shipping point for stock. Cattlemen and their employees availed themselves of the handful of saloons, two stores, and a blacksmith shop and livery stable when they came to town with their herds.

After a coin-flip, Ontario was so named at the request of James W. Virtue, one of its founders, who wished to name the City after his birthplace, Ontario, Canada. In 1883, William Morfitt, Daniel Smith, James W. Virtue, and Mrs. Mary Richardson, all of Baker City, exercised desert land rights under U.S. laws and took up four adjoining sections of desert land. Filings were made June 11, 1883 at Baker City. This was done to locate a railroad station on the land.

After the railroad came to town, William Morfitt, also known as the "Father of Ontario," platted the town site on the railroad's right of way. He also recognized the town needed water, and negotiated with the stockholders of the Nevada Ditch Company to extend their ditch to the new town site for its first crops of hay and grain. The town soon outgrew the supply, and it was not until the spring of 1897 that ditches were made down both sides of Oregon Street, and trees were planted alongside them to shade the street.

COMMUNITY DESCRIPTION



The Oregon Short Line was built from Granger to Huntington in 1883. A station was established in Ontario in the winter of 1884-85. The largest stockyards were established on the Ontario Short Line Rail Road, and nearly all stock and wool shipments made from Harney and Malheur Counties were forwarded by the Ontario Short Line from Ontario. In June 1899, the average of daily shipments of cattle alone was valued at \$25,000, a total of \$750,000 a month. The railroad was short 500 cars on its cattle orders, so two or three trainloads were forwarded daily and cattle came from as far inland as Crook County.



Morfitt negotiated for a train depot at the new town site of Ontario, and had to give Robert Strahorn, of the Idaho and Oregon Land Improvement Company, two-thirds of a land claim to get the promise, but the depot was to be built in Ontario.

Morfitt built a store, the first in town, and his father built the first residence in Ontario in 1883. The following year, 1884, a post office was granted south of town. The first Ontario City Hall was located directly west of where the post office sits today. Ten years later, in 1894, the first schoolhouse was erected with about 50 children in attendance.

With each coming year, the town continued to grow in size. In January 1895, the Ontario News reported: Ontario has made the most growth, in proportion to population, then any other town on the Oregon Short Line. Just a year earlier the population was 105, but now, in 1895, it exceeded 300.

As early as 1895, officials from Malheur and Payette Counties began efforts to build a bridge across the Snake River. Ontario businessmen actively supported the new bridge, but businessmen in neighboring Idaho towns were just as violent in their opposition to the construction, even taking the argument to the U.S. Congress, attempting to have the bridge ruled out because the river was navigable.

In 1896, enough businesses were interested in petitioning for incorporation. The first city officials elected were Mayor E.H. Test, along with Councilmen J.T. Clement, H.T. Husted, J.A. Lackey, G.A. Pogue, E.C. Bunch and J.M. Brown. Also elected was City Recorder was G.W. Mellinger, A.W. Porter as Treasurer, and L.H. Moore was named City Marshall. With no city building available, most of the meetings were held in available business locations. During Test's administration, the first jail was built for \$100. The first order of business was passage of Ordinance No. 1, regulating the sale of alcohol in 'less quantity than one gallon.' Ordinance No. 2, adopted October 29, 1896, established the date, time and location of City Council Meetings. Ontario became incorporated February 11, 1899.

In 1899, it was estimated more than \$1.5 million worth of cattle was shipped from Ontario. It was also during this year that a fire swept through Ontario, destroying the town's seven original buildings – a total estimated loss of \$12,050.

By 1900, the population of Ontario grew to 445 and by 1902 it was nearing 700. Early settlers and pioneer immigrants found work in mining and in the livestock industry.

COMMUNITY DESCRIPTION



The first library was started with \$75, and with help from the State Library Board, new books were ordered, however, there was no place to put them. A small shop was offered to house the library and was furnished with a small homemade table and chairs. The library remained at that location for seven years. The first librarian was Miss Locey. For years, one of the highlights of the social season was the "Library Ball", a formal affair with the only admission being the gift of a book or two for the library.

City streets used to be notoriously muddy in the winter and sandy in the summer. Freight teams hauling cargo from Ontario to Burns during the winter could barely make it through the streets, and every available horse was added to the team to get supplies from the railroad depot.

In the '30s and '40s, Ontario made it through the Great Depression, but times were indeed difficult for many back then. Although hardly anyone had much money, the food supply was usually good, according to historians. Because of the climate and growing seasons, families could grow much of what they ate.

Automobiles didn't completely replace the horse and buggy in the early years because the roads were still so bad in the winter. Horses were the only ones still able to make it through the town's muddy streets.

Ontario, the major city of Malheur County, is located in the northeastern corner of the seventh largest county in the nation, bordering Idaho and the Snake River on the east. It is called the "gateway" to the northwest and the Capitol of Eastern Oregon.



Ontario has one of the most livable year-round climates in the nation. It has a low 30% to 50% humidity, sunshine in abundance, precipitation of 8.5 inches annually, including 5-7 inches of snow, which usually only lasts a few days to a week. There is a mean temperature of 53° that seldom drops below zero in winter or above 100° in the summer months.

Water collected in the streams and reservoirs from higher watersheds now provides irrigation, which, along with plenty of sunshine, is conducive to the area's record-breaking crops. The small amount of rain and snow in the valleys results in lack of interference in the planting, cultivating and harvesting of crops and conducting industrial manufacturing and construction projects. Even today, Ontario remains a leader in produce packing and agriculture.

Ontario has five major highways. Interstate 84 North with three interchanges into Ontario carries a surprisingly large percentage of the tourists to the west and north. Traffic into Ontario from both the east and west is the heaviest in the state per population.

COMMUNITY DESCRIPTION



Ontario serves a natural trade area of some 55,000+ people, and from cancelled checks and other data, show it reaches out as far as 100 miles south, west and north and to a more concentrated area east into Idaho.

The Ontario public school system has five elementary schools, one state-sponsored charter school, one middle school and one high school. Treasure Valley Community College, established in 1962, serves youth, adults and seniors with its myriad of programs on its 90-acre campus, and is located in the center of the City.

For the amateur geologist, mineralogist, paleontologist or any rock hound, Malheur County offers a wealth of material in its natural setting. Agatized and jasperized wood of gem quality, agates, agate-filled nodules or thunder eggs, fossils, moissanite, obsidian, agatized peat bog, fossilized invertebrates and quartz crystals have been found in accessible spots in various parts of the county.

Lake Owyhee is located an hour's drive from Ontario. The area has two state parks with tourist facilities.

Local activities today include Ontario's recreation program, parks, baseball parks, lighted baseball fields and a skate park. Water skiing, boating and other activities are provided at boat docks and other facilities on the adjacent Snake River and nearby lakes. Several snow skiing resorts are located just miles away. Hunting enthusiasts find chukar, pheasant, dove, quail, duck, geese, deer, elk and large game. Fishermen have their choice of trout, steelhead, crappies and bass in nearby lakes and streams.

The total land area of the City of Ontario is 2,492 acres. The distribution of the land is as follows: The majority of land is zoned residential (33%), and encompasses most of the north and west of Ontario. Industrial lands are primarily found in and around the airport and along the railroad. Together they make up 19% of the developable area. Finally, commercial property located downtown, along Interstate 84 and along Highway 201 makes up 21% of land.

Today, Ontario's population is 11,465 and the City serves as a commercial hub for the Treasure Valley. The City Limits take in 4.53 square miles, and the Urban Growth Boundary covers 7.3 square miles. While Ontario has steadily grown over the last 103 years, and will see future growth, it maintains its small-town character and continues to be a great place to live and raise a family.

Local historians throughout history have said, "Ontario is the best city in Oregon -in this nation- to live." The four original founders believed that, too, making Ontario, "Where Oregon Begins."

(Information gathered from "The Illustrated History of Baker, Grant, Malheur and Harney Counties," Argus Observer articles and historical accounts from Ontario residents and ancestors of the original founders.)



CITY OF ONTARIO, OREGON BUDGET MESSAGE

Fiscal Year 2019-2020

To the Honorable City Council and Budget Committee:

On behalf of the staff of the City of Ontario, I present to you a budget for the fiscal year (FY) beginning July 1, 2019, and concluding on June 30, 2020. The city continues to live within its means. The Budget Committees' goal of creating a budget in FY2019 that is sustainable in FY2020 was successful. This budget focuses on quality of life issues as a result of the city council's strategic planning efforts.

Our budget philosophy is to estimate revenues conservatively and estimate expenditures securely so that we never end in a negative position. Population estimates for the community estimate growth of residents modestly at five (5); however, work is moving forward on residential housing, which is desperately needed. Ontario's Housing Incentive Program has brought speculation building with successful sales of the homes built. Housing vacancy in both home owner occupied units and rentals is at an all-time low between 3% and 4%. Our economic growth has outpaced our resident population. The retail sector continues to grow adding more than 80 jobs this year.

Strategic Planning

The Ontario City Council held a strategic planning session in February of 2019, organized and facilitated internally by staff to provide guidance for future year's budgets. The resulting priority focus areas were Desirability, Lifestyle, Growth, Beautification, and Education as shown in greater detail in the graphic to the right. All of the new proposals in this budget tie back to one of these five (5) goals.

Accomplishments

The City was successful in obtaining a grant for over \$298,000 from the Oregon Parks and Recreation Department for our Splash Park. This allowed us to complete the Splash Park in Fiscal Year 2019. The total project cost around \$1 million with only \$110,000 coming out of





local taxpayer's hands. The city received \$185,000 in cash donations and around \$44,000 in in-kind labor or material donations.

By creating a side account and contributing \$949,445 we reduced our annual required contribution by \$58,000 in the first year and even greater savings afterwards. We plan on putting that right back into the side account to continue to open up long term financial capacity.

Marijuana Dispensary Legalization

Ontario voters approved Ballot Measure 23-61 which legalized both recreation and medical marijuana within the city limits and imposed a 3% tax on the sale of recreational marijuana. We expect the 3% local tax to bring in approximately \$750,000 per year. The state also returns 10% of the state marijuana tax as revenue sharing to local governments. We anticipate the state revenue sharing to be approximately \$250,000 per year, which must go to law enforcement.

In preliminary meetings with the Budget Committee, we agreed on a strategy to use new revenues in long-term sustainable ways. We expect that legalization will spread over time either state by state or federally. For this reason we have proposed new monies from marijuana taxes be used to invest in our community and pay down debt, not for operating expenses or new programs.

Recreation District Passage

The Budget Committee and City Council agreed to fund the Recreation Department to see if voters would permanently fund a Recreation District. Measure 23-60 passed in November 2018, which created a Recreation District coterminous with the boundaries of the Ontario 8C School District. Having passed, but without funding until the latter part of 2019, the Council allowed the department to continue operating through the end of the fiscal year on revenues brought in through June of 2019 and expenditure savings from the first half of the year. This allows for a seamless transition.

Personnel Changes

Revenues from annual marijuana business license fees will be used to conduct inspections. These inspections will be done cooperatively by the Police and Fire Department. Part of the revenues will be used to return the Fire Chief's Administrative Assistant to full time and to pay for half of the Code Enforcement Officer that was cut in 2019. We propose to use the General Fund to pay for the remaining amount needed to bring that part time Code Enforcement Officer to full-time. Impacting the desirability and beautification strategies, this addition seemed warranted.

State Revenue Sharing from marijuana tax will fund two police officers. One will be used to even the red and blue team patrol officers and the other for a Detective. Between these two officers and code enforcement, the Ontario Police Department will see an increase of 3 full-time employees.

BUDGET MESSAGE



Our non-union wages have gotten behind and our practice is not in line with city policy. Oregon's Pay Equity Act requires us to have a defensible justification for pay disparities. Accordingly, we have created a classification and compensation plan in-house, saving consulting costs. Changes to some non-union personnel salaries have been incorporated in this budget. It is proposed that non-union employees receive a minimum of 3% market adjustment. Non-union employees received no compensation increase in 2019, while police and fire unions received a minimum of 2% per year.

Continuation of PERS Strategy

The city established a PERS side account with the State of Oregon during Fiscal Year 2019 making an initial deposit of \$949,445. We have proposed a multifaceted approach to continue paying down our PERS Unfunded Accrued Liability. An actuarial evaluation was conducted as part of establishing the side account. As a result of the payment, PERS reduces the rates per employee. Rather than paying less now, we have proposed continuing to pay the same amount budgeted for both this year and next. We have also recommended the use of a portion of the previous year's fund balance for a total side account contribution of \$639,668.

Capital Plan

We are focusing much of our capital plan on quality of life issues due to the Council's priorities. To address the Beautification and Growth Strategies we have put together a phase one plan to make our downtown more attractive. Phase one will include additional ground planter boxes, hanging planters, and decorative benches consistent with the downtown plan. Jacobs will pick up the watering of the planters as a part of negotiating their annual fee.

A robust trail plan has begun to address the Lifestyle Strategy. The Budget Committee funded the design of the Treasure Valley Connector Trail last year. The city will apply for the Recreation Trail Program through the State of Oregon in FY2020 with hopes of beginning construction if the grant is awarded. Also, \$25,000 has been set aside for pre-engineering planning of the future Snake River Trail going from the city's water plant northward to the State Park. An additional \$15,000 will be set aside for conceptual planning of a public entertainment space at Depot Park.

Playground Equipment and Parks Improvements will begin to address the Desirability Strategy. We have proposed working with our Service Clubs that sponsor city parks to upgrade playground equipment or make improvements. We have budgeted \$10,000 for both Lion's Park and Kiwanis Park to match any money fundraised by their clubs for improvements or playground equipment. We have also proposed funding for improvements to the Beck Park Bathroom and tennis courts which are in desperate need of repair.

BUDGET MESSAGE



We have proposed funding for utility extensions out to the Airport, which includes fiber and wastewater service. Providing these utilities to the airport will prime development. This supports the Council's Growth Strategy.

Also addressing the Growth and Desirability Strategies, we have proposed increases to road funding. A new crack fill machine is recommended as well as crack fill material. We have proposed \$150,000 in chip sealing. Both crack fill and chip sealing budgets can be increased next year after needed equipment is purchased this year. A Transportation Growth Management (TGM) plan will also be complete this fiscal year due to successfully acquiring state grant dollars. This will help us better plan for improvements to bike flow around town and vehicular improvements on East Idaho.

Appropriations

New marijuana revenues allow us to fund non-departmental appropriations that were previously cut. We have recommended appropriations to the Snake River Transit Malheur Express which goes to our Growth Strategy. Returning appropriations to Poverty to Prosperity and also to the Malheur County Fair Grounds supports our Education Strategy.

Efficiency

With new talent filling position vacancies, we were able to rebuild the city website internally, saving approximately \$20,000 from previously quoted bids. The new website is expected to go live on July 1, 2019.

During the past four budget cycles we have tried to fund conversion to a Microsoft Exchange platform which would provide incredible efficiencies. It has not been affordable until this year. Switching to Office 365 and Microsoft Exchange will cost approximately \$14,122. This will allow us to increase storage and have the most current versions of software for computers and mobile devices.

Summary

We find ourselves in a rare position to appropriately use new money to better position our city for the future. We believe we have come up with a budget that reflects the Council's goals and which is also sustainable.

Sincerely,

A handwritten signature in blue ink, appearing to read "Adam J. Brown".

Adam J. Brown
City Manager



THE BUDGET PROCESS

1. **Appoint Budget Officer.** As designated in the City's Charter, the budget officer is the City Manager. *ORS 294.331*
2. **Prepare Proposed Budget.** The budget is prepared under the direction of the City Manager. *ORS 294.331*
3. **Publish Notice of Budget Committee Meeting.** The notice of budget committee meeting is published twice in The Argus Observer separated by no less than 5 days with the first publication being no later than 30 days prior to the meeting and the final publication being no earlier than 5 days prior to the first meeting. Alternatively, one publication in The Argus Observer not more than 30 days prior plus posting on the City's website not more than 10 days prior to the budget committee meeting. Newspaper notice must contain Internet Website address at which the notice is posted. *ORS 294.426*
4. **Budget Committee Meets.** When the proposed budget is provided to the budget committee members, it then becomes a public record and a copy is available for public inspection at City Hall (444 SW 4th Street). The proposed document can be distributed at any point prior to the first meeting. The budget message, which is delivered at the first meeting, explains the proposed budget and significant changes in the City's financial position. The budget committee may meet as many times as necessary to go through the budget and make any revisions they deem appropriate. Budget committee meetings are open to the public. *ORS 294.426*
5. **Budget Committee Approves Budget and Authorizes the Levy of Taxes.** When the budget committee is satisfied with the proposed budget, including any revisions, it is then approved. *ORS 294.428*
6. **Budget Summary & Notice of Budget Hearing Published.** After the budget has been approved by the budget committee, a budget hearing must be held and a summary of the budget must be published in The Argus Observer 5 to 30 days prior to the scheduled hearing date. *ORS 294.438 & ORS 294.448*
7. **Budget Hearing.** The purpose of the budget hearing is to listen to citizens' testimony on the budget approved by the budget committee. *ORS 294.453*
8. **Adopt Budget, Make Appropriations & Levy Tax.** The resolution to formally adopt the budget must occur no later than June 30. This resolution, when signed, gives the City the authority to spend the funds appropriated in the Adopted Budget beginning with the new fiscal year (July 1). *ORS 294.456*
9. **File Budget & Certify Levy.** The City must deliver two copies of the Adopted Budget to the County Assessor for filing and certification of the tax levy by July 15.
10. **File Complete Budget Document.** The City must deliver a complete copy of budget document to the Malheur County Clerk by September 30. *ORS 294.458*

When the above steps are completed and the new fiscal year has begun, the City is limited to spending only the amounts appropriated in the Adopted Budget. If it becomes necessary to exceed those amounts, the City will either need to make appropriation transfers or prepare a supplemental budget.

TRANSFERS – Appropriation transfers enacted by a Resolution must be 15% or less of appropriations and can be made from any fund to another fund.

SUPPLEMENTAL BUDGETS – The City may amend the current budget by adopting a supplemental budget at a regular public meeting which was published not less than 5 day prior if the expenditures being adjusted are 10% or less than the annual budget of the fund being adjusted. If the expenditures are greater than 10%, the supplemental budget must be published and a special hearing held. *ORS 294.471*

The final phase of the budget process is an audit of the previous fiscal year. The auditor examines the financial record and activities of the City and prepares an audit report. The audit report includes financial statements and the auditor's opinion of the financial statements. The report also contains the auditor's comments on the City's compliance with legal requirements.

2019-2020 BUDGET CALENDAR



Departments prepare requested budget documents	January 4, 2019
Preliminary Budget Committee Meeting	January 29 – 30, 2019
Departments turn in budget documents to Finance Department	February 1, 2019
Budget narrative and performance measures completed	February 8, 2019
Finance Department prepares requested/proposed budget	February 1 – February 15, 2019
Review budget between Finance Director, City Manager, and Assistant to City Manager	February 15, 2019
Proposed budget reviewed with departments	February 15 – March 1, 2019
Budget priorities with City Council	March 7, 2019
Publish first notice of Budget Committee Meeting (5 – 30 days before meeting)	April 8, 2019
Proposed budget made available to Budget Committee and Public	April 9, 2019
Publish second notice of Budget Committee Meeting (5 days before meeting)	April 15, 2019
Budget Committee Meetings (Budget Committee approves budget; Budget Committee approves state revenue sharing)	April 23, 24, 25, 2019
Prepare budget summary	May 7, 2019
Publish budget summary and notice of Budget Hearing (5 – 30 days before hearing)	May 14, 2019
Public Hearing by City Council	May 21, 2019
City Council adopts budget, makes appropriations, imposes taxes, and categorizes taxes, election to receive state revenues	May 21, 2019
Certify taxes to County Assessor	By July 15, 2019
File budget document with County Clerk	By September 30, 2019



CITY OF ONTARIO

DESCRIPTION OF BUDGETED CATEGORIES

<i>Budget Category</i>	<i>Description with actual examples and/or (definition)</i>
<u>REQUIREMENTS</u>	
Personnel Services	Salaries, Overtime, Seasonal & Temporary, and associated Fringe benefits such as Social Security, PERS Retirement, Health and Life Insurance.
Materials & Services	Costs such as Utilities, Parts & Supplies, Professional Services, Training & Education, Insurance, Postage, Small Tools & Equipment, Repairs & Maintenance, etc.
Capital Outlay	Acquisition or construction of buildings, improvements, machinery, equipment and land with a cost of \$5,000 or more and a life expectancy of more than one year.
Debt Services	Dollars set aside for repayment of principal and interest obligations.
Interfund Transfers	Amounts distributed from one fund to finance activities in another fund shown as an expenditure in the originating fund and as a revenue in the receiving fund.
Contingency	Money budgeted and appropriated and must be transferred to another appropriation by resolution or supplemental budget before it can be spent.

BUDGET DESCRIPTIONS



Reserved for Future

Dollars that are not appropriated that identifies funds to be “saved” for use in future years. A supplemental budget is required to expend these funds in the current budget year.

Unappropriated

Dollars that cannot be spent or appropriated until the following budget year, except in an emergency situation created by civil disturbance or natural disaster.

DEBT SERVICE



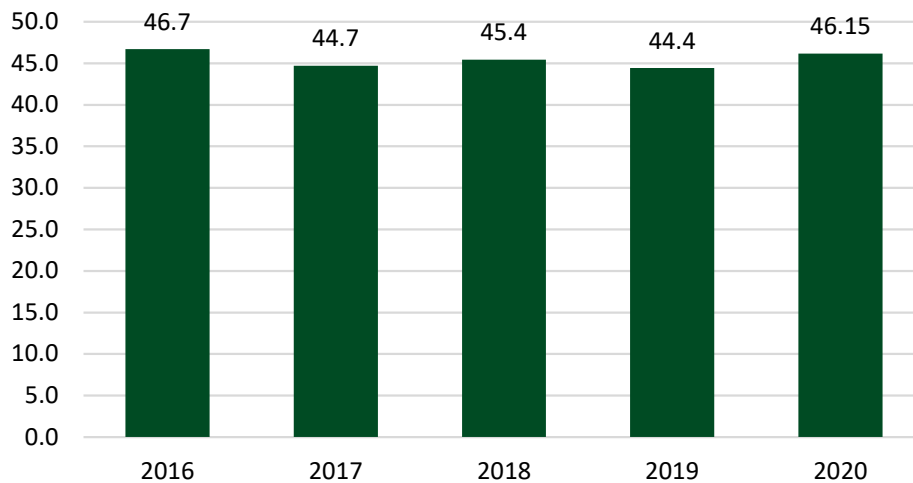
DEBT SERVICE 2019-2020						
FUND	DESCRIPTON	ORGINAL AMOUNT	BALANCE JULY 1	2019-2020 PAYMENT	BALANCE JUNE 30	LAST PAYMENT DUE
WATER FUND	OECD WTP UPGRADE	2,772,333.00	2,601,398.00	272,774.32	2,454,426.00	12/1/2031
SEWER FUND	OECD WW IMPROVEMENT PROJECT	2,717,515.00	2,567,199.00	247,479.75	2,446,020.00	12/1/2033
DEBT FUND	LID 44 & 45	830,650.00	27,688.43	29,642.36	0.00	9/1/2019
STREET FUND	STREET SWEEPER LEASE	298,850.00	61,176.54	63,175.54	0.00	4/18/2020
GENERAL FUND	POLICE CAR LEASE *(ESTIMATED)	180,959.50	0.00	39,085.01	141,874.49	7/1/2023
	Total Debt	6,800,307.50	5,257,461.97	652,156.98	5,042,320.49	



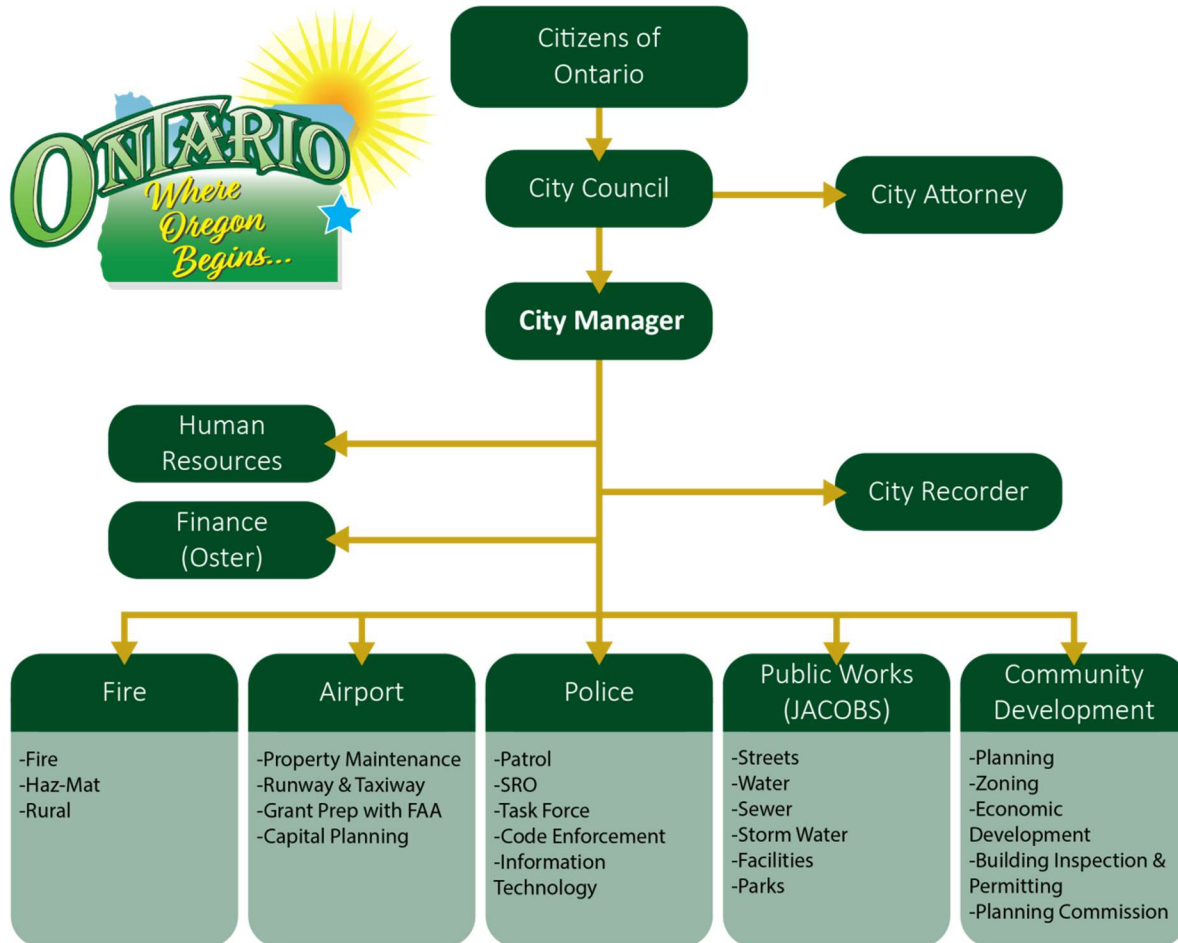
PERSONNEL SUMMARY

Department	2016	2017	2018	2019	2020
Administration	1.5	3	3	4	4
Human Resources	1	1	1	0	0
Community Development	1.1	1.1	1.1	1.1	1
Finance	3	0	0	0	0
Fire	10	10	10	9.5	10
Code Enforcement	1.5	1.5	1.5	1	2
Police	24.15	24.15	24.15	24.15	24.15
Recreation	1.5	2	2	2	0
Technology	1.05	1.05	1.05	1.05	1.05
Total General Fund	44.8	43.8	43.8	42.8	42.2
Building Fund	0.9	0.9	0.9	0.9	1.25
Airport Fund	0	0	0.7	0.7	0.7
Public Works	1	0	0	0	0
Marijuana Enforcement Fund	0	0	0	0	2
Grand Total	46.7	44.7	45.4	44.4	46.15

CITY OF ONTARIO FTE HISTORY



ORGANIZATIONAL CHART





RESOLUTION 2019-119-C

A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2019-2020

WHEREAS, The Ontario City Council approved Resolution #2019-119 on May 21, 2019 Adopting the Budget, Imposing and Categorizing Taxes; and

WHEREAS, The original resolution needs to be amended to change the appropriation categories by fund to split out by program; and

WHEREAS, Imposing and categorizing taxes remains the same as the original resolution; and

WHEREAS, The Ontario City Council wishes to amend the original resolution to split out the appropriation categories differently, the total budget figures aren't changed.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Ontario City Council hereby adopts the annual budget for Fiscal Year 2019-2020 in the total of \$33,716,683 now on file at Ontario City Hall.

BE IT RESOLVED that amounts for the annual budget for the fiscal year beginning July 1, 2019, and for the purposes shown below are hereby appropriated as follows:

001 - GENERAL FUND	Appropriated Budget 2019-2020
Administration	\$480,147
Administrative Overhead	340,054
City Council	25,569
Non-Departmental Appropriations	30,000
Business Registrations	1,100
Cemetery	143,470
Community Development	210,541
Finance	239,123
Fire	1,575,965
Police Reserve	7,000
Code Enforcement	211,534
Parks	270,562
Police	3,547,211
Technology	127,924
Capital Outlay	24,000
Interfund Transfers	912,327
Debt Service	39,086
Contingencies	282,930
TOTAL REQUIREMENTS.....	\$8,468,543
* <i>Unappropriated Ending Fund Balance</i>	<i>\$1,500,000</i>

002 – MARIJUANA ENFORCEMENT FUND	Appropriated Budget 2019-2020
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Public Safety – Marijuana Enforcement

Personnel Services	\$237,055
Materials & Services	\$10,000
Interfund Transfers	\$2,945
TOTAL REQUIREMENTS.....	\$250,000

010 - GRANT FUNDS	Appropriated Budget 2019-2020
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Airport Improvements	\$ 92,500
Community Development Block Grant	328,873
Brownfield Grant	300,000
TOTAL REQUIREMENTS.....	\$721,373

027 – BUILDING FUND	Appropriated Budget 2019-2020
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Building Program

Personnel Services	\$156,145
Materials & Services	31,373
Interfund Transfers	1,951
Contingencies	29,278
TOTAL REQUIREMENTS.....	\$218,747

030 - CAPITAL PROJECTS FUND	Appropriated Budget 2019-2020
------------------------------------	----------------------------------

Special Projects	\$1,000
Public Works – Utility Capitalization Fee	710,000
E. Idaho Avenue	68,704
Park Improvements	6,000
Fire Apparatus	100,000
Amphitheater	15,000
Contingencies	2,304,198
TOTAL REQUIREMENTS.....	\$3,204,902

031 - SDC FUND	Appropriated Budget 2019-2020
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System Development Charge Projects	\$430,000
TOTAL REQUIREMENTS.....	\$430,000

035 - DEBT SERVICE FUND	Appropriated Budget 2019-2020
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Debt Service	\$29,027
TOTAL REQUIREMENTS.....	\$29,027

045 - STREET FUND	Appropriated Budget 2019-2020
Street Maintenance	\$3,368,368
Debt Service	63,176
TOTAL REQUIREMENTS.....	\$3,431,544

050 - TRUST FUNDS	Appropriated Budget 2019-2020
Chamber of Commerce	\$183,695
OSS Mitigation	152,936
Visitors & Convention Bureau	297,125
TOTAL REQUIREMENTS.....	\$633,756
* <i>Unappropriated Ending Balance</i>	<i>\$163,972</i>

055 - RESERVE FUNDS	Appropriated Budget 2019-2020
Insurance Claims	\$90,564
Bike Path and Trails	\$379,828
Emergency Equipment	120,803
Public Safety	243,207
Public Works	260,000
PERS Side Account	1,225,588
Economic Development Infrastructure	93,733
Interfund Transfers	123,175
Contingencies	1,588,415
TOTAL REQUIREMENTS.....	\$4,125,313

060 - REVOLVING LOAN FUND	Appropriated Budget 2019-2020
Materials & Services	\$494,022
TOTAL REQUIREMENTS.....	\$494,022

105 - WATER FUND	Appropriated Budget 2019-2020
<i>Water Treatment</i>	
Personnel Services	\$600
Materials & Services	2,132,876
Capital Outlay	537,000
Debt Service	272,775
Interfund Transfers	681,094
Contingencies	888,270
TOTAL REQUIREMENTS.....	\$4,512,615

110 - SEWER FUND	Appropriated Budget 2019-2020
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<i>Wastewater Treatment</i>	
Personnel Services	\$600
Materials & Services	2,155,546
Capital Outlay	180,000
Debt Service	247,480
Interfund Transfers	489,208
Contingencies	3,446,569
TOTAL REQUIREMENTS.....	\$6,519,403

115 - STORM SEWER FUND	Appropriated Budget 2019-2020
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<i>Storm Sewer</i>	
Personnel Services	\$25
Materials & Services	88,868
Capital Outlay	80,000
Interfund Transfers	22,785
Contingencies	368,883
TOTAL REQUIREMENTS.....	\$560,561

120 – AIRPORT FUND	Appropriated Budget 2019-2020
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<i>Ontario Municipal Airport</i>	
Personnel Services	\$53,358
Materials & Services	\$61,834
Transfers	1,685
TOTAL REQUIREMENTS.....	\$116,877

Total Appropriations, All Funds	\$33,716,683
*Total Unappropriated and Reserve Amounts, All Funds	\$1,663,972
TOTAL ADOPTED BUDGET	\$35,380,655

IMPOSING THE TAX

BE IT RESOLVED THAT THE Ontario City Council hereby imposes the taxes provided for in the adopted budget at the of \$4.8347 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2019-2020 upon the assessed value of all taxable property within the district.

CATEGORIZING THE TAX

BE IT FURTHER RESOLVED that the Ontario City Council categorizes the taxes as follows:

General Government Limitation	Excluded from Limitation
General Fund \$4.8347 / \$1,000	\$0.00

EFFECTIVE DATE: Effective July 1, 2019.

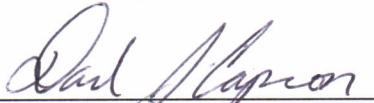
PASSED AND ADOPTED by the City Council of the City of Ontario this 18th day of June, 2019, by the following vote:

AYES: RODRIGUEZ, JUSTUS, PALOMO, CAPRON, BRADEN, CRUME

NAYES: NONE

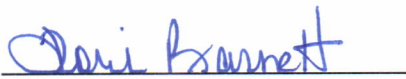
ABSENT: HILL

APPROVED by the Council President this 18th day of June, 2019.



Dan Capron, Council President

ATTEST:

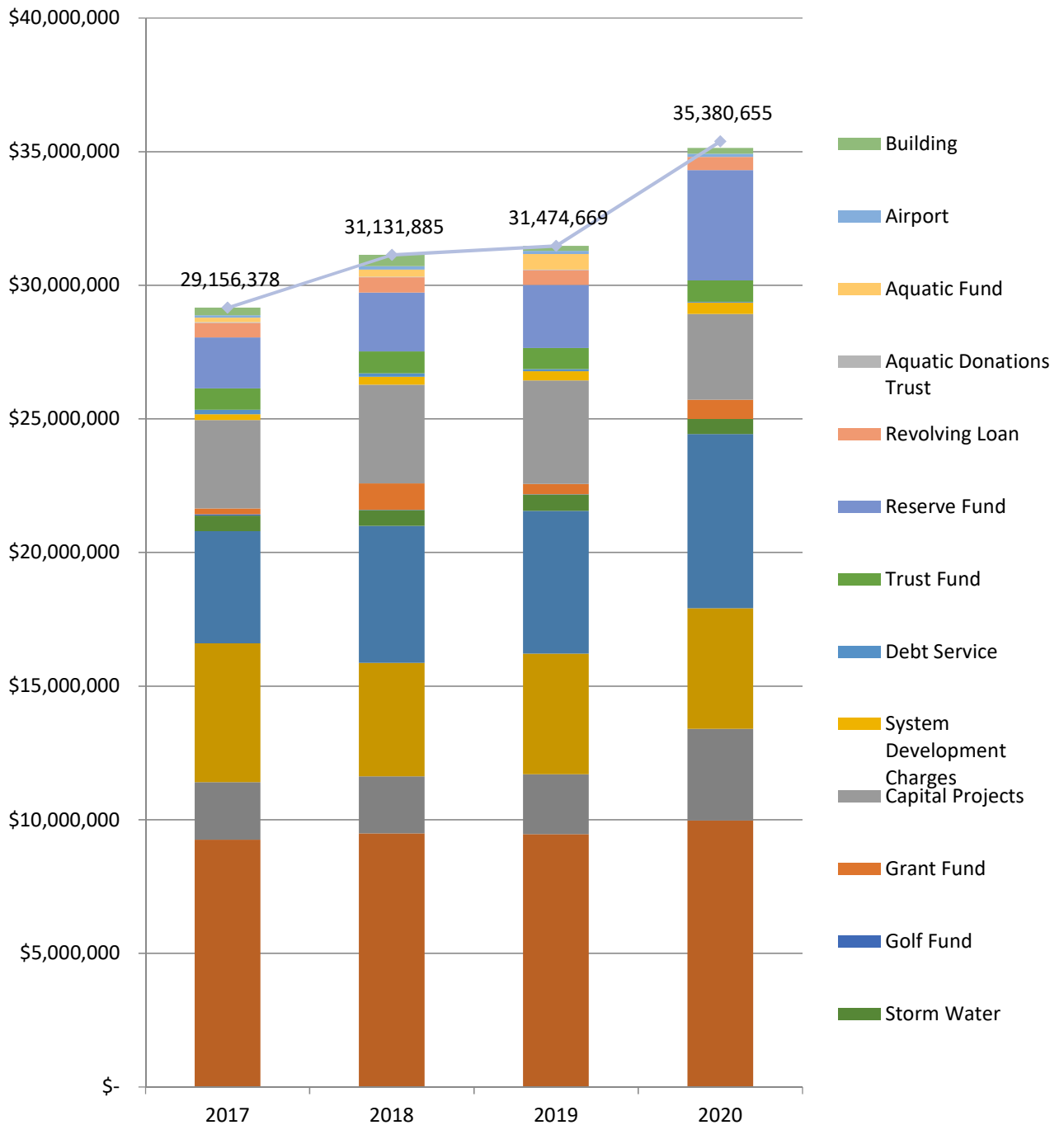


Tori Barnett, MMC, City Recorder



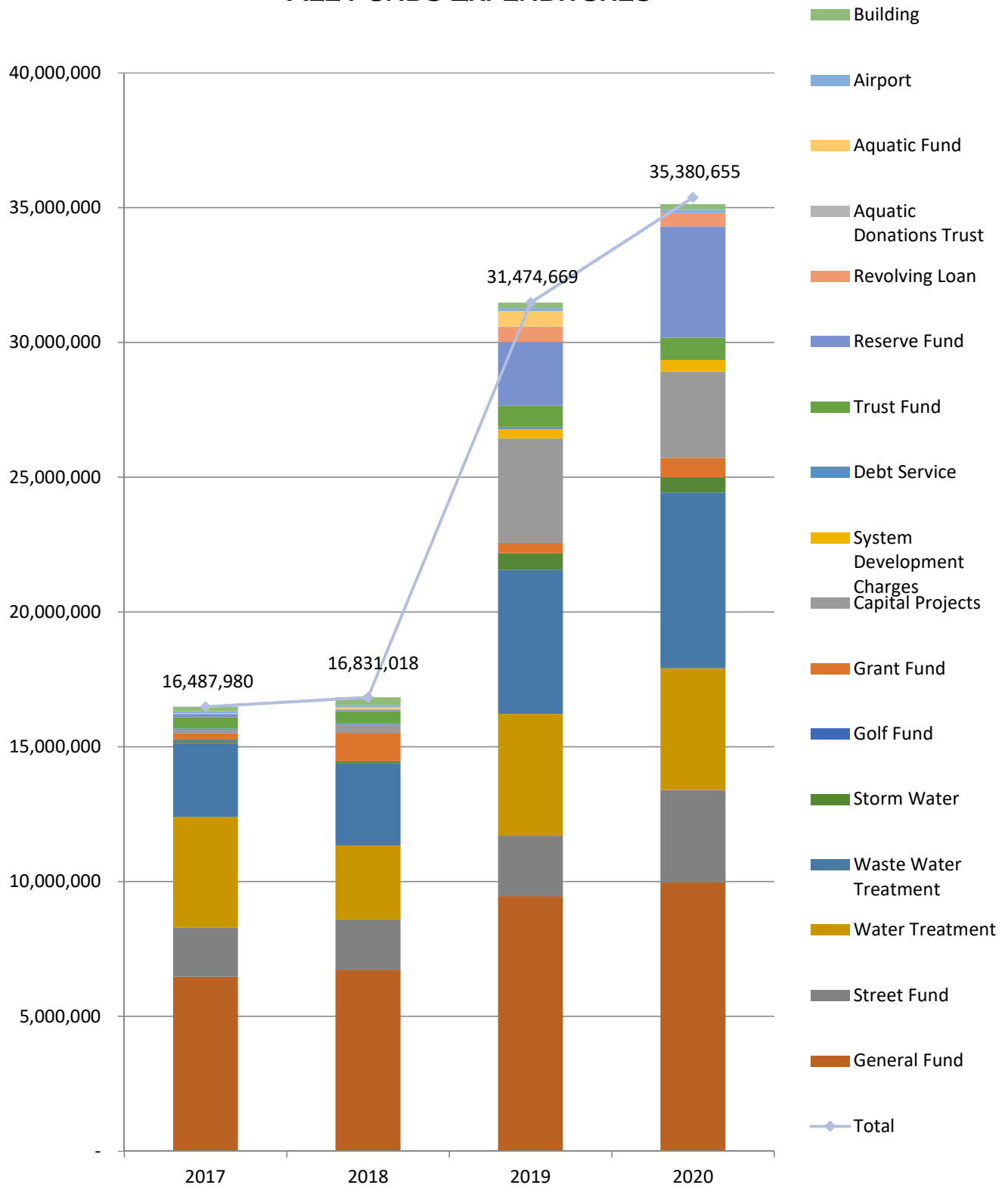
CITY OF ONTARIO 2019-2020 BUDGET

ALL FUNDS REVENUES





ALL FUNDS EXPENDITURES



ALL FUNDS

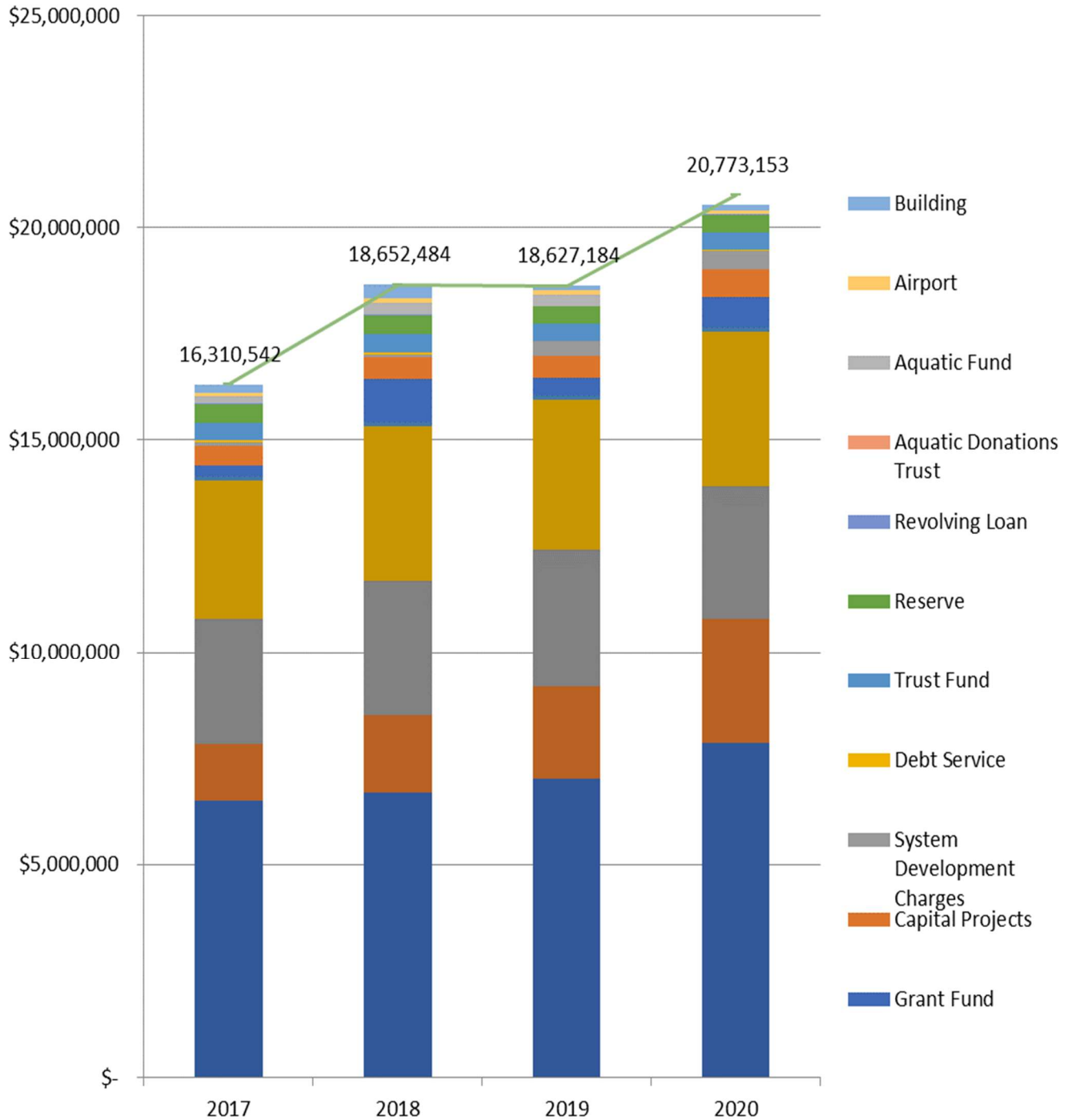


Fund	Revenues				Expenses			
	2017	2018	2019	2020	2017	2018	2019	2020
General Fund	9,252,942	9,489,330	9,453,562	9,968,543	6,464,242	6,710,159	9,453,562	9,968,543
Marijuana Enforcement Fund	-	-	-	250,000	-	-	-	250,000
Street Fund	2,147,376	2,133,437	2,244,985	3,431,544	1,828,550	1,887,655	2,244,985	3,431,544
Water Treatment	5,195,177	4,246,120	4,516,458	4,512,615	4,106,191	2,743,589	4,516,458	4,512,615
Waste Water Treatment	4,198,865	5,118,775	5,338,610	6,519,403	2,736,702	3,031,419	5,338,610	6,519,403
Storm Water	581,652	596,487	615,981	560,561	94,389	93,652	615,981	560,561
Golf Fund	46,802	6,802	6,000	-	40,000	803	6,000	-
Grant Fund	216,511	994,360	386,476	721,373	224,608	1,044,193	386,476	721,373
Capital Projects	3,308,865	3,694,555	3,875,536	3,204,902	119,166	305,393	3,875,536	3,204,902
System Development Charges	223,024	288,811	340,221	430,000	-	-	340,221	430,000
Debt Service	167,620	134,859	81,380	29,027	64,084	61,276	81,380	29,027
Trust Fund	802,480	815,529	793,480	797,728	424,910	446,547	793,480	797,728
Reserve Fund	1,906,716	2,206,709	2,360,576	4,125,313	112,050	38,109	2,360,576	4,125,313
Revolving Loan	540,647	566,405	546,834	494,022	7,982	24,920	546,834	494,022
Aquatic Donations Trust	25,814	25,814	25,814	-	-	-	25,814	-
Aquatic Fund	165,572	261,586	573,305	-	17,578	76,608	573,305	-
Airport	90,114	126,235	122,976	116,877	75,560	87,322	122,976	116,877
Building	286,201	426,071	192,475	218,747	171,969	279,372	192,475	218,747
Total	29,156,378	31,131,885	31,474,669	35,380,655	16,487,980	16,831,018	31,474,669	35,380,655



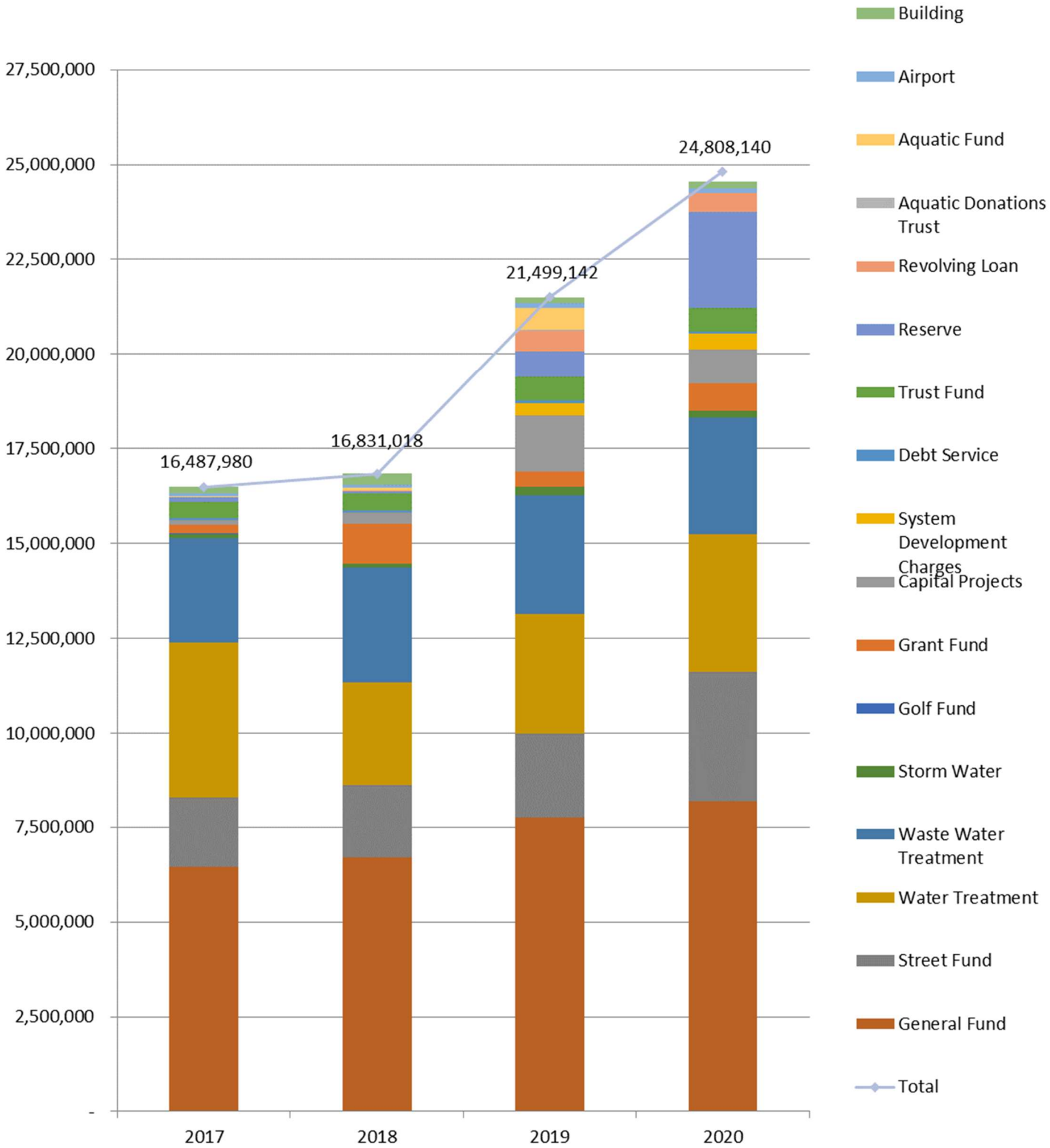
FUNDS WITHOUT BEGINNING FUND BALANCE, CONTINGENCIES AND UNAPPROPRIATED

ALL FUNDS REVENUES





ALL FUNDS EXPENDITURES



ALL FUNDS



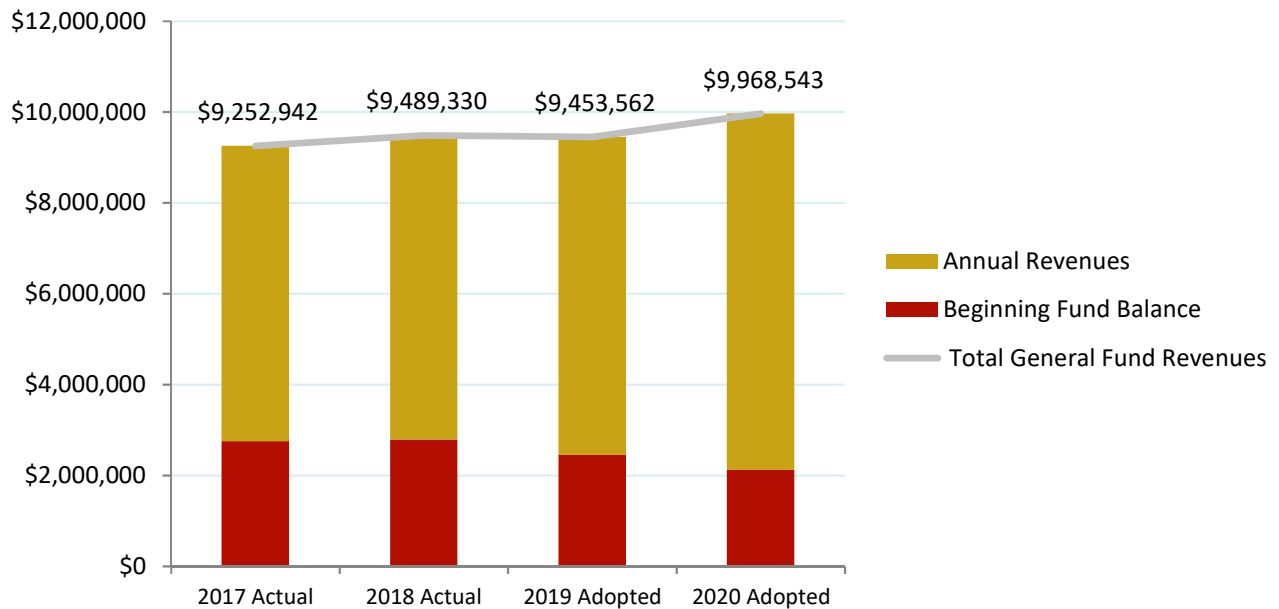
Fund	Revenues				Expenses			
	2017	2018	2019	2020	2017	2018	2019	2020
General Fund	6,497,786	6,700,630	7,004,117	7,845,888	6,464,242	6,710,159	7,747,909	8,185,613
Marijuana Enforcement Fund	-	-	-	250,000	-	-	-	250,000
Street Fund	1,330,798	1,817,203	2,181,985	2,955,794	1,828,550	1,887,655	2,244,985	3,431,544
Water Treatment	2,950,995	3,157,134	3,227,498	3,107,311	4,106,191	2,743,589	3,156,064	3,624,345
Waste Water Treatment	3,276,582	3,656,612	3,543,922	3,633,410	2,736,702	3,031,419	3,107,885	3,072,834
Storm Water	108,343	109,224	108,300	110,300	94,389	93,652	233,720	191,678
Golf Fund	-	-	-	-	40,000	803	6,000	-
Grant Fund	238,036	1,002,457	386,476	721,373	224,608	1,044,193	386,476	721,373
Capital Projects	468,348	504,856	525,986	642,412	119,166	305,393	1,479,704	900,704
System Development Charges	84,450	65,786	340,221	430,000	-	-	340,221	430,000
Debt Service	29,209	35,848	4,043	21,526	64,084	61,276	58,665	29,027
Trust Fund	422,340	440,347	417,900	417,895	424,910	446,547	636,825	633,756
Reserve	422,340	440,347	417,900	417,895	112,050	38,109	678,284	2,536,898
Revolving Loan	25,252	36,933	1,034	4,000	7,982	24,920	546,834	494,022
Aquatic Donations Trust	-	-	-	-	-	-	25,814	-
Aquatic Fund	165,572	261,586	263,692	-	17,578	76,608	573,305	-
Airport	90,602	111,681	104,110	90,349	75,560	87,322	122,976	116,877
Building	199,889	311,839	100,000	125,000	171,969	279,372	153,475	189,469
Total	16,310,542	18,652,484	18,627,184	20,773,153	16,487,980	16,831,018	21,499,142	24,808,140



REVENUES

The graph below shows a 4 year history of the city’s general fund budget. The adopted budget for Fiscal Year 2018-2019 is \$9,453,962 which constitutes a 7.45% increase from the previous years’ budget. The increase from the adopted 2019 budget to the Requested 2020 budget is 5%. While we have targeted three months of operating expenses, which is approximately \$1.5 million, we have not budgeted the year-end carryover until the following budget cycle. So, the beginning fund balance shown below includes the year end carryover from the previous year.

CITY GENERAL FUND REVENUES



The largest single source of revenue comes from property taxes, which accounts for 46.9% of the city’s revenues. The fee category accounts for 47.1% but it is made up of a mixture of revenues including Franchise Fees, Contract Fees, and now Marijuana Tax. Intergovernmental fees include state revenue sharing from liquor and cigarette taxes.

Revenue Category	Amount	Percent
Fees	\$3,696,494	47.1%
Grants	\$36,000	0.5%
Interest	\$65,700	0.8%
Intergovernmental	\$343,029	4.4%
Other	\$21,400	0.3%
Property Taxes	\$3,683,265	46.9%
Total	\$7,845,888	100%

BUDGET ANALYSIS



MARIJUANA REVENUE

Last November, voters approved Measure 23-61, allowing marijuana-related businesses within the City. With the passage of Measure 23-61 comes \$1.25 million of revenue. Staff and Council agree that this new source of revenue should be used wisely and invested in the future of the City and not plan on the revenue as a long-term guaranteed source.

The additional revenue will come from the 3% local sales tax, shared State revenue, and business fees. The projected revenue is outlined in the following chart.

Revenue Source	Amount	Percent
Local Taxes	\$750,000	66%
State Revenue	\$250,000	22%
Business Fees	\$144,000	12%
Total	\$1,144,000	100%

STATE REVENUE SHARING ESTIMATES FOR TRANSPORTATION FUNDS

The state’s Highway Trust Fund supports the construction, reconstruction, preservation, maintenance, repair and improvement of streets and roads. Using a melded computation of the various tax and fee increases over time, cities receive approximately 20 percent of the Highway Trust Fund.

Fiscal Year	Per Capita	Total	Increase	Total Increase from 2016-2017
2016-2017 (Base)	\$58.01	\$665,085		
2017-2018	\$64.75	\$742,359	\$77,274	\$77,274
2018-2019	\$72.48	\$830,983	\$88,624	\$165,898
2019-2020	\$74.54	\$854,919	\$23,936	\$189,834

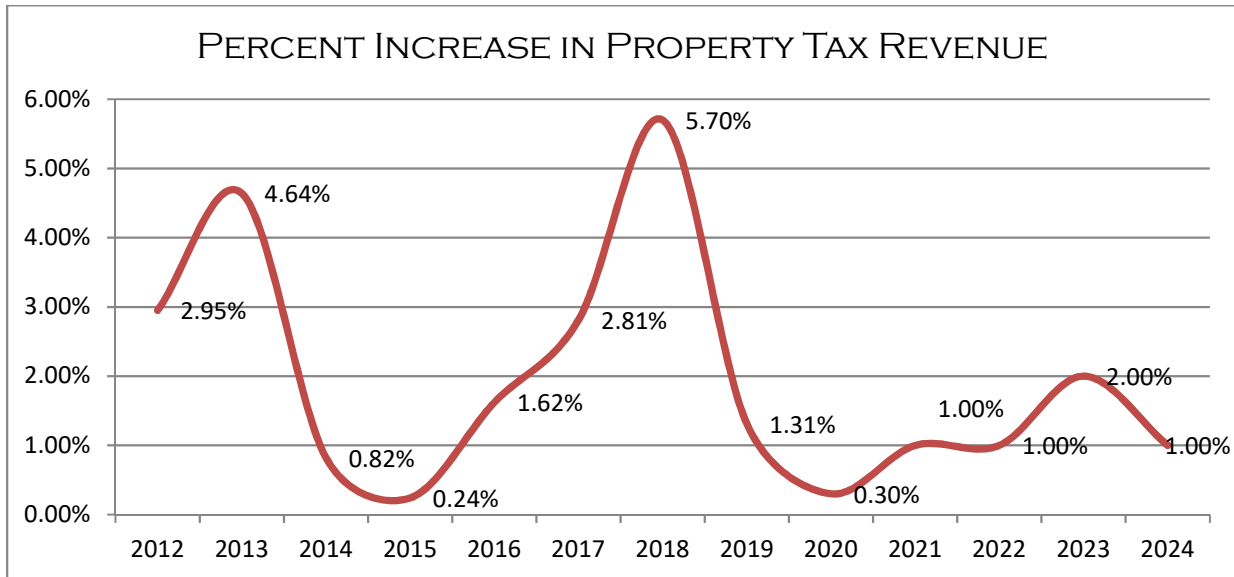
Source: League of Oregon Cities

BUDGET ANALYSIS



PROPERTY TAX

Property taxes made a sharp increase in Fiscal Year 2018 due to appreciation and late filing for tax abatement. Even with the 5.7 percent increase the city is projected to have a positive increase coming into Fiscal Year 2020. We expect modest growth at 1% going forward for budgeting purposes with a larger increase in one year given the cyclical history of property tax revenue.



