

**FY 2021-2022**

**ADOPTED BUDGET**



**Ontario | Oregon**





# Fiscal Year 2021 – 2022 Budget

## Budget Committee

### City Council

Riley J. Hill, Mayor  
Freddy Rodriguez, Council President  
Michael Braden  
Ken Hart  
John Kirby  
Sam Baker  
Eddie Melendrez

### Lay Members

David Sullivan, Chair  
Judy Snyder  
David Armstrong  
LeRoy Cammack  
Stephen Meyer  
Darin Bell  
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Tori Barnett  
Terry Leighton  
Steven Romero  
Peter Hall  
Dan Cummings  
Erik Hartley  
Sheri Smith  
Al Cablay  
Paul Woods  
Kari Ott

City Manager  
City Recorder  
Fire Chief  
Police Chief  
Assistant City Manager  
Community Development Director  
Airport Manager  
Technology Supervisor  
Jacobs, Public Works Director  
Jacobs, City Engineer  
Oster, Finance Director

## City of Ontario | Oregon

444 SW 4<sup>th</sup> Street  
Ontario, Oregon 97914  
(541) 889-7684

*Cover: Malheur River*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Cty of Ontario**

**Oregon**

For the Fiscal Year Beginning

**July 1, 2020**

*Christopher P. Morill*

Executive Director

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Ontario Splash Park



Beck-Kiwanis Park



Downtown Ontario



Utility Box Art in front of St. Alphonsus



## Mission and CORE Values

### Mission

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

### CORE Values

#### Commitment

To providing superior quality service  
To doing what is right and acting decisively on what is wrong  
To learning, knowing, and performing our jobs to the best of our abilities

#### Openness

With all facets of our government  
With our public employees  
In all our doings

#### Respect

For our fellow employees  
For the citizens we serve  
For the concepts of open, honest government

#### Efficiency

In providing services to the public  
In getting answers to those who have questions



## Community Profile

### Government

The City of Ontario was incorporated in 1899 and is a Council/Manager form of government. 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 two to three times a month to conduct city business, exercising legislative, quasi-judicial, and administrative powers.

The city has seven departments; these are Administration, Community & Economic Development, Finance, Fire, Police, Airport, and Public Works. The Finance and Public Works departments are contracted out to Oster Professional Group and Jacobs Engineering, respectively. These partnerships have allowed the City to operate with more efficiency while taking a fiscally responsible approach to managing personnel.

### The Gateway to Adventure

The city continues to look towards the future as it expands opportunities for citizens and visitors. The city recently completed its first multi-use bike and pedestrian trail in the city, which is just the first leg of a city loop. Ontario is just the beginning of what the Treasure Valley has to offer. The region offers a vast array of outdoor opportunities available to adventurers of all shapes and sizes.

Ontario is surrounded by the Snake, Malheur, Owyhee, and Payette Rivers. Close by is the Owyhee Reservoir, Bully Creek Reservoir, Brownlee and Oxbow Dam, and Hells Canyon for fishing, camping, hiking, and water sports.

What makes Ontario special is its accessibility. We sit on Interstate-84, halfway between Seattle and Salt Lake City. Our proximity to Boise also provides access to big city amenities without compromising our small-town feel. Travelers have many hotel options as they begin their adventure in our beautiful valley.





# Section 1: Introduction

## Early History

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 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.

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 Railroad, 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.

# Section 1: Introduction

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 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.



## Economy

Agriculture remains an essential industry for Ontario and the surrounding area, which is considered the onion capital of the world. The climate and soil provide a fertile environment for onions, potatoes, sugar beets, and corn. Ontario is home to Kraft-Heinz, a major distributor across the world and is the birthplace of the tater tot. Other major employers include St. Alphonsus Medical Center and the Snake River Correctional Institute.



# Section 1: Introduction

Ontario also provides the region with a large variety of retail stores. Stores range from “big-box” corporations to locally owned small businesses. Our retail brings in shoppers all over the Treasure Valley, swelling our day-time population to over 65,000.

## Education

We know that the future of Ontario is based on the education of its children. We value and support our schools. Ontario has a variety of options for education at every level. Ontario School District is made up of five elementary schools, one middle school, and one high school with a 90% graduation rate. Four Rivers Community School offers a dual language immersion program dedicated to providing a progressive bi-literate and culturally engaged education from K-12. Saint Peter's Catholic School offers an exceptional private school alternative.



Treasure Valley Community College, the Eastern Oregon University Extension Office, and the Oregon State University Extension Office give students and prospective students the opportunities to further their education. The beautiful campus is another valuable gem in our community.

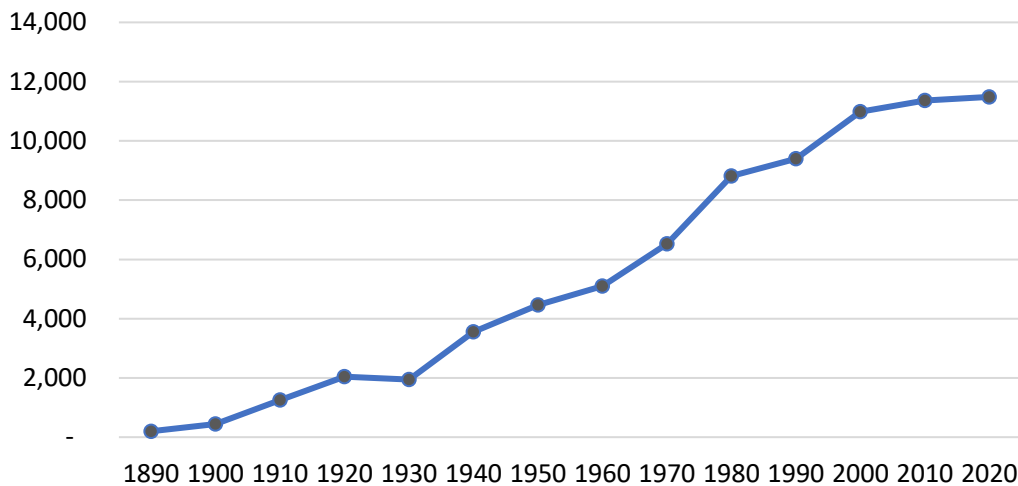
*(Historical information gathered from "The Illustrated History of Baker, Grant, Malheur and Harney Counties," Argus Observer articles and historical accounts from Ontario residents and ancestors of the original founders.)*

# Section 1: Introduction

Ontario at a Glance	
Date of Incorporation	1899
Form of Government	Council-Manager
City Budget (FY 21-22)	\$53,119,460
Number of Employees (FTE)	47.75
Population <sup>1</sup>	11,515
Population per Square Mile	2,227.3
Elevation	2,150
Time Zone	Mountain
County	Malheur



## Population by Decade



Infrastructure	
Miles of Water Lines	96.47
Water Services	3,625
Fire Hydrants	611
Miles of Sewer Lines	77.88
Miles of Storm Drain Collection Lines	56.14
Catch Basins	1,457
Miles of Streets	122.58

Public Safety	
Number of Police Stations	1
Number of Police Personnel and Officers	27.45
Number of Patrol Vehicles	7
Number of Fire Stations	2
Number of Fire Personnel	11
Number of Calls Answered (2020)	2,406



# Section 1: Introduction

Education	
Number of Elementary Schools	7
Number of Middle Schools	3
Number of High Schools	2
Number of Community Colleges	1

Income <sup>2</sup>	
Median Household Income	\$36,922

Educational Attainment <sup>2</sup>	
High School Graduate or Higher	88.0%
Bachelor's Degree or Higher	32.1%

Annual Climate <sup>3</sup>	
Average Max Temperature	65.6°F
Average Min Temperature	37.3°F
Average Total Precipitation	9.81"

2019 Census Estimates <sup>2</sup>	
White alone	50.8%
Hispanic or Latino	45.5%
Two or more races	4.2%
Asian alone	1.1%
American Indian and Alaska Native alone	0.9%
Black or African American alone	0.2%
Native Hawaiian and other Pacific Islander alone	0.1%

Places and Events of Interest	
Ontario Splash Park	America's Global Village
Four Rivers Cultural Center	Chocolate and Wine Walk
Hikaru Mizu Japanese Garden	Japanese Obon Festival
Historic Downtown	Airport Appreciation Day
Treasure Valley Connector Trail	Winter Wonderland Parade
Treasure Valley Community College	Festival of Trees

Major Employers (100+ Employees) <sup>4</sup>		
Employer	Industry	Employees
Kraft-Heinz	Food Processing	725
St Alphonsus Medical	Medical	450
8-C School District	Education	400
Lifeways	Mental Health	350
Treasure Valley Community College	Education	150
Americold	Cold Storage	130
Farmers Supply Coop	Agricultural Service	130

Sources: <sup>1</sup>Portland State University <sup>2</sup>United States Census <sup>3</sup>Western Regional Climate Center <sup>4</sup>SREDA

## City Officials



Riley J. Hill  
Mayor



Freddy Rodriguez  
Council President



Michael Braden  
City Council



Ken Hart  
City Council



John Kirby  
City Council



Sam Baker  
City Council

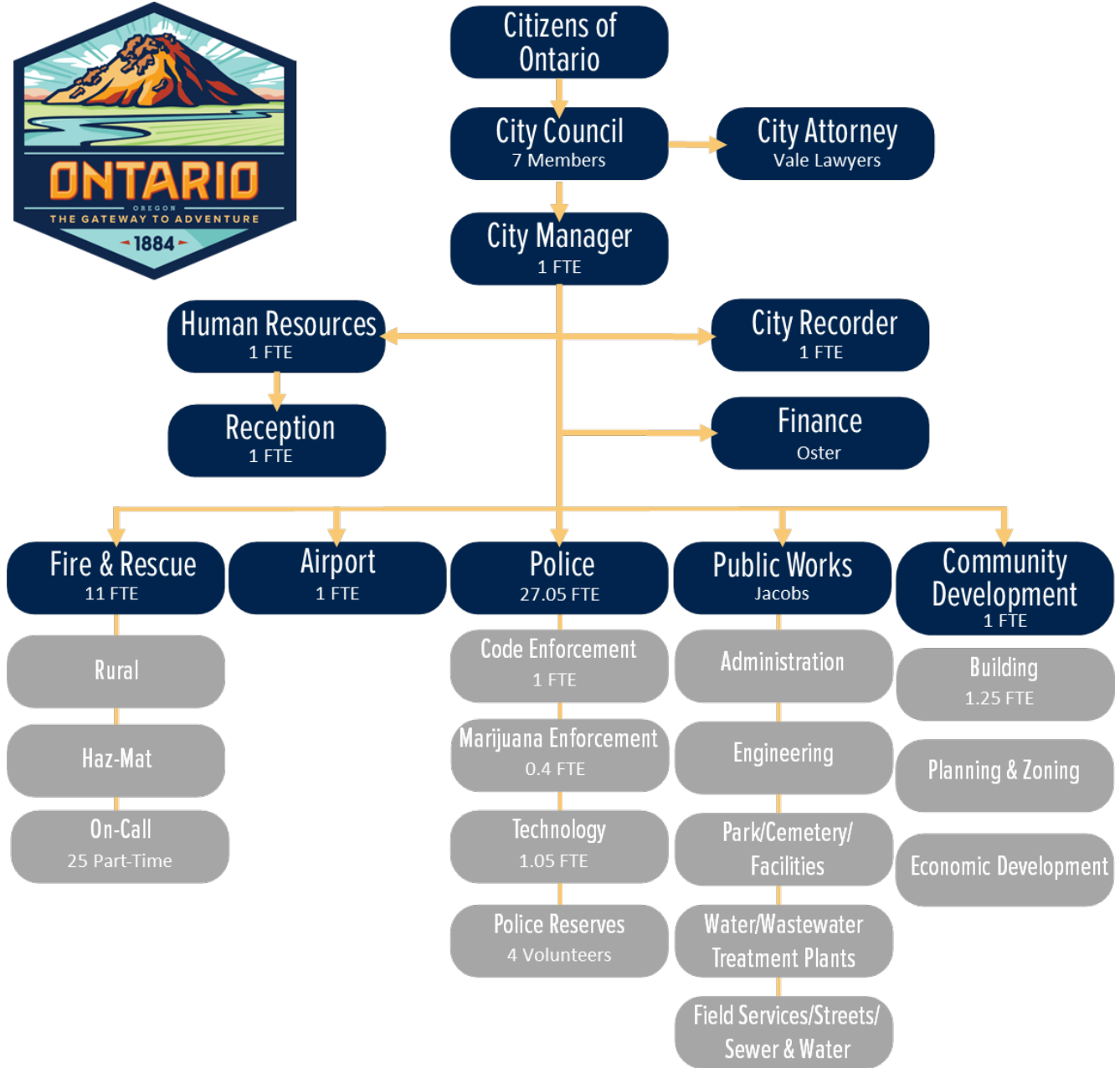


Eddie Melendrez  
City Council



Adam Brown  
City Manager

## Organizational Chart





# Section 1: Introduction

## Leadership Team

The city leadership team consists of the department heads of each city department. The team meets formally three times a month to discuss progression on projects, upcoming business, and strategic planning.

Department	Department Head	Position	Email
Administration	Adam Brown	City Manager	adam.brown@ontariooregon.org
Records	Tori Barnett	City Recorder	tori.barnett@ontariooregon.org
Finance	Kari Ott	Finance Director	kott@opgcpa.com
Human Resources	Peter Hall	HR Manager	peter.hall@ontariooregon.org
Fire	Terry Leighton	Fire Chief	terry.leighton@ontariooregon.org
Police	Steven Romero	Police Chief	steven.romero@ontariooregon.org
Community Development	Dan Cummings	Community Development Director	dan.cummings@ontariooregon.org
Airport	Erik Hartley	Airport Manager	erik.hartley@ontariooregon.org
Public Works	Al Cablay	Director	al.cablay@jacobs.com

## Reader's Guide

### Summary of the Budget

The length of a city budget can be intimidating for citizens wanting to be better informed of the financial decisions being made by the Budget Committee. The City of Ontario has organized their budget to make information more accessible and easier to consume. Below is an outline of the budget

- **Section 1: Introduction-** A high-level description of the City of Ontario, its mission and core values, City Council, and city staff organization.
- **Section 2: Priorities & Strategies-** A letter from the City Manager describing the trends and details which influenced the creation of the current fiscal year budget. The section also includes the City Council's Strategic Plan and long-term plans for the city.
- **Section 3: Budget Process-** An explanation of the budget process, budget calendar, financial policies, and description of city funds.
- **Section 4: Financial Overview-** A general summary of the overall budget. This includes summaries of personnel, revenues, expenditures, and debt service.
- **Section 5-9: City Funds and Departments-** The bulk of the budget. This includes in-depth looks at all city funds and their departments. Each fund is described in detail and provides a three-year history of all revenues and expenses as well as the adopted dollar amounts for the current fiscal year.

### City Funds

The budget contains five fund categories, General, Special Revenue, Capital Projects, Debt Service, and Enterprise. These categories all serve different purposes and have specific limitations on how they can be used. Each category has additional funds or departments within. Each of these funds are described in detail in Section 3 under "City Funds".

### Revenues and Expenses

All funds receive revenues from various sources such as taxes, fees, and grants. Some revenues can be used for any purpose, while others must be used for specific expenses. Expenses fall into one of six categories. These categories are personnel services, materials & services, capital outlay, debt services, interfund transfers, and contingency. To have a balanced budget, expenses may not exceed revenues. More details about revenues and expenses can be found in Section 4 in the revenue and expenditure overviews.

# Section 1: Introduction

## Spreadsheet Guide

Each fund includes one or more spreadsheets detailing budgeted revenues and expenditures. These spreadsheets include a three-year history of past budgets and information on the current budget. Spreadsheets are divided between revenues and expenses. Expense spreadsheets are divided further by expense categories.

Yellow cells identify the category each line item is in. White cells below detail what expenses are within each category.

Budget approved last year

Departments first request their budgets. Staff works on requests and proposes the budget to the Budget Committee who approve the budget. Finally, City Council adopts the budget.

Description	2018 Actual	2019 Actual	2020 Adopted	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	3,600	5,100	3,600	5,400	5,400	5,400	5,400
EMPLR-PAID EMPLR BENEFITS	-	-	13,583	-	-	-	-
MEDICAL INSURANCE CO-PAY	33,985	47,336	47,605	48,526	48,526	48,526	48,526
RETIREMENT	42,627	46,102	74,136	75,621	75,621	75,621	75,621
SOCIAL SECURITY	15,331	19,718	22,595	23,054	23,054	23,054	23,054
VACATION/SICK BUYOUT	2,548	921	6,518	6,939	6,939	6,939	6,939
WAGES & SALARIES	198,565	260,939	271,657	289,014	289,014	289,014	289,014
WORKMANS COMP	1,256	5,294	543	2,091	2,091	2,091	2,091
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 297,912</b>	<b>\$ 385,410</b>	<b>\$ 440,237</b>	<b>\$ 450,645</b>	<b>\$ 450,645</b>	<b>\$ 450,645</b>	<b>\$ 450,645</b>
<b>MATERIALS &amp; SERVICES</b>							
CELL PHONE	1,201	1,551	1,860	1,700	1,700	1,700	1,700
CONTRACT LABOR	4,838	-	-	-	-	-	-
DATA PROCESSING	2,386	820	2,000	1,800	1,800	1,800	1,800
DONATIONS & OTHER CONTRIBUTION	152	102	150	150	150	150	150
GENERAL SUPP & MAINT	293	1,879	2,850	2,850	2,850	2,850	2,850
MEDICAL EXAMS	-	50	-	-	-	-	-
MEETING MEAL EXPENSE	622	727	1,100	1,425	1,425	1,425	1,425
OFFICE MACH CONTRACT	3,461	2,612	3,000	3,000	3,000	3,000	3,000
OFFICE SUPPLIES	1,603	2,178	2,900	2,900	2,900	2,900	2,900
PETROLEUM	434	282	400	400	400	400	400
POSTAGE	153	173	300	300	300	300	300
PRINT / AD / RECORD	2,459	2,331	2,500	3,000	3,000	3,000	3,000
PROFESSIONAL DEVELOPMENT	10,953	14,852	17,700	17,700	17,700	17,700	17,700
RECRUITMENT	-	7,018	5,000	4,000	4,000	4,000	4,000
VEHICLE REPAIR	10	501	150	150	150	150	150
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 28,565</b>	<b>\$ 35,075</b>	<b>\$ 39,910</b>	<b>\$ 39,375</b>	<b>\$ 39,375</b>	<b>\$ 39,375</b>	<b>\$ 39,375</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	-	6,941	6,992	6,992	6,992	6,992
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,941</b>	<b>\$ 6,992</b>	<b>\$ 6,992</b>	<b>\$ 6,992</b>	<b>\$ 6,992</b>
<b>Grand Total</b>	<b>\$ 326,477</b>	<b>\$ 420,486</b>	<b>\$ 487,088</b>	<b>\$ 497,012</b>	<b>\$ 497,012</b>	<b>\$ 497,012</b>	<b>\$ 497,012</b>

Empty cells are common. Line items were not being used this year.



# Section 1: Introduction

## Changes to the Budget Document

The city of Ontario received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the FY 20-21 Budget. “To earn recognition, budget documents must meet program criteria and excel as a policy document, financial plan, operations guide, and communication tool.”<sup>1</sup>

The City of Ontario is committed to maintaining the high standard of the GFOA by making changes suggested by volunteers who reviewed the previous year’s budget and staying current with changes the GFOA has made to criteria. Below are improvements made to the budget document to increase the level of organization, readability, and quality our community deserves.

- Statistical information added to the Community Profile section.
- Updated and provided more detail to the Organization Chart section.
- Department head information was also added to the Organization Chart section.
- Business Climate was added as a strategy under the Growth goal of the Strategic Plan. Financial Stability was added as a new goal of the Strategic Plan.
- An explanation about public engagement was added to the Budget Process section.
- Grant management and fund balance policies were added to the Financial Policies section.
- Detailed descriptions of revenue and expenditure trends were added to the Budget, Revenue, and Expenditure Overviews.
- A five-year Capital Improvement Plan was created and linked in the Capital Expenditure section.
- An explanation of how capital projects are identified and funded was added in the Capital Expenditure section.
- City actuals were added to the table outlining debt guidelines in the Debt Service section.
- An explanation of the city’s bond rating was added to the Debt Service section.
- Debt ratio actuals and a break-down of principal and interest were added to the Debt Service section.
- Department objectives and performance measures were reviewed and added in more detail to department fund overviews.
- Minor overall changes to improve organization and readability.

<sup>1</sup><https://www.gfoa.org/budget-award>



# Section 2: Priorities & Strategies

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*Downtown Planters*



*Travel Oregon Mural*



*Treasure Valley Connector Trail*



*Council Chambers*



## Budget Message

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, 2021 and concluding on June 30, 2022. The city continues to live within its means and explores creative ways to increase efficiency while making Ontario a better place. Our budget philosophy is to estimate revenues conservatively and estimate expenditures accurately to ensure we never end in a negative position.

The theme for this year’s budget is “Long Term Financial Sustainability”. The Ontario City Council chose to invest new marijuana revenues into community infrastructure and to pay down our pension liability. The intent is to make Ontario a more desirable place for people to live so that it becomes a place of choice to prosper long-term. Our budget fulcrum attempts to balance investments in livability with paying down debt.

The City Council’s 2019-2023 Strategic Plan provides goals and strategies for achieving this vision. These strategies have been implemented over the past three years by our city council, staff, and community partners with great success. Strategic Plan success can be seen in detail in Section 2.02 of the budget.

This City Council added a goal for Financial Stability in this year’s retreat. Strategies in this goal are to pay down PERS, maintain a 3-month operating fund balance, and improve the city’s bond rating. This budget seeks to further implement that plan. The Ontario Strategic Plan goals are **Desirability, Beautification, Livability, Growth, Education, and Financial Stability**. Our goals, strategies, and actions are creating results.

Marijuana dispensaries have brought a boon in revenue that has exceeded estimates.

Council and staff continue to plan as if this funding will not be permanent. This budget has been prepared to reflect the Council’s goals to use marijuana revenue for paying down the Public Employee Retirement System (PERS) unfunded accrued liability (UAL) and investing in our community through beautification and capital investment.





# Section 2: Priorities and Strategies

## COVID-19

It would be difficult to talk about this year without speaking about the impact COVID-19 had on the city. Many of our local businesses were hurt by partial or full closures and generally reduced spending on nonessential items. The city used several resources to alleviate the impacts such as multiple utility forgiveness opportunities, local loan programs that leveraged state grants, and tents and heaters for outdoor service. Overall, the city optimized its tools to assist businesses in a variety of ways.

There were many positive impacts of COVID-19. Our partnership with Malheur County Emergency Response was strengthened through the local planning team and support from our staff with the County's testing and vaccination efforts. Also, nearly all city forms and applications will be made available virtually as a result of online submissions and a digital workflow system. City staff have forged strong bonds with the Small Business Development Center (SBDC) and Business Oregon which will yield benefits past the pandemic.

## Successes

The wayfinding study was completed in the summer of 2020 along with the new Ontario brand which adorns the cover and pages of this budget. The 2020-2021 budget provides the first installment of funds to implement the wayfinding sign production. This will have to be a multi-year funding approach to build it out. Further project refinement is needed on the downtown attraction concept, which is meant to create a unique reason for people to want to come to Ontario. We want visitors to come, have a great experience, and come back again.

The downtown safety ramp and re-paving project was completed in 2020. The plan to replace the lighting poles downtown with decorative lighting is being rolled up into an energy savings performance contract (ESPC). In addition to the 19 poles budgeted for this year, this budget includes funding for the 17 additional poles on SW 1<sup>st</sup> Street. Staff hopes to take advantage of the pole installation to install drip systems on ground and hanging planters through the new poles. This will provide a savings in staff time to make the beautification more sustainable.

The city's first multipurpose bike pedestrian trail, the Treasure Valley Connector Trail, was finished in 2020 and has proved to be very popular. This is the first in a larger plan to create a city-wide trail program. We continue to make progress on the Tater Tots Trail (Snake River Trail). The right-of-way was acquired from Walmart this year. The last two landowners are Heinz Kraft and the State of Oregon. We have engaged both in the process to acquire rights-of-way. After we have acquired the land, we will be eligible for technical assistance (design services) from the National Park Service. This 3-mile trail will be a monumental undertaking but will be an enormous attraction and great amenity for our citizens. Plans to connect the Treasure Valley Connector and the Tater Tots Trail are under way also through the North-South Trail Connector and North Oregon Trail Head project. These two pieces will be largely dependent on grant acquisitions.

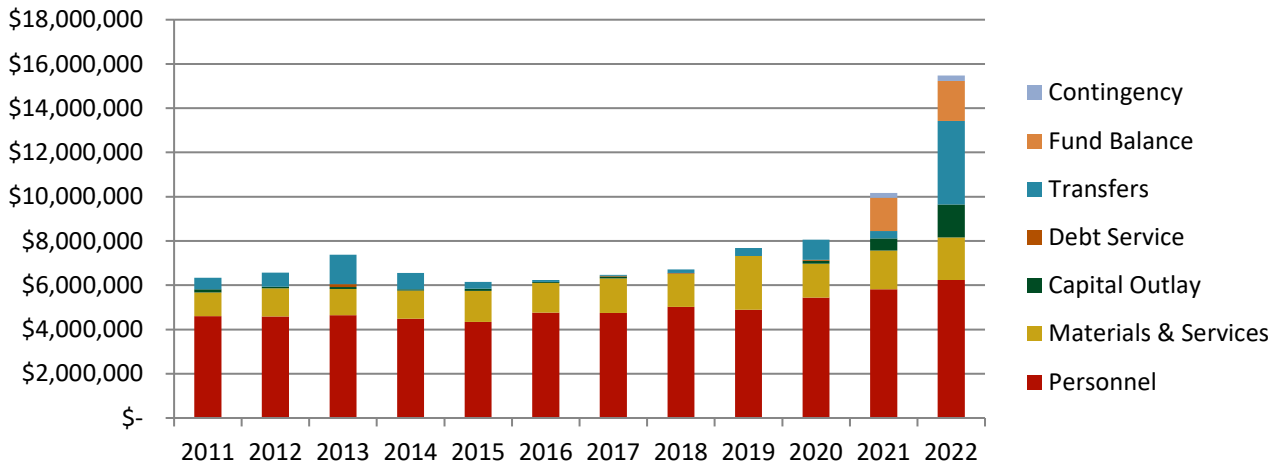
## Budget Drivers

Our recommended budget for Fiscal Year 2021-2022 is \$15,482,948. This is an increase from the previous year's budget of 52%. This increase is attributable from funds carried over from fiscal year 2019-2020 of about \$979,900 as well as additional revenues expected in the 2020-2021 fiscal year above forecasts and approximately

# Section 2: Priorities and Strategies

\$3 million in marijuana revenues for 2021-2022. By direction of the Ontario City Council that money has been targeted for paying down the PERS UAL, capital expenditures, and infrastructure funding.

Ten-Year General Fund Budget History



### Short Term Factors

The largest driver of revenue over the past two years has been from the local marijuana sales tax. We are hopeful that the 2021 legislature will address the marijuana local revenue sharing distribution formula. Ontario was already getting a meager share of the money collected from local sales but distributed back to other local governments. The City of Ontario, located in the poorest county in the state, is sending approximately \$1.63 million to other cities throughout the state. The portion returned to the city is approximately \$70,000 compared to \$1.7 million collected. Ballot Measure 110 further complicates the state revenue sharing by taking all local marijuana revenue sharing above \$11 million, of which there was a total of \$46 million last year and puts it into a competitive grant fund for substance abuse programs. The City is also a proponent of House Bill 2015 which will give cities an option to increase the local tax maximum up to 10% from its current limit at 3%.

### Long Term Factors

PERS is perhaps the biggest long-term factor and deterrent for sustainable services in Ontario. Staff is grateful for the guidance from the Ontario City Council to pay down the PERS obligation. In December of 2019, the state released their advisory rates. Had we not paid over \$2 million to a side account, which has leveraged over \$500,000 from a state matching grant and set aside another \$276,833 to the side account in 2020 the PERS rates would have consumed another \$296,133 in operating funds.

Retirement Category	2019-2021 Rates	2021-2023 Advisory Rates (before side account)	2021-2023 Rates after Side Account
Tier 1/Tier 2	35.17%	43.79%	35.65%
OPSRP General Services	24.95%	35.19%	26.32%
OPSRP Police/Fire	29.58%	39.56%	30.68%
<b>Annual Savings from Side Account Contribution</b>			<b>\$296,133</b>

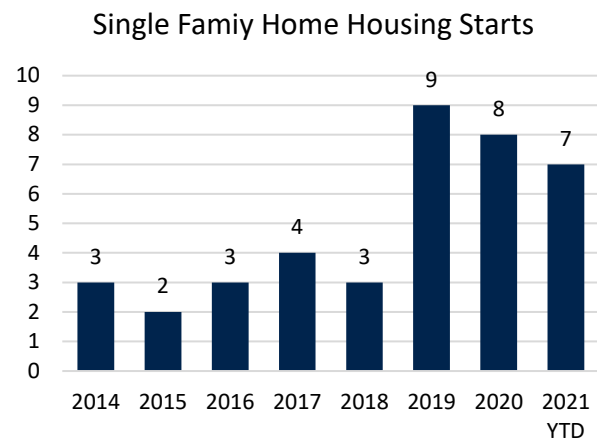


# Section 2: Priorities and Strategies

It is clear that the way to expand services without relying on marijuana revenue in the long run is to pay off our PERS UAL. With every dollar we pay down now, we grow the city’s future capacity to continue vital and desired city services. The City is currently funded at about 76% of our 20-year PERS obligation of \$50,692,820. If we can reduce our UAL to within 97% funded status, we will have approximately \$1 million more to provide in city services such as adding additional police. We believe an additional \$5.6 million into the side account would eliminate our UAL. This budget includes \$2.146 million towards that \$5.6 million mark.

## Growth and Development

The Housing Incentive Program saw a banner year in 2019 with nine applicants accepting \$10,000 each for new residential construction. We saw 8 single family home incentive applications in 2020 and we are off to a fast start for calendar year 2021 with 7 applications before the end of February. Additionally, two applications for multifamily housing projects were approved for grant and loan funding programs. An \$11 million 70-unit townhome project and a 59-unit multifamily affordable housing development are under way as well. This is a promising sign that we are moving in the right direction.



Two years ago, the city invested in a consolidated security camera system along with an expansion budget in the 2020-2021 budget. This budget proposes an additional \$20,000 to expand the system to community hotspots of activity. We are exploring partnerships between the city and businesses to expand our network of security while also helping them survey activity around their own shops.

Homelessness is a growing problem with an elusive solution. The city partnered with Community in Action and Origins Faith Community for the second year and now another non-profit on a pilot winter transitional housing program. Outcomes for the first year were very promising and the current operations are positive. This project, however, is only touching a small percentage of the homeless population. There is a promising discussion going on with the Boise Rescue Mission about helping Ontario address the broader homeless population through faith-based and community organizations. To support that work, staff recommends increasing funds to services that go to people experiencing homelessness from \$10,000 to \$15,000.

The budget committee lowered the public safety fee with the receipt of additional 9-1-1 revenues by \$1.37 on July 1, 2020 and was planning on reducing it by an additional \$1.37 this year. The City Council asked staff to prepare a budget without the public safety fee during its strategic plan retreat, so this budget eliminates the public safety fee.

## Community Partners

Our \$10,000 matching grant for our 3 service clubs that sponsor city parks has been a great success. Additional playground equipment was purchased for Lions Park by the Lions Club. The Rotary club built a waking trail at

# Section 2: Priorities and Strategies

Rotary Laxson Park. The Kiwanis Club has a park master plan for Lanterman Park and is working on plans for Beck Kiwanis Park. The work ahead cannot be done by the city alone and we are fortunate to have many community partners who expand our resources, creativity, and influence. We are proposing to continue this grant program for service clubs looking to make improvements to parks. The inaugural Parks Committee was launched this past year and has enthusiastically become the champion of Ontario Parks.

We continue to build and maintain relationships with our schools, churches, businesses, hospital, Recreation District, and many other organizations which all work to move the city forward.

## Staffing

This recommended budget includes one additional position. It is contemplated that the rural fire contract will be renegotiated, and an additional firefighter can be added to allow for three firefighters on each shift. The rural contract should largely fund this change.

We have given the police chief the option to redeploy a code enforcement position to a police officer position because of a vacancy. The past city councils worked hard to get a second code enforcement officer. The work is easily justified. Given the constraints of not using marijuana money to fund more staff, we are depending on the preference of the police chief to have another officer over having another code enforcement officer. This is a policy decision that should be weighed heavily upon by the City Council and Budget Committee.

## Summary

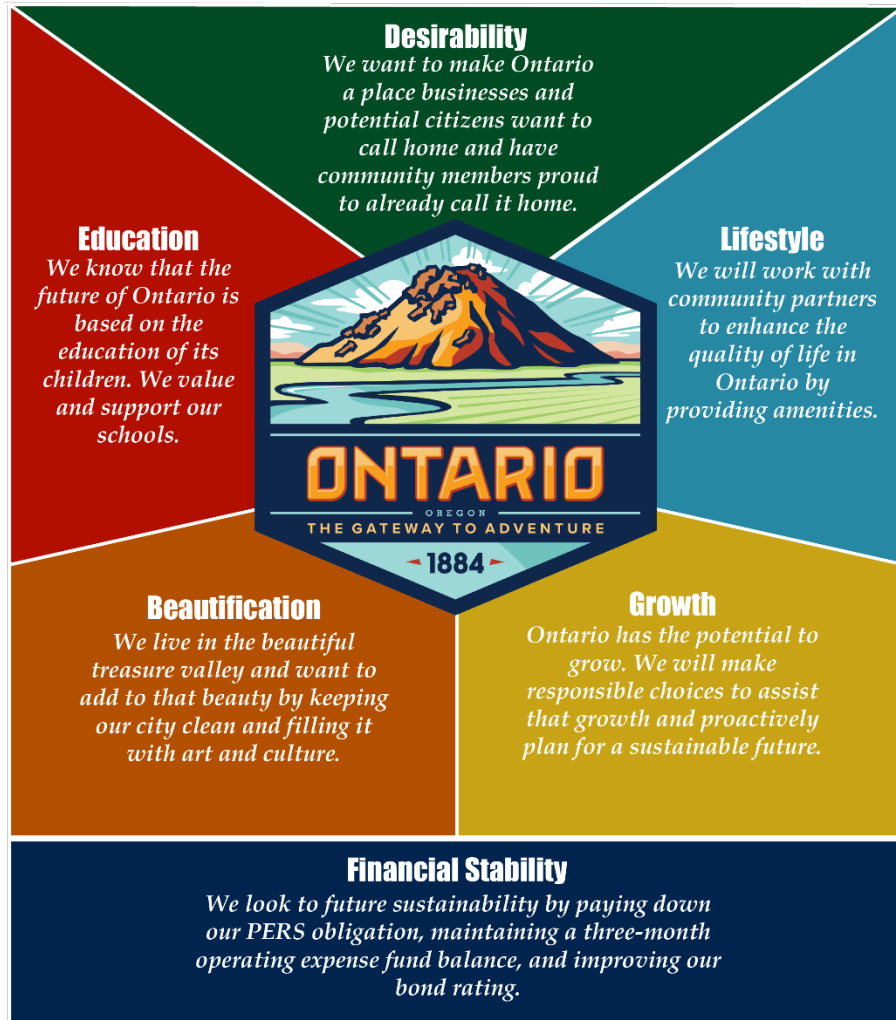
The vision of the Council was never intended to remain a plan, collecting dust on a shelf. That vision has turned into a physical reality in the shape of a beautified downtown, a splash park, benches, more planters downtown, a river trail, a multipurpose trail, and more things to do in Ontario. We will continue to make the Council's vision a reality as we plan wisely for the coming years and work with our community partners to invest in a sustainable future for Ontario.

Sincerely,



Adam J. Brown  
City Manager

## City Council Strategic Plan



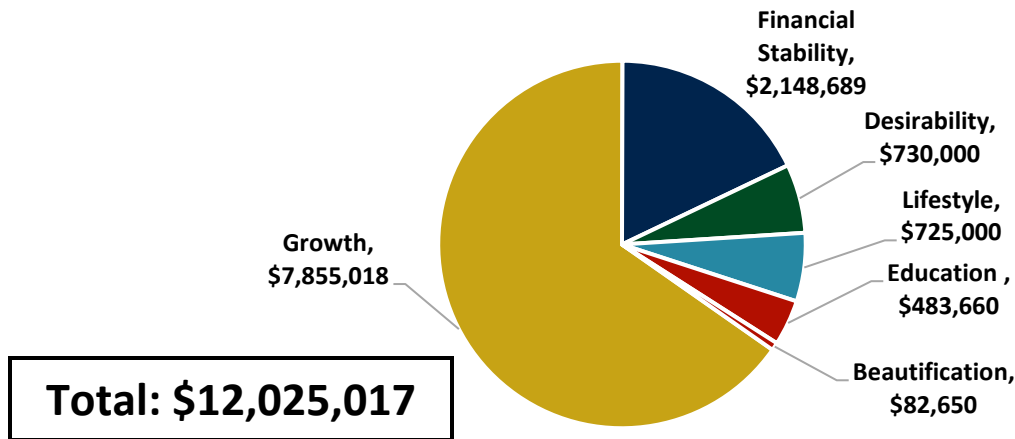
### Overview

The City Council Strategic Plan was developed in February 2019 to help achieve the city’s mission to create a healthy, safe, diverse, and prosperous city by engaging community members to develop an enriched quality of life. Five goals were developed, each with several strategies and activities within those strategies to obtain the goals. The five goals are desirability, education, lifestyle, beautification, and growth.

The plan is intended to be administered from 2019-2023 but is reviewed and changed by the Council on an annual basis during budget preparations. Staff members use the strategic plan to guide their goals and priorities during the budget year. The Council reviewed the plan for the current fiscal year on January 23, 2021 and added a sixth goal for financial stability.



## Total Budget Priority Spending



## Desirability

**Goal:** We want to make Ontario a place where businesses and potential citizens want to call home and have community members proud to already call it home.

### Strategies:

1. Improve cleanliness in Ontario.
2. Create more things to do.
3. Explore funding opportunities.

Strategy	Activity	Budget
2	Tater Tots Trail	\$345,000
2	Downtown Attraction Land Acquisition	\$200,000
2	North-South Trail Design	\$75,000
2	Downtown Attraction	\$50,000
2	Malheur River Trail	\$40,000
2	Phantom Concrete Pad	\$15,000
2	Tater Tot Festival	\$5,000
<b>Total</b>		<b>\$730,000</b>

**Notes:** While the previous year focused heavily on strategies 1 and 3, the current year has shifted to strategy 2, creating more things to do. The Tater Tots Trail budget will be saved for a future grant match.

The North-South Trail Design includes a \$67,298 grant from the Oregon Transportation Committee which was awarded to the city in April. This grant was submitted by our contracted grant writers from Merchant McIntyre.

The Tater Tot Festival is a \$5,000 grant to Revitalize Ontario for the upcoming festival.

# Section 2: Priorities and Strategies

## Accomplishments:

- Completed the Treasure Valley Connector Trail.
- Contracted with Merchant-McIntyre to increase grant writing capacity.
- Constructed a gravel parking lot and trail to the Malheur River Trail input.
- Acquired land from Walmart for the Tater Tot Trail.
- Created a second detective position.
- Implemented the new city brand.
- Added extra street sweeps to primary routes.
- Provided free dump passes on Serve Day.
- Finished and opened the Splash Park.
- Partnering with the 2021 Tater Tot Festival.
- Helped organize Airport Appreciation Day.
- Passed 2,000 followers on Facebook.
- Started the city wayfinding/branding project.
- Provided a \$100,000 loan to the Recreation District.
- Awarded a bid for the downtown attraction study.
- Working with partners for the Tater Tot Trail.
- Implemented a classification and compensation plan.
- Hired a second Ordinance Officer.



## Education

**Goal:** We know that the future of Ontario is based on the education of its children. We value and support our schools.

## Strategies:

1. Increase job placement within our community.
2. Give students civic opportunities.
3. Strengthen our relationships with our schools.

Strategy	Activity	Budget
3	Safe Routes to School Sidewalk Fill-In	\$448,660
3	School Zone Mast Arm Engineering	\$20,000
3	School Grant Program	\$10,000
3	Marijuana Youth Education	\$5,000
<b>Total</b>		<b>\$483,660</b>

# Section 2: Priorities and Strategies

**Notes:** Most budgeted activities for this goal fall under strategy 3. Strategies 1 and 2 have activities that do not have monetary requirements. This includes involving students in committees and working with other community partners to connect needs of graduating students with the needs of local employers.

The Safe Routes to School program awarded a grant of \$358,932 to the city.

**Accomplishments:**

- Started a “Boots on the Ground” group with SBDC, SREDA, Business Oregon, and Worksource Oregon to stay connected with needs of local businesses.
- Supported the 8C School District Bond in 2019.
- Extended sewer lines and adding fiber to accommodate the TVCC Aviation Program.
- Partnered with Treasure Valley Community College, 8C School District, and Four Rivers Community School on the Complete Count Committee.

## Lifestyle

**Goal:** We will work with community partners to enhance the quality of life in Ontario by providing amenities and activities.

**Strategies:**

1. Create more amenities.
2. Bring more housing/affordability to Ontario.
3. Focus on Downtown Ontario.
4. Create more things to do.
5. Internal improvements.

Strategy	Activity	Budget
4	Recreation District- Aquatic Center Reopening	\$250,000
3	Downtown Lighting	\$171,000
1	Beck Park Bathroom Rehabilitation	\$144,000
3	South Oregon Street Irrigation	\$80,000
1	Playground Match Program	\$50,000
2	Transit Program	\$15,000
2	Homeless Program	\$15,000
<b>Total</b>		<b>\$725,000</b>

**Notes:** The grant to the Recreation District is contingent upon the completion of criteria set by the Budget Committee.

The grant recipient for “Homeless Program” will be decided by Council upon further study and recommendations.



# Section 2: Priorities and Strategies

## Accomplishments:

- Downtown Beautification Phase I.
  - Planters
  - Benches
  - Garbage cans
  - Bike racks
- New shelter at Lion’s Park.
- Dog parks were constructed at Lions Park and Lanterman-Kiwanis Park.
- 22 participants in the Housing Incentive Program.
- Used matching funds with the Lions Club to add playground equipment to Lions Park.
- Used matching funds with the Rotary Club to add a walking pat at Laxson Park.
- Initiated matching funds for Service Clubs to use in parks.
- Obtained a permanent supportive housing pilot grant.
- Facilitated the development of a 10-unit subdivision.
- Replenished façade grant funding with \$25,000 in FY 20-21.
- Increased Council exposure in the community including working with the Citizens Coalition of Ontario to hold community forums.



## Beautification

**Goal:** We live in the beautiful Treasure Valley and want to add to that beauty by keeping our city clean and filling it with art and culture.

### Strategies:

1. Bring more art and culture to Ontario.
2. Improve cleanliness in Ontario.
3. Create more things to do.

Strategy	Activity	Budget
1	Wayfinding Signs	\$57,650
1	Façade Grant Program	\$25,000
<b>Total</b>		<b>\$82,650</b>

**Notes:** Most activities for this goal have been completed, resulting in fewer beautification activities being funded during this year.

The façade grant program will add \$25,000 to the program which was funded last fiscal year.

# Section 2: Priorities and Strategies

## Accomplishments:

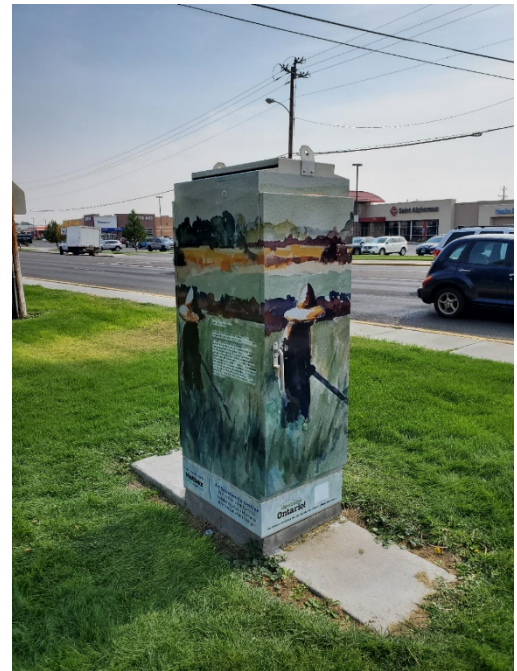
- Revitalize Ontario facilitated utility box wraps.
- Implemented new brand.
- Added extra street sweeps to primary routes.
- Provided free dump passes on Serve Day.
- Partnering with the 2021 Tater Tot Festival.
- Helped organize Airport Appreciation Day.
- Hired an additional Ordinance Officer.

## Growth

**Goal:** Ontario has the potential to grow. We will make responsible choices to assist that growth and proactively plan for a sustainable future.

## Strategies:

1. Focus on the Airport.
2. Prepare for city expansion.
3. Improve existing infrastructure.
4. Focus on the business climate. **(New)**



Strategy	Activity	Budget
2	Increase Water Treatment Plant Capacity	\$2,750,000
3	SE 5 <sup>th</sup> Street ODOT Project	\$1,852,018
3	SE 2 <sup>nd</sup> Street Improvement	\$1,600,000
3	Tapadera Lift Station	\$850,000
1	Airport Wastewater Extension	\$250,000
3	Street Sealing Program	\$150,000
2	Navarette Property Development	\$70,000
2	Treasure Valley 200 Property Development	\$60,000
3	Crackfill Program	\$60,000
1	FAA 2021 Airport Grant	\$50,000
3	East Lane Rehabilitation Engineering	\$41,000
1	Airport Fencing	\$35,000
1	Airport Master Plan	\$32,000
4	Security Matching Program	\$25,000
2	North Park Boulevard Extension	\$20,000
4	SREDA Services	\$10,000
<b>Total</b>		<b>\$7,855,018</b>

# Section 2: Priorities and Strategies

**Notes:** Many activities under the growth goal focus on infrastructure improvements. The city is working on creating shovel-ready projects for funds coming from COVID relief bills and other upcoming legislation focusing on infrastructure improvements.

Funding for the SE 5<sup>th</sup> Street project includes grant funds totaling \$1,646,000 from the Oregon Department of Transportation.

The city is applying for a 50% grant match for the SE 2<sup>nd</sup> Street improvement from the Economic Development Administration.

## **Accomplishments:**

- Connected fiber to the Airport.
- Added sewer lines to the Airport.
- Made the Airport Manager position full-time.
- Received grant to update the Airport Master Plan.
- Water Master Plan completed.
- Received a grant for “Safe Routes to School” sidewalk fill-in.
- Completed the South Oregon Street ADA project.

## **Financial Stability**

During the City Council’s most recent review of the strategic plan, they added a sixth goal, financial stability. The main focuses of this goal are:

- Pay down the city’s PERS obligation.
  - \$2,148,689 budgeted for FY 21-22.
- Remove the public safety fee.
  - Public safety fee will no longer be charged beginning 7/1/21.
- Maintain a three-month operating expense fund balance.
- Improve the city’s bond rating.



## Long-Term Financial Plan

### Introduction

While the Strategic Plan outlines goals which affect decision making during budget preparation, the city also has goals specific to finances. These include:

- To establish and sustain a community supported service system.
- To have a capital improvement program that adequately maintains and enhances the public’s assets over their useful life.
- To provide cost effective services to citizens.
- To provide financial and other service information to enable citizens to assess the costs and results of city services.
- To follow prudent and professional financial management practices to assure residents of Ontario and the financial community that our city government is well managed and in sound fiscal condition.

These goals are achieved on a short-term basis by monitoring the current fiscal year. To approach these goals on a long-term basis, we use five-year projections to evaluate any obstacles, trends, and changes that are required. These goals tie directly to the Financial Stability strategy of the Council Strategic Plan.

### Methodology

To assess our long-term financial future, the City of Ontario creates revenue and expenditure projections for major funds. These funds include the General, Water, and Sewer Funds. The Capital Projects Fund is excluded as it is difficult to project what future projects may be needed.

The following charts include actual and adopted budgets for 2018-2021 and projected budgets for 2022-2026. Revenues are charted using regression analysis, a statistical model that estimates the strength of a modeled relationship between multiple variables, controlling for other factors, and trend analysis, which uses data to identify patterns. The city forecasts revenues conservatively.

The city incorporates these methods, legislative and political impacts, and other federal, state, and local trends that could affect revenue sources.

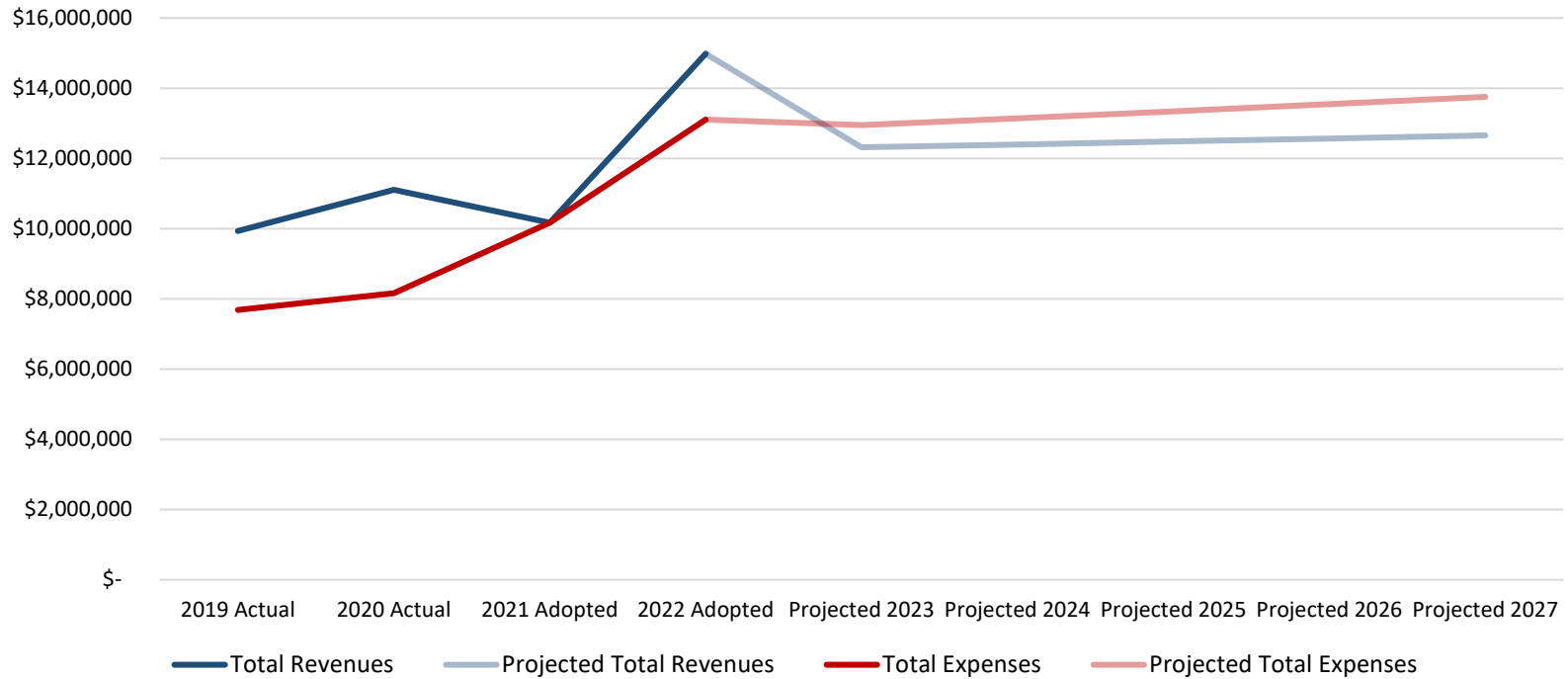
Expenses are projected by looking at budget drivers such as inflationary costs, service contracts and, employee cost increases.

The city realizes that any forecast comes with many unknowns, assumptions, and variables that are constantly changing. For example, in FY 20-21 Budget Committee meetings were held as the COVID-19 pandemic began to unfold; however, the City of Ontario will continually monitor changes and apply new data to future projections.

# Section 2: Priorities and Strategies



## General Fund Revenue and Expenditure Forecast

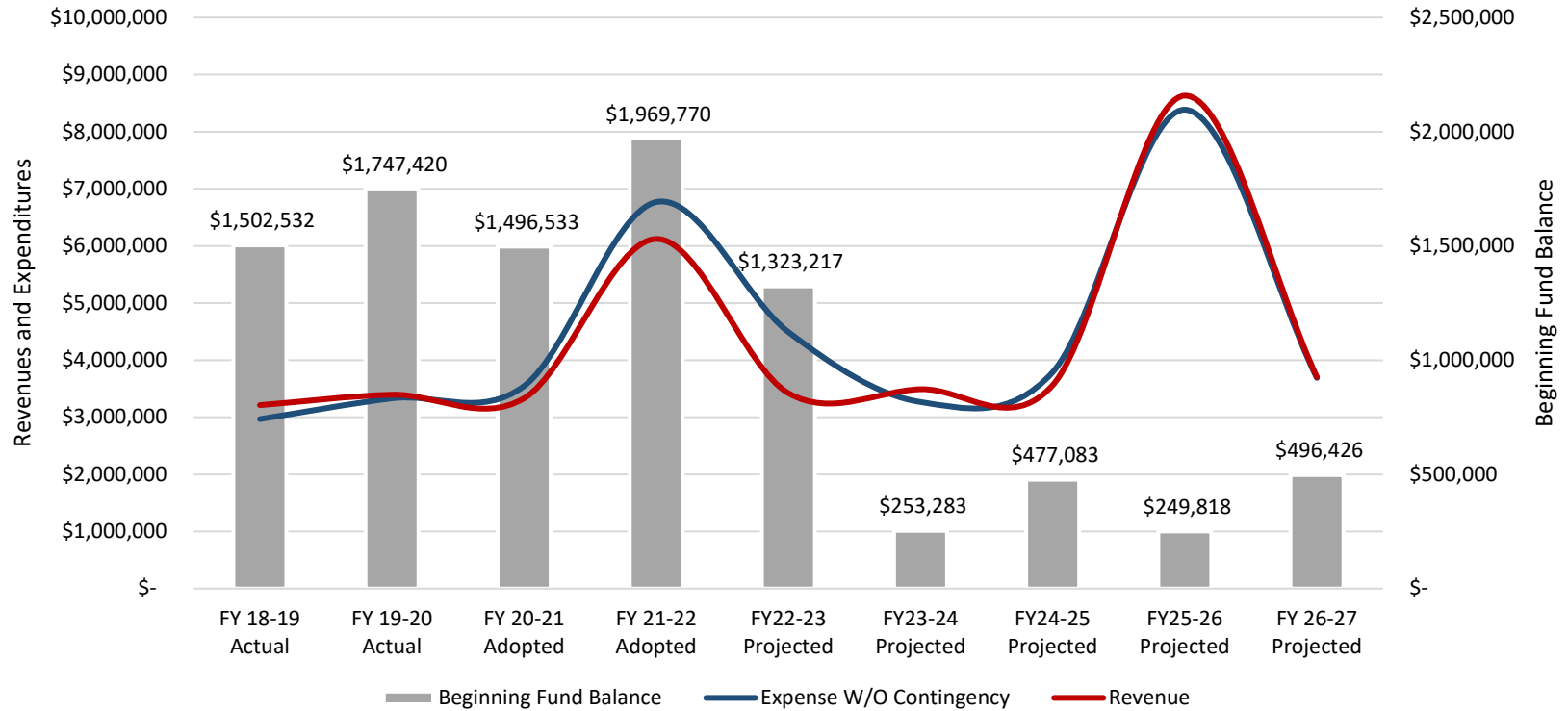


## Assumptions

- 2% employee cost increase
- Moderate growth in marijuana revenue and non-legalization in Idaho
- Consistent dedication of marijuana revenue into debt and capital

# Section 2: Priorities and Strategies

## Water Long-Term Financial Forecast



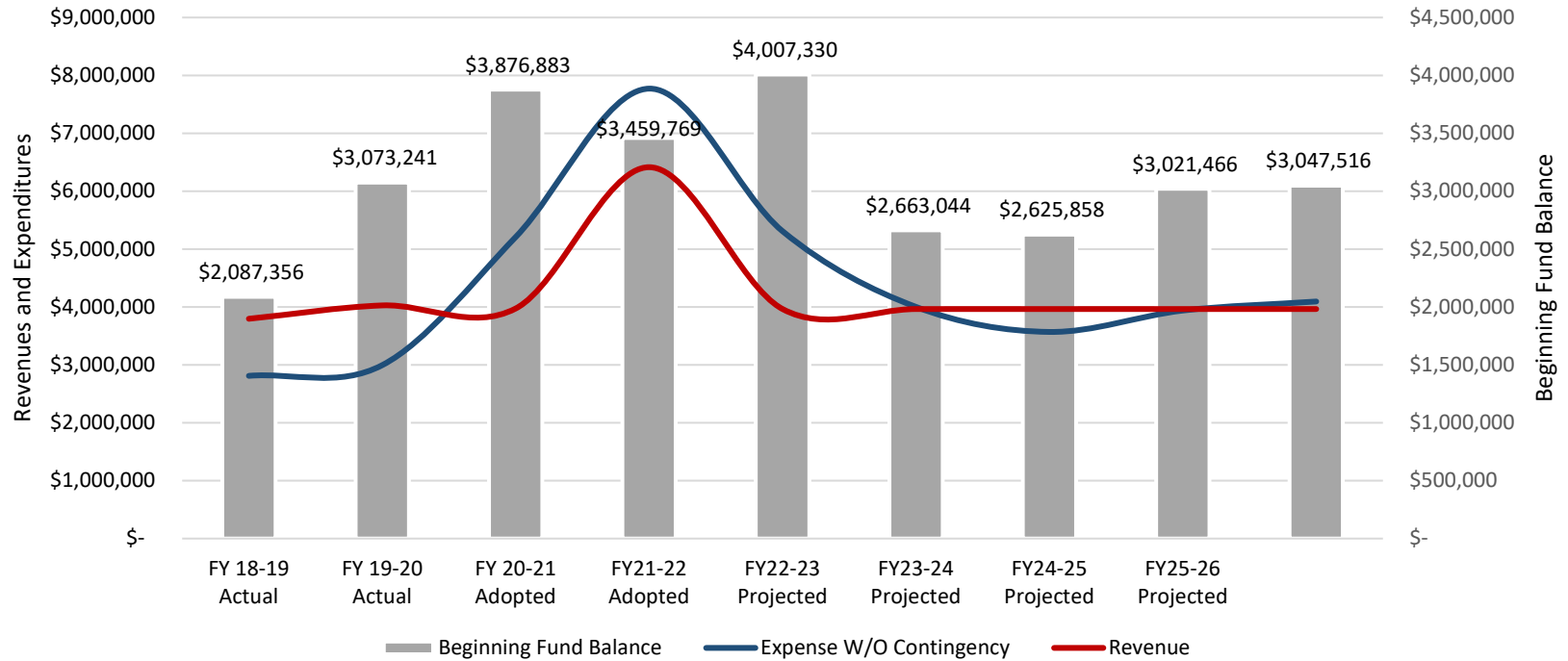
### Notes

- \$2.75 Million West Tech Project Financed< Annual \$192,267 over 20 years at 2.7%, project in 2022, payments begin 2023.
- \$5 million eastside reservoir replacement financed Annual \$330,000 over 20 years at 2.7%, project in 2026, payments begin 2027.



# Section 2: Priorities and Strategies

## Wastewater Long-Term Financial Forecast



### Notes

- The growth of the wastewater fund balance is due to the uncertainty regarding the 15-year NPDES permit.

# Section 3: Budget Process

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Ontario City Hall



Malheur Butte



City Hall 9/11 Monument

Airlines Flight 11



Hikaru Mizu Japanese Garden Bridge

## The Budget Process

### Appoint Budget Officer: ORS 294.331

As designated in the City’s Charter, the budget officer is the City Manager.

### Prepare Proposed Budget: ORS 294.331

The budget is prepared under the direction of the City Manager.

### Publish Notice of Budget Committee Meeting: ORS 294.426

The notice of budget committee meeting is published twice in The Argus Observer separated by no less than five days with the first publication being no later than 30 days prior to the meeting and the final publication being no earlier than five 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.

### Budget Committee Meets: ORS 294.426

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.

### Budget Committee Approves Budget and Authorizes the Levy of Taxes: ORS 294.428

When the Budget Committee is satisfied with the proposed budget, including any revisions, it is then approved.

### Budget Summary and Notice of Budget Hearing Published: ORS 294.438 & ORS 294.448

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.

### Budget Hearing: ORS 294.453

The purpose of the budget hearing is to listen to citizens’ testimony on the budget approved by the Budget Committee.



# Section 3: Budget Process

## Adopt Budget, Make Appropriations & Levy Tax: ORS 294.453

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).

## 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.

## File Complete Budget Document: ORS 294.458

The city must deliver a complete copy of the budget document to the Malheur County Clerk by September 30.

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*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 has been published not less than five days 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.

## Public Engagement

The CORE value of Openness plays an important role in the budget process. Over the past five years, the city has worked to increase the transparency of the budget and budget process and is continuing to plan more strategies to increase the engagement of the public. This section will outline the steps the city is taking to foster an environment of accessibility, priorities, education, and engagement for the budget process.

# Section 3: Budget Process

## **Accessibility**

The push for more openness in the budget process started with the budget document itself. City staff have worked over the past years to meet the high standards of the GFOA Distinguished Budget Presentation Award. The FY 2020-2021 Adopted Budget was awarded this honor. The unprecedented amount of information provided for the City of Ontario budget was also organized to ensure readability and comprehension for anyone who is not familiar with municipal budgets.

Building on this momentum, the city has since provided the public with documents for the Capital Improvement Program and Strategic Plan. These documents take in-depth looks at every capital project planned for the upcoming five years, and the priorities planned for the 2019-2023 window of the strategic plan.

Information for the budget is posted and distributed through traditional news outlets, social media, the city website, and the city's OpenGov transparency portal. Links to Zoom were also provided to the public during the Budget Committee Meetings to allow citizens virtual access to meetings during the pandemic.