While much of the state is experiencing a large gap between taxable value and market value due to Measure 5 and Measure 50, Ontario maintains a relatively small gap. Taxable values are close relative to other parts of Oregon. The average percentage of Assessed (Taxable) value across the state is 77% as of 2017. Ontario was at 95% in 2017 while the City of Portland was at 46%. What this means is that Measure 5 and Measure 50 have impacted the taxpayer more favorably in other cities. What this also means is that property owners in other communities are paying far less of a percentage of the real market value than owners in Ontario.

State Average	77%
Ontario	95%
Vale	81%
Nyssa	84%
Baker City	88%
Portland	46%

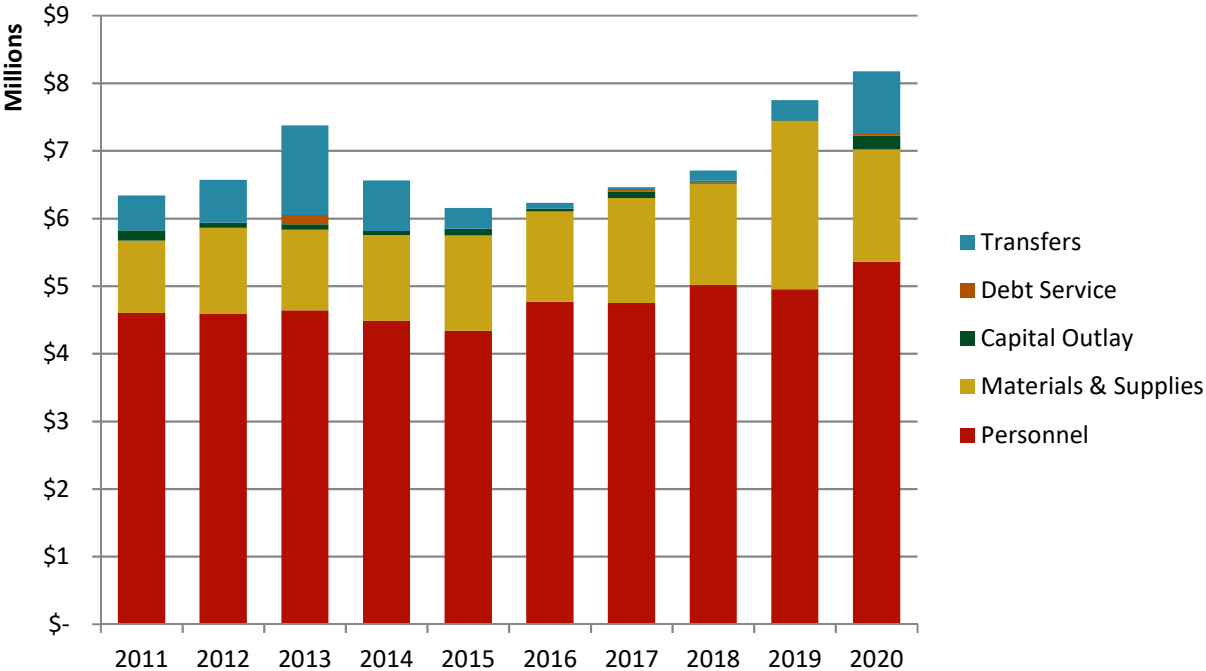


EXPENSES

The chart below shows the ten-year general fund budget history by category. The largest expense is in personnel in the general fund. We can expect greater investment in capital outlay as can be seen in 2020 with new revenue from marijuana tax. A large portion of the Materials & Supplies is also for general fund contracts with Jacobs for the parks, facilities, and cemetery.

The City has very little debt service for capital items. The largest debt the city has is in the Public Employees Retirement System (PERS) which are embedded in the personnel cost category. The City now pays over \$1 million per year to make the annual required contribution. We are making aggressive attempts with each budget to put away funds to pay down PERS which will make us more sustainable in the long-term.

TEN-YEAR GENERAL FUND BUDGET EXPENSE HISTORY



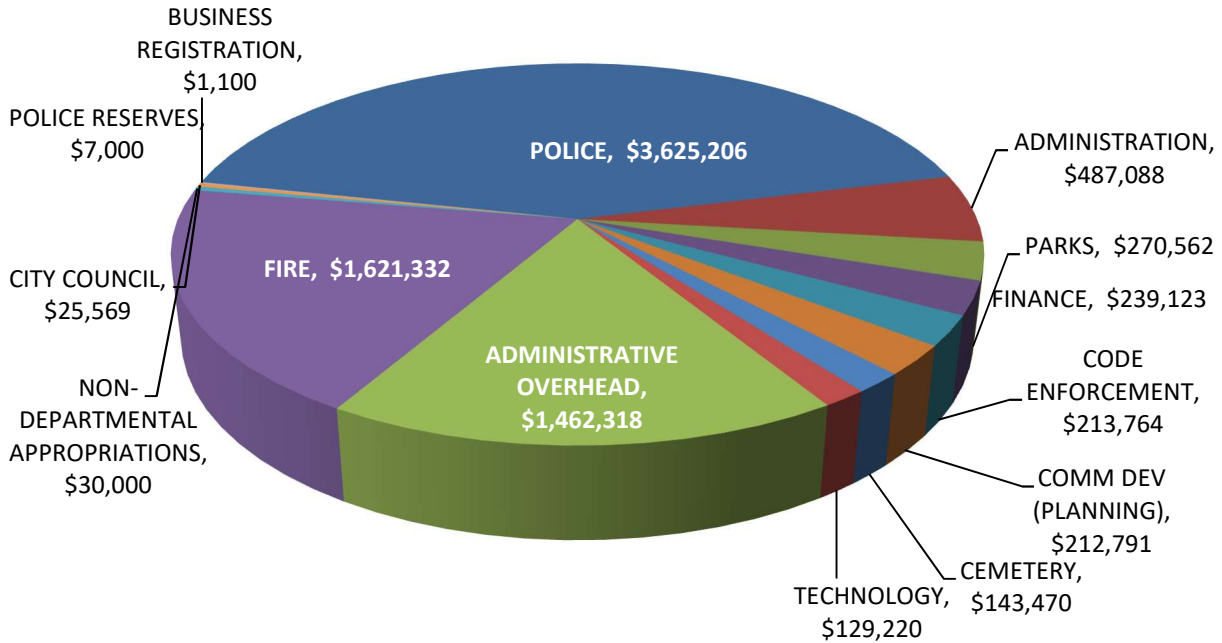
BUDGET ANALYSIS



DEPARTMENTS

Expenses by department can be seen on the next page. Our largest department in the General Fund is the Police Department followed by the Fire Department. The Administrative Overhead Department does not have personnel. It is used to account for general support for which services are spread amongst other funds. These include items such as the annual audit, insurance, building maintenance, office machines, and legal services.

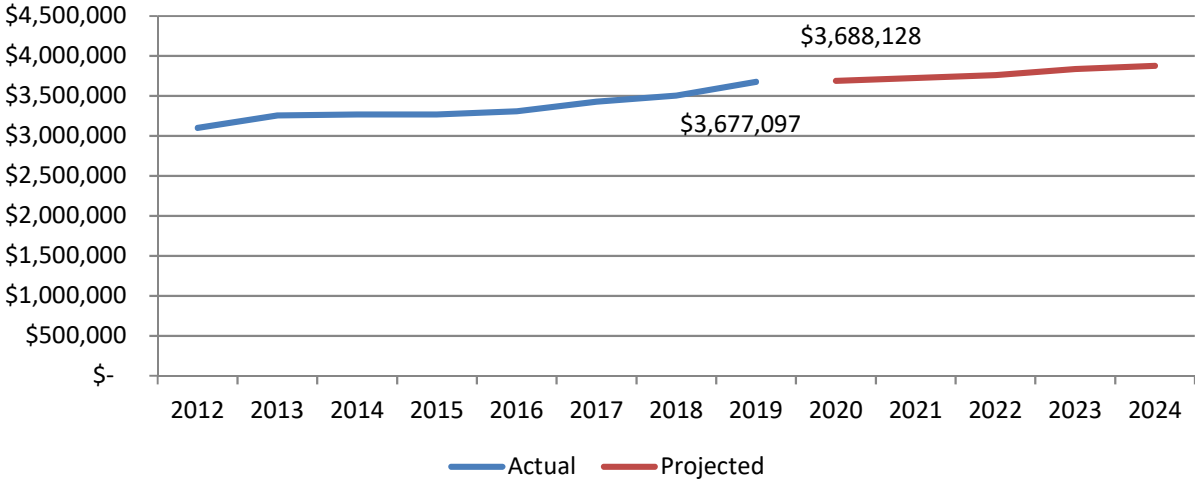
2020 EXPENSES BY DEPARTMENT



Finance services for the City of Ontario are contracted out to Oster Professional Group. In the general fund, the Parks and Cemetery Departments are contracted out by Jacobs. Non-Departmental Appropriations are requests from agencies outside of the city to receive city funding.



PROPERTY TAXES, CURRENT, AND DELINQUENT



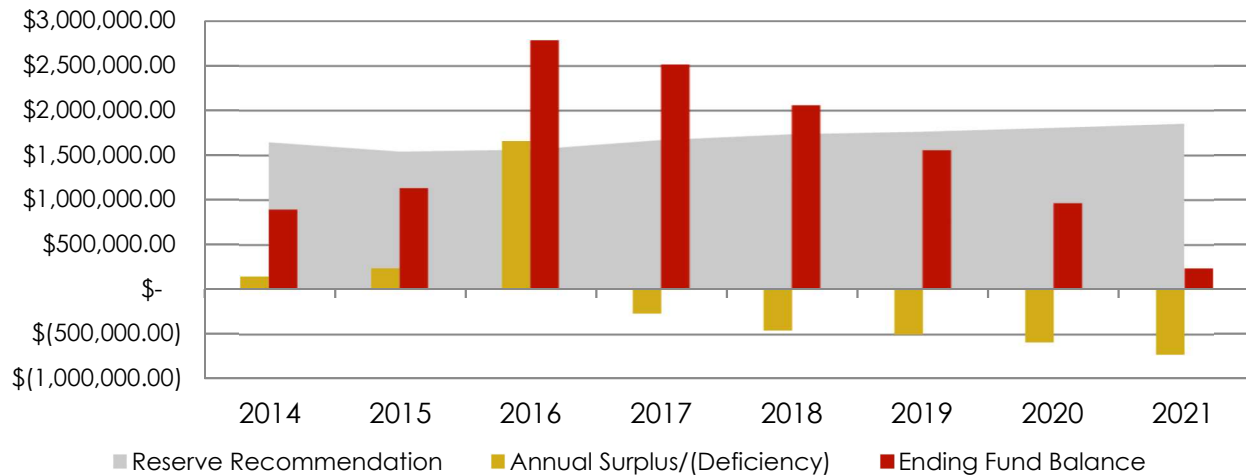
Property tax collections have come at a steady and somewhat predictable pace. We are planning on very modest increases in the five year plan.



SUSTAINABILITY

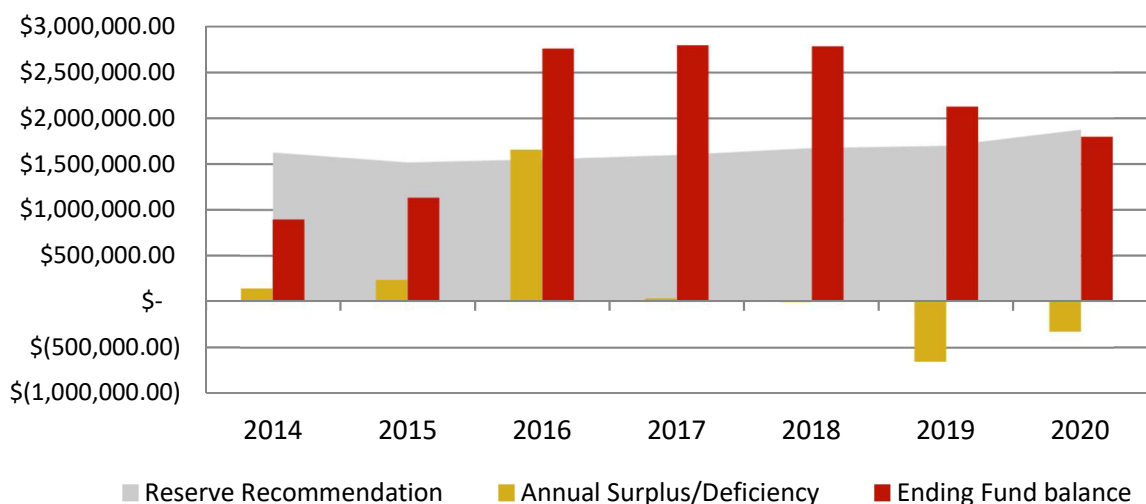
When we evaluated our financial position in 2016 and 2017 we saw that we were going towards an unsustainable future. If we continued to spend at the rate we were budgeting we would lose any reserve we had and be operating in the red by 2022 as the chart shows below.

GENERAL FUND TRAJECTORY IN 2016



The next chart shows our course correction to stabilize spending and maintain the city’s fund balance reserve. We set a target in 2017 of maintaining a balance of three months of operating expenditures. We have continued to maintain that level of reserve, and the Budget Committee has made the difficult choices to keep a financially sustainable city.

GENERAL FUND AFTER STABILIZING EXPENDITURES



BUDGET ANALYSIS



PERS

Contributions to the State retirement system (PERS) continue to rise. The estimates for the next biennium cost for PERS was released earlier this year. The City of Ontario experienced one of the largest increases in the state for the 2019-2021 biennium. The increase for Tier 1 and Tier 2 employees was 31%, for OPSORP general employees the increase was 27%, and for OPSRP Police & Fire the increase was 42%. This will constitute an increase of \$230,800 for the Fiscal Year 2020 and 2021 if nothing is done to reduce the unfunded liability.

Last year’s Budget Committee, however, committed \$949,445 to establish a side account with the State of Oregon. That reduced our immediate contribution by 2.35% across the board. Instead of using that savings today, we propose putting the remainder of what was budgeted for PERS contributions to the side account. Additionally, we propose that we use 40% of last year’s carryover funds towards the side account. Lastly, instead of paying the new rate for 2020, we propose that we pay budget the same and allocate the remainder toward the side account. All together, we have come up with another \$639,668 to transfer to the side account for this year.

	Tier 1/ Tier 2	OPSRP General	OPSRP Police & Fire
7/1/2017-6/30/2019	28.49%	17.72%	22.49%
7/1/2019 – 6/30/2021 Original Rates	37.31%	27.28%	32.01%
7/1/2019 – 6/30/2021 Supplemental Evaluation	34.96%	24.93%	29.66%
7/1/2019 – 6/30/2021 Budgeting with Additional Side Account	37.31%	27.28%	32.01%
Percentage Point Increase	↑8.82%	↑9.56%	↑9.52%
Percentage Increase	31%	27%	42%
Dollars	\$230,800		

A good portion of the increase is due to the fact that there are fewer employees paying into the system because of privatization of the Public Works Department. Before 2014 the City Ontario employed 28 employees in the Public Works Department. The City of Ontario still has an

BUDGET ANALYSIS



obligation through the state pension system for those past retirees or employees who either retired at the time it was privatized or will collect a retirement at the appropriate age because they were vested in the pension system.

How does this work? The total unfunded liability prior to last year was \$10.9 million. That has since risen to over \$17 million. The unfunded liability at one time was spread across approximately 75 employees. Now it is spread across roughly 44 employees who are all in the general fund. The entirety of that cost should not all be borne by the general fund, because many of those costs from prior employees were generated by employees in other funds such as water, wastewater, storm, and utility maintenance.

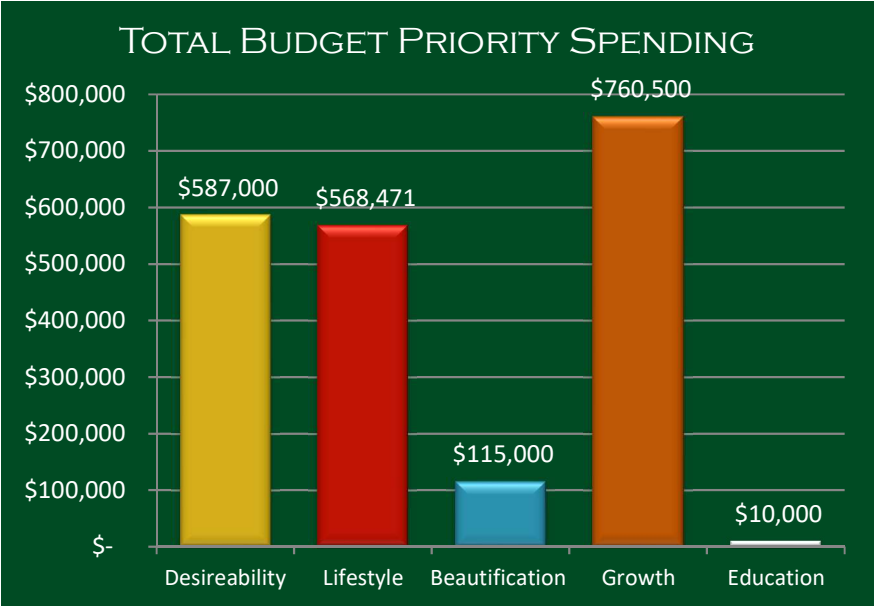
City staff used the same formula developed last year to attribute current unfunded liability costs to other funds. This was able to save the General Fund around \$170k in the current year. We will need to go back and attribute those costs from prior years back to 2014.

STRATEGIC BUDGETING

Our mission is to create a healthy, safe, diverse, and prosperous city by engaging community members to develop an enriched quality of life.

In February, City Council held a strategic planning session and created five priorities of focus: Desirability, Education, Lifestyle, Beautification, and Growth. These categories are represented throughout the budget. We have captured the budget initiatives, both new and continuing that address the Council’s priorities.

A more detailed plan is in production with staff. The City Council will refine the 3-5 year plan in the next few months. Knowing that these projects are not mutually exclusive in the five categories, we have placed them in one of the five for purposes of demonstrating the focus, but these projects cross strategies in impact.



BUDGET ANALYSIS



DESIRABILITY

The focus on desirability is to make our community more aesthetically pleasing to the eye for the benefit of our residents and also people visiting our community who may be thinking about choosing Ontario over other options. We must make Ontario a desirable place to live to see growth. This budget includes a program to work with our service clubs to help improve the equipment and facilities on our playgrounds to make them more attractive and functional. It also includes the Oregon Street Improvement Project which will provide a much needed restoration for downtown Ontario. The strategic planning session also emphasized the need for more code enforcement. We have shown the Code Enforcement Changes under the Beautification section



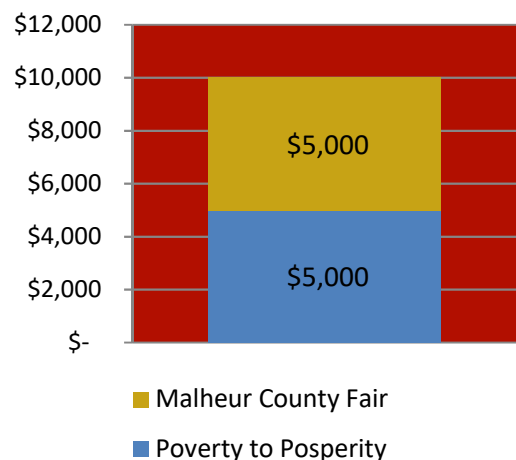
in the Budget Analysis.

“Cars in the Park” has raised funds over the past three years to benefit community parks and playgrounds. The City would like to work with the local Lion’s and Kiwanis clubs by using this money and additional funds as a matching grant to add playground equipment.

EDUCATION

While the City does not have a direct role in education, it recognizes the importance of providing the next generation with quality education. The strategy of the Council is to strengthen relationships with organizations who share that goal and helping those groups with funding where appropriate. This budget includes funding to the Poverty to Prosperity (P2P) organization which has made many improvements in career and technical education in the community.

EDUCATION STRATEGY

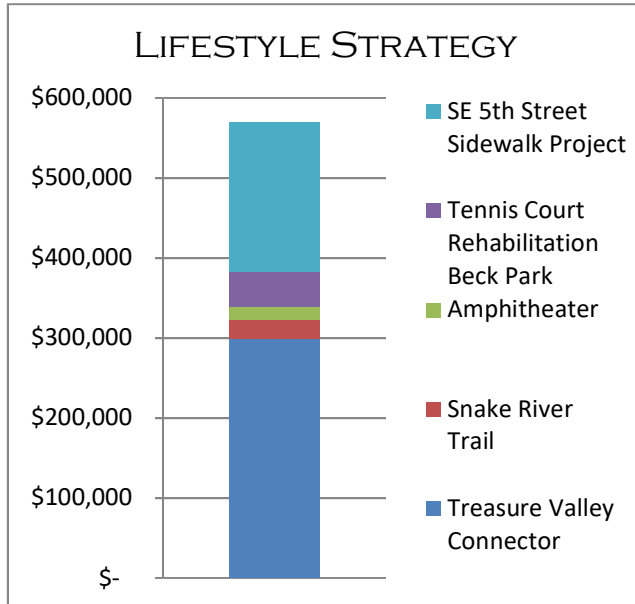


BUDGET ANALYSIS



LIFESTYLE

Amenities are an important part of attracting and retaining people in your community. People want access to outdoor amenities such as walking trails, active recreation space, public entertainment space, and access to the natural habitat. We want to continue to leverage our

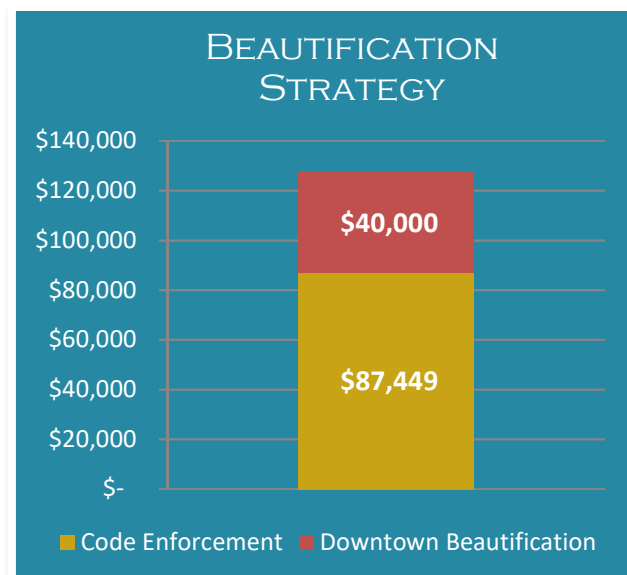


revenues by seeking out grants to match what money we do have to allocate towards these quality of life issues in Ontario. This year's budget continues work on providing the city's first trail known as the Treasure Valley Connector Trail. We will be applying for the Recreation Trails Program grant during the fiscal year. Engineering is complete and if the grant is awarded it could be built in FY2020. We are also proposing exploratory work into the Snake River Trail which has been on our Parks Master Plan but has not been pursued in some time. We have money dedicated to

repairing of our tennis courts at Beck Park, and exploratory funds for a public entertainment space downtown. The sidewalk/trail project on SE 5th Street will get under way in 2020 and will go through 2021 for construction. All of these projects will enhance the lifestyle in our community.

BEAUTIFICATION

The budget focuses on visible changes around the City. We are finishing work on the Ontario Splash Park which will give a tremendous curb appeal for the area. A very attractive new picnic shelter will be added to Lion's Park. Among the new initiatives are downtown beautification, moving forward with a City gateway, and beautifying entrance corridors. We have also put together a Beautification Plan that will take multiple years. The first year goal is to add more planters' downtown both on light



BUDGET ANALYSIS



poles and on the ground and new public benches that match the style guide in the downtown plan. These steps will add visual appeal to the City and adds to our community member’s quality of life.

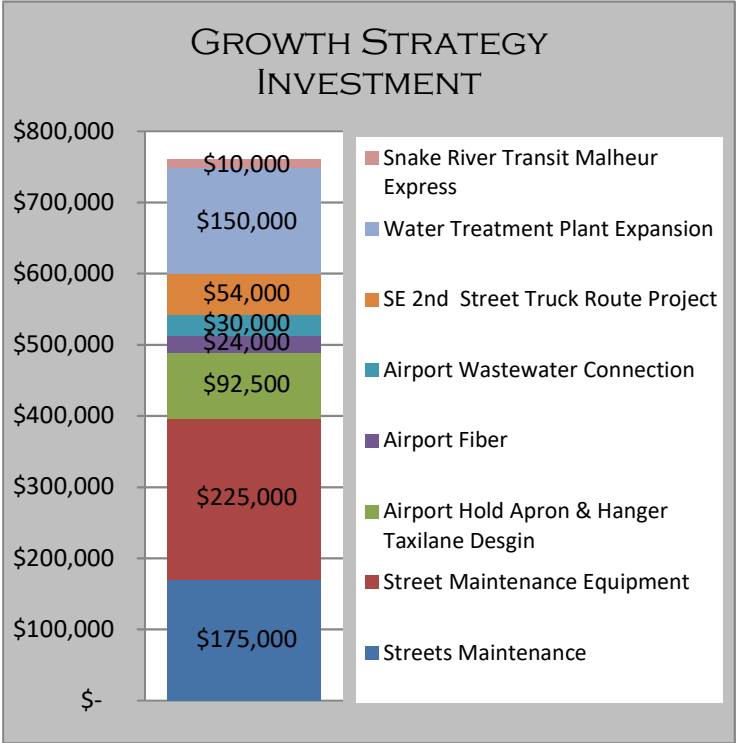
We have adding an additional Code Enforcement Officer position, which will double the current staff and enable the code enforcement division to better handle the work load. As the division catches up with cases, they will be able to have a more proactive role in keeping our community clean.

GROWTH

A lot of things go into managing growth. With a no-tax state, we are fortunate to enjoy a growing retail sector. Marijuana dispensary legalization has also brought in new revenues and will also bring new service demands. We are in a fortunate position because of House Bill 2017 to be able to invest more in our roads. Beginning this year we will be putting more money into sustaining our current infrastructure. There will be even greater capacity next year.

We put off purchase of a new crack fill machine last year. It must be replaced this year at a cost of \$60,000. Also, a loader must be replaced this year at a cost of \$165,000. It has over 14,000 hours of use. After this year that money, \$225,000, can be put into more crack fill and chip sealing.

We will be finishing up the South Oregon ADA accessibility and resurfacing project this year. Design is nearly complete and it will go out to bid in the summer of 2019. The total project cost is estimated at \$513,000. The State project to make SE 2nd Street Truck Route Accessible continues to make progress and will continue this year. We have budgeted for the extension of both sewer and fiber utilities to the airport. Extension of these two facilities will increase the likelihood of private builds at the airport and retaining the Community College Aviation Program which continues to grow. Getting fiber to the airport will lure businesses that need high data transmission speeds to the west side of the runway.

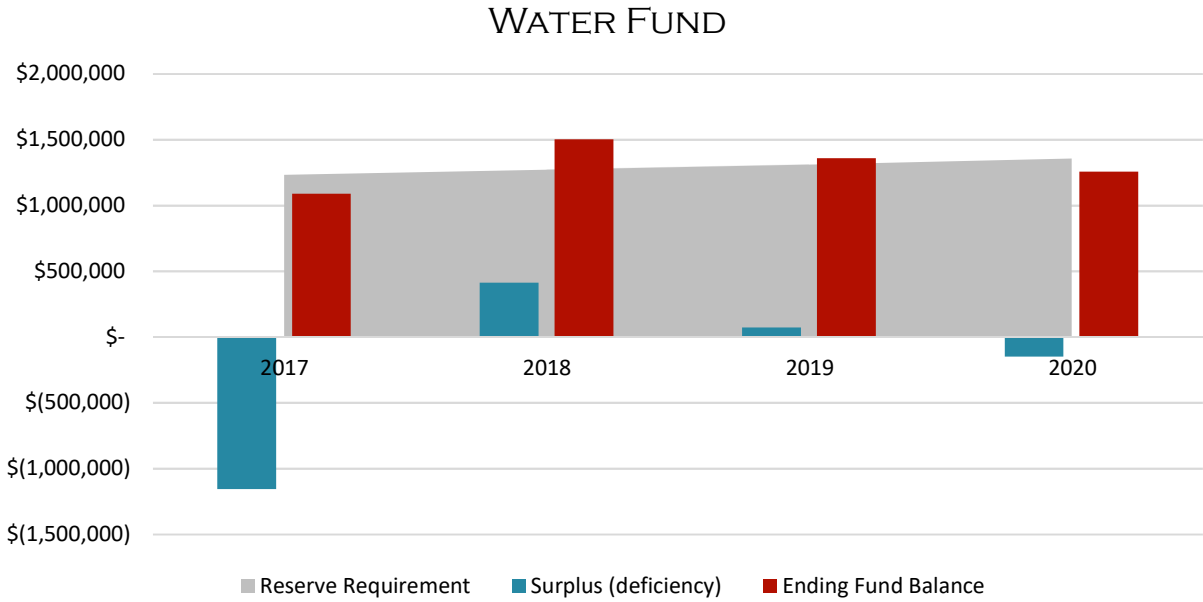




OTHER FUNDS

WATER

We have recovered from a negative trajectory in 2016 in both the water and wastewater funds. With adjustments to rates in 2017 that had not been done in a long time, we have a stable reserve and are have a ten year plan. The graphic below shows us our ending fund balance at the desired level.



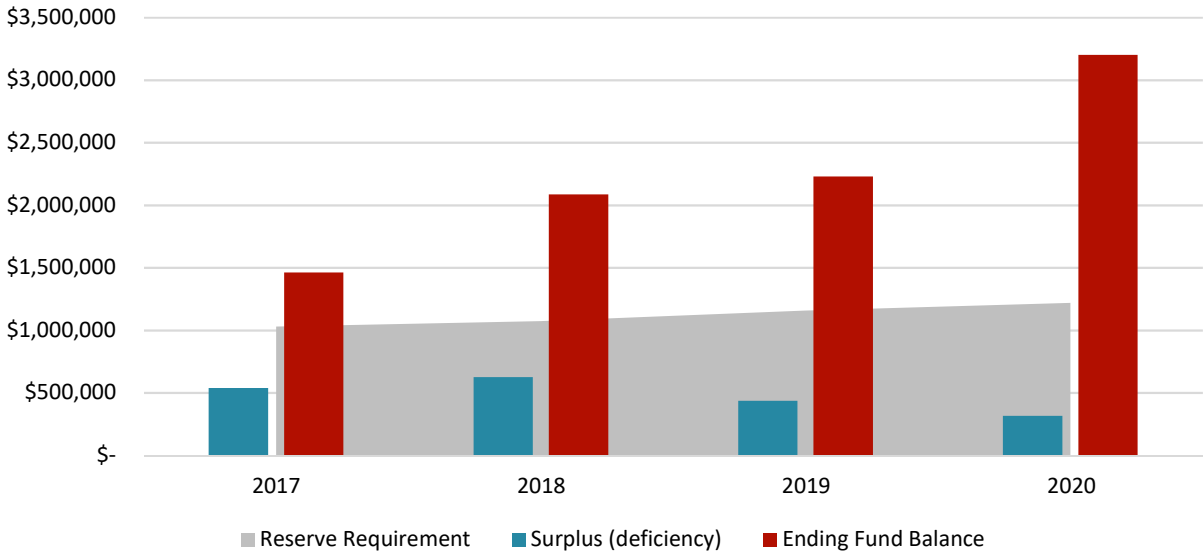
WASTEWATER

The wastewater fund is similarly fixed from 2016 to a sustainable level; however we are entering a period of great uncertainty with the approval of a 15 year discharge permit for the Snake River. There is great uncertainty because the permit will make onerous requirements on the city. Based on items done in the first five years of the permit, study and recommendations will be done in the next five years. Major facility improvements will likely be required in the last five year cycle of the permit.

For this reason a growing fund balance is desired to cover the many system changes, maintenance, reporting requirements, and inflow and infiltration inspections and remediation required. A ten year plan is in place with as much certainty as the permit affords.



WASTEWATER FUND



CONCLUSION

To summarize the impact on all of our funds, efforts to stabilize spending and line them with revenues over the past 3 years has paid off. We are operating at a stable level. New money this year is being used to invest in quality of life issues and to pay down debt so that our city has greater capacity in the long term and is more appealing. Continuation of efforts to pay down the PERS debt and investing in our community are needed to realize the desired outcomes.

GENERAL FUND



GENERAL FUND

DEPARTMENTS

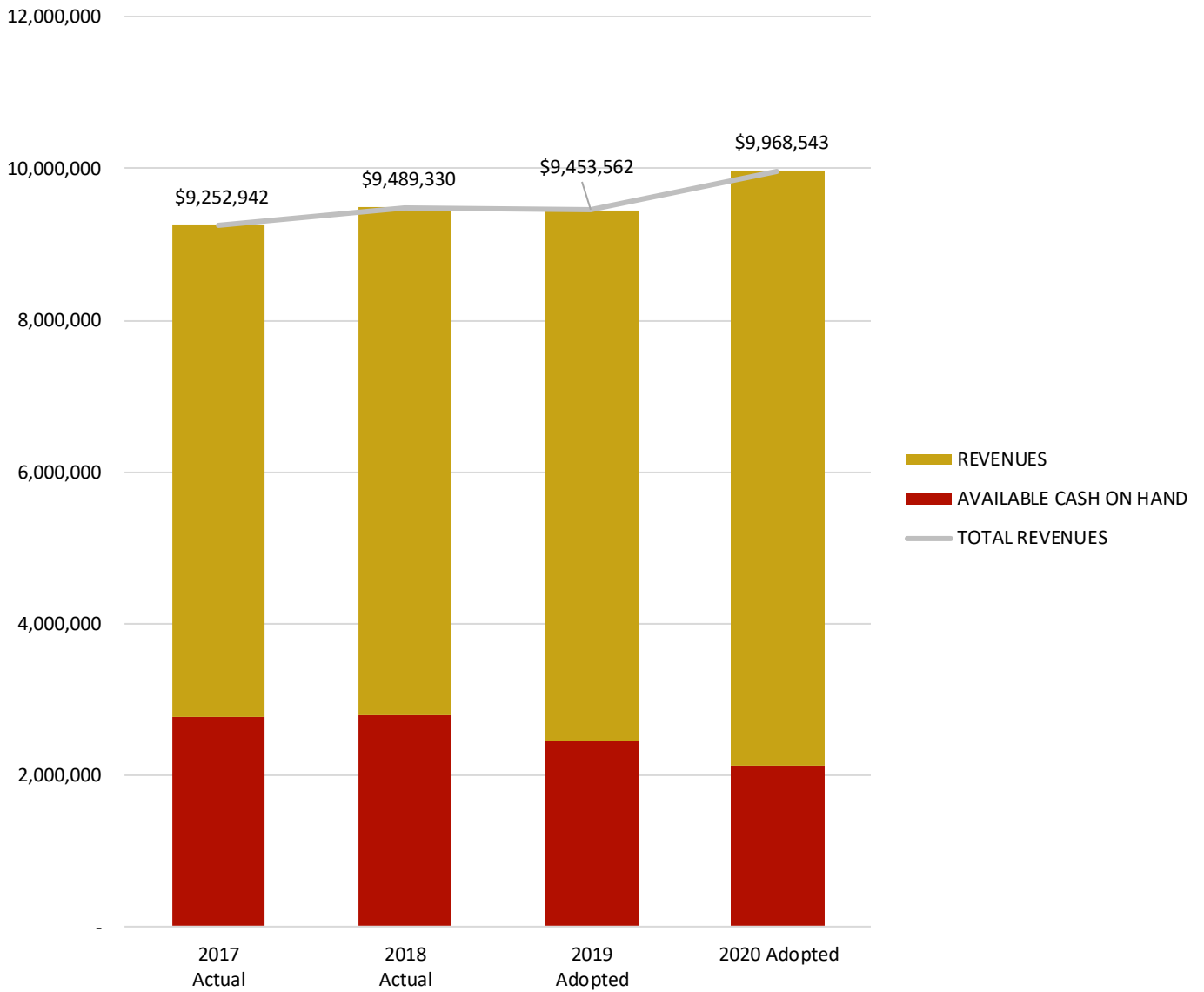
- Administration
- Admin Overhead
- Non-departmental Appropriations
- Emergency Operations
- City Council
- Human Resources
- Business Registrations
- Community Development
- Finance
- Fire
- Police Reserves
- Code Enforcement
- Police
- Recreation
- Information Technology

ACTIVITIES

The General Fund is used to account for programs that are not self-funded. These are services that are provided by the City to its citizens paid by property and other taxes, franchise fees, and other general revenues.

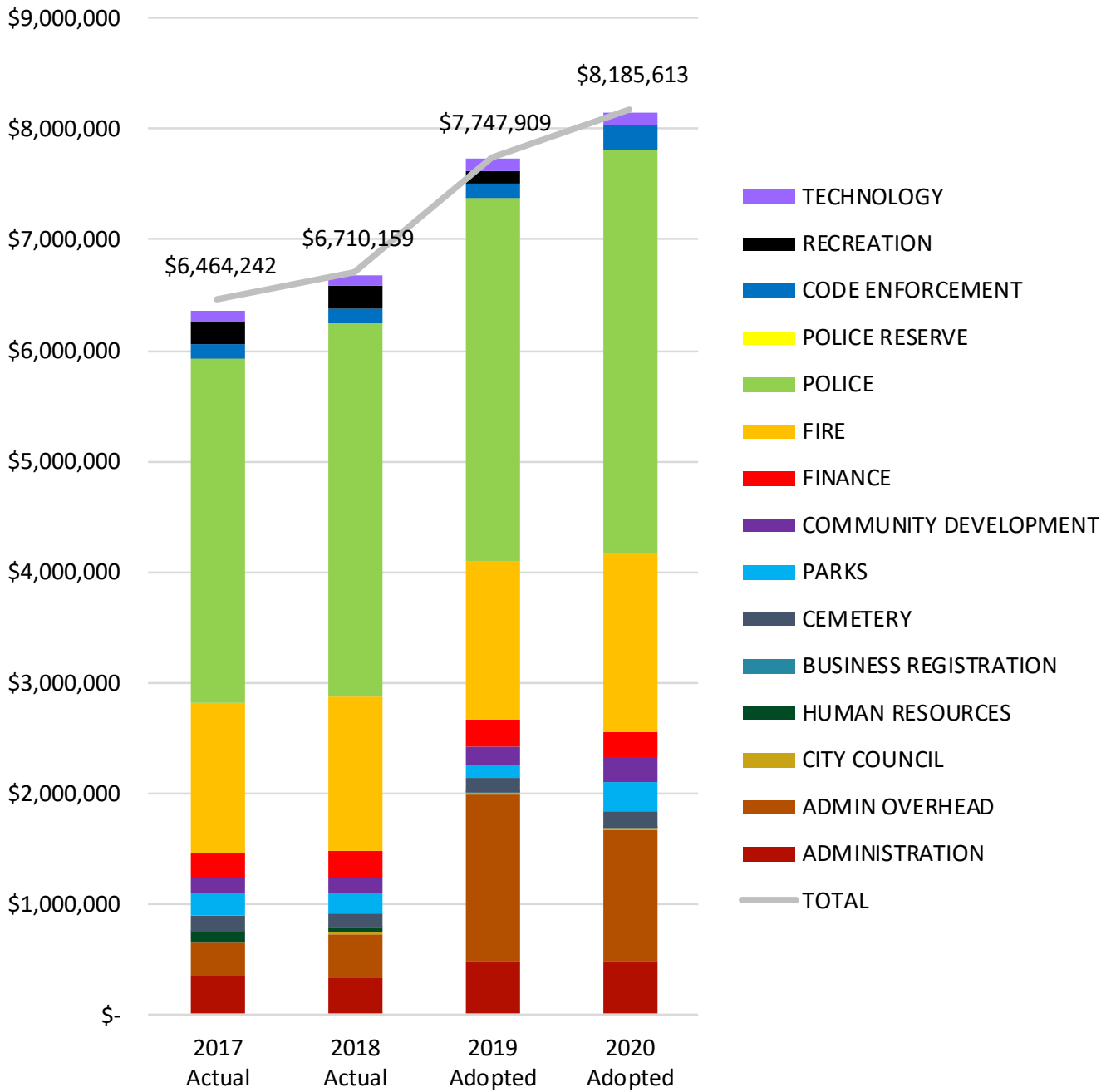


GENERAL FUND REVENUES





GENERAL FUND EXPENDITURES



Note: Chart above doesn't contain contingencies or unappropriated funds.

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
TOTAL GENERAL FUND						
GENERAL REVENUES	8,763,440	8,949,186	8,751,607	9,113,493	9,113,493	9,113,493
BUSINESS REGISTRATIONS	2,065	2,130	1,700	2,000	2,000	2,000
CEMETERY	59,185	42,650	51,750	36,000	36,000	36,000
PARKS	1,667	2,430	51,900	1,900	1,900	1,900
COMMUNITY DEVELOPMENT	3,847	12,520	4,300	29,450	29,450	29,450
FIRE	138,224	155,765	134,372	134,372	134,372	134,372
POLICE	194,138	197,024	420,010	488,593	488,593	488,593
CODE ENFORCEMENT	11,495	48,922	21,050	162,735	162,735	162,735
RECREATION	78,882	78,702	16,873	-	-	-
Grand Total	\$ 9,252,942	\$ 9,489,330	\$ 9,453,562	\$ 9,968,543	\$ 9,968,543	\$ 9,968,543
EXPENDITURES						
ADMINISTRATION	342,988	326,477	470,084	487,088	487,088	487,088
ADMIN OVERHEAD	313,440	401,952	1,516,268	1,179,388	1,179,388	1,179,388
CITY COUNCIL	-	17,523	25,292	25,569	25,569	25,569
NON DEPARTMENTAL APPROPRIATIONS	30,000	25,000	10,000	30,000	30,000	30,000
HUMAN RESOURCES	94,324	38,187	-	-	-	-
BUSINESS REGISTRATION	426	423	1,100	1,100	1,100	1,100
EMERGENCY OPERATIONS CENTER	71,807	-	-	-	-	-
CEMETERY	135,415	128,660	116,418	143,470	143,470	143,470
PARKS	209,379	178,831	130,374	260,562	270,562	270,562
COMMUNITY DEVELOPMENT	131,602	144,238	163,760	212,791	212,791	212,791
FINANCE	223,345	234,345	234,857	239,123	239,123	239,123
FIRE	1,361,336	1,409,831	1,436,598	1,621,332	1,621,332	1,621,332
POLICE	3,110,791	3,362,783	3,286,782	3,625,206	3,625,206	3,625,206
POLICE RESERVE	10,886	4,783	2,000	7,000	7,000	7,000
CODE ENFORCEMENT	120,446	125,699	126,154	213,764	213,764	213,764
RECREATION	208,639	219,229	119,616	-	-	-
TECHNOLOGY	99,418	92,200	108,606	129,220	129,220	129,220
CONTINGENCY	-	-	205,653	292,930	282,930	282,930
ENDING FUND BALANCE	-	-	1,500,000	1,500,000	1,500,000	1,500,000
EXPENDITURE TOTAL	\$ 6,464,242	\$ 6,710,159.44	\$ 9,453,562	9,968,543	\$ 9,968,543	\$ 9,968,543



GENERAL FUND REVENUES

PROGRAMS

- Franchise Fees
- Property Taxes
- Alcohol & Cigarette Taxes
- Administrative Charges
- Beginning Fund Balance
- Transfers In
- Miscellaneous

ACTIVITIES

The General Revenues are received from miscellaneous local and state sources but are not restricted for specific purposes. These funds are used to finance services provided to citizens by the City of Ontario.

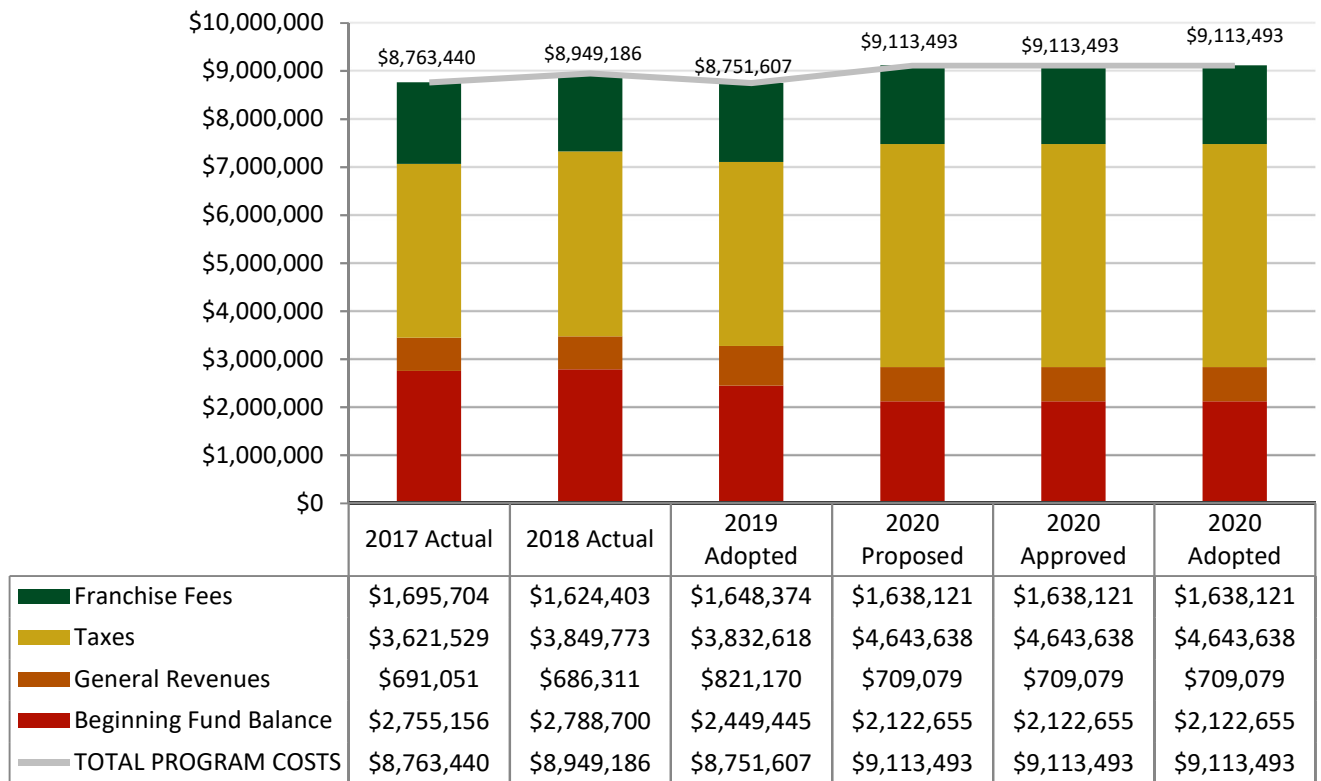
BUDGET ADJUSTMENTS

- New local marijuana tax \$750,000

GENERAL FUND



CITY GENERAL REVENUES



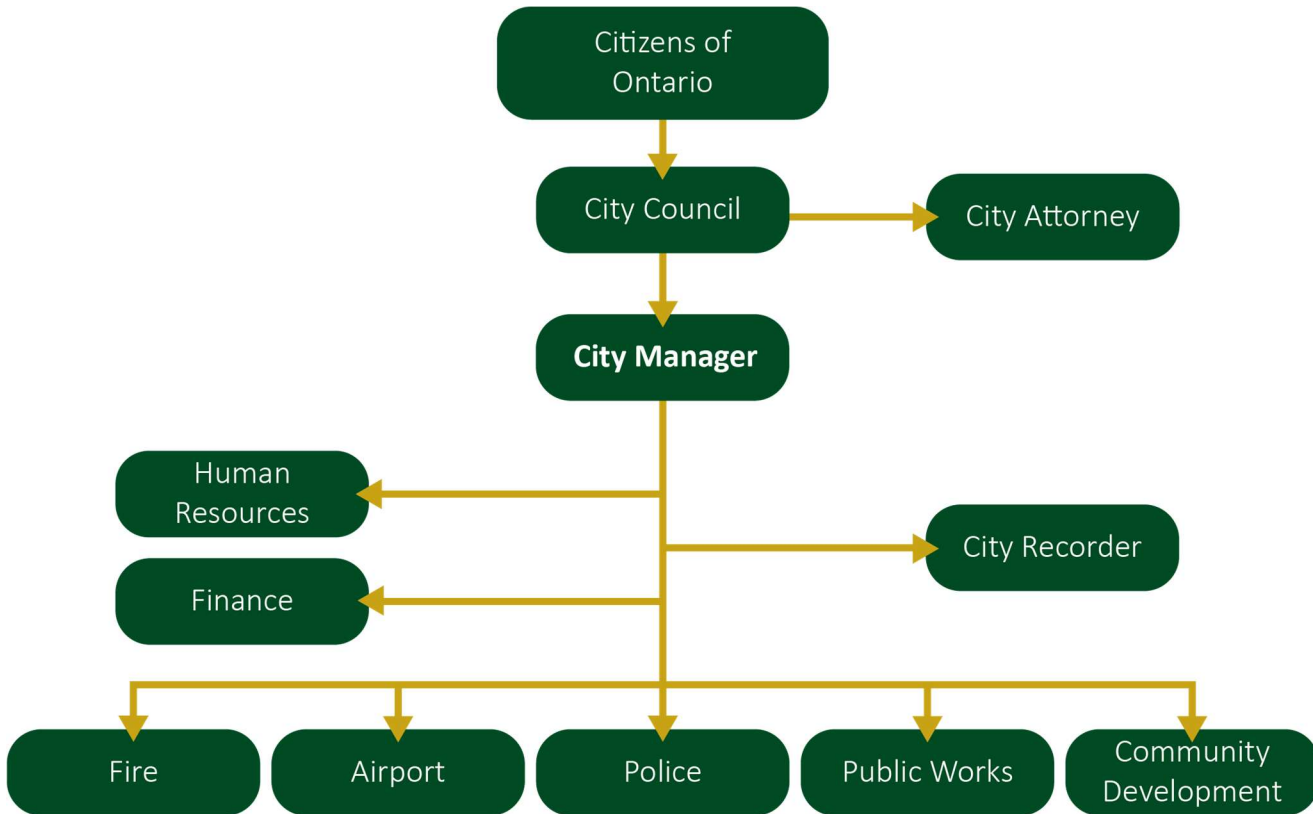
GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
GENERAL REVENUES						
AVAILABLE CASH ON HAND	2,755,156	2,788,699.59	2,449,445	2,122,655	2,122,655	2,122,655
BAD DEBT RECOVERY	-	301	-	500	500	500
CUSTOMER COPIES	6	-	5	5	5	5
GAMING ADMINISTRATIVE FEE	200	-	100	-	-	-
INTEREST ON DEPOSIT	26,956	41,019	35,000	65,700	65,700	65,700
LAND SALES	4,219	12,692	5,000	5,000	5,000	5,000
LATE FEES & PENALTIES	931	840	750	750	750	750
MISC ADMIN REVENUE	-	5	-	-	-	-
MISC COLLECTIONS	28,801	4,646	10,000	5,000	5,000	5,000
PUBLIC WORKS REVENUE--FUND 001	431,524	431,524	431,524	431,524	431,524	431,524
STATE REVENUE SHARING	120,635	124,646	124,887	132,656	132,656	132,656
STREET FUND REVENUE-FUND 001	65,624	65,624	65,624	65,624	65,624	65,624
TRANSFER IN	9,920	2,784	-	-	-	-
YARD SALE PERMITS	2,235	2,230	1,800	2,320	2,320	2,320
PERS ALLOCATION TRANSFER IN	-	-	146,480	-	-	-
GENERAL REVENUE TOTAL	\$ 3,446,207	\$ 3,475,010	\$ 3,270,615	\$ 2,831,734	\$ 2,831,734	\$ 2,831,734
TAXES						
ALCOHOL BVG LICENSE & FEE	177,543	184,812	188,355	196,838	196,838	196,838
CIGARETTE TAX	14,570	14,154	14,362	13,535	13,535	13,535
MOTEL OCCUPANCY TAX	5	8	-	-	-	-
PROPERTY TAXES - DELINQUE	118,088	121,907	120,000	120,000	120,000	120,000
PROPERTY TAXES CURRENT	3,308,143	3,491,412	3,506,401	3,560,265	3,560,265	3,560,265
PYMT IN LEIU OF TAXES	3,180	3,377	3,500	3,000	3,000	3,000
MARIJUANA TAX	-	34,103	-	-	-	-
LOCAL MARIJUANA TAX	-	-	-	750,000	750,000	750,000
TAXES TOTAL	\$ 3,621,529	\$ 3,849,773	\$ 3,832,618	\$ 4,643,638	\$ 4,643,638	\$ 4,643,638
FRANCHISE FEE						
CABLE T V	53,698	46,361	46,000	45,977	45,977	45,977
CASCADE NATURAL GAS	175,604	148,996	150,658	151,353	151,353	151,353
IDAHO POWER FRANCHISE	1,314,890	1,288,669	1,305,583	1,298,669	1,298,669	1,298,669
LS NETWORKS FRANCHISE	4,050	4,111	4,355	3,780	3,780	3,780
MALHEUR HOME TELEPHONE	58,639	41,891	48,000	43,102	43,102	43,102
ONTARIO SANITARY SERVICE	88,822	94,375	93,778	95,240	95,240	95,240
FRANCHISE FEE TOTAL	\$ 1,695,704	\$ 1,624,403	\$ 1,648,374	\$ 1,638,121	\$ 1,638,121	\$ 1,638,121
Grand Total	\$ 8,763,440	\$ 8,949,186	\$ 8,751,607	\$ 9,113,493	\$ 9,113,493	\$ 9,113,493

CITY OF ONTARIO 2019-2020 BUDGET

CITY ADMINISTRATION



PROGRAMS

- City Manager and City Recorder
- Administrative Overhead
- Human Resources

ACTIVITIES

The City Manager is hired by the City Council, and serves as the Chief Executive Officer, or head of the executive branch of the local government. He directs, manages, and supervises the administration of city government, following policies established by the City Council. He makes recommendations to the Council, and keeps them up to date on the city's business and financial condition. He is responsible for the day to day operations of the city, for the operation of all city services, personnel, equipment, and resources, and carrying out the policy and direction set by the City Council. He is responsible for hiring and managing all employees, including departmental directors, to carry out Council-directed goals.

The City Recorder is responsible for elections; administers Oaths of Office; is Co-administrator of the city's website; receives and processes public inquires and complaints; responsible for the City Charter; records management; preparing City Council agendas; transcribing/proofing minutes; processing city documents;



updates the Ontario Municipal Code and Planning & Zoning Code; is the custodian of official city records and public documents; administers city-wide records management and retention programs; maintains storage of records; attests all city documents; prepares resolutions or ordinances; oversees storage of records; serves as the Agent of Record for the City of Ontario; is the Clerk to the City Council; and assists in preparing the annual departmental budget for the Administration Department and City Council. Processes, files, and distributes cemetery deeds and receipts for Evergreen and Sunset Cemetery; creates and manages documents for transfers, sales, and buy-back of all cemetery deeds; maintains master file database for both cemeteries for all cemetery records. Processes, files, and distributes necessary documentation for the annual Business Registrations; Maintains database for registrations; updates registration data on website. Creates or updates permit application forms and licenses (i.e. Sidewalk Food Vendors, Gaming, Yard Sale, etc.); maintains database for all city committees; prepares notifications for vacancies and subsequent reports for Council for appointment; distributes letters of appointment/reappointment.

The Human Resource Department is responsible for the administration and implementation of all Human Resource activities for the City which include policies and procedures, collective bargaining, employment law, recruitment, compensation, risk management, workers compensation, record management, employee relations and training for all city personnel.

The Front Desk Receptionist/Customer Service Clerk performs various customer service and accounting tasks primarily related to utility billing receipts; posts payments to customer accounts; processes permits for park reservations, events, food vendors, and yard sales; processes county burn permits; administers calendars for meetings in city facilities; schedules use of travel vehicles; answers and transfers calls for City Hall; distributes incoming mail; and assists City Hall departments as requested.

STRATEGIC IMPACT

- Desirability –Finish and open the splash pad, increase grant-writing capacity, establish trails and community gathering places, establish a good relationship with the Recreation District.
- Education- Engage all schools, engage the TVCC Board, utilize the community strategic plan, have civic opportunities for students, allow and promote youth to be ex officio members on committees.
- Lifestyle- Educate the public on the \$10,000 housing incentive program, create a better downtown.
- Beautification- Promote more content related to code enforcement and public safety, create more murals, build up main street, have visibly attractive decorations, support citizen and city created events, provide dumpsters on serve day.
- Growth- Encourage pop-ups, Develop the west side of the airport as an industrial center, grow the airport by connecting fiber.

CORE VALUES IMPACT

- Collaboration
- Openness and Transparency
- Respect
- Efficiency

ACCOMPLISHMENTS

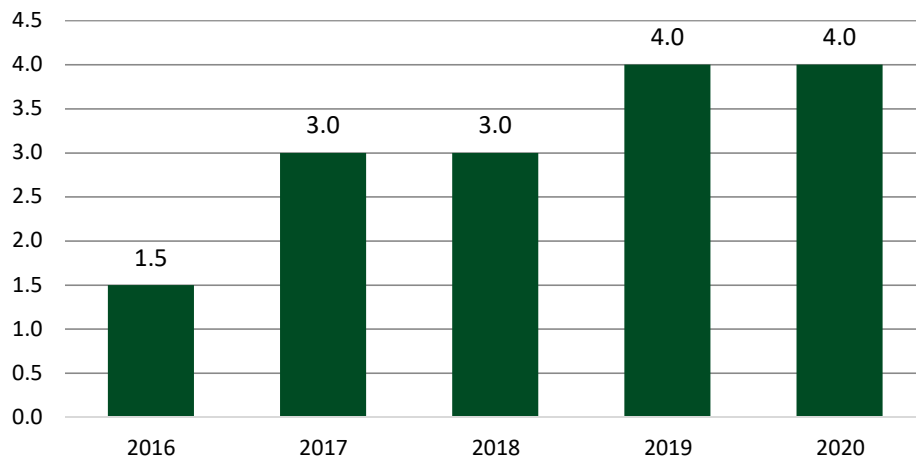
- Renegotiated JACOBS contract for an additional 10 years
- New revenue for the former golf clubhouse
- Splash Pad Grant from the state for \$298,000
- Completion of Parks Master Plan in-house
- Negotiated IAFF Contract
- Began the Diversity Advisory Committee
- NPDES Permit completed
- Implemented the Building Incentive Program
- Incorporated Human Resources into the Administration Department
- Established a social media policy
- Created and implemented a strategic communications plan
- Established LinkedIn and Nextdoor accounts

BUDGET ADJUSTMENTS

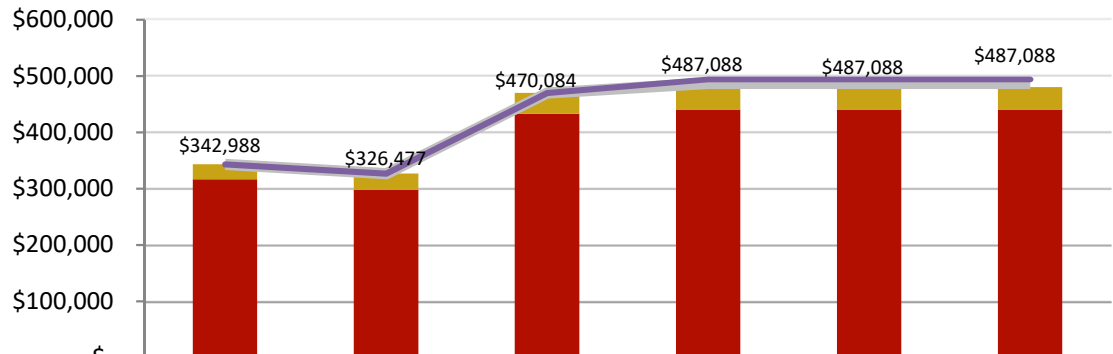
- The Human Resources Manager position was moved under the City Administration budget for Fiscal Year 2019 to reduce it from a Department Head for a savings in the FY 2018-2019 budget. Re-organizing the job description resulted in a lower salaried position with more flexible responsibilities.
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Administration portion for 2019-20 is \$6,941. Annually, a lump-sum payment will be made to the City of Ontario's PERS side account.