## **Priorities**

The budget process begins with the City Council reviewing and revising the Council Strategic Plan. Council represents the public in choosing goals, strategies, and activities to move forward during the upcoming fiscal year.

## **Education**

During the budget process, city leaders spend time speaking with groups about council priorities and what is coming in the next budget cycles. Meetings can include the Chamber of Commerce, Revitalize Ontario, and service groups. City leaders also work with the Citizens Coalition of Ontario which organizes forums where the public can ask questions directly about the topics set up by the coalition.

## **Engagement**

The city continues to plan ways to increase public involvement in the budget process. The city leadership team is currently discussing plans to implement a community survey. This would provide the city with more direct feedback regarding strategies, complaints, and progress.

## Budget Calendar

Departments prepare requested budget documents	<b>November 1, 2020</b>
Departments turn in budget documents to Finance Department	<b>December 15, 2020</b>
Budget narrative and performance measures completed	<b>December 31, 2020</b>
Finance Department prepares requested/proposed budget	<b>December 16 – January 15, 2021</b>
Budget priorities with City Council	<b>January 19, 2021</b>
Review budget between Finance Director, City Manager, and Assistant City Manager	<b>January 20, 2021</b>
Proposed budget reviewed with departments	<b>January 25 – January 29, 2021</b>
Preliminary Budget Committee Meeting	<b>January 26, 2021</b>
Proposed budget made available to Budget Committee and Public	<b>February 22, 2021</b>
Publish first notice of Budget Committee Meeting (5 – 30 days before meeting)	<b>February 23, 2021</b>
Publish second notice of Budget Committee Meeting (5 days before meeting)	<b>March 2, 2021</b>
Budget Committee Meetings (Budget Committee approves budget; Budget Committee approves state revenue sharing)	<b>March 9, 10, 11, 2021</b>
Prepare budget summary	<b>March 15, 2021</b>
Publish budget summary and notice of Budget Hearing (5 – 30 days before hearing)	<b>April 1, 2021</b>
Public Hearing by City Council	<b>April 20, 2021</b>
City Council adopts budget, makes appropriations, imposes taxes, and categorizes taxes, election to receive state revenues	<b>April 20, 2021</b>
Certify taxes to County Assessor	<b>By July 15, 2021</b>
File budget document with County Clerk	<b>By September 30, 2021</b>



## City Funds

All funds are listed (bolded and underlined) beneath fund categories. Each fund is identified as major or non-major. Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget is considered a major fund.

### General Fund

The general fund accounts for the administrative, police and fire protection, cemetery, parks, facilities, community development, and technology functions of the city. These departments are not their own funds but are all included within the General Fund.

#### **General Fund (Major Fund)**

Principal sources of revenue consist of property taxes, franchise and occupancy taxes, licenses and permits, grants, interest earnings, and operating transfers from other funds. Major expenditures are for personnel services, materials and supplies, capital outlay, and transfers to other funds.

### Special Revenue Funds

Accounts for the proceeds of specific revenue sources that are legally restricted to expenditures with specified purposes.

#### **Aquatic Donations Fund (Non-Major Fund)**

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 and the fund was closed. This is for historical purpose only.

#### **Building Fund (Non-Major Fund)**

The Ontario Building Inspection program is funded by fees charged for building inspection services. The fees and operating costs are accounted for within the Building Fund.

#### **Grant Fund (Non-Major Fund)**

The Grant Fund accounts for federal and state grants received and expended.

#### **Marijuana Enforcement Fund (Non-Major Fund)**

The State of Oregon charges a 17% tax on marijuana sold in Oregon. A percentage of the tax collected is paid to cities and restricted for use to “assist local law enforcement in performing its duties” under Measure 91. The Marijuana Enforcement Fund accounts for revenues and expenses relating to the Oregon marijuana tax.

#### **Reserve Fund (Non-Major Fund)**

The Reserve Fund accounts for funding set aside for specific purposes. The Reserve Fund has funding in separate departments for footpaths, building inspection, emergency equipment, public works, PERS lump-sum payments and infrastructure.

# Section 3: Budget Process

## **Revolving Loan Fund (Non-Major Fund)**

The Revolving Loan Fund accounts for the funding received from economic development loans issued. Three programs are accounted for within this fund: economic development loans, ECE grants, and the housing incentive program.

## **Street Fund (Non-Major Fund)**

Gas tax funds are received from the State of Oregon which are restricted to maintaining city streets. The Street Fund accounts for the restricted funds and all the maintenance of the City of Ontario streets.

## **Trust Fund (Non-Major Fund)**

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

## Capital Project Funds

Accounts for resources designated to acquire and construct capital facilities primarily related to infrastructure, except for minor acquisitions financed from regular operating funds.

## **Capital Projects Fund (Major Fund)**

The City of Ontario has funding set aside for specific capital project funding sources. Various departments within the capital project funds are for street projects, utility capitalization fees, park donations, and amphitheater projects.

## **SDC Fund (Nonmajor Fund)**

The SDC fund accounts for the restricted System Development Charges that are required to be spent on specified approved capital projects.

## Debt Fund

Accounts for the accumulation of resources for, and payment of, general long-term debt principal and interest.

## **Debt Service (Non-Major Fund)**

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. This fund was closed in 2019-2020. This is for historical purposes only.

## Enterprise Funds

Accounts for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user determination of revenues earned, expenses incurred, and/or net income as appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

## **Airport Fund (Nonmajor Fund)**

The Airport operates as an enterprise fund meaning it should be self-sustaining. The Airport Fund accounts for the operations of the Ontario Municipal Airport.

# Section 3: Budget Process

## **Aquatic Fund (Nonmajor Fund)**

The Aquatic Fund operates as an enterprise fund meaning it should be self-sustaining. The Aquatic Fund accounts for the Splash Park construction and most recently the Skate Park restrooms and shade structure.

## **Golf Course Fund (Nonmajor Fund)**

The Golf Course Fund accounted for the operations of the golf course. The golf course was closed in December 2015 and the Golf Course Fund was closed in FY 19-20. This fund is shown for historical purposes only.

## **Storm Water Fund (Nonmajor Fund)**

The Storm Water Fund accounts for the care and maintenance of the city's storm water collection systems including storm drains and catch basins located throughout the city.

## **Wastewater Fund (Major Fund)**

The Wastewater Fund accounts for the direct oversight and management of the city's wastewater treatment plant and wastewater collection systems including nine lift stations.

## **Water Fund (Major Fund)**

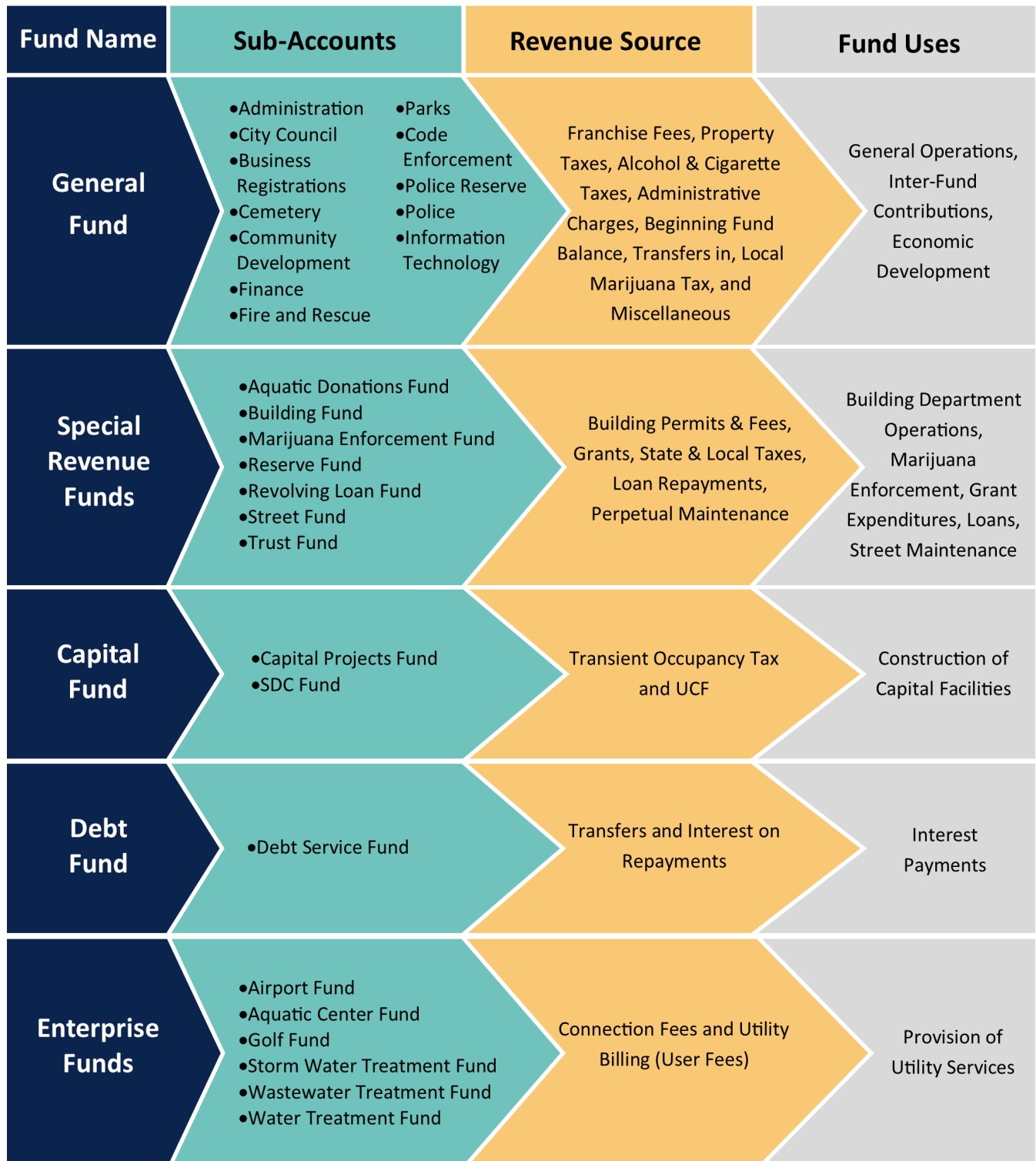
The Water Fund accounts for all the operation and maintenance of the city's water treatment plant, reservoirs, and water distribution system. This includes providing safe drinking water to all citizens of the community.

## Unappropriated Funds

Any unappropriated funds are identified within each fund in the summary table. These will also be identified in the resolution approving the budget.

# Section 3: Budget Process

## Fund Structure





# Section 3: Budget Process

## Fund Structure by Activity

Department/Activity	Fund Family	Primary Revenue Source
Administration	General	Taxes, Fees, & General Revenue
Airport Fund	Enterprise	Leases
Aquatic Center Fund	Enterprise	Grant Awards
Aquatic Donations Fund	Special Revenue	Donations
Building Fund	Special Revenue	Building Permits and Fees
Business Registrations	General	Taxes, Fees, & General Revenue
Capital Projects Fund	Capital Projects	Transient Occupancy Tax & UCF
Cemetery	General	Taxes, Fees, & General Revenue
City Council	General	Taxes, Fees, & General Revenue
Code Enforcement	General	Taxes, Fees, & General Revenue
Community Development	General	Taxes, Fees, & General Revenue
Debt Service Fund	Debt Service	Transfers In
Finance	General	Taxes, Fees, & General Revenue
Fire and Rescue	General	Taxes, Fees, & General Revenue
Grant Fund	Special Revenue	Grant Awards
Information Technology	General	Taxes, Fees, & General Revenue
Marijuana Enforcement Fund	Special Revenue	State & Local Taxes, Business Fees
Parks	General	Taxes, Fees, & General Revenue
Police	General	Taxes, Fees, & General Revenue
Police Reserve	General	Taxes, Fees, & General Revenue
Reserve Fund	Special Revenue	Motel Occupancy Tax, Inspection Fees
Revolving Loan Fund	Special Revenue	Loan Repayments
SDC Fund	Capital Projects	SDC Fees
Storm Water Treatment Fund	Enterprise	Storm Water User Charges
Street Fund	Special Revenue	State Tax, ODOT STP Funds, Fees
Trust Fund	Special Revenue	Perpetual Maintenance, Motel Occupancy Tax
Wastewater Treatment Fund	Enterprise	Sewer User Charges
Water Treatment Fund	Enterprise	Water User Charges

## Basis of Budgeting

The City of Ontario’s basis of accounting and basis of budgeting are the same.

### Basis of Accounting

The term “basis of accounting” refers to when revenues, expenses, expenditures – and the related assets and liabilities – are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made. The city uses the modified accrual basis. This means that expenditure transactions are recognized when incurred. Revenues are recognized when they are both measurable and available to finance the expenditures of the current period.

### Governmental Funds

Governmental funds, including general, special revenue, debt service, enterprise, and capital projects, use the modified accrual basis of accounting. For a revenue to be recognized in a governmental fund, it must be “measurable” (the amount must be known or be reasonably estimated), and it must be “available” to finance the expenditures of the same fiscal period for which the revenue is recorded. “Available,” in this case, means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. For purposes of consistency, that timeframe shall be sixty (60) days which was set for property tax revenues and within a year for grants and other revenues.

## Financial Policies

All financial policies are available in the City of Ontario Financial Policies and Procedures Manual. This manual is available on the city website at [www.ontariooregon.org](http://www.ontariooregon.org) on the Finance Department page.

### Financial Goals

- To establish and sustain a community supported service system.
- To have a capital improvement program that adequately maintains and enhances the public's assets over their useful life.
- To provide cost effective services to citizens.
- To provide financial and other service information to enable citizens to assess the costs and results of city services.
- To follow prudent and professional financial management practices to assure residents of Ontario and the financial community that our city government is well managed and in sound fiscal condition.

### General Budget Policies- Section 3

- The budget officer must present a balanced budget to the budget committee. To be in balance, the proposed total of the anticipated revenues must be equal to the expenditures and other requirements in that fund. A budget calendar is prepared each year by the City Manager and Finance Director and is approved by the City Council.
- Departments prepare a budget narrative and financial summary request.
- The City Council adopts an annual budget on the modified accrual basis of accounting for all governmental fund types.
- The Finance Director and the City Manager, with the assistance of the department heads, prepares a budget of estimated revenues and expenditures for the forthcoming year.
- The Budget Committee conducts budget work sessions to make final revisions to the proposed budget.
- The budget is presented in an advertised budget hearing.
- At the end of each budget period, all positive appropriated balances lapse expenditures are not carried forward unless budgeted to do so.
- During the budget year, the City manager may transfer any unencumbered balance or portion thereof from the expenditure authorization of one account to another within expenditure type in the same fund.
- The Council shall levy and cause to be assessed and collected ad valorem property taxes.

### Financial Planning Policies- Section 1.1

- The city budget will support the goals and policies of the City Council, Council adopted long-range plans, and service needs of the community.

# Section 3: Budget Process

- Funding for services should take into consideration whether demand exists for maintaining the service or whether funding is better used elsewhere.
- The city will maintain financial systems, which will develop budgets, provide control, and report revenue and expenditures at the line-item detail.
- Revenues, operating, debt service, and capital expenditures will be projected each year for at least the succeeding four years.

## Cash Management Policy- Section 4.7

- Cash is received either over the counter at City Hall, or via wire transfer to the city's bank account.
- Cash receipts are numbered by a computer cash register.
- Cash is balanced daily, and the cash receipts journal is posted at the time a deposit is made.

## Investment Policies- Section 1.6

- The primary objective of investment activities is the preservation of capital.
- In investing public funds, the city will not assume unreasonable investment risk to obtain current investment income.
- The city's investment portfolio will remain sufficiently liquid to enable the city to meet all capital and debt service requirements.
- To the extent possible, the city will attempt to match its investments to anticipated cash flow requirements.
- The city will diversify its investments across security types and institutions.
- The Finance Director will act only upon such authority as provided for within this policy, state statute, and by authorization of the City Manager.

## Fixed Asset Policy- Section 4.5

- Fixed assets are maintained by the Finance Department using a perpetual inventory system.
- Fixed asset is used to describe land, buildings, vehicles, equipment, and other items used in providing services to the community.
- The city will perform a physical inventory of its tangible capital assets, either simultaneously or on a rotating basis, so that all the city's tangible capital assets are physically accounted for at least once every five years.
- It is the department's responsibility to notify the Finance Department upon transfer to another department or disposal.

## Revenue Policies

- Fees and Charges (1.3)
  - The city is committed to recovering the full cost of providing services, including both direct and indirect costs, through a user fee or service charge.



- The city will develop broad policies concerning funding of services, review all services to determine if a fee should be charged, set fees that are comparable to other jurisdictions and/or that recover the partial or full costs of providing that service, consider user's ability to pay and other social/community benefits of the service, and periodically evaluate fee amounts.
- A comprehensive fee schedule will be presented annually for the Council to approve.
- A budget resolution to amend the budget is required to recognize unanticipated revenue. (2.6.5)

## Expenditure Policies

- Expenditures are reported at the line-item detail. (1.1.3)
- Operating/Capital Budget- The budget review process provides a method of estimating expenditures. The City Council adopts an annual budget on the modified accrual basis of accounting for all governmental fund types. This process establishes the allocation of resources and determination of expenditures. (3.4)
- Actual Monitoring- After the month ends, a financial statement is generated which summarizes each expenditure account detailing total spent for the month and year-to-date. Each department head receives a financial statement for that department's activity, which serves as a tool for monitoring the department's budget. The City Council, City Manager, and Finance Director also review the monthly financial statement for unusual activity. (2.7.2)
- The General Fund will maintain an unappropriated ending fund balance within the General Fund to ensure sustainability. The target ending fund balance will be 3 months of General Fund operating expenses. (1.2.3)
- The General Fund will maintain a contingency account within the Administrative Overhead Department to meet unanticipated requirements during the budget year. It is not always possible to anticipate every expenditure requirement during the budget year. Therefore, contingency funds are established to meet emergency requirements necessary to maintain services and to meet unexpected requirements. (1.2.4)
- Bid awards over \$100,000 must be approved by the City Council. (1.8.10)
- Special revenue funds are legally restricted to expenditures with specified purposes. (2.2.3)

## Debt Policies- Section 1.7

- The city will seek to maintain or improve its current bond rating to minimize borrowing costs and preserve access to credit.
- The city will not fund current operations from the proceeds of borrowed funds, except for short-term borrowing.
- The city will confine long-term borrowing to capital improvements, projects, or equipment, which cannot be funded from current revenues.
- When the city uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.

## Grant Management System- Section 2.9

- Upon notice of grant award, the grantee department submits the contract to the City Manager's Office for signature and Council action based on the dollar amount (if required).

# Section 3: Budget Process

- Request new grant, activity, and revenue codes from Finance. These codes will be used to track grant revenues, expenditures, and City match.
- There are two options for budgeting grants:
  - Budget only the amount of the grant and match expected to be spent in the current fiscal year, or
  - Budget and encumber the entire amount of the grant and the match, regardless of the amount you intend to spend during the current year. At the end of the fiscal year, the actual expenditure will be reconciled with the budgeted amount. Any remaining encumbrance will be carried forward to the new fiscal year.
- Successful grant management requires that the City be able to demonstrate that the service delivery and/or project requirements of the grant have been met.
  - The grantee department is responsible for constantly monitoring performance to ensure that time schedules are being met, projected work units by time periods are being accomplished, and other performance goals are being achieved.
  - The Finance Department will provide technical support to consult with departments on program compliance issues.

## Fund Balance Policy- Section 1.2.3

- The General Fund will maintain an unappropriated ending fund balance within the General Fund to ensure sustainability. The target ending fund balance will be 3 months of General Fund operating expenses.



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*Beck Park Bridge*



*Global Village Festival*



*The Owyhee River*



*Splash Park Grand Opening 2019*



## Budget Overview

### Budget in Brief

The following table provides a brief summary of all funds in the FY 2021-22 budget and their percentage change from the previous fiscal year. All funds are explored in more detail within their fund categories.

Fund	FY 2021-22 Budget	% Change from FY 20-21	Notes
<b>Total</b>	<b>\$53,119,460</b>	<b>52.77%</b>	<b>Capital Outlay Total: \$19,385,033</b>
<b>General</b>	\$14,980,668	47.26%	CIP Total: \$993,650 Personnel increase 1 FTE fire, 1 FTE switch from code to police Service Contract Increase: Jacobs 3% Service Contract Increase: Oster 1.4% Local marijuana tax revenue increased from \$1.1 million to \$3 million.
<b>Building</b>	\$393,464	2.11%	No significant changes
<b>Grant</b>	\$152,500	-24.69%	No CDBG housing grant in 21-22.
<b>Marijuana Enforcement</b>	30,000	-40%	Revenue decreases due to Measure 110.
<b>Reserve</b>	\$5,166,407	103.69%	Capital Outlay Total: \$1,171,352 Purchase of 2 fire trucks funding in part by a grant. PERS side account payment of \$2,148,689.
<b>Revolving Loan</b>	\$339,021	-19.79%	31 Housing Incentives Funded since 2017
<b>Street</b>	\$6,048,299	131.82%	Capital Outlay Total: \$4,221,678
<b>Trust</b>	\$815,886	5.05%	No significant changes.
<b>Capital Projects</b>	\$5,785,897	67.75%	Capital Outlay Total: \$3,016,069
<b>System Development Charges</b>	\$539,542	11.10%	Capital Outlay: \$539,542
<b>Airport</b>	\$438,632	27.55%	Capital Outlay Total: \$232,000
<b>Aquatic Center</b>	\$0	-100%	Grant for Skate Park Bathrooms completed in 20-21. Fund closed in 21-22.
<b>Storm Water</b>	\$463,445	-16.84%	Capital Outlay Total: \$210,000
<b>Wastewater</b>	\$9,874,236	25.77%	Capital Outlay Total: \$5,133,630 Received \$2.5 million CDBG Grant.
<b>Water</b>	\$8,091,463	67.55%	Capital Outlay Total: \$3,946,612



# Section 4: Financial Overview

## Service Level Changes

- Personnel Changes
  - Increase of 1 FTE for Fire.
  - Switched 1 FTE from Code Enforcement Officer to Police Officer.
- Contract Service Changes
  - Jacobs contract for Public Works services- 3% contract increase.
  - Oster contract for Finance services- 1.4% contract increase.

## Budget Trends

- Revenues
  - Local marijuana tax surpassing FY 2020-2021 estimates.
    - Increase in local tax- this forecast will be more refined as more data continues to come in.
    - Decrease in state tax- will be reduced by 75% due to Ballot Measure 110.
    - Increase in dispensary license fees- increase comes as more dispensaries have come to Ontario.
  - Property tax budgeted at a modest 1.85% increase.
    - While the increase is positive, it is lower than previous years. This most likely comes from slower development during the pandemic.
  - Grant applications submitted by Merchant-McIntyre will increase revenues.
  - Public Safety Fee eliminated per the request of Council. This will reduce revenues by approximately \$224k.
  - State Revenue Sharing
    - Highway Trust Fund Revenues- continue to increase.
    - Liquor Revenues- will fall in 21-22 but estimated to grow again the following year.
    - Marijuana Tax Revenues- cut due to Ballot Measure 110.
    - Cigarette Tax Revenues- projected to continue to fall.
    - 9-1-1 Tax Revenues- projected to continue to rise.
- Expenditures
  - Decisions are based on the City Council Strategic Plan using the goals of Desirability, Education, Lifestyle, Beautification, Growth, and Financial Sustainability.
  - Investments are being made city-wide by extending utilities to strategic areas.
  - Extra principal payments are made to PERS each year to reduce the city's future obligation.
  - New funds from marijuana revenues are spent with long-term sustainability in mind, knowing that one day these revenues will not be as much as they are now.

## Changes Made from Presented Budget

- General Fund
  - Marijuana Youth Education reduced from \$20k to \$5k.
  - Fairground's grant removed \$14k.
  - Added \$25k security matching grant program for businesses.

# Section 4: Financial Overview

- Increased pool donation from \$150k to \$250k.
- Moved \$985 out of contingency.
- Removed debt financing for energy savings projects.
  - \$235k for automated shut-off irrigation (project completely removed).
  - 104k for interior LED lighting (project completely removed).
  - \$33k for exterior LED lighting (project completely removed).
  - \$129k for LED street lighting retrofits (\$171K still budgeted).
- Wastewater Fund
  - Removed debt financing for energy savings projects.
    - \$45k for flow pacing (26k still budgeted).
- Water Fund
  - Removed debt financing for energy savings projects.
    - \$313k for WTP pump project (\$530K still budgeted).

## Changes Made During Budget Hearing

- Fairground grant of \$14k added back.
- Airport truck of \$25k removed.
- \$10k moved to contingency.

## Personnel Summary

### Personnel Changes

The Fire Department is requesting an increase in 1 FTE for a firefighter position. This position, fully burdened, is approximately \$140,143 annually. Most of the position will be funded through an increase in the Rural Fire District contract.

The Police Department is requesting that one of the code enforcement officer positions be exchanged for a police officer position. The police officer position, fully burdened is approximately \$125,282. The code enforcement position, fully burdened, is approximately \$97,876.

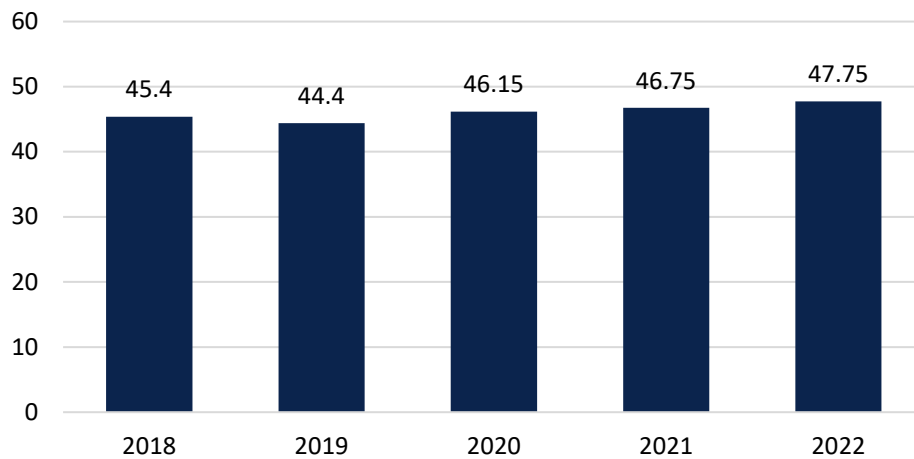
### Personnel Summary

The City of Ontario has seven departments with approximately 47 full-time employees. Most employees fall within the General Fund (45.1). The Finance and Public Works Departments are contracted through Oster Professional Group and Jacobs, respectively. The bulk of employees are within the city’s public safety departments (Police and Fire). The following table and chart detail the recent history of FTE’s.

General Fund Department	2018	2019	2020	2021	2022
Administration	3	4	4	4	4
Human Resources	1	0	0	0	0
Community Development	1.1	1.1	1	1	1
Finance	0	0	0	0	0
Fire	10	9.5	10	10	11
Code Enforcement	1.5	1	2	2	1
Police	24.15	24.15	24.15	26.05	27.05
Recreation	2	2	0	0	0
Technology	1.05	1.05	1.05	1.05	1.05
<b>Total General Fund</b>	<b>43.8</b>	<b>42.8</b>	<b>42.2</b>	<b>44.1</b>	<b>45.1</b>
Other Funds	2018	2019	2020	2021	2022
Building Fund	0.9	0.9	1.25	1.25	1.25
Airport Fund	0.7	0.7	0.7	1	1
Public Works	0	0	0	0	0
Marijuana Enforcement Fund	0	0	2	0.4	0.4
<b>Total Other Funds</b>	<b>1.6</b>	<b>1.6</b>	<b>3.95</b>	<b>2.65</b>	<b>2.65</b>
<b>Grand Total</b>	<b>45.4</b>	<b>44.4</b>	<b>46.15</b>	<b>46.75</b>	<b>47.75</b>

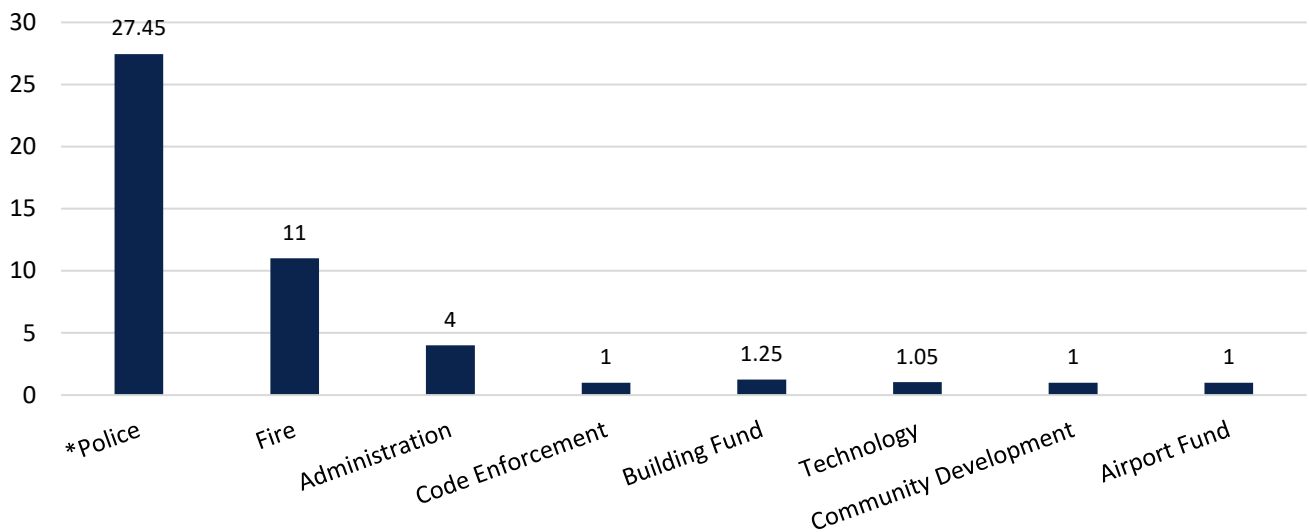
# Section 4: Financial Overview

### City of Ontario FTE History



The final chart illustrates the number of FTEs by department. As aforementioned, Police and Fire fund most full-time positions.

### Ontario FTE by Department



\*0.4 FTE positions are funded by the Marijuana Enforcement Fund



## Capital Expenditures

### Capital Expenditures

Capital expenditures are defined as a disbursement of money which result in the acquisition of, or addition to, fixed assets. The total dollar amount for capital expenditures in the 2021-2022 proposed budget is \$19,634,033. Many of these expenses are nonrecurring; however, some are considered recurring expenses. These are noted in the following list. The city's five-year Capital Improvement Plan (CIP) provides additional information regarding non-recurring capital projects. [The CIP can be viewed online here.](#)

### Identifying Funded Projects

Ideas for capital projects stem from three sources, the strategic plan, committees, and departments. Projects are typically based on needs or respond to feedback from the community. Capital projects are first presented when department heads meet with the Finance Director, City Manager, and Assistant City Manager to discuss changes to departmental budgets.

Once all budgets have been requested, all capital projects are prioritized by the Leadership Team. Priorities are based on the ties to the strategic plan, necessity, and financial feasibility. Projects are also presented to corresponding boards and committees for recommendation. Finally, the budget committee approves or denies project funding.

### Anticipated Operating Costs

The cost of vehicle repairs has gone down significantly with the purchase of new patrol cars. Radio equipment will reduce emergency repairs required during equipment failure. Operating expenses (Cloud Service Subscription) will come due again in four years.

Downtown lighting will reduce costs by reducing the frequency in which bulbs are changed out. Built in irrigation channels in the poles will reduce staff watering times throughout the year. The lamps are also more efficient and will cost less to maintain.

The river trail and tennis courts will need to be added to Jacobs annual inspections. Ongoing maintenance costs were moved out of project funds and into the Jacobs contract. The Beck Park bathroom will reduce cost of portable toilet rentals but will be replaced by maintenance and cleaning of our own facility.

### Anticipated Impact of Capital Projects

Many of the projects are designed to add non-monetary value to the citizens. Projects like downtown beautification, wayfinding, and the Beck-Kiwanis Park bathroom repair provide improvements around the city for community members to enjoy. Projects like the downtown attraction and water trail also provide draw from visitors who will in turn support the local economy during their stay.

# Section 4: Financial Overview

Other projects focus on repairs, improvements, or expansion of infrastructure. Again, the city does not receive additional revenues for these projects, but they are essential to ensure that citizens are satisfied with city services. Some projects focus on internal organization needs such as new vehicles and equipment. The next phase of the security camera project would expand cameras to downtown and other public spaces prone to unlawful activity. Although this doesn't replace physical police officers, it does act as a force multiplier by acting as a tool for officer efficiency and crime deterrence.

## List of Capital Expenditures

The following pages list all capital expenditures and is sorted by fund. The proposed budget for each project is provided with any clarifying notes.

# Section 4: Financial Overview

Fund	Department Name	Description	2022 Proposed	Recurring?	Operational Costs
General Fund	Administrative Overhead	Downtown Attraction	\$50,000	No	
General Fund	Administrative Overhead	Wayfinding Signs	\$57,650	No	
General Fund	Administrative Overhead	Downtown Lighting	\$96,000	No	Less maintenance (LED)
General Fund	Administrative Overhead	South Oregon Street Irrigation	\$80,000	No	No cost for water
General Fund	Administrative Overhead	Malheur River Trail	\$40,000	No	Maintenance of yakport
General Fund	Administrative Overhead	Downtown Attraction Land Acquisition	\$200,000	No	Insurance; land maintenance
General Fund	Administrative Overhead	Enterprise Camera System	\$20,000	No	Verkada services
General Fund	Cemetery	Underground Irrigation	\$90,000	No	
General Fund	Parks	Beck - Bathroom Rehab	\$144,000	No	Maintenance by Jacobs
General Fund	Parks	Riding Mower	\$20,000	No	Maintenance
General Fund	Parks	Playground Match Program	\$50,000	No	
General Fund	Parks	Patrol Vehicle	\$43,000	No	Maintenance
General Fund	Police	Patrol Vehicle Equipment	\$10,000	No	
General Fund	Police	Police Department Remodel	\$9,000	No	
General Fund	Technology	Equipment Purchase- Server	\$9,000	No	
<b>Fund Total</b>			<b>\$918,650</b>		
Grant Fund	Grant	Brownsfield Grant	\$100,000	No	
Grant Fund	Grant	Police Grant Projects	\$2,500	No	
Grant Fund	Grant	FAA 2021 Airport Grant	\$50,000	No	
<b>Fund Total</b>			<b>\$152,500</b>		
Reserve Fund	Bike Path	North-South Trail	\$75,000	No	
Reserve Fund	Bike Path	Tater Tot Trail	\$345,000	Yes	
Reserve Fund	Econ Dev Infrastructure	Capital Outlay	\$93,733	Yes	
Reserve Fund	Insurance Reserve	Capital Outlay	\$108,974	Yes	
Reserve Fund	Emergency Equipment	Equipment Purchase	\$140,637	No	
Reserve Fund	Public Safety	Radio Equipment	\$175,701	No	
Reserve Fund	Public Safety	Fire Equipment	\$21,707	No	
Reserve Fund	Public Safety	Police Equipment	\$10,000	No	
Reserve Fund	Public Works Reserve	Site Improvements-Water	\$100,000	No	
Reserve Fund	Public Works Reserve	Site Improvements-Sewer	\$100,000	No	
Reserve Fund	GC Sinking Fund	Capital Outlay	\$600	Yes	
<b>Fund Total</b>			<b>\$1,171,352</b>		

# Section 4: Financial Overview

Fund	Department Name	Description	2021 Proposed	Recurring?	Operational Costs
Street Fund	Street	SE 2nd ODOT Project	\$367,000	No	
Street Fund	Street	North Park Boulevard Extension	\$20,000	No	
Street Fund	Street	SE 2nd Street Improvement	\$1,600,000	No	
Street Fund	Street	13 STR-01 Street Sealing	\$150,000	Yes	
Street Fund	Street	Crackfill	\$60,000	Yes	
Street Fund	Street	East Lane Repair	\$41,000	No	
Street Fund	Street	ODOT Signal Upgrades	\$30,000	Yes	
Street Fund	Street	School Zone Mast Arm	\$20,000	No	
Street Fund	Street	Sidewalks- Safe Routes to School	\$448,660	No	
Street Fund	Street	SE 5th ODOT Project	\$1,852,018	No	
<b>Fund Total</b>			<b>\$4,588,678</b>		
Capital Projects Fund	Amphitheater	Downtown Attraction	\$8,513	No	
Capital Projects Fund	East Idaho	STR-5 E Idaho Ave	\$68,704	Yes	
Capital Projects Fund	Fire Apparatus	Fire Equipment (Fire Rigs)	\$1,450,000	Yes	Maintenance
Capital Projects Fund	Parks Donations	Park Improvements	\$4,000	No	
Capital Projects Fund	SRCI Water	Canyon Booster Pump	\$10,000	No	
Capital Projects Fund	SRCI Water	SRCI Water Projects	\$875	No	
Capital Projects Fund	SRCI Wastewater	SRCI Lower Lift Station	\$500,000		
Capital Projects Fund	UCF	Airport Wastewater Extension	\$250,000		
Capital Projects Fund	UCF	Navarette Property Development	\$70,000		
Capital Projects Fund	UCF	Treasure 200 Property Development	\$60,000		
Capital Projects Fund	UCF	Water/Sewer Line Replacement	\$400,000	Yes	
Capital Projects Fund	UCF	Meter Register Replacement	\$75,000	Yes	
Capital Projects Fund	West Idaho Extension	Capital Outlay	\$118,977	Yes	
<b>Fund Total</b>			<b>\$3,016,069</b>		
SDC Fund	SDC	Capital Outlay	\$539,542	Yes	
<b>Fund Total</b>			<b>\$539,542</b>		
Airport Fund	Airport	BLM Consolidation of Efforts	\$150,000	No	
Airport Fund	Airport	Airport Master Plan	\$32,000	No	
Airport Fund	Airport	Phantom Concrete Pad	\$15,000	No	Insurance; land maintenance
Airport Fund	Airport	Airport Fencing	\$35,000	No	
<b>Fund Total</b>			<b>\$232,000</b>		



## Section 4: Financial Overview

Fund	Department Name	Description	2021 Proposed	Recurring?	Operational Costs
Storm Sewer Fund	Storm	24-Inch Storm System	\$100,000	No	
Storm Sewer Fund	Storm	Americold Intersection Repair	\$20,000	No	
Storm Sewer Fund	Storm	North Dorian Ditch	\$40,000	No	
Storm Sewer Fund	Storm	Storm Drainage Mainline Repair	\$50,000	No	
<b>Fund Total</b>			<b>\$210,000</b>		
Wastewater Fund	Wastewater	Security Upgrade	\$25,000	No	
Wastewater Fund	Wastewater	CCTV System	\$175,000	No	
Wastewater Fund	Wastewater	WWTP PLC's Update	\$200,000	No	
Wastewater Fund	Wastewater	Tapadera Lift Station	\$850,000	No	
Wastewater Fund	Wastewater	CDBG Wastewater Project	\$2,500,000	No	
Wastewater Fund	Wastewater	Facility Plan	\$270,000	No	
Wastewater Fund	Wastewater	Diffuser Design and Construction	\$272,000	No	
Wastewater Fund	Wastewater	Flow Pacing (VFD's)	\$26,630	No	
Wastewater Fund	Wastewater	Equipment Purchase- Vehicles	\$510,000	Yes	Maintenance
Wastewater Fund	Wastewater	Skyline and Malheur Farms Upgrades	\$305,000	No	
<b>Fund Total</b>			<b>\$5,133,630</b>		

# Section 4: Financial Overview



Fund	Department Name	Description	2021 Proposed	Recurring?	Operational Costs
Water Fund	Water	Security Upgrade	\$15,000	No	
Water Fund	Water	Reservoir Improvements	\$27,000	No	
Water Fund	Water	Well-14 Flow Meter	\$7,500	No	
Water Fund	Water	Automatic Backwash System	\$50,000	No	
Water Fund	Water	Chlorine Generation System	\$7,500	No	
Water Fund	Water	Effluent Control Valve Controllers	\$25,000	No	
Water Fund	Water	Floc Mechanism and Sediment Basin	\$50,000	No	
Water Fund	Water	Heinz Meter Signal	\$40,000	No	
Water Fund	Water	WesTech	\$15,000	No	
Water Fund	Water	Booster Pump (Eastside)	\$85,000	No	
Water Fund	Water	Booster Pump (Westside)	\$90,000	No	
Water Fund	Water	WTP Pumps	\$256,712	No	
Water Fund	Water	WTP Facility Improvements	\$52,500	No	
Water Fund	Water	Vibration Analysis	\$60,000	No	
Water Fund	Water	Chlorine Analyzer	\$16,400	No	
Water Fund	Water	Equipment Purchase- UTV	\$16,000	No	Maintenance
Water Fund	Water	Microchlor Cell Replacement	\$15,000	Yes	
Water Fund	Water	Increase WTP Capacity	\$2,750,000	No	
Water Fund	Water	Solids Removal	\$50,000	No	
Water Fund	Water	Turbidimeter Replacement	\$18,000	No	
Water Fund	Water	Well Rehabilitation	\$25,000	Yes	
<b>Fund Total</b>			<b>\$3,671,612</b>		
<b>Grand Total</b>			<b>\$19,634,033</b>		

## Debt Service

### Debt Guidelines

The city does not have any debt limits, but follows guidelines outlined in the City Financial Policies and Procedures Manual. The City of Ontario has established a set of guidelines which are to be used when reviewing the key debt ratios. These numbers are indicators of financial stability. Below is a listing of the city's key debt ratios and city actuals.

Type of Ratio	Guidelines	Actuals
Net Direct Bonded Debt as percentage of Assessed Value	20%	0.6%
Net Direct Bonded Debt Per Capita	\$750	\$401
Net Direct Bonded Debt Per Capita as Percentage of Per Capita Income	3.0%	1.9%
General Obligation Debt Service as a Percentage of General Fund Revenues	10.0%	0%
Percentage of Total Debt that will be retired at the end of Ten Years Expenditures	50.0%	79.8%

### Bond Rating

The City of Ontario currently has no bond rating as it has never utilized public bonds. The Strategic Plan now includes a goal to increase the city's bond rating.

### Debt Service Schedule

The following table shows the principal and interest payments for the budget year for each fund. The city is currently under obligation for two funds, the Water Fund and Sewer Fund. Payments will end in 2031 and 2033 respectively.

# Section 4: Financial Overview



Fund	Description	Original Amount	Balance July 1, 2021	2021-2022 Principal Payment	2021-2022 Interest Payment	Balance June 30, 2022	Last Payment Due
<i>Existing Debt</i>							
Water Fund	OECD WTP Upgrade	\$ 2,772,333	\$ 2,301,342	\$ 164,264	\$ 112,460	\$ 2,137,078	12/1/2031
Sewer Fund	OECD WW Improvement Project	\$ 2,717,515	\$ 2,318,888	\$ 128,018	\$ 115,212	\$ 2,190,870	12/1/2033
<b>Total Debt</b>		<b>\$ 5,489,848</b>	<b>\$ 4,620,230</b>	<b>\$ 292,282</b>	<b>\$ 227,672</b>	<b>\$ 4,327,948</b>	



## Revenue Overview

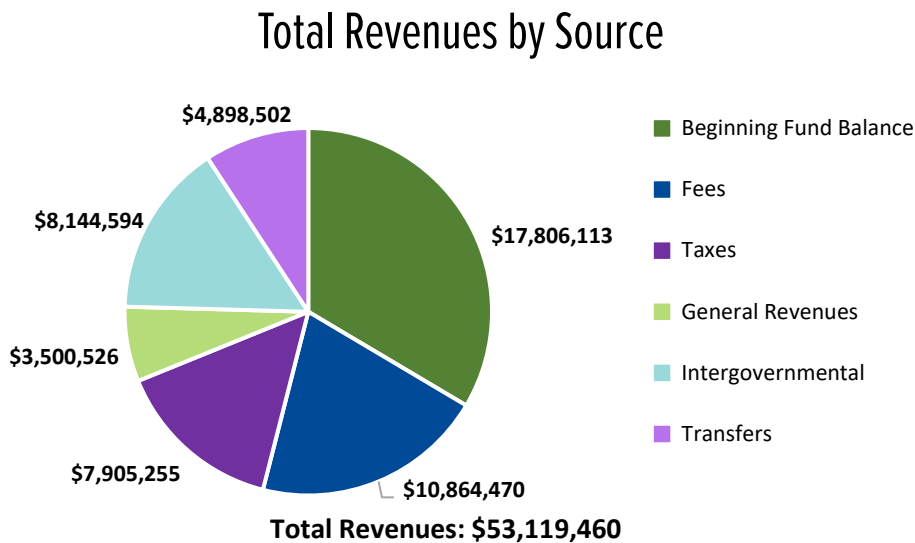
### Introduction

The total revenues for the City of Ontario’s combined funds for FY 21-22 amounts to \$53,119,460, a 52.77% increase from the \$34,771,456 budgeted for FY 20-21. The increase occurred due to a few items:

- Beginning fund balance.
- Increase in local marijuana tax revenues.
- Debt proceeds for Energy Savings Performance Contract projects and the Water Treatment Plant capacity increase.
- Grants (fire apparatus, wastewater CDBG, SE 5<sup>th</sup> Avenue, SE 2<sup>nd</sup> Street).

### Summary of Total Revenue Sources

The chart below details revenue sources across all funds for the city. These revenues will be explored further for each fund.



### Total Revenue Categories

- Beginning Fund Balance
- Fees- Includes franchise fees and fees collected by the city for services.
- Taxes- Includes local taxes, motel tax, and property tax.
- General Revenues- Includes administrative, debt, donations, grants, interest, leases, and other.

# Section 4: Financial Overview

- Intergovernmental- Includes state sharing revenues from marijuana tax, alcohol & cigarette tax, and highway funds.
- Transfers- Includes all interfund transfers in.

## Revenue Projection Methodology

Revenue projections are developed by the Finance Director. Budget projections are developed by using a combination of regression analysis and trend analysis. Regression analysis is a statistical model that estimates the strength of a modeled relationship between multiple variables, controlling for other factors. Trend analysis uses data to identify patterns. The city forecasts revenues conservatively.

The city incorporates these methods, legislative and political impacts, and other federal, state, and local trends that could affect revenue sources.

The combination of these analytical tools allows the city to more accurately predict revenues for the coming year; however, the city realizes that any forecast comes with many unknowns, assumptions, and variables that are constantly changing. The budget is monitored throughout the fiscal year to ensure that revenues and expenditures balance at the end of the term.

## Fund Category Revenue Summaries

The following summarizes revenue changes for each fund in the budget. The funds are grouped as General Fund, Enterprise Fund, Debt Service Fund, Capital Projects Fund, and Special Revenue Fund. Revenues for each fund will be detailed in subsequent sections.

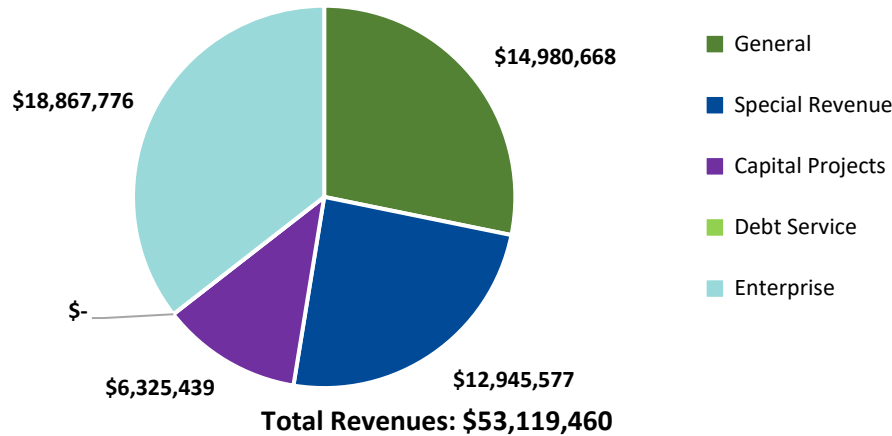
- General Fund- The General Fund is the second largest fund in the budget, accounting for 28.2% of total revenues. General fund revenues will increase in FY 2022 by 47.26% from \$10,172,829 to \$14,980,668. Increases come from the beginning fund balance, increases in local marijuana tax revenues, and debt proceeds for the energy savings performance contract projects.
- Special Revenue Funds- Special Revenue Funds make up 24.4% of total revenues. Revenues in this fund will increase in FY 2022 by 85.4% from \$6,982,638 to \$12,945,577. Increases come from a large PERS transfer into the fund and grants for SE 5<sup>th</sup> Avenue and SE 2<sup>nd</sup> Street.
- Capital Projects Fund- The Capital Projects Fund consists of 11.9% of total revenues. Capital Projects Fund revenues will increase in FY 2022 by 60.76% from \$3,934,726 to \$6,325,439. Increases come from grants for a ladder truck and rescue unit.
- Debt Service Fund- The Debt Service Fund was closed in FY 2020 so there are no revenues in FY 2022.
- Enterprise Funds- Enterprise Funds make up the largest fund in the budget, consisting of 35.5% of total revenues. Enterprise fund revenues will increase in FY 2022 by 37.91% from \$13,681,263 to 18,867,776. Increases come from the wastewater treatment plant CDBG and debt proceeds for the energy savings performance contract projects and the water treatment plant capacity increase.

# Section 4: Financial Overview

## Portion of Total Revenue by Fund Category

The following chart shows the percentage of total revenue each fund produces. The majority of the city’s revenue comes from Enterprise Funds and General Fund.

Portion of Total Revenue by Fund Category



## Revenue Trends

Marijuana revenues continue to increase. As this is a new revenue for the city, projections are being refined as the city receives more data. These revenues come from three sources, local marijuana tax, state marijuana tax, and dispensary license fees. The local tax revenues continue to grow as we enter the third year since legalization. State tax revenues are decreasing with the passage of Ballot Measure 110, which redistributes funds to addiction recovery centers and services. Dispensary license fees are annual and continue to grow as more dispensaries are established.

Property tax is budgeted at a modest 1.85% increase, a lower percentage than previous years, but caused by less development during the pandemic.

The Public Safety Fee will no longer be charged to citizens per Council request. This will eliminate approximately \$224K in revenues.

State Revenue Sharing estimates are described in more detail in the General Fund Overview. Increases are projected for Highway Trust Fund Revenues, and 9-1-1 Tax Revenues. Decreases are projected for Liquor Revenues, Marijuana Tax Revenues, and Cigarette Tax Revenues.

Revenues from grants are increasing as the city continues to work with Merchant McIntyre on projects throughout the city.

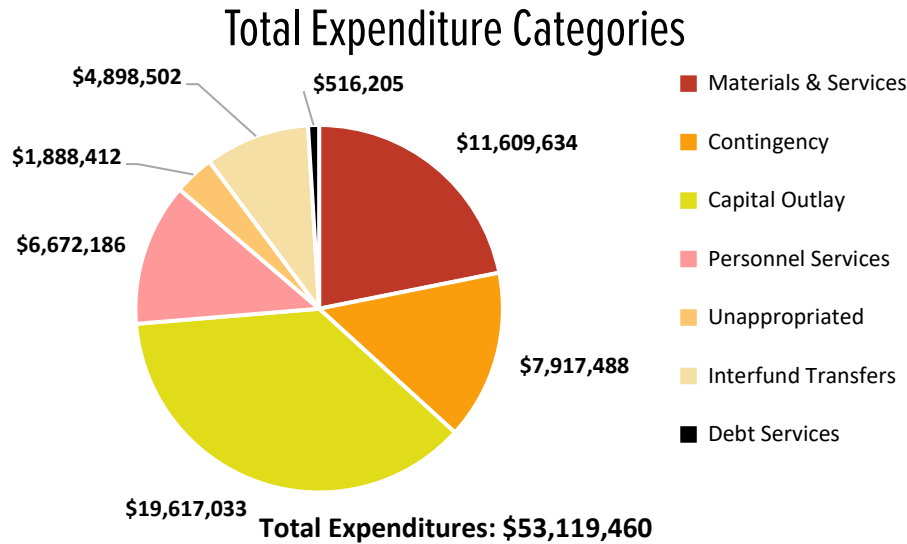
## Expenditure Overview

### Introduction

The total operating expenditures for the City of Ontario’s combined funds for FY 21-22 amounts to \$53,119,460, a 52.77 increase from the \$34,771,456 projection for FY 20-21.

### Summary of Total Expenditure Categories

The chart below details expenditure categories across all funds for the city. These expenditures will be explored further for each fund. The chart illustrates the overall picture of how Ontario is spending its money.



### Expense Categories

Expenses are sorted into the following categories.

- **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.

# Section 4: Financial Overview

- **Contingency-** Money budgeted and appropriated and must be transferred to another appropriation by resolution or supplemental budget before it can be spent.
- **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 created by civil disturbance or natural disaster.

## Expenditure Projection Methodology

Expenditure estimates for the upcoming fiscal year are prepared by each department and submitted to the budget officer. This excludes personnel service expenses which are calculated by the finance director. Once all departments have submitted their requests, the leadership team convenes and prioritizes expenses based on need and the Council’s Strategic Plan. Net expenditures must balance with projected revenues.

Departments use regression analysis to forecast recurring expenses, but must thoroughly research expenses for nonrecurring expenses, such as capital projects, to provide accurate estimates. Personnel service expenses are forecasted using percentage increases from workers compensation, health insurance providers, PERS, union contracts, and the city classification and compensation plan.

The city realizes that any forecast comes with many unknowns, assumptions, and variables that are constantly changing. The budget is monitored throughout the fiscal year to ensure that revenues and expenditures balance at the end of the term.

## Fund Category Expenditure Summaries

The following summarizes expenditure changes for each fund type in the budget. The funds are grouped as General Fund, Enterprise Funds, Debt Service Fund, Capital Projects Funds, and Special Revenue Funds.

- **General Fund-** The General Fund is the largest fund in the budget, accounting for 28.2% of total expenditures. General fund expenditures will increase in FY 2022 by 47.26% from \$10,172,829 to \$14,980,668.
- **Special Revenue Funds-** Special Revenue Funds make up 24.4% of total expenditures. Expenditures in this fund will increase in FY 2022 by 85.4% from \$6,982,638 to \$12,945,577.
- **Capital Projects Funds-** The Capital Projects Funds consists of 11.9% of total expenditures. Capital Projects Funds expenditures will increase in FY 2022 by 60.76% from \$3,934,726 to \$6,325,439.
- **Debt Service Fund-** The Debt Service Fund was closed in FY 2020 so there are no expenditures in FY 2022.
- **Enterprise Funds-** Enterprise Funds make up the largest fund type in the budget, consisting of 35.5% of total expenditures. Enterprise fund expenditures will increase in FY 2022 by 37.91% from \$13,681,263 to \$18,867,776.

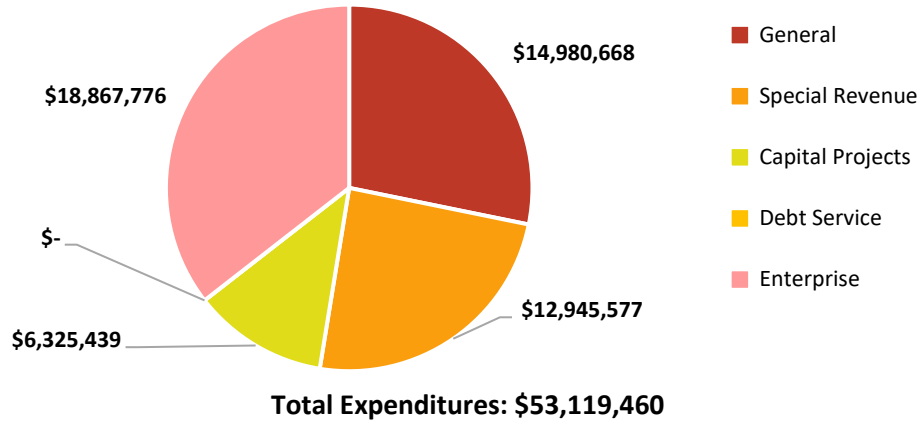


# Section 4: Financial Overview

## Portion of Total Expenditures by Fund Category

The following chart shows the percentage of total expenditures each fund type produces. The majority of the city’s expenditures come from personnel costs, contracted services and capital projects.

### Portion of Total Expenditures by Fund Category



## Expenditure Trends

Budget decisions are based on the City Council Strategic Plan. This plan outlines six goals: desirability, education, lifestyle, beautification, growth, and financial stability.

This budget includes many projects that invest in extending utilities to strategic areas. Many of these projects will complete design and engineering with the intent of creating shovel-ready projects for upcoming grants and funding from federal relief packages.

Extra principal payments are made to PERS each year to deduce the city’s future obligation, freeing up funds for future operational costs.

Funds from the local marijuana tax are spent with long-term sustainability in mind. As these revenues could decrease with the passage of marijuana legalization in neighboring Idaho, funds are not directed towards programs or increasing staff; instead, they are used to make improvements and investments around the city.

## Consolidated Financials

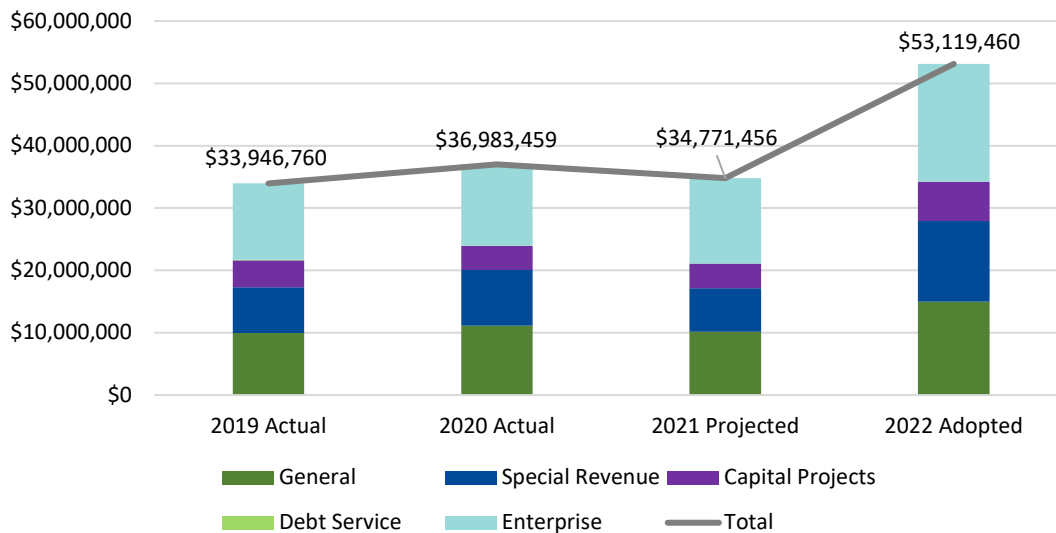
### Three-Year Consolidated Financial Fund Financial Schedule

For all funds in FY 21-22, we anticipate \$53,119,460 in revenue, an increase of 52.77% from the projection for FY 20-21 of \$34,771,456. The table below summarizes total revenue from 2019-2022. The chart illustrates FY 2019-2022 revenues by fund.

### FY 2019-2022 Revenue Summary by Fund

Fund Revenues	2019 Actual	2020 Actual	2021 Projected	2022 Adopted	Δ 2021-2022
General	\$9,933,523	\$11,108,950	\$10,172,829	\$14,980,668	\$4,807,839
Special Revenue	\$7,367,153	\$8,973,572	\$6,982,638	\$12,945,577	\$5,962,939
Capital Projects	\$4,314,027	\$3,834,487	\$3,934,726	\$6,325,439	\$2,390,713
Debt Service	\$77,485	\$27,943	\$0	\$0	\$0
Enterprise	\$12,254,572	\$13,038,507	\$13,681,263	\$18,867,776	\$5,186,513
<b>Total</b>	<b>\$33,946,760</b>	<b>\$36,983,459</b>	<b>\$34,771,456</b>	<b>\$53,119,460</b>	<b>\$18,348,004</b>

FY 2019-2022 Revenue Summary by Fund



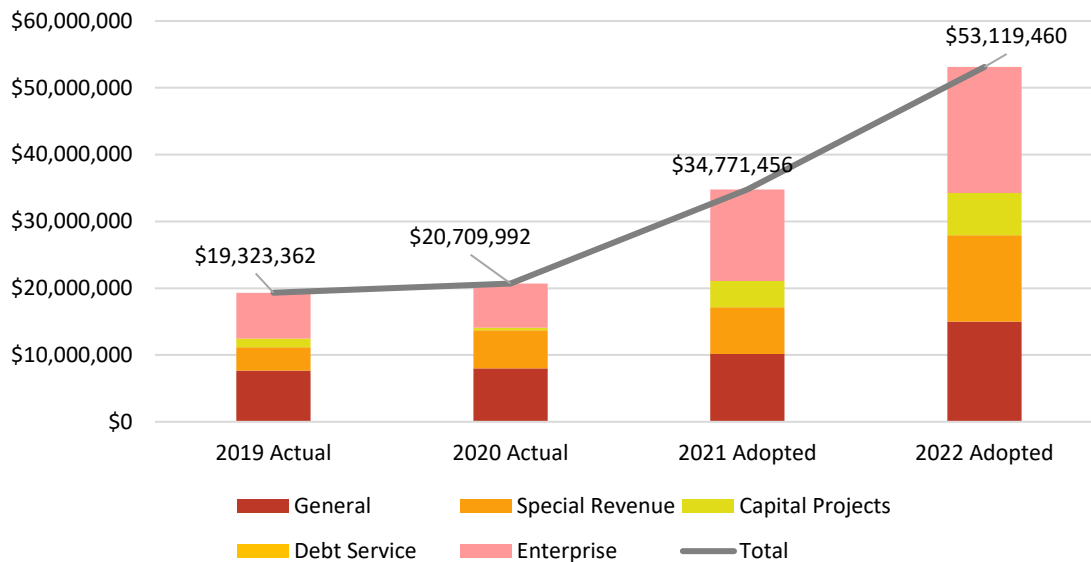
# Section 4: Financial Overview

## FY 2019-2022 Expenditure Summary by Fund

Based on expenditures from all funds, the city’s total adopted FY 21-22 budget is \$53,119,460, an increase of 52.77% from the projection for FY 20-21 of \$34,771,456. The table below summarizes total expenditures from FY 2019-2022. The chart illustrates FY 2019-2022 expenditures by fund.