ADMINISTRATION FTE HISTORY



CITY ADMINISTRATION EXPENDITURES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES	\$26,400	\$28,565	\$37,068	\$39,910	\$39,910	\$39,910
PERSONNEL SERVICES	\$316,588	\$297,912	\$433,016	\$440,237	\$440,237	\$440,237
TRANSFERS OUT	\$-	\$-	\$-	\$6,941	\$6,941	\$6,941
TOTAL PROGRAM COSTS	\$342,988	\$326,477	\$470,084	\$487,088	\$487,088	\$487,088



OTHER KEY INDICATORS

<u>Indicator</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Projected</u>	<u>2020 Target</u>
Resolutions Prepared and Approved by City Council	48	34	39	45	30	30
Meetings of the City Council	51	28	23	28	30	30
Ordinances Prepared and Approved by City Council	13	8	10	17	12	10
New Business Registrations Received	89	122	23	27	50	50
Cemetery Documents Prepared	57	44	89	85	55	45
Committee Appointments	18	11	10	22	12	12
Oaths Administered	5	10	9	2	5	5
Special Event Permits Issued	67	165	58	55	70	70
Yard Sale Permits Issued	250	275	447	446	300	300

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PERSONNEL SERVICES						
DEFERRED COMPENSATION	3,750	3,600	3,600	3,600	3,600	3600
EMPLR-PAID EMPLR BENEFITS	-	-	12,887	13,583	13,583	13583
MEDICAL INSURANCE CO-PAY	42,688	33,985	70,479	47,605	47,605	47605
OVERTIME	53	-	-	-	-	-
PART TIME EMPLOYEES	10,900	-	-	-	-	-
RETIREMENT	27,424	42,627	60,508	74,136	74,136	74,136
SOCIAL SECURITY	16,641	15,331	21,494	22,595	22,595	22,595
VACATION/SICK BUYOUT	2,269	2,548	5,794	6,518	6,518	6,518
WAGES & SALARIES	209,824	198,565	257,729	271,657	271,657	271,657
WORKMANS COMP	3,040	1,256	525	543	543	543
PERSONNEL SERVICES TOTAL	\$ 316,588	\$ 297,912	\$ 433,016	\$ 440,237	\$ 440,237	\$ 440,237
MATERIALS & SERVICES						
CELL PHONE	698	1,201	1,220	1,860	1,860	1,860
CONTRACT LABOR	-	4,838	-	-	-	-
DATA PROCESSING	1,287	2,386	2,000	2,000	2,000	2,000
DONATIONS & OTHER CONTRIBUTION	213	152	-	150	150	150
GENERAL SUPP & MAINT	1,118	293	2,850	2,850	2,850	2,850
MEDICAL EXAMS	-	-	1,948	-	-	-
MEETING MEAL EXPENSE	995	622	1,100	1,100	1,100	1,100
OFFICE MACH CONTRACT	-	3,461	-	3,000	3,000	3,000
OFFICE SUPPLIES	1,283	1,603	2,900	2,900	2,900	2,900
PETROLEUM	245	434	400	400	400	400
POSTAGE	154	153	300	300	300	300
PRINT / AD / RECORD	3,413	2,459	1,500	2,500	2,500	2,500
PROFESSIONAL DEVELOPMENT	16,955	10,953	17,700	17,700	17,700	17,700
RECRUITMENT	-	-	5,000	5,000	5,000	5,000
VEHICLE REPAIR	38	10	150	150	150	150
MATERIALS & SERVICES TOTAL	\$ 26,400	\$ 28,565	\$ 37,068	\$ 39,910	\$ 39,910	\$ 39,910
TRANSFERS OUT						
TRANSFER TO PERS RESERVE	-	-	-	6,941	6,941	6,941
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 6,941	\$ 6,941	\$ 6,941
Grand Total	\$ 342,988	\$ 326,477	\$ 470,084	\$ 487,088	\$ 487,088	\$ 487,088



ADMINISTRATION OVERHEAD

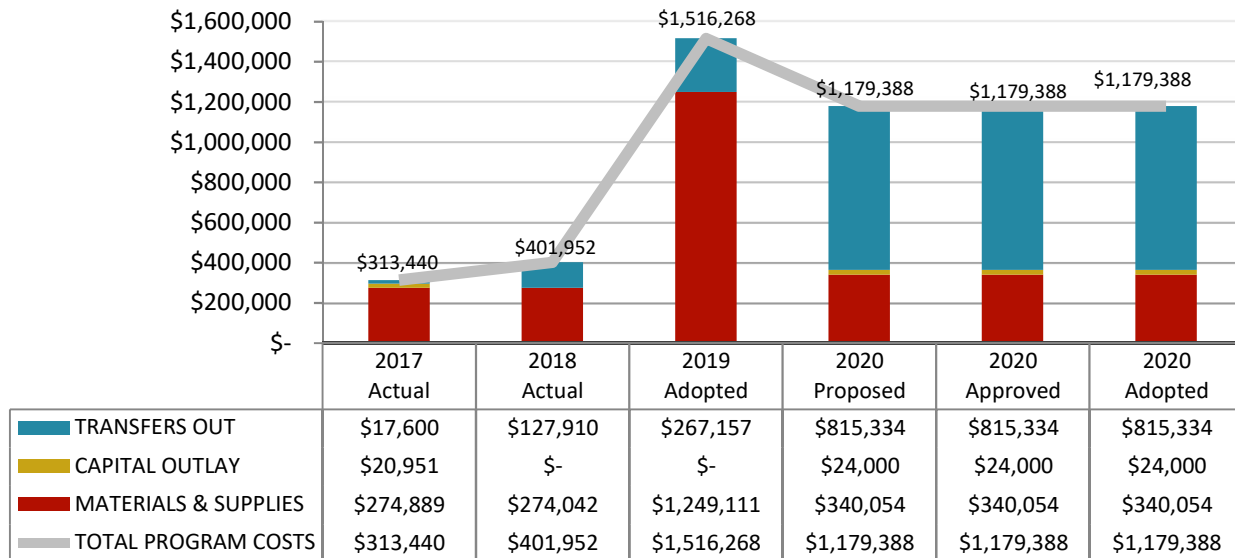
ACTIVITIES

The administrative overhead department consists of expenses that are used for the entire city or the entire general fund. Items consist of things like liability insurance, legal services and utilities.

BUDGET ADJUSTMENTS

- \$304,636 transfer to Street Fund
- \$1,500,000 ending fund balance budgeted
- \$292,930 operating contingency budgeted
- \$416,965 transfer to PERS Reserve Fund
- \$93,733 transfer to Economic Development Infrastructure Fund
- Downtown beautification \$40,000
- Moved donations to separate department.

ADMINISTRATIVE OVERHEAD EXPENDITURES



GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
APT BLDG MAINT & REPAIR	-	-	495	495	495	495
AUDITOR	20,045	20,440	25,530	25,350	25,350	25,350
BAD DEBT EXPENSE	120	-	-	-	-	-
BANK CHARGES	696	1,033	600	600	600	600
BLDG MAINT & REPAIR	24,708	29,089	32,000	35,000	35,000	35,000
CONTRACT SERVICES	25,426	7,095	4,595	4,733	4,733	4,733
CONTRACT SETTLEMENT	-	4,515	5,000	5,000	5,000	5,000
DATA PROCESSING	-	-	1,500	-	-	-
DUES & MEMBERSHIPS	10,117	10,402	11,114	11,476	11,476	11,476
ELECTRICITY	34,642	33,528	36,000	36,000	36,000	36,000
FUEL HEAT	4,174	3,698	4,000	4,000	4,000	4,000
GARBAGE SERVICE	3,683	3,316	3,800	3,911	3,911	3,911
GENERAL SUPPLIES & MAINT	2,630	1,182	1,200	1,200	1,200	1,200
INS PREM & SURETY	77,011	81,170	84,000	89,093	89,093	89,093
LEGAL SERVICES	15,515	25,668	30,000	35,000	35,000	35,000
MEDICAL EXAMS	-	-	-	500	500	500
OFFICE MACHINE CONTRACT	19,365	12,258	26,052	13,116	13,116	13,116
OFFICE SUPPLIES	4,643	2,296	4,280	4,280	4,280	4,280
ORDINANCE CODIFICATION	2,621	4,804	3,000	5,000	5,000	5,000
POSTAGE	624	3,416	4,000	4,000	4,000	4,000
PRINT / AD / RECORD	176	3,247	4,000	4,000	4,000	4,000
SAFETY COMMITTEE	-	-	500	500	500	500
SISTER CITY	303	148	200	200	200	200
TELEPHONE	27,788	26,732	15,800	14,600	14,600	14,600
UNEMPLOYMENT CLAIMS	602	2	2,000	2,000	2,000	2,000
PERS SIDE ACCOUNT	-	-	438,700	-	-	-
PERS RESERVE	-	-	510,745	-	-	-
CITY BEAUTIFICATION	-	-	-	40,000	40,000	40,000
MATERIALS & SERVICES TOTAL	\$ 274,889	\$ 274,042	\$ 1,249,111	\$ 340,054	\$ 340,054	\$ 340,054

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CONTINGENCY						
OPERATING CONTINGENCY	-	-	205,653	292,930	282,930	282,930
CONTINGENCY TOTAL	\$ -	\$ -	\$ 205,653	\$ 292,930	\$ 282,930	\$ 282,930
CAPITAL OUTLAY						
EQUIP/CAPITAL PURCHASE	20,951	-	-	-	-	-
FIBER LINES	-	-	-	24,000	24,000	24,000
CAPITAL OUTLAY TOTAL	\$ 20,951	\$ -	\$ -	\$ 24,000	\$ 24,000	\$ 24,000
TRANSFERS OUT						
TRANS TO GRANT FUND	17,600	-	-	-	-	-
TRANSFER TO AIRPORT FUND	-	41,969	31,332	-	-	-
TRANSFER TO STREET FUND	-	85,941	235,825	304,636	304,636	304,636
TRANSFER TO PERS RESERVE	-	-	-	416,965	416,965	416,965
TRANSFER TO INFRASTRUCTURE FUND	-	-	-	93,733	93,733	93,733
TRANSFERS OUT TOTAL	\$ 17,600	\$ 127,910	\$ 267,157	\$ 815,334	\$ 815,334	\$ 815,334
UNAPPROPRIATED						
UNAPPROPRIATED ENDING BAL	-	-	1,500,000	1,500,000	1,500,000	1,500,000
ENDING FUND BALANCE TOTAL	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Grand Total	\$ 313,440	\$ 401,952	\$ 3,221,921	\$ 2,972,318	\$ 2,962,318	\$ 2,962,318



NON-DEPARTMENTAL APPROPRIATIONS

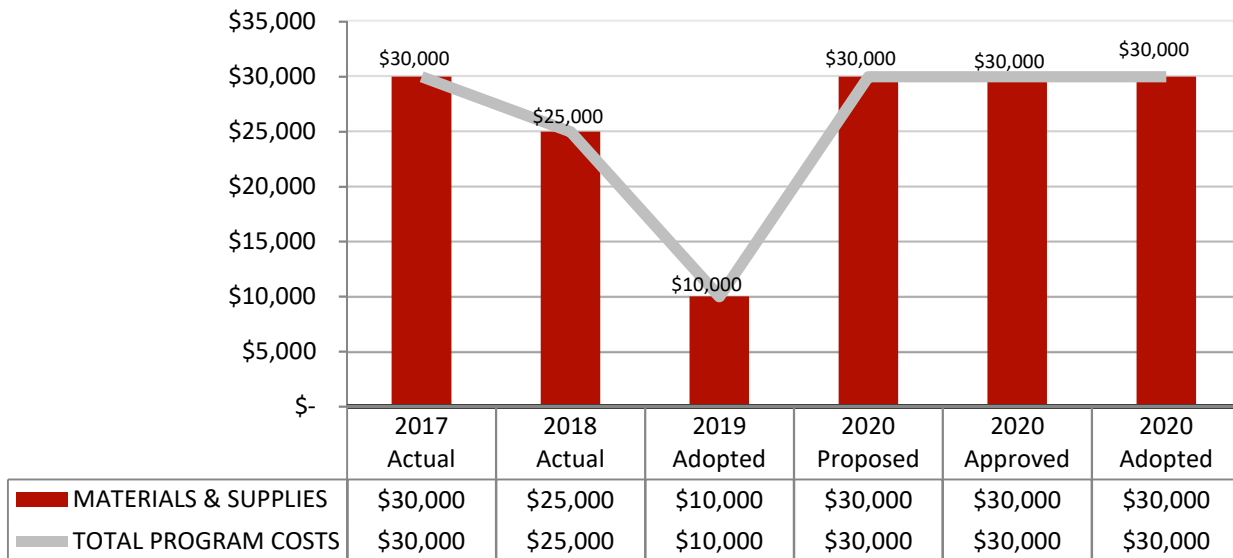
ACTIVITIES

The non-departmental appropriations department includes items paid to community organizations and the discretion of the budget committee and council.

BUDGET ADJUSTMENTS

- New department, previously reported in administrative overhead.
- \$5,000 donation to Poverty to Prosperity
- \$10,000 donation to SREDA
- \$10,000 donation to transit program
- \$5,000 donation to fairgrounds

NON-DEPARTMENTAL APPROPRIATIONS EXPENDITURES



GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
POVERTY TO PROSPERITY DONATION	5,000	-	-	5,000	5,000	5,000
SREDA PROGRAM CONT	10,000	10,000	10,000	10,000	10,000	10,000
TRANSIT PROGRAM CONTRIBUTION	15,000	15,000	-	10,000	10,000	10,000
FAIRGROUNDS DONATION	-	-	-	5,000	5,000	5,000
MATERIALS & SERVICES TOTAL	\$ 30,000	\$ 25,000	\$ 10,000	\$ 30,000	\$ 30,000	\$ 30,000
Grand Total	\$ 30,000	\$ 25,000	\$ 10,000	\$ 30,000	\$ 30,000	\$ 30,000

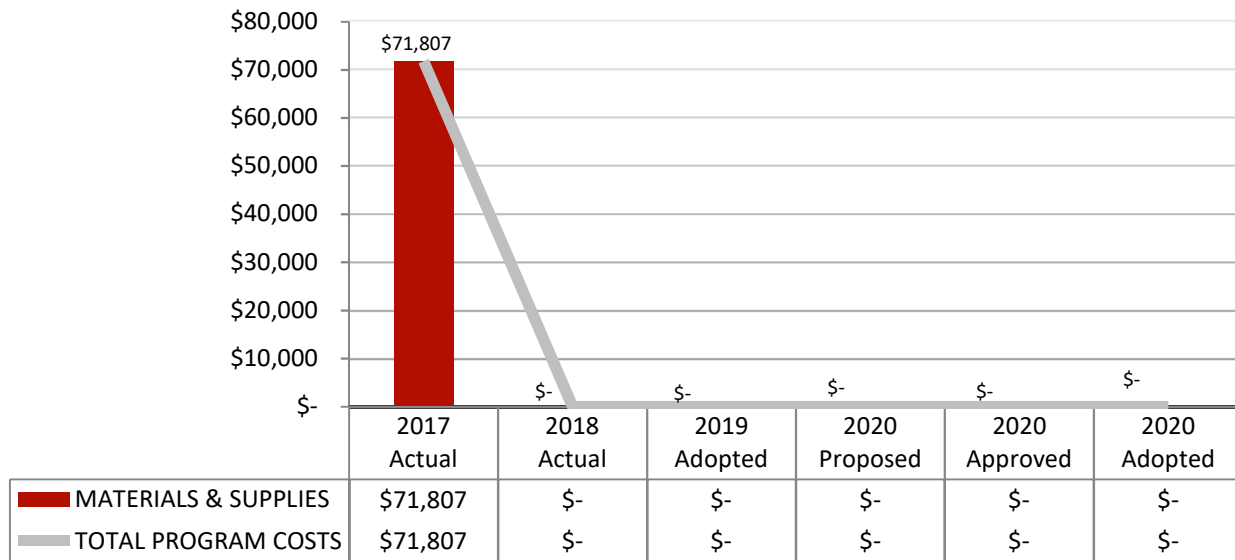


EMERGENCY OPERATIONS CENTER

ACTIVITIES

The Emergency Operations Center department was created and used for the snow event in January 2017. This is just for historical purposes only.

EMERGENCY OPERATIONS CENTER EXPENDITURES



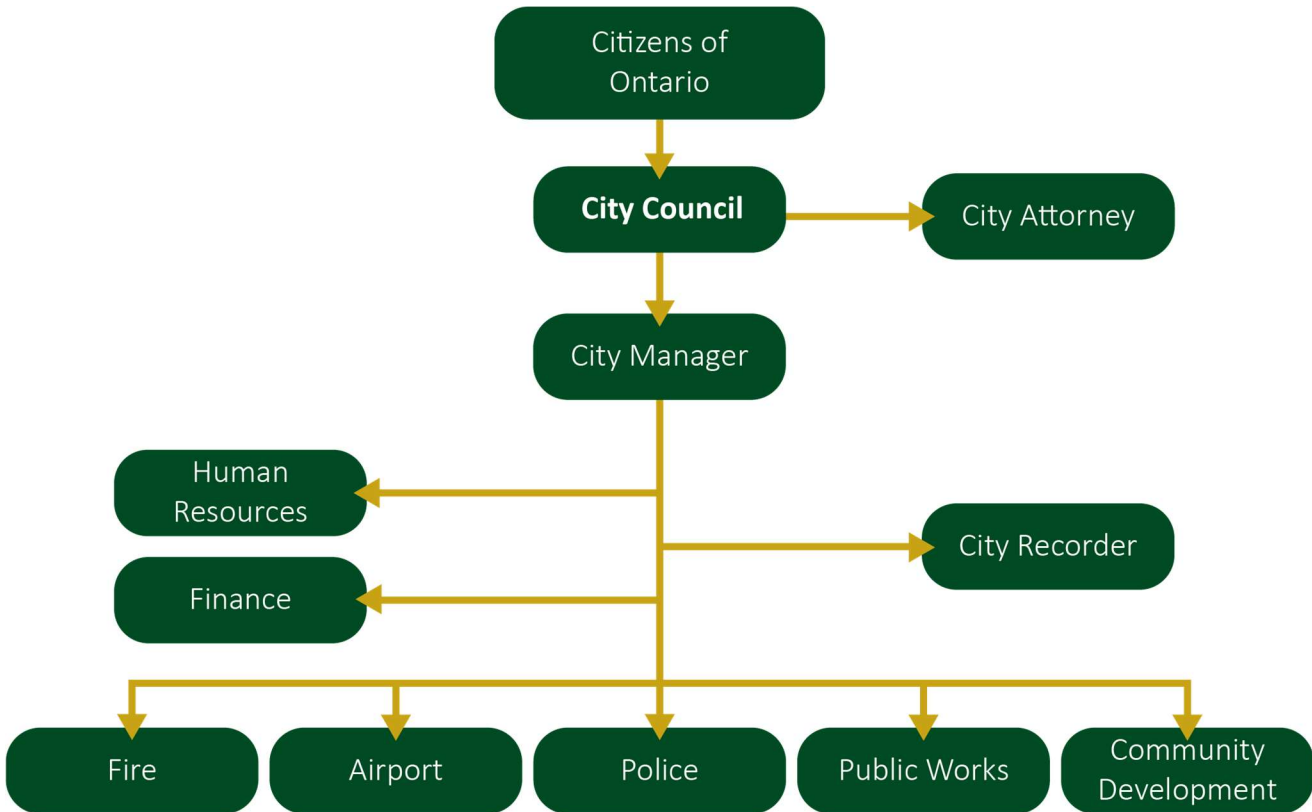
GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
CONTRACT SERVICES	71,807	-	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ 71,807	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ 71,807	\$ -	\$ -	\$ -	\$ -	\$ -



CITY COUNCIL



PROGRAMS

- All City Services as shown in the organizational chart above.

ACTIVITIES

The Ontario City Council is the elected governing body for the City of Ontario. As such, they set strategic direction and policy for the organization. The City Manager is the agent of the City Council to carry out the policies and strategic direction of services. The City Council annually approves a budget, prepared by the City Manager with a recommendation from the Budget Committee. The City Council appoints individuals to boards and commissions of the City Council, such as the Public Works Committee, Airport Committee, and the Planning Commission.

STRATEGIC IMPACT

- Desirability- Have more city-sponsored activities, more Council exposure in the community, work more closely with Four Rivers Cultural Center to create more events and festivals, create a grant writing committee, Keep our department heads and pay what they are worth

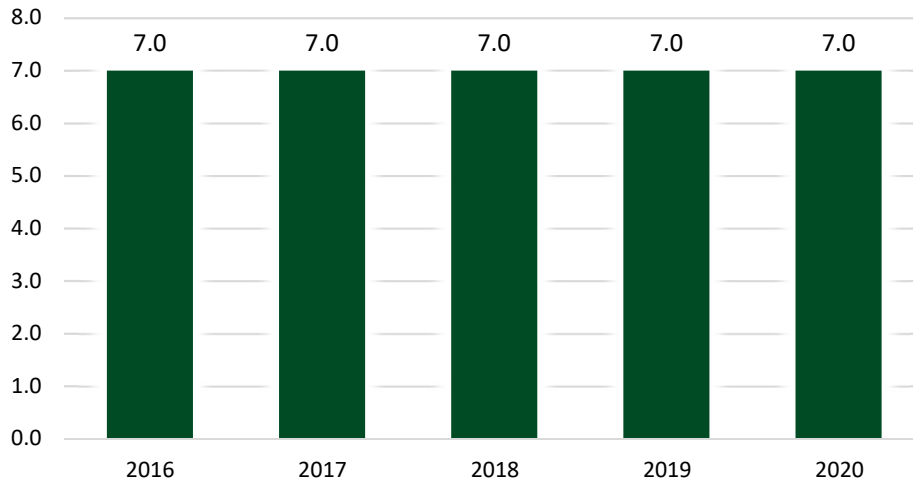


- Education- Support school bonds, engage all schools, engage the TVCC board, have civic opportunities for students (representatives from each school), find out the needs of local employers, allow and promote youth to be ex officio members on committees.
- Lifestyle- Educate the public on the \$10,000 housing incentive program
- Beautification- Mandatory trash pick-up, impose stricter clean-up laws, support citizen and City created events.
- Growth: Replace SDCs with traffic impact fees, encourage pop-ups

ACCOMPLISHMENTS

- A new mayor and two new council members were elected
- Began live streaming City Council meetings for the public
- Established the Marijuana ad hoc Committee
- Passed the Civil Penalties Ordinance

CITY COUNCIL HISTORY

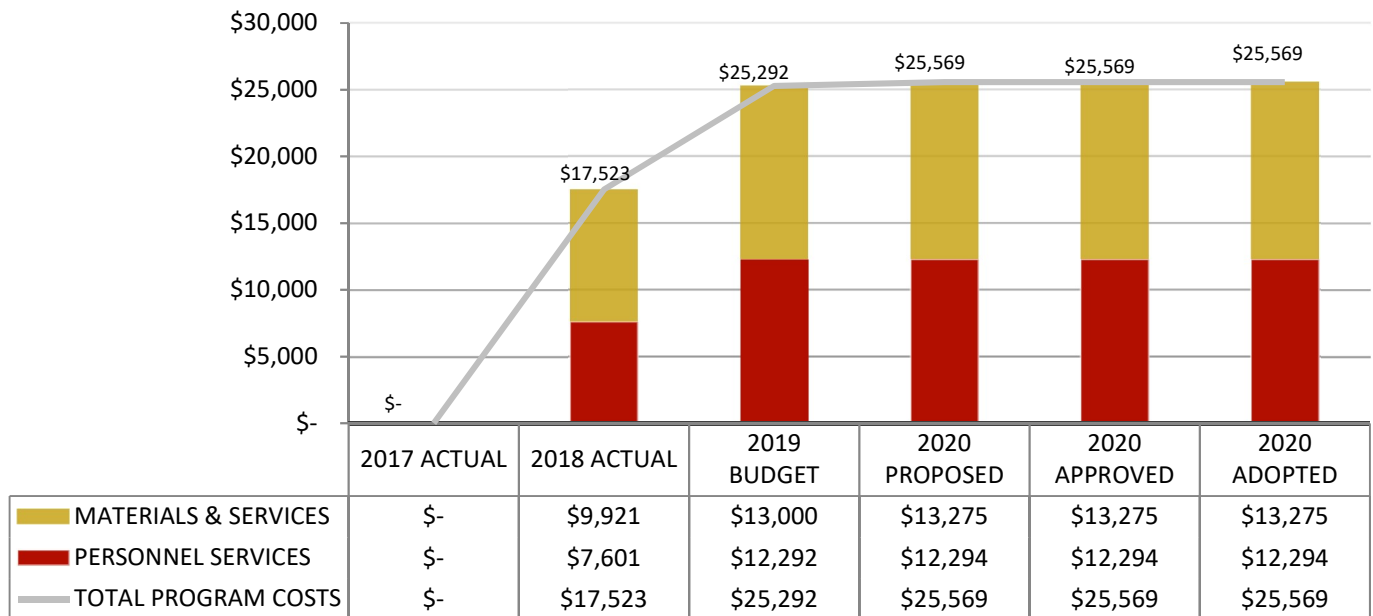


BUDGET ADJUSTMENTS

- No substantial changes, similar to prior year



CITY COUNCIL EXPENDITURES



OTHER KEY INDICATORS

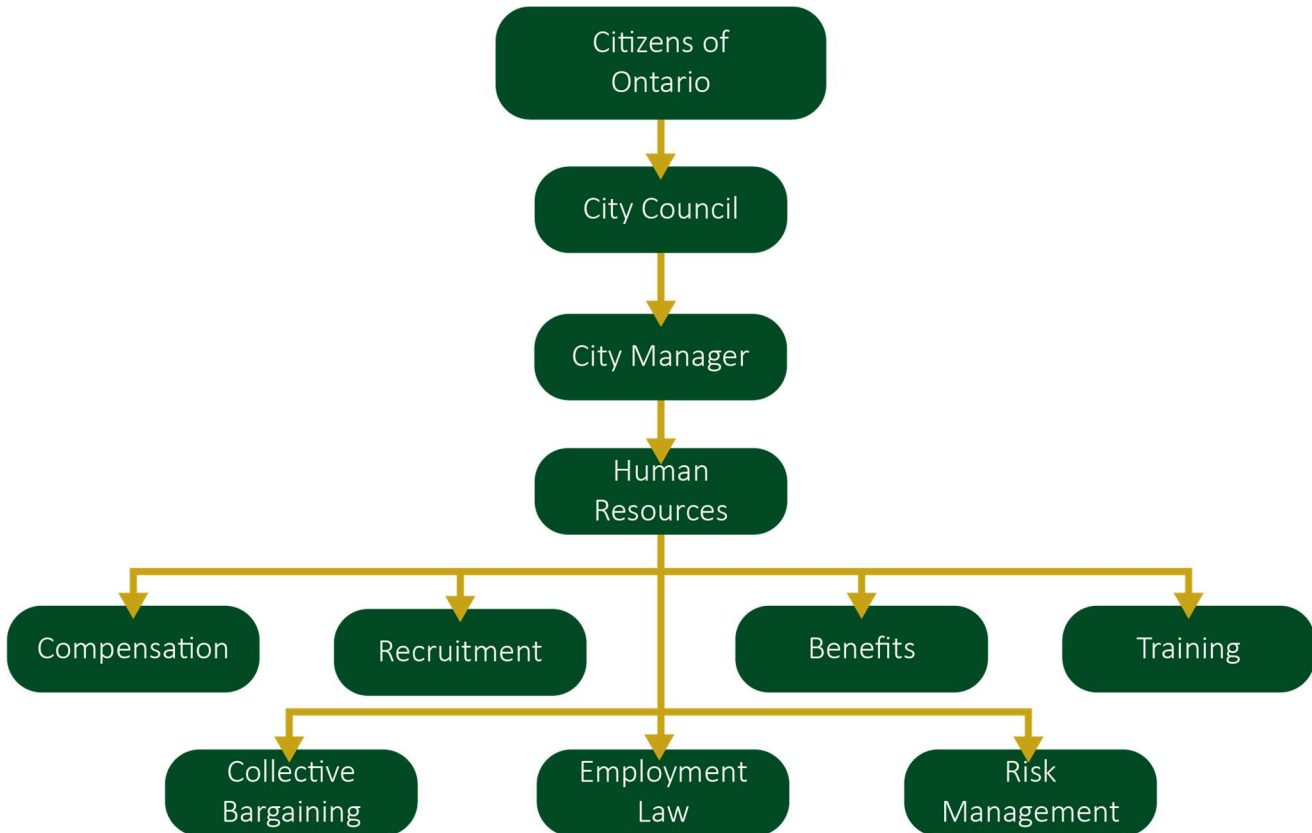
<u>Indicator</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Target</u>
Resolutions Prepared and Approved by City Council	33	48	34	35	30	30
Meetings of the City Council	49	51	28	23	30	30
Ordinances Prepared & Approved by City Council	10	13	8	9	12	10

GENERAL FUND



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PERSONNEL SERVICES						
PART TIME EMPLOYEES	-	7,150	11,400	11,400	11,400	11,400
SOCIAL SECURITY	-	352	873	873	873	873
WORKMAN'S COMPENSATION	-	99	19	21	21	21
PERSONNEL SERVICES TOTAL	\$ -	\$ 7,601	\$ 12,292	\$ 12,294	\$ 12,294	\$ 12,294
MATERIALS & SERVICES						
DONATIONS & OTHER CONTRIBUTION	-	319	1,000	1,000	1,000	1,000
GENERAL SUPPLIES & MAINTENANCE	-	224	500	500	500	500
MEETING MEAL EXPENSE	-	20	800	800	800	800
OFFICE MACHINE CONTRACT	-	79	-	275	275	275
OFFICE SUPPLIES	-	260	300	400	400	400
PETROLEUM SUPPLIES	-	-	200	100	100	100
POSTAGE	-	149	200	200	200	200
PRINT / AD / RECORD	-	2,262	1,000	1,000	1,000	1,000
MATERIALS & SUPPLIES TOTAL	\$ -	\$ 9,921	\$ 13,000	\$ 13,275	\$ 13,275	\$ 13,275
Grand Total	\$ -	\$ 17,523	\$ 25,292	\$ 25,569	\$ 25,569	\$ 25,569

HUMAN RESOURCES



PROGRAMS

Day to day operations of Human Resource functions which include collective bargaining, employment laws, recruitment, compensation, risk management, benefits, and training for all city personnel.

ACTIVITIES

The Human Resource Department is responsible for the administration and implementation of all Human Resource activities for the City which include policies and procedures, collective bargaining, employment law, recruitment, compensation, risk management, workers compensation, record management, employee relations and training for all city personnel.

CORE VALUES IMPACT

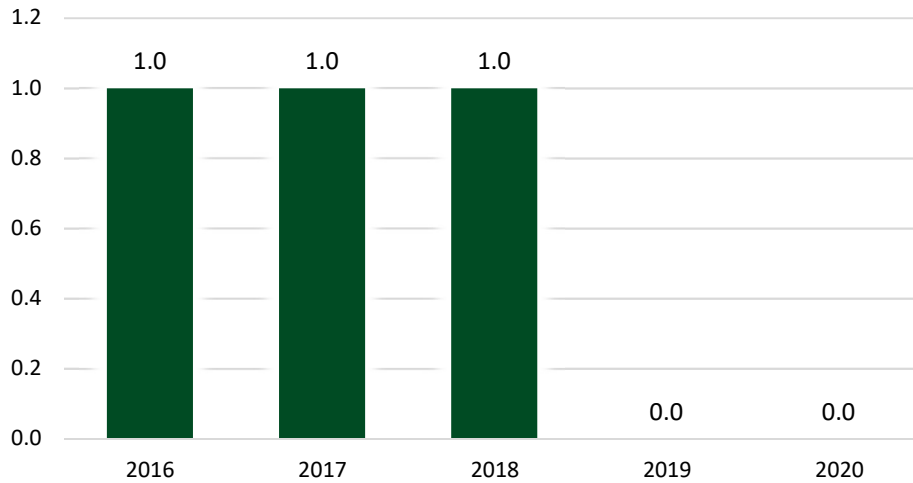
- Openness and Transparency
- Performing jobs to the best ability possible
- Accurate reporting to answer questions effectively



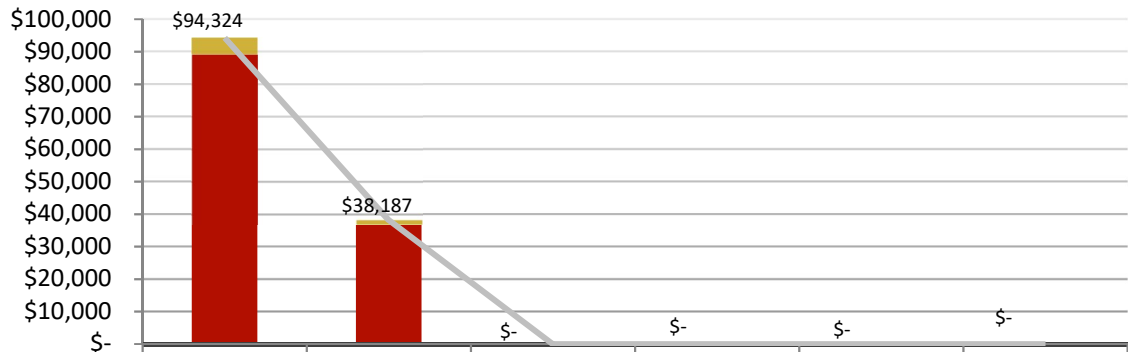
BUDGET ADJUSTMENTS

- The human resources department was moved to administration in the 2018-2019 budget.

HUMAN RESOURCES FTE HISTORY



HUMAN RESOURCES EXPENDITURES



	2017 ACTUAL	2018 ACTUAL	2019 BUDGET	2020 PROPOSED	2020 APPROVED	2020 ADOPTED
MATERIALS & SERVICES	\$5,156	\$1,337	\$-	\$-	\$-	\$-
PERSONNEL SERVICES	\$89,167	\$36,850	\$-	\$-	\$-	\$-
TOTAL PROGRAM COSTS	\$94,324	\$38,187	\$-	\$-	\$-	\$-

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,800	600	-	-	-	-
MEDICAL INSURANCE CO-PAY	16,992	4,611	-	-	-	-
RETIREMENT	8,804	3,412	-	-	-	-
SOCIAL SECURITY	4,212	1,966	-	-	-	-
VACATION/SICK BUYOUT	-	7,546	-	-	-	-
WAGES & SALARIES	57,328	18,657	-	-	-	-
WORKMANS COMP	31	58	-	-	-	-
PERSONNEL SERVICES TOTAL	\$ 89,167	\$ 36,850	\$ -	\$ -	\$ -	\$ -
MATERIALS & SERVICES						
CELL PHONE	175	140	-	-	-	-
GENERAL SUPP & MAINT	955	137	-	-	-	-
MEDICAL EXAMS	394	118	-	-	-	-
MEETING MEAL EXPENSE	-	34	-	-	-	-
OFFICE MACHINE CONTRACT	-	158	-	-	-	-
PROFESSIONAL DEVELOPMENT	2,134	561	-	-	-	-
RECRUITMENT	1,498	189	-	-	-	-
MATERIALS & SERVICES Total	\$ 5,156	\$ 1,337	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ 94,324	\$ 38,187	\$ -	\$ -	\$ -	\$ -



BUSINESS REGISTRATIONS

PROGRAMS

- Business Registration

ACTIVITIES

In fiscal year ended 2016, the City of Ontario adopted Ordinance 2702-2015, requiring each business within the Ontario city limits to register with the City. This is not a license, but rather a registration process that will provide important information to the city's public safety personnel. Currently, the city has 157 businesses registered.

As a benefit, the city lists registered businesses on our website both alphabetically and by business type.

CORE VALUES IMPACT

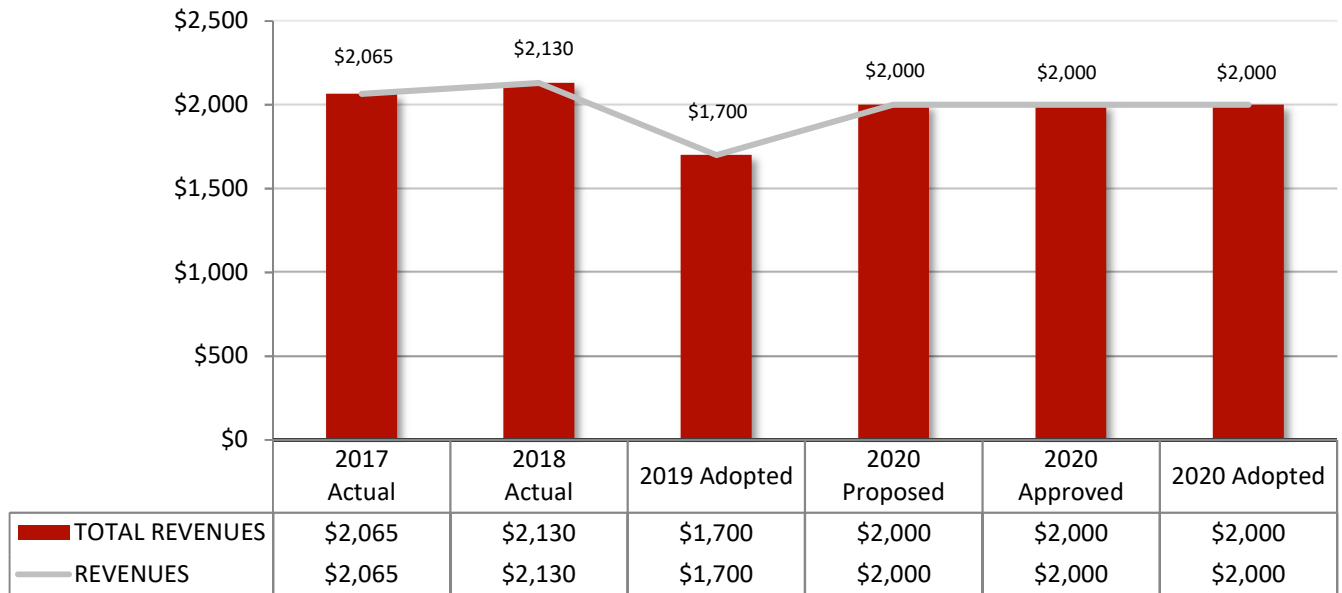
- Openness and Transparency
- Accurate reporting to answer questions effectively

BUDGET ADJUSTMENTS

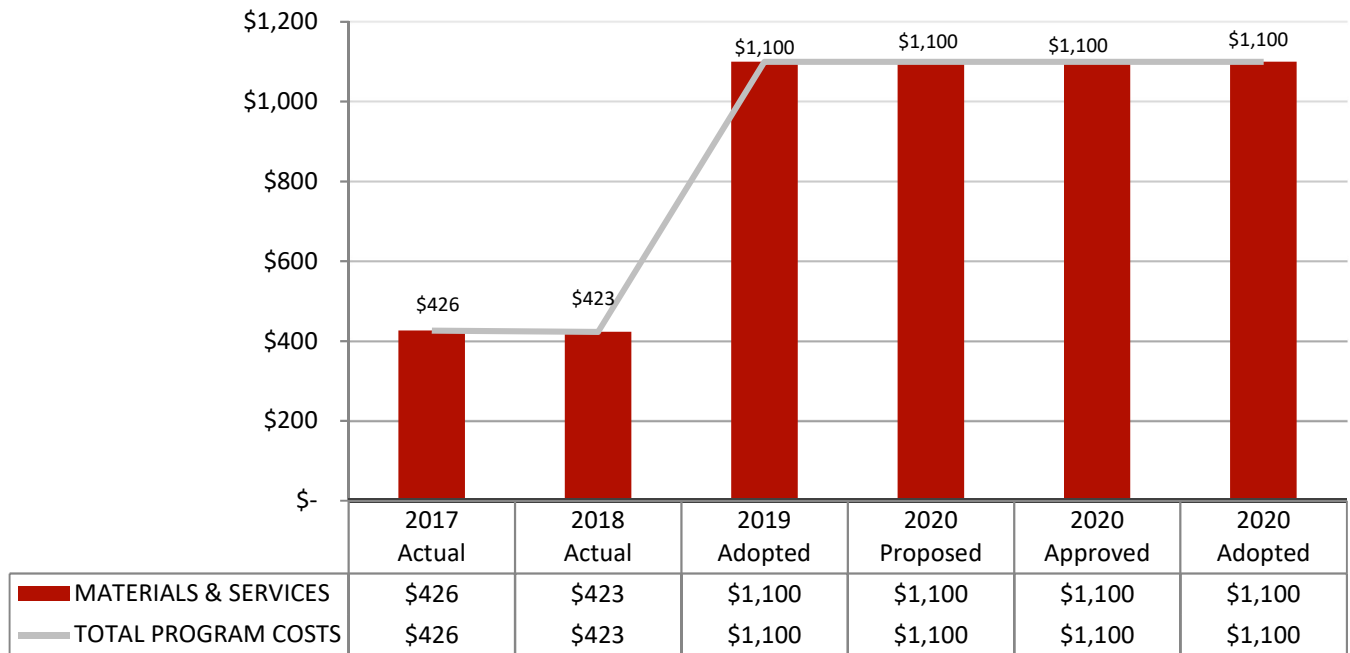
- No substantial budget adjustments.



BUSINESS REGISTRATION REVENUES



BUSINESS REGISTRATION EXPENDITURES





OTHER KEY INDICATORS

<u>Indicator</u>	<u>2014 Actual</u>	<u>2015/16 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Target</u>	<u>2020 Target</u>
Business Registrations	0	158	69	137	170	300

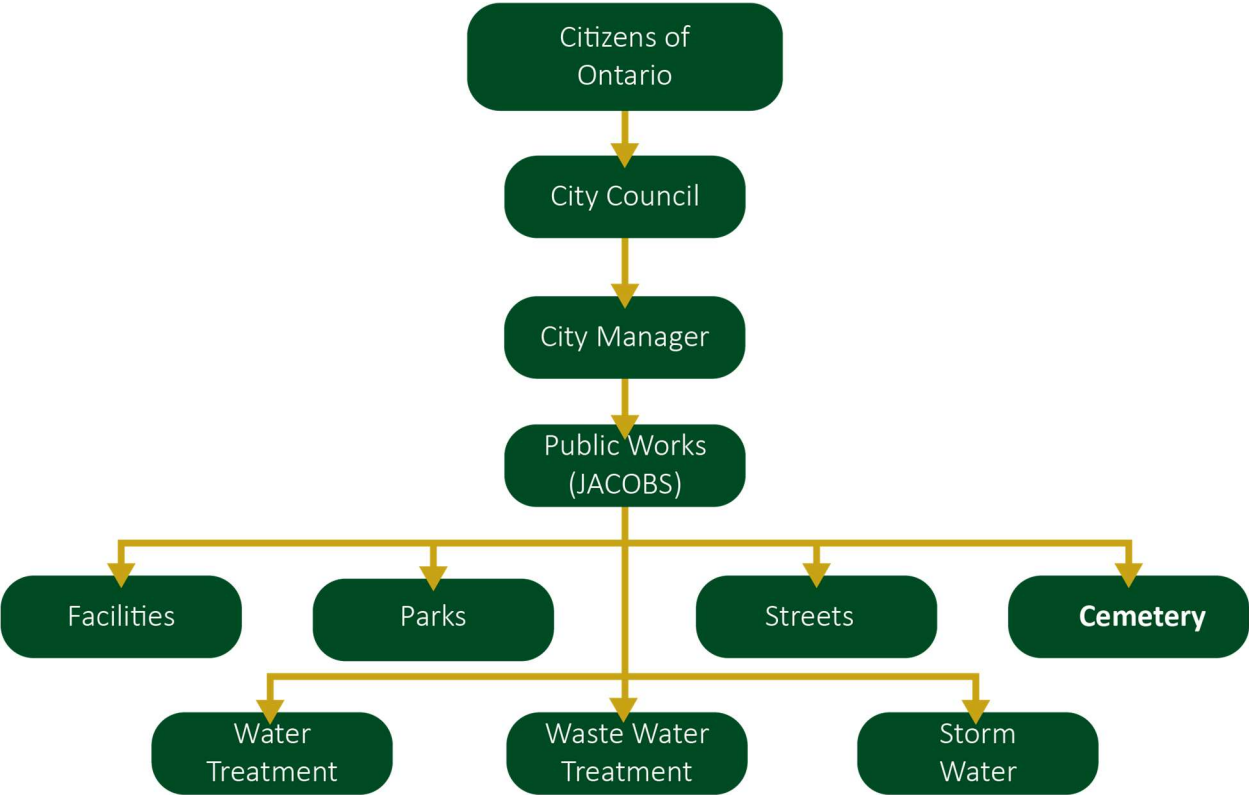
GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
GENERAL REVENUE						
BUSINESS REGISTRATION REVENUE	2,065	2,130	1,700	2,000	2,000	2,000
Grand Total	\$ 2,065	\$ 2,130	\$ 1,700	\$ 2,000	\$ 2,000	\$ 2,000
MATERIALS & SERVICES						
GENERAL SUP & MAINT	225	260	750	750	750	750
POSTAGE	201	163	350	350	350	350
MATERIALS & SERVICES TOTAL	\$ 426	\$ 423	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
Grand Total	\$ 426	\$ 423	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100



CEMETERY



PROGRAMS

The cemetery department is responsible for all the care and maintenance of the two cemeteries owned by the city.

ACTIVITIES

CH2M Hill provides direct oversight and operation including maintenance of the Sunset and Evergreen cemeteries. The scope includes mowing, watering, and general landscape. Also included are grave excavation and cemetery management services.

CORE VALUES IMPACT

- Provided well-groomed and maintained cemetery's for citizens and families of those interned



- Respect for our fellow citizens we serve and commitment to provide superior quality and service
- Efficiency in providing services to the public

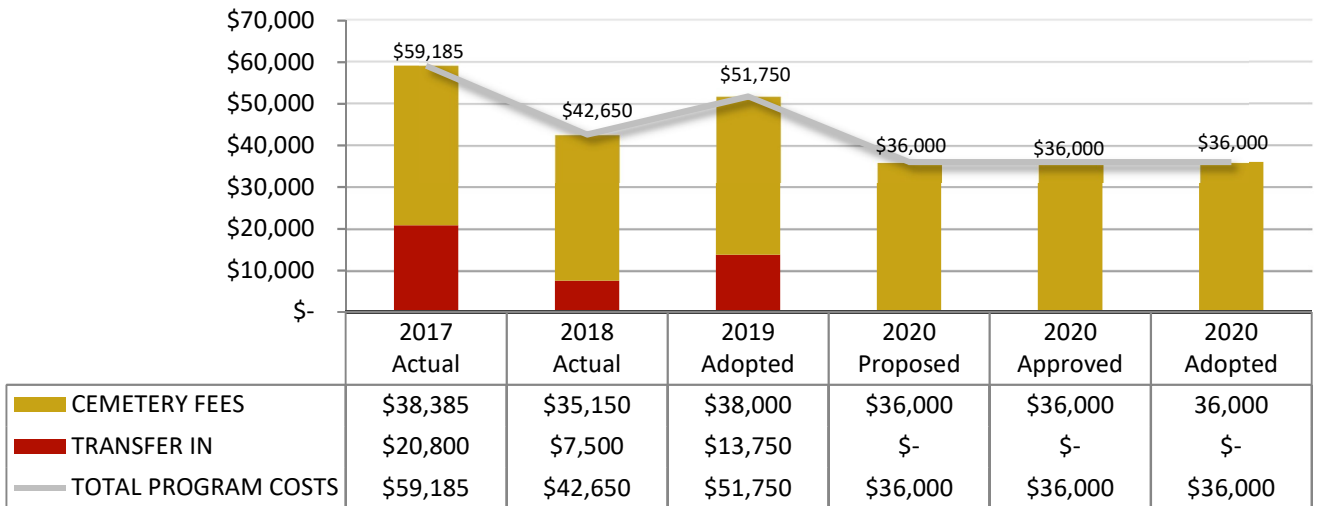
ACCOMPLISHMENTS

- Provided grass trimming around tombstones
- Created Standard Operating Procedures (SOP), Activity Hazard Analysis (AHA) and Pre-Task Plans (PTP) for each task that is completed in the system.
- Refinished and repainted picnic tables and benches
- No lost time or recordable incidents

BUDGET ADJUSTMENTS

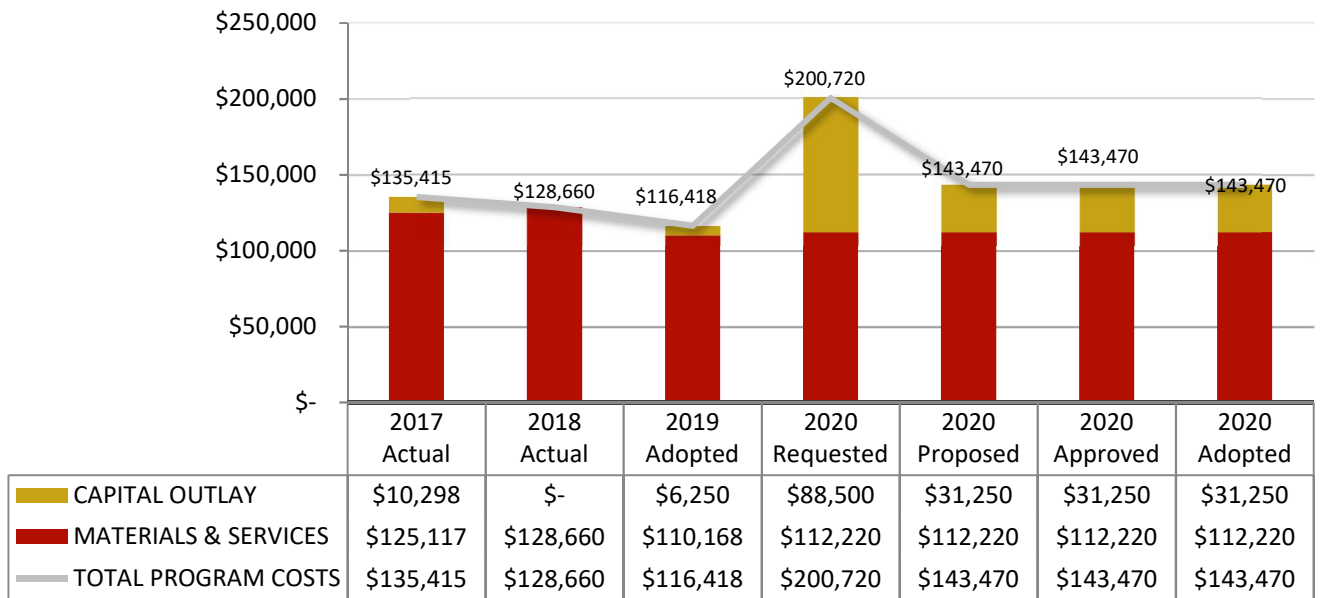
- Capital outlay for a replacement of a 1997 John Deere mower to share with parks department \$6,250. In the past two years public works has paid over \$3,400 in repairs for this 1997 mower.
- \$25,000 for a Ford F150 pickup to replace a 1994 F150.
- Increase of 2.65% for Jacobs contract.

CEMETERY REVENUES





CEMETERY EXPENDITURES



OTHER KEY INDICATORS

<u>Indicator</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Target</u>
Burials	73	71	79	70	70

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CEMETERY REVENUES						
CEMETERY PERP REV - FUND 001	\$ 20,800	\$ 7,500	\$ 13,750	\$ -	\$ -	\$ -
CEM-OPENING & CLOSING SPACES	37,985	35,150	38,000	36,000	36,000	36,000
DISINTERMENT	400	-	-	-	-	-
Grand Total	\$ 59,185	\$ 42,650	\$ 51,750	\$ 36,000	\$ 36,000	\$ 36,000
MATERIALS & SERVICES						
CONTRACT SERVICES	125,105	128,647	110,143	112,195	112,195	112,195
POSTAGE	9	8	20	20	20	20
TELEPHONE	4	4	5	5	5	5
MATERIALS & SERVICES TOTAL	\$ 125,117	\$ 128,660	\$ 110,168	\$ 112,220	\$ 112,220	\$ 112,220
CAPITAL OUTLAY						
EQUIP PURCHASE	10,298	-	6,250	6,250	6,250	6,250
UNDERGROUND IRRIGATION	-	-	-	-	-	-
VEHICLE PURCHASE	-	-	-	25,000	25,000	25,000
CAPITAL OUTLAY TOTAL	\$ 10,298	\$ -	\$ 6,250	\$ 31,250	\$ 31,250	\$ 31,250
Grand Total	\$ 135,415	\$ 128,660	\$ 116,418	\$ 143,470	\$ 143,470	\$ 143,470



COMMUNITY DEVELOPMENT



PROGRAMS

The Community Development department is responsible for the planning, building oversight, and economic development of the City. This includes: development review, land use action processing, zoning ordinance enforcement, comprehensive plan and zoning ordinance review and updates and building code enforcement end updates.

ACTIVITIES

The Community Development Center:

- Plans, organizes, and administers economic development marketing activities for business expansion, attraction and job development.
- Pursues leads and promotes Ontario as a good place to do business, serving as the single-point of contact to ensure prospective business and developers are receiving permitting and city services in a prompt, efficient and customer-friendly manner.
- Communicates official plans, policies and procedures to staff and the general public.
- Makes presentations to employees, City Council, civic groups, and the general public.



- Works with department directors and managers on selected projects as assigned by the City Manager.
- Answers public questions regarding building within the City and Urban Growth Area, and assist in the preparation of the Building Department budget.
- Ensures that new or prospective businesses and developers get fast, efficient city services, and that permits are being processed in a timely manner.
- Ensures that City and State regulations are being followed.
- Meets with prospective developers and businesses, outlining the advantages of becoming a part of the Ontario community, and working with other Economic Development Agencies within the Treasure Valley to promote a healthy community.
- Assists in the preparation and administration of the Community Development/Planning Division budget.
- Assists the City Council, Planning Commission, residents, developers, contractors, business owners and other public agencies with land-use actions, planning policies, planning and zoning codes, building codes, permits and procedures.

STRATEGIC IMPACT

- Support middle-class housing starts, establish trails and community gathering places
- Lifestyle- Educated the public on the \$10,000 housing incentive fund, have desirable housing options establish façade grant funding
- Beautification- Build up main street

CORE VALUES IMPACT

- Adhering to the highest quality public service, while performing our jobs through knowledge and continuing education
- Showing openness and transparency in every aspect of our duty
- Maintaining the highest order of respect for all the citizens, along with fellow staff
- Responding to questions effectively and in a fast and efficient manner, while maintaining professionalism.

ACCOMPLISHMENTS

- For 2018 staff reviewed and processed 305 building permits (compared to the 428 in 2017) valued at \$19 million (with \$28 million in 2017) with an estimated additional 1.5 million in site development values.
- Staff met with and handled many calls and permit applications concerning Marijuana Facilities.



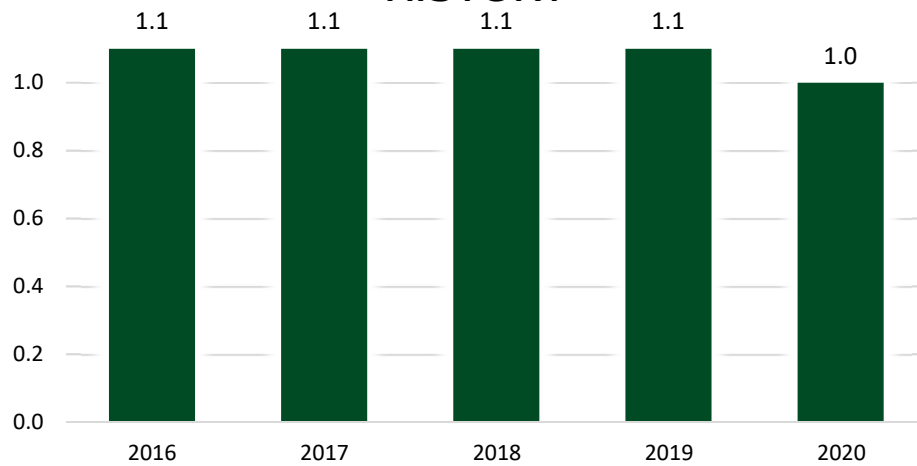
- Staff attended over 30 PDAC (Pre Design Advisory Committee) meetings on proposed developments.
- Staff attended several continuing education and training seminars.
- Staff helped finish the K-Mart building with the addition of the Marshall's store.
- Staff worked with over 10 Proposed Industrial site developers.
- Staff reviewed and processed 21 land use actions in 2018.
- Staff received an EPA Brownfield Grant for site assessments and redevelopment of properties with Malheur County, and Ontario, Nyssa, and Vale cities and has processed 4 Brownfield site Phase I Site Evaluations. Staff also started a Phase II on two of the projects.

BUDGET ADJUSTMENTS

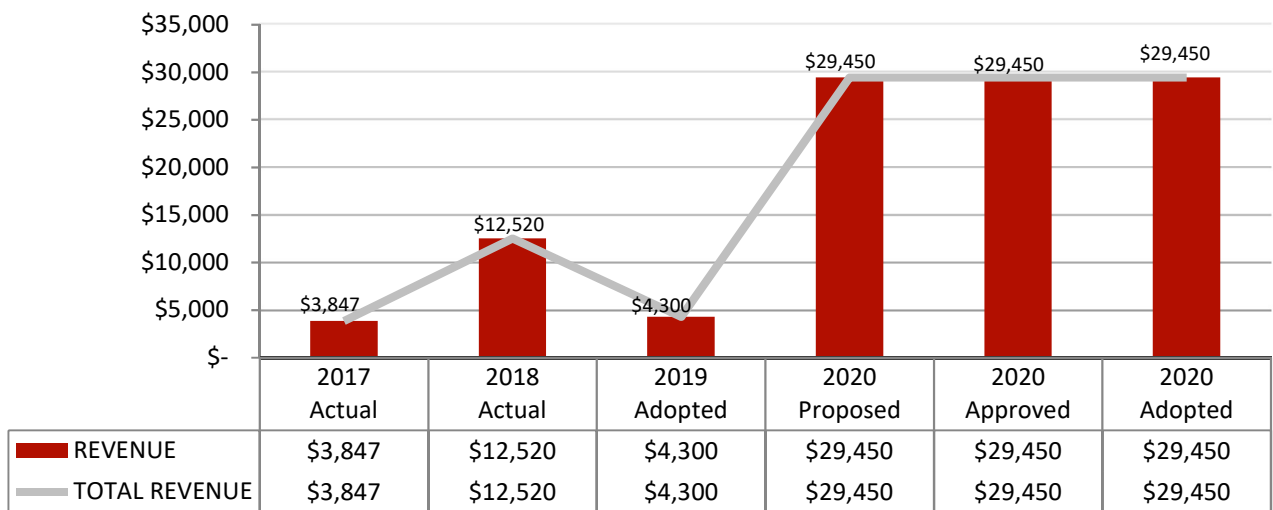
- Reduction in Cell Phone fees by \$45
- Building inspector City employee no longer contracted with Fruitland. This resulted in a reallocation of the two employees allocated to community development.
- Increase in Data Processing by \$1,575 for software purchase
- Reduction in Downtown Code Change fees by \$1,700
- Wayfinding Grant and expenses
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Community development portion for 2019-20 is \$2,250. Annually, a lump-sum payment will be made to the City of Ontario's PERS side account.
- Part-time temporary staffing is budgeted at \$15,000 due to the changes in the building inspection program.