Fund Expenditures	2019 Actual	2020 Actual	2021 Adopted	2022 Adopted	Δ 2020-2021
General	\$7,685,181	\$8,021,490	\$10,172,829	\$14,980,668	\$4,807,839
Special Revenue	\$3,466,829	\$5,692,174	\$6,982,638	\$12,945,577	\$5,962,939
Capital Projects	\$1,257,381	\$346,056	\$3,934,726	\$6,325,439	\$2,390,713
Debt Service	\$58,673	\$27,943	\$0	\$0	\$0
Enterprise	\$6,855,298	\$6,622,329	\$13,681,263	\$18,867,776	\$5,186,513
<b>Total</b>	<b>\$19,323,362</b>	<b>\$20,709,992</b>	<b>\$34,771,456</b>	<b>\$53,119,460</b>	<b>\$18,348,004</b>

### FY 2019-2022 Expenditure by Fund



# Section 4: Financial Overview

## FY 2022 Consolidated Financial Schedule

The following table provides a detailed summary of FY 2022 revenue and expenditures and changes in fund balances for major funds and nonmajor funds in the aggregate.

Categories	Governmental Funds			Enterprise Funds			2021-2022 Totals
	General Fund	Capital Projects Fund	Non Major Governmental	Water Fund	Wastewater Fund	Non Major Enterprise	
<b>FY 2022 Revenue</b>							
Property Taxes	\$3,975,255	\$	\$	\$	\$	\$	\$3,975,255
Other Taxes	\$3,000,000	\$	\$930,000	\$	\$	\$	\$3,930,000
Administrative Services	\$497,148	\$	\$	\$	\$	\$	\$497,148
Fees and Charges	\$2,165,881	\$580,147	\$736,934	\$3,320,693	\$3,910,552	\$150,263	\$10,864,470
Intergovernmental/Grants	\$415,587	\$950,000	\$4,179,007	\$	\$2,450,000	\$150,000	\$8,144,594
Miscellaneous	\$63,000	\$4,000	\$30,661	\$51,000	\$53,915	\$51,302	\$253,878
Debt proceeds	\$10,000	\$	-	\$2,750,000	\$	-	\$2,760,000
Interfund Transfers	\$0	\$784,280	\$3,919,447	\$	\$	\$194,775	\$4,898,502
<b>Total</b>	<b>\$10,126,871</b>	<b>\$2,318,427</b>	<b>\$9,796,049</b>	<b>\$6,121,693</b>	<b>\$6,414,467</b>	<b>\$546,340</b>	<b>\$35,323,847</b>
<b>FY 2022 Expenditures</b>							
Personnel Services	\$6,233,798	\$	\$326,956	\$600	\$600	\$110,232	\$6,672,186
Materials & Services	\$2,118,552	\$11,000	\$4,990,471	\$2,225,521	\$2,079,074	\$185,016	\$11,609,634
Capital Outlay	\$993,650	\$3,016,069	\$6,085,072	\$3,946,612	\$5,133,630	\$442,000	\$19,617,033
Debt Services	\$	\$	\$	\$272,974	\$243,231	\$	\$516,205
Interfund Transfers	\$3,759,018	\$	\$486,489	\$322,539	\$314,963	\$15,493	\$4,898,502
<b>Total</b>	<b>\$13,105,018</b>	<b>\$3,027,069</b>	<b>\$11,888,988</b>	<b>\$6,768,246</b>	<b>\$7,771,498</b>	<b>\$752,741</b>	<b>\$43,313,560</b>
<b>Balance Summary</b>							
Excess	(\$2,978,147)	(\$708,642)	(\$2,092,939)	(\$646,553)	(\$1,357,031)	(\$206,401)	(\$7,989,713)
Fund Balance- Beginning	\$4,864,297	\$3,467,470	\$3,689,070	\$1,969,770	\$3,459,769	\$355,737	\$17,806,113
Fund Balance- Ending	\$1,886,150	\$2,758,828	\$1,596,131	\$1,323,217	\$2,102,738	\$149,336	\$9,816,400
Fund Balance % Change	-61.22%	-20.44%	-56.73%	-32.82%	-39.22%	-58.02%	-44.87%

## Fund Balance

Fund balance is defined as the difference between assets and liabilities reported in a governmental fund. The following paragraphs identify fund balances in the aggregate that are anticipated to increase or decline by more than 10%.

The balance of the General Fund is projected to decrease 61.2%. This is a planned use of fund balance to fund some non-recurring projects and to pay down PERS debt.

The Capital Projects Fund is projected to decrease 20.44%. This is due to the purchase of fire equipment and the SRCI lower lift station project.

The nonmajor governmental funds are projected to decrease 56.73%. This is because the city is working on a couple of large street projects, the city is hoping to use the SDC funds on capital projects and to be able to use the revolving loan funds for the housing incentive program (which will be paid back to the fund over time).

# Section 4: Financial Overview

The Water Fund is projecting a fund balance decrease of \$646,553 or 32.82%. This is due to a large project to replace pumps at the water treatment plant in FY 2022.

The Wastewater Fund is projecting a \$1,357,031 decrease or 39.22%. The city has worked to ensure revenues cover capital projects in the future and has adjusted revenues accordingly. This decrease is due to a couple of large projects and equipment purchases. There is the Tapadera lift station project, purchase of a Vaccon sewer cleaner and upgrades to the Skyline & Malheur farm. The wastewater fund will still have 6 months of operating reserve, which is the recommended fund balance for the fund.

The nonmajor enterprise funds is projecting a \$206,401 decrease. This decrease is because of a couple of large storm sewer projects.

## FY 2020-2022 Consolidated Financial Schedule History

The following table provides a detailed summary of FY 2020-FY 2022 revenue and expenditures for all funds.

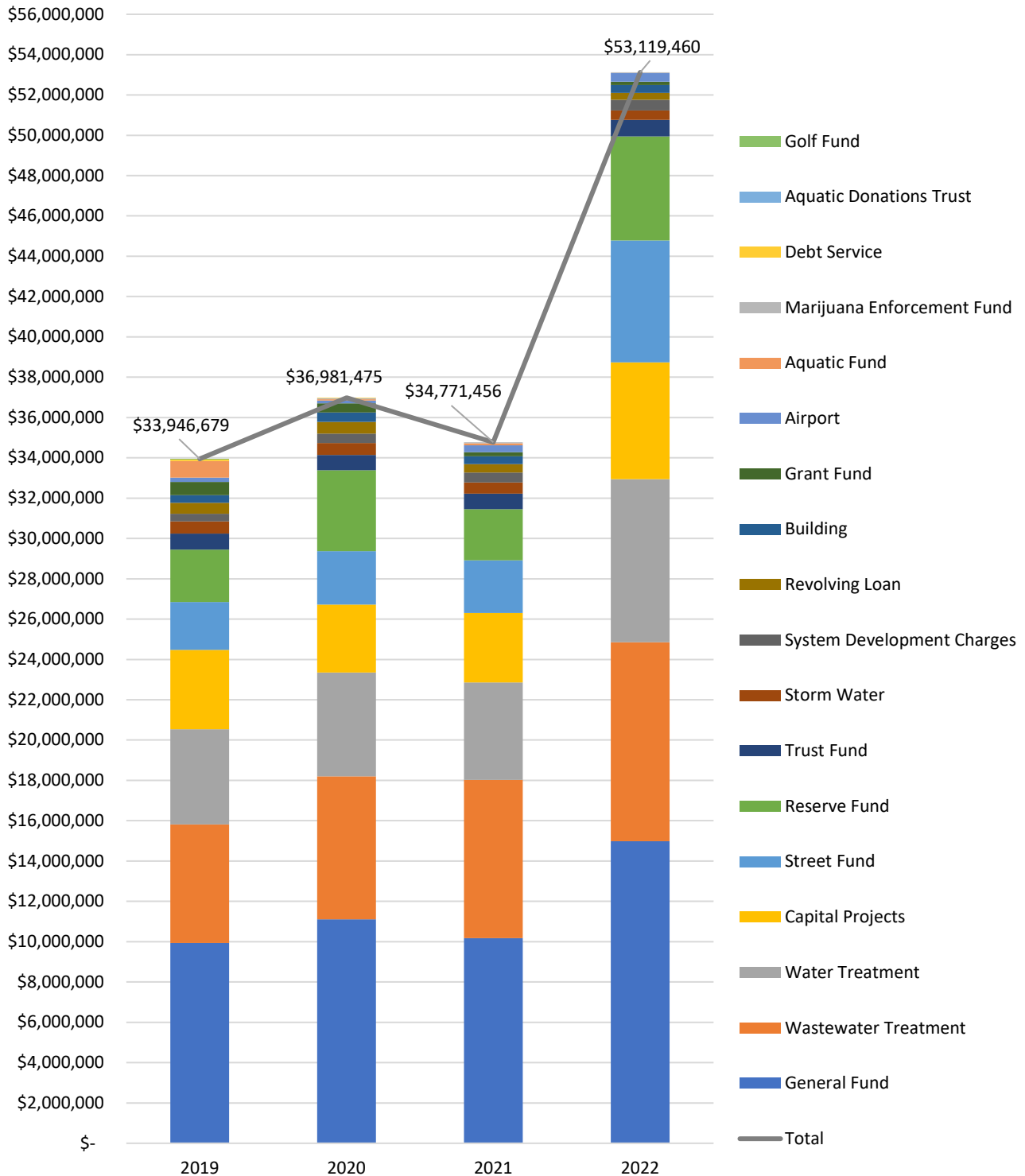
Categories	2020 Actual	2021 Adopted	2022 Adopted
<b>Revenue</b>			
Property taxes	\$3,743,588	\$3,747,617	\$3,975,255
Other taxes	\$2,692,532	\$2,030,000	\$3,930,000
Administrative Services	\$497,148	\$497,148	\$497,148
Fees and charges	\$11,035,055	\$10,727,877	\$10,864,470
Intergovernmental/Grants	\$1,667,656	\$2,090,037	\$8,144,594
Miscellaneous	\$517,991	\$463,211	\$233,412
Debt Proceeds	\$0	\$0	\$2,769,966
Interfund transfers	\$2,222,775	\$1,034,028	\$4,898,502
<b>Total</b>	<b>\$22,376,745</b>	<b>\$20,589,918</b>	<b>\$35,313,347</b>
<b>Expenditures</b>			
Personnel Services	\$5,800,789	\$6,263,659	\$6,672,186
Materials & Services	\$9,265,380	\$9,433,701	\$11,609,634
Capital Outlay	\$2,810,217	\$7,457,205	\$19,617,033
Debt Services	\$610,830	\$521,454	\$516,205
Interfund Transfers	\$2,222,775	\$1,034,028	\$4,898,502
<b>Total</b>	<b>\$20,709,991</b>	<b>\$24,710,047</b>	<b>\$43,313,560</b>
<b>Balance Summary</b>			
Excess	\$1,666,754	(\$4,120,129)	(\$8,000,213)
Fund Balance- Beginning	\$14,606,716	\$14,181,538	\$17,806,113
<b>Fund Balance- Ending</b>	<b>\$16,273,470</b>	<b>\$10,061,409</b>	<b>\$9,805,900</b>



# Section 4: Financial Overview

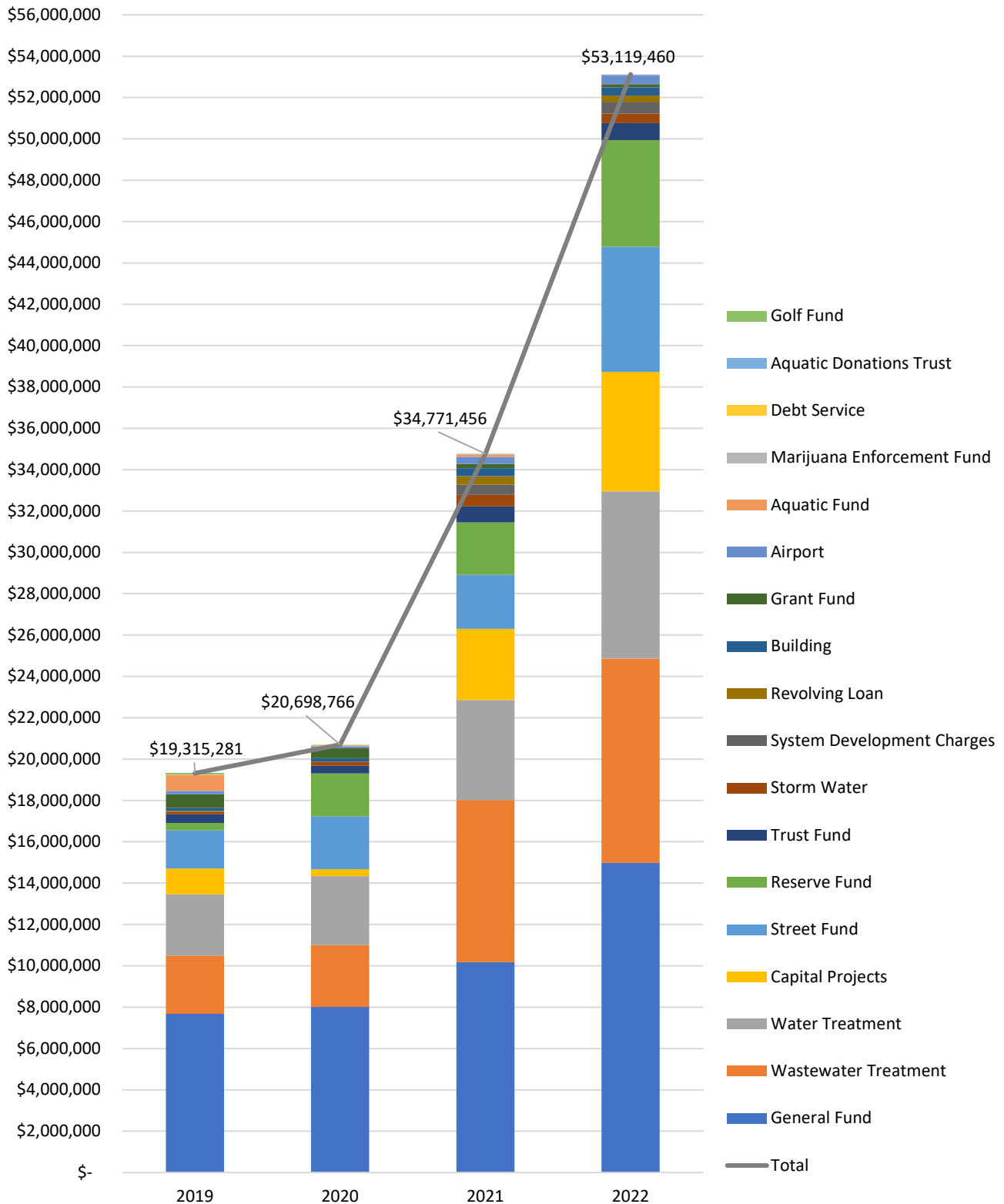
All Funds- Including Beginning Fund Balance, Contingencies, and Unappropriated

### All Funds- Revenues



# Section 4: Financial Overview

## All Funds- Expenditures



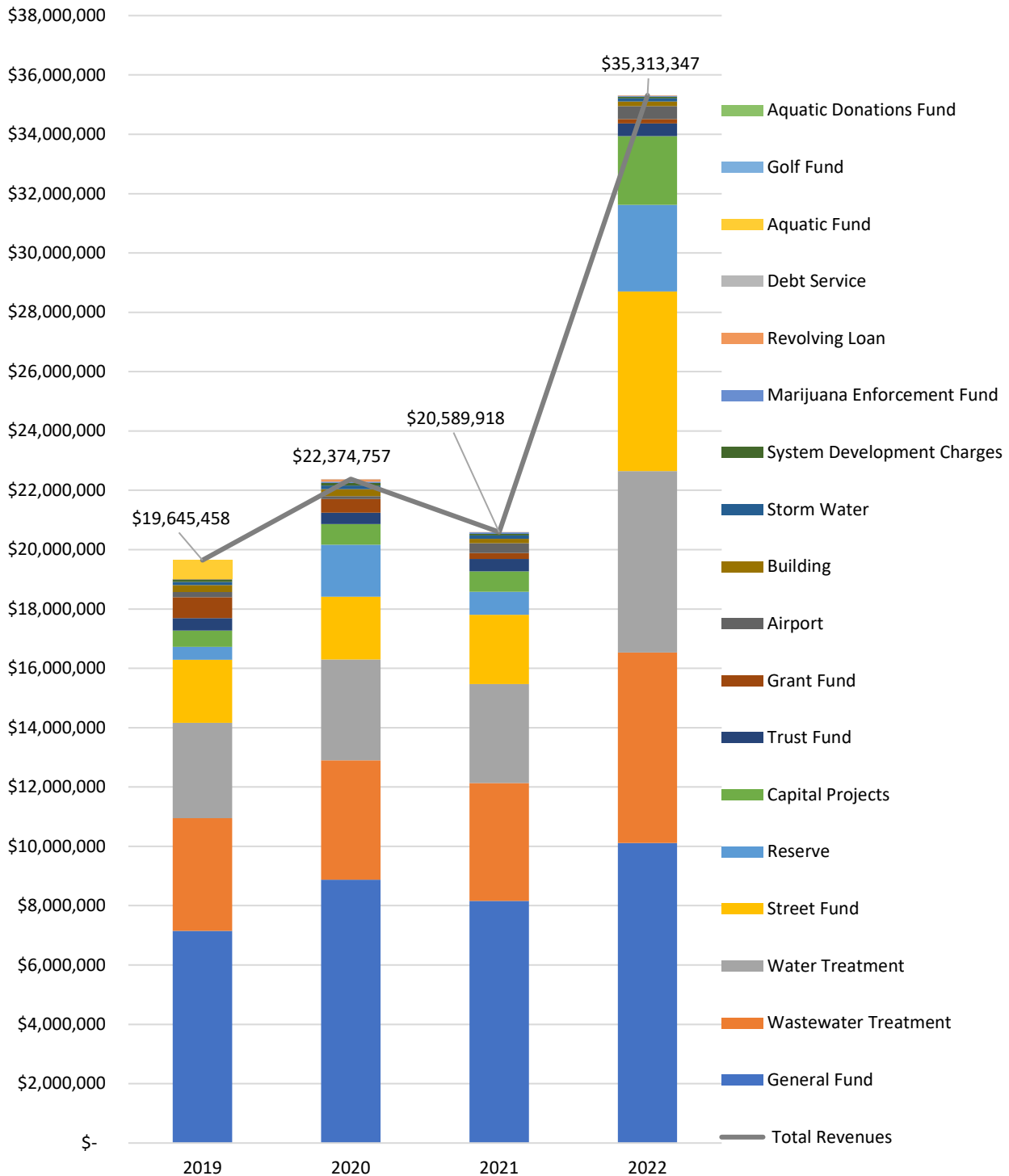
# Section 4: Financial Overview

Fund	Revenues				Expenses			
	2019	2020	2021	2022	2019	2020	2021	2022
General Fund	\$9,933,443	\$11,106,964	\$10,172,829	\$14,980,668	\$7,677,100	\$8,010,265	\$10,172,829	\$14,980,668
Wastewater Treatment	\$5,883,758	\$7,100,290	\$7,850,774	\$9,874,236	\$2,810,517	\$2,995,654	\$7,850,774	\$9,874,236
Water Treatment	\$4,714,778	\$5,142,627	\$4,829,298	\$8,091,463	\$2,967,358	\$3,331,886	\$4,829,298	\$8,091,463
Capital Projects	\$3,938,811	\$3,375,869	\$3,449,111	\$5,785,897	\$1,257,381	\$335,380	\$3,449,111	\$5,785,897
Street Fund	\$2,369,939	\$2,643,245	\$2,609,042	\$6,048,299	\$1,843,441	\$2,560,682	\$2,609,042	\$6,048,299
Reserve Fund	\$2,608,452	\$4,013,539	\$2,536,446	\$5,166,407	\$352,437	\$2,068,362	\$2,536,446	\$5,166,407
Trust Fund	\$788,035	\$754,322	\$776,631	\$815,886	\$417,155	\$368,279	\$776,631	\$815,886
Storm Water Treatment	\$614,039	\$600,649	\$557,305	\$463,445	\$135,655	\$190,452	\$557,305	\$463,445
SDC Fund	\$375,216	\$458,618	\$485,615	\$539,542	\$0	\$10,676	\$485,615	\$539,542
Revolving Loan	\$546,170	\$581,220	\$422,667	\$339,021	\$35,700	\$4,553	\$422,667	\$339,021
Building	\$375,684	\$466,753	\$385,352	\$393,464	\$146,113	\$174,515	\$385,352	\$393,464
Grant Fund	\$653,058	\$465,238	\$202,500	\$152,500	\$646,171	\$466,528	\$202,500	\$152,500
Airport	\$214,547	\$136,968	\$343,886	\$438,632	\$172,294	\$99,936	\$343,886	\$438,632
Aquatic Fund	\$821,450	\$57,975	\$100,000	\$0	\$763,476	\$4,400	\$100,000	\$0
Marijuana Enforcement Fund	\$0	\$49,255	\$50,000	\$30,000	\$0	\$49,255	\$50,000	\$30,000
Debt Service	\$77,485	\$27,943	\$0	\$0	\$58,673	\$27,943	\$0	\$0
Aquatic Donations Trust	\$25,814	\$0	\$0	\$0	\$25,814	\$0	\$0	\$0
Golf Fund	\$5,999	\$0	\$0	\$0	\$5,999	\$0	\$0	\$0
<b>Total</b>	<b>\$33,946,679</b>	<b>\$36,981,475</b>	<b>\$34,771,456</b>	<b>\$53,119,460</b>	<b>\$19,315,281</b>	<b>\$20,698,766</b>	<b>\$34,771,456</b>	<b>\$53,119,460</b>

# Section 4: Financial Overview

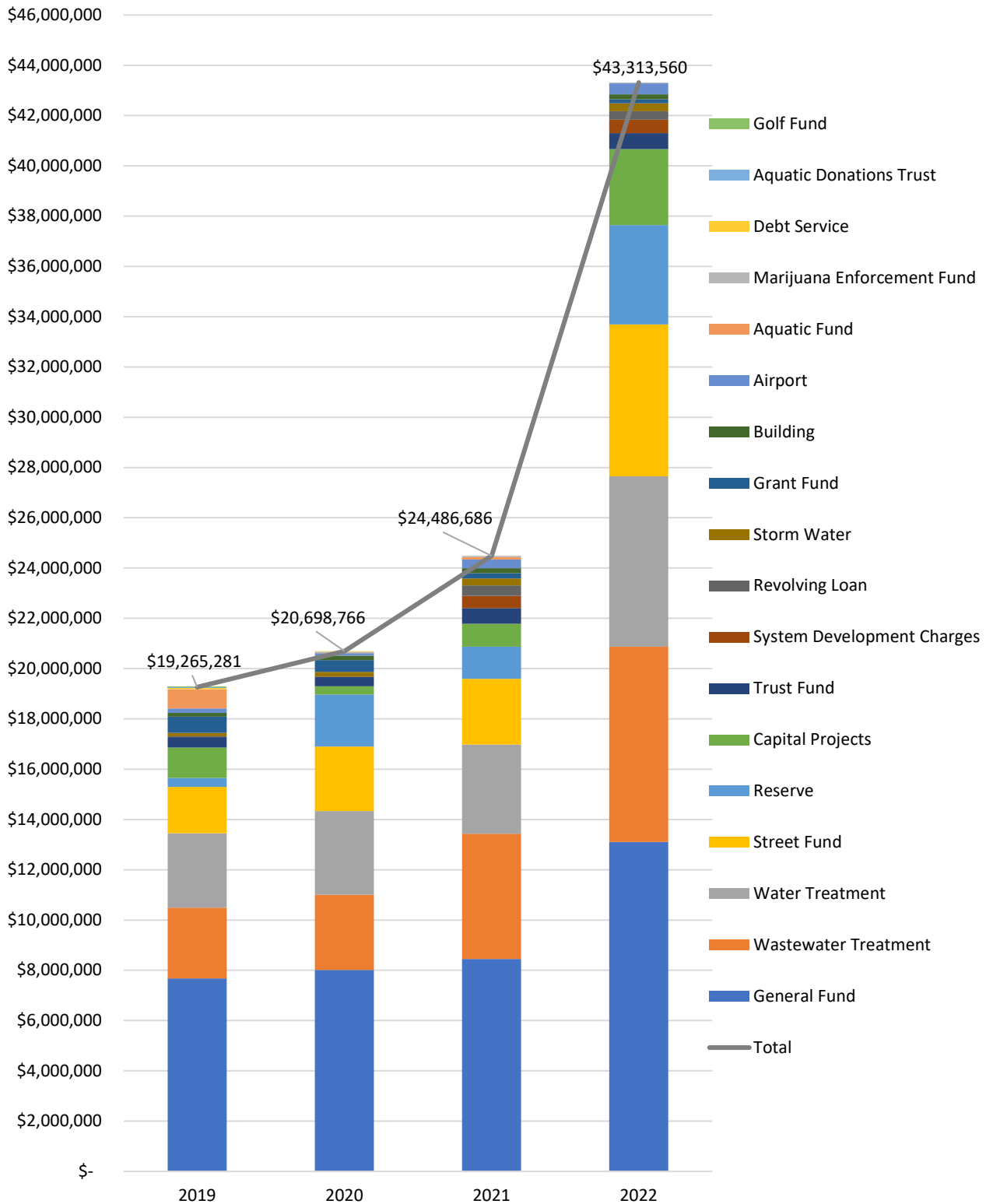
All Funds- Not Including Beginning Fund Balance, Contingencies, or Unappropriated

## All Funds- Revenues



# Section 4: Financial Overview

## All Funds- Expenditures





# Section 4: Financial Overview



Fund	Revenues				Expenses			
	2019	2020	2021	2022	2019	2020	2021	2022
General Fund	\$7,154,273	\$8,872,802	\$8,159,265	\$10,116,371	\$7,677,100	\$8,010,265	\$8,450,496	\$13,105,018
Marijuana Enforcement Fund	\$0	\$49,255	\$50,000	\$30,000	\$0	\$49,255	\$50,000	\$30,000
Street Fund	\$2,124,157	\$2,116,747	\$2,341,795	\$6,048,299	\$1,843,441	\$2,560,682	\$2,609,042	\$6,048,299
Water Treatment	\$3,212,246	\$3,395,207	\$3,332,765	\$6,121,693	\$2,967,358	\$3,331,886	\$3,547,062	\$6,768,246
Wastewater Treatment	\$3,796,402	\$4,027,049	\$3,973,891	\$6,414,467	\$2,810,517	\$2,995,654	\$5,208,527	\$7,771,498
Storm Water	\$111,204	\$122,265	\$110,300	\$107,708	\$135,655	\$190,452	\$276,710	\$314,109
Golf Fund	\$0	\$0	\$0	\$0	\$5,999	\$0	\$0	\$0
Grant Fund	\$702,891	\$460,850	\$202,500	\$152,500	\$646,171	\$466,528	\$202,500	\$152,500
Capital Projects	\$549,649	\$694,439	\$690,631	\$2,318,427	\$1,207,381	\$335,380	\$909,181	\$3,027,069
System Development Charges	\$86,406	\$83,402	\$55,000	\$55,000	\$0	\$10,676	\$485,615	\$539,542
Debt Service	\$3,547	\$9,131	\$0	\$0	\$58,673	\$27,943	\$0	\$0
Trust Fund	\$419,054	\$383,441	\$419,395	\$419,395	\$417,155	\$368,279	\$619,404	\$627,474
Reserve	\$439,852	\$1,757,524	\$767,971	\$2,922,889	\$352,437	\$2,068,362	\$1,283,945	\$3,951,207
Revolving Loan	\$4,686	\$70,750	\$5,000	\$17,966	\$35,700	\$4,553	\$422,667	\$339,021
Aquatic Donations Trust	\$0	\$0	\$0	\$0	\$25,814	\$0	\$0	\$0
Aquatic Fund	\$636,472	\$0	\$100,000	\$0	\$763,476	\$4,400	\$100,000	\$0
Airport	\$175,635	\$94,714	\$331,405	\$438,632	\$172,294	\$99,936	\$343,886	\$438,632
Building	\$228,985	\$237,181	\$150,000	\$150,000	\$146,113	\$174,515	\$201,012	\$200,945
<b>Total Revenues</b>	<b>\$19,645,458</b>	<b>\$22,374,758</b>	<b>\$20,689,918</b>	<b>\$35,313,347</b>	<b>\$19,265,281</b>	<b>\$20,698,766</b>	<b>\$24,710,047</b>	<b>\$43,313,560</b>

# Section 5: General Fund

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*Veterans Memorial*



*Fire & Rescue Rig*



*Evergreen Cemetery Columbarium*

## General Fund Overview

### Description

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. This fund includes the following departments: Administration (including Administrative Overhead and non-departmental appropriations), City Council, Business Registrations, Community Development, Finance, Fire, Police, Code Enforcement, Police Reserves, and Information Technology.

The Recreation Department was dissolved after the creation of the Recreation District in 2019. It is included in the budget for historical purposes.

### Budget Adjustments

- Local marijuana tax has surpassed the 2020-2021 budget estimates; this revenue budget will be increased to \$3 million for 2021-2022.
- Property taxes will be budgeted with a modest 1.85% increase.

### Objectives and Performance Measures

Key indicators were first introduced in the FY 2017-18 Budget. This first iteration focused on outputs of departments and continued through the following years. This year, department heads are working to revise and build upon the key indicators to include more concrete objectives, show outcomes, and tie in with the City Council Strategic Plan.

This year's budget will include a preliminary structure of objectives, connection to the strategic plan, outputs (key indicators), and outcomes (accomplishments). While some departments, especially internal services, are not represented in the strategies and activities of the Council's strategic plan, they do tie in to at least one of the five overall goals.

Performance measures are discussed for the eight main departments of the city. Administration, Community Development, Finance, Fire and Rescue, Police, and Information Technology are all listed under the general fund. The Airport is listed under enterprise funds. Public Works is represented in the general fund, special revenue funds, and enterprise funds.

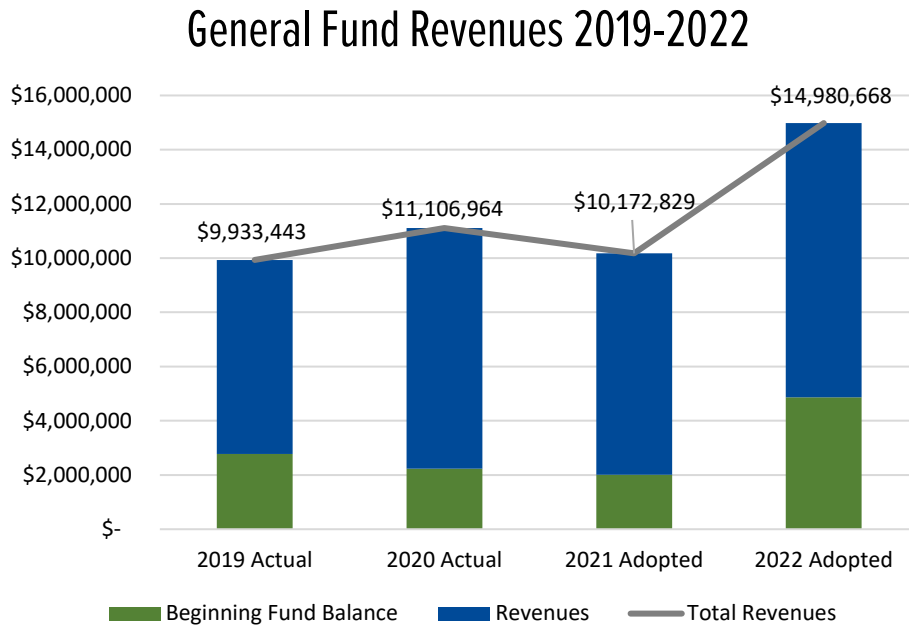
The completed update will be published in the FY 2022-23 Budget. Performance measures will also be published and updated on the city's OpenGov portal.



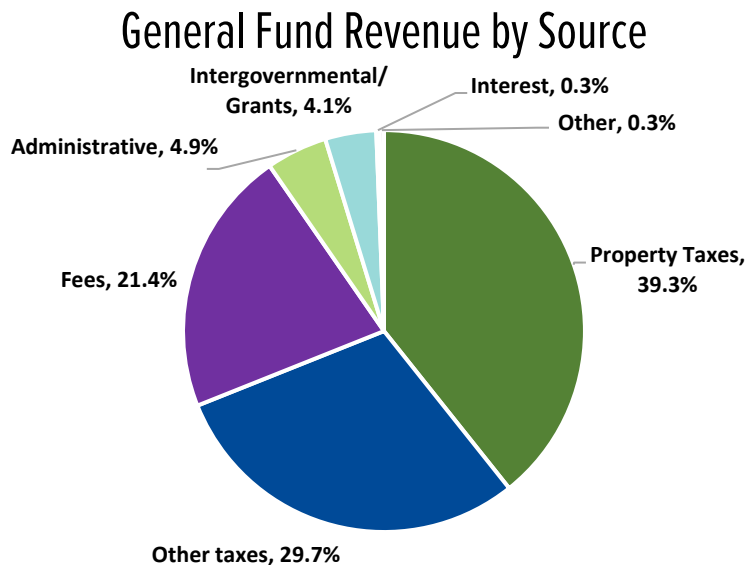
# Section 5: General Fund

## General Fund Revenues

General Fund Revenues have remained steady with an increase of 52.2% between FY 2022 and FY 2021.



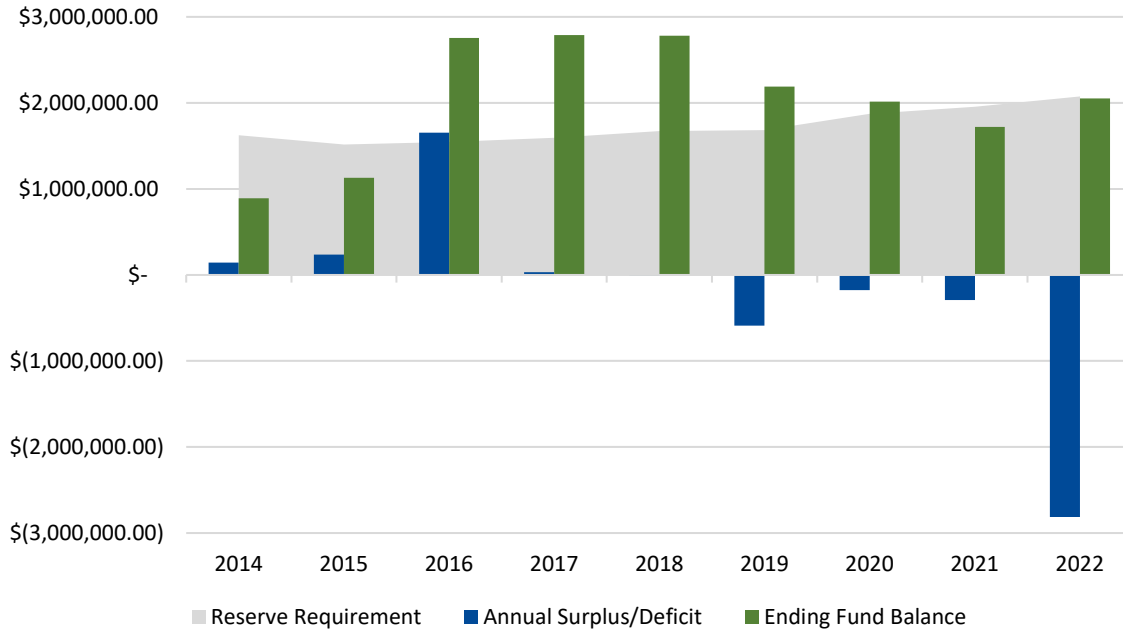
General Fund revenue comes from property taxes, fees, other taxes, administrative fees, intergovernmental/grant funding, interest, other sources, and interfund transfers. These funds are used to finance services provided to citizens by the City of Ontario. The pie chart below does not include beginning fund balance.



# Section 5: General Fund

Since FY 2017-18, the City of Ontario has maintained a reserve surplus equal to three months of operating expenses.

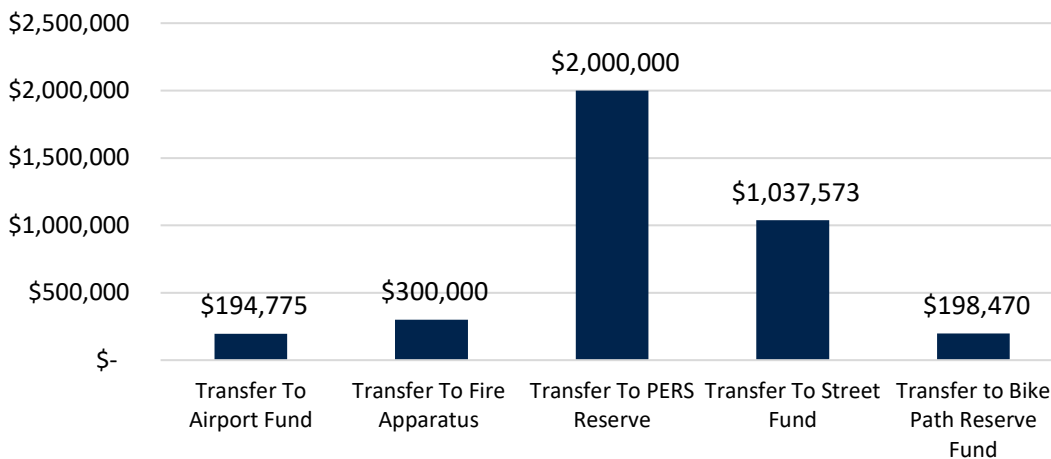
### General Fund Reserve Surplus 2014-2022



## Transfers Out of the General Fund

Funds are transferred out of the General Fund to supplement other funds with insufficient revenue to balance expenditures. The following chart shows the \$3,730,818 total which will be transferred in FY 2021-22.

### Transfers Out of General Fund 2022

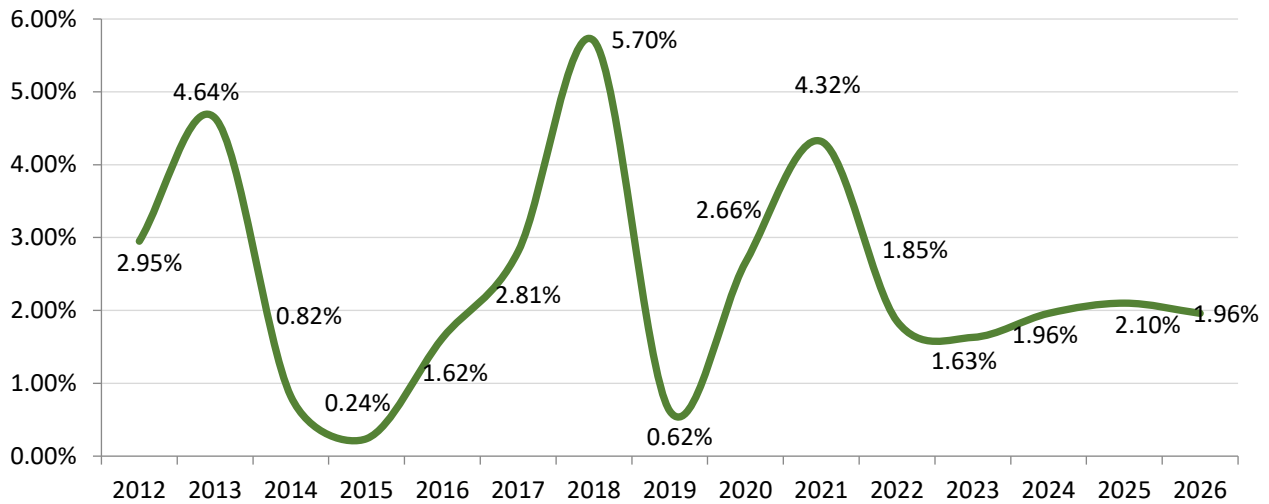




## Property Tax

Property tax revenue is projected to increase at a modest 2%. The spike in revenue increase in 2018 is from a high value property which was constructed that year.

Percent Increase in Property Tax Revenue



## State Shared Revenues

The League of Oregon Cities (LOC) reports estimates for per capita state shared revenues for cities on an annual basis. As written in their 2020 report:

“Per capita distributions for revenue sources are calculated based on certified population statistics from Portland State University’s Center for Population Research (PSUCPR). Population estimates, compiled each July, are typically certified on December 15, and thereafter begin to govern the distributions. A copy of the certified estimate applicable to 2020 distributions is available near the end of the report. We have not attempted to project population increases in future year per capita revenue estimates, different locations will see different demographic changes over time and future distributions will be affected.”

# Section 5: General Fund

## Per Capita State Shared Revenues for Cities

	Highway Trust Fund Revenues (Gas Tax)	Liquor Revenues (20% of Total Share)	Marijuana Tax Revenues (75% of City's Share)	Cigarette Tax Revenues	9-1-1 Tax Revenues
2018-19 Actuals	\$ 71.15	\$ 16.58	\$ 2.74	\$ 1.15	\$ 5.19
2019-20 Estimates	\$ 72.67	\$ 18.27	\$ 3.27	\$ 1.13	\$ 4.99
2020-21 Estimates	\$ 78.94	\$ 19.79	\$ 3.51	\$ 1.13	\$ 6.41
2021-22 Estimates	\$ 80.13	\$ 20.34	\$ 4.01	\$ 1.11	\$ 9.08

“State marijuana tax and liquor revenue distributions are not exclusively based on population. The 14% liquor revenue share to cities uses an adjusted population formula that factors in per capita property taxes and per capita income of each city (see ORS 221 .770). The 25% state marijuana tax share to cities is distributed based on the number of licensed marijuana premises in each certified city compared to the total number of licensed marijuana premises in all certified cities. The estimates for the total share for all cities are provided to allow cities to see trends that will assist cities in their individual computations.”

## Non-Per Capita Based State Shared Revenues for Cities

	Liquor Revenues (Based on Formula, 14% of Total Share)	Marijuana Tax Revenues (Based on Licenses, 25% of City's Share)
2018-19 Actuals	\$33,424,766	\$2,331,214
2019-20 Estimates	\$37,301,000	\$2,819,328
2020-21 Estimates	\$40,409,000	\$3,029,727
2021-22 Estimates	\$41,536,000	\$3,461,036

Ontario’s population as certified from PSUCPR is 11,515

# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>GENERAL REVENUES</b>							
AVAILABLE CASH ON HAND	2,779,170	2,234,162.21	2,013,564	4,864,297	4,864,297	4,864,297	4,864,297
BAD DEBT RECOVERY	508	-	500	500	500	500	500
CUSTOMER COPIES	-	-	5	5	5	5	5
GAMING ADMINISTRATIVE FEE	25	25	-	-	-	-	-
INTEREST ON DEPOSIT	67,821	58,571	65,000	28,000	28,000	28,000	28,000
LAND SALES	15,193	5,398	8,000	8,000	8,000	8,000	8,000
LATE FEES & PENALTIES	897	1,661	750	750	750	750	750
MISC ADMIN REVENUE	208	163	-	-	-	-	-
MISC COLLECTIONS	13,852	10,470	5,000	5,000	5,000	5,000	5,000
PERS ALLOCATION TRANSFER IN	146,480	-	-	-	-	-	-
PUBLIC WORKS REVENUE--FUND 001	431,524	431,524	431,524	431,524	431,524	431,524	431,524
STATE REVENUE SHARING	130,098	136,990	136,635	153,265	153,265	153,265	153,265
STREET FUND REVENUE-FUND 001	65,624	65,624	65,624	65,624	65,624	65,624	65,624
YARD SALE PERMITS	2,150	1,280	2,230	2,230	2,230	2,230	2,230
COVID-19 SAIF GRANT	-	2,976	-	-	-	-	-
COVID RELIEF FUND	-	5,731	-	-	-	-	-
DONATIONS	-	-	-	10,000	10,000	10,000	10,000
DEBT PROCEEDS	-	-	-	502,280	502,280	-	-
<b>GENERAL REVENUE TOTAL</b>	<b>\$ 3,653,550</b>	<b>\$ 2,954,576</b>	<b>\$ 2,728,832</b>	<b>\$ 6,071,475</b>	<b>\$ 6,071,475</b>	<b>\$ 5,569,195</b>	<b>\$ 5,569,195</b>
<b>TAXES</b>							
ALCOHOL BVG LICENSE & FEE	193,706	205,410	246,582	238,446	238,446	238,446	238,446
CIGARETTE TAX	13,192	12,546	12,979	13,376	13,376	13,376	13,376
LOCAL MARIJUANA TAX	-	1,822,248	1,100,000	3,000,000	3,000,000	3,000,000	3,000,000
MARIJUANA TAX	8,264	-	-	-	-	-	-
MOTEL OCCUPANCY TAX	1,087	-	-	-	-	-	-
PROPERTY TAXES - DELINQUE	144,713	171,355	130,000	144,295	144,295	144,295	144,295
PROPERTY TAXES CURRENT	3,489,187	3,566,542	3,614,617	3,826,960	3,826,960	3,826,960	3,826,960
PYMT IN LEIU OF TAXES	2,720	5,691	3,000	4,000	4,000	4,000	4,000
<b>TAXES TOTAL</b>	<b>\$ 3,852,868</b>	<b>\$ 5,783,792</b>	<b>\$ 5,107,178</b>	<b>\$ 7,227,077</b>	<b>\$ 7,227,077</b>	<b>\$ 7,227,077</b>	<b>\$ 7,227,077</b>
<b>FRANCHISE FEE</b>							
CABLE T V	46,272	38,170	46,000	29,800	29,800	29,800	29,800
CASCADE NATURAL GAS	149,422	163,125	150,920	176,486	176,486	176,486	176,486
IDAHO POWER FRANCHISE	1,286,083	1,246,463	1,293,160	1,229,712	1,229,712	1,229,712	1,229,712
LS NETWORKS FRANCHISE	-	1,443	-	-	-	-	-
ONTARIO SANITARY SERVICE	94,433	99,293	95,853	100,397	100,397	100,397	100,397
TELECOMMUNICATIONS	45,905	45,287	46,365	43,479	43,479	43,479	43,479
<b>FRANCHISE FEE TOTAL</b>	<b>\$ 1,622,115</b>	<b>\$ 1,593,781</b>	<b>\$ 1,632,298</b>	<b>\$ 1,579,874</b>	<b>\$ 1,579,874</b>	<b>\$ 1,579,874</b>	<b>\$ 1,579,874</b>
<b>Grand Total</b>	<b>\$ 9,128,533</b>	<b>\$ 10,332,148</b>	<b>\$ 9,468,308</b>	<b>\$ 14,878,426</b>	<b>\$ 14,878,426</b>	<b>\$ 14,376,146</b>	<b>\$ 14,376,146</b>

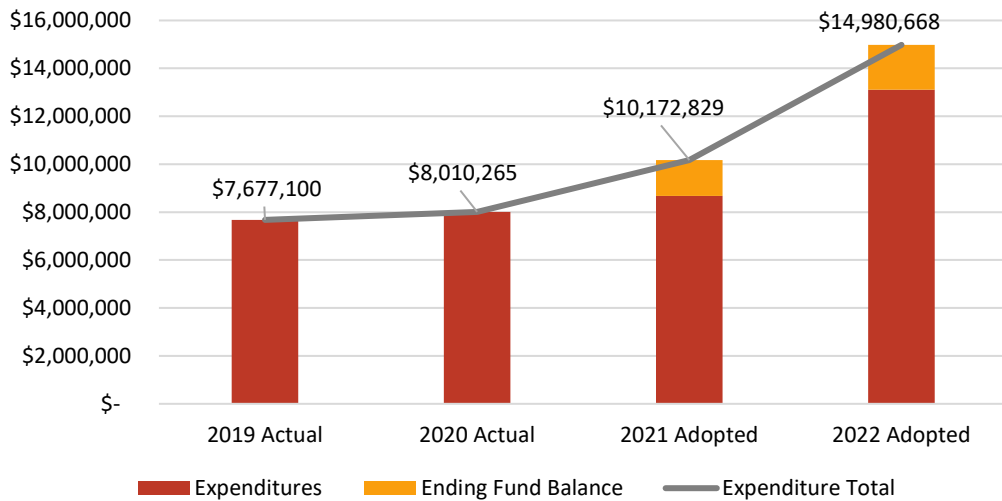
## City of Ontario 2021-2022 Budget

# Section 5: General Fund

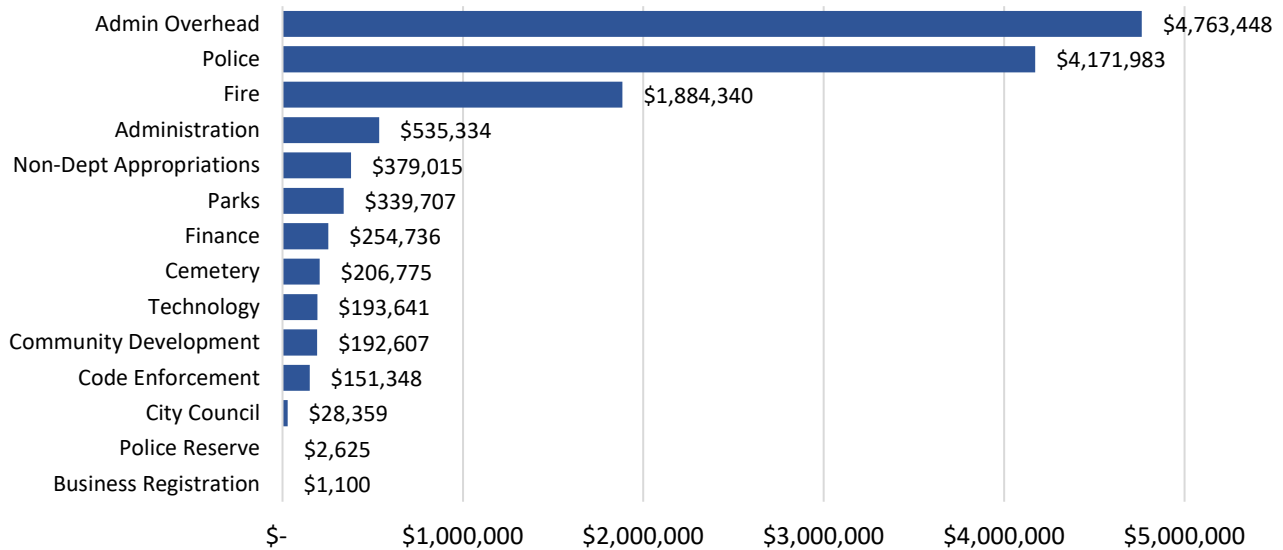
## General Fund Expenditures

General Fund expenditures mirror the revenues with an increase of 52.2% between FY 2021 and FY 2020.

### General Fund Expenditures 2019-2022



### Expenditures by Department

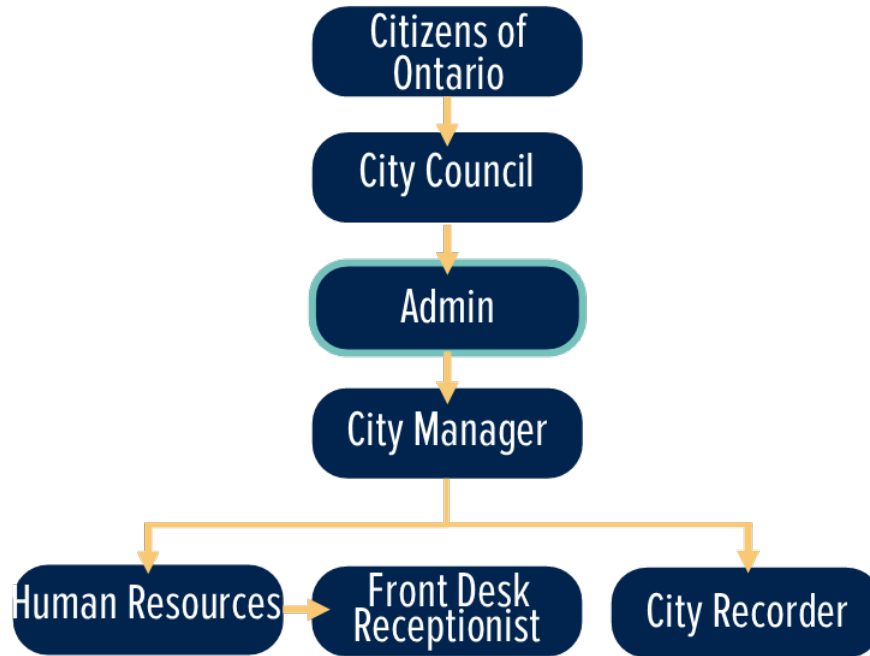


# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>TOTAL GENERAL FUND</b>							
GENERAL REVENUES	9,128,533	10,332,148	9,468,308	14,878,426	14,878,426	14,376,146	14,376,146
BUSINESS REGISTRATIONS	2,720	2,430	2,500	2,500	2,500	2,500	2,500
CEMETERY	34,815	26,900	45,000	35,000	35,000	35,000	35,000
PARKS	3,775	770	2,000	2,000	2,000	2,000	2,000
COMMUNITY DEVELOPMENT	18,370	15,362	4,450	4,000	4,000	4,000	4,000
FIRE	126,871	123,238	134,572	234,572	234,572	234,572	234,572
POLICE	425,279	494,616	423,799	362,099	199,850	199,850	199,850
CODE ENFORCEMENT	120,997	111,503	92,200	126,600	126,600	126,600	126,600
RECREATION	72,083	(3)	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 9,933,443</b>	<b>\$ 11,106,964</b>	<b>\$ 10,172,829</b>	<b>\$ 15,645,197</b>	<b>\$ 15,482,948</b>	<b>\$ 14,980,668</b>	<b>\$ 14,980,668</b>
<b>EXPENDITURES</b>							
ADMINISTRATION	420,486	462,166	497,012	535,334	535,334	535,334	535,334
ADMIN OVERHEAD	1,554,954	1,170,854	854,690	4,033,380	5,290,728	4,788,448	4,763,448
CITY COUNCIL	11,771	12,689	25,362	28,359	28,359	28,359	28,359
NON DEPARTMENTAL APPROPRIATIONS	10,000	30,000	80,000	264,015	264,015	365,000	379,015
HUMAN RESOURCES	-	-	-	-	-	-	-
BUSINESS REGISTRATION	401	485	1,100	1,100	1,100	1,100	1,100
CEMETERY	108,081	145,330	174,381	206,775	206,775	206,775	206,775
PARKS	116,541	162,683	316,250	405,707	339,707	339,707	339,707
COMMUNITY DEVELOPMENT	144,234	166,590	217,248	192,607	192,607	192,607	192,607
FINANCE	233,305	239,873	245,849	254,736	254,736	254,736	254,736
FIRE	1,431,662	1,625,875	1,672,809	1,906,047	1,884,340	1,884,340	1,884,340
POLICE	3,242,161	3,716,457	3,939,857	4,301,270	4,171,983	4,171,983	4,171,983
POLICE RESERVE	1,723	-	6,165	2,625	2,625	2,625	2,625
CODE ENFORCEMENT	117,634	165,015	244,722	151,348	151,348	151,348	151,348
RECREATION	193,322	-	-	-	-	-	-
TECHNOLOGY	90,824	112,248	175,051	277,285	193,641	193,641	193,641
CONTINGENCY	-	-	222,333	-	165,650	164,665	175,650
ENDING FUND BALANCE	-	-	1,500,000	1,800,000	1,800,000	1,700,000	1,700,000
<b>EXPENDITURE TOTAL</b>	<b>\$ 7,677,100</b>	<b>\$ 8,010,265</b>	<b>\$ 10,172,829</b>	<b>\$ 14,360,588</b>	<b>15,482,948</b>	<b>\$ 14,980,668</b>	<b>\$ 14,980,668</b>



## City Administration



### Description

City Administration includes the City Manager, City Recorder, Assistant City Manager, and the Front Desk Receptionist. Administrative overhead also falls under this category.

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; receives and processes public inquires and complaints; is 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;

# Section 5: General Fund

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; 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 Assistant City Manager 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. He also completes tasks as assigned by the City Manager and is the city website administrator.

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.

## Objectives and Performance Measures

### Objectives

- Objectives and key indicators for the Administration department are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

### Accomplishments

- Finished downtown beautification phase I.
- Completed downtown repaving project.
- Completed wayfinding study.
- Completed downtown attraction study.
- Implemented new Ontario brand.
- Installed security cameras at city facilities.
- Hired professional grant writing team.
- Recruited Airport Manager.
- Recruited Front Desk Receptionist.
- Received GFOA Distinguished Budget Presentation Award.
- Prioritized and presented CARES Act funds to Council.
- Distributed tents, heaters, propane, and PPE to businesses, non-profits, and faith-based organizations struggling from the pandemic.
- Implemented Spanish-language website.
- Implemented an online platform for city permits and licenses.

# Section 5: General Fund

## Strategic Impact

City Administration, as the name implies, plays a role in administering to all six goals of the Council’s strategic plan. Administration facilitates the planning sessions, tracks all updates for activities listed under the strategic plan, and oversees the implementation of all activities.

## Key Indicators

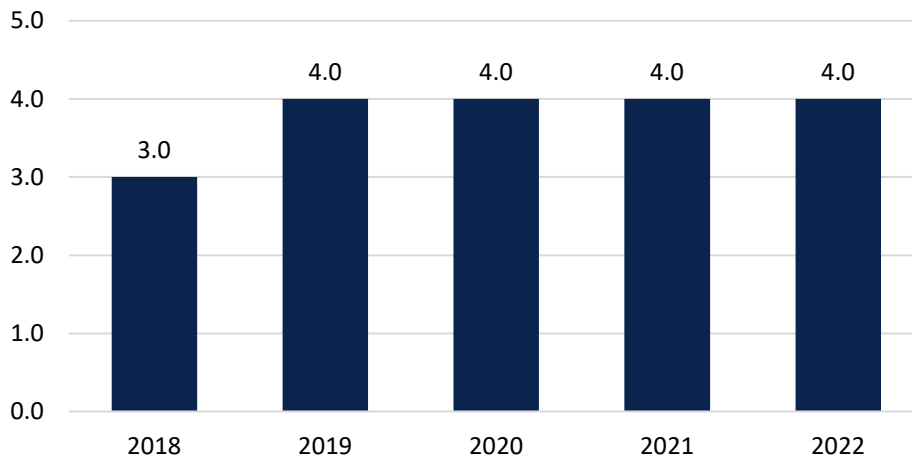
Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actuals	2020 Actuals	2021 Projected
Resolutions Prepared and Approved by City Council	34	39	45	36	39	40
Meetings of the City Council	28	23	28	26	32	30
Ordinances Prepared and Approved by City Council	8	10	17	19	17	15
New Business Registrations Received	122	23	27	48	46	45
Cemetery Documents Prepared	44	89	85	138	141	125
Committee Appointments	11	10	22	15	18	17
Oaths Administered	10	9	2	9	3	5
Special Event Permits Issued	165	58	55	69	*4	30
Yard Sale Permits Issued	275	447	446	393	154	200

\*Special Event Permits were limited due to the COVID-19 pandemic.

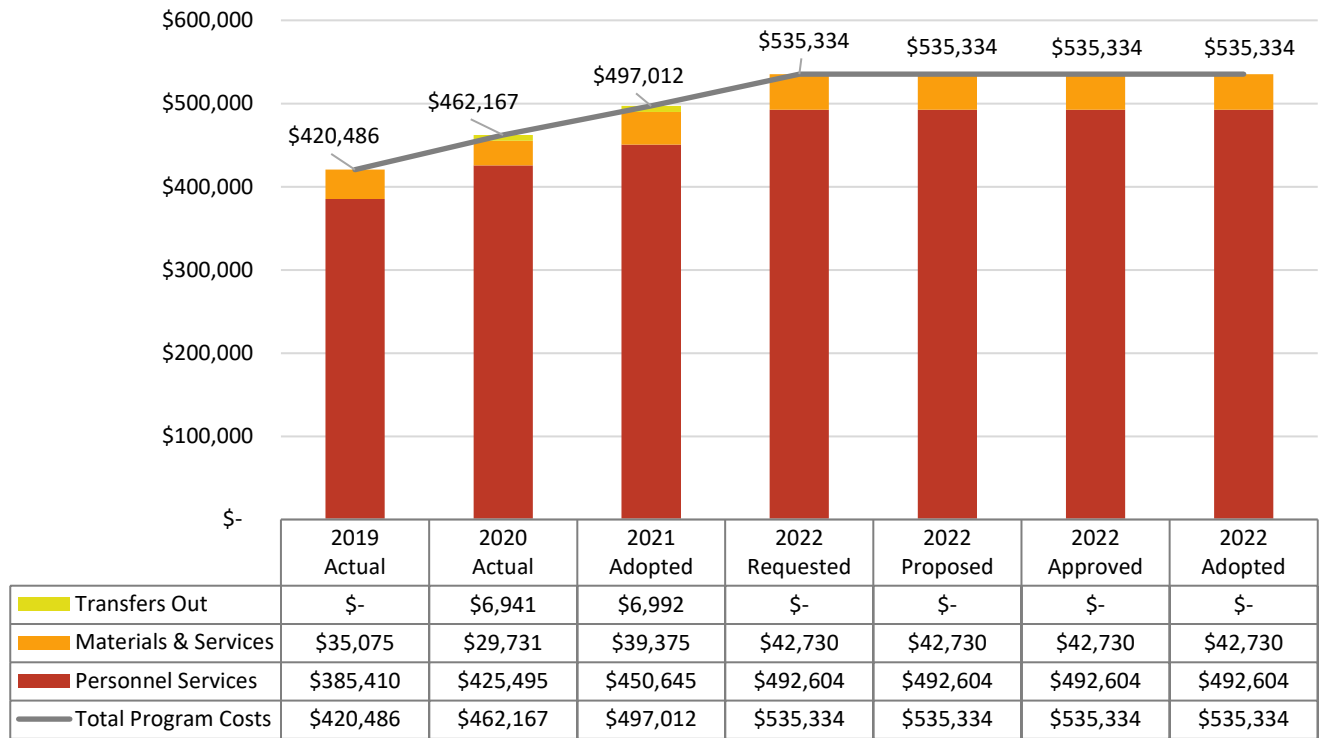
## Budget Adjustments

- There is an increase in salaries from a performance-based evaluation process.
- A new computer is needed in 2021-2022.