COMMUNITY DEVELOPMENT FTE HISTORY

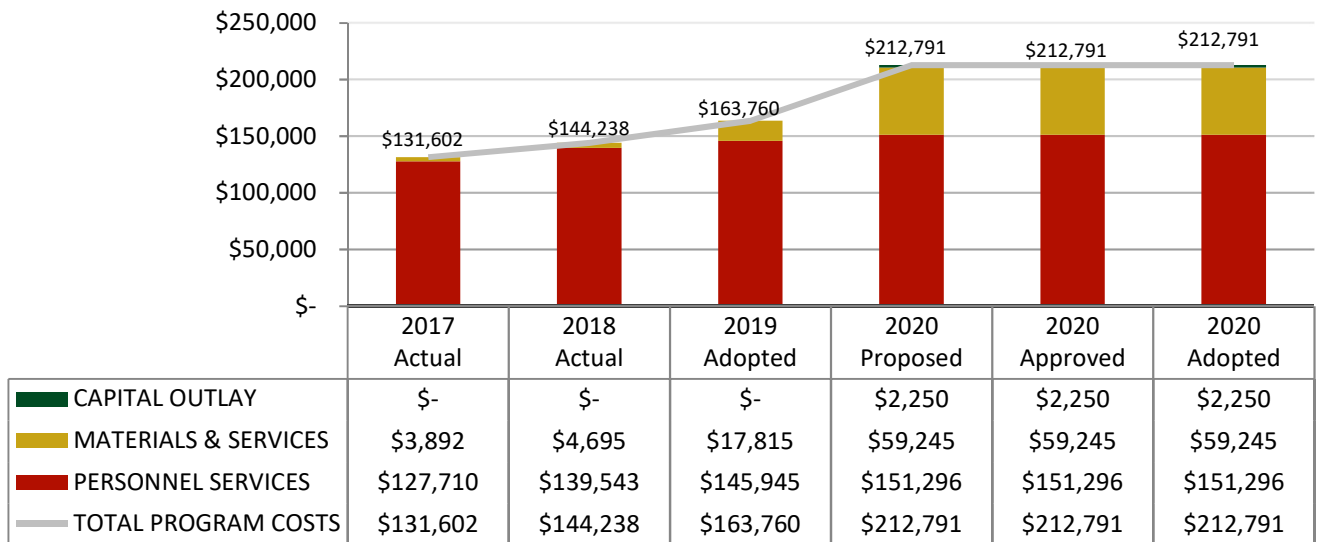


COMMUNITY DEVELOPMENT REVENUES





COMMUNITY DEVELOPMENT EXPENDITURES



OTHER KEY INDICATORS

Indicator	2015-16 Actual	2016-17 Actual	2017-18 Actual/Target	2018 Target	2019 Target	2020 Target
Subdivisions	0	0	0/0	0	1	1
Comprehensive Plan Amendments	0	0	0/1	1	1	1
Rezones	1	1	0/1	1	1	1
Lot Line Adjustments	4	9	0/4	5	6	6
Variances	1	4	0/1	1	1	1
Conditional Use Permits	0	2	3/2	3	2	2
Annexations	0	1	2/0	1	0	0
Temporary Use Permits	5	1	2/2	2	3	3
Partitions	3	4	1/2	3	2	2
Zone Code Amendments	0	0	1/2	2	1	1
Site Developments	15	4	4/5	5	5	5
Grants	3	2	0/1	2	3	3
Economic	1	0	1/2	2	2	2
Appeals	1	0	0/0	0	0	0
Vacations	4	0	1/2	1	2	2
Non-conforming Uses	1	0	1/0	0	0	0
Right of Ways	0	1	0/1	1	1	1

GENERAL FUND



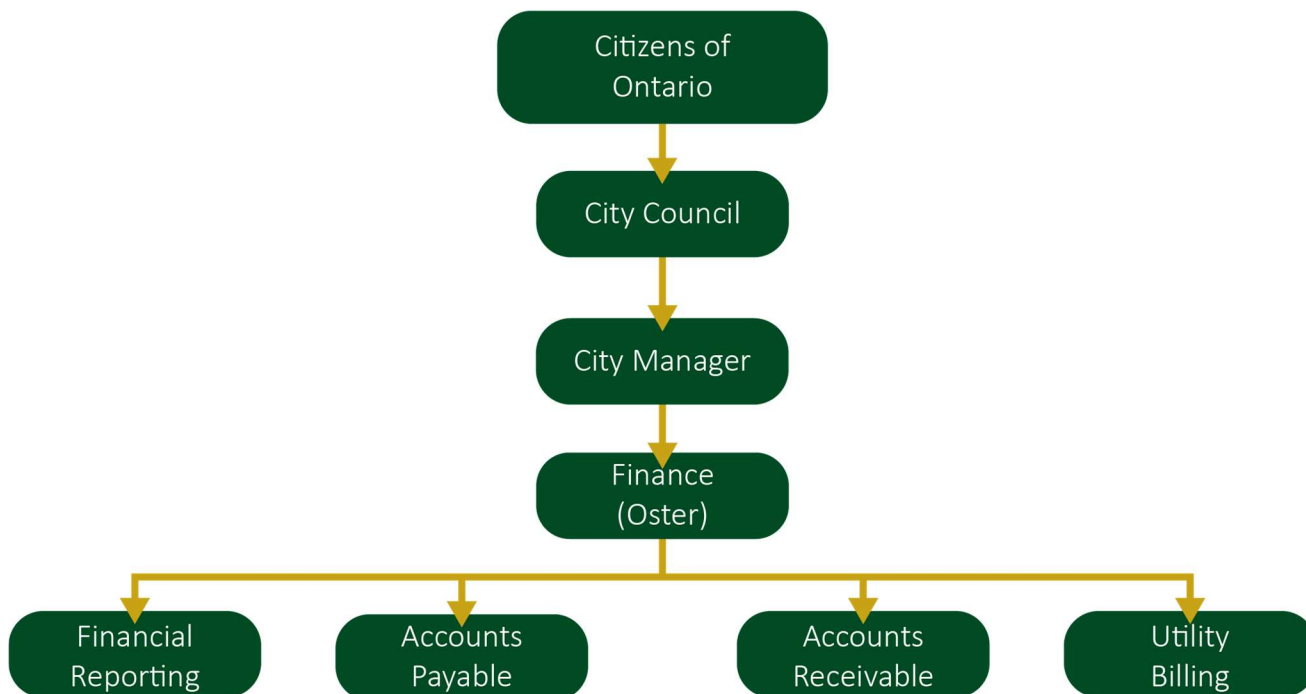
Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
COMMUNITY DEVELOPMENT REVENUES						
APPLICATION FEES	-	450	300	450	450	450
P & Z HEARINGS	3,847	8,636	4,000	4,000	4,000	4,000
P&Z MISCELLANEOUS REVENUE	-	3,434	-	-	-	-
WAYFINDING GRANT	-	-	-	25,000	25,000	25,000
Grand Total	\$ 3,847	\$ 12,520	\$ 4,300	\$ 29,450	\$ 29,450	\$ 29,450
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,530	1,530	1,530	1,530	1,530	1,530
EMPLOYER PAID BENEFITS	-	-	4,221	4,396	4,396	4,396
MEDICAL INSURANCE CO-PAY	17,050	17,466	18,196	16,911	16,911	16,911
OVERTIME	136	271	3,000	-	-	-
RETIREMENT	18,441	24,338	24,771	30,188	30,188	30,188
SOCIAL SECURITY	6,268	6,622	7,040	7,325	7,325	7,325
VACATION/SICK BUYOUT	234	-	1,871	1,914	1,914	1,914
WAGES & SALARIES	84,019	88,624	84,406	87,908	87,908	87,908
WORKMANS COMP	34	691	910	1,124	1,124	1,124
PERSONNEL SERVICES TOTAL	\$ 127,710	\$ 139,543	\$ 145,945	\$ 151,296	\$ 151,296	\$ 151,296
MATERIALS & SERVICES						
BUILDING MAINT & REPAIR	53	-	100	100	100	100
CELL PHONE	462	462	465	420	420	420
CONTRACT SERVICES	-	-	-	15,000	15,000	15,000
DATA PROCESSING	25	-	250	1,825	1,825	1,825
DOWNTOWN CODE CHANGES	-	-	2,700	1,000	1,000	1,000
ECONOMIC DEVELOPMENT MARKETING	94	-	1,000	1,000	1,000	1,000
FUEL	264	419	600	600	600	600
GENERAL SUPPLIES	678	543	900	900	900	900
OFFICE MACHINE CONTRACTS	196	1,315	400	2,000	2,000	2,000
OFFICE SUPPLIES	536	497	600	600	600	600
POSTAGE	139	105	800	800	800	800
PRINT / AD / RECORD	337	532	2,000	2,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	1,107	821	6,000	6,000	6,000	6,000
PROFESSIONAL SERVICES	-	-	2,000	2,000	2,000	2,000
WAYFINDING PROJECT	-	-	-	25,000	25,000	25,000
MATERIALS & SERVICES TOTAL	\$ 3,892	\$ 4,695	\$ 17,815	\$ 59,245	\$ 59,245	\$ 59,245

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
TRANSFERS OUT						
TRANSFER TO PERS RESERVE	-	-	-	2,250	2,250	2,250
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 2,250	\$ 2,250	\$ 2,250
Grand Total	\$ 131,602	\$ 144,238	\$ 163,760	\$ 212,791	\$ 212,791	\$ 212,791

FINANCE



PROGRAMS

- Financial Reporting
- Accounts Payable
- Accounts Receivable
- Utility Billing

ACTIVITIES

The Finance Department is responsible for the control of all financial activities of the City, including the disbursement of financial resources, ensuring adequate resources are available and recording and invoicing financial resources. The City contracts with Oster Professional Group, CPA's to manage the finance department.

STRATEGIC IMPACT

- Desirability- Keep our department heads and pay what they are worth.

CORE VALUES IMPACT

- Openness and Transparency
- Performing jobs to the best ability possible



- Accurate reporting to answer questions effectively

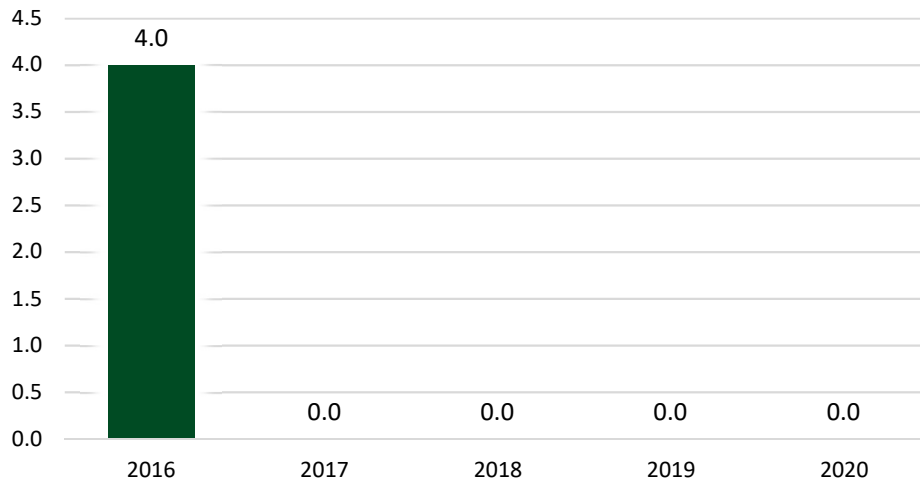
ACCOMPLISHMENTS

- Unmodified independent auditor’s report
- Provide accurate monthly reports to departments and City Council
- Open Gov software increased transparency of City finances

BUDGET ADJUSTMENTS

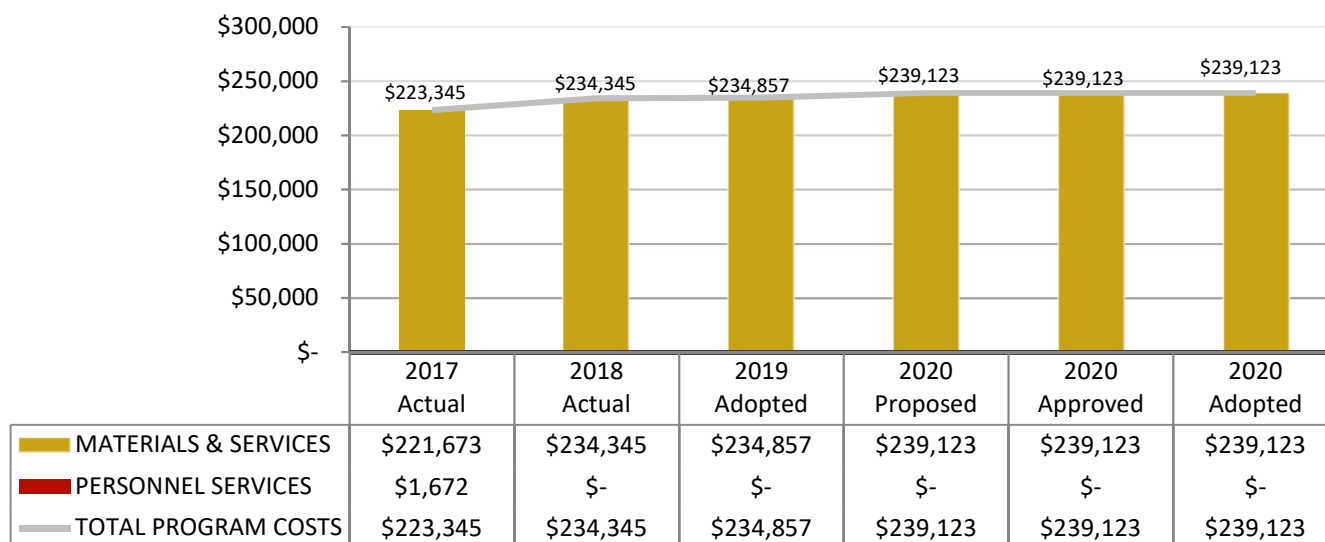
- The Finance Department formerly had a Director, Accounts Payable Clerk, Accounts Receivable Clerk, and a Utility Billing Clerk. In the 2017 fiscal year, the City Council outsourced the entire Finance Department to Oster Professional Group, CPA’s (OPG).
- Oster contract increased by 1.9%

FINANCE FTE HISTORY





FINANCE EXPENDITURES



OTHER KEY INDICATORS

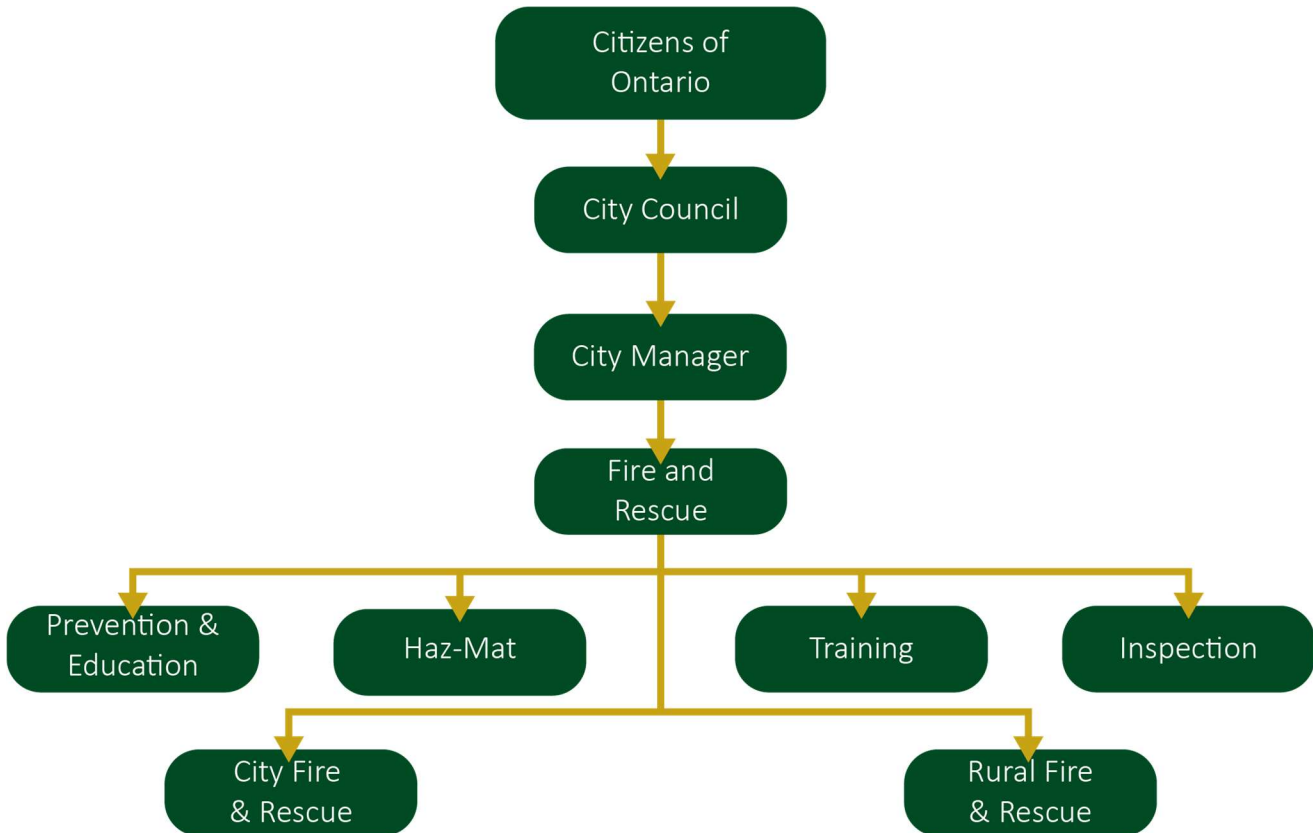
Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Target	2020 Target
Number of accounts payable checks	2,002	2,119	1,657	1,449	1,700	1,700
Number of W2's issued	119	81	92	116	96	90
1099's issued	28	22	19	25	25	25

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PERSONNEL SERVICES						
RETIREMENT	203	-	-	-	-	-
SOCIAL SECURITY	104	-	-	-	-	-
WAGES & SALARIES	1,364	-	-	-	-	-
PERSONNEL SERVICES TOTAL	\$ 1,672	\$ -	\$ -	\$ -	\$ -	\$ -
MATERIALS & SERVICES						
CONTRACT SERVICES	208,243	209,029	214,308	219,379	219,379	219,379
DATA PROCESSING	12,158	24,244	19,049	18,244	18,244	18,244
PRINT / AD / RECORD	1,272	1,072	1,500	1,500	1,500	1,500
MATERIALS & SERVICES TOTAL	\$ 221,673	\$ 234,345	\$ 234,857	\$ 239,123	\$ 239,123	\$ 239,123
Grand Total	\$ 223,345	\$ 234,345	\$ 234,857	\$ 239,123	\$ 239,123	\$ 239,123

FIRE AND RESCUE



PROGRAMS

- Fire prevention of commercial properties, residential homes, and open land, and educating the community in the hazards of fire.
- Fire and medical responses to properties and occupants that are outside of the City limits.
- Fire and medical responses to the properties and occupants that reside or come into the City.
- Hazardous material response covering southwestern portion of the state.
- Training for our staff and other firefighters in the Snake River Valley area.
- Inspections of new construction and annual inspections of businesses and facilities where there may be hazards to life and safety.
- Preventing hazards, training the community, and mitigating the emergencies that arise on a daily basis.



ACTIVITIES

The Fire Department's main goal is to be able to serve the public safely, promptly and professionally. The best way we can do this is through education and therefore preventing dangerous situations. We educate by getting out into the elementary schools twice a year. In the spring, along with BLM, we focus on outside-type fires with second graders, but still get the message out there on all fire safety. In the fall, during fire prevention month, we visit the schools again to teach the first graders. We also do a lot of the educating at several community events during that time of year. In addition, we educate the public on having good defensible space around their properties to protect from fire spread. Our annual smoke detector program supplies and installs detectors for those in our area that have a need. This gives us a great opportunity to educate them as well. We host weekly training for the staff, and also host numerous other training classes for all of the departments in the Snake River Fire Association. The human factor comes into play, and because of that we are there to respond to about any type of emergency. Medical emergencies are the greatest amounts of calls we respond on; approximately 85 percent. Fire calls represent the majority of the rest of our calls, with Haz-Mat finishing out the remainder. Our Haz-Mat response is of great importance to Malheur, Baker, and Harney counties. We have many highways, railroads and waterways that have great potential for disastrous exposures to the environment if there is any type of a release of hazardous materials. We are the only unit on this side of the state, with Hermiston being the next closest.

STRATEGIC IMPACT

- Desirability- Set up a public safety fund, keep our safety employees safe and equipped.

CORE VALUES IMPACT

- Commitment to serve all facets of the community to the best of our ability.
- Open to new ideas and practices, and look at them from a different perspective
- Respect those we serve and each other. Show respect for their time, feelings, and property.
- Efficiently and safely make the situations presented better for all involved.

ACCOMPLISHMENTS

- Station tours: 10
- School visits: 9
- Children reached by tours and school visits: 482
- Community events: 21 (OHS bonfire, Home Depot Safety Fair, Wal-Mart Health Fair, Emergency responders Spirit Ride, Patriot Day ceremony, Veterans Day Parade, etc.)

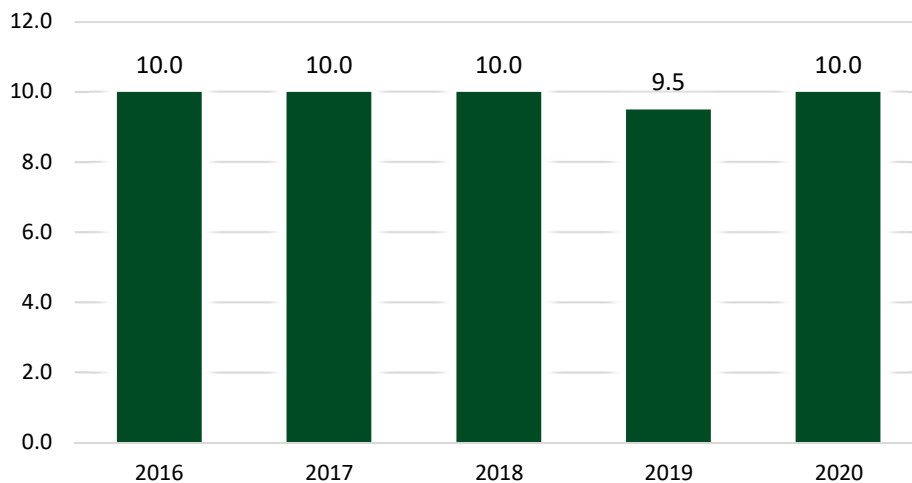


- Rural fire calls: 81 Rural medical calls: 159
- City fire calls: 237 City medical calls: 1,823
- Haz-Mat calls: 2
- Burn permits issued: City 81 Rural 819
- Smoke Detector campaign: 155 homes visited
- Training events: 71 (Weekly drills, Essentials, SRCI Haz-Mat, Ice Rescue, Oregon Fire Chief’s Conference, traffic safety, drug awareness)
- Commercial inspections: 148

BUDGET ADJUSTMENTS

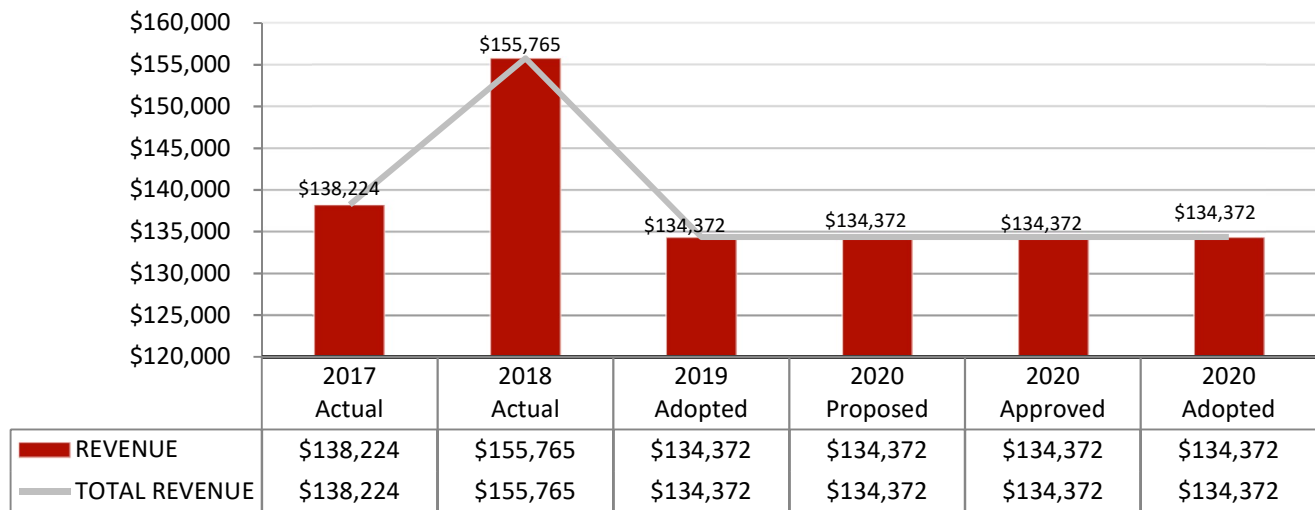
- Reduction of SCBA maintenance due to new equipment purchased through a grant.
- Increase in need to replace 6 out of date computers.
- Replace full-time office administrator due to budget cuts.
- Replace an out-of-date thermal imaging camera.
- Insurance for a drone received in a grant to use as a resource in a multitude of emergencies.
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Fire portion for 2019-20 is \$17,167. Annually, a lump-sum payment will be made to the City of Ontario’s PERS side account.

FIRE AND RESCUE FTE HISTORY

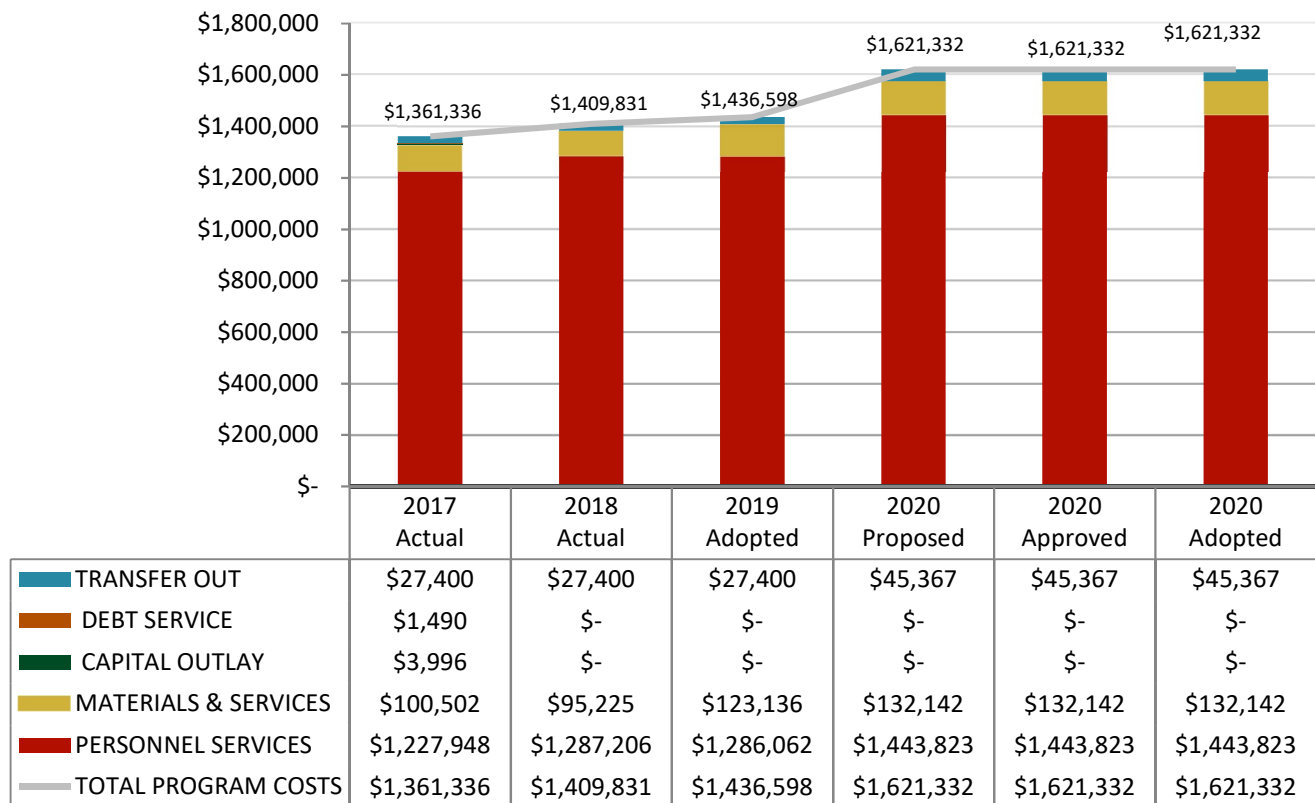




FIRE AND RESCUE REVENUES



FIRE AND RESCUE EXPENDITURES



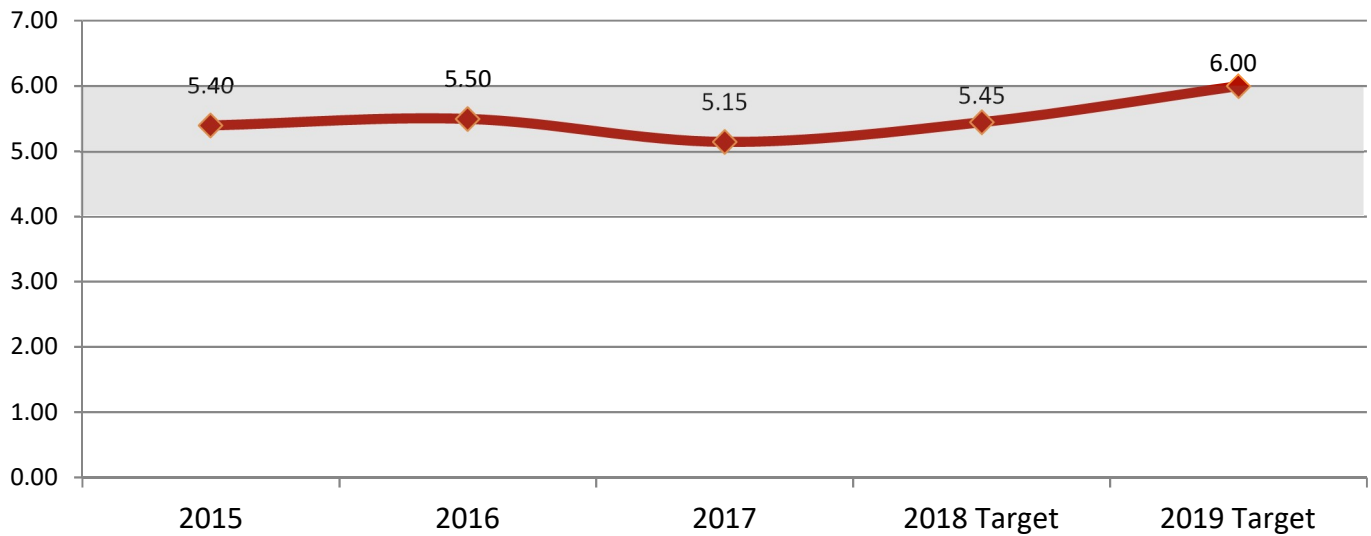


OTHER KEY INDICATORS

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Target	2019 Target
Total call volume	2211	2175	2468	2450	2470
Total Medical call volume	1934	1892	2096	2100	2125
Total Fire call volume	267	276	368	350	350
City Response times	5:40	5:50	5:15	5:45	6:00
Total Call times	*	22:29	27:10	22:00	22:00
Children reached through Public education	*	833	875	900	900
Smoke Detector visits	*	204	253	250	250
Commercial Inspections	48	36	92	95	95

*Data unavailable

MINUTES AND SECONDS



*Critical window of response between 4 minutes and 6 minutes

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
FIRE REVENUES						
ASD REIMBURSEMENT	3,259	5,827	5,000	5,000	5,000	5,000
FD-BURNING/BURN BARREL PERMI	720	1,150	800	800	800	800
HAZMAT REV	21,885	36,953	16,000	16,000	16,000	16,000
MISC FIRE REV	787	264	1,000	1,000	1,000	1,000
RURAL FIRE CONTRACT	111,572	111,572	111,572	111,572	111,572	111,572
Grand Total	\$ 138,224	\$ 155,765	\$ 134,372	\$ 134,372	\$ 134,372	\$ 134,372
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,800	1,800	1,800	1,800	1,800	1,800
EMPLR-PAID EMPLR BENEFITS	1	-	4,111	6,644	6,644	6,644
HAZ MAT WAGES	7,264	3,568	15,000	15,000	15,000	15,000
MEDICAL INSURANCE CO-PAY	148,133	184,372	182,663	212,059	212,059	212,059
OVERTIME	52,507	45,563	60,000	60,000	60,000	60,000
PART-TIME EMPLOYEES	55,389	52,923	80,375	80,375	80,375	80,375
RETIREMENT	138,211	190,580	175,503	215,773	215,773	215,773
RETIREMENT- EE SHARE	35,924	36,766	35,891	36,123	36,123	36,123
SOCIAL SECURITY	62,199	59,969	53,916	57,062	57,062	57,062
VACATION/SICK BUYOUT	15,909	269	4,802	13,915	13,915	13,915
WAGES & SALARIES	688,896	694,371	651,856	723,544	723,544	723,544
WORKMANS COMP	21,716	17,025	20,145	21,528	21,528	21,528
PERSONNEL SERVICES TOTAL	\$ 1,227,948	\$ 1,287,206	\$ 1,286,062	\$ 1,443,823	\$ 1,443,823	\$ 1,443,823

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
BLDG MAINT & REPAIR	704	844	1,000	1,000	1,000	1,000
CELL PHONE	1,621	2,401	2,136	2,136	2,136	2,136
DATA PROCESSING	1,636	735	2,300	7,187	7,187	7,187
DISPATCHING SERVICES	27,180	27,180	34,360	35,898	35,898	35,898
EDUCATION SUPPLIES	348	536	500	750	750	750
EQUIPMENT REPAIR	9,730	14,349	11,734	8,788	8,788	8,788
FIRE EQUIP/REPLACEMENT	8,277	4,948	7,735	14,200	14,200	14,200
GENERAL SUP & MAINT	3,765	2,975	3,531	3,531	3,531	3,531
HAZ MAT EXPENSE	-	-	1,000	1,000	1,000	1,000
LAND LEASE/RENT	-	-	870	870	870	870
LIABILITY INSURANCE	-	-	-	800	800	800
MEDICAL EXAMS	6,121	384	2,268	1,800	1,800	1,800
MEDICAL TRAINING	1,933	-	425	825	825	825
MEETING MEAL EXPENSE	-	204	-	340	340	340
OFFICE MACHINE CONTRACT	6	698	-	660	660	660
OFFICE SUPPLIES	1,591	1,454	2,386	1,766	1,766	1,766
PETROLEUM SUPPLIES	7,744	9,890	15,875	13,475	13,475	13,475
POSTAGE	24	29	200	200	200	200
PROFESSIONAL DEVELOPMENT	6,199	5,639	5,689	5,789	5,789	5,789
RADIO SUPPLY & MAINTENANCE	7,344	4,682	5,430	5,430	5,430	5,430
RECORDS FEE	15	3	-	-	-	-
TRAINING SUPPLIES	134	99	1,195	1,195	1,195	1,195
UNEMPLOYMENT CLAIMS	63	1,935	1,000	1,000	1,000	1,000
UNIFORMS	11,754	8,079	11,342	11,342	11,342	11,342
VEHICLE REPAIR	3,567	7,324	11,310	11,310	11,310	11,310
VOLUNTEER DINNER	744	837	850	850	850	850
MATERIALS & SERVICES TOTAL	\$ 100,502	\$ 95,225	\$ 123,136	\$ 132,142	\$ 132,142	\$ 132,142
CAPITAL OUTLAY						
EQUIP PURCH	3,996	-	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ 3,996	\$ -	\$ -	\$ -	\$ -	\$ -

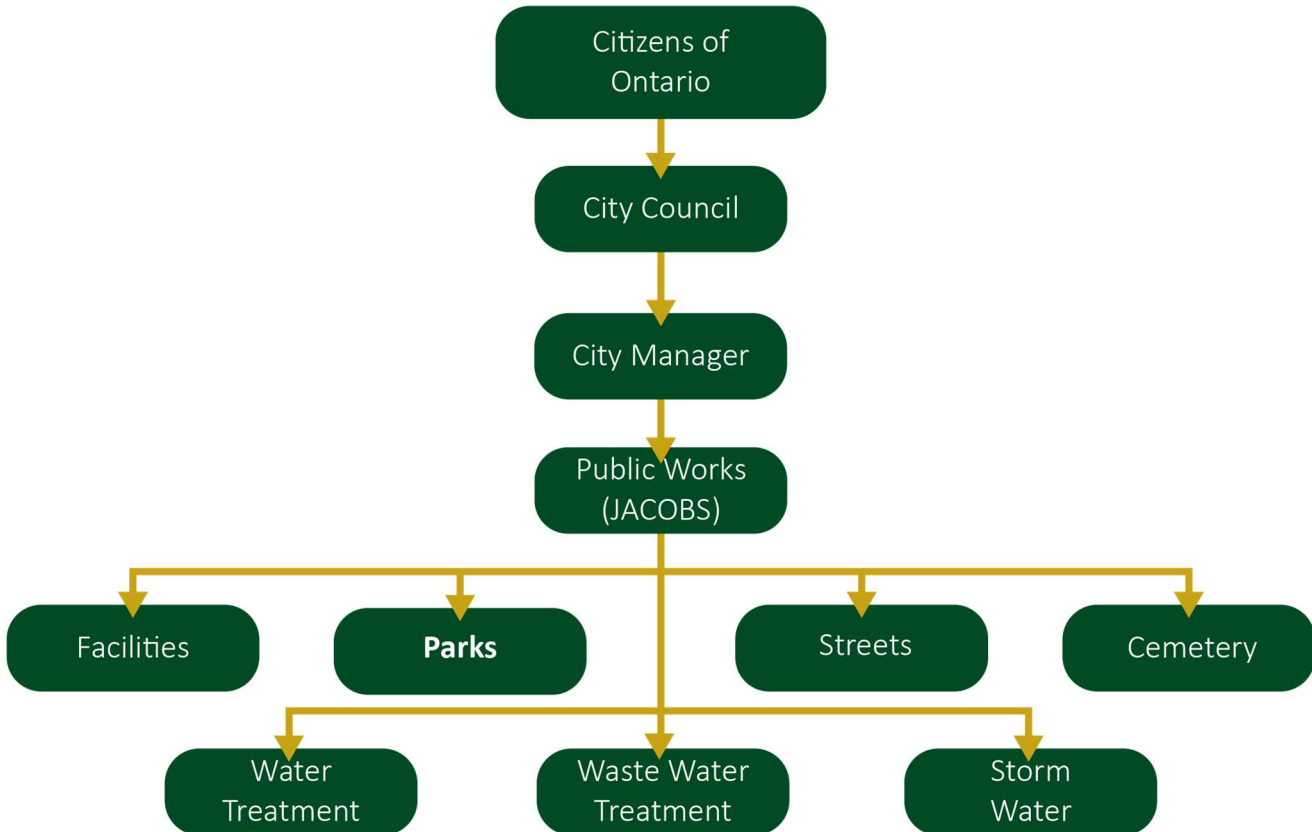
GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
DEBT SERVICE						
DEBT SERVICE - FIRE BUILDING	1,490	-	-	-	-	-
DEBT SERVICE TOTAL	\$ 1,490	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT						
RSRV FUND EMERG EQUIP-FUND 001	27,400	27,400	27,400	28,200	28,200	28,200
TRANSFER TO PERS RESERVE	-	-	-	17,167	17,167	17,167
TRANSFERS OUT TOTAL	\$ 27,400	\$ 27,400	\$ 27,400	\$ 45,367	\$ 45,367	\$ 45,367
Grand Total	\$ 1,361,336	\$ 1,409,831	\$ 1,436,598	\$ 1,621,332	\$ 1,621,332	\$ 1,621,332



PARKS



PROGRAMS

The parks department is responsible for all the care and maintenance of the parks owned by the city.

ACTIVITIES

CH2M Hill provides oversight and maintenance management of all of the City's Parks, this includes mowing, landscaping, playground equipment inspections and trash removal.

STRATEGIC IMPACT

- Desirability- Finish and open the splash pad, have more City-sponsored activities, establish a good relationship with the recreation district

- Lifestyle- Covering at Lion's Park, downtown gazebo, dog par, trees at Lanterman Park, Bathrooms at Beck Park, create trails

CORE VALUES IMPACT

- Commitment to providing superior quality and service.
- Respect for fellow citizens.
- Efficiency in provided services to the public and getting answers to the public.

ACCOMPLISHMENTS

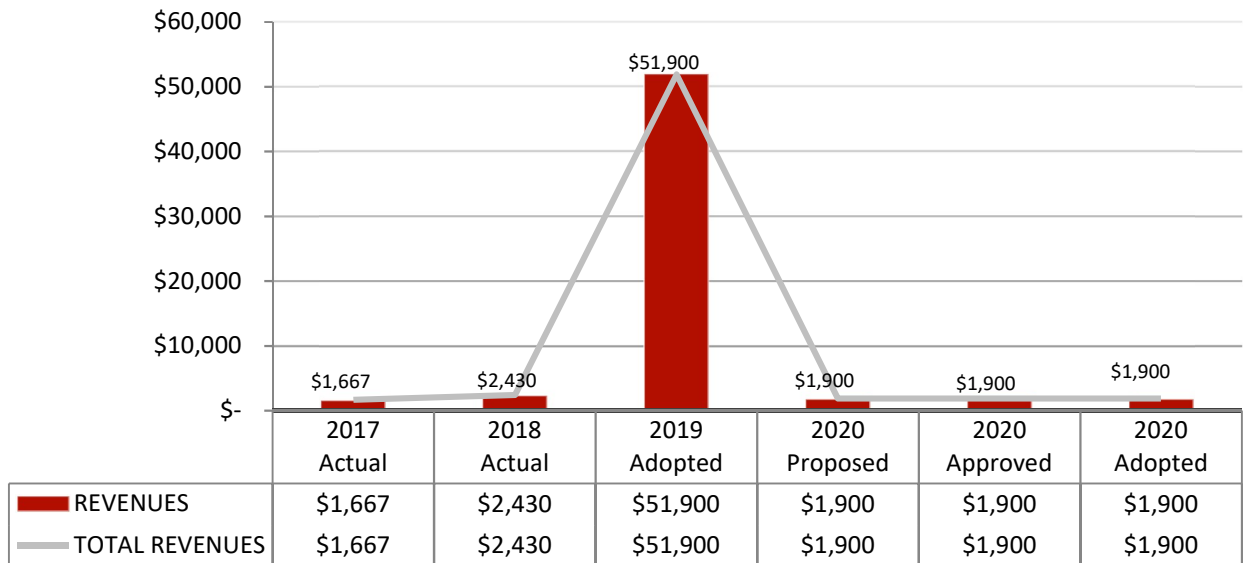
- Facilitated splash pad construction.
- Provided tasks and materials for Serve Day volunteers.
- Installed a new bench at Lanterman Park.
- Installed the "Buddy Bench" at Lion's Park.
- Rehabbed and re-stained picnic benches at all Parks.
- Installed shelter at Lion's Park.
- Trimmed trees at all Parks.
- Weekly inspection and repairs to playground equipment.
- Coordinated with organizations and the City throughout the year for City park community celebrations including Mother's Day, Easter Extravaganza, 4th of July, Global Village, C&M Car Show, Summer Food Service Program, Saturday Market, Family Fun Day, Movie Night and the Annual Kiwanis Chicken BBQ Dinner.
- Created Standard Operating Procedures (SOP), Activity Hazard Analysis and Pre-task Plans for each task that is completed in the system.
- No lost time or recordable incidents.
- Sidewalk and parking lot snow removal.

BUDGET ADJUSTMENTS

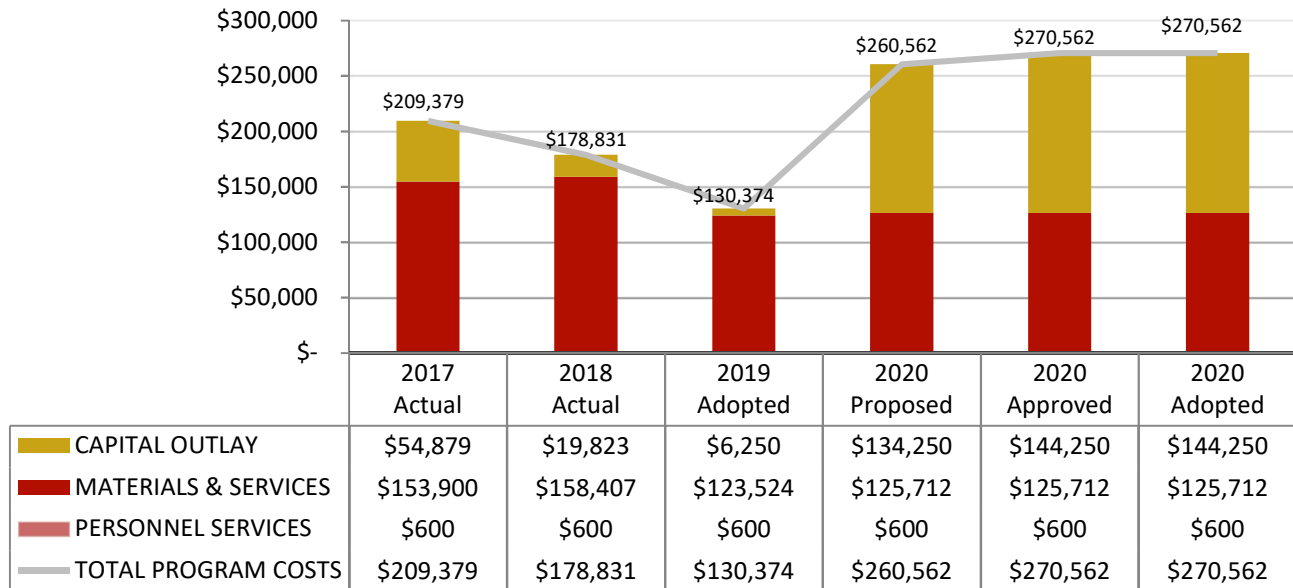
- No TOT tax allocated to parks department
- Capital outlay for a replacement of a 1997 John Deere riding mower to share with cemetery department \$6,250
- Backhoe lease from water and sewer departments.
- Replacement of 15-year-old utility cart for Beck Park \$15,000
- Begin bathroom improvements at Beck Park
- Resurface tennis courts
- Playground match program \$10,000 for Lions and \$10,000 for Lanterman park



PARKS REVENUES



PARKS EXPENDITURES





OTHER KEY INDICATORS

<u>Indicator</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Target</u>
Mowing hours	*	1,008	933	1,000	1,000
Special Event permits	67	165	58	70	70

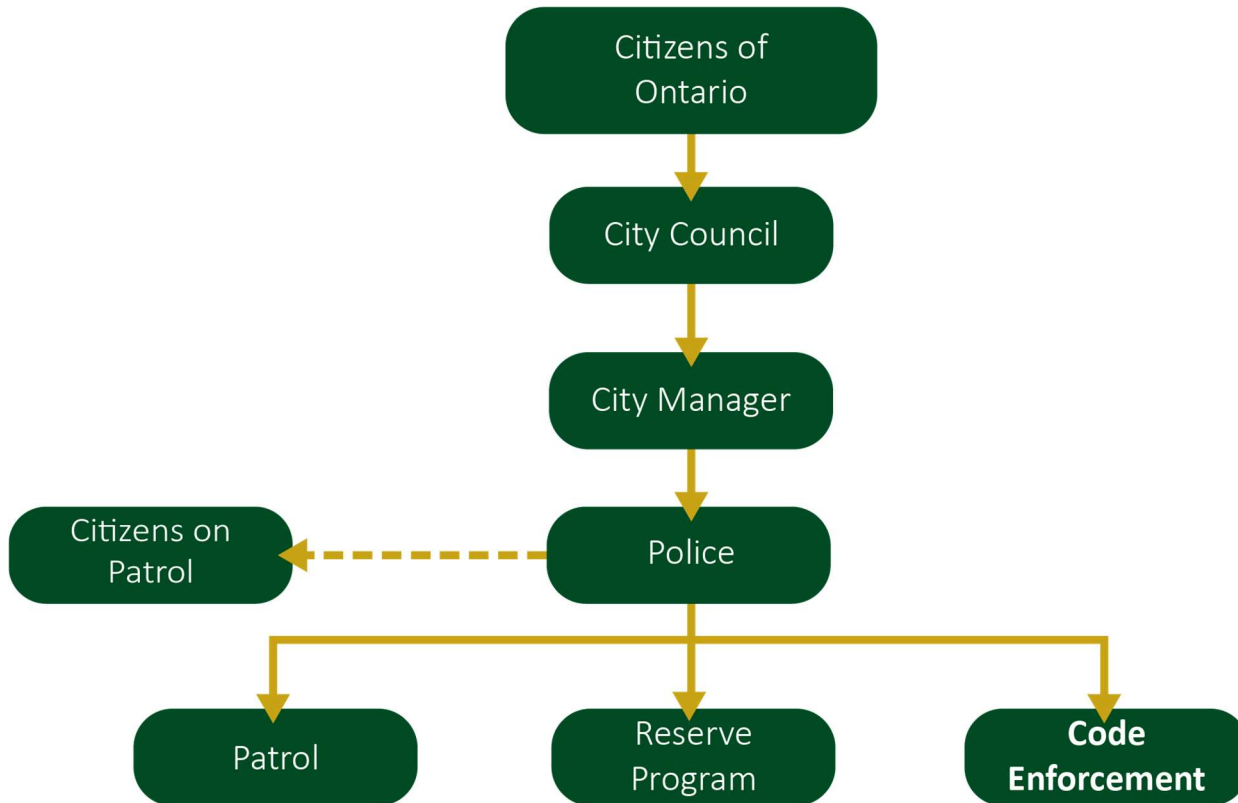
**Not Available*

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PARKS REVENUES						
PARKS MISC REVENUE	1,667	1,941	1,900	1,900	1,900	1,900
PARKS - TOT TAX	-	-	50,000	-	-	-
DONATIONS (PARKS)	-	489	-	-	-	-
Grand Total	\$ 1,667	\$ 2,430	\$ 51,900	\$ 1,900	\$ 1,900	\$ 1,900
PERSONNEL SERVICES						
EMPLYR-PAID EMPLOYEE BENEFITS	600	600	600	600	600	600
PERSONNEL SERVICES TOTAL	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
MATERIALS & SERVICES						
CONTRACT LABOR	540	540	540	540	540	540
CONTRACT SERVICES	152,916	157,410	117,504	119,692	119,692	119,692
LAND LEASES	438	452	475	475	475	475
TELEPHONE	4	6	5	5	5	5
EQUIPMENT LEASE	-	-	5,000	5,000	5,000	5,000
MATERIALS & SERVICES TOTAL	\$ 153,900	\$ 158,407	\$ 123,524	\$ 125,712	\$ 125,712	\$ 125,712
CAPITAL OUTLAY						
EQUIPMENT PURCHASE	-	19,823	6,250	21,250	21,250	21,250
UNDERGROUND IRRIGATION	54,879	-	-	-	-	-
PICNIC TABLES	-	-	-	-	-	-
BECK - BATHROOM REHAB	-	-	-	48,000	48,000	48,000
BECK POND FLOATING DECK	-	-	-	-	-	-
LIONS - BATHROOM REHAB	-	-	-	-	-	-
TENNIS COURTS	-	-	-	45,000	45,000	45,000
PLAYGROUND MATCH	-	-	-	20,000	30,000	30,000
CAPITAL OUTLAY TOTAL	\$ 54,879	\$ 19,823	\$ 6,250	\$ 134,250	\$ 144,250	\$ 144,250
Grand Total	\$ 209,379	\$ 178,831	\$ 130,374	\$ 260,562	\$ 270,562	\$ 270,562

CODE ENFORCEMENT



PROGRAMS

Enforcement of City laws and ordinances

ACTIVITIES

The Code Enforcement Officers are responsible for animal control, weed/garbage concerns, abandoned vehicles, parking, building, and code enforcement. Code Enforcement also assists Patrol with duties such as; traffic control, graffiti complaints and found property cases.

STRATEGIC IMPACT

- Desirability- Follow ordinance rules and give out fines, restructure Code Enforcement
- Beautification- promote more content related to code enforcement, stop fine forgiveness for code enforcement violations, promote, encourage, and enforce code using public information campaigns, add an additional full-time code enforcement position, impose stricter clean-up laws.

CORE VALUES IMPACT

- Commitment to providing superior and quality service and to doing what is right and acting decisively on what is wrong.
- Respect for the citizens we serve.
- Efficiency in providing services to the public.