### Administration FTE History



## City Administration Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	5,100	5,400	5,400	5,400	5,400	5,400	5,400
MEDICAL INSURANCE CO-PAY	47,336	47,214	48,526	59,351	59,351	59,351	59,351
RETIREMENT	46,102	70,453	75,621	90,021	90,021	90,021	90,021
SOCIAL SECURITY	19,718	21,037	23,054	24,191	24,191	24,191	24,191
VACATION/SICK BUYOUT	921	1,244	6,939	7,206	7,206	7,206	7,206
WAGES & SALARIES	260,939	277,924	289,014	303,613	303,613	303,613	303,613
WORKMANS COMP	5,294	2,222	2,091	2,822	2,822	2,822	2,822
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 385,410</b>	<b>\$ 425,495</b>	<b>\$ 450,645</b>	<b>\$ 492,604</b>	<b>\$ 492,604</b>	<b>\$ 492,604</b>	<b>\$ 492,604</b>
<b>MATERIALS &amp; SERVICES</b>							
CELL PHONE	1,551	1,338	1,700	1,700	1,700	1,700	1,700
CONTRACT LABOR	-	2,609	-	-	-	-	-
DATA PROCESSING	820	-	1,800	5,300	5,300	5,300	5,300
DONATIONS & OTHER CONTRIBUTION	102	-	150	150	150	150	150
GENERAL SUPP & MAINT	1,879	5,646	2,850	2,850	2,850	2,850	2,850
MEDICAL EXAMS	50	47	-	-	-	-	-
MEETING MEAL EXPENSE	727	454	1,425	1,425	1,425	1,425	1,425
OFFICE MACH CONTRACT	2,612	2,033	3,000	3,000	3,000	3,000	3,000
OFFICE SUPPLIES	2,178	2,004	2,900	2,900	2,900	2,900	2,900
PETROLEUM	282	279	400	600	600	600	600
POSTAGE	173	148	300	325	325	325	325
PRINT / AD / RECORD	2,331	1,576	3,000	3,630	3,630	3,630	3,630
PROFESSIONAL DEVELOPMENT	14,852	13,129	17,700	17,700	17,700	17,700	17,700
RECRUITMENT	7,018	445	4,000	3,000	3,000	3,000	3,000
VEHICLE REPAIR	501	21	150	150	150	150	150
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 35,075</b>	<b>\$ 29,731</b>	<b>\$ 39,375</b>	<b>\$ 42,730</b>	<b>\$ 42,730</b>	<b>\$ 42,730</b>	<b>\$ 42,730</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	6,941	6,992	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 6,941</b>	<b>\$ 6,992</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 420,486</b>	<b>\$ 462,166</b>	<b>\$ 497,012</b>	<b>\$ 535,334</b>	<b>\$ 535,334</b>	<b>\$ 535,334</b>	<b>\$ 535,334</b>



## Administration Overhead

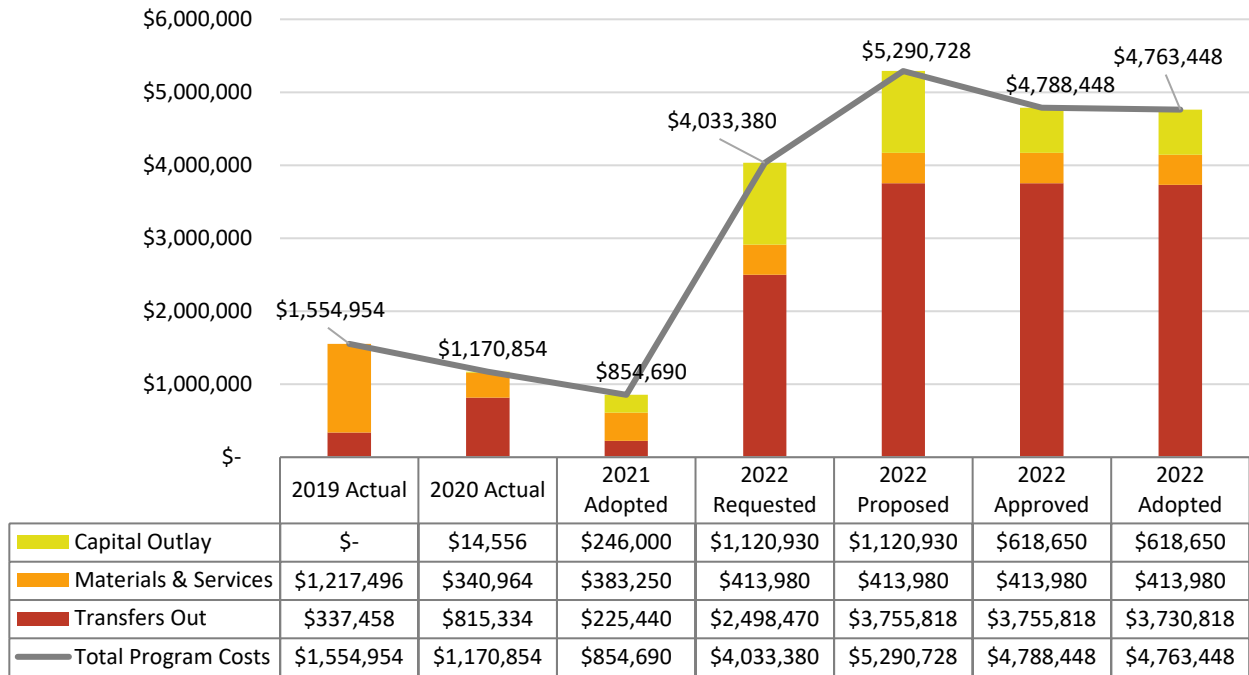
### Description

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

- The downtown beautification project is continuing and there is \$251,000 budgeted for decorative lighting and an irrigation system for plants downtown.
- The 2021-2022 budget has \$50,000 budgeted for the downtown attraction. This will further study what downtown attraction would most benefit the city. Another \$200,000 is budgeted for land acquisition downtown in conjunction with the attraction.
- The city received a grant in 2019-2020 which allowed for the wayfinding study. There is \$57,650 in the budget to purchase the new signage based on the study.
- The Administrative Overhead Department accounts for transfers out to other funds when necessary. Total transfers out in 2019-2020 was \$225,440 and total transfers out in 2021-2022 is \$3,755,818. The transfers are as follows:
  - Transfer to Airport Fund \$194,775.
  - Transfer to Fire Apparatus Department in the Capital Projects Fund \$300,000.
  - Transfer to Street Fund \$1,037,573.
  - Transfer for trails \$198,470.
  - Transfer for PERS side account payment \$2,000,000.

## Administrative Overhead Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
APT BLDG MAINT & REPAIR	-	-	495	495	495	495	495
AUDITOR	22,610	23,205	25,860	30,000	30,000	30,000	30,000
BANK CHARGES	497	2,517	3,000	3,000	3,000	3,000	3,000
BLDG MAINT & REPAIR	28,224	24,959	35,000	38,000	38,000	38,000	38,000
CITY BEAUTIFICATION	-	39,208	75,000	-	-	-	-
CONTRACT SERVICES	4,324	4,595	4,733	82,733	82,733	82,733	82,733
CONTRACT SETTLEMENT	4,919	-	5,000	5,000	5,000	5,000	5,000
DATA PROCESSING	1,471	-	2,500	-	-	-	-
DUES & MEMBERSHIPS	11,654	11,148	11,495	11,535	11,535	11,535	11,535
ELECTRICITY	30,237	30,763	36,000	36,000	36,000	36,000	36,000
FUEL HEAT	3,808	3,516	4,000	4,000	4,000	4,000	4,000
GARBAGE SERVICE	3,714	3,757	3,911	3,911	3,911	3,911	3,911
GENERAL SUPPLIES & MAINT	1,367	1,425	1,200	1,260	1,260	1,260	1,260
INS PREM & SURETY	84,849	88,121	88,840	108,330	108,330	108,330	108,330
LEGAL SERVICES	34,170	70,515	35,000	40,000	40,000	40,000	40,000
MEDICAL EXAMS	383	-	500	500	500	500	500
OFFICE MACHINE CONTRACT	11,503	9,649	13,116	13,116	13,116	13,116	13,116
OFFICE SUPPLIES	2,778	3,923	4,000	4,000	4,000	4,000	4,000
ORDINANCE CODIFICATION	5,226	3,851	7,500	7,500	7,500	7,500	7,500
PERS RESERVE	510,745	-	-	-	-	-	-
PERS SIDE ACCOUNT	438,700	-	-	-	-	-	-
POSTAGE	416	1,630	3,500	3,500	3,500	3,500	3,500
PRINT / AD / RECORD	1,354	2,353	4,000	4,000	4,000	4,000	4,000
SAFETY COMMITTEE	-	-	500	500	500	500	500
SISTER CITY	156	-	1,500	-	-	-	-
TELEPHONE	14,377	15,256	14,600	14,600	14,600	14,600	14,600
UNEMPLOYMENT CLAIMS	13	500	2,000	2,000	2,000	2,000	2,000
DISPENSARY LICENSE SUPPLIES	-	73	-	-	-	-	-
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 1,217,496</b>	<b>\$ 340,964</b>	<b>\$ 383,250</b>	<b>\$ 413,980</b>	<b>\$ 413,980</b>	<b>\$ 413,980</b>	<b>\$ 413,980</b>

# Section 5: General Fund



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CONTINGENCY</b>							
OPERATING CONTINGENCY	-	-	222,333	-	165,650	164,665	175,650
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 222,333</b>	<b>\$ -</b>	<b>\$ 165,650</b>	<b>\$ 164,665</b>	<b>\$ 175,650</b>
<b>CAPITAL OUTLAY</b>							
MALHEUR RIVER TRAIL	-	-	30,000	40,000	40,000	40,000	40,000
DOWNTOWN ATTRACTION LAND ACQUISITION	-	-	-	200,000	200,000	200,000	200,000
ENTERPRISE CAMERA SYSTEM	-	-	-	20,000	20,000	20,000	20,000
INTERIOR LED LIGHTING	-	-	-	104,413	104,413	-	-
EXTERIOR LED LIGHTING	-	-	-	33,253	33,253	-	-
AUTOMATED SHUT-OFF IRRIGATION	-	-	-	235,602	235,602	-	-
CITY FLEET CAR	-	-	21,000	-	-	-	-
DOWNTOWN ATTRACTION	-	-	50,000	50,000	50,000	50,000	50,000
DUMPSTER ENCLOSURES	-	-	35,000	-	-	-	-
FIBER LINES	-	7,756	-	-	-	-	-
POLE BARN	-	-	50,000	-	-	-	-
WAYFINDING SIGNS	-	-	60,000	57,650	57,650	57,650	57,650
ALAMEDA SIDEWALK PROJECT	-	6,800	-	-	-	-	-
DOWNTOWN LIGHTING	-	-	-	300,012	300,012	171,000	171,000
S. OREGON STREET IRRIGATION	-	-	-	80,000	80,000	80,000	80,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 14,556</b>	<b>\$ 246,000</b>	<b>\$ 1,120,930</b>	<b>\$ 1,120,930</b>	<b>\$ 618,650</b>	<b>\$ 618,650</b>

# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>TRANSFERS OUT</b>							
TRANSFER TO AIRPORT FUND	31,332	-	92,923	-	219,775	219,775	194,775
TRANSFER TO AQUATIC FUND	70,301	-	-	-	-	-	-
TRANSFER TO FIRE APPARATUS	-	-	79,299	300,000	300,000	300,000	300,000
TRANSFER TO INFRASTRUCTURE FUND	-	93,733	-	-	-	-	-
TRANSFER TO PERS RESERVE	-	416,965	50,000	2,000,000	2,000,000	2,000,000	2,000,000
TRANSFER TO STREET FUND	235,825	304,636	3,218	-	1,037,573	1,037,573	1,037,573
TRANSFER TO BIKE PATH FUND	-	-	-	198,470	198,470	198,470	198,470
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 337,458</b>	<b>\$ 815,334</b>	<b>\$ 225,440</b>	<b>\$ 2,498,470</b>	<b>\$ 3,755,818</b>	<b>\$ 3,755,818</b>	<b>\$ 3,730,818</b>
<b>UNAPPROPRIATED</b>							
UNAPPROPRIATED ENDING BAL	-	-	1,500,000	1,800,000	1,800,000	1,700,000	1,700,000
<b>ENDING FUND BALANCE TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ 1,800,000</b>	<b>\$ 1,800,000</b>	<b>\$ 1,700,000</b>	<b>\$ 1,700,000</b>
<b>Grand Total</b>	<b>\$ 1,554,954</b>	<b>\$ 1,170,854</b>	<b>\$ 2,577,023</b>	<b>\$ 5,833,380</b>	<b>\$ 7,256,378</b>	<b>\$ 6,653,113</b>	<b>\$ 6,639,098</b>

## Non-Departmental Appropriations

### Description

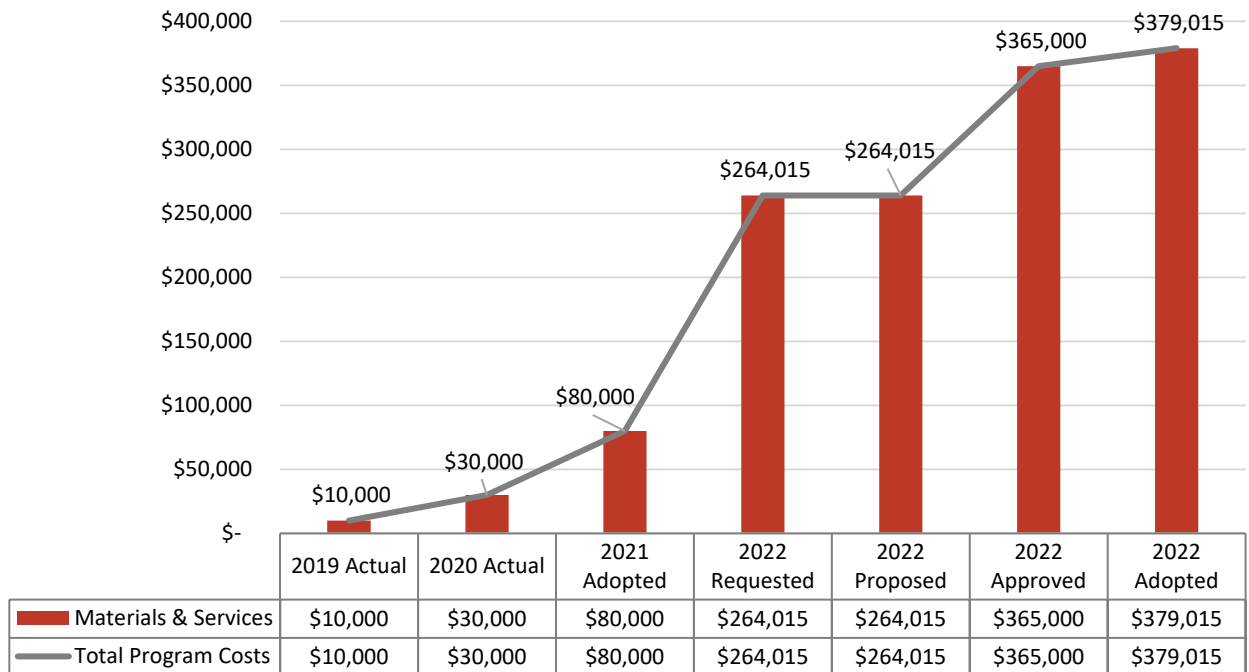
The Non-Departmental Appropriations department includes items paid to community organizations at the discretion of the Budget Committee and Council.

### Budget Adjustments

- The following community organizations/projects were funded in 2020-2021 and will continue to be funded in 2021-2022:
  - SREDA \$10,000
  - Transit Program \$15,000 (increased from \$10,000 in 20-21)
  - Façade Grant \$25,000
  - Homeless program \$15,000 (increased from \$10,000 in 20-21)
  - Marijuana youth education \$5,000
  - School grant program \$10,000
  - Tater Tot Festival \$5,000
  - Poverty to Prosperity \$5,000
  
- The following are new community organizations/projects funded in 2021-2022:
  - Desert Sage Event Center (fence repair) \$14,015
  - Recreation District (reopening the aquatic center) \$250,000



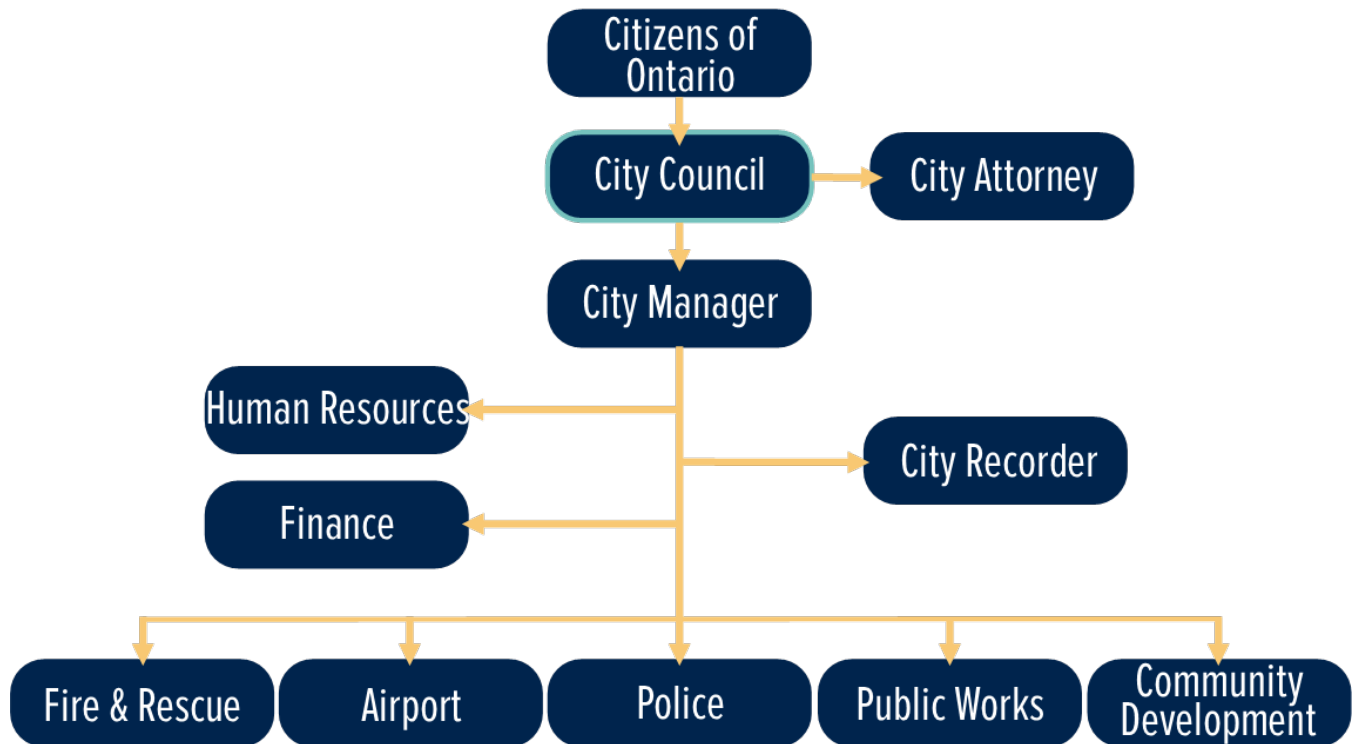
## Non-Departmental Appropriations



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
DESERT SAGE EVENT CENTER	-	5,000	-	14,015	14,015	-	14,015
FAÇADE GRANT	-	-	25,000	25,000	25,000	25,000	25,000
HOMELESS APPROPRIATION	-	-	10,000	15,000	15,000	15,000	15,000
MARIJUANA YOUTH EDUCATION	-	-	5,000	20,000	20,000	5,000	5,000
POVERTY TO PROSPERITY DONATION	-	5,000	5,000	-	-	5,000	5,000
SCHOOL GRANT	-	-	10,000	10,000	10,000	10,000	10,000
SREDA PROGRAM CONT	10,000	10,000	10,000	10,000	10,000	10,000	10,000
TRANSIT PROGRAM CONTRIBUTION	-	10,000	10,000	15,000	15,000	15,000	15,000
TATER TOT FESTIVAL	-	-	5,000	5,000	5,000	5,000	5,000
RECREATION DISTRICT	-	-	-	150,000	150,000	250,000	250,000
SECURITY MATCHING GRANT	-	-	-	-	-	25,000	25,000
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 10,000</b>	<b>\$ 30,000</b>	<b>\$ 80,000</b>	<b>\$ 264,015</b>	<b>\$ 264,015</b>	<b>\$ 365,000</b>	<b>\$ 379,015</b>
<b>Grand Total</b>	<b>\$ 10,000</b>	<b>\$ 30,000</b>	<b>\$ 80,000</b>	<b>\$ 264,015</b>	<b>\$ 264,015</b>	<b>\$ 365,000</b>	<b>\$ 379,015</b>

## City Council



### Description

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.

### Accomplishments

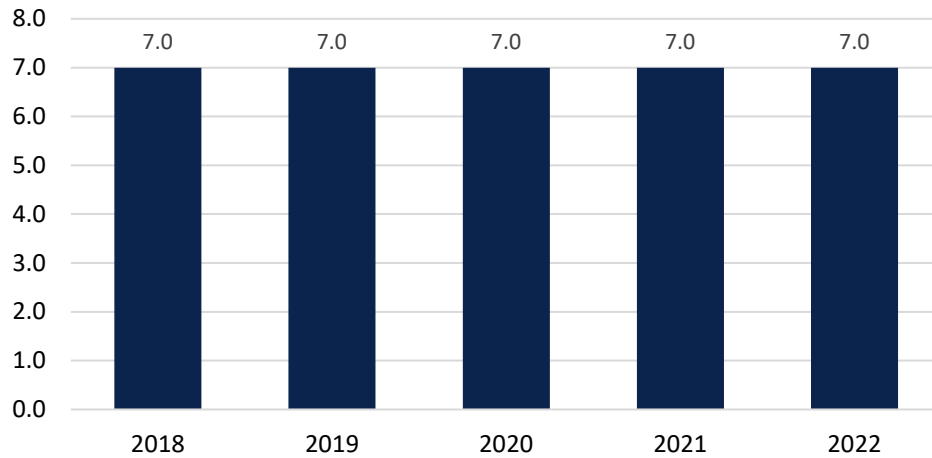
- Revised the Ontario City Council Strategic Plan.
- Approved priorities for CARES Act funding.
- Stopped utility shut offs in response to the pandemic.
- Appointed City Councilor to fill term of vacant seat.
- Oversaw location transfer of temporary homeless shelters.
- Requested Governor Brown strongly consider having in-person instruction for at least part of K-12 primary education.

# Section 5: General Fund

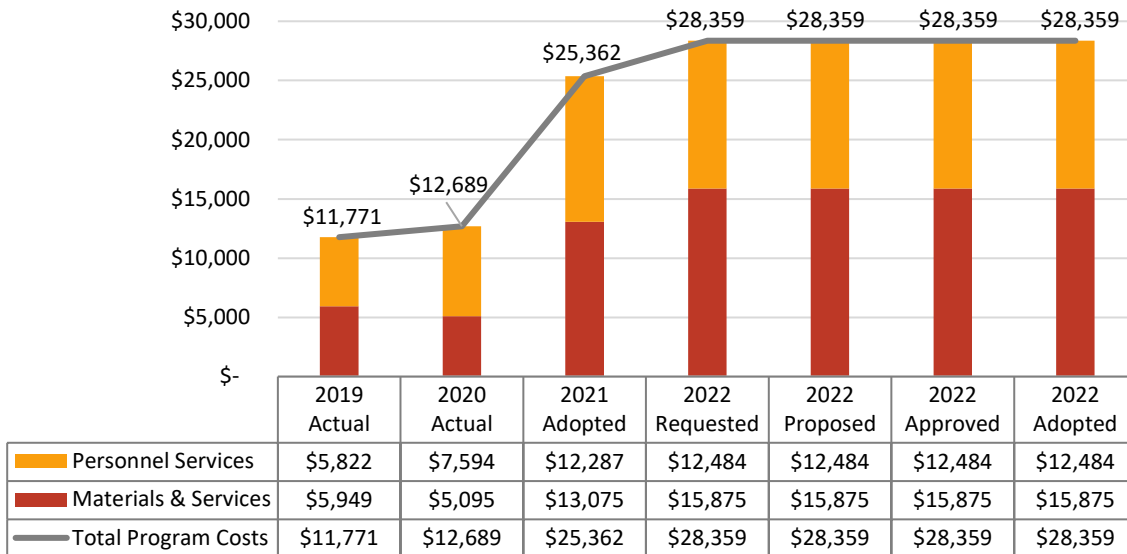
## Budget Adjustments

- No substantial changes, similar to prior year.

### City Council FTE History



### City Council Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PERSONNEL SERVICES</b>							
PART TIME EMPLOYEES	5,400	6,900	11,400	11,400	11,400	11,400	11,400
SOCIAL SECURITY	413	528	873	873	873	873	873
WORKMAN'S COMPENSATION	9	166	14	211	211	211	211
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 5,822</b>	<b>\$ 7,594</b>	<b>\$ 12,287</b>	<b>\$ 12,484</b>	<b>\$ 12,484</b>	<b>\$ 12,484</b>	<b>\$ 12,484</b>
<b>MATERIALS &amp; SERVICES</b>							
DATA PROCESSING	-	265	-	1,300	1,300	1,300	1,300
DONATIONS & OTHER CONTRIBUTION	287	718	1,000	2,500	2,500	2,500	2,500
GENERAL SUPPLIES & MAINTENANCE	53	-	500	500	500	500	500
MEETING MEAL EXPENSE	751	129	700	700	700	700	700
OFFICE MACHINE CONTRACT	260	0	275	275	275	275	275
OFFICE SUPPLIES	812	221	300	300	300	300	300
PETROLEUM SUPPLIES	-	-	100	100	100	100	100
POSTAGE	-	-	200	200	200	200	200
PRINT / AD / RECORD	405	1,292	1,000	1,000	1,000	1,000	1,000
PROFESSIONAL DEVELOPMENT	3,376	2,470	9,000	9,000	9,000	9,000	9,000
VEHICLE REPAIR	5	-	-	-	-	-	-
<b>MATERIALS &amp; SUPPLIES TOTAL</b>	<b>\$ 5,949</b>	<b>\$ 5,095</b>	<b>\$ 13,075</b>	<b>\$ 15,875</b>	<b>\$ 15,875</b>	<b>\$ 15,875</b>	<b>\$ 15,875</b>
<b>Grand Total</b>	<b>\$ 11,771</b>	<b>\$ 12,689</b>	<b>\$ 25,362</b>	<b>\$ 28,359</b>	<b>\$ 28,359</b>	<b>\$ 28,359</b>	<b>\$ 28,359</b>

## Business Registrations

### Description

In fiscal year 2015-16, 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 211 businesses registered.

As a benefit, the city lists registered businesses on our website.

### Budget Adjustments

- No substantial budget changes; similar to prior year.

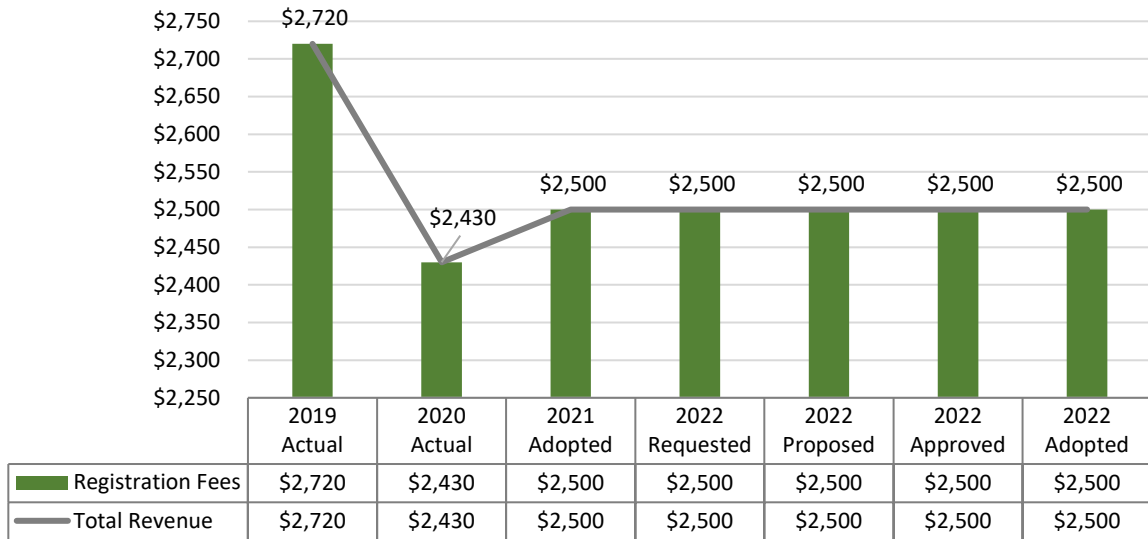
### Registrations

Registrations for this program are presented by calendar year as renewals are completed in January.