ACCOMPLISHMENTS

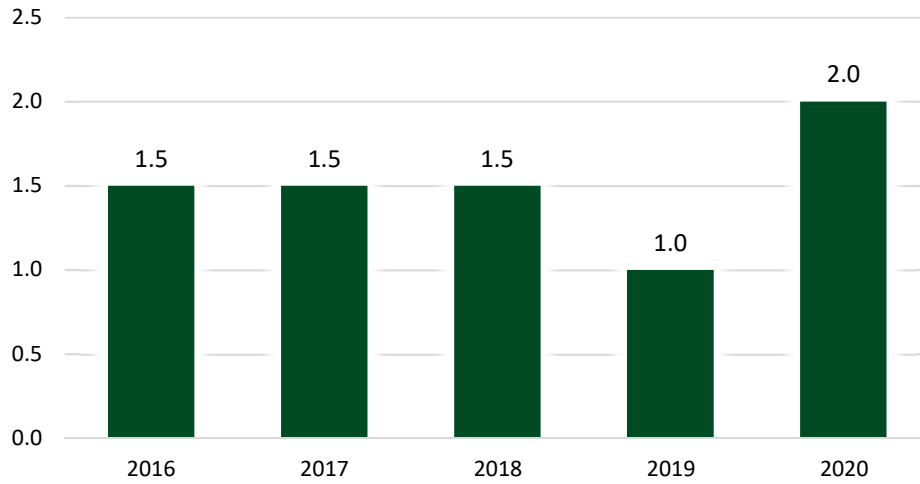
- Completed 395 cases (July-January) which included calls for service and proactive patrols.
- Generated cases directly relating to the new Civil Penalties process, invoicing approximately \$50,000 in fees to property owners out of compliance.
- Updated/improved emergency lighting on the Code Enforcement vehicle at a very minimal cost, enhancing both visibility to the public and safety for the Officer.
- Completed/investigated five (5) critical health risk Code Enforcement investigations, gaining favorable compliance

BUDGET ADJUSTMENTS

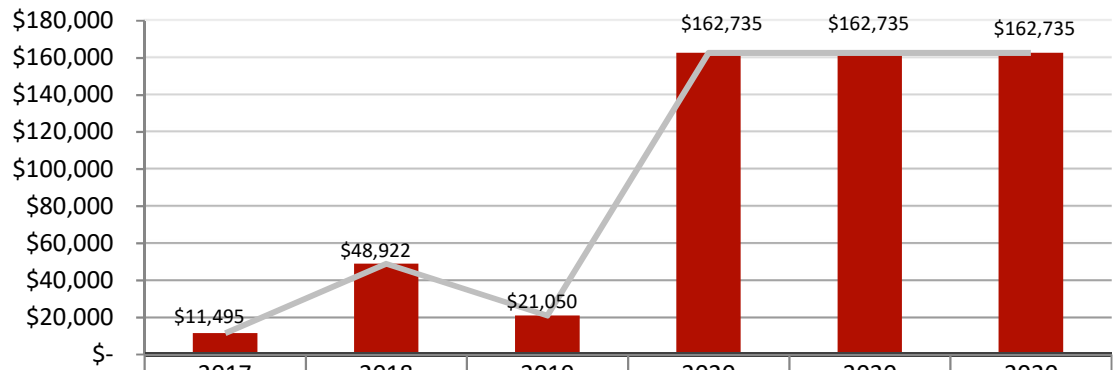
- Decrease in abatement costs.
- Add an additional full-time code enforcement officer
- Dog lodging contract increase
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Code enforcement portion for 2019-20 is \$2,230. Annually, a lump-sum payment will be made to the City of Ontario's PERS side account.
- Marijuana dispensary business licenses new revenue of \$144,000



CODE ENFORCEMENT FTE HISTORY



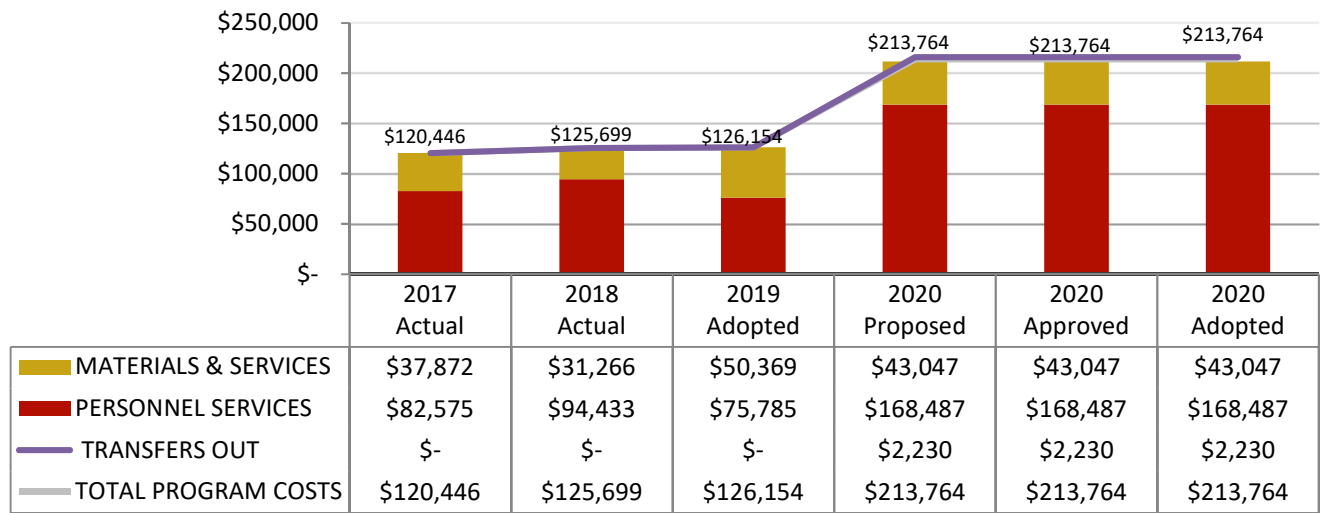
CODE ENFORCEMENT REVENUES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
REVENUE	\$11,495	\$48,922	\$21,050	\$162,735	\$162,735	\$162,735
TOTAL PROGRAM COSTS	\$11,495	\$48,922	\$21,050	\$162,735	\$162,735	\$162,735



CODE ENFORCEMENT EXPENDITURES



OTHER KEY INDICATORS

Indicator	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Total Call Volume	757	1,348	1,376	1,530	1,600	1,600
Total Weeds/Garbage/Junk Vehicles	281	589	488	400	650	650
Dogs to Ani-Care	68	104	108	53	105	100

GENERAL FUND



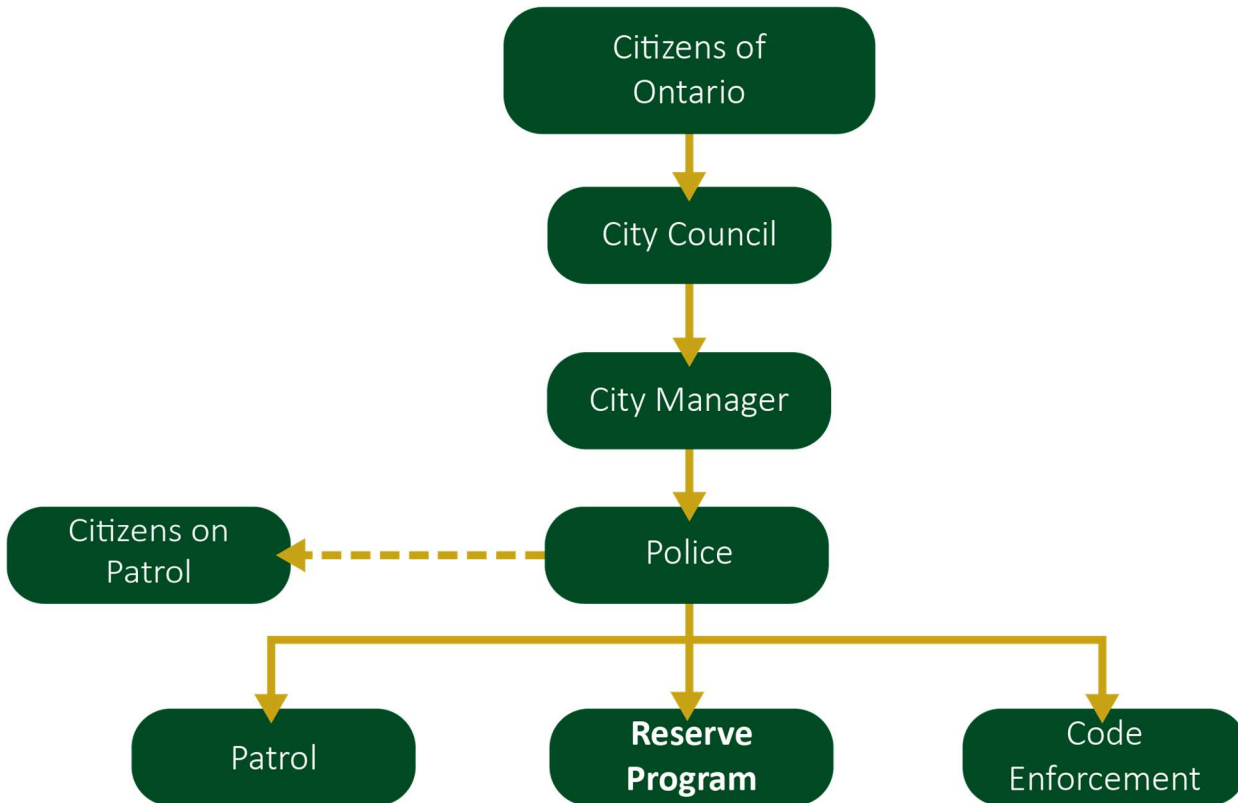
Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CODE ENFORCEMENT REVENUES						
GAMING FEES	1,050	975	1,050	500	500	500
MANDATORY GARGABE	1,479	2,150	2,000	785	785	785
PD-ABATEMENT REV	5,853	42,849	15,000	12,000	12,000	12,000
PD-DOG IMPOUNDING	1,575	860	1,500	1,500	1,500	1,500
PD-DOG LICENSES	1,538	2,039	1,500	1,500	1,500	1,500
DISPENSARY BUSINESS LICENSES	-	-	-	144,000	144,000	144,000
LIEN SEARCH FEES	-	50	-	2,450	2,450	2,450
Grand Total	\$ 11,495	\$ 48,922	\$ 21,050	\$ 162,735	\$ 162,735	\$ 162,735
PERSONNEL SERVICES						
MEDICAL INSURANCE CO-PAY	7,607	7,846	8,289	34,138	34,138	34,138
OVERTIME	3,249	4,558	4,000	4,000	4,000	4,000
RETIREMENT	4,861	8,754	8,491	21,444	21,444	21,444
RETIREMENT -EE SHARE	2,695	2,964	2,875	5,693	5,693	5,693
SOCIAL SECURITY	4,722	5,259	3,666	7,259	7,259	7,259
VACATION/SICKBUYOUT	-	-	904	1,791	1,791	1,791
WAGES & SALARIES	58,801	64,500	47,008	93,090	93,090	93,090
WORKMANS COMP	639	552	552	1,072	1,072	1,072
PERSONNEL SERVICES TOTAL	\$ 82,575	\$ 94,433	\$ 75,785	\$ 168,487	\$ 168,487	\$ 168,487
MATERIALS & SERVICES						
ABATEMENT	6,161	7,042	14,876	2,048	2,048	2,048
CONTRACT SERVICES	91	-	250	250	250	250
DATA PROCESSING	7,200	600	7,200	7,200	7,200	7,200
DOG LODGING	16,741	16,441	18,063	19,869	19,869	19,869
GENERAL SUPPLIES & MAINT	397	492	480	630	630	630
OFFICE MACHINE CONTRACT	-	204	-	200	200	200
PETROLEUM SUPPLIES	1,934	2,229	2,000	2,500	2,500	2,500
POSTAGE	1,413	1,434	1,350	1,350	1,350	1,350
PRINTING & ADVERTISING	296	155	300	350	350	350
PROFESSIONAL DEVELOPMENT	-	-	2,900	2,900	2,900	2,900
UNIFORMS	771	956	1,650	2,450	2,450	2,450
VEHICLE EQUIP & REPAIR	2,867	1,692	1,300	1,300	1,300	1,300
LIEN SEARCH FEES EXPENSE	-	20	-	2,000	2,000	2,000
MATERIALS & SERVICES TOTAL	\$ 37,872	\$ 31,266	\$ 50,369	\$ 43,047	\$ 43,047	\$ 43,047

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
TRANSFERS OUT						
TRANSFER TO PERS RESERVE	-	-	-	2,230	2,230	2,230
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 2,230	\$ 2,230	\$ 2,230
Grand Total	\$ 120,446	\$ 125,699	\$ 126,154	\$ 213,764	\$ 213,764	\$ 213,764

POLICE RESERVE



PROGRAMS

The Police Reserve Program provides an opportunity for citizens to become involved with the Police Department.

ACTIVITIES

The Reserve Officers are trained, volunteer, sworn Police Officers that supplement the day to day work of the full-time staff and assist the Department in; patrol duties, assisting with special events, warrant service, community and school events, investigations and emergency situations.

CORE VALUES IMPACT

- Commitment to providing superior and quality service and to doing what is right and acting decisively on what is wrong.
- Respect for the citizens we serve.
- Efficiency in providing services to the public.



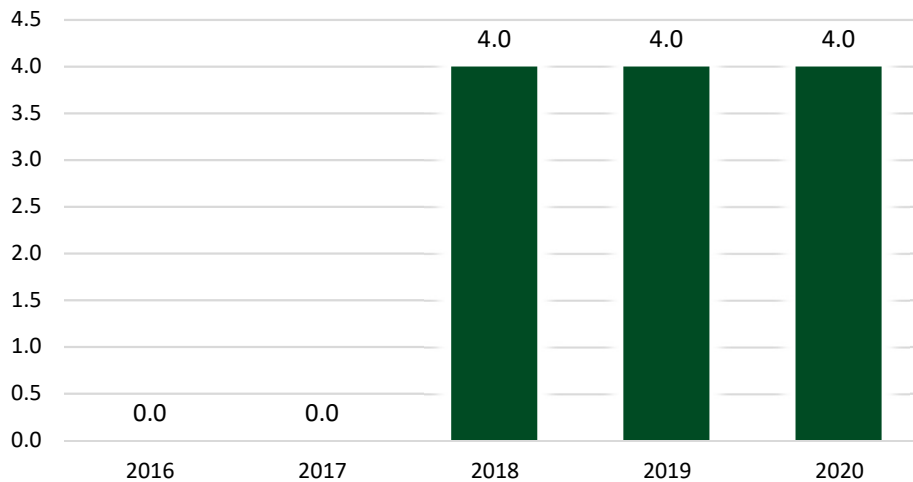
ACCOMPLISHMENTS

- Hired first Reserve Officer as a full-time Patrolman after conducting the recruitment/hiring process.
- Reserve Officers provided additional Police presence in field operations with Patrol.
- Reserve Officers provided additional Police presence at large public/community events and participated in school functions.
- Planned a second multi-agency police reserve officer academy in cooperation with Nyssa Police Department.

BUDGET ADJUSTMENTS

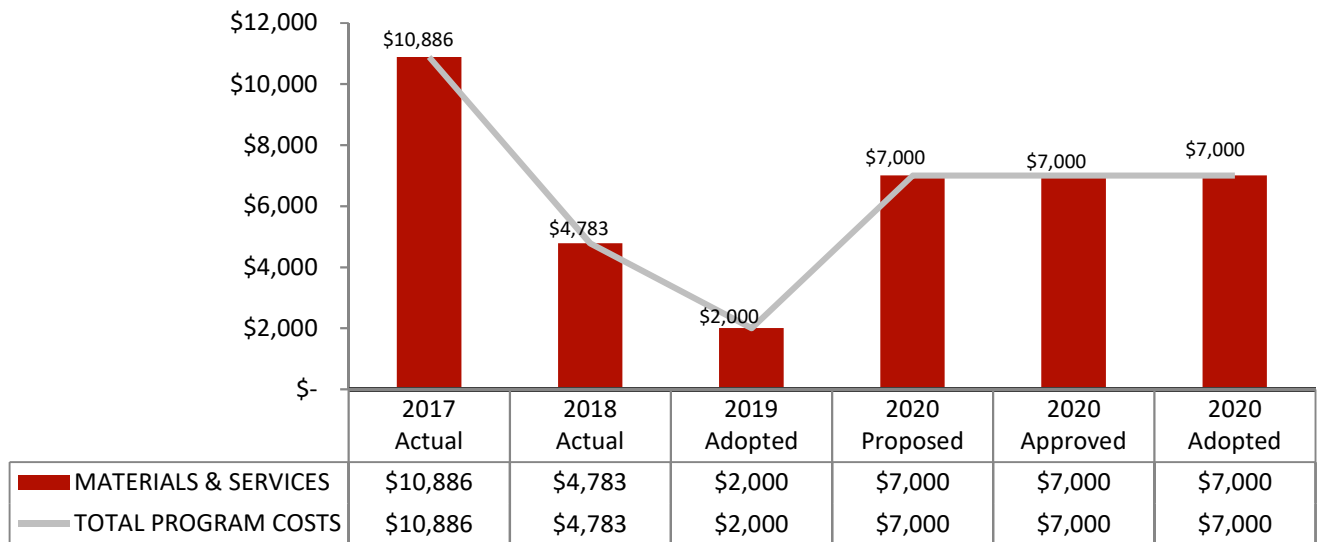
- Will need to replace reserve officer so \$5,000 budgeted for uniform

VOLUNTEER RESERVE OFFICERS





POLICE RESERVE OFFICER EXPENDITURES



OTHER KEY INDICATORS

<u>Indicator</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>
Number of Trained/Working Reserve Officers	N/A	N/A	N/A	4	4	4
Hours Volunteer Service	N/A	N/A	N/A	215	600	600

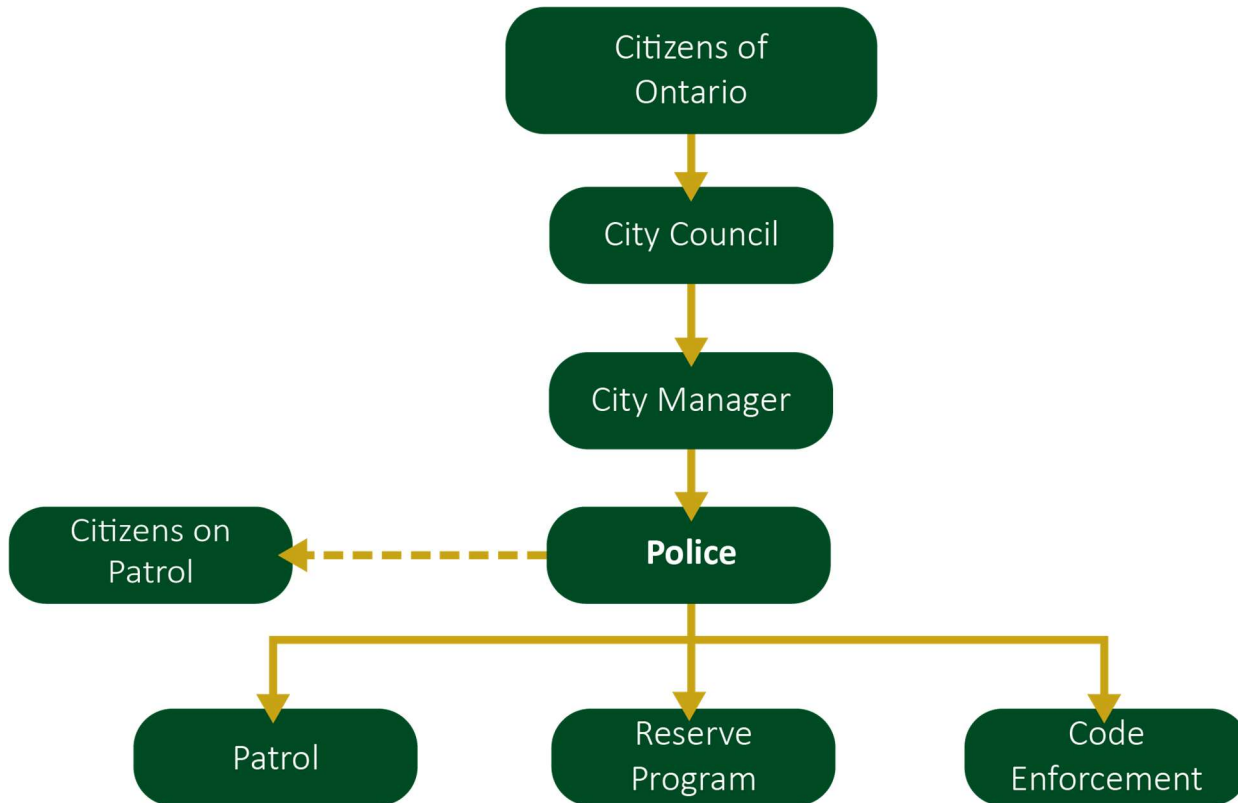
GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
PATROL SUPPLIES	7,594	187	2,000	2,000	2,000	2,000
PERSONAL PROTECTIVE DEVICES	171	3,853	-	-	-	-
PROFESSIONAL DEVELOPMENT	260	-	-	-	-	-
RADIO MAINTENANCE	2,737	-	-	-	-	-
UNIFORMS	123	743	-	5,000	5,000	5,000
MATERIALS & SERVICES TOTAL	\$ 10,886	\$ 4,783	\$ 2,000	\$ 7,000	\$ 7,000	\$ 7,000
Grand Total	\$ 10,886	\$ 4,783	\$ 2,000	\$ 7,000	\$ 7,000	\$ 7,000



POLICE



PROGRAMS

Perform law enforcement and crime prevention work including patrol, drug taskforce, school resource officers and ordinance. Enforce federal, state and local laws. Provide public information and education activities. Maintain police records and evidence. Work with community volunteers such as; Citizens on Patrol and the Reserve Officer Program.

ACTIVITIES

The Police Department works on a daily basis with our staff and community to enhance our ability to achieve the key points of our mission which is to create a safer Ontario by protecting our citizens, enforcing laws and building trust in partnership with our community. We strive to serve with integrity and professionalism while ensuring fair and impartial treatment for all.

Our daily activities include enforcing laws, protecting life/property, providing education and prevention, and service and assistance to our community members.



STRATEGIC IMPACT

- Desirability- Hire more detectives, set up a public safety equipment fund, keep our safety employees safe and equipped.

CORE VALUES IMPACT

- Commitment to providing superior and quality service and to doing what is right and acting decisively on what is wrong.
- Respect for the citizens we serve.
- Efficiency in providing services to the public.

ACCOMPLISHMENTS

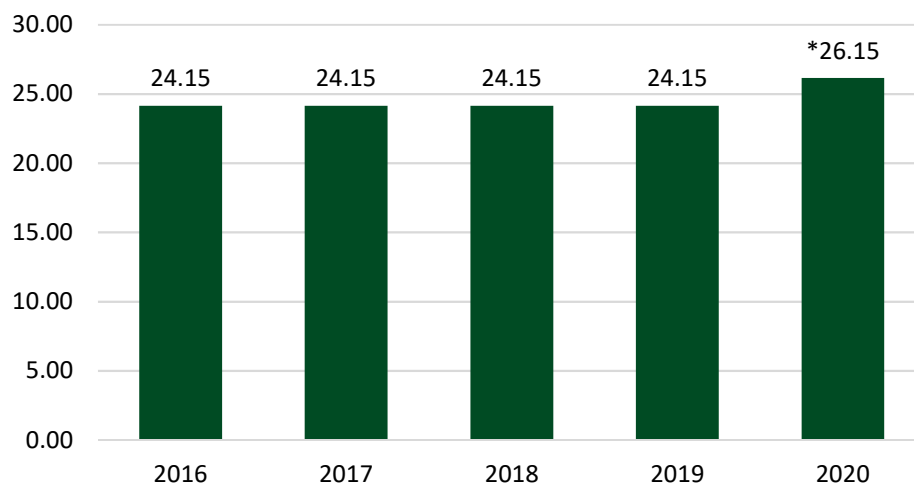
- The Police Department received over 10,500 calls for service from members of our community.
- Restructured departmental organizational chart – added a Police Lieutenant position and promoted a Police Sergeant vacancy.
- One used Administrative Police vehicle was purchased and equipped at very low cost to supplement the police department fleet.
- The Police Department hired two police officers to replace positions vacated by Officers separating employment with the City. We are currently in the hiring process, filling a third recruitment, the selection process and training.
- A second joint agency (Nyssa PD-Ontario PD) reserve police officer academy class was planned. We are currently in the selection process to replace two reserve positions.
- An annual voluntary fitness challenge was continued, which encouraged employee physical fitness and health choices.
- Grants obtained within the Department include the 3 Flats Traffic Safety grant (ODOT), Ballistic Vest grant, and Shop with a Cop.
- Continued improvements to the Firearms Training Center at the gun range, which provides more opportunities to conduct our own training.
- K-9 Program- Officer and K-9 Buster attended a tracking school. They are now certified as a dual purpose (narcotics and tracking) unit.
- Worked with City Department head staff to relocate employees/reorganize office space within City Hall and secured the Police Department with a less-expensive plan.
- Participated in community events: Fish with a Cop, Shop with a Cop, Public Safety (Police and Fire) awareness and local children's reading program; both a local school(s).



BUDGET ADJUSTMENTS

- Higher number of uniforms needed
- Police Staff & Command School
- Dispatch adding 1 FTE contract increase
- 14 new computers and 6 new iPad's needed
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Police portion for 2019-20 is \$38,909. Annually, a lump-sum payment will be made to the City of Ontario's PERS side account.

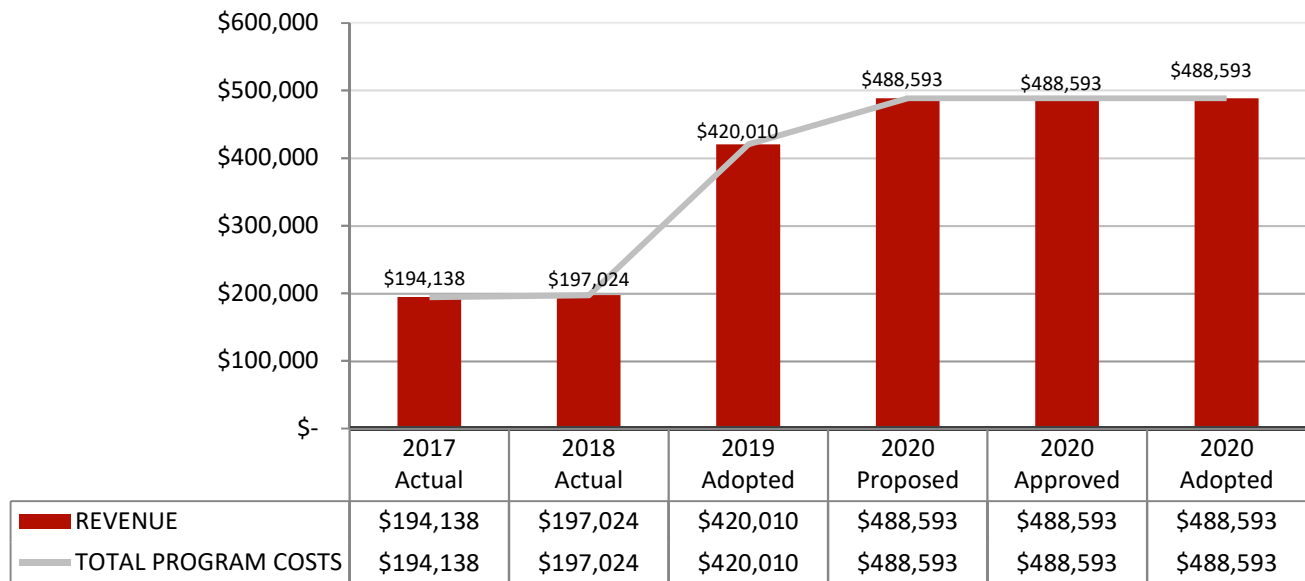
POLICE FTE HISTORY



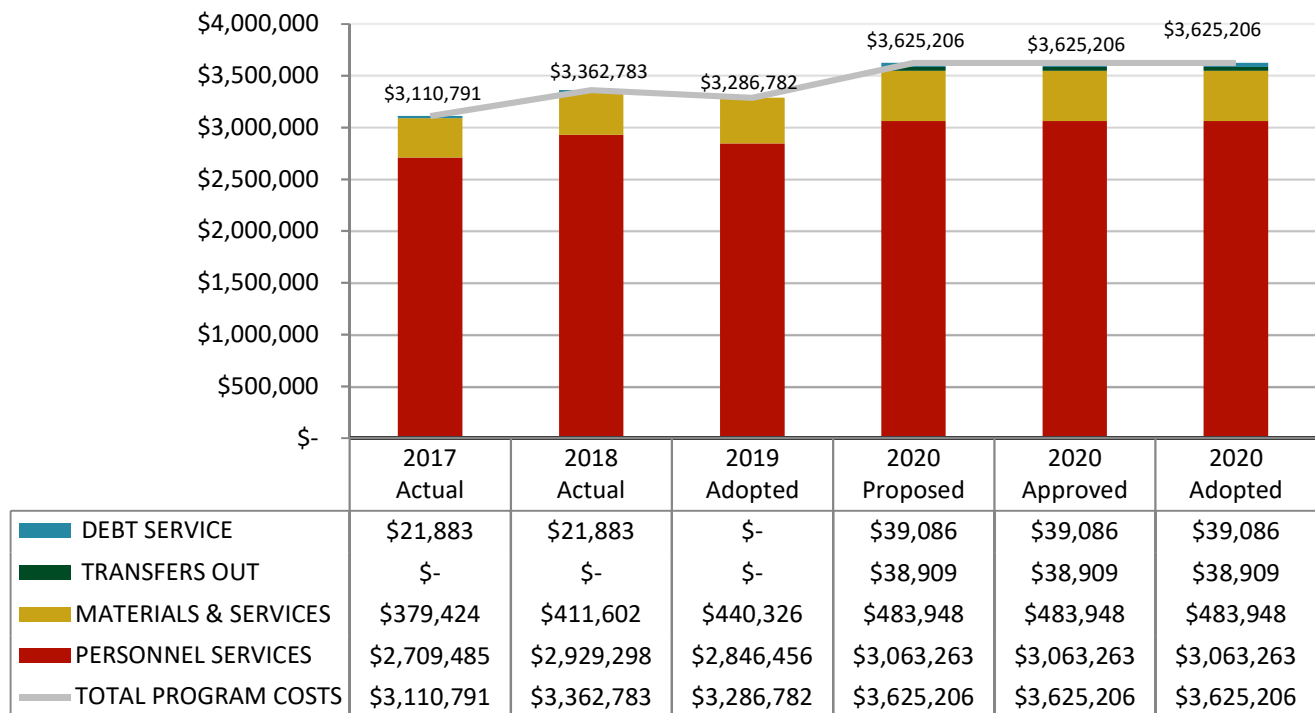
*2 FTE funded through the Marijuana Enforcement Fund



POLICE REVENUES



POLICE EXPENDITURES

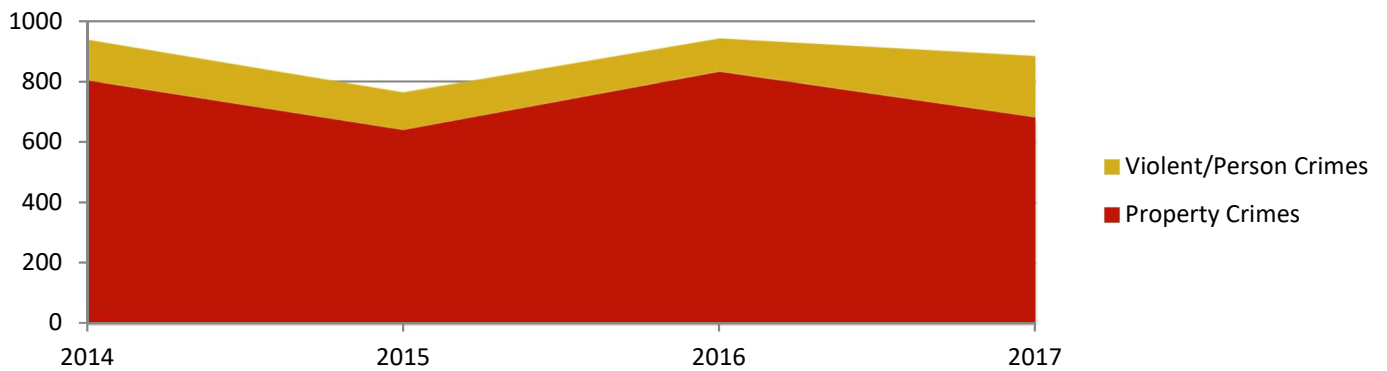




OTHER KEY INDICATORS

Indicator	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Target
Total Call Volume	9,798	10,028	10,198	11,009	11,000
Property Crimes (Burglary/Larceny)	803	639	831	681	630
Violent/Person Crimes	133	123	109	201	180

VIOLENT AND PROPERTY CRIMES IN ONTARIO



GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
POLICE REVENUES						
COURT CONTRACT- COUNTY	42,638	50,661	51,500	48,000	48,000	48,000
MISC POLICE REVENUE	15,069	4,143	3,346	8,000	8,000	8,000
PD-FALSE ALARM FEES	-	-	100	100	100	100
PD-FINGERPRINTING	1,155	1,530	1,800	1,800	1,800	1,800
PD-IMPOUNDMENT FEE/ SALES	1,900	2,100	1,750	1,750	1,750	1,750
PD-MEDICAL EXAMINER FUNDS	525	665	500	500	500	500
PD-SRO PROGRAMS REV	120,094	121,702	125,000	125,000	125,000	125,000
PD-TRAFFIC SCHOOL REVENUE	4,995	6,705	5,750	5,750	5,750	5,750
PD-WINDOW SERVICES	4,285	4,667	4,150	4,150	4,150	4,150
POLICE GRANTS	3,477	4,851	5,000	2,500	2,500	2,500
RECRUITMENT TESTING	-	-	200	-	-	-
VEST GRANT	-	-	3,414	3,500	3,500	3,500
PUBLIC SAFETY FEE	-	-	217,500	287,543	287,543	287,543
Grand Total	\$ 194,138	\$ 197,024	\$ 420,010	\$ 488,593	\$ 488,593	\$ 488,593
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,950	1,800	1,800	1,800	1,800	1,800
EMPLOYER PAID BENEFITS	1,800	2,700	6,819	7,606	7,606	7,606
MEDICAL INSURANCE CO-PAY	460,037	471,068	491,486	546,010	546,010	546,010
OVERTIME	147,414	148,735	115,000	115,000	115,000	115,000
PART TIME EMPLOYEES	20,770	21,101	57,434	59,877	59,877	59,877
REIMBURSABLE PAYROLL	73,593	88,823	-	-	-	-
RETIREMENT	320,724	419,159	389,810	492,971	492,971	492,971
RETIREMENT - EE SHARE	84,101	89,765	82,408	89,519	89,519	89,519
SOCIAL SECURITY	127,503	135,070	121,848	126,800	126,800	126,800
VACATION/SICK BUYOUT	29,948	79,365	63,333	40,062	40,062	40,062
WAGES & SALARIES	1,408,441	1,443,155	1,483,948	1,548,166	1,548,166	1,548,166
WORKMANS COMP	33,203	28,557	32,570	35,452	35,452	35,452
PERSONNEL SERVICES TOTAL	\$ 2,709,485	\$ 2,929,298	\$ 2,846,456	\$ 3,063,263	\$ 3,063,263	\$ 3,063,263

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
CELL PHONE	13,971	14,093	14,800	17,838	17,838	17,838
CITIZENS ON PATROL SUPPLIES	1,100	714	1,000	1,000	1,000	1,000
CONTRACT SERVICES	165,022	165,022	208,711	218,051	218,051	218,051
CRIME PHOTO/FILM	1,755	1,872	3,000	3,000	3,000	3,000
DATA PROCESSING	8,061	3,153	8,890	15,780	15,780	15,780
GENERAL SUP & MAINT	4,314	3,474	4,723	4,723	4,723	4,723
IMPOUNDING	418	-	600	600	600	600
MEDICAL EXAMS	1,200	598	2,054	3,358	3,358	3,358
NARCOTICS & INVESTIGATION	2,435	648	4,900	4,300	4,300	4,300
OFFICE SUPPLIES	2,219	2,104	2,100	2,100	2,100	2,100
PATROL SUPPLIES	28,359	28,787	31,119	29,562	29,562	29,562
PERSONAL PROTECTIVE DEVICES	6,463	1,938	8,540	6,990	6,990	6,990
PETROLEUM SUPPLIES	21,333	32,060	30,000	32,250	32,250	32,250
POSTAGE	1,807	1,924	1,650	1,650	1,650	1,650
PRINTING & ADVERTISING	134	1,341	1,025	1,025	1,025	1,025
PROFESSIONAL DEVELOPMENT	28,032	34,288	32,010	36,510	36,510	36,510
RADIO MAINT	11,919	9,263	12,272	12,860	12,860	12,860
RECRUITMENT/CONTRACT SETTLEMEN	1,491	529	2,780	2,780	2,780	2,780
REFUNDS	-	227	400	400	400	400
UNEMPLOYMENT CLAIMS	-	7,486	-	-	-	-
UNIFORM CLEANING	747	23	500	500	500	500
UNIFORMS	18,522	16,372	15,779	32,698	32,698	32,698
VEHICLE & EQUIP REPAIR	27,327	46,594	20,000	20,000	20,000	20,000
NARCOTIC DOG	-	-	2,150	2,150	2,150	2,150
MATERIALS & SERVICES TOTAL	\$ 379,424	\$ 411,602	\$ 440,326	\$ 483,948	\$ 483,948	\$ 483,948
TRANSFERS OUT						
TRANSFER TO PERS RESERVE	-	-	-	38,909	38,909	38,909
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 38,909	\$ 38,909	\$ 38,909
DEBT SERVICE						
CAR LEASE	21,883	21,883	-	39,086	39,086	39,086
DEBT SERVICE TOTAL	\$ 21,883	\$ 21,883	\$ -	\$ 39,086	\$ 39,086	\$ 39,086
Grand Total	\$ 3,110,791	\$ 3,362,783	\$ 3,286,782	\$ 3,625,206	\$ 3,625,206	\$ 3,625,206



RECREATION

ACTIVITIES

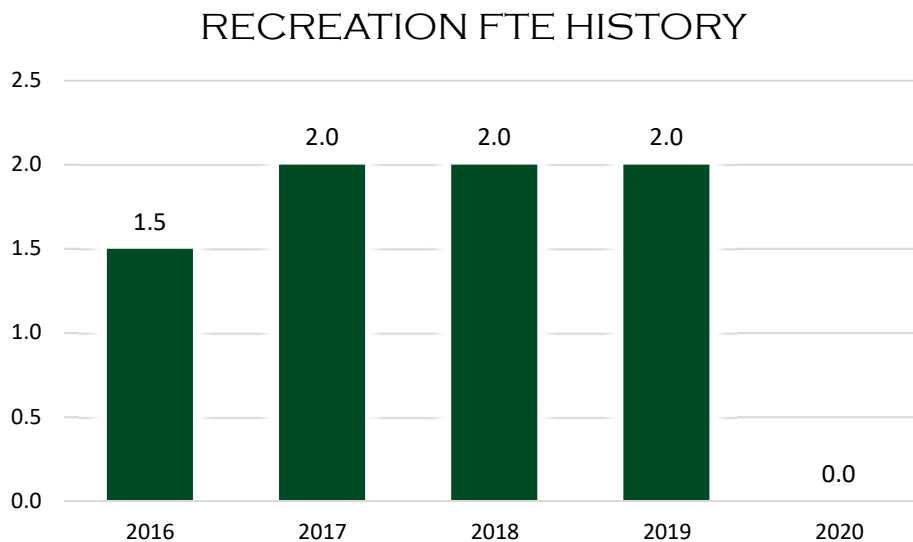
The City of Ontario Recreation program will close on June 30, 2019. The newly formed Ontario Recreation District will be taking over programs.

STRATEGIC IMPACT

- Desirability- Establish a good relationship with the Recreation District.

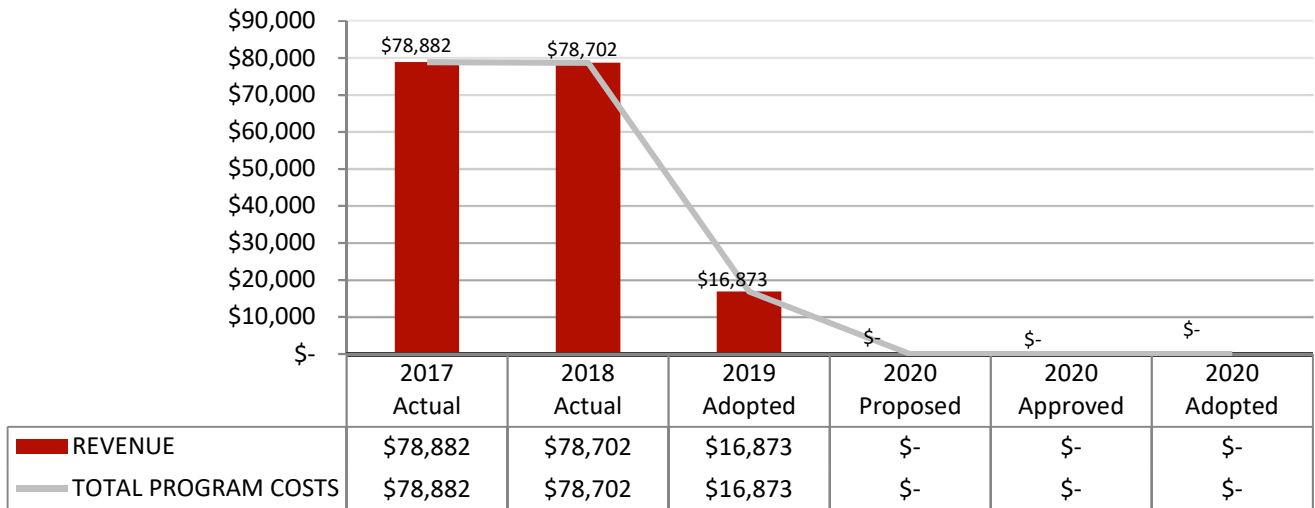
BUDGET ADJUSTMENTS

- The Recreation Department will close June 30, 2019. Services will be continued by the Ontario Recreation District.

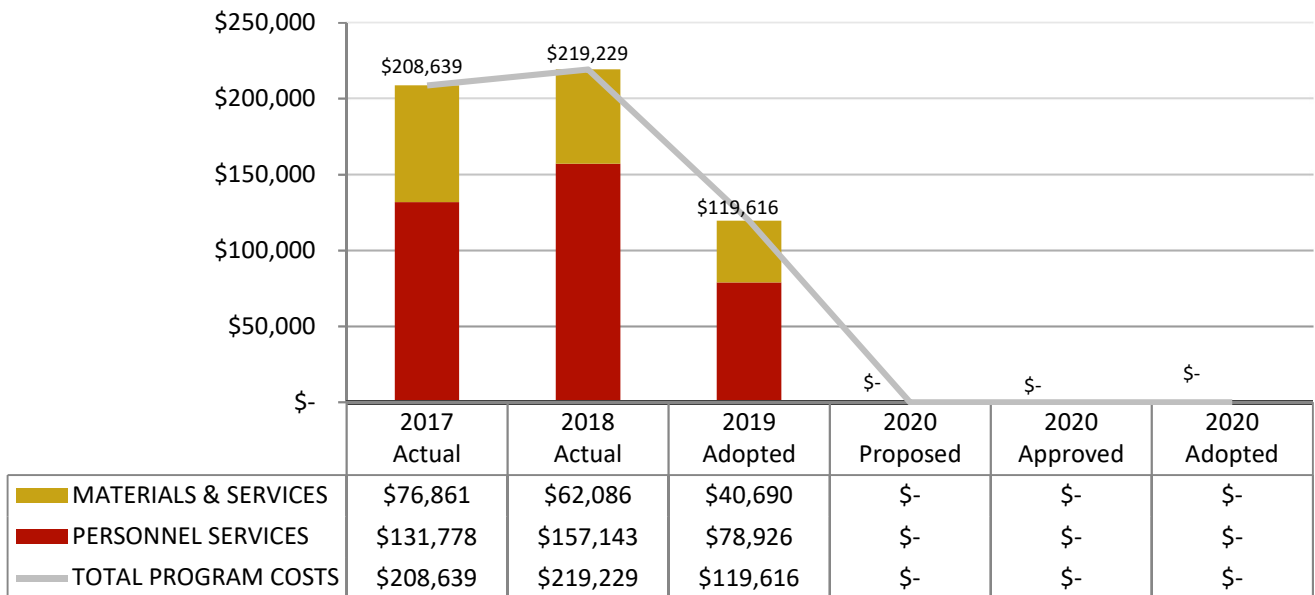




RECREATION REVENUES



RECREATION EXPENDITURES





OTHER KEY INDICATORS

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected
Youth Basketball	92	88	131	150
Spring Soccer	862	841	823	875
Kendo	16	13	11	N/A
Girls Softball	142	138	110	130
NFL Flag Football	131	132	144	175
Youth Track Meets	512	371	291	250
Tackle Football 5 th and 6 th Grade	32	21	28	35
Youth Volleyball	37	51	50	65
Adult Coed Volleyball	4 teams	6 teams	7 teams	10
Youth Dodgeball	14	39	30	40
Arts and Crafts	166	122	163	200
Tennis	49	43	38	50
Pickleball	N/A	16	39	40
Fall Soccer	38	163	127	150
NFL Punt, Pass & Kick	27	31	N/A	N/A
Tackle Football Gate Admissions	N/A	N/A	719	360

GENERAL FUND



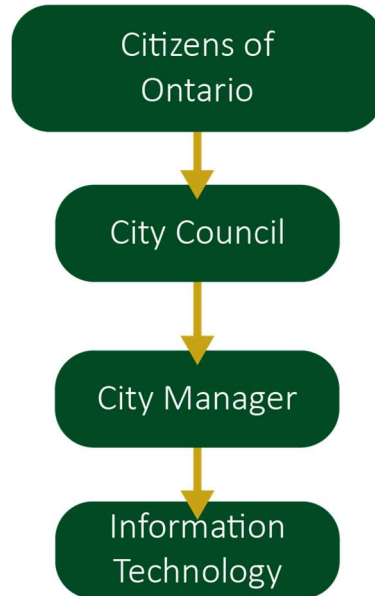
Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
RECREATION REVENUES						
REC - GATE RECEIPTS	936	1,765	800	-	-	-
REC MISC REVENUE	1,887	2,540	500	-	-	-
REC-ADULT SPORTS PROGRAMS	1,275	1,000	-	-	-	-
REC-CRAFT PROGRAMS	2,234	3,081	2,056	-	-	-
REC-UNIFORM SPONSOR FEES	20,576	18,347	3,379	-	-	-
REC-YOUTH SPORTS PROGRAMS	51,974	51,470	10,138	-	-	-
RECREATION DONATIONS	-	500	-	-	-	-
Grand Total	\$ 78,882	\$ 78,702	\$ 16,873	\$ -	\$ -	\$ -
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,800	1,800	900	-	-	-
EMPLR-PAID EMPLE BENEFITS	-	-	3,754	-	-	-
MEDICAL INSURANCE CO-PAY	26,102	31,036	19,047	-	-	-
PART-TIME EMPLOYEES	451	15,789	-	-	-	-
RETIREMENT	16,229	20,473	10,749	-	-	-
SOCIAL SECURITY	5,874	6,951	3,412	-	-	-
VACATION/SICK BUYOUT	1,822	2,774	2,392	-	-	-
WAGES & SALARIES	77,668	76,693	37,546	-	-	-
WORKMANS COMP	1,832	1,627	1,126	-	-	-
PERSONNEL SERVICES TOTAL	\$ 131,778	\$ 157,143	\$ 78,926	\$ -	\$ -	\$ -

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
BLDG MAINT & REPAIR	39	-	100	-	-	-
CELL PHONES	1,044	1,092	770	-	-	-
CONTRACT LABOR	33,183	18,143	15,750	-	-	-
CONTRACT SERVICES	820	-	-	-	-	-
DATA PROCESSING	789	799	875	-	-	-
ELECTRICITY	1,533	1,318	1,100	-	-	-
FUEL HEAT	697	449	1,200	-	-	-
GENERAL SUP & MAINT	14,098	11,124	7,000	-	-	-
MEETING MEAL EXPENSE	-	170	-	-	-	-
OFFICE MACHINES CONTRACT	3	2,819	-	-	-	-
OFFICE SUPPLIES	1,444	830	1,000	-	-	-
PETROLEUM SUPPLIES	23	58	-	-	-	-
POSTAGE	1,819	1,306	900	-	-	-
PRINT / AD / RECORD	-	-	150	-	-	-
PROFESSIONAL DEVELOPMENT	774	193	740	-	-	-
SPORTS FACILITY FIELD PREP	640	790	650	-	-	-
TELEPHONE	467	859	480	-	-	-
UNIFORMS - RECREATION TEAMS	19,440	22,052	9,725	-	-	-
VEHICLE REPAIR	47	85	250	-	-	-
MATERIALS & SERVICES TOTAL	\$ 76,861	\$ 62,086	\$ 40,690	\$ -	\$ -	\$ -
Grand Total	\$ 208,639	\$ 219,229	\$ 119,616	\$ -	\$ -	\$ -

INFORMATION TECHNOLOGY



PROGRAMS

The Department of Information Technology provides secure, reliable, high quality technology-based services, in the most cost-effective manner, while delivering excellence in customer service in alignment with the City of Ontario's mission and core values.

ACTIVITIES

The IT Department provides support services for all City departments, contract agencies, and employees. These services include miscellaneous desktop/server applications, backup services, virus protections, system wide updates and patches, disaster recovery planning, project review and planning, network infrastructure planning and support, active directory migration, as well as GroupWise e-mail services and mobile device support.

The IT Department maintains the city website, a virtual server environment, as well as a hybrid ESI phone system which includes six VoIP connections to outer locations via wireless backbone.

CORE VALUES IMPACT

- Commitment to providing a high level of service quality to all city employees and contract agencies in a respectful and timely manner
- Performing tasks to the best ability possible



ACCOMPLISHMENTS

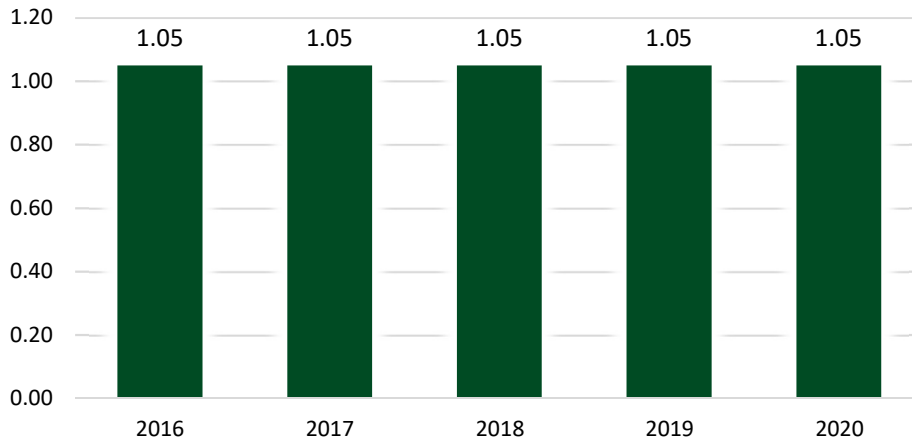
- New Sophos router installation at the Ontario Municipal Airport for VPN structure
- Will be replacing current Sophos router at Fire Station #2 with new updated device necessary for security camera connection as well as radio voting solution
- Continue to support and help with laptop and iPad setups for council and staff connection to CivicClerk
- Working on new software patch deployment solution
- Support for various departmental moves and remodels
- Installed live broadcast equipment solution for city council meetings
- Completed cable termination in Evidence building for network infrastructure. Project was a prerequisite for future implementation of a barcode scanning evidence management project that is scheduled for completion before the end of current budget year.
- After hardware failure, rebuilt the Pelco NVR which manages current city camera surveillance system no longer manufacturer supported or under warranty.
- Technology team is currently working with a committee researching a replacement surveillance camera system for City Hall as well as for locations throughout the City.
- Tech team is working with City staff in website change, hoping to have new site completed by end of current budget period.

BUDGET ADJUSTMENTS

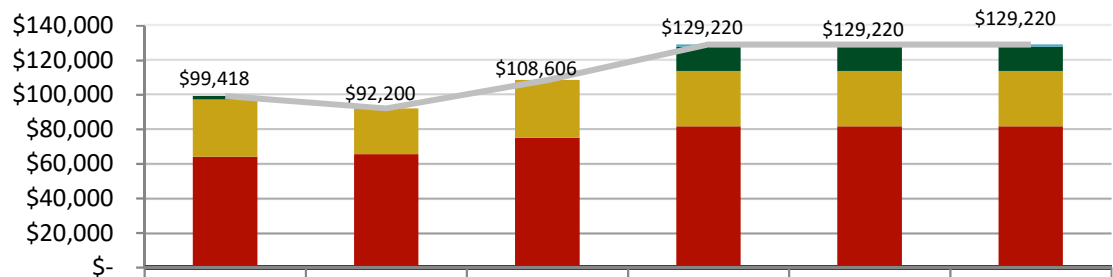
- \$14,122 budgeted for Office 365 with Exchange and Groupwise migration
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Technology portion for 2019-20 is \$1,296. Annually, a lump-sum payment will be made to the City of Ontario's PERS side account.



INFORMATION TECHNOLOGY FTE HISTORY



INFORMATION TECHNOLOGY EXPENDITURES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
TRANSFERS OUT	\$-	\$-	\$-	\$1,296	\$1,296	\$1,296
CAPITAL OUTLAY	\$2,165	\$-	\$-	\$14,122	\$14,122	\$14,122
MATERIALS & SERVICES	\$33,170	\$26,684	\$33,583	\$32,063	\$32,063	\$32,063
PERSONNEL SERVICES	\$64,083	\$65,515	\$75,023	\$81,739	\$81,739	\$81,739
TOTAL PROGRAM COSTS	\$99,418	\$92,200	\$108,606	\$129,220	\$129,220	\$129,220



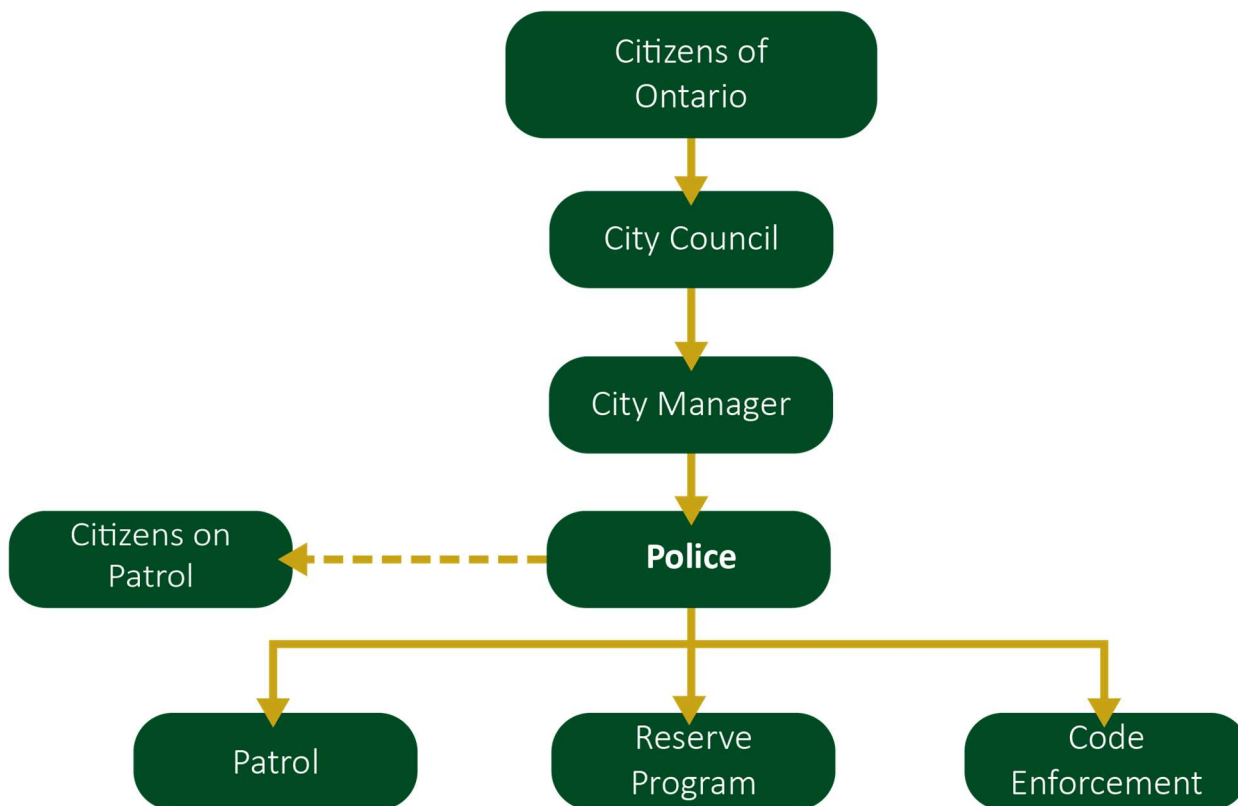
Other Key Indicators

<u>Indicator</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>
Staff	1.05	1.05	1.05	1.05	1.05	1.05
Computers/Laptops	59/12	58/13	57/14	57/18	57/18	57/18
Virtual Servers	15	20	20	20	20	20
Smart Phones	4	4	6	6	6	6
Push To Talk cell phones (police)	13	13	13	13	13	13
Tablets, iPads	14	22	25	33	33	33
MiFis	2	2	4	3	3	3
Website (Pages/Documents)	91/400	100/250	113/400	120/450	120/500	120/500
VoIP Phones	0	0	6	6	6	6
Incidents/Tickets	274	410	369	340	450	450
Incidents/Tickets - Closed	219	412	369	294	450	450

GENERAL FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PERSONNEL SERVICES						
EMPLYR-PAID EMPLYE BENEFIT	-	-	2,487	2,577	2,577	2,577
MEDICAL INSURANCE CO-PAY	7,537	7,703	8,997	9,431	9,431	9,431
RETIREMENT	6,877	8,123	9,096	12,785	12,785	12,785
SOCIAL SECURITY	3,449	3,420	3,795	4,221	4,221	4,221
TECH OVERTIME	1,180	158	3,245	-	-	-
VACATION/SICK BUYOUT	-	-	945	1,050	1,050	1,050
WAGES & SALARIES	45,008	45,683	46,335	51,539	51,539	51,539
WORKMANS COMP	32	429	123	136	136	136
PERSONNEL SERVICES TOTAL	\$ 64,083	\$ 65,515	\$ 75,023	\$ 81,739	\$ 81,739	\$ 81,739
MATERIALS & SERVICES						
CELL PHONE	622	531	780	780	780	780
DATA PROCESSING	-	309	810	2,996	2,996	2,996
EQUIPMENT REPAIR	1,286	1,652	3,000	3,000	3,000	3,000
GENERAL SUPPLIES & MAINTENANCE	25	272	150	150	150	150
INTERNET	3,575	4,356	3,900	3,672	3,672	3,672
LICENSES/PERMITS/FEES	8,147	10,557	19,003	16,715	16,715	16,715
NETWORK SUPPLIES	18,964	6,788	3,340	2,140	2,140	2,140
OFFICE MACHINE CONTRACT	-	8	-	10	10	10
OFFICE SUPPLIES	-	-	100	100	100	100
PROFESSIONAL DEVELOPMENT	551	2,211	2,500	2,500	2,500	2,500
MATERIALS & SERVICES TOTAL	\$ 33,170	\$ 26,684	\$ 33,583	\$ 32,063	\$ 32,063	\$ 32,063
CAPITAL OUTLAY						
EQUIPMENT PURCHASE	2,165	-	-	-	-	-
NETWORK EQUIPMENT PURCHASE	-	-	-	14,122	14,122	14,122
CAPITAL OUTLAY TOTAL	\$ 2,165	\$ -	\$ -	\$ 14,122	\$ 14,122	\$ 14,122
TRANSFERS OUT						
TRANSFER TO PERS RESERVE	-	-	-	1,296	1,296	1,296
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 1,296	\$ 1,296	\$ 1,296
Grand Total	\$ 99,418	\$ 92,200	\$ 108,606	\$ 129,220	\$ 129,220	\$ 129,220



PROGRAMS

This is a new fund set up to track the expenditures of the restricted Oregon marijuana tax.

ACTIVITIES

The Police Department works on a daily basis with our staff and community to enhance our ability to achieve the key points of our mission which is to create a safer Ontario by protecting our citizens, enforcing laws and building trust in partnership with our community. We strive to serve with integrity and professionalism while ensuring fair and impartial treatment for all.

Oregon marijuana tax is restricted to “assist local law enforcement in performing its duties” under the control and regulation of marijuana act.

STRATEGIC IMPACT

- Desirability- Hire more detectives, set up a public safety equipment fund, keep our safety employees safe and equipped.

MARIJUANA ENFORCEMENT



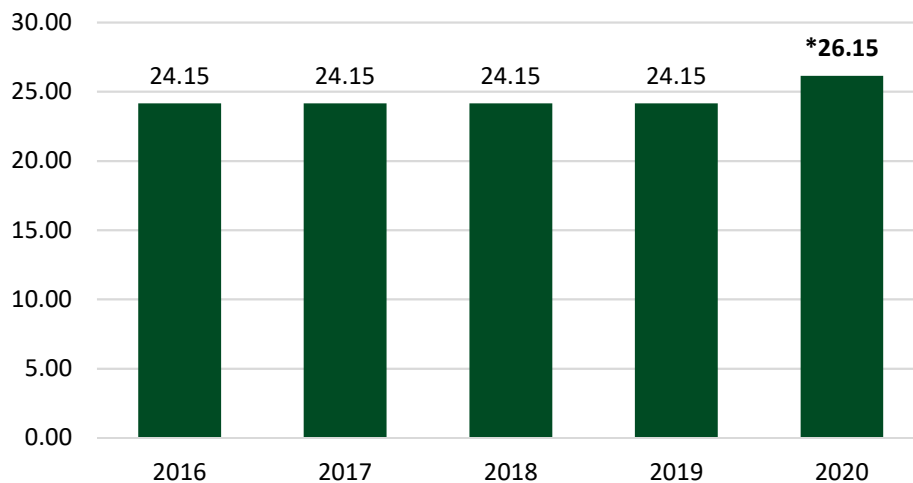
CORE VALUES IMPACT

- Commitment to providing superior and quality service and to doing what is right and acting decisively on what is wrong.
- Respect for the citizens we serve.
- Efficiency in providing services to the public.
- Transparency

BUDGET ADJUSTMENTS

- 1 detective and 1 patrol officer will be hired
- Budget includes wages and uniforms
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Marijuana enforcement portion for 2019-20 is \$2,945. Annually, a lump-sum payment will be made to the City of Ontario’s PERS side account.

POLICE FTE HISTORY

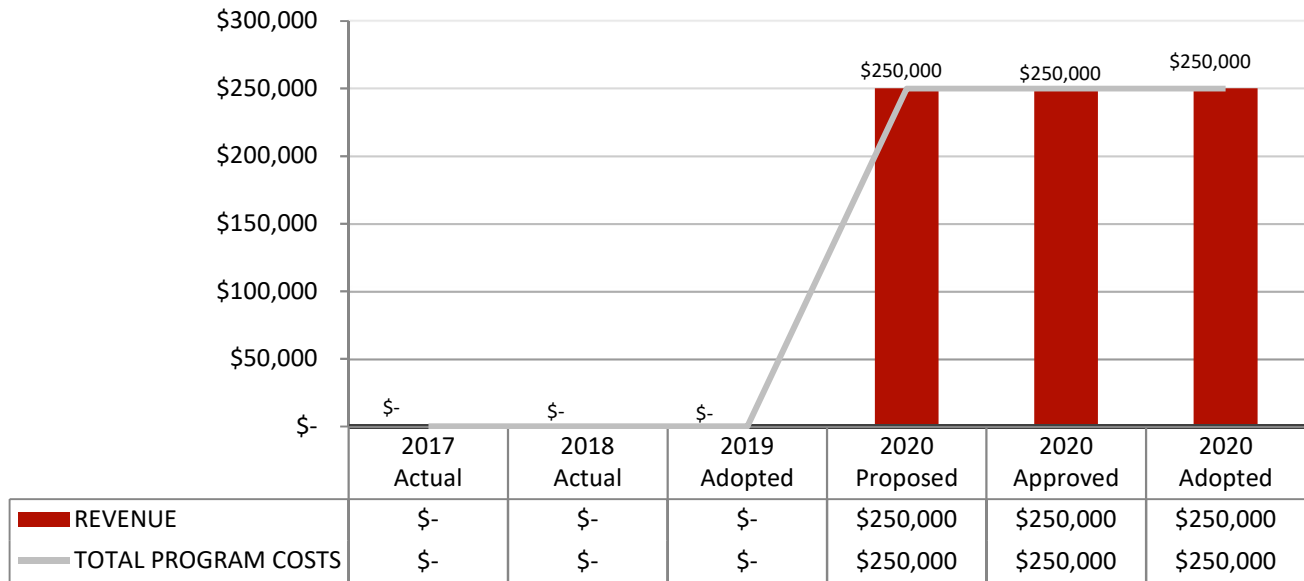


***2 FTE funded through the Marijuana Enforcement Fund**

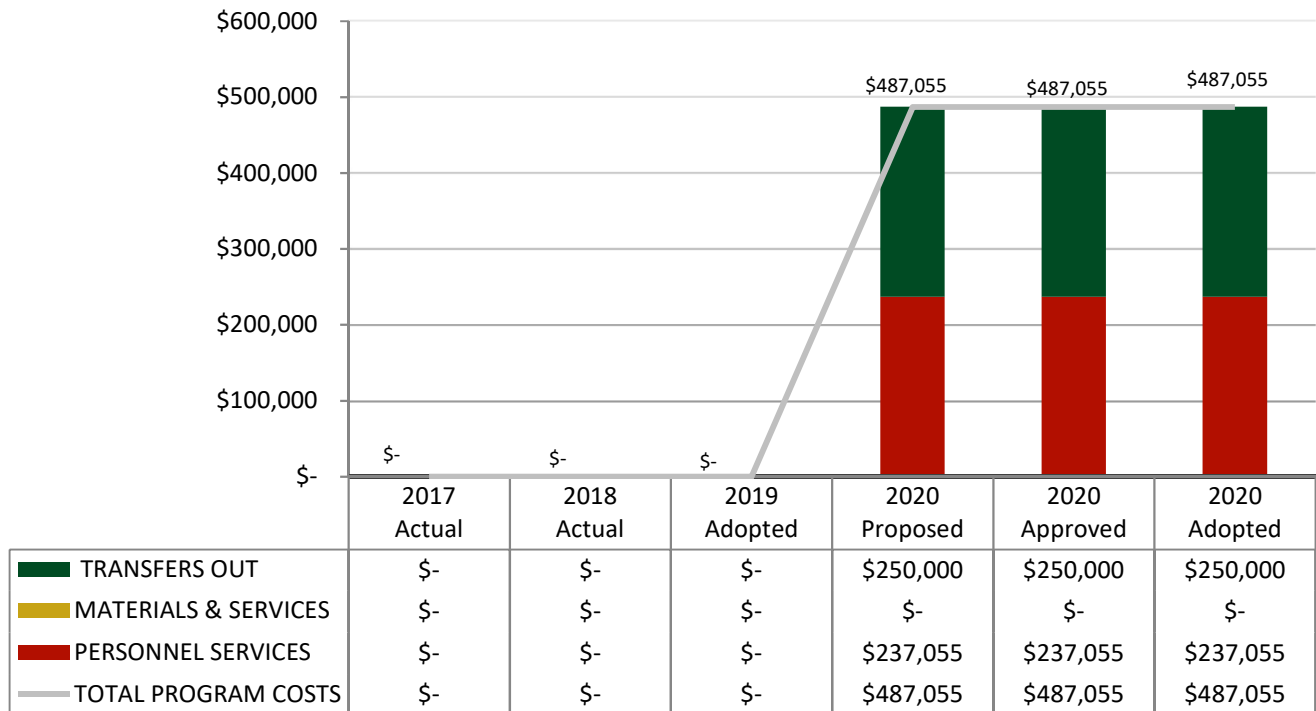
MARIJUANA ENFORCEMENT



MARIJUANA ENFORCEMENT REVENUES



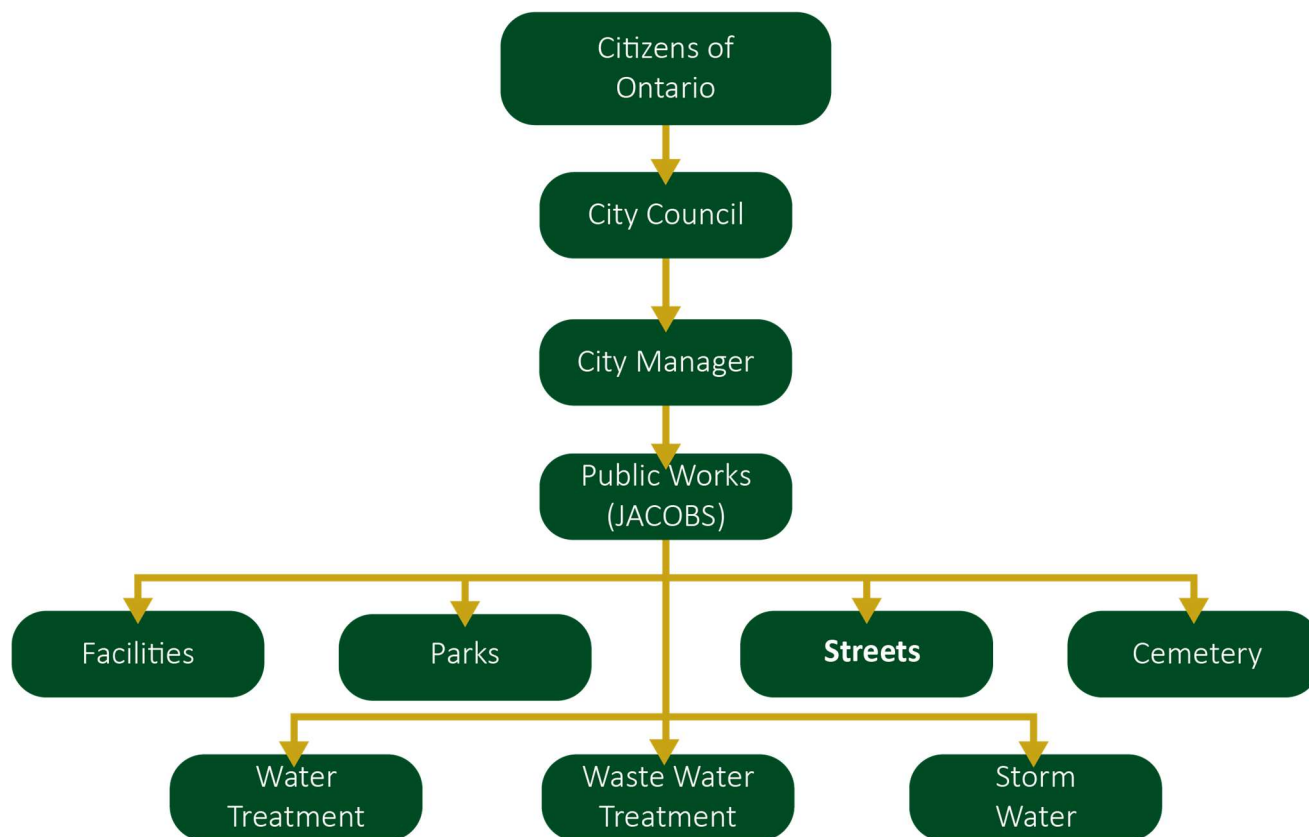
MARIJUANA ENFORCEMENT EXPENDITURES



MARIJUANA ENFORCEMENT



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MARIJUANA ENFORCEMENT REVENUES						
MARIJUANA TAX	-	-	-	250,000	250,000	250,000
Grand Total	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000
PERSONNEL SERVICES						
MEDICAL INSURANCE CO-PAY	-	-	-	50,611	50,611	50,611
RETIREMENT	-	-	-	7,519	7,519	7,519
RETIREMENT - EE SHARE	-	-	-	41,129	41,129	41,129
SOCIAL SECURITY	-	-	-	9,587	9,587	9,587
VACATION/SICK BUYOUT	-	-	-	2,365	2,365	2,365
WAGES & SALARIES	-	-	-	122,818	122,818	122,818
WORKMANS COMP	-	-	-	3,026	3,026	3,026
PERSONNEL SERVICES TOTAL	\$ -	\$ -	\$ -	\$ 237,055	\$ 237,055	\$ 237,055
MATERIALS & SERVICES						
UNIFORMS	-	-	-	10,000	10,000	10,000
MATERIALS & SERVICES TOTAL	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
TRANSFERS OUT						
TRANSFER TO PERS RESERVE	-	-	-	2,945	2,945	2,945
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 2,945	\$ 2,945	\$ 2,945
Grand Total	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ 250,000



PROGRAMS

The Street Fund accounts for all of the care and maintenance of the street system in city limits.

ACTIVITIES

CH2M Hill provides direct oversight and management of all streets located within the City limits. The scope of this service includes asphalt repair, chip seal, pot whole repair, cross walk and signs, and right of way maintenance. Also included is snow removal and curb and gutter and sidewalk maintenance.

STRATEGIC IMPACT

- Beautification- Add extra street sweeping to primary routes.

CORE VALUES IMPACT

- Provide safe streets and traffic areas for citizens of the community and visitors.
- Commitment to providing superior quality of service.



- Efficiency in providing services to the public.
- Respect for our fellow citizens we serve.

ACCOMPLISHMENTS

- Improved safety school zones at Ontario Middle School and High School.
- Installed new LED solar stop signs at Verde Drive and NW 4th Avenue.
- Installed new stop signs at Limburgh School due to high crash volumes.
- No Safety incidents.
- Swept the town for a total of 3 times including the downtown core area weekly throughout the year. The primary and secondary routes were swept between the full town sweepings.
- Crack Sealed 8.5 lane miles of streets.
- Completed the drainage swale for the newly paved Annex parking lot.
- Right of way Maintenance including weed abatement.
- Hauled 95 dump truck loads of leaves from our fall cleanup event.
- Put up holiday decorations on street lights for the Ontario Chamber of Commerce including 35 newly purchased, lit decorations and 60 holiday banners throughout town.
- Provided event traffic control for the Veteran and Holiday parades.
- E. Idaho Tree/Planter project – removed existing ground cover and 22 trees. Installed 10 new tree wells and grates, 10 trees, irrigations system and crushed rock.
- All crosswalks were painted and new Thermo plastic installed where needed.
- New banner connection was made in the E. Idaho Underpass.

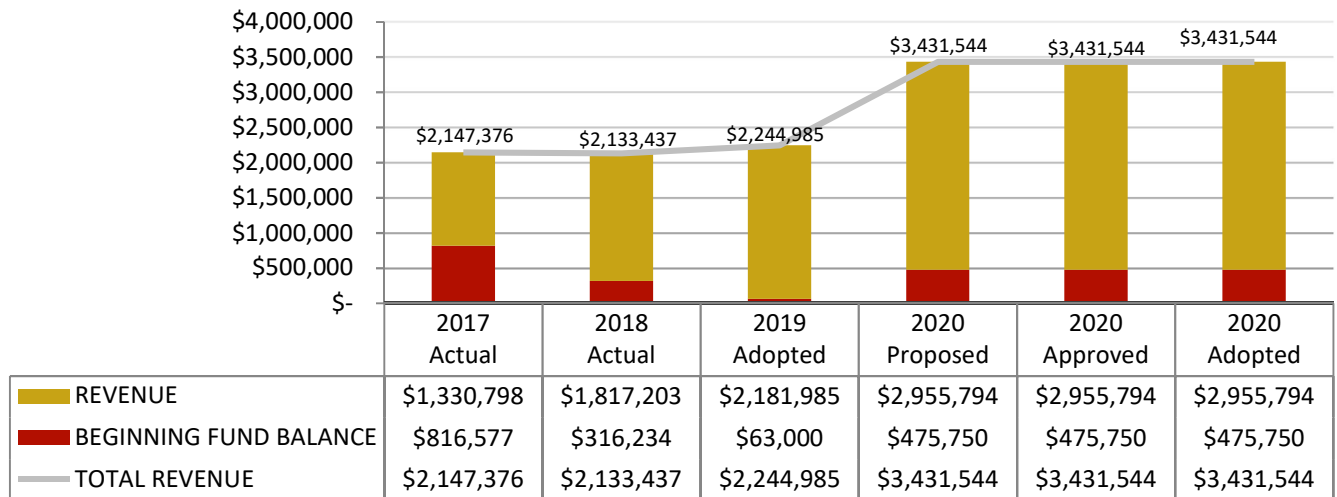
BUDGET ADJUSTMENTS

- CH2M Hill contract increased 2.65%.
- Increase in revenues due to the transportation bill passed.
- ADA compliance project has gone through design and survey, construction will happen in 2019-2020
- Transfer of \$304,636 from the General Fund
- SE 5th and SE 2nd grand funded projects are in process.
- Last payment on street sweeper capital lease.
- Transportation master plan net cost of \$21,000
- Capital outlay for crack fill machine \$60,000; loader \$165,000; \$150,000 for chip sealing and \$25,000 for crack fill.

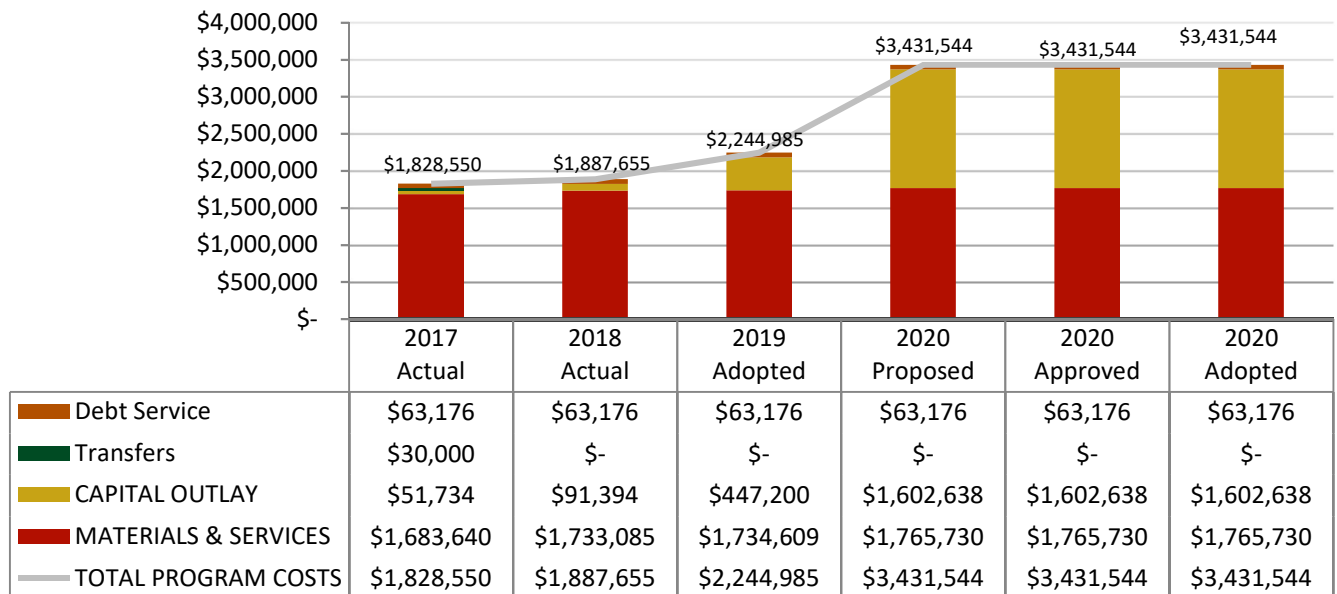
STREET FUND



STREETS REVENUES



STREETS EXPENDITURES





OTHER KEY INDICATORS

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Fall Clean Up – Truck loads of Leaves picked up	*	59	65	65	65
Miles of curb painted	*	9	9.5	9	9
Lane miles of city street sweeping	*	632	632	632	632
Miles of primary and secondary routes swept between city-wide cycles	*	42	42	42	42
Curb miles of sweeping downtown each night	*	2.7	2.7	2.7	2.7
Weeks of trash patrolled every around the Marketplace (East Idaho Avenue)	*	52	52	52	52
Broken or frozen water meters repaired	*	25	22	20	20
New fire hydrant installations	*	1	1	1	1
New or upgraded certifications	*	2	2	2	2
Amount of lost time for recordable incidents	*	0	0	0	0
Number of lane miles chip sealed	*	17	13.45	0	0
Number of times entire town swept plus the primary and secondary roads in between those the main sweeps of town.	*	6	6	6	6
Number of lane miles crack sealed	*	22.3	13.45	13	13
Feet of curb and gutter replaced in preparation for chip seal	*	660	0	0	0

*Data unavailable

STREET FUND

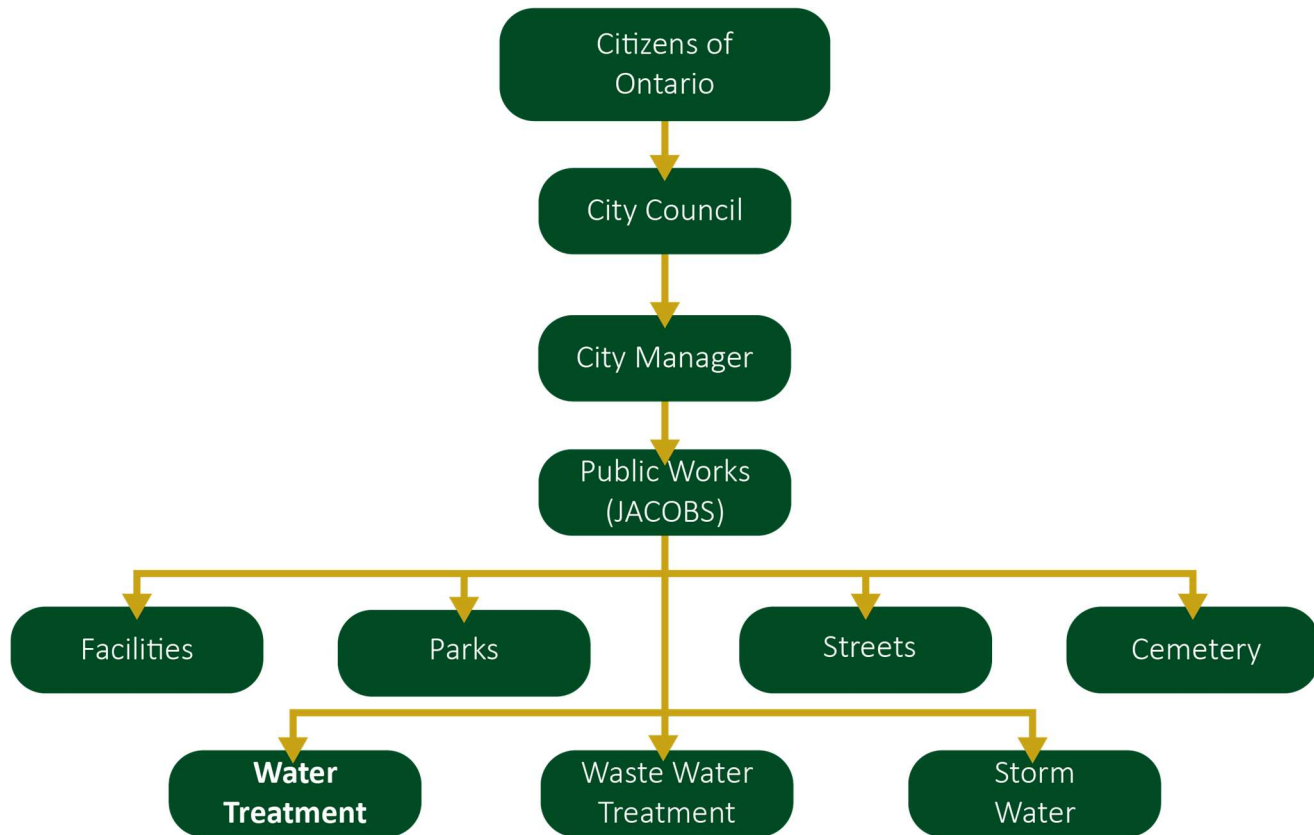


Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
STREET REVENUES						
AVAILABLE CASH ON HAND	816,577	316,234	63,000	475,750	475,750	475,750
INTEREST ON DEPOSIT	148	327	300	300	300	300
MISC COLLECTIONS	10,138	1,512	1,000	1,500	1,500	1,500
ODOT STP FUNDS	-	-	100,000	617,838	617,838	617,838
PUBLIC WORKS REVENUE-FUND 045	412,535	460,687	460,687	460,687	460,687	460,687
ROW INSPECTION FEES	3,753	3,346	3,500	4,000	4,000	4,000
STATE TAX STREET REV	679,014	732,190	822,673	846,423	846,423	846,423
TRANSF FROM GEN FUND	-	85,941	235,825	304,636	304,636	304,636
STREET MAINTENANCE FEE	-	294,443	348,000	356,410	356,410	356,410
TSP GRANT	-	-	-	154,000	154,000	154,000
MISC EXPENSE REIMBURSEMENTS	-	214	-	-	-	-
MOTEL OCCUPANCY TAX 26.25%	225,210	238,544	210,000	210,000	210,000	210,000
Grand Total	\$ 2,147,376	\$ 2,133,437	\$ 2,244,985	\$ 3,431,544	\$ 3,431,544	\$ 3,431,544
MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	65,624	65,624	65,624	65,624	65,624	65,624
BAD DEBT EXPENSE	-	82	-	-	-	-
CONTRACT SERVICES	1,586,895	1,632,986	1,635,012	1,665,448	1,665,448	1,665,448
INSURANCE PREM & SURETY B	14,627	15,186	15,973	16,658	16,658	16,658
OFFICE MACHINE CONTRACT	109	-	-	-	-	-
ROAD MAINT & SUPPLIES	16,386	19,206	18,000	18,000	18,000	18,000
MATERIALS & SERVICES TOTAL	\$ 1,683,640	\$ 1,733,085	\$ 1,734,609	\$ 1,765,730	\$ 1,765,730	\$ 1,765,730

STREET FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CAPITAL OUTLAY						
13STR-01 STREET SEALING	26,586	73,838	-	150,000	150,000	150,000
CAPITAL OUTLAY	148	17,556	-	-	-	-
SE 5TH COUNTY PROJECT	25,000	-	-	-	-	-
CURB & GUTTER REPAIR	-	-	-	-	-	-
DOWNTOWN CONCRETE WORK	-	-	18,000	-	-	-
CIMLINE CRACKFILL MACHINE	-	-	-	60,000	60,000	60,000
CRACKFILL	-	-	45,000	25,000	25,000	25,000
ADA COMPLIANCE PROJECT	-	-	284,200	409,800	409,800	409,800
SE 2ND ODOT PROJECT	-	-	50,000	513,838	513,838	513,838
SE 5TH ODOT PROJECT	-	-	50,000	104,000	104,000	104,000
LOADER	-	-	-	165,000	165,000	165,000
AMERICOLD INTERSECTION REPAIR	-	-	-	-	-	-
TRANSPORTATION MASTER PLAN	-	-	-	175,000	175,000	175,000
CAPITAL OUTLAY Total	\$ 51,734	\$ 91,394	\$ 447,200	\$ 1,602,638	\$ 1,602,638	\$ 1,602,638
DEBT SERVICE						
CAPITAL LEASE REPAYMENT	63,176	63,176	63,176	63,176	63,176	63,176
DEBT SERVICE Total	\$ 63,176	\$ 63,176	\$ 63,176	\$ 63,176	\$ 63,176	\$ 63,176
TRANSFERS OUT						
TRANSFER TO GRANT FUND	30,000	-	-	-	-	-
TRANSFERS OUT TOTAL	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ 1,828,550	\$ 1,887,655	\$ 2,244,985	\$ 3,431,544	\$ 3,431,544	\$ 3,431,544



PROGRAMS

The Water Fund accounts for all of the care and maintenance of the water treatment plant system.

ACTIVITIES

CH2M Hill provides direct operation and maintenance of the City’s water treatment plant, reservoirs and water distribution system. This includes providing safe drinking water to all citizens of the community. We use 2 sources on water, the Snake River and water wells located near the river.

STRATEGIC IMPACT

- Growth- Increase water capacity
- Education- Create a water/waste water class at TVCC.



CORE VALUES IMPACT

- Provided safe and clean drinking water for our citizens
- Commitment to providing superior quality of service.
- Efficiency in providing services to the public.
- Respect for our fellow citizens we serve.

ACCOMPLISHMENTS

- No safety incidents for the year.
- No non-compliance events for the year.
- Installed new redwood baffle walls in house, resulting in large budget savings.
- Installed three 500-gallon air receivers and a compressor to purge influent raw water screen. This was also completed in house resulting in large budget savings.
- Arsenic sampling throughout system in support of NPDES permit.
- Negotiated with DEQ on Draft NPDES permit.
- Replaced and modified the flocculation basin drive system.
- Supported and worked to the completion of the new Chemical Feed System Project.
- Implemented a new blue-green algae sampling plan per Oregon Department of Human Services.
- Increased Operator Certification levels.
- Completed an in-house Sanitary Survey of the entire system.
- Conducted an in-house evaluation of sampling compliance schedules on disinfection by products study.
- 33 new water services installed.
- 247 water meters changed out.
- 413 utility locates completed.
- All equipment and buildings inspected weekly.
- 3 operators increased their certifications.
- 99% of the customer owned Backflow devices were tested in the City of Ontario 1914 out of 1938 Total.

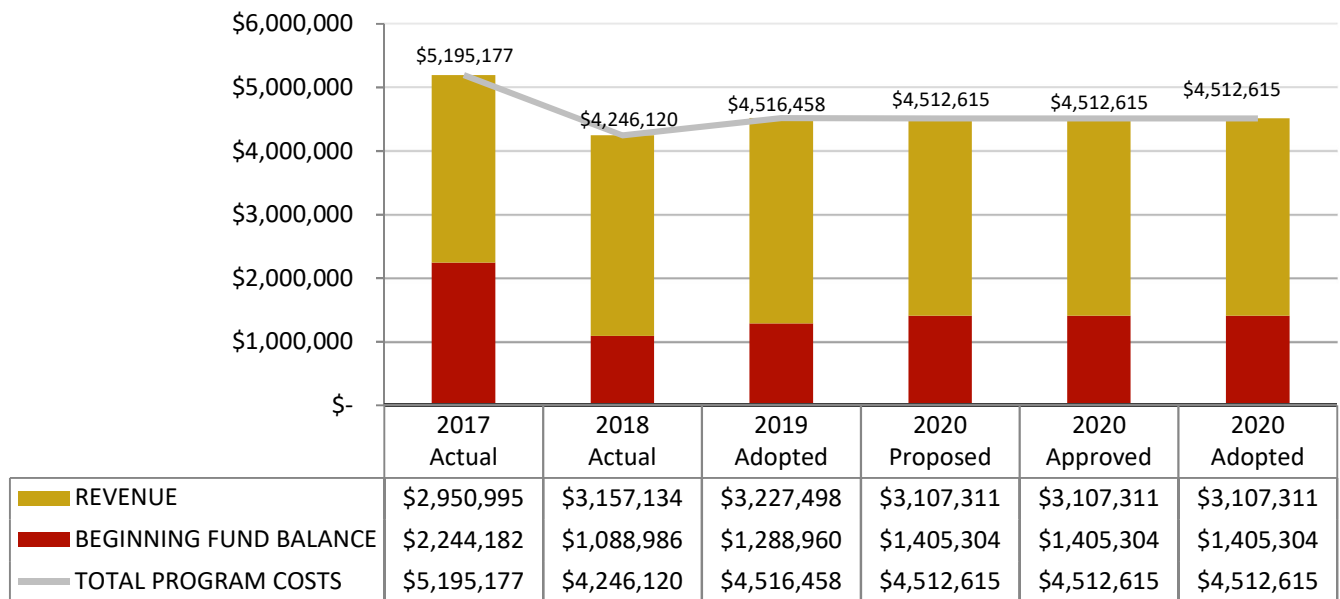
WATER TREATMENT



BUDGET ADJUSTMENTS

- CH2M Hill Contract increased 2.65%
- Capital projects include finishing the baffle wall, purchasing a pickup, microchlor cell replacement, water master plan, preliminary design of project to increase capacity, laboratory upgrade, solar bee and cyano-toxin preparation.

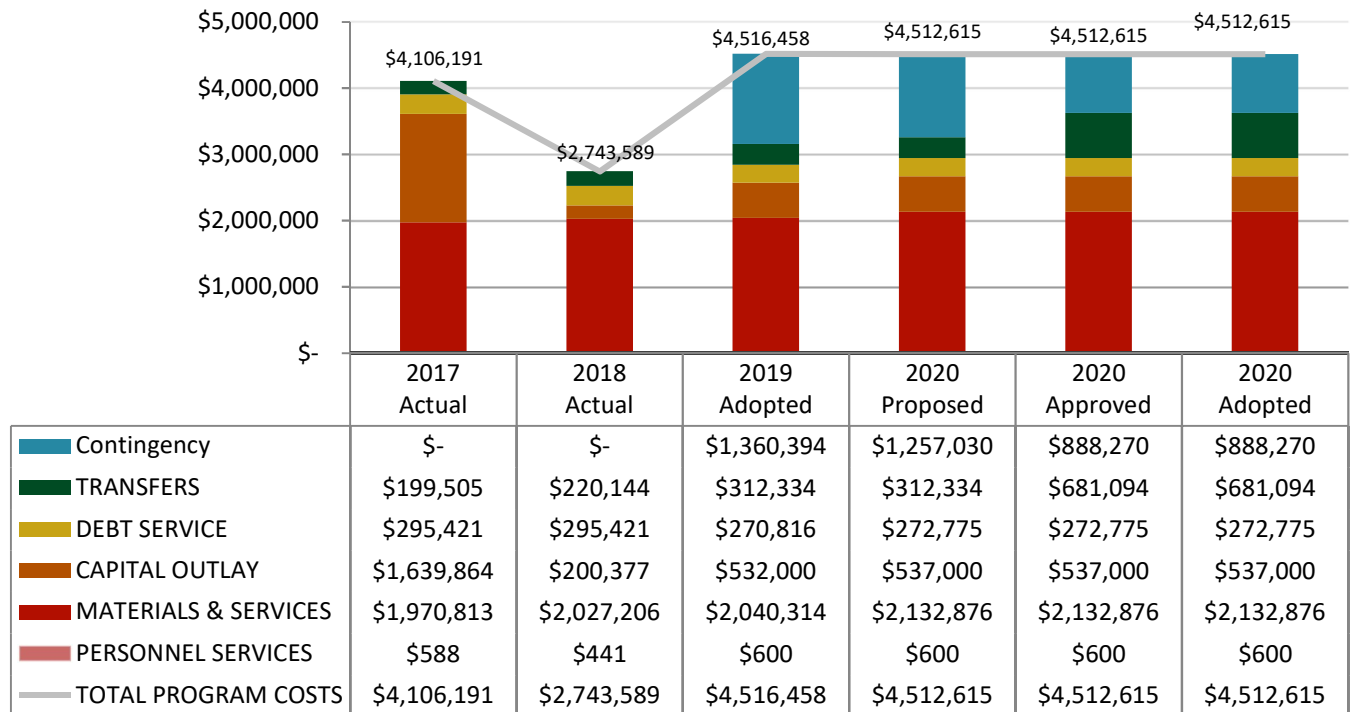
WATER TREATMENT REVENUES



WATER TREATMENT



WATER TREATMENT EXPENDITURES



OTHER KEY INDICATORS

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Lost time or recordable incidents	0	0	0	0	0
Treatment Violations	0	0	0	0	0
Fire Hydrant Inspection and Flushing (100 %)	647	647	647	647	647
New or upgraded certifications	*	2	2	2	2
Water Service Inspections (100%)	3845	3845	3845	3845	3845
Valve Exercising (100%)	1889	1889	1889	1889	1889

* Data unavailable

WATER TREATMENT



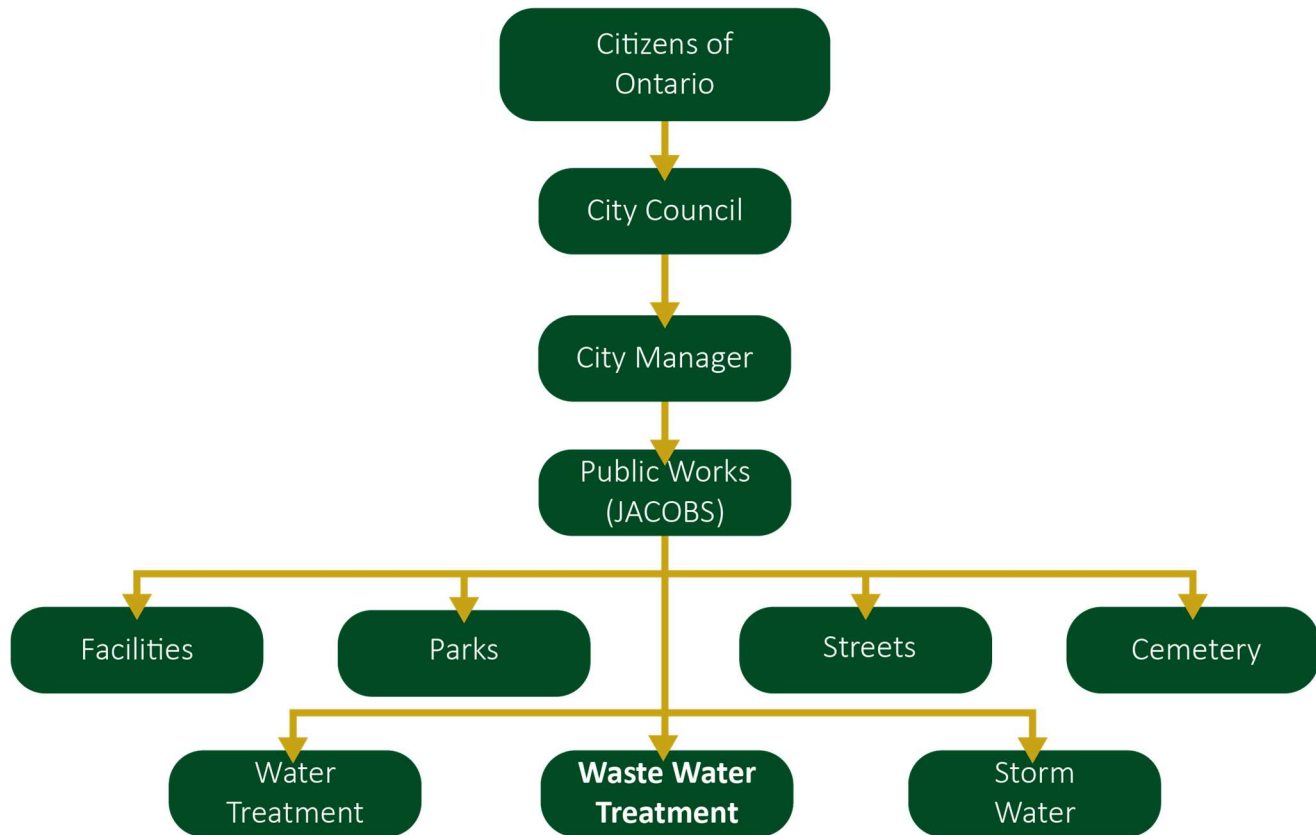
Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
WATER REVENUES						
AVAILABLE CASH ON HAND	2,244,182	1,088,986	1,288,960	1,405,304	1,405,304	1,405,304
BAD DEBT RECOVERY	37	-	-	-	-	-
CONNECTIONS & OTHER RECEI	34,796	52,013	21,580	21,580	21,580	21,580
INTEREST ON DEPOSIT	38,368	60,888	40,000	130,000	130,000	130,000
LATE FEE & PENALTIES	4,655	-	-	-	-	-
MISC COLLECTIONS	8,820	6,280	5,000	-	-	-
MISC WATER REVENUE	19,721	20,291	16,000	16,000	16,000	16,000
WATER BILLING REV	2,844,597	3,017,662	3,144,918	2,939,731	2,939,731	2,939,731
Grand Total	\$ 5,195,177	\$ 4,246,120	\$ 4,516,458	\$ 4,512,615	\$ 4,512,615	\$ 4,512,615
PERSONNEL SERVICES						
EMPLOYER-PAID EMPLOYEE BE	588	441	600	600	600	600
PERSONNEL SERVICES TOTAL	\$ 588	\$ 441	\$ 600	\$ 600	\$ 600	\$ 600
MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	209,341	209,341	209,341	209,341	209,341	209,341
BANK CHARGES	132	132	400	15,000	15,000	15,000
CONTRACT SERVICES	1,683,797	1,732,482	1,745,133	1,815,656	1,815,656	1,815,656
DATA PROCESSING	3,074	9,024	3,000	11,150	11,150	11,150
ELECTRICITY	1,499	509	2,577	2,577	2,577	2,577
GENERAL SUPP & MAINT	48	49	-	-	-	-
INSURANCE PREM & SURETY B	57,777	59,983	65,000	65,439	65,439	65,439
OFFICE MACH CONTRACT	54	365	-	1,000	1,000	1,000
OFFICE SUPPLIES	48	63	150	200	200	200
POSTAGE	8,347	8,370	9,163	9,163	9,163	9,163
PROPERTY TAXES	2,287	2,448	2,400	-	-	-
TELEPHONE	111	131	150	150	150	150
UTILITY BILLING	4,296	4,308	3,000	3,200	3,200	3,200
MATERIALS & SERVICES TOTAL	\$ 1,970,813	\$ 2,027,206	\$ 2,040,314	\$ 2,132,876	\$ 2,132,876	\$ 2,132,876

WATER TREATMENT



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CAPITAL OUTLAY						
BAFFLE WALL REPLACEMENT	-	-	160,000	50,000	50,000	50,000
EQUIP PURCH	525	150,378	80,000	25,000	25,000	25,000
MICROCHLOR CELL REPLACEMENT	-	-	27,000	27,000	27,000	27,000
SOLIDS REMOVAL	-	-	50,000	50,000	50,000	50,000
WATER MASTER PLAN	-	-	175,000	100,000	100,000	100,000
WATER RATE STUDY	10,747	-	-	-	-	-
WTP AUDIT PROJECTS	1,628,592	49,999	-	-	-	-
RESERVOIR IMPROVEMENTS	-	-	10,000	-	-	-
WELL REHABS	-	-	10,000	10,000	10,000	10,000
CLEAN & REPAIR SLOUGH	-	-	20,000	20,000	20,000	20,000
SOLAR BEE	-	-	-	20,000	20,000	20,000
CYANO-TOXIN PREP	-	-	-	20,000	20,000	20,000
WTP ELECTRICAL SUPPLY UPGRADE	-	-	-	20,000	20,000	20,000
WTP LABORATORY UPGRADE	-	-	-	45,000	45,000	45,000
PHASE 2- INCREASE WTP CAPACITY	-	-	-	150,000	150,000	150,000
CAPITAL OUTLAY TOTAL	\$ 1,639,864	\$ 200,377	\$ 532,000	\$ 537,000	\$ 537,000	\$ 537,000
DEBT SERVICE						
WTP UPGRADE DEBT SRVC	295,421	295,421	270,816	272,775	272,775	272,775
DEBT SERVICE TOTAL	\$ 295,421	\$ 295,421	\$ 270,816	\$ 272,775	\$ 272,775	\$ 272,775
TRANSFERS OUT						
STREET FUND EXP - FUND 105	199,505	220,144	220,144	220,144	220,144	220,144
PERS ALLOCATION - TRANSFER OUT	-	-	92,190	92,190	460,950	460,950
TRANSFERS OUT TOTAL	\$ 199,505	\$ 220,144	\$ 312,334	\$ 312,334	\$ 681,094	\$ 681,094
CONTINGENCY						
OPERATING CONTINGENCY	-	-	1,360,394	1,257,030	888,270	888,270
CONTINGENCY TOTAL	\$ -	\$ -	\$ 1,360,394	\$ 1,257,030	\$ 888,270	\$ 888,270
Grand Total	\$ 4,106,191	\$ 2,743,589	\$ 4,516,458	\$ 4,512,615	\$ 4,512,615	\$ 4,512,615

WASTEWATER TREATMENT



PROGRAMS

The Sewer Fund accounts for all of the care and maintenance of the wastewater treatment plant system.

ACTIVITIES

Ch2mhill provides direct oversight and management of the City’s wastewater treatment plant and wastewater collection systems including 9 lift stations. We manage the treatment plant to meet all State and Federal regulations related to waste water treatment and discharge. Also included in this scope are the Skyline and Malheur farm operations.

STRATEGIC IMPACT

- Growth- Increase waste water capacity.
- Education- Create a water/waste water class at TVCC.

WASTEWATER TREATMENT



CORE VALUES IMPACT

- Commitment to providing superior quality of service.
- Efficiency in providing services to the public.
- Respect for our fellow citizens we serve.

ACCOMPLISHMENTS

- No safety incidents for the year.
- No Non-Compliance Events.
- 3,800 feet of dike repairs.
- Installed a new effluent flow meter.
- Increased sampling for new NPDES permit.
- No Sanitary Sewer Overflows.
- 13 wet wells cleaned.
- All lift station pumps serviced and inspected annually.
- All Electrical/MMC panels inspected and thermo imaging inspected annually.
- All back up emergency power sources inspected and operated weekly.
- Cleaned approx. 105,150 ft. of the Collections system.
- Retrofitted and repaired the on-site aeration system located in the lagoons
- SCADA upgrades for the Collection system and the WWTP
- Continued work with Oregon Department of Environmental Quality to review and understand new NPDES permit requirements. We are reviewing and meeting with State regulatory staff to develop a path for arsenic and other potential permit parameters.
- Operators cross-trained for improvement efficiency.
- Implemented arsenic monitoring plan.

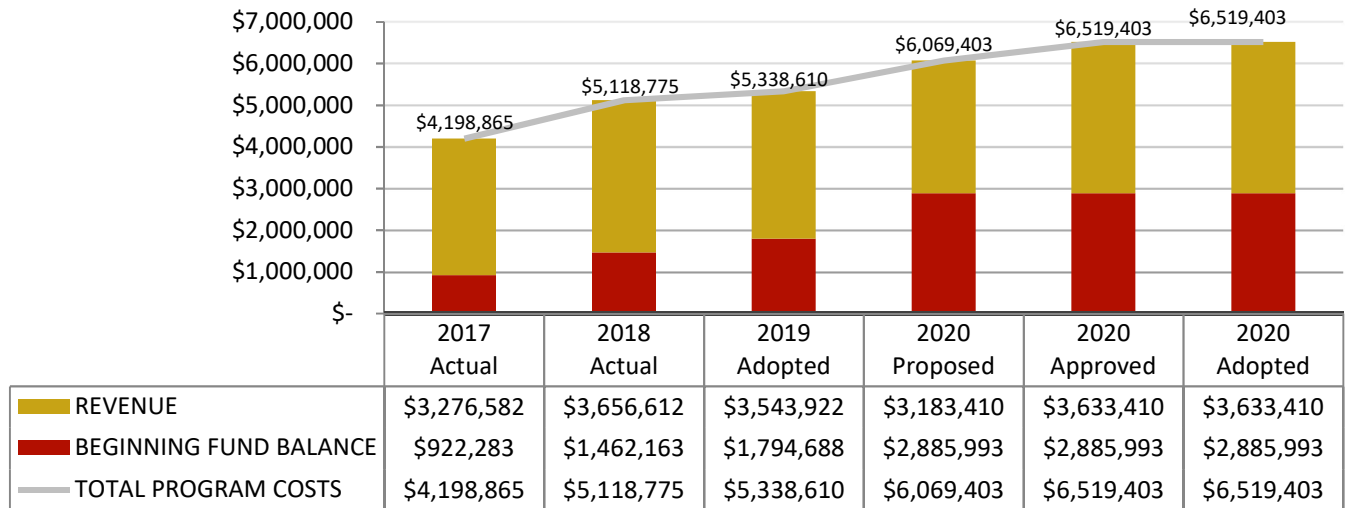
BUDGET ADJUSTMENTS

- CH2M Contract increased by 2.65%.
- New requirements budgeted based on NPDES permit.
- There will possibly be some large projects relating to the NPDES permit going forward.
- Only one debt payment, last Revolving Loan Fund loan will be paid off in 2018-2019.

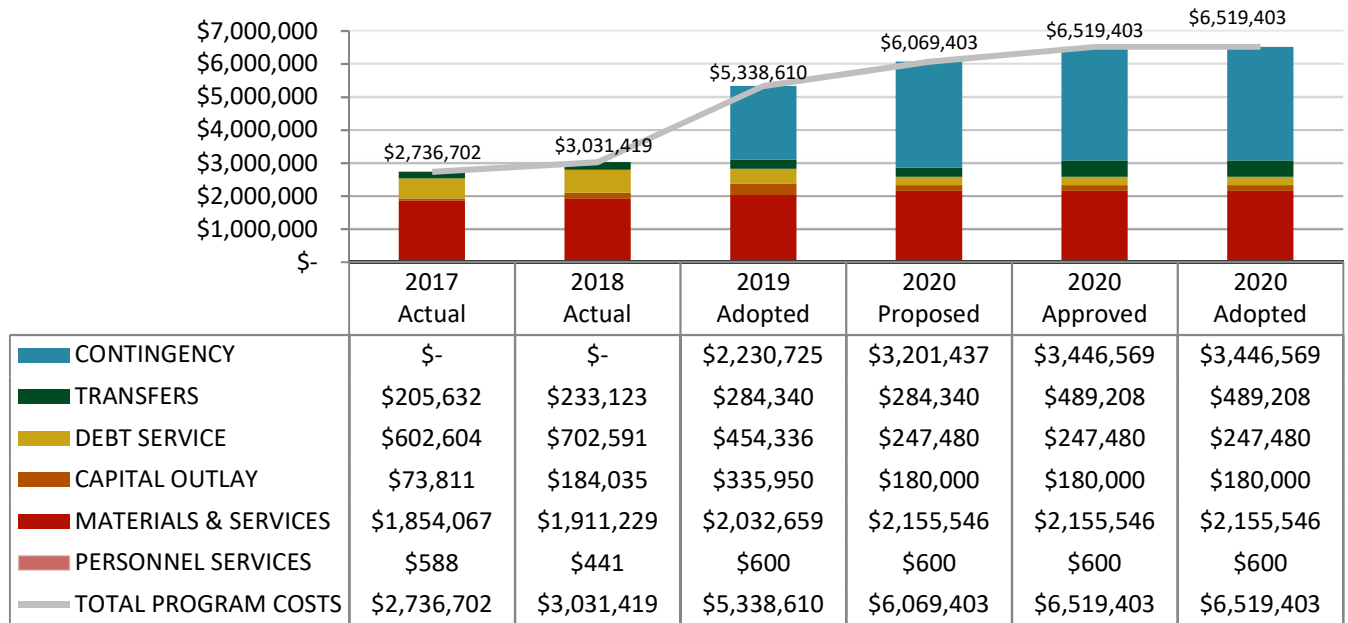
WASTEWATER TREATMENT



WASTE WATER TREATMENT REVENUES



WASTE WATER TREATMENT EXPENDITURES



WASTEWATER TREATMENT



OTHER KEY INDICATORS

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Target	2019 Target
New or upgraded certifications	*	2	0	0	0
Treatment Violations	*	0	0	0	0
Amount of lost time for recordable incidents	*	0	0	0	0
Gallons per day	*	*	1,391,506	1,400,000	1,400,000

*Data unavailable

WASTEWATER TREATMENT



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
SEWER REVENUES						
AVAILABLE CASH ON HAND	922,283	1,462,163	1,794,688	2,885,993	2,885,993	2,885,993
BAD DEBT RECOVERY	37	-	-	-	-	-
CROP SALES	105,000	125,000	127,000	127,000	127,000	127,000
INTEREST ON DEPOSIT	52,448	83,569	60,000	130,000	130,000	130,000
LATE FEE & PENALTIES	4,655	-	-	-	-	-
MISC COLLECTIONS	8,820	9,638	7,000	-	-	-
MISC SEWER REVENUE	1,054	1,942	1,000	5,000	5,000	5,000
PASTURE RENT	3,275	100	1,600	1,725	1,725	1,725
SEPTAGE RECEIVING REVENUE	23,035	14,754	15,000	-	-	-
SEWER CONNECTIONS	2,375	1,425	2,000	2,000	2,000	2,000
SEWER SERVICE REV	3,075,882	3,420,184	3,330,322	2,917,685	3,367,685	3,367,685
Grand Total	\$ 4,198,865	\$ 5,118,775	\$ 5,338,610	\$ 6,069,403	\$ 6,519,403	\$ 6,519,403
PERSONNEL SERVICES						
EMPLOYER-PAID EMPLOYEE BE	588	441	600	600	600	600
PERSONNEL SERVICES TOTAL	\$ 588	\$ 441	\$ 600	\$ 600	\$ 600	\$ 600

WASTEWATER TREATMENT

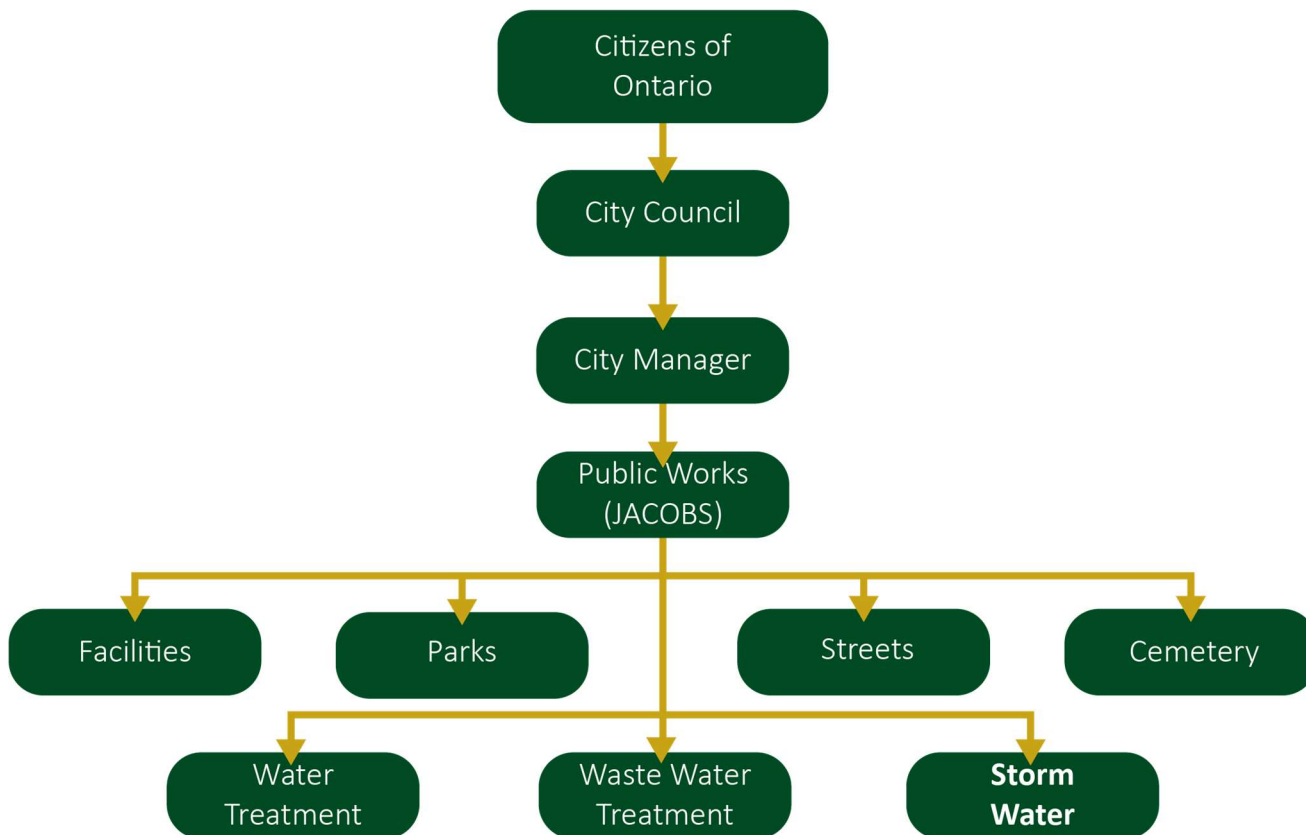


Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	218,361	218,361	218,361	218,361	218,361	218,361
CONTRACT SERVICES	1,496,527	1,540,557	1,547,104	1,613,941	1,613,941	1,613,941
DATA PROCESSING	3,074	9,252	400	11,150	11,150	11,150
DEQ PERMIT	35,515	44,473	50,000	30,000	30,000	30,000
DISCHARGE PERMIT FEE	9,620	9,866	3,000	11,000	11,000	11,000
ELECTRICITY	3,626	4,948	10,000	10,000	10,000	10,000
GENERAL SUPP & MAINT	48	51	-	-	-	-
INSURANCE PREM & SURETY B	57,777	59,983	63,440	65,440	65,440	65,440
OFFICE MACH CONTRACT	54	365	-	1,000	1,000	1,000
OFFICE SUPPLIES	49	63	-	200	200	200
POSTAGE	8,347	8,370	9,163	9,163	9,163	9,163
PRINT / AD / RECORD	-	-	-	1,000	1,000	1,000
PROFESSIONAL SERVICES	3,075	-	3,291	3,291	3,291	3,291
TELEPHONE	71	67	-	300	300	300
UTILITY BILLING	4,296	4,308	3,000	3,200	3,200	3,200
NPDES REPORTS	-	-	45,000	35,000	35,000	35,000
NPDES REQUIREMENTS	-	-	65,000	-	-	-
DIFFUSER DESIGN & CONSTRUCTIONPLAN	-	-	-	5,000	5,000	5,000
MIXING ZONE STUDY	-	-	-	60,000	60,000	60,000
MERCURY MINIMIZATION PLAN	-	-	-	50,000	50,000	50,000
MATERIALS & SERVICES TOTAL	\$ 1,854,067	\$ 1,911,229	\$ 2,032,659	\$ 2,155,546	\$ 2,155,546	\$ 2,155,546
CAPITAL OUTLAY						
EQUIP PURCH	525	113,826	50,000	35,000	35,000	35,000
INTERIM FACILITY IMPROVEMENTS	-	-	50,000	-	-	-
RATE STUDY	10,747	-	-	-	-	-
SRCI LOWER LIFT STATION	-	29,744	85,000	50,000	50,000	50,000
WASTEWATER REUSE PLAN UPDATE	62,539	12,555	-	-	-	-
SKID CAMERA	-	-	85,000	-	-	-
SRCI 37 MH REPLACEMENT	-	-	37,000	-	-	-
PHASE 2 SECURITY UPGRADE	-	-	10,000	-	-	-
SCADA UPGRADE	-	27,910	-	15,000	15,000	15,000
PH ADJUSTMENT	-	-	-	50,000	50,000	50,000
SKYLINE & MALHEUR FARM UPGRADES	-	-	-	30,000	30,000	30,000
CAPITAL OUTLAY TOTAL	\$ 73,811	\$ 184,035	\$ 335,950	\$ 180,000	\$ 180,000	\$ 180,000

WASTEWATER TREATMENT



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
DEBT SERVICE						
OECCD WW IMPR LOAN - 2008	272,865	273,865	252,376	247,480	247,480	247,480
RFL#R70611 -- 1998-2018	125,928	125,333	-	-	-	-
RLF #R70612 -- 2000-2020	203,811	303,393	201,960	-	-	-
DEBT SERVICE TOTAL	\$ 602,604	\$ 702,591	\$ 454,336	\$ 247,480	\$ 247,480	\$ 247,480
TRANSFERS OUT						
STREET-FRAN FEE - FUND 110	205,632	233,123	233,123	233,123	233,123	233,123
PERS ALLOCATION - TRANSFER OUT	-	-	51,217	51,217	256,085	256,085
TRANSFERS OUT TOTAL	\$ 205,632	\$ 233,123	\$ 284,340	\$ 284,340	\$ 489,208	\$ 489,208
CONTINGENCY						
OPERATING CONTINGENCY	-	-	2,230,725	3,201,437	3,446,569	3,446,569
CONTINGENCY TOTAL	\$ -	\$ -	\$ 2,230,725	\$ 3,201,437	\$ 3,446,569	\$ 3,446,569
Grand Total	\$ 2,736,702	\$ 3,031,419	\$ 5,338,610	\$ 6,069,403	\$ 6,519,403	\$ 6,519,403



PROGRAMS

The Storm Water Fund accounts for the care and maintenance of the City’s storm water collection systems.

ACTIVITIES

CH2M Hill provides direct oversight and management of the City’s storm water collection systems including storm drains and catch basins located throughout the City. Storm water is separate and distinct from sanitary sewer and waste systems.

STRATEGIC IMPACT

- Growth- Increase storm water capacity

CORE VALUES IMPACT

- Commitment to providing superior quality of service.
- Efficiency in providing services to the public.



STORM WATER TREATMENT

- Respect for our fellow citizens we serve.

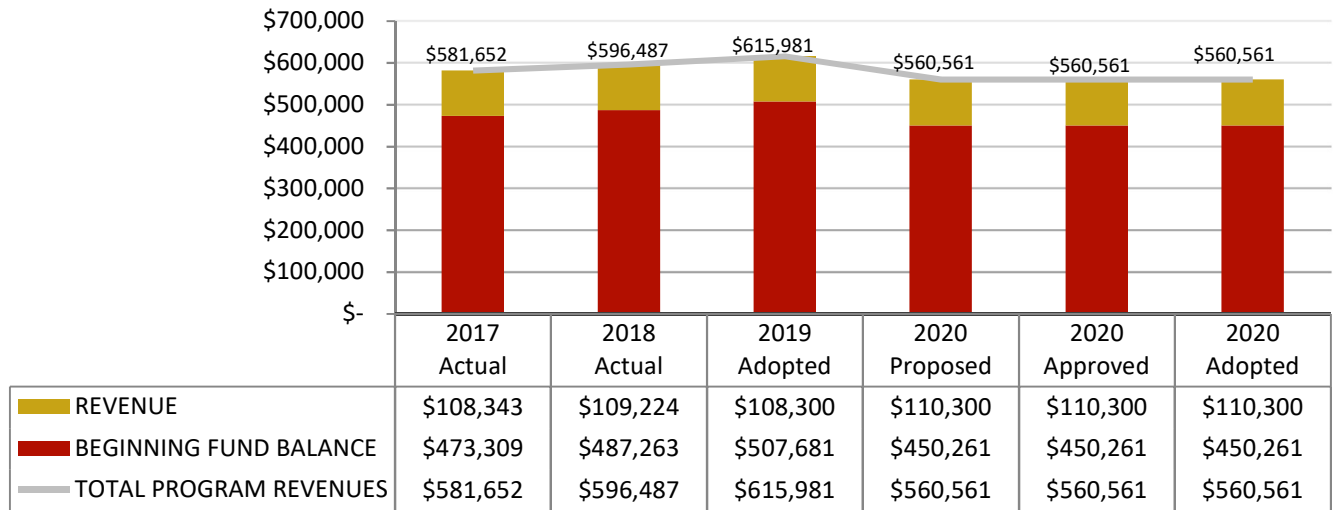
ACCOMPLISHMENTS

- Cleaned all catch basins prior to winter.
- Cleared the catch basins during rain events that needed attention.
- Created Standard Operating Procedures (SOP), Activity Hazard Analysis (AHA) and Pre Task Plans (PTP) for each task that is completed in the system.
- Removed 2 connections to the sanitary sewer system and installed a French drain system.

BUDGET ADJUSTMENTS

- CH2M contract increased 2.65%
- Downtown storm drains and emergency repairs has capital outlay at \$80,000.

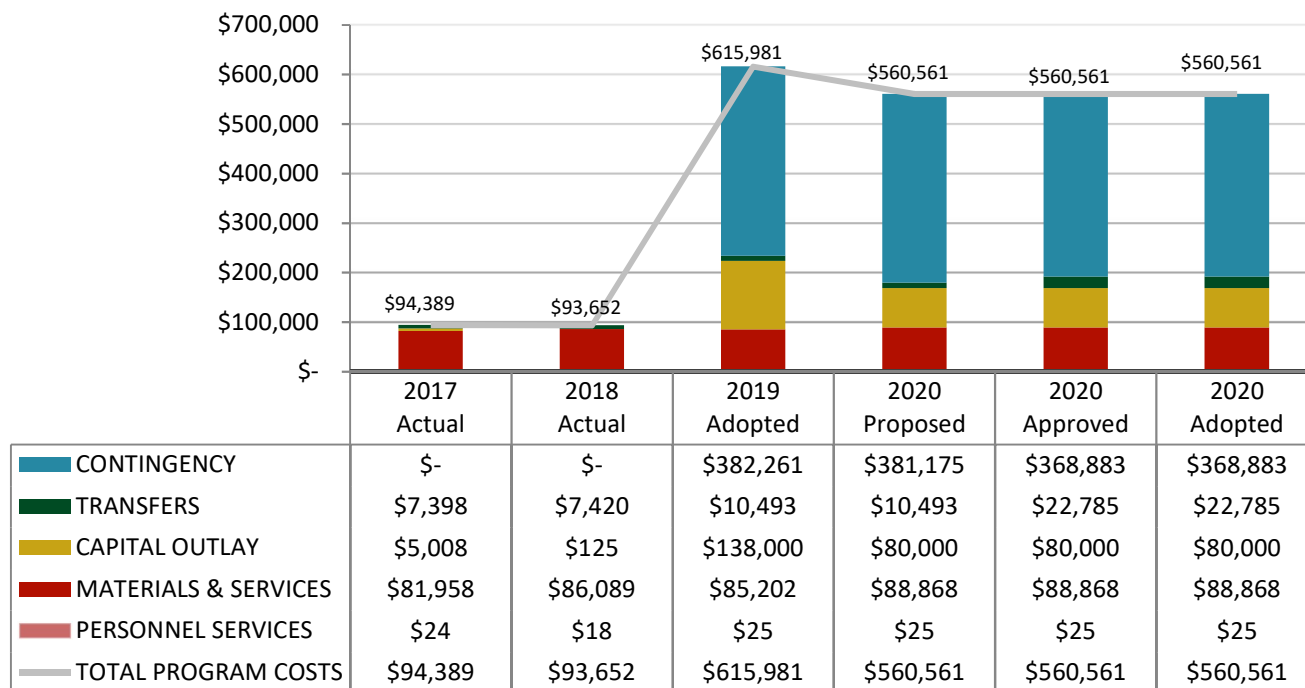
STORM WATER REVENUES



STORM WATER TREATMENT



STORM WATER EXPENDITURES



OTHER KEY INDICATORS

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Lost time or recordable incidents	*	0	0	0	0
Catch Basins Cleaned	*	1,339	1,339	1,339	1,339

*Data unavailable

STORM WATER TREATMENT



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
STORM WATER REVENUES						
AVAILABLE CASH ON HAND	473,309	487,263	507,681	450,261	450,261	450,261
BAD DEBT RECOVERY	2	-	-	-	-	-
INTEREST ON DEPOSIT	1,569	2,485	2,000	4,000	4,000	4,000
LATE FEE & PENALTIES	190	-	-	-	-	-
MISC COLLECTIONS	360	240	300	300	300	300
STORM WATER REV	106,223	106,498	106,000	106,000	106,000	106,000
Grand Total	\$ 581,652	\$ 596,487	\$ 615,981	\$ 560,561	\$ 560,561	\$ 560,561
PERSONNEL SERVICES						
EMPLOYER-PAID EMPLOYEE BE	24	18	25	25	25	25
PERSONNEL SERVICES TOTAL	\$ 24	\$ 18	\$ 25	\$ 25	\$ 25	\$ 25
MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	3,822	3,822	3,822	3,822	3,822	3,822
CONTRACT SERVICES	75,026	78,408	78,028	81,034	81,034	81,034
DATA PROCESSING	113	751	110	450	450	450
ELECTRICITY	17	18	21	21	21	21
GENERAL SUPPLIES & MAINT	3	3	-	-	-	-
INSURANCE PREM & SURETY	2,358	2,448	2,577	2,380	2,380	2,380
OFFICE MACHINE CONTRACT	2	15	-	-	-	-
POSTAGE	341	330	374	374	374	374
PROPERTY TAXES	93	100	100	-	-	-
TELEPHONE	2	1	5	-	-	-
UTILITY BILLING	175	187	150	175	175	175
MATERIALS & SERVICES TOTAL	\$ 81,958	\$ 86,089	\$ 85,202	\$ 88,868	\$ 88,868	\$ 88,868

STORM WATER TREATMENT



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CAPITAL OUTLAY						
EQUIP PURCHASE	40	-	-	-	-	-
Storm Drainage Mainline Repair	4,968	125	120,000	30,000	30,000	30,000
DOWNTOWN STORM DRAINS	-	-	18,000	50,000	50,000	50,000
CAPITAL OUTLAY TOTAL	\$ 5,008	\$ 125	\$ 138,000	\$ 80,000	\$ 80,000	\$ 80,000
TRANSFERS OUT						
STREET-FRAN FEE - FUND 115	7,398	7,420	7,420	7,420	7,420	7,420
PERS ALLOCATION - TRANSFER OUT	-	-	3,073	3,073	15,365	15,365
TRANSFERS OUT TOTAL	\$ 7,398	\$ 7,420	\$ 10,493	\$ 10,493	\$ 22,785	\$ 22,785
CONTINGENCY						
OPERATING CONTINGENCY	-	-	382,261	381,175	368,883	368,883
CONTINGENCY TOTAL	\$ -	\$ -	\$ 382,261	\$ 381,175	\$ 368,883	\$ 368,883
Grand Total	\$ 94,389	\$ 93,652	\$ 615,981	\$ 560,561	\$ 560,561	\$ 560,561

GOLF COURSE FUND



ACTIVITIES

The Golf Course was closed by the City Council in December 2015. The City has used the Golf Course Fund to maintain the golf course land. The Golf Course land belongs to the Airport and the funding was transferred to the Airport Fund in 2016-2017.

CORE VALUES IMPACT

- Openness and Transparency

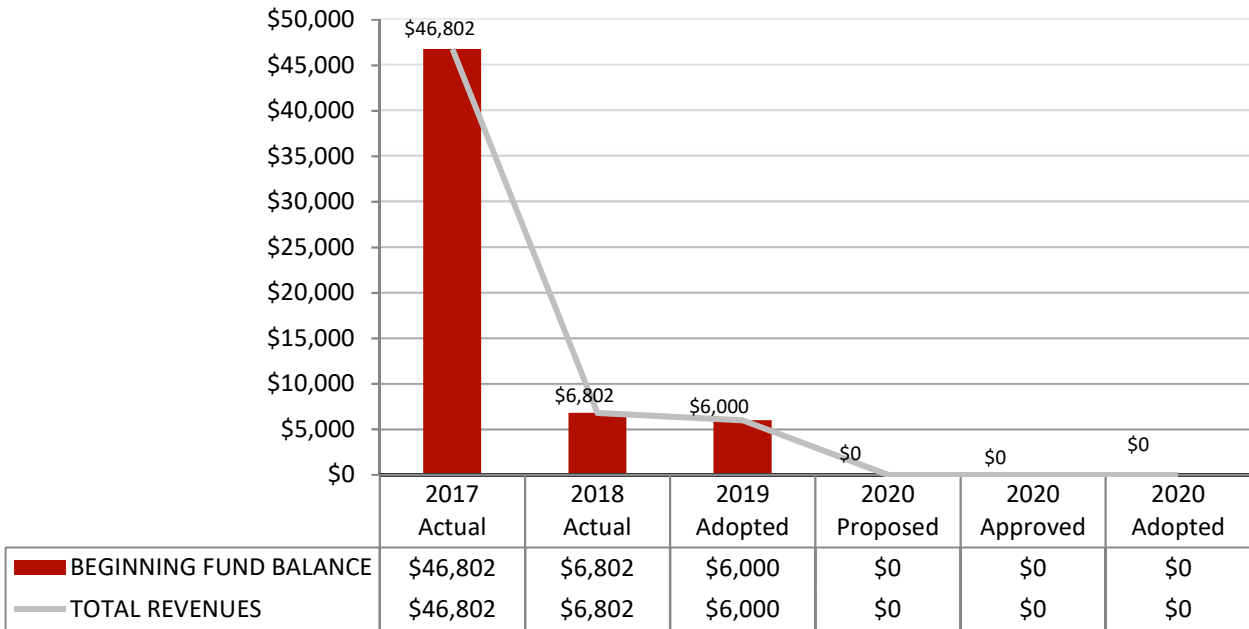
ACCOMPLISHMENTS

- The city saved over \$150,000 annually when making the decision to close the golf course.

BUDGET ADJUSTMENTS

- The Golf Course Fund was closed in 2018-2019.

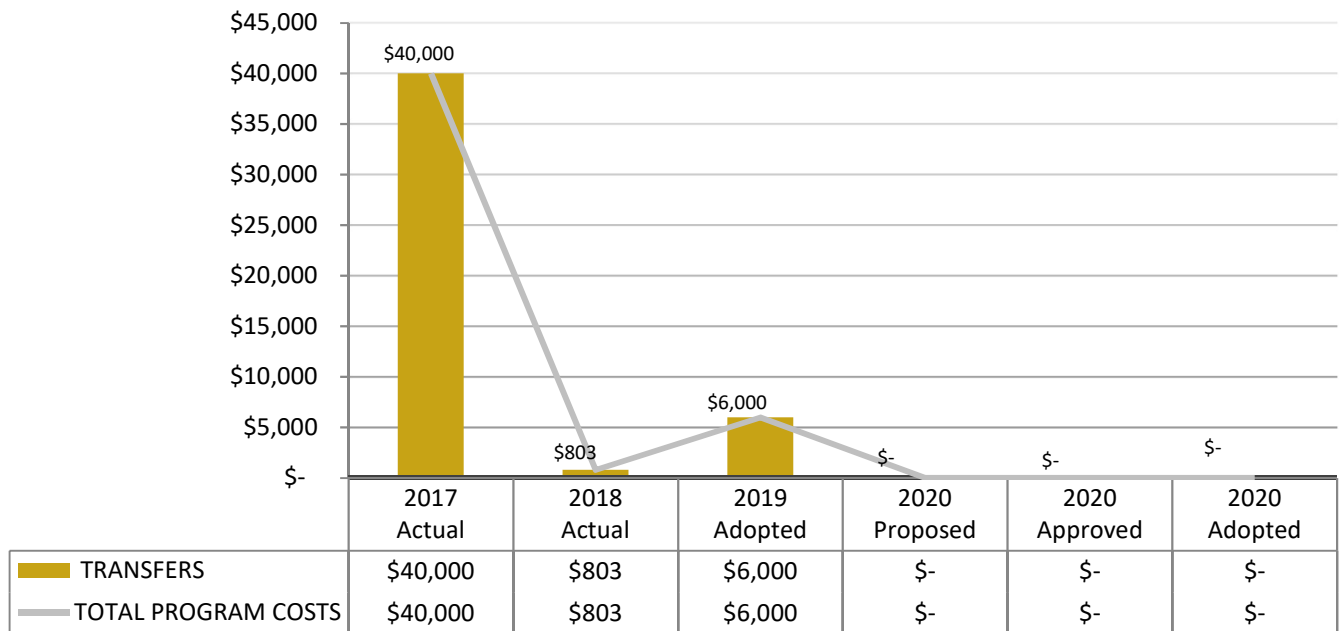
GOLF COURSE REVENUES



GOLF COURSE FUND



GOLF COURSE EXPENDITURES



GOLF COURSE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
GOLF REVENUES						
AVAILABLE CASH ON HAND	46,802	6,802	6,000	-	-	-
Grand Total	\$ 46,802	\$ 6,802	\$ 6,000	\$ -	\$ -	\$ -
TRANSFERS OUT						
TRANSFER TO AIRPORT FUND	40,000	803	6,000	-	-	-
TRANSFERS OUT TOTAL	\$ 40,000	\$ 803	\$ 6,000	\$ -	\$ -	\$ -
Grand Total	\$ 40,000	\$ 803	\$ 6,000	\$ -	\$ -	\$ -

GRANT FUND



PROGRAMS

Federal Administration Aviation (FAA) Grant

Community Development Block Grant

Brownfield EPA Grant

ACTIVITIES

The Grant Fund accounts for different federal, state and local grants. Required matching funds are transferred from other funds as required.

STRATEGIC IMPACT

- Desirability- Increase grant-writing capacity, hire/contract a grant writer, create a grant committee

CORE VALUES IMPACT

- Openness and Transparency
- Efficient use of funding to provide quality services to the citizens.
- Accurate reporting to answer questions effectively

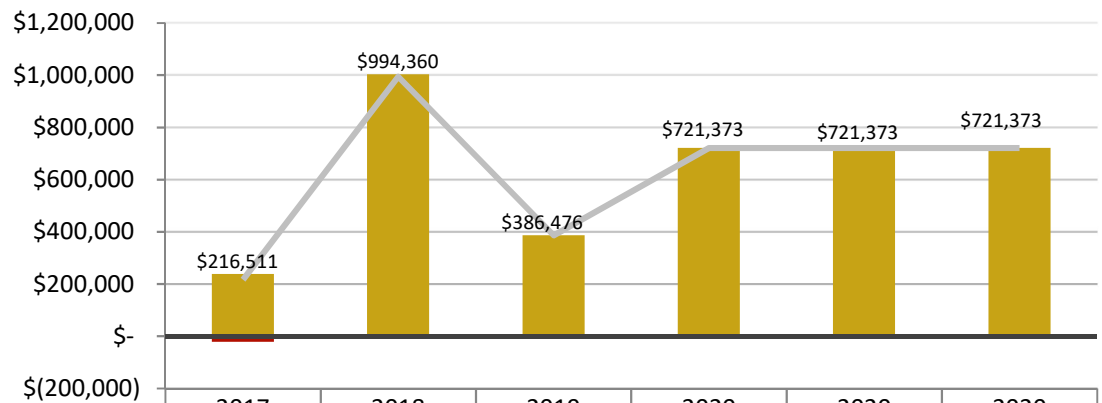
BUDGET ADJUSTMENTS

- Federal Aviation Administration (FAA) grant project of \$92,500
- Community Development Block Grant (no match required) \$328,873
- Brownfield EPA Grant \$300,000

GRANT FUND

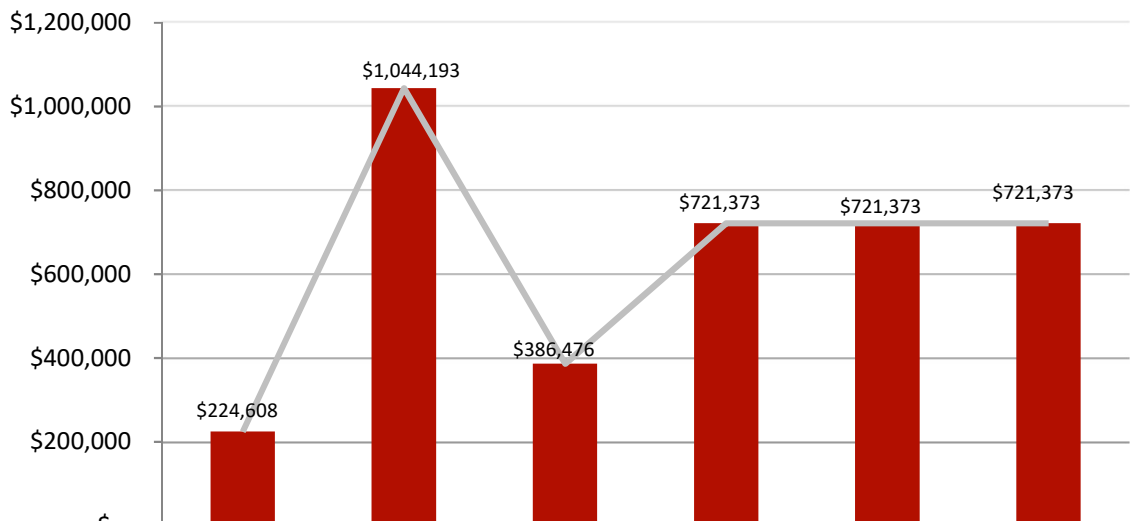


GRANT REVENUES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
REVENUES	\$238,036	\$1,002,457	\$386,476	\$721,373	\$721,373	\$721,373
BEGINNING FUND BALANCE	\$(21,525)	\$(8,096)	\$-	\$-	\$-	\$-
TOTAL REVENUES	\$216,511	\$994,360	\$386,476	\$721,373	\$721,373	\$721,373

GRANT EXPENDITURES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CAPITAL OUTLAY	\$224,608	\$1,044,193	\$386,476	\$721,373	\$721,373	\$721,373
TOTAL PROGRAM COSTS	\$224,608	\$1,044,193	\$386,476	\$721,373	\$721,373	\$721,373

GRANT FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
GRANT REVENUES						
AVAILABLE CASH OH HAND	(21,525)	(8,096)	-	-	-	-
COMM DEVELOPMENT BLOCK GRANT	132,227	167,773	-	328,873	328,873	328,873
FAA AIRPORT GRANT	22,722	702,691	347,828	83,285	83,285	83,285
GENERAL FUND REV - FUND 010	17,600	-	-	-	-	-
IFA BROWNSFIELD GRANT	24,410	30,111	-	300,000	300,000	300,000
POLICE SAFE KIDS PROJECT	1,500	590	-	-	-	-
SHOP WITH A COP GRANT	2,500	2,500	-	-	-	-
TRANSFER IN	-	-	15,948	800	800	800
OREGON AIRPORT GRANT	-	66,542	22,700	8,415	8,415	8,415
ODOT GRANT	7,077	-	-	-	-	-
TRANSFER FROM STREET FUND	30,000	-	-	-	-	-
ODOT DTA 09-NW WA PROJ	-	32,250	-	-	-	-
Grand Total	\$ 216,511	\$ 994,360	\$ 386,476	\$ 721,373	\$ 721,373	\$ 721,373
CAPITAL OUTLAY						
AIRPORT GRANT - FAA #010	29,800	813,123	386,476	92,500	92,500	92,500
POLICE GRANT PROJECTS	-	2,500	-	-	-	-
POLICE SAFE KIDS PROJECT	1,500	590	-	-	-	-
ODOT SE 2ND GRANT EXPENSES	31,720	-	-	-	-	-
N Park R/S	4,950	32,327	-	-	-	-
CDBG EXPENSES	132,227	167,774	-	328,873	328,873	328,873
BROWNSFIELD GRANT	24,410	27,880	-	300,000	300,000	300,000
CAPITAL OUTLAY TOTAL	\$ 224,608	\$ 1,044,193	\$ 386,476	\$ 721,373	\$ 721,373	\$ 721,373
Grand Total	\$ 224,608	\$ 1,044,193	\$ 386,476	\$ 721,373	\$ 721,373	\$ 721,373

CAPITAL PROJECTS FUND



PROGRAMS

Special Projects Department

Utility Capitalization Fee Department

East Idaho Transportation Project Department

West Idaho Extension Project

Parks Donations Department

Fire Apparatus Department

Amphitheater Department

ACTIVITIES

The Capital Project Fund accounts for the funding that is set aside from specific capital project funding sources. The Capital Projects Fund has varying funding sources, some of these are as follows:

- Local Improvement District Reimbursements
- Stelling Property Proceeds
- Annexation Fees
- Oregon Department of Transportation Projects
- Utility Capitalization Fees (17% of water cost)
- Park Donations
- Motel Occupancy tax (TOT)

STRATEGIC IMPACT

- Desirability- establish community gathering places (Depot Park Entertainment Plaza)
- Lifestyle- Downtown seating, covering at Lion's Park, dog park, downtown gazebo, trees at Lanterman Park Bathrooms at Beck Park
- Beautification- Create a "Freak Alley" type of event, build up main street, have more public art

CORE VALUES IMPACT

- Openness and Transparency
- Efficient use of funding to provide quality services to the citizens.
- Accurate reporting to answer questions effectively

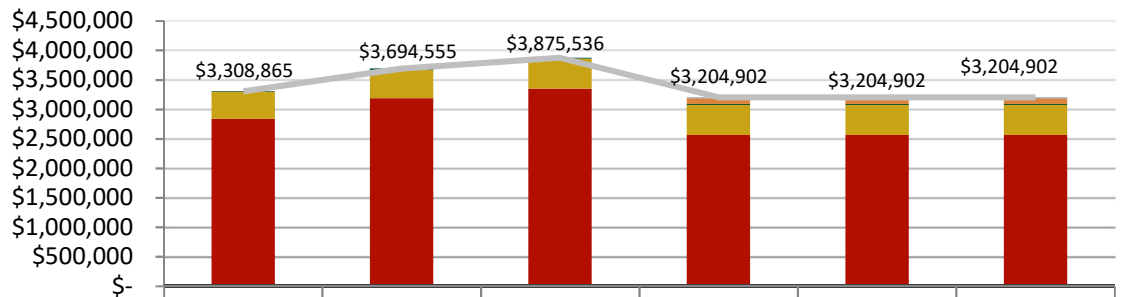
BUDGET ADJUSTMENTS

- New departments for Fire Apparatus and Amphitheater

CAPITAL PROJECTS FUND



CAPITAL PROJECTS FUND REVENUES

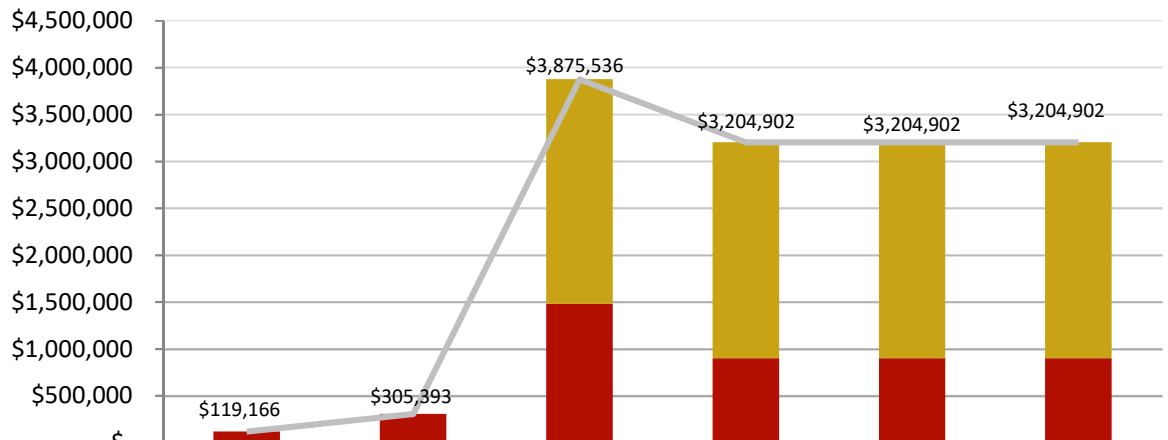


	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
AMPHITHEATER	\$-	\$-	\$-	\$15,000	\$15,000	\$15,000
FIRE APPARATUS	\$-	\$-	\$-	\$100,000	\$100,000	\$100,000
PARKS DONATIONS	\$-	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
SPECIAL PROJECTS	\$11,581	\$28,264	\$10,074	\$11,500	\$11,500	\$11,500
UCF	\$456,768	\$474,592	\$513,912	\$513,912	\$513,912	\$513,912
BEGINNING FUND BALANCES	\$2,840,517	\$3,189,699	\$3,349,550	\$2,562,490	\$2,562,490	\$2,562,490
Total Revenues	\$3,308,865	\$3,694,555	\$3,875,536	\$3,204,902	\$3,204,902	\$3,204,902

CAPITAL PROJECTS FUND



CAPITAL PROJECTS FUND EXPENDITURES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CONTINGENCY	\$-	\$-	\$2,395,832	\$2,304,198	\$2,304,198	\$2,304,198
CAPITAL OUTLAY	\$119,099	\$305,341	\$1,477,704	\$898,704	\$898,704	\$898,704
MATERIALS & SERVICES	\$67	\$52	\$2,000	\$2,000	\$2,000	\$2,000
TOTAL PROGRAM COSTS	\$119,166	\$305,393	\$3,875,536	\$3,204,902	\$3,204,902	\$3,204,902

CAPITAL PROJECTS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
W IDAHO EXTENSION PROJECT REVENUES						
AVAILABLE CASH - W. IDAHO EX	118,977	118,977	118,977	118,977	118,977	118,977
Grand Total	\$ 118,977	\$ 118,977	\$ 118,977	\$ 118,977	\$ 118,977	\$ 118,977
W IDAHO EXTENSION PROJECT EXPENDITURES						
CONTINGENCY						
W IDAHO EXT CONTINGENCY	-	-	118,977	118,977	118,977	118,977
CONTINGENCY TOTAL	\$ -	\$ -	\$ 118,977	\$ 118,977	\$ 118,977	\$ 118,977
Grand Total	\$ -	\$ -	\$ 118,977	\$ 118,977	\$ 118,977	\$ 118,977

CAPITAL PROJECTS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
SPECIAL PROJECTS REVENUES						
ADMINISTRATIVE FEE	1,669	-	-	-	-	-
ANNEXATION FEES	851	150	1,500	7,500	7,500	7,500
AVAILABLE CASH - SPECIAL PROJ	388,702	400,215	422,913	399,843	399,843	399,843
INTEREST ON LOAN	1,490	-	-	-	-	-
LID 47 REIMBURSEMENTS	7,571	25,748	8,574	3,000	3,000	3,000
SEWER ASSMNT-N BELTLINE	-	2,314	-	1,000	1,000	1,000
SPECIAL PROJECTS	-	52	-	-	-	-
Grand Total	\$ 400,282	\$ 428,479	\$ 432,987	\$ 411,343	\$ 411,343	\$ 411,343
SPECIAL PROJECTS EXPENDITURES						
MATERIALS & SERVICES						
CONTRACT SERVICES	-	-	1,000	1,000	1,000	1,000
PRINT / AD / RECORD	67	52	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ 67	\$ 52	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
CONTINGENCY						
SPEC PROJECT CONTINGENCY	-	-	431,987	410,343	410,343	410,343
CONTINGENCY TOTAL	\$ -	\$ -	\$ 431,987	\$ 410,343	\$ 410,343	\$ 410,343
Grand Total	\$ 67	\$ 52	\$ 432,987	\$ 411,343	\$ 411,343	\$ 411,343

CAPITAL PROJECTS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
UCF REVENUES						
AVAILABLE CASH - UCF DEPT	2,253,730	2,601,803	2,736,956	1,970,966	1,970,966	1,970,966
UTILITY CAPITALIZATION FEE REV	456,768	474,592	513,912	513,912	513,912	513,912
Grand Total	\$ 2,710,498	\$ 3,076,395	\$ 3,250,868	\$ 2,484,878	\$ 2,484,878	\$ 2,484,878
UCF EXPENDITURES						
MATERIALS & SERVICES						
BAD DEBT EXPENSE	-	-	1,000	1,000	1,000	1,000
MATERIALS & SERVICES TOTAL	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
CAPITAL OUTLAY						
13WAT-02 NEW WELL #17	28,861	48,676	-	-	-	-
14WAT-03 NEW FIRE HYDRANT IN	-	-	25,000	-	-	-
14WAT-11 EASTSIDE RESV #2	50,041	-	-	-	-	-
SANITARY SEWER HOT SPOTS	8,832	11,548	-	-	-	-
VALVE REPLACEMENT	-	-	-	20,000	20,000	20,000
WATER LINE REPLACEMENT	20,962	70,475	-	-	-	-
WTP AUDIT PROJECTS	-	174,642	-	-	-	-
WATER/SEWER LINE REPLACEMENT	-	-	1,180,000	400,000	400,000	400,000
METER REGISTER REPLACEMENT	-	-	200,000	114,000	114,000	114,000
SE 2ND WATER & SEWER LINE	-	-	-	160,000	160,000	160,000
ABANDON WELLS PROPERTY	-	-	-	15,000	15,000	15,000
CAPITAL OUTLAY TOTAL	\$ 108,695	\$ 305,341	\$ 1,405,000	\$ 709,000	\$ 709,000	\$ 709,000
CONTINGENCY						
UCF DEPT CONTINGENCY	-	-	1,844,868	1,774,878	1,774,878	1,774,878
CONTINGENCY TOTAL	\$ -	\$ -	\$ 1,844,868	\$ 1,774,878	\$ 1,774,878	\$ 1,774,878
Grand Total	\$ 108,695	\$ 305,341	\$ 3,250,868	\$ 2,484,878	\$ 2,484,878	\$ 2,484,878

CAPITAL PROJECTS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
E IDAHO TRANSPORTATION PROJECT REVENUES						
AVAILABLE CASH - E ID TRN PROJ	79,108	68,704	68,704	68,704	68,704	68,704
Grand Total	\$ 79,108	\$ 68,704	\$ 68,704	\$ 68,704	\$ 68,704	\$ 68,704
E IDAHO TRANSPORTATION PROJECT EXPENDITURES						
CAPITAL OUTLAY						
STR-5 E IDAHO AVE	10,404	-	68,704	68,704	68,704	68,704
CAPITAL OUTLAY TOTAL	\$ 10,404	\$ -	\$ 68,704	\$ 68,704	\$ 68,704	\$ 68,704
Grand Total	\$ 10,404	\$ -	\$ 68,704	\$ 68,704	\$ 68,704	\$ 68,704

CAPITAL PROJECTS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PARKS DONATIONS REVENUES						
AVAILABLE CASH - PARKS DONATIONS	-	-	2,000	4,000	4,000	4,000
PARKS DONATIONS	-	2,000	2,000	2,000	2,000	2,000
Grand Total	\$ -	\$ 2,000	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000
PARKS DONATIONS EXPENDITURES						
CAPITAL OUTLAY						
PARK IMPROVEMENTS	-	-	4,000	6,000	6,000	6,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000
Grand Total	\$ -	\$ -	\$ 4,000	\$ 6,000	\$ 6,000	\$ 6,000

CAPITAL PROJECTS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
FIRE APPARATUS REVENUES						
TRANSFER IN	-	-	-	100,000	100,000	100,000
Grand Total	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
FIRE APPARATUS EXPENDITURES						
CAPITAL OUTLAY						
FIRE EQUIPMENT	-	-	-	100,000	100,000	100,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Grand Total	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000

CAPITAL PROJECTS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
AMPHITHEATER REVENUES						
MOTEL OCCUPANCY TAX	-	-	-	15,000	15,000	15,000
Grand Total	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
AMPHITHEATER EXPENDITURES						
CAPITAL OUTLAY						
AMPHITHEATER DESIGN	-	-	-	15,000	15,000	15,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
Grand Total	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000
FUND REVENUE TOTALS	\$ 3,308,865	\$ 3,694,555	\$ 3,875,536	\$ 3,204,902	\$ 3,204,902	\$ 3,204,902
FUND EXPENDITURE TOTALS	\$ 119,166	\$ 305,393	\$ 3,875,536	\$ 3,204,902	\$ 3,204,902	\$ 3,204,902



PROGRAMS

System Development Charges

- Transportation
- Water
- Sewer

ACTIVITIES

The SDC fund accounts for the restricted System Development Charges that are required to be spent on specified approved capital projects. The system development charges are established by council resolution and assessed or collected at the time of increased usage of a capital improvement or issuance of a development permit, building permit or connection to the capital improvement. The charges are split between transportation, water and sewer. The projects in the capital improvement plan are restricted to use for projects that expand capacity.

CORE VALUES IMPACT

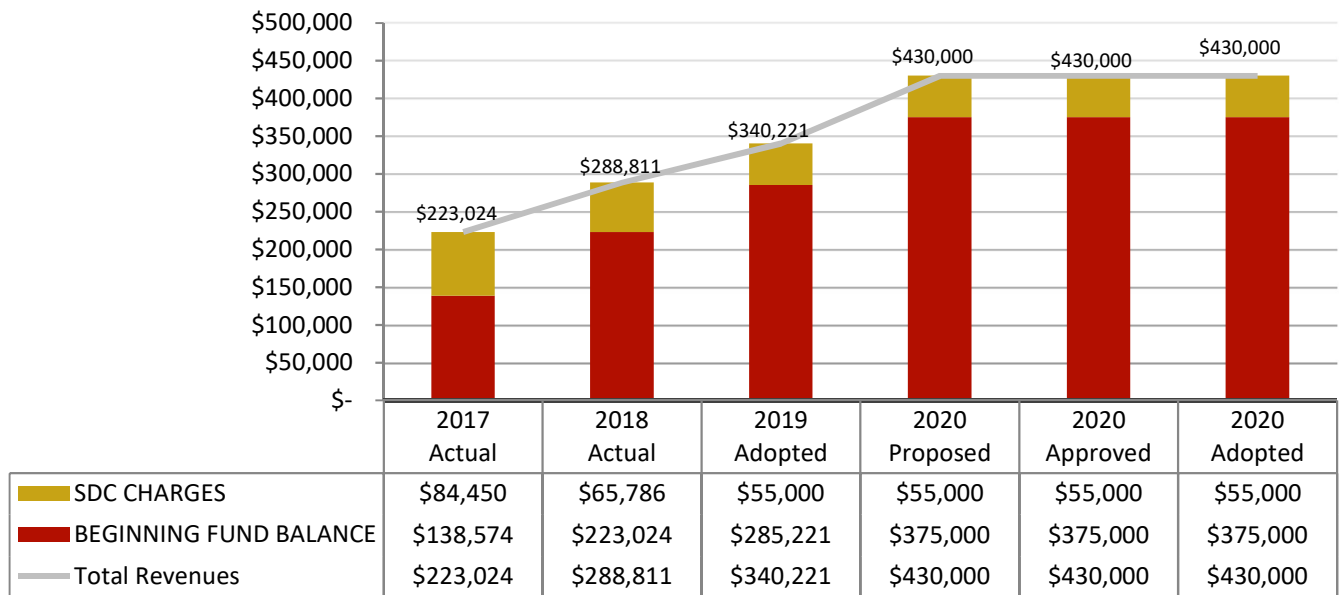
- Openness and Transparency
- Efficient use of funding to provide quality services to the citizens.
- Accurate reporting to answer questions effectively

BUDGET ADJUSTMENTS

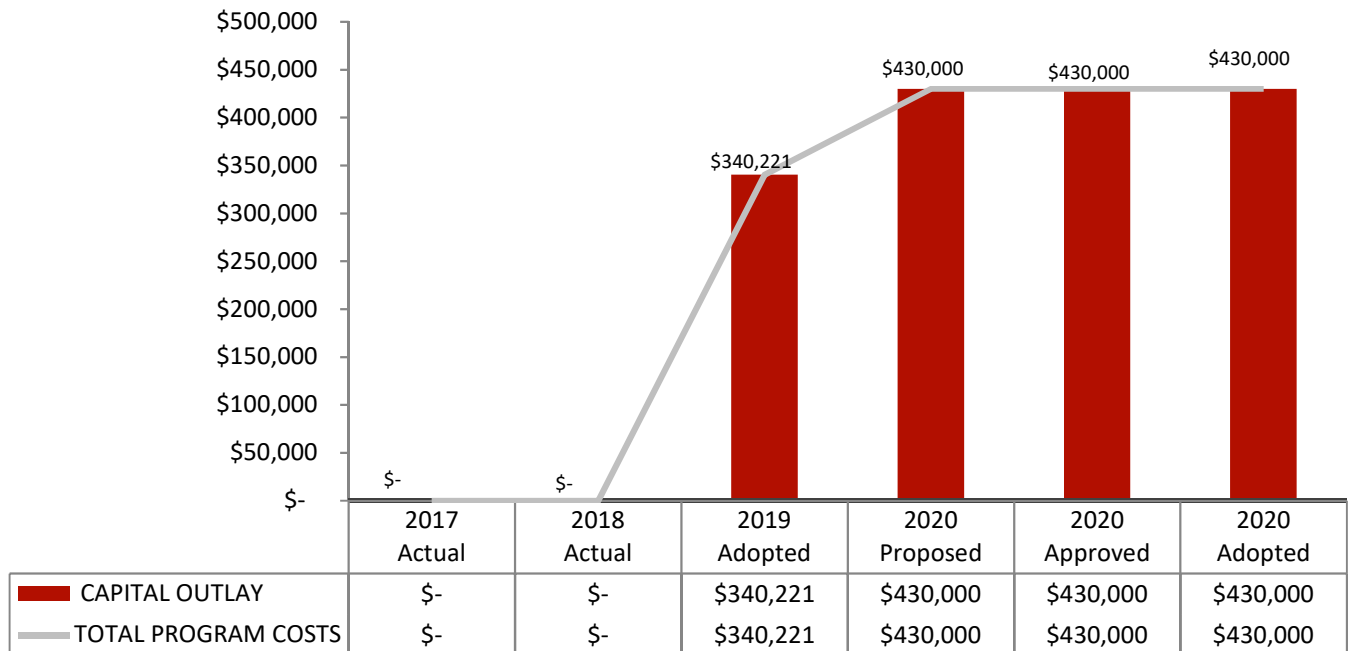
- No significant changes



SDC FUND REVENUES



SDC FUND EXPENDITURES



SDC FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
SDC REVENUES						
AVAILABLE CASH - SDC DEPT	138,574	223,024	285,221	375,000	375,000	375,000
SYS DEV - SEWER SYSTEM	8,658	10,673	15,000	15,000	15,000	15,000
SYS DEV - TRANSP SYSTEM	48,492	42,971	25,000	25,000	25,000	25,000
SYS DEV - WATER SYSTEM	27,300	12,142	15,000	15,000	15,000	15,000
Grand Total	\$ 223,024	\$ 288,811	\$ 340,221	\$ 430,000	\$ 430,000	\$ 430,000
CAPITAL OUTLAY						
CAPITAL OUTLAY	-	-	340,221	430,000	430,000	430,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 340,221	\$ 430,000	\$ 430,000	\$ 430,000
Grand Total	\$ -	\$ -	\$ 340,221	\$ 430,000	\$ 430,000	\$ 430,000



DEBT SERVICE FUND

PROGRAMS

U.S. Bank LID Loan

ACTIVITIES

The Debt Service Fund accounts for the funding received from property owners on bonded and unbonded liens. The revenue is used to redeem improvement bonds and coupons maturing during the fiscal year. Assessments receivable are deferred until payment is due. Currently, there are no Local Improvement District (LID) No. 45 loans left to repay.

CORE VALUES IMPACT

- Openness and Transparency
- Efficient use of funding to provide quality services to the citizens.
- Accurate reporting to answer questions effectively

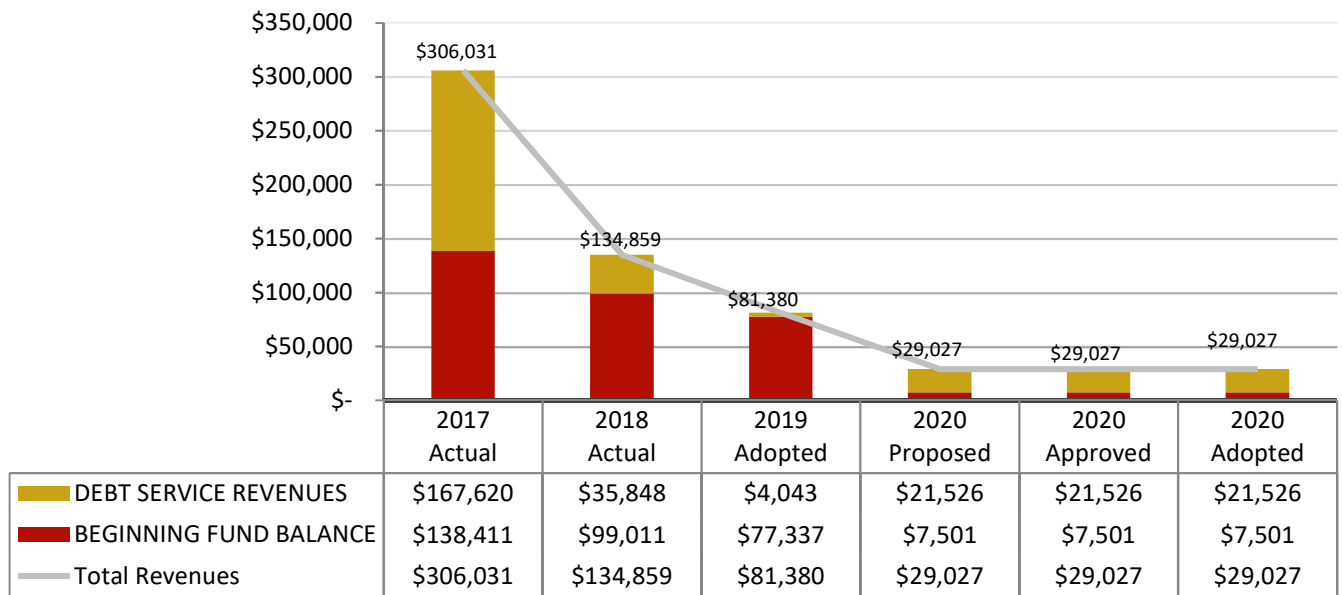
BUDGET ADJUSTMENTS

- The last current LID No. 45 loan account was paid off in 2018-2019.
- Debt Service Fund ended up short \$21,526 for the last payment on the debt. The Public Works Reserve transferred \$21,526 to the debt service fund.
- This is the last year for the debt service fund.

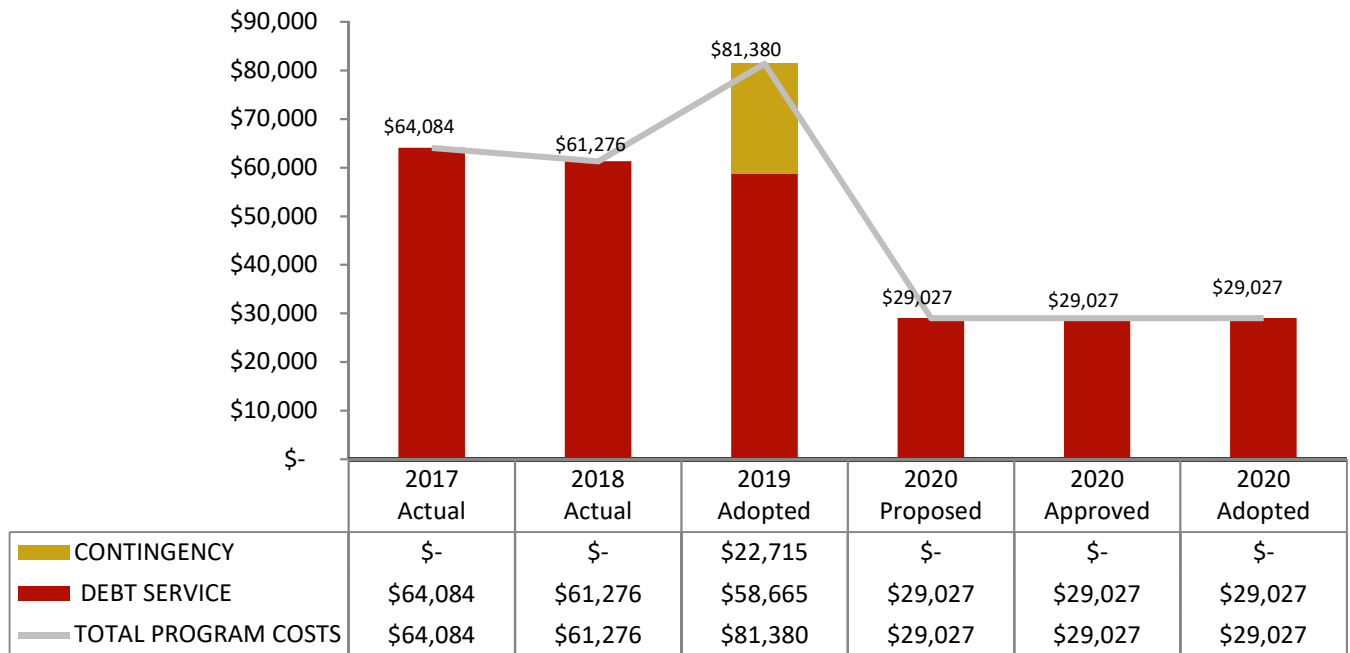
DEBT SERVICE FUND



DEBT SERVICE FUND REVENUES



DEBT SERVICE FUND EXPENDITURES



DEBT SERVICE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
DEBT SERVICE REVENUES						
AVAILABLE CASH ON HAND	138,411	99,011	77,337	7,501	7,501	7,501
INTEREST ON REPAYMENTS	2,745	593	80	-	-	-
LID 45	26,464	35,254	3,963	-	-	-
TRANSFERS IN	-	-	-	21,526	21,526	21,526
Grand Total	\$ 167,620	\$ 134,859	\$ 81,380	\$ 29,027	\$ 29,027	\$ 29,027
DEBT SERVICE						
LID 45 - 2004	64,084	55,377	55,377	28,347	28,347	28,347
INTEREST ON DEBT	-	5,899	3,288	680	680	680
DEBT SERVICE Total	\$ 64,084	\$ 61,276	\$ 58,665	\$ 29,027	\$ 29,027	\$ 29,027
CONTINGENCY						
OPERATING CONTINGENCY	-	-	22,715	-	-	-
CONTINGENCY TOTAL	\$ -	\$ -	\$ 22,715	\$ -	\$ -	\$ -
Grand Total	\$ 64,084	\$ 61,276	\$ 81,380	\$ 29,027	\$ 29,027	\$ 29,027



TRUST FUND

PROGRAMS

Cemetery Perpetual Trust Department
Chamber of Commerce Trust Department
Ontario Sanitary Service (OSS) Trust Department
Visitors & Convention Bureau Trust Department

ACTIVITIES

The Trust Fund accounts for restricted funds that are received by the city for restricted purposes and are mostly held for other organizations.

- Cemetery Perpetual Trust Department accounts for revenues from interest income and perpetual care services charged on cemetery operations, and expenditures for the repurchase of plots and transfers of earnings to the Parks/Cemetery Department for operations.
- Chamber of Commerce Trust Department is a pass-through fund that accounts for revenues from Transient Occupancy Tax collections for the benefit of the Ontario Chamber of Commerce.
- Ontario Sanitary Service (OSS) Trust Department accounts for restricted funds collected from Ontario Sanitary Service based on an agreement relative to mitigating clean-up costs for the City's old dump site owned by Ontario Sanitary Service or its affiliates. Interest earnings on this account are added to the Trust balance.
- Visitors & Convention Bureau Trust Department is a pass-through fund that accounts for revenues from Transient Occupancy Tax collections.

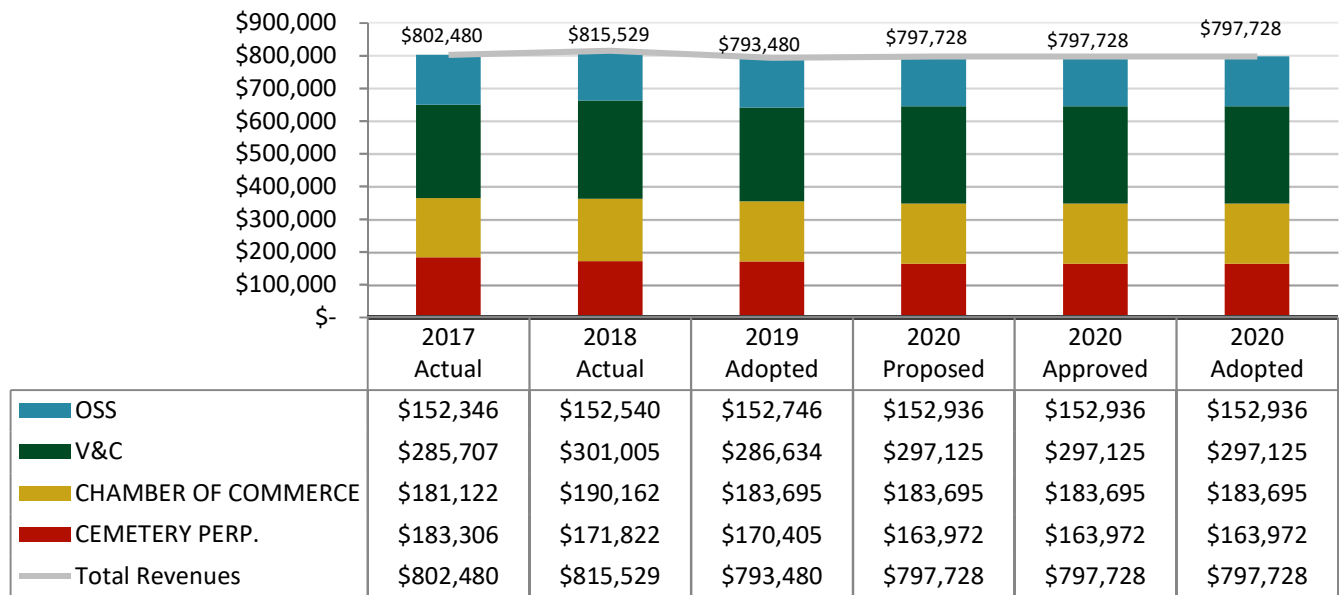
CORE VALUES IMPACT

- Openness and Transparency
- Efficient use of funding to provide quality services to the citizens.
- Accurate reporting to answer questions effectively

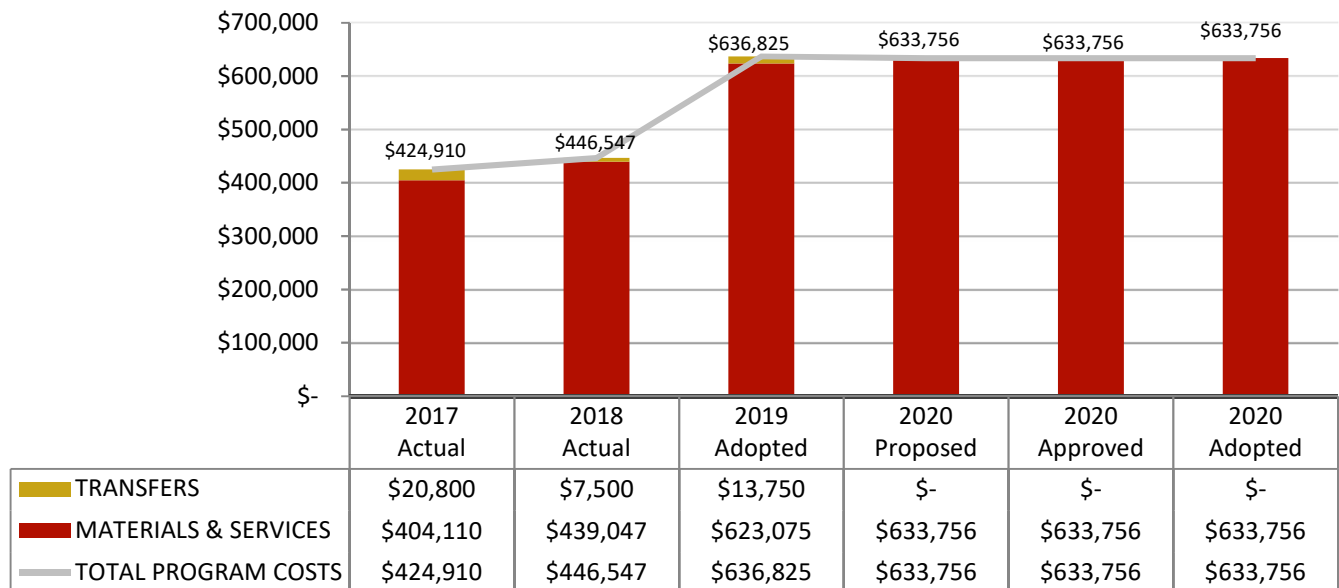
TRUST FUND



TRUST FUND REVENUES



TRUST FUND EXPENDITURES



TRUST FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CEMETERY PERPETUAL REVENUES						
AVAILABLE CASH - CEM PERP	167,290	162,506	162,705	156,272	156,272	156,272
INTEREST ON DEP - CEM PERP	216	216	200	200	200	200
PERPETUAL MAINTENANCE	15,800	9,100	7,500	7,500	7,500	7,500
Grand Total	\$ 183,306	\$ 171,822	\$ 170,405	\$ 163,972	\$ 163,972	\$ 163,972
CEMETERY PERPETUAL EXPENDITURES						
TRANSFERS OUT						
CEMETERY EXP - FUND 050	20,800	7,500	13,750	-	-	-
TRANSFERS OUT TOTAL	\$ 20,800	\$ 7,500	\$ 13,750	\$ -	\$ -	\$ -
UNAPPROPRIATED						
UNAPPROPRIATED ENDING BAL	-	-	156,655	163,972	163,972	163,972
UNAPPROPRIATED TOTAL	\$ -	\$ -	\$ 156,655	\$ 163,972	\$ 163,972	\$ 163,972
Grand Total	\$ 20,800	\$ 7,500	\$ 170,405	\$ 163,972	\$ 163,972	\$ 163,972

TRUST FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CHAMBER OF COMMERCE REVENUES						
AVAILABLE CASH - C OF C	18,084	15,696	15,695	15,695	15,695	15,695
MOTEL OCCUPANCY TAX-C OF C	163,038	174,466	168,000	168,000	168,000	168,000
Grand Total	\$ 181,122	\$ 190,162	\$ 183,695	\$ 183,695	\$ 183,695	\$ 183,695
CHAMBER OF COMMERCE EXPENDITURES						
MATERIALS & SERVICES						
CHAMBER OF COM TOT DISTR	163,038	174,466	183,695	183,695	183,695	183,695
MATERIALS & SERVICES TOTAL	\$ 163,038	\$ 174,466	\$ 183,695	\$ 183,695	\$ 183,695	\$ 183,695
Grand Total	\$ 163,038	\$ 174,466	\$ 183,695	\$ 183,695	\$ 183,695	\$ 183,695

TRUST FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
OSS TRUST						
AVAILABLE CASH - OSS TRUST	152,153	152,346	152,546	152,741	152,741	152,741
INTEREST ON DEP - OSS TRUST	193	194	200	195	195	195
Grand Total	\$ 152,346	\$ 152,540	\$ 152,746	\$ 152,936	\$ 152,936	\$ 152,936
OSS TRUST EXPENDITURES						
MATERIALS & SERVICES						
OSS MITIGATION EXPENSES	-	-	152,746	152,936	152,936	152,936
MATERIALS & SERVICES TOTAL	\$ -	\$ -	\$ 152,746	\$ 152,936	\$ 152,936	\$ 152,936
Grand Total	\$ -	\$ -	\$ 152,746	\$ 152,936	\$ 152,936	\$ 152,936

TRUST FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
V&C						
AVAILABLE CASH - V & C	42,613	44,634	44,634	55,125	55,125	55,125
MOTEL OCCUPANCY TAX - V & C	243,093	255,709	242,000	242,000	242,000	242,000
V & C PROJECT REIMBURSEMENTS	-	662	-	-	-	-
Grand Total	\$ 285,707	\$ 301,005	\$ 286,634	\$ 297,125	\$ 297,125	\$ 297,125
V&C EXPENDITURES						
MATERIALS & SERVICES						
FOUR RIVERS TOT DISTR	213,093	225,709	212,000	212,000	212,000	212,000
GRANT PROJECT DISBURSEMENTS	27,560	38,315	72,954	83,445	83,445	83,445
MEETING EXPENSES	418	557	1,440	1,440	1,440	1,440
POSTAGE	2	-	240	240	240	240
MATERIALS & SERVICES TOTAL	\$ 241,072	\$ 264,581	\$ 286,634	\$ 297,125	\$ 297,125	\$ 297,125
Grand Total	\$ 241,072	\$ 264,581	\$ 286,634	\$ 297,125	\$ 297,125	\$ 297,125
FUND REVENUE TOTALS	\$ 802,480	\$ 815,529	\$ 793,480	\$ 797,728	\$ 797,728	\$ 797,728
FUND EXPENDITURE TOTALS	\$ 424,910	\$ 446,547	\$ 793,480	\$ 797,728	\$ 797,728	\$ 797,728

PROGRAMS

- Insurance Reserve Department
- Bike Path Reserve Department
- Building Inspection Reserve Department
- Emergency Equipment Replacement & Repair Reserve Department
- Public Safety Reserve Department
- Public Works Reserve Department
- PERS Reserve Department
- Economic Development Infrastructure Department

ACTIVITIES

The Reserve Fund accounts for funds that are set aside by the city for specific purposes.

- The Insurance Reserve Department is used to account for a worker's compensation dividend received in the prior two fiscal years. This reserve is to be used for future insurance claims.
- The Bike Path Reserve Department is used to account for the setting aside of 1% of State highway gas tax revenues for the construction of bike path or footpath facilities. This reserve was established as a result of State requirements.
- The Building Inspection Reserve Department is used to account for the setting aside of excess revenues from building operations for future use in operating the building department. This fund was established during Fiscal Year 2000-2001 as a result of requirements established through the passage of Senate Bill 587.
- The Emergency Equipment Replacement/Repair Reserve Department is used to account for the setting aside for and purchase of emergency equipment. This fund was established during Fiscal Year 2005-2006 as a result of a grant issued to the City specifically for funding of emergency equipment.
- The Public Safety Reserve Department is used to account for the 26.25% of motel occupancy tax to be set aside for public safety purchases approved by the city council.
- The Public Works Reserve is used to account for the setting aside of utility revenues for the construction of major utility improvements, the replacement of sewer plant equipment as required by the Oregon Department of Environmental Quality (ODEQ), and debt service reserve funds as required by ODEQ to cover one year of debt service for the existing sewer system loans.
- The PERS reserve is used for money set aside in order to make a lump payment to PERS in 2019-2020.

RESERVE FUND

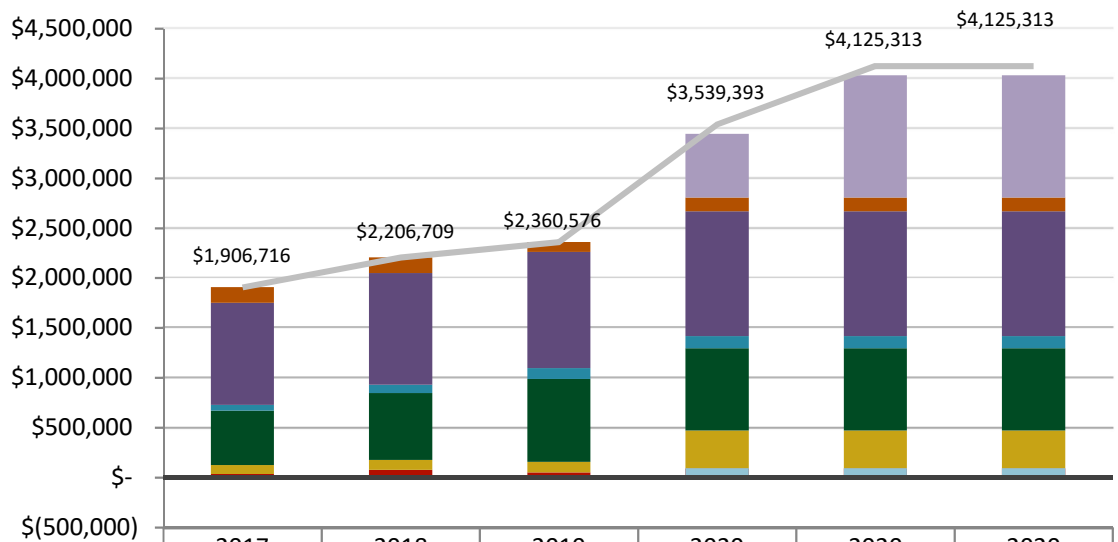


- The Economic Development Infrastructure Fund is money set aside to be able to fund economic development projects as they come up.

CORE VALUES IMPACT

- Openness and Transparency
- Efficient use of funding to provide quality services to the citizens.
- Accurate reporting to answer questions effectively

RESERVE FUND REVENUES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PERS RESERVE	\$-	\$-	\$-	\$639,668	\$1,225,588	\$1,225,588
BUILDING INSPECTION RESERVE	\$156,857	\$156,857	\$98,657	\$137,893	\$137,893	\$137,893
PUBLIC WORKS RESERVE	\$1,024,437	\$1,119,204	\$1,163,812	\$1,250,361	\$1,250,361	\$1,250,361
FACILITY MAINTENANCE	\$(1,692)	\$-	\$-	\$-	\$-	\$-
EMERGENCY EQUIPMENT	\$56,843	\$84,243	\$111,643	\$120,803	\$120,803	\$120,803
PUBLIC SAFETY	\$544,417	\$670,911	\$829,843	\$826,543	\$826,543	\$826,543
BIKE PATH	\$89,409	\$96,805	\$104,718	\$379,828	\$379,828	\$379,828
INSURANCE RESERVE	\$36,445	\$78,690	\$51,903	\$90,564	\$90,564	\$90,564
ECONOMIC DEVELOPMENT INFRASTRUCTURE	\$-	\$-	\$-	\$93,733	\$93,733	\$93,733
Total Revenues	\$1,906,716	\$2,206,709	\$2,360,576	\$3,539,393	\$4,125,313	\$4,125,313

RESERVE FUND



RESERVE FUND EXPENDITURES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CONTINGENCY	\$-	\$-	\$1,379,863	\$1,588,415	\$1,588,415	\$1,588,415
CAPITAL OUTLAY	\$102,130	\$-	\$412,100	\$582,036	\$582,036	\$582,036
MATERIALS & SERVICES	\$-	\$16,361	\$104,718	\$1,120,060	\$1,705,980	\$1,705,980
PERSONNEL SERVICES	\$-	\$-	\$149,682	\$125,707	\$125,707	\$125,707
TRANSFERS	\$9,920	\$21,748	\$11,784	\$123,175	\$123,175	\$123,175
TOTAL PROGRAM COSTS	\$112,050	\$38,109	\$2,058,147	\$3,539,393	\$4,125,313	\$4,125,313

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
INSURANCE RESERVE REVENUES						
AVAILABLE CASH - INSURANCE RES	17,781	34,754	51,903	80,564	80,564	80,564
INSURANCE DIVIDEND	18,664	17,149	-	10,000	10,000	10,000
FACILITY INSURANCE CLAIM	-	26,787	-	-	-	-
Grand Total	\$ 36,445	\$ 78,690	\$ 51,903	\$ 90,564	\$ 90,564	\$ 90,564
INSURANCE RESERVE EXPENDITURES						
MATERIALS & SERVICES						
CLAIMS PAID OUT	-	-	-	90,564	90,564	\$ 90,564
MATERIALS & SERVICES TOTAL	\$ -	\$ -	\$ -	\$ 90,564	\$ 90,564	\$ 90,564
CAPITAL OUTLAY						
LION'S SHELTER	-	-	10,000	-	-	\$ -
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -
CONTINGENCY						
CONTINGENCY	-	-	41,903	-	-	-
CONTINGENCY TOTAL	\$ -	\$ -	\$ 41,903	\$ -	\$ -	\$ -
Grand Total	\$ -	\$ -	\$ 51,903	\$ 90,564	\$ 90,564	\$ 90,564

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
BIKE PATH						
1% STATE TAX STREET REV	6,859	7,396	8,310	8,550	8,550	8,550
AVAILABLE CASH - BIKE PATH	82,550	89,409	96,408	86,278	86,278	86,278
MOTEL OCCUPANCY TAX	-	-	-	85,000	85,000	85,000
GRANT		-	-	200,000	200,000	200,000
Grand Total	\$ 89,409	\$ 96,805	\$ 104,718	\$ 379,828	\$ 379,828	\$ 379,828
BIKE PATH EXPENDITURES						
CAPITAL OUTLAY						
SITE IMPROVEMENTS	-	-	104,718	29,828	29,828	29,828
N/S TRAIL	-	-	-	25,000	25,000	25,000
RIVER TRAIL	-	-	-	25,000	25,000	25,000
TV CONNECTOR	-	-	-	300,000	300,000	300,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 104,718	\$ 379,828	\$ 379,828	\$ 379,828
Grand Total	\$ -	\$ -	\$ 104,718	\$ 379,828	\$ 379,828	\$ 379,828

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
BUILDING INSPECTION						
AVAILABLE CASH-BLDG INSPECTION	156,857	156,857	98,657	137,893	137,893	137,893
Grand Total	\$ 156,857	\$ 156,857	\$ 98,657	\$ 137,893	\$ 137,893	\$ 137,893
BUILDING INSPECTION EXPENDITURES						
TRANSFERS						
BUILDING DEPT EXP - FUND 055	-	18,964	-	-	-	-
TRANSFERS OUT TOTAL	\$ -	\$ 18,964	\$ -	\$ -	\$ -	\$ -
CONTINGENCY						
CONTINGENCY	-	-	98,657	137,893	137,893	137,893
CONTINGENCY TOTAL	\$ -	\$ -	\$ 98,657	\$ 137,893	\$ 137,893	\$ 137,893
Grand Total	\$ -	\$ 18,964	\$ 98,657	\$ 137,893	\$ 137,893	\$ 137,893

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
EMERGENCY EQUIPMENT RESERVE REVENUES						
AVAILABLE CASH - EMERG EQUIP	29,443	56,843	84,243	92,603	92,603	92,603
GEN FUND REV -EM EQ- FUND 055	27,400	27,400	27,400	28,200	28,200	28,200
Grand Total	\$ 56,843	\$ 84,243	\$ 111,643	\$ 120,803	\$ 120,803	\$ 120,803
EMERGENCY EQUIPMENT RESERVE EXPENDITURES						
CAPITAL OUTLAY						
EQUIPMENT PURCHASE	-	-	-	120,803	120,803	120,803
CAPITAL OUTLAY TOTALS	\$ -	\$ -	\$ -	\$ 120,803	\$ 120,803	\$ 120,803
CONTINGENCY						
EMERGENCY EQUIP CONTINGENCY	-	-	111,643	-	-	-
CONTINGENCY TOTALS	\$ -	\$ -	\$ 111,643	\$ -	\$ -	\$ -
Grand Total	\$ -	\$ -	\$ 111,643	\$ 120,803	\$ 120,803	\$ 120,803

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
FACILITY MAINTENANCE REVENUES						
AVAILABLE CASH - FAC MAINT	(1,692)	-	-	-	-	-
Grand Total	\$ (1,692)	\$ -	\$ -	\$ -	\$ -	\$ -
FACILITY MAINTENANCE EXPENDITURES						
TRANSFERS OUT						
TRANSFER TO GENERAL FUND	-	-	-	-	-	-
TRANSFERS OUT TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PUBLIC SAFETY RESERVE						
AVAILABLE CASH-PUBLIC SAFETY R	304,620	432,367	553,543	616,543	616,543	616,543
RURAL FIRE REIMBURSEMENT	5,436	-	66,300	-	-	-
CAPITAL ASSET SALES	9,150	-	-	-	-	-
MOTEL OCCUPANCY TAX 26.25%	225,210	238,544	210,000	210,000	210,000	210,000
Grand Total	\$ 544,417	\$ 670,911	\$ 829,843	\$ 826,543	\$ 826,543	\$ 826,543
PUBLIC SAFETY RESERVE EXPENDITURES						
PERSONNEL SERVICES						
MEDICAL INSURANCE CO-PAY	-	-	23,739	25,306	25,306	25,306
RETIREMENT	-	-	13,622	4,211	4,211	4,211
RETIREMENT - EE SHARE	-	-	3,635	19,108	19,108	19,108
SOCIAL SECURITY	-	-	4,634	5,368	5,368	5,368
VACATION/SICK BUYOUT	-	-	1,143	1,324	1,324	1,324
WAGES & SALARIES	-	-	101,631	68,846	68,846	68,846
WORKMANS COMP	-	-	1,278	1,544	1,544	1,544
PERSONNEL SERVICES TOTAL	\$ -	\$ -	\$ 149,682	\$ 125,707	\$ 125,707	\$ 125,707
MATERIALS & SERVICES						
NARC DOG	-	10,117	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ -	\$ 10,117	\$ -	\$ -	\$ -	\$ -

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CAPITAL OUTLAY						
FIRE EQUIPMENT	20,972	-	-	-	-	-
HOLDING CELL IMPROVEMENTS	16,552	-	-	-	-	-
PHONE SYSTEM	20,455	-	-	-	-	-
POLICE CAR PURCHASE	44,150	-	-	-	-	-
FIRE- EXHAUST SYSTEM	-	-	66,300	-	-	-
ADA CURB IMPROVEMENTS	-	-	45,800	53,200	53,200	53,200
AIRPORT SNOW EQUIPMENT	-	-	90,000	-	-	-
THERMAL IMAGE CAMERA	-	-	-	7,500	7,500	7,500
CAMERA SYSTEM	-	-	-	50,000	50,000	50,000
BALLISTIC SHIELDS	-	-	-	6,800	6,800	6,800
CAPITAL OUTLAY TOTAL	\$ 102,130	\$ -	\$ 202,100	\$ 117,500	\$ 117,500	\$ 117,500
TRANSFERS						
TRANSFERS OUT	9,920	2,784	11,784	100,000	100,000	100,000
TRANSFER TO PERS RESERVE	-	-	-	1,649	1,649	1,649
TRANSFERS OUT TOTAL	\$ 9,920	\$ 2,784	\$ 11,784	\$ 101,649	\$ 101,649	\$ 101,649
CONTINGENCY						
CONTINGENCY	-	-	466,277	481,687	481,687	481,687
CONTINGENCY TOTAL	\$ -	\$ -	\$ 466,277	\$ 481,687	\$ 481,687	\$ 481,687
Grand Total	\$ 112,050	\$ 12,901	\$ 829,843	\$ 826,543	\$ 826,543	\$ 826,543

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PUBLIC WORKS RESERVE REVENUES						
AVAILABLE CASH - PW RESERVE	944,038	1,022,790	1,110,112	1,196,661	1,196,661	1,196,661
BAD DEBT RECOVERY	2,532	2,298	2,200	2,200	2,200	2,200
INTEREST ON DEPOSIT-PW RESERVE	1,876	1,434	1,500	1,500	1,500	1,500
LATE FEE & PENALTIES	75,990	92,415	50,000	50,000	50,000	50,000
MAPS/PLOTTER COPIES	-	100	-	-	-	-
MISCELLANEOUS REVENUE	-	167	-	-	-	-
Grand Total	\$ 1,024,437	\$ 1,119,204	\$ 1,163,812	\$ 1,250,361	\$ 1,250,361	\$ 1,250,361
PUBLIC WORKS RESERVE EXPENDITURES						
MATERIALS & SERVICES						
BAD DEBT EXPENSE	-	6,243	-	10,000	10,000	10,000
MATERIALS & SERVICES TOTAL	\$ -	\$ 6,243	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
CAPITAL OUTLAY						
SITE IMPROVEMENTS - SEWER	-	-	100,000	100,000	100,000	100,000
SITE IMPROVEMENTS - WATER	-	-	100,000	100,000	100,000	100,000
WATER/SEWER EXPANSION	-	-	-	50,000	50,000	50,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000
TRANSFERS OUT						
TRANSFERS OUT	-	-	-	21,526	21,526	21,526
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 21,526	\$ 21,526	\$ 21,526
CONTINGENCY						
CONTINGENCY	-	-	661,383	968,835	968,835	968,835
CONTINGENCY TOTAL	\$ -	\$ -	\$ 661,383	\$ 968,835	\$ 968,835	\$ 968,835
UNAPPROPRIATED						
RESRV FOR SEWER DEBT SERVC	-	-	302,429	-	-	-
UNAPPROPRIATED TOTAL	\$ -	\$ -	\$ 302,429	\$ -	\$ -	\$ -
Grand Total	\$ -	\$ 6,243	\$ 1,163,812	\$ 1,250,361	\$ 1,250,361	\$ 1,250,361

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
PERS RESERVE REVENUES						
TRANSFERS IN	-	-	-	639,668	1,225,588	1,225,588
Grand Total	\$ -	\$ -	\$ -	\$ 639,668	\$ 1,225,588	\$ 1,225,588
PERS RESERVE EXPENDITURES						
MATERIALS & SERVICES						
PERS SIDE ACCOUNT	-	-	-	639,668	1,225,588	1,225,588
MATERIALS & SERVICES TOTAL	\$ -	\$ -	\$ -	\$ 639,668	\$ 1,225,588	\$ 1,225,588
Grand Total	\$ -	\$ -	\$ -	\$ 639,668	\$ 1,225,588	\$ 1,225,588

RESERVE FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
ECONOMIC DEVELOPMENT INFRASTRUCTURE REVENUES						
TRANSFER FROM GENERAL FUND	-	-	-	93,733	93,733	93,733
Grand Total	\$ -	\$ -	\$ -	\$ 93,733	\$ 93,733	\$ 93,733
ECONOMIC DEVELOPMENT INFRASTRUCTURE EXPENDITURES						
CAPITAL OUTLAY						
CAPITAL OUTLAY	-	-	-	93,733	93,733	93,733
CAPITAL OUTLAY TOTALS	\$ -	\$ -	\$ -	\$ 93,733	\$ 93,733	\$ 93,733
Grand Total	\$ -	\$ -	\$ -	\$ 93,733	\$ 93,733	\$ 93,733
FUND REVENUE TOTALS	\$ 1,906,716	\$ 2,206,709	\$ 2,360,576	\$ 3,539,393	\$ 4,125,313	\$ 4,125,313
FUND EXPENDITURE TOTALS	\$ 112,050	\$ 38,109	\$ 2,360,576	\$ 3,539,393	\$ 4,125,313	\$ 4,125,313

REVOLVING LOAN FUND



PROGRAMS

- Economic Development Loans
- Façade Grants
- Revitalize Ontario
- Housing Incentive Program

ACTIVITIES

The Revolving Loan Fund accounts for the funding received from economic development loans and loans issued. In 2015-2016 the council approved a one-time allocation of \$50,000 for façade grants. The council approved a grant match of \$14,000 in 2017-2018 to be allocated for an executive director at Revitalize Ontario. In February 2018 Resolution 2018-111 was approved by the council to revise the Business Loan Fund to include a Housing Incentive Program. Currently there are TWO economic development loans in default. Interest received for economic development loans reduced by uncollectible loans is used for ECE grants.

STRATEGIC IMPACT

- Lifestyle- Create a better downtown, establish façade grant funding, educate the public on the \$10,000 housing incentive program
- Beautification- Have more public art

CORE VALUES IMPACT

- Openness and Transparency
- Efficient use of funding to provide quality services to the citizens.
- Accurate reporting to answer questions effectively

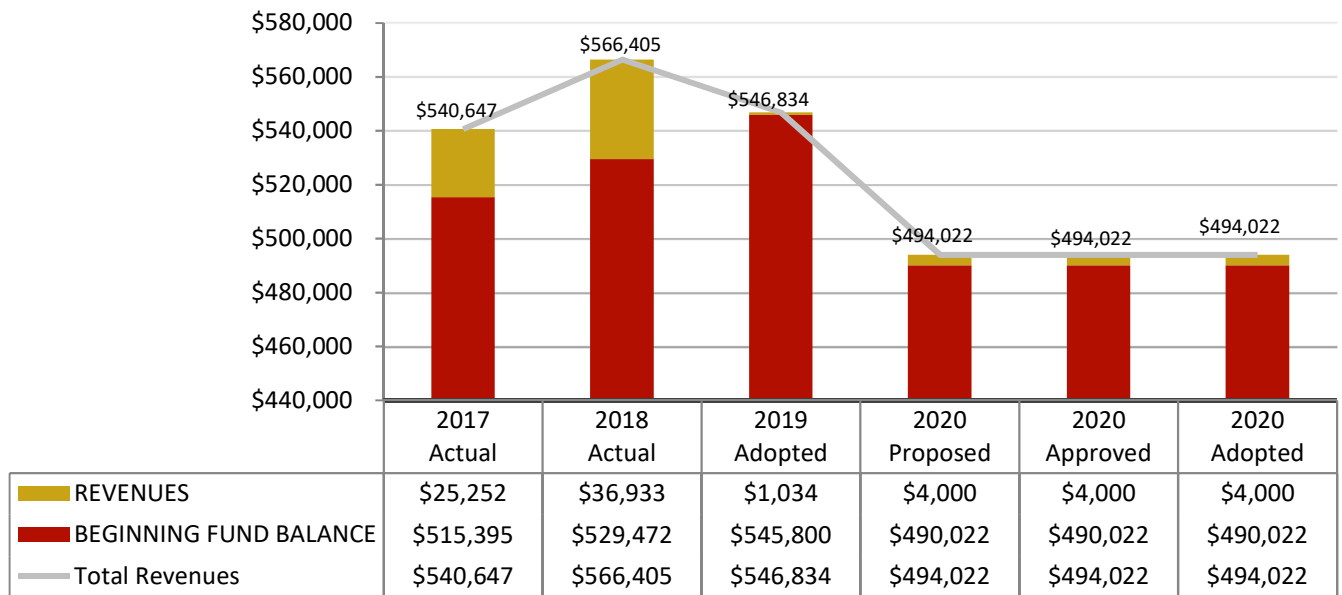
BUDGET ADJUSTMENTS

- No significant changes noted

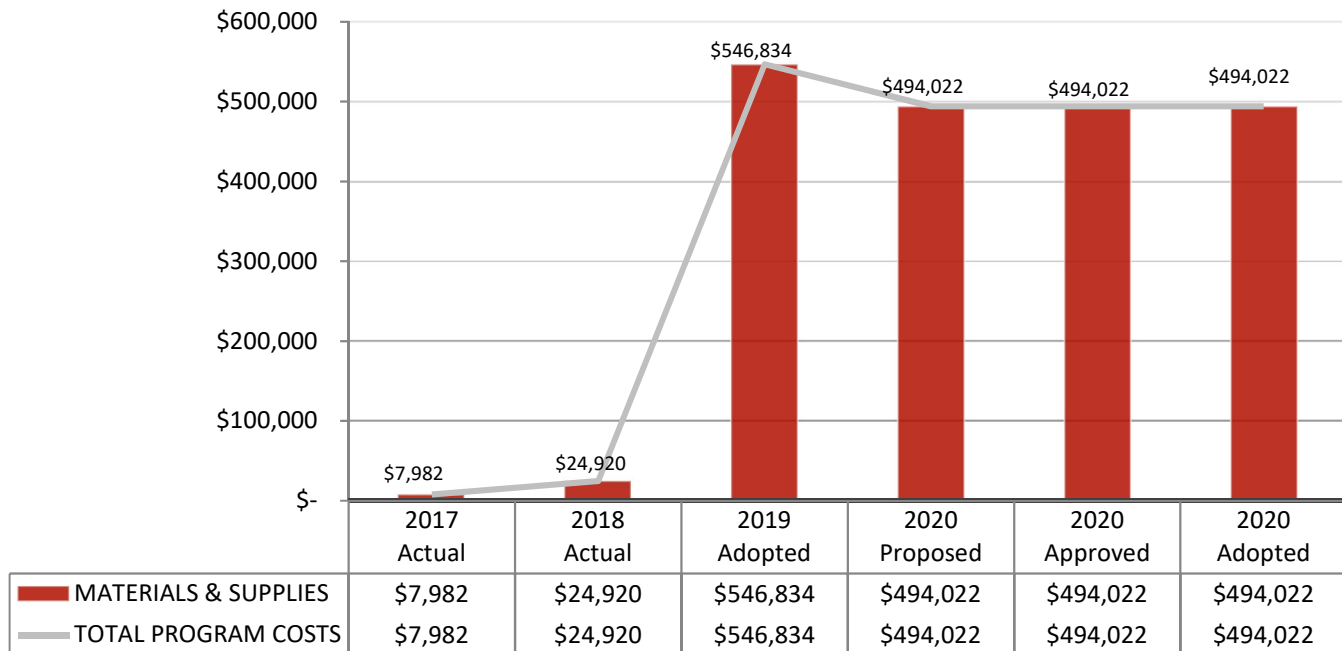
REVOLVING LOAN FUND



REVOLVING LOAN FUND REVENUES



REVOLVING LOAN FUND EXPENDITURES



REVOLVING LOAN FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
REVOLVING LOAN FUND REVENUES						
AVAILABLE CASH ON HAND	515,395	529,472	545,800	490,022	490,022	490,022
ECON DEV LOAN PAYMENTS	18,373	30,588	1,028	-	-	-
INTEREST ON RLF REPAYMENTS	6,880	6,344	6	-	-	-
HOUSING INCENTIVE REPAYMENTS	-	-	-	4,000	4,000	4,000
Grand Total	\$ 540,647	\$ 566,405	\$ 546,834	\$ 494,022	\$ 494,022	\$ 494,022
MATERIALS & SERVICES						
DOWNTOWN FACADE GRANTS	7,982	10,178	20,553	-	-	-
LOAN FUNDS AVAILABLE	-	-	526,281	494,022	494,022	494,022
REVITALIZE ONTARIO CONTRIBUTIO	-	14,742	-	-	-	-
MATERIALS & SERVICES Total	\$ 7,982	\$ 24,920	\$ 546,834	\$ 494,022	\$ 494,022	\$ 494,022
Grand Total	\$ 7,982	\$ 24,920	\$ 546,834	\$ 494,022	\$ 494,022	\$ 494,022

AQUATIC DONATIONS FUND



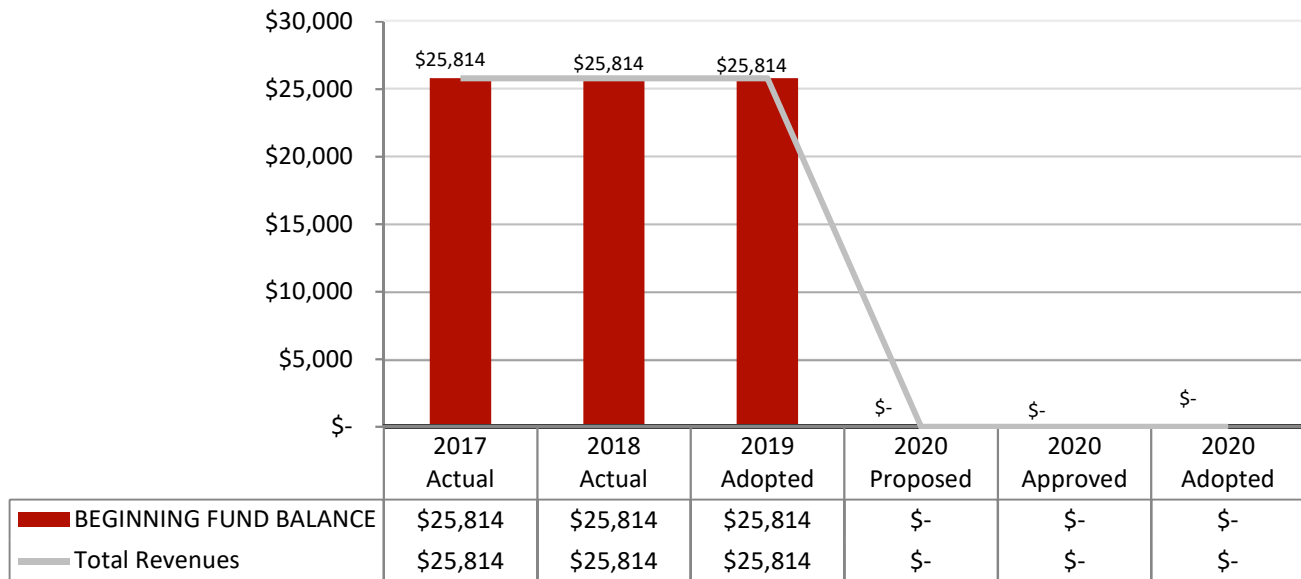
ACTIVITIES

The Aquatic Donations Fund was created when the city received a \$25,000 donation from Saint Alphonsus Medical Center for the Aquatic Center. The donations were transferred to the Aquatic Fund in 2018-2019. This is for historical purpose only.

CORE VALUES IMPACT

- Openness and Transparency

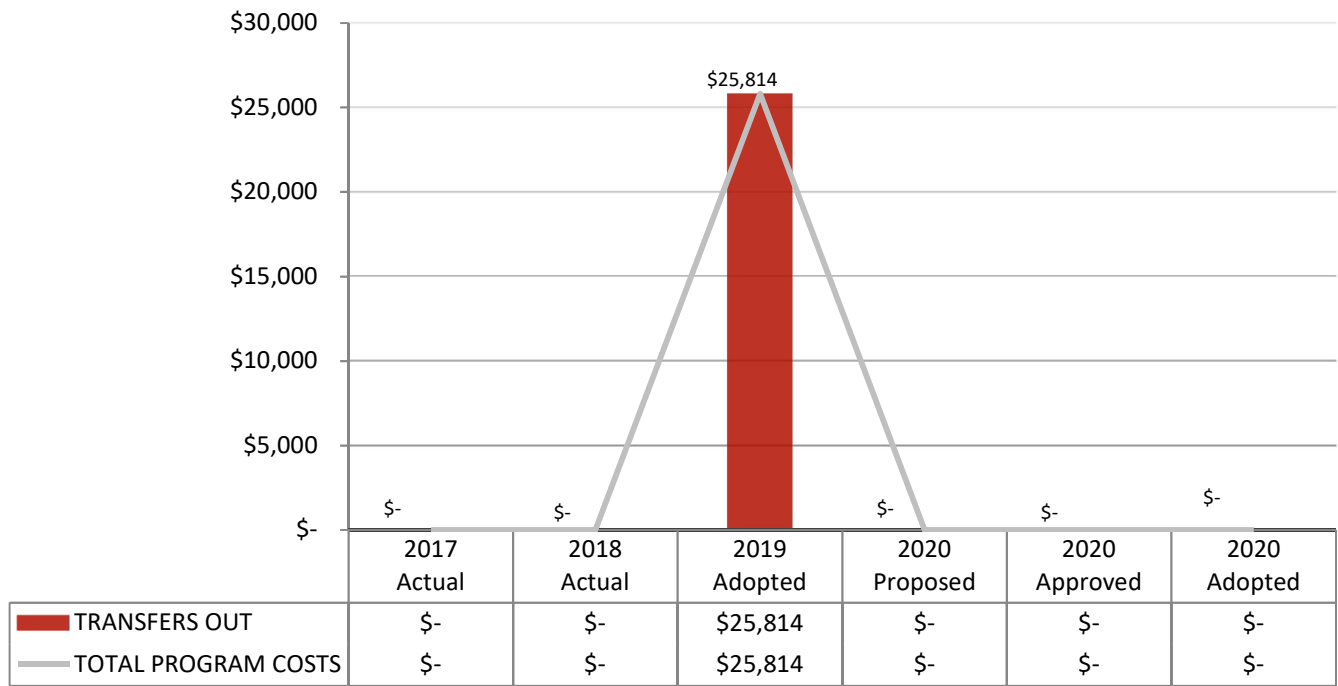
AQUATIC DONATIONS FUND REVENUES



AQUATIC DONATIONS FUND



AQUATIC DONATIONS FUND EXPENDITURES



AQUATIC DONATIONS FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
AQUATIC DONATIONS FUND REVENUES						
AVAILABLE CASH ON HAND	25,814	25,814	25,814	-	-	-
Grand Total	\$ 25,814	\$ 25,814	\$ 25,814	\$ -	\$ -	\$ -
TRANSFERS OUT						
TRANSFERS OUT	-	-	25,814	-	-	-
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ 25,814	\$ -	\$ -	\$ -
Grand Total	\$ -	\$ -	\$ 25,814	\$ -	\$ -	\$ -

AQUATIC FUND



ACTIVITIES

This fund accounted for the operation and maintenance of the City’s Aquatic Center. The splash park and Aquatic Building will be transferred to the Ontario Recreation District July 1, 2019.

STRATEGIC IMPACT

- Desirability- Establish a good relationship with the Recreation District.

CORE VALUES IMPACT

- Openness
- Providing superior quality and service

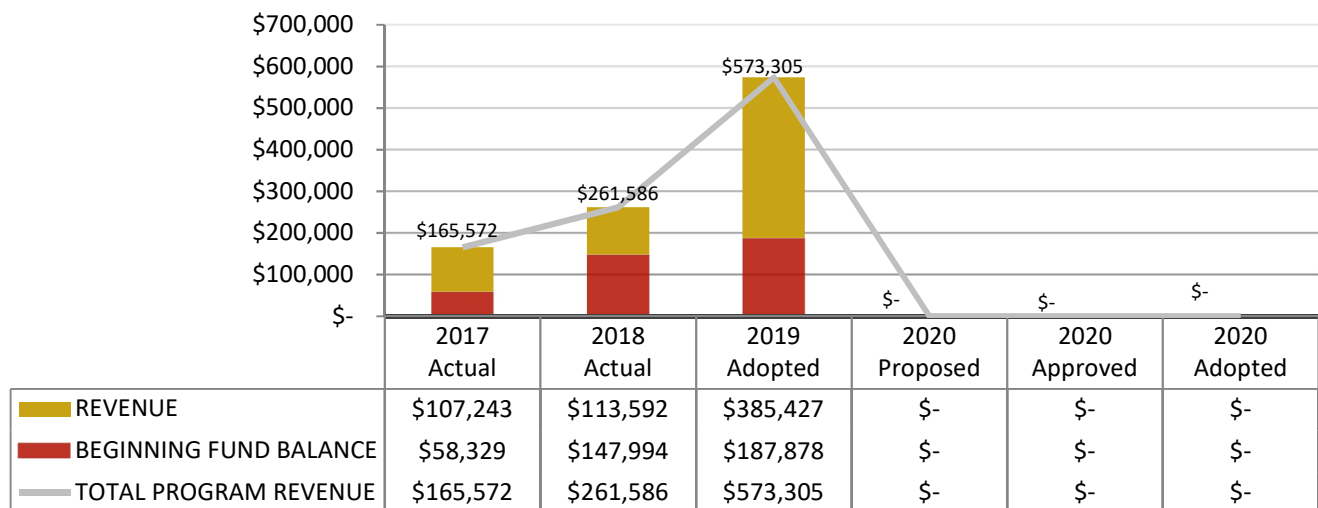
ACCOMPLISHMENTS

- Grant award from Oregon Parks and Recreation Department
- Public support event with over 700 supporters
- Groundbreaking for the splash pad.

BUDGET ADJUSTMENTS

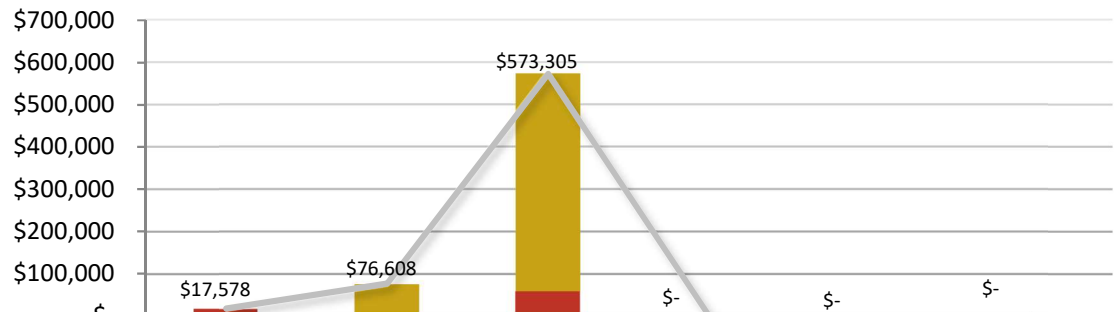
- This fund will be closed in 2019-2020; this is for historical purposes only.

AQUATIC FUND REVENUES





Aquatic Fund Expenditures

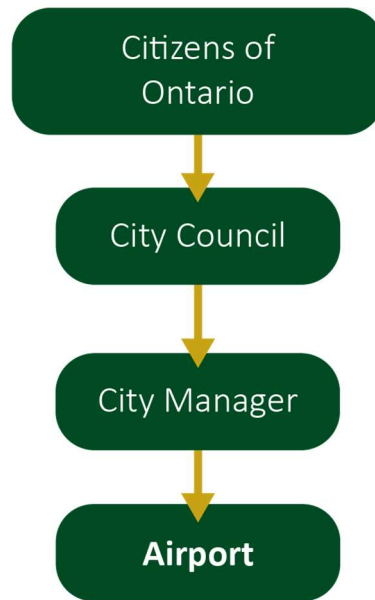


	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CAPITAL OUTLAY	\$-	\$69,718	\$513,305	\$-	\$-	\$-
MATERIALS & SUPPLIES	\$17,578	\$6,890	\$60,000	\$-	\$-	\$-
CONTINGENCY	\$-	\$-	\$-	\$-	\$-	\$-
TOTAL PROGRAM COSTS	\$17,578	\$76,608	\$573,305	\$-	\$-	\$-

AQUATIC FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
AQUATIC FUND REVENUES						
AVAILABLE CASH ON HAND	58,329	147,994	187,878	-	-	-
TRANSFERS IN	-	-	25,814	-	-	-
GRANTS & DONATIONS	-	-	309,613	-	-	-
MOTEL OCC TAX - AQUATIC	107,243	113,592	50,000	-	-	-
Grand Total	\$ 165,572	\$ 261,586	\$ 573,305	\$ -	\$ -	\$ -
MATERIALS & SERVICES						
BLDG MAINT & REPAIR	130	-	-	-	-	-
CONTRACT LABOR	-	-	-	-	-	-
CONTRACT SERVICES	6,000	350	-	-	-	-
ELECTRICITY	3,737	3,638	5,000	-	-	-
FUEL HEAT	7,672	2,780	5,000	-	-	-
LICENSES/PERMITS/FEES	-	90	-	-	-	-
OFFICE MACHINE CONTRACT	39	-	-	-	-	-
POSTAGE	-	-	-	-	-	-
PRINT / AD / RECORD	-	32	-	-	-	-
SPLASH PAD OPERATIONS	-	-	50,000	-	-	-
MATERIALS & SERVICES TOTAL	\$ 17,578	\$ 6,890	\$ 60,000	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
AQU-50 SITE IMPROVEMENTS	-	69,718	513,305	-	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ 69,718	\$ 513,305	\$ -	\$ -	\$ -
CONTINGENCY						
OPERATING CONTINGENCY	-	-	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ 17,578	\$ 76,608	\$ 573,305	\$ -	\$ -	\$ -



PROGRAMS

- General Aviation Airport

ACTIVITIES

The Airport Fund accounts for the operations of the airport and the maintenance of the land formerly used as the golf course. User fees are the main source of income within the airport.

STRATEGIC IMPACT

- Growth- Revise hangar leases, develop the west side of the airport as an industrial center, co-located federal agencies move to the north-west corner, connect fiber to the airport, promote the airport.

CORE VALUES IMPACT

- Openness

ACCOMPLISHMENTS

- Completed the perimeter fence and security gates with 99% funding coming from federal and state sources.
- Acquired snow removal equipment allowing 100% access to the runway all year long.
- Ontario airport was selected as number one of all the COAR (Critical Oregon Airport Relief) grants written in the state of Oregon for the third year in a row.

AIRPORT FUND

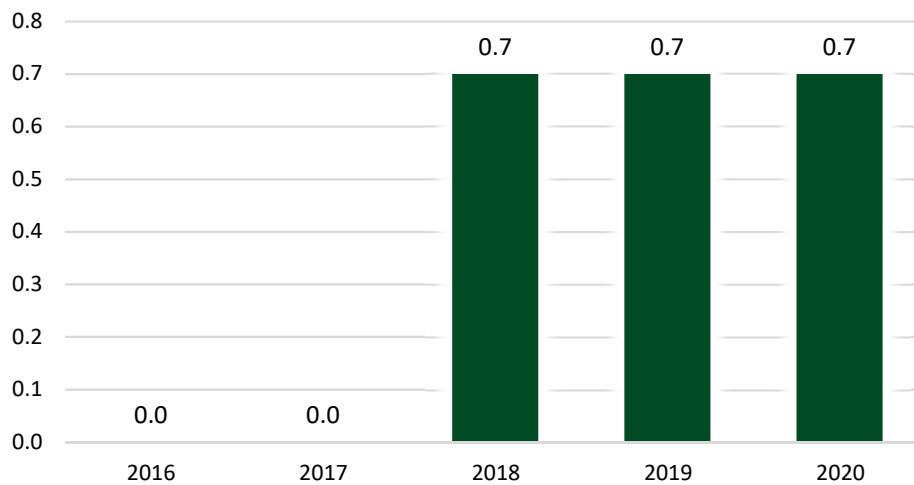


- The alternate landing strip has been put in with all volunteer help and is now ready for seed and irrigation to make it a permanent fixture at the airport.
- General cleanup of dead trees and old golf course ground have improved the overall appearance and functionality of the airport.

BUDGET ADJUSTMENTS

- No transfer from General Fund in 2019-2020
- New lease at Golf Course Property
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Airport portion for 2019-20 is \$885. Annually, a lump-sum payment will be made to the City of Ontario’s PERS side account.
- \$800 transfer to grant fund for FAA grant match

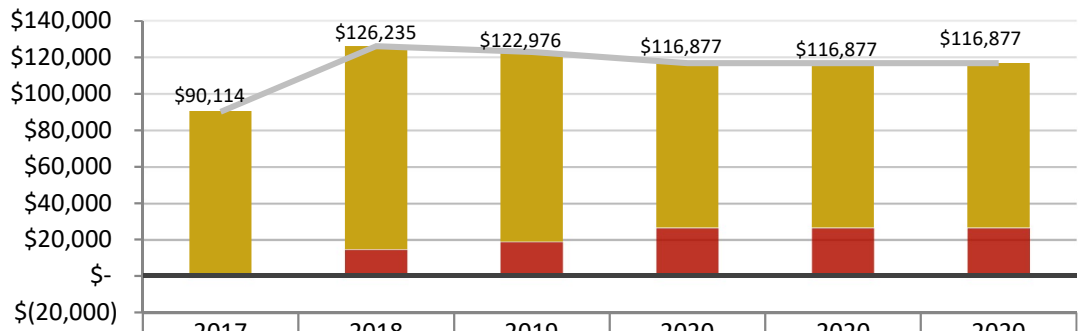
AIRPORT FTE HISTORY



AIRPORT FUND

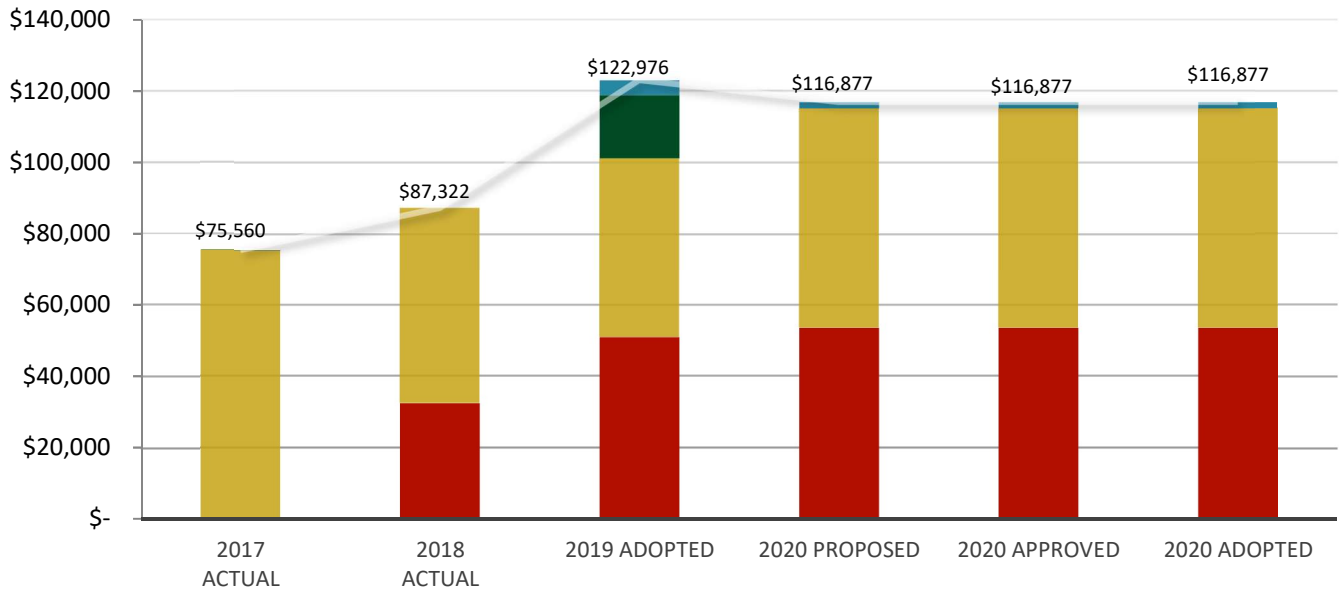


AIRPORT REVENUES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
REVENUE	\$90,602	\$111,681	\$104,110	\$90,349	\$90,349	\$90,349
BEGINNING FUND BALANCE	\$(488)	\$14,554	\$18,866	\$26,528	\$26,528	\$26,528
TOTAL PROGRAM REVENUE	\$90,114	\$126,235	\$122,976	\$116,877	\$116,877	\$116,877

AIRPORT EXPENDITURES



OTHER KEY INDICATORS

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Target
Hangar leases	48	46	49	49	49

AIRPORT FUND

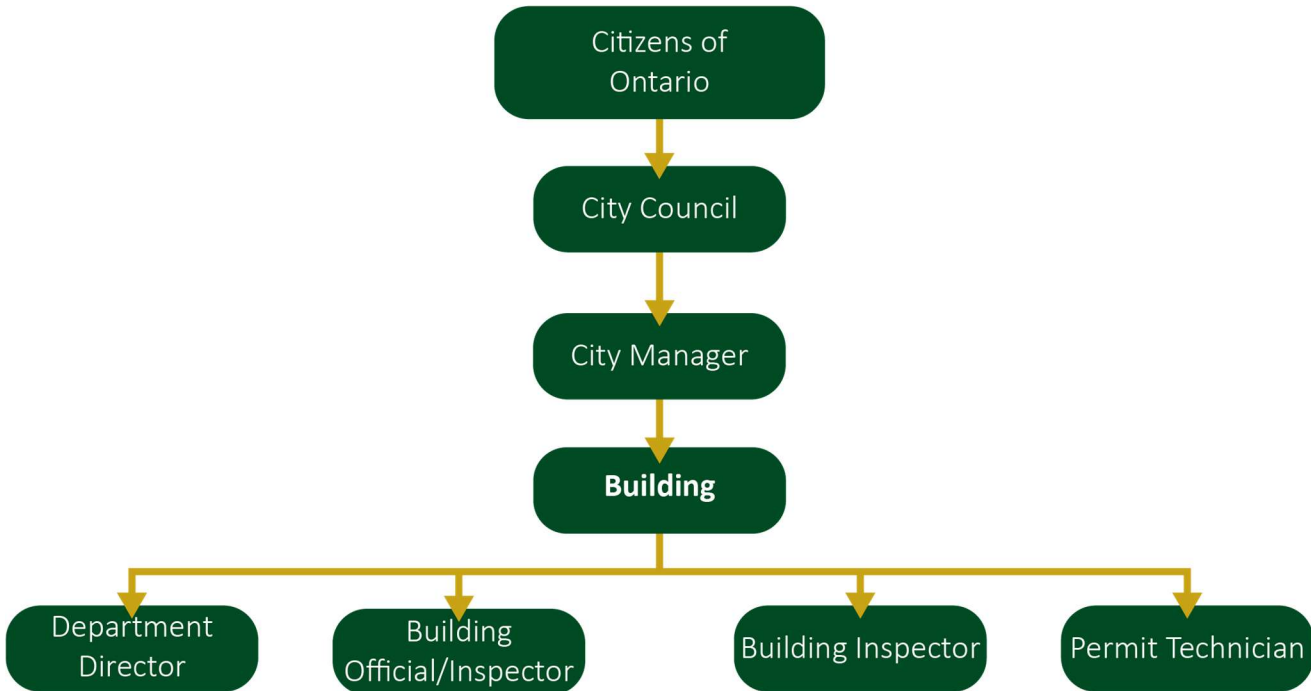


Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
AIRPORT REVENUES						
AVAILABLE CASH ON HAND	(488)	14,554	18,866	26,528	26,528	26,528
BLM LEASE	14,456	14,890	14,890	15,796	15,796	15,796
COMMERCIAL AIRPORT USE FEE	4,993	5,000	4,886	5,000	5,000	5,000
FUEL GAS SALES	8,375	5,804	8,000	9,200	9,200	9,200
HANGAR SPACE RENTALS	16,622	28,869	17,000	22,333	22,333	22,333
KITIMURA LEASE	-	-	1,202	900	900	900
MISC INCOME AIRPORT	1,500	1,500	1,500	1,700	1,700	1,700
OTHER RENT/USE FEES	4,210	7,141	18,600	4,200	4,200	4,200
TIE DOWN FEES (ANNUAL & TEMP)	447	685	700	2,900	2,900	2,900
TRANSFERS IN	40,000	42,772	37,332	-	-	-
INTEREST ON ACCOUNTS	-	30	-	100	100	100
CLUBHOUSE LEASE	-	-	-	24,540	24,540	24,540
GOLF STORAGE LEASE	-	-	-	1,680	1,680	1,680
MONTGOMERY LEASE	-	-	-	2,000	2,000	2,000
RESERVATION INCOME	-	4,990	-	-	-	-
Grand Total	\$ 90,114	\$ 126,235	\$ 122,976	\$ 116,877	\$ 116,877	\$ 116,877
PERSONNEL SERVICES						
RETIREMENT	-	6,781	10,526	12,358	12,358	12,358
SOCIAL SECURITY	-	1,821	2,827	2,881	2,881	2,881
WAGES & SALARIES	-	23,800	36,946	37,653	37,653	37,653
WORKMANS COMP	-	13	440	466	466	466
PERSONNEL SERVICES TOTAL	\$ -	\$ 32,415	\$ 50,739	\$ 53,358	\$ 53,358	\$ 53,358

AIRPORT FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
MATERIALS & SERVICES						
CELL PHONE	-	633	-	635	635	635
CHEMICAL / FERT / SEED	7,176	4,159	7,500	7,500	7,500	7,500
CONTRACT LABOR	25,695	5,271	-	-	-	-
CONTRACT SERVICES	12,527	12,784	15,000	15,500	15,500	15,500
ELECTRICITY	8,757	9,198	8,000	12,500	12,500	12,500
EQUIPMENT REPAIR	140	2,971	2,400	2,400	2,400	2,400
FUEL HEAT	2,385	2,033	3,000	3,000	3,000	3,000
GARBAGE SERVICE	-	61	30	-	-	-
GENERAL SUPPLIES	894	1,145	1,500	1,500	1,500	1,500
INTERNET	-	166	665	665	665	665
LIABILITY INSURANCE	2,915	2,915	3,000	3,000	3,000	3,000
LICENSES / PERMITS / FEES	416	416	350	350	350	350
MEDICAL EXAMS	-	-	-	500	500	500
MINOR AIRPORT IMPROVEMENTS	6,280	-	-	4,224	4,224	4,224
OFFICE LEASES	5,350	5,100	5,100	5,100	5,100	5,100
OFFICE SUPPLIES	157	182	250	250	250	250
PETROLEUM SUPPLIES	947	699	1,000	2,000	2,000	2,000
POSTAGE	40	30	150	150	150	150
PRINT / AD / RECORD	-	-	275	275	275	275
RADIO MAINT.	-	290	300	300	300	300
TELEPHONE	1,765	584	1,235	1,235	1,235	1,235
VEHICLE REPAIR	-	-	500	500	500	500
UTILITIES	-	250	250	250	250	250
ECLIPSE EXPENSES	-	6,020	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ 75,443	\$ 54,908	\$ 50,505	\$ 61,834	\$ 61,834	\$ 61,834
CAPITAL OUTLAY						
CAPITAL OUTLAY	117	-	-	-	-	-
EQUIPMENT	-	-	17,568	-	-	-
CAPITAL OUTLAY TOTAL	\$ 117	\$ -	\$ 17,568	\$ -	\$ -	\$ -
TRANSFERS OUT						
TRANSFER TO GRANT FUND	-	-	4,164	800	800	800
TRANSFER TO PERS RESERVE	-	-	-	885	885	885
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ 4,164	\$ 1,685	\$ 1,685	\$ 1,685
Grand Total	\$ 75,560	\$ 87,322	\$ 122,976	\$ 116,877	\$ 116,877	\$ 116,877



PROGRAMS

The City of Ontario operates the Building Department under a MOA (Memorandum Of Agreement) with the State of Oregon Building Division and provides for the Building Official, Oregon Inspector Certification (OIC), A-level Plan Examiner, Fire and Life Safety Plans Examiner, Residential Plans Examiner (Residential Structural Inspector Cert), A-level Mechanical Inspector, Residential Inspector, A-level Structural Inspector, Residential Structural Inspector and Manufacture Home Inspector.

ACTIVITIES

The Building Department and Building provides interpretation of the Uniform Building Code in conformance with the adopted Section 4-1-1 of the City Code. They enforce rules and supplemental regulations. They also enforce the Dangerous Building Code adopted by the City of Ontario in Section 4-5-1.

The department reviews construction plans, blueprints, architectural drawings, design specifications and other documents for compliance on small and large commercial and Industrial structures along with all types of residential dwellings, mechanical, energy and fire protection codes. They provide code interpretation guidance and counseling on technical issues, technology, advice and problem-solving assistance to department staff, inspectors and general public. They also enforce the State Structural Safety, Mechanical and City Codes through plan reviews and inspections of all building types.

STRATEGIC IMPACT

- Desirability- Building a City that communtiy members are proud to call home



- Growth- Managing the growth of the City in an organized and clean manner.

CORE VALUES IMPACT

- Adhering to the highest quality public service, while performing our jobs through knowledge and continuing education
- Showing openness and transparency in every aspect of our duty
- Maintaining the highest order of respect for all the citizens, along with fellow staff
- Responding to questions effectively and in a fast and efficient manner, while maintaining professionalism.

ACCOMPLISHMENTS

- For 2018 staff reviewed and processed 305 building permits (compared to 428 in 2017).
- For 2018, the building department brought in \$227,672 in total revenue (compared to \$307,280 in 2017).
- For 2018, the building department construction valuation totaled \$19 million (compared to \$28 million in 2017).
- Staff met with and handled many calls and permit applications concerning new marijuana facilities.
- Staff attended over 40 PDAC (Pre-Design Advisory Committee) meetings on proposed developments.
- Staff attended several continuing education and training seminars.
- Staff helped redevelop and finish the K-mart building with the addition of the Marshall's store.
- West Park Plaza Mall site including Ashley's Furniture and several new proposed businesses within the mall.

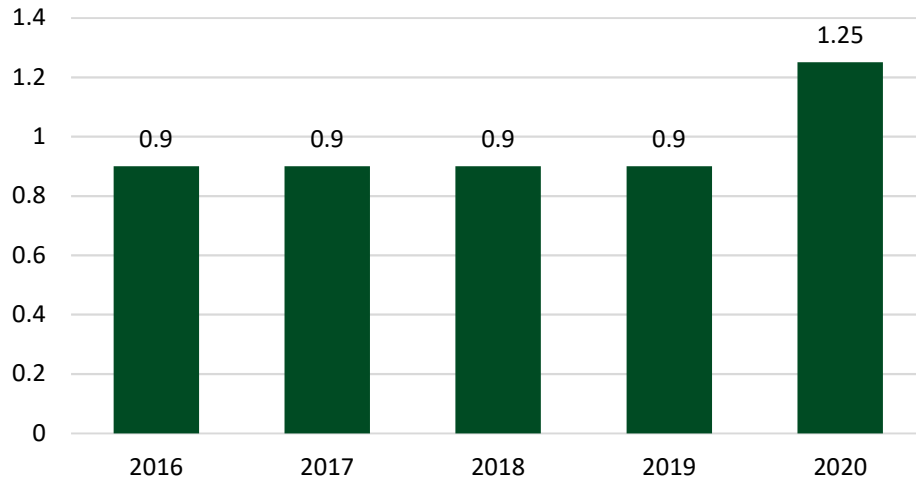
BUDGET ADJUSTMENTS

- Inspection Service fees reduced by \$44,000, inspections will now be done by City staff
- Cell phone fees increased by \$852
- Data Processing increased by \$2,250
- Office supply fees increased by \$370
- Fuel fees increased by \$600
- Professional Development Fees increased by \$4,470
- Permits revenue increased by \$25,000
- The City paid a lump sum payment to PERS in 2018-19 which decreased the PERS rates by 2.35%. In order to be fiscally responsible and reduce the PERS liability quicker, the City will continue to pay the same amount to PERS by transferring the difference to the PERS Reserve Fund. Building portion for 2019-20 is \$1,951. Annually, a lump-sum payment will be made to the City of Ontario's PERS side account.

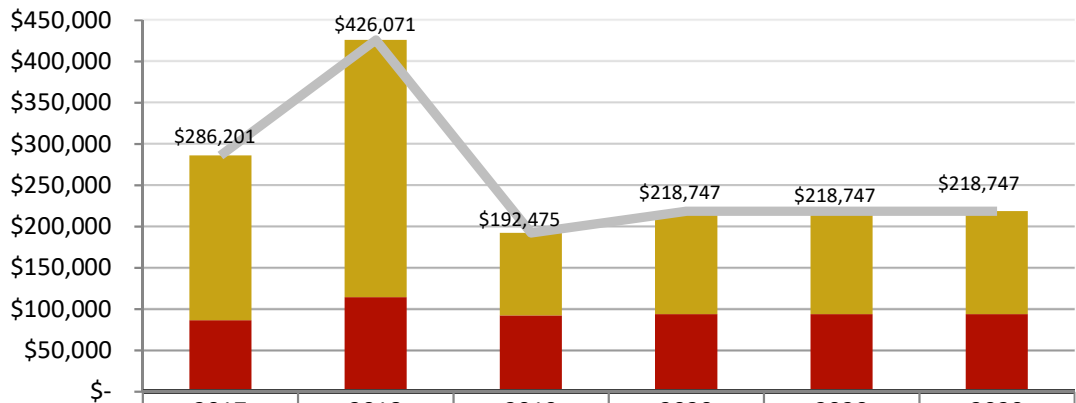
BUILDING FUND



BUILDING FTE HISTORY



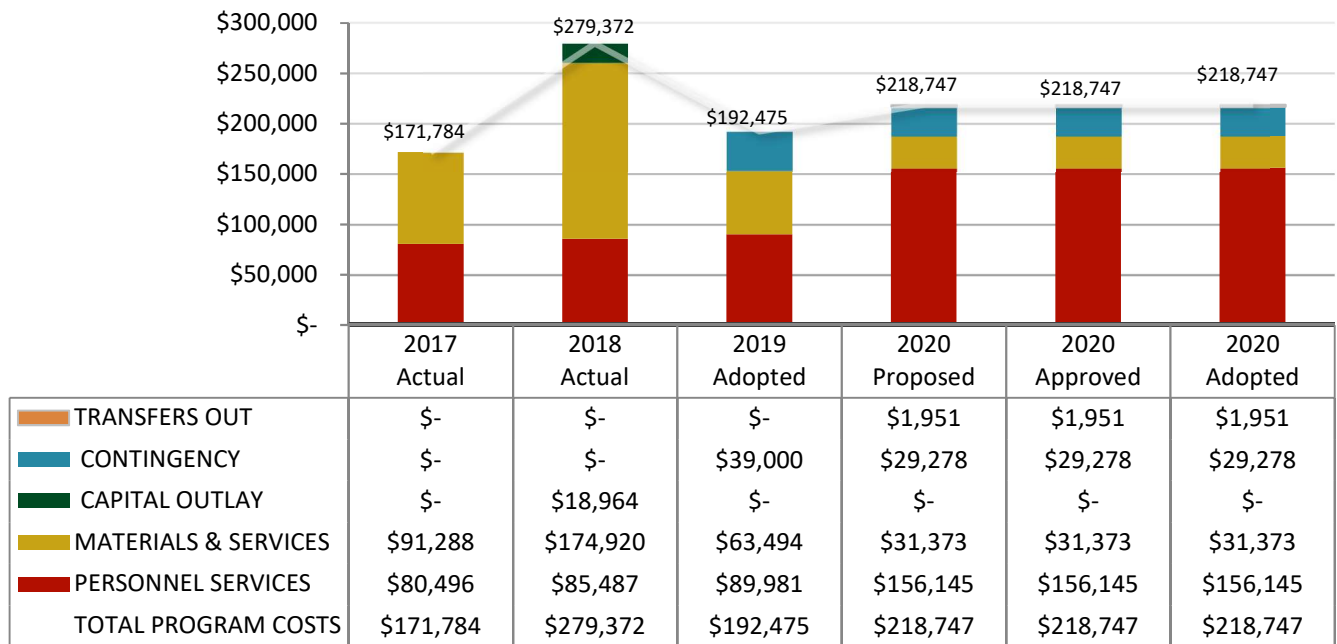
BUILDING FUND REVENUES



	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
REVENUE	\$199,889	\$311,839	\$100,000	\$125,000	\$125,000	\$125,000
BEGINNING FUND BALANCE	\$86,312	\$114,232	\$92,475	\$93,747	\$93,747	\$93,747
TOTAL PROGRAM COSTS	\$286,201	\$426,071	\$192,475	\$218,747	\$218,747	\$218,747



BUILDING FUND EXPENDITURES



OTHER KEY INDICATORS

Indicator	2015-16 Actual	2016-17 Actual	2017-18 Actual/Target	2018-19 Target	2019-20 Target	2020-21 Target
Mechanical Permits	167	175	181/150	160	170	180
Residential Structural Permits	16	37	60/25	28	32	34
Commercial Structural Permits	74	73	84/65	70	75	77
New Residential Buildings	2	3	3/3	4	5	6
New Commercial Buildings	3	10	6/4	5	6	7
Total Mechanical & Structural Permits	262	298	334/247	267	288	304

BUILDING FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
BUILDING REVENUES						
AVAILABLE CASH ON HAND	86,312	114,232	92,475	93,747	93,747	93,747
BUILDING MISC REVENUE	200	345	-	-	-	-
BUILDING PERMITS & FEES	199,689	292,530	100,000	125,000	125,000	125,000
TRANS FROM BLDG RESRV	-	18,964	-	-	-	-
Grand Total	\$ 286,201	\$ 426,071	\$ 192,475	\$ 218,747	\$ 218,747	\$ 218,747
PERSONNEL SERVICES						
DEFERRED COMPENSATION	270	270	270	270	270	270
EMPLOYER PAID BENEFITS	-	-	2,487	3,824	3,824	3,824
MEDICAL INSURANCE CO-PAY	16,261	16,684	17,412	20,164	20,164	20,164
OVERTIME	408	814	3,000	-	-	-
RETIREMENT	8,650	10,911	11,017	20,244	20,244	20,244
SOCIAL SECURITY	3,495	3,689	4,145	8,135	8,135	8,135
VACATION/SICK BUYOUT	701	-	1,698	2,730	2,730	2,730
WAGES & SALARIES	50,684	52,949	49,724	99,508	99,508	99,508
WORKMANS COMP	27	171	228	1,270	1,270	1,270
PERSONNEL SERVICES TOTAL	\$ 80,496	\$ 85,487	\$ 89,981	\$ 156,145	\$ 156,145	\$ 156,145
MATERIALS & SERVICES						
BANK FEES / CHARGES	-	-	25	25	25	25
BUILDING MAINT & REPAIR	24	-	250	250	250	250
CELL PHONE	378	494	396	1,248	1,248	1,248
CONTRACT SERVICES	518	389	390	390	390	390
DATA PROCESSING	1,460	634	968	2,955	2,955	2,955
GENERAL SUPPLIES	225	64	1,575	1,575	1,575	1,575
INSPECTION SERVICES AGMT	75,452	147,190	44,000	-	-	-
OFFICE MACHINE CONTRACT	196	1,315	400	1,000	1,000	1,000
OFFICE SUPPLIES	637	1,006	1,290	1,660	1,660	1,660
PETROLEUM SUPPLIES	-	-	-	600	600	600
POSTAGE	11	-	300	300	300	300
PRINT / AD / RECORD	-	-	400	400	400	400
PROFESSIONAL DEVELOPMENT	1,418	2,570	1,500	5,970	5,970	5,970
STATE ASSESSMENT	10,969	21,258	12,000	15,000	15,000	15,000
MATERIALS & SERVICES TOTAL	\$ 91,288	\$ 174,920	\$ 63,494	\$ 31,373	\$ 31,373	\$ 31,373

BUILDING FUND



Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	2020 Approved	2020 Adopted
CAPITAL OUTLAY						
BUILDING IMPROVEMENTS	-	18,964	-	-	-	-
EQUIP PURCHASE	185	-	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ 185	\$ 18,964	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT						
TRANSFER TO PERS RESERVE	-	-	-	1,951	1,951	1,951
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 1,951	\$ 1,951	\$ 1,951
CONTINGENCY						
OPERATING CONTINGENCY	-	-	39,000	29,278	29,278	29,278
CONTINGENCY TOTAL	\$ -	\$ -	\$ 39,000	\$ 29,278	\$ 29,278	\$ 29,278
Grand Total	\$ 171,969	\$ 279,372	\$ 192,475	\$ 218,747	\$ 218,747	\$ 218,747