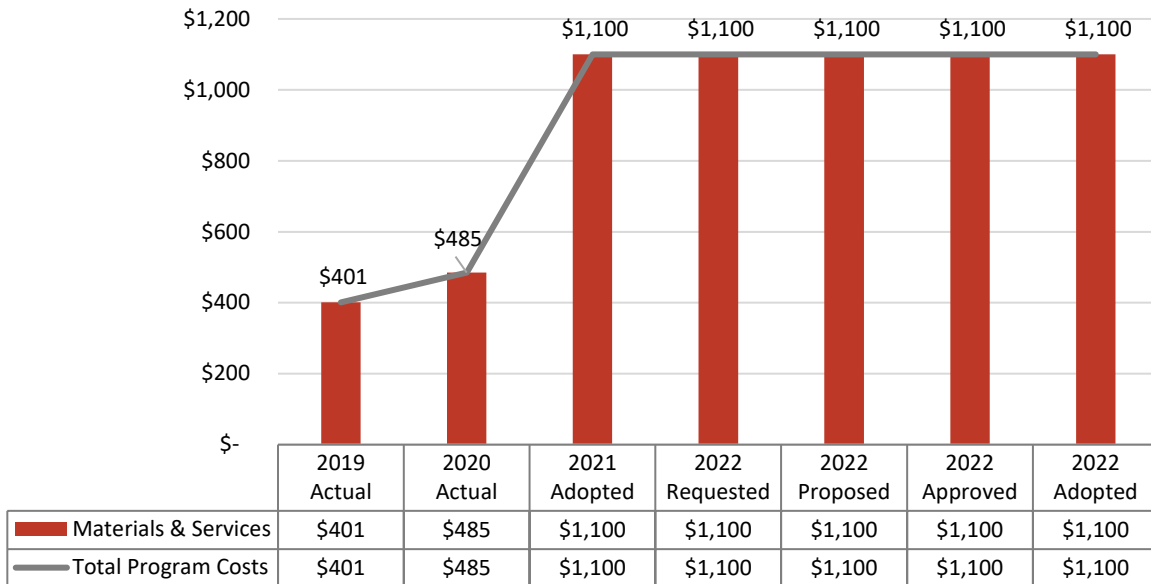
Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Projected
New Registrations	69	52	45	48	48	50
Renewals	0	70	132	138	163	200
Total Registrations	69	122	177	186	211	250



## Business Registration Revenues



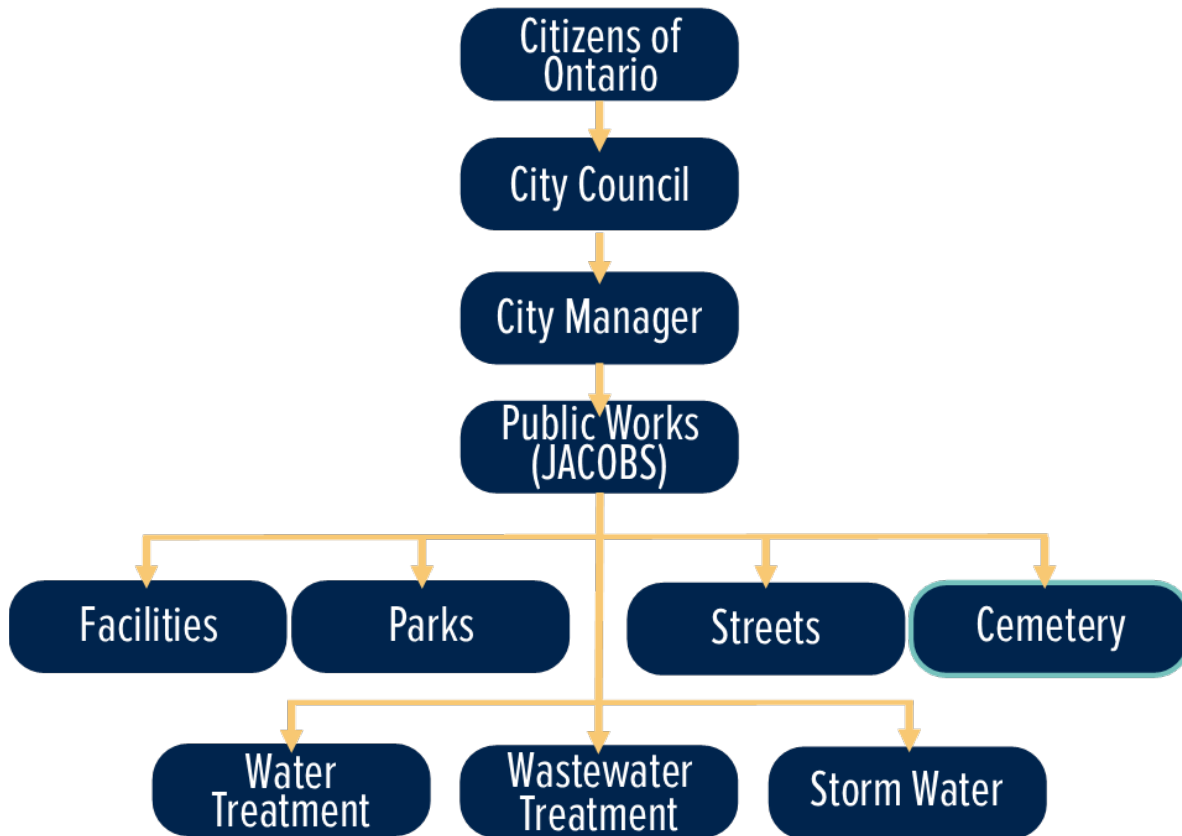
## Business Registration Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>GENERAL REVENUE</b>							
BUSINESS REGISTRATION REVENUE	2,720	2,430	2,500	2,500	2,500	2,500	2,500
<b>Grand Total</b>	<b>\$ 2,720</b>	<b>\$ 2,430</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
<b>MATERIALS &amp; SERVICES</b>							
GENERAL SUP & MAINT	213	245	750	750	750	750	750
POSTAGE	189	240	350	350	350	350	350
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 401</b>	<b>\$ 485</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>
<b>Grand Total</b>	<b>\$ 401</b>	<b>\$ 485</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>	<b>\$ 1,100</b>

## Cemetery



### Description

The Cemetery Department is responsible for all the care and maintenance of the two cemeteries owned by the city. JACOBS 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.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Cemetery department are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

#### Accomplishments

- Provided grass trimming around tombstones.

# Section 5: General Fund

- Installed the city’s first columbarium providing additional burial services for Ontario.

## Strategic Impact

- Beautification- Our cemeteries play an important role for beautification. Much like our parks, the cemeteries provide a quiet, green space for our residents to enjoy. Maintaining the beauty of our cemeteries is a high responsibility as we wish to provide peaceful and well-kept grounds for residents to pay their respects to their loved ones.

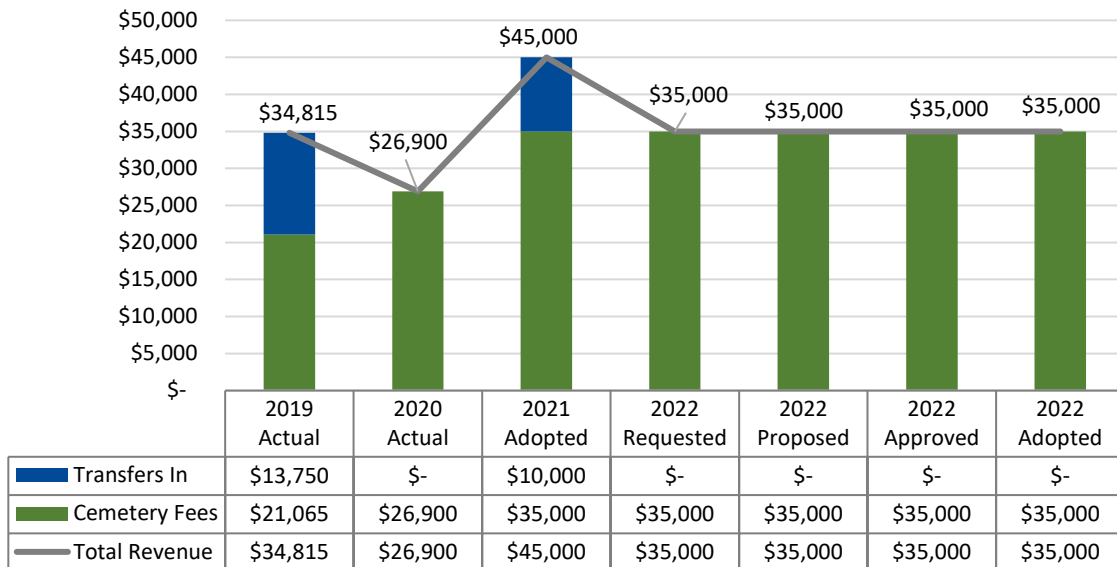
## Key Indicators

Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Target
Burials	71	79	75	44	61	70

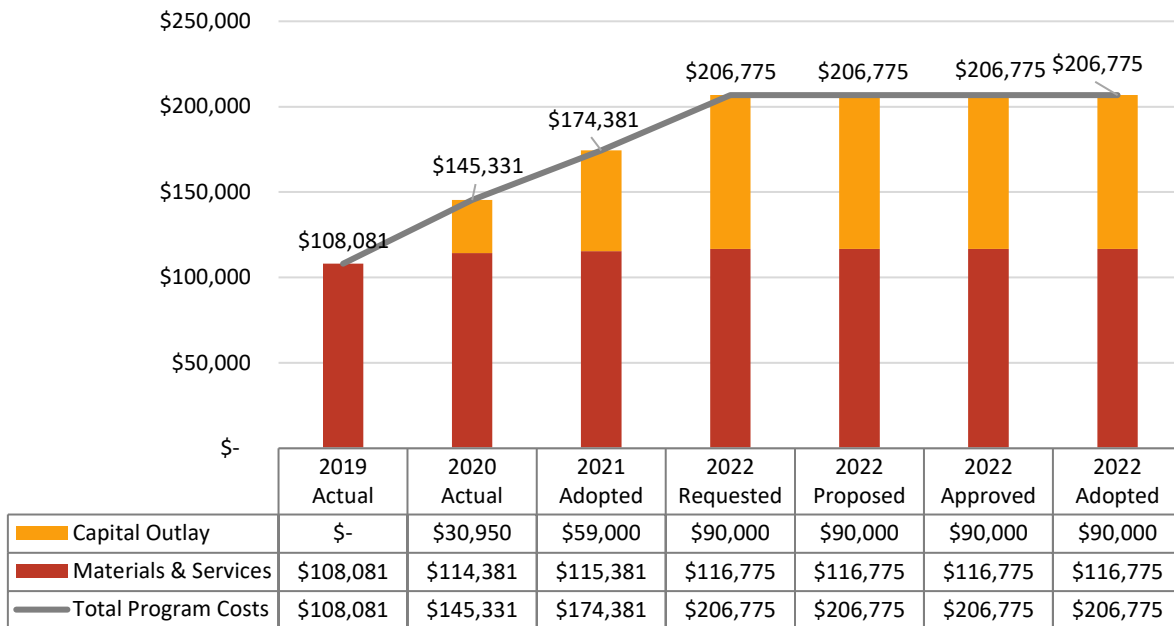
## Budget Adjustments

- The Jacobs contract increased by 3%.
- A \$90,000 project is budgeted at the Evergreen Cemetery to install valves and a controller for an automatic underground sprinkler system. This was budgeted last year for \$53k, but bids came in higher and the \$53k rolled to 2021-2022.

### Cemetery Revenues



## Cemetery Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CEMETERY REVENUES</b>							
CEMETERY PERP REV - FUND 001	\$ 13,750	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
CEM-OPENING & CLOSING SPACES	20,525	26,900	35,000	35,000	35,000	35,000	35,000
MISC CEMETERY REVENUE	540	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 34,815</b>	<b>\$ 26,900</b>	<b>\$ 45,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>
<b>MATERIALS &amp; SERVICES</b>							
CONTRACT SERVICES	108,067	112,791	115,356	116,740	116,740	116,740	116,740
POSTAGE	11	22	20	25	25	25	25
REFUND	-	403	-	-	-	-	-
RETIREMENT	-	1,159	-	-	-	-	-
TELEPHONE	3	5	5	10	10	10	10
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 108,081</b>	<b>\$ 114,381</b>	<b>\$ 115,381</b>	<b>\$ 116,775</b>	<b>\$ 116,775</b>	<b>\$ 116,775</b>	<b>\$ 116,775</b>
<b>CAPITAL OUTLAY</b>							
COLUMBARIUM	-	-	6,000	-	-	-	-
EQUIP PURCHASE	-	6,629	-	-	-	-	-
UNDERGROUND IRRIGATION	-	-	53,000	90,000	90,000	90,000	90,000
VEHICLE PURCHASE	-	24,321	-	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 30,950</b>	<b>\$ 59,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>
<b>Grand Total</b>	<b>\$ 108,081</b>	<b>\$ 145,330</b>	<b>\$ 174,381</b>	<b>\$ 206,775</b>	<b>\$ 206,775</b>	<b>\$ 206,775</b>	<b>\$ 206,775</b>



## Community & Economic Development



### Description

The Community and Economic 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, and updates.

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 sole point of contact. Our “one-stop-shop” ensures that prospective businesses and developers are receiving timely permits and city services in an efficient and customer-friendly manner.
- Communicates official plans, policies, and procedures to staff and to the public.
- Makes presentations to fellow employees, City Council, civic groups, and to the public.
- Works with department directors and managers on selected projects as assigned by the City Manager.

- Answers public questions regarding construction and development within the city and Urban Growth Area (UGA) and assist in the preparation of the Building Department budget.
- Ensures that city, county, and Oregon 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.

## Objectives and Performance Measures

### Objectives

Objectives and key indicators for the Community and Economic Development department are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

1. Support a diverse economy to provide family jobs, employment for youth, and a positive environment for business creation.
2. Recognize value-added processing that contributes positively to economic well-being in all areas of production.
3. View agriculture as a crucial segment of the economy, utilizing both traditional production and alternative methods in support of a strong industry.
4. Encourage local financial institution and private investor collaboration and utilizing government economic development programs to promote small business growth, while supporting sustainable operations.
5. Build a flourishing, low-impact tourism collaboration to support the success of local businesses in the lodging, retail, and restaurant industries.

### Accomplishments

- Planning actions for the fiscal year 2019-20 included 46 planning actions, compared to 58 from the fiscal year of 2018-19.
- For the calendar year of 2020, staff received 46 new Land Use Applications: adding growth and development to the city.
- Currently, 14 Retail Marijuana Facilities are approved within city limits. Three sites are under construction or completed, with 7 locations open for business this year.
- Oregon Liquor Control Commission reports the Marijuana shops in Ontario have exceeded \$100 million dollars in sales for the year. Adding to Ontario's tax base and growth, these sales included \$8 million each month during the pandemic.
- There have been 4 hemp facilities approved and in operation: including 2 CBD retail stores.

# Section 5: General Fund

- The city has approved a rezoning of property for a 70-unit townhouse complex (work force and affordable housing) on the east side of Interstate 84.
- Since the inception of the Ontario Housing Incentive Program in 2017, the city has offered cash incentives for new housing construction projects. This year, the Community Development Center has received 19 applications.
- Efforts also continue to provide low-income housing. One example is the Presbyterian Housing Project, which will renovate the former care center into affordable housing units. Inspections were completed in November.
- Staff approved 2 residential housing subdivisions (17 lots and 10 lots), both located along Sunset Drive.
- Staff has been working with FEMA (Federal Emergency Management Administration) and DLCD (Oregon Department of Land Conservation and Development) on several issues of non-compliance within the City Flood Zone area. We have been able to bring most of the issues into compliance without any costs to the city other than staff time. Staff will continue to work on the remaining item, hoping for the same results and completed before the end of this fiscal year.
- Staff attended continuing education seminars for continuing education requirements to maintain professional licenses and continuing education in Land Use Planning and Flood Plain Management.
- Staff is updating our City Flood Plain Management Codes to bring them into compliance with state and federal regulations (to be completed this fiscal year). This is one of the non-compliant issues mentioned above.
- Staff has updated the municipal codes to correct for Oregon HB 2001. Required changes include the use of duplex housing and manufactured homes. This is part of the HNA grant from DLCD, to be completed in the 2019-2020 fiscal budget.
- Updates continue for the city municipal code; a result of the ODOT TGM Grant. Development will be for a citywide Active Transportation Plan update and an East Idaho Avenue Refinement Plan.
- Staff and consultants continue to work on the \$600,000 Brownfield grant. They have completed studies and reports on five facilities, as well as working on the North Oregon Street Corridor Revitalization Study allowed for in the grant. The 2020-2021 fiscal year will be the last year of this grant.
- Staff continues to work with over 36 Economic Development Projects. Staff also successfully landed and completed “Project Clean” for Bluebird Car Wash, “Project BuildOnt” with 11 Housing incentives, “Project SSHill” 23 new affordable Manufactured Housing sites, “Project Splash” Ontario Slash Pad, and “Project HEMP” with 4 facilities open.
- Staff held 22 Preliminary Design Advisory Committee meetings on proposed developments.
- Staff has responded to over 1,000 phone calls and walk-in contacts addressing planning and building questions, and complaints dealing with other code issues and departments. Staff deals with hundreds of email requests monthly.
- In the year 2020, our staff has reviewed and processed 310 different structural and mechanical building permits (with a construction value of \$20.2 million) with \$182,419 from issued permits. There was an estimated additional \$2 million in site development values, adding to the city tax base.
- With funding approved by the Budget Committee, a part-time position was added to the Community Development Center. This position works to digitize the collection of archived planning documents in storage. This will allow future electronic access to these archives and free up needed storage space. The archiving project continues.

# Section 5: General Fund

- Part-time staff also assist with outreach endeavors, grant requirements, public meetings, and data management. Planning and Building demands can be delegated to this position.
- As part of the Capital Improvement Projects, the Community Development Center has acquired a 44-inch-wide image scanning device (Contex IQ Quattro 4490). The new scanner is of higher quality, faster, cleaner, and takes up much less space. This upgrade has now replaced the decade-old scanner.
- With funding approved by the Budget Committee, a part-time position was added to the Community Development Center.

## **Strategic Impact**

- Desirability- Updated city codes to meet current living standards, while considering citizens' concerns and needs has made Ontario a very desirable community to live in.
- Education- Staff works daily with the public to explain city codes and development regulations as well as held several community outreach meetings to help educate the community on the changing times and current issues at hand.
- Lifestyle- Staff was part of getting the new splash pad built and opened as well as working on getting several pathways designed and easements obtained. There have been several new commercial businesses open in the community adding to the Ontario lifestyle.
- Beautification- Staff updated the historical building codes within the community as well as working closely with Revitalize Ontario. The Façade Grant Program was completed this year adding beautification to the downtown area. Staff has been working with Alameda Elementary School on the beautification of East Idaho Avenue as well as working with ODOT staff in getting this accomplished.
- Growth- Staff has worked with many new businesses adding to the tax base of Ontario; approved nine Housing Incentive applications, adding nine new homes to Ontario. Eleven annexations were completed last year adding to the Ontario's tax base and buildable land within the city.

# Section 5: General Fund

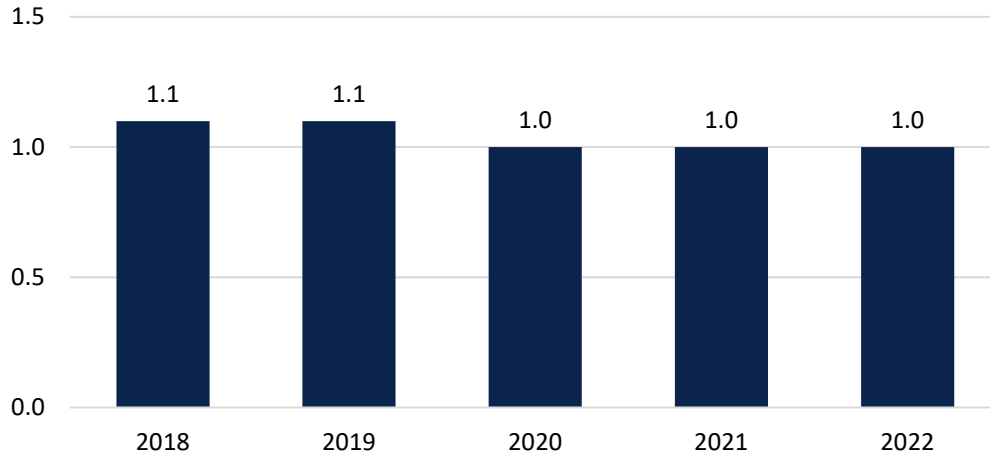
## Key Indicators

Indicator	2016/17 Actual	2017/18 Actual	2018/19 Actual	2019/2020 Actual	2020/21 Actual/Target	2021/22 Projected
Subdivisions	0	0	1	2	0/2	2
Comprehensive Plan Amendments	0	0	0	4	0/4	2
Rezones	1	0	1	1	3/1	2
Lot Line Adjustments	9	1	3	2	3/4	4
Variances	4	1	5	2	1/5	2
Conditional Use Permits	2	3	17	7	3/3	5
Annexations	1	2	8	2	1/1	3
Temporary Use Permits	1	2	2	2	2/3	3
Partitions	4	3	8	6	2/2	3
Zone Code Amendments	0	2	2	4	0/2	3
Site Developments	4	5	9	9	4/8	8
Grants	2	0	0	1	0/2	1
Economic	0	1	0	0	0/2	1
Appeals	0	0	0	0	0/0	0
Vacations	0	1	0	3	1/2	2
Non-Conforming Uses	0	1	0	1	0/0	0
Right of Ways	1	0	1	0	0/2	1
Urban Growth Area-UGA	0	0	1	0	0/2	1
Public Easements	NA	NA	NA	1	1/NA	5
<b>Total Land Use Actions-Fiscal Year</b>	<b>29</b>	<b>22</b>	<b>58</b>	<b>47</b>	<b>21/45</b>	<b>48</b>

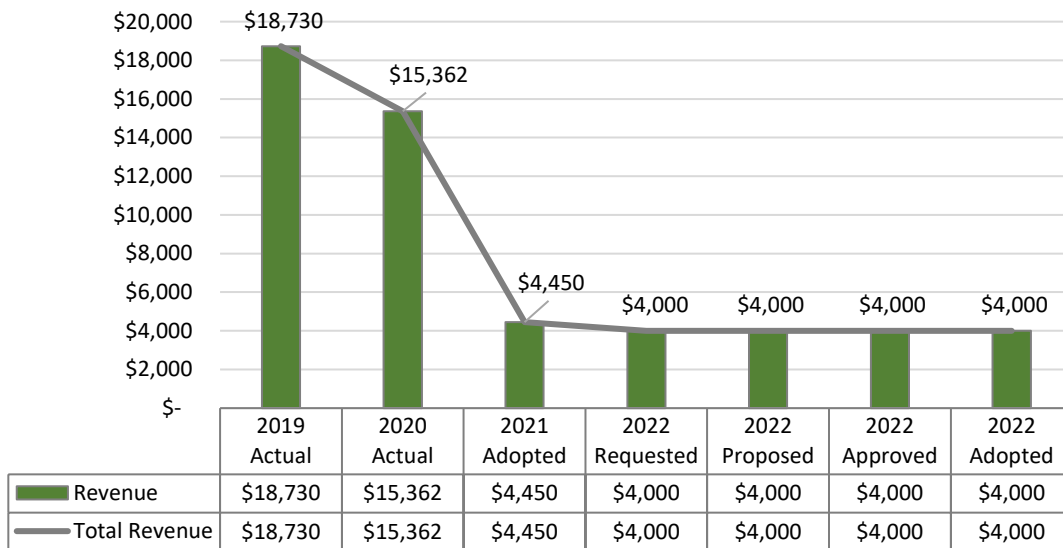
## Budget Adjustments

- The Professional Services line item added \$30k to budget for the necessary mandate by the State of Oregon to create the City “Needs Analysis” in 2020-2021, this was not necessary this year.
- \$5,000 additional was allocated to contract services to increase the hours a part-time contract worker can perform in the department.

## Community & Economic Development FTE History

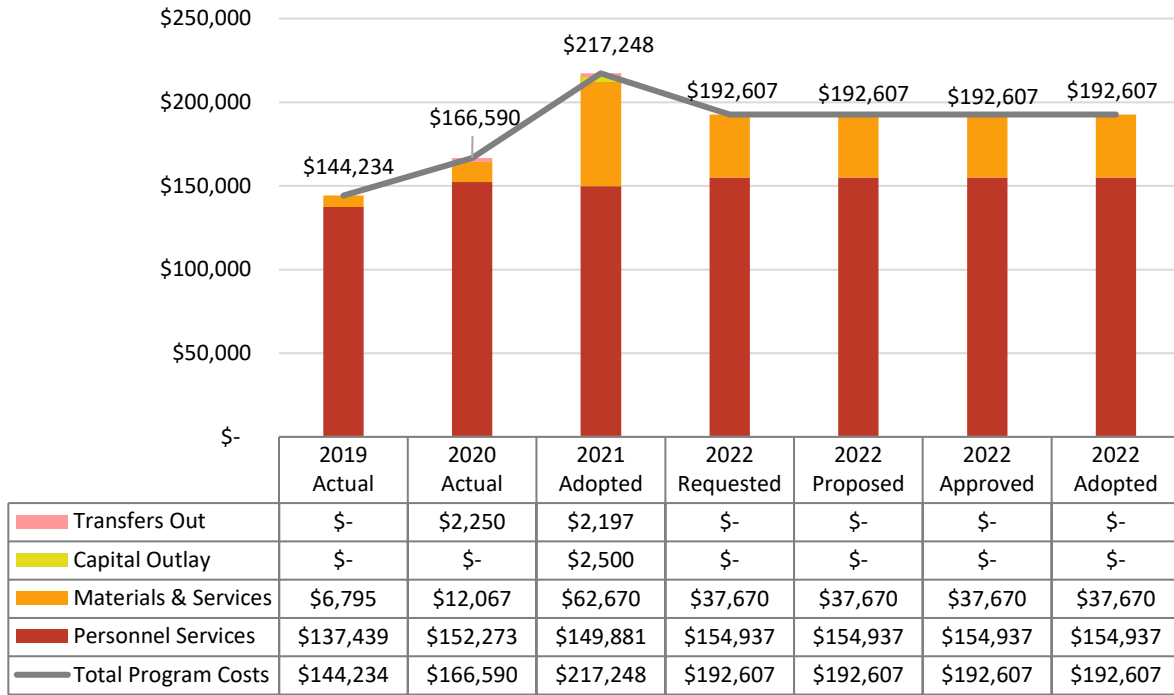


## Community Development Revenues





## Community Development Expenditures



# Section 5: General Fund

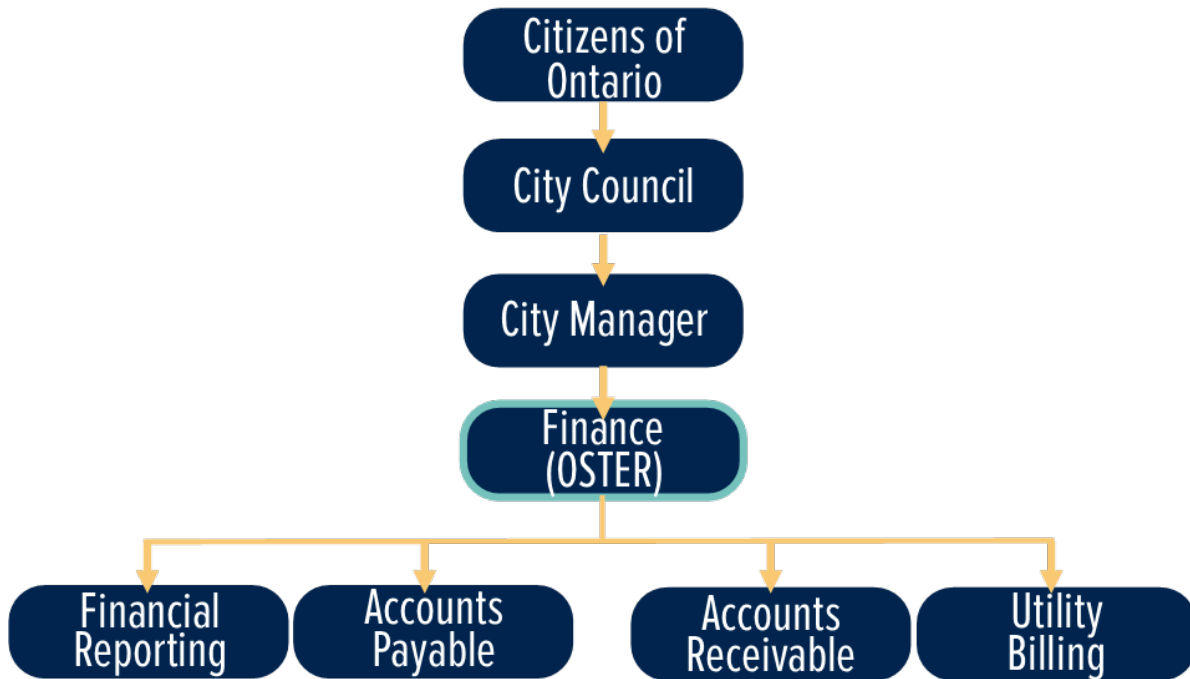


Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>COMMUNITY DEVELOPMENT REVENUES</b>							
APPLICATION FEES	450	-	450	-	-	-	-
P & Z HEARINGS	17,920	15,362	4,000	4,000	4,000	4,000	4,000
<b>Grand Total</b>	<b>\$ 18,370</b>	<b>\$ 15,362</b>	<b>\$ 4,450</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	1,530	1,530	1,530	1,530	1,530	1,530	1,530
EMPLOYER PAID BENEFITS	-	-	-	-	-	-	-
MEDICAL INSURANCE CO-PAY	17,223	16,799	17,295	16,571	16,571	16,571	16,571
OVERTIME	125	-	-	-	-	-	-
RETIREMENT	24,074	30,507	29,763	33,110	33,110	33,110	33,110
SOCIAL SECURITY	6,494	7,107	7,232	7,359	7,359	7,359	7,359
VACATION/SICK BUYOUT	-	2,954	1,989	2,027	2,027	2,027	2,027
WAGES & SALARIES	87,281	92,010	91,016	92,637	92,637	92,637	92,637
WORKMANS COMP	713	1,366	1,056	1,703	1,703	1,703	1,703
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 137,439</b>	<b>\$ 152,273</b>	<b>\$ 149,881</b>	<b>\$ 154,937</b>	<b>\$ 154,937</b>	<b>\$ 154,937</b>	<b>\$ 154,937</b>

# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
BUILDING MAINT & REPAIR	-	-	100	100	100	100	100
CELL PHONE	441	420	420	420	420	420	420
CONTRACT LABOR	-	5,971	15,000	20,000	20,000	20,000	20,000
DATA PROCESSING	110	-	250	250	250	250	250
DOWNTOWN CODE CHANGES	127	-	1,000	1,000	1,000	1,000	1,000
ECONOMIC DEVELOPMENT MARKETING	-	490	1,000	1,000	1,000	1,000	1,000
FUEL	147	167	600	600	600	600	600
GENERAL SUPPLIES	320	142	900	900	900	900	900
OFFICE MACHINE CONTRACTS	1,657	1,411	2,000	2,000	2,000	2,000	2,000
OFFICE SUPPLIES	344	838	600	600	600	600	600
POSTAGE	214	152	800	800	800	800	800
PRINT / AD / RECORD	3,350	1,610	2,000	2,000	2,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	85	867	6,000	6,000	6,000	6,000	6,000
PROFESSIONAL SERVICES	-	-	32,000	2,000	2,000	2,000	2,000
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 6,795</b>	<b>\$ 12,067</b>	<b>\$ 62,670</b>	<b>\$ 37,670</b>	<b>\$ 37,670</b>	<b>\$ 37,670</b>	<b>\$ 37,670</b>
<b>CAPITAL OUTLAY</b>							
SCANNER	-	-	2,500	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	2,250	2,197	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 2,250</b>	<b>\$ 2,197</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 144,234</b>	<b>\$ 166,590</b>	<b>\$ 217,248</b>	<b>\$ 192,607</b>	<b>\$ 192,607</b>	<b>\$ 192,607</b>	<b>\$ 192,607</b>

## Finance



### Description

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.

The Finance Department handles financial reporting, Accounts Payable, Accounts Receivable, and Utility Billing.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Finance department are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

#### Accomplishments

- Unmodified independent auditor's report.
- Provide accurate monthly reports to departments and City Council.
- Administered the collection of CARES act funding.
- Helped administer utility billing forgiveness programs and small business grants.

# Section 5: General Fund

## Strategic Impact

- Desirability- Strategy 3, explore funding opportunities, is a constant focus of the Finance Department. This includes creating cost-effective processes. A good example is last year’s utility billing postcards, which generates savings on printing costs each month from the former method.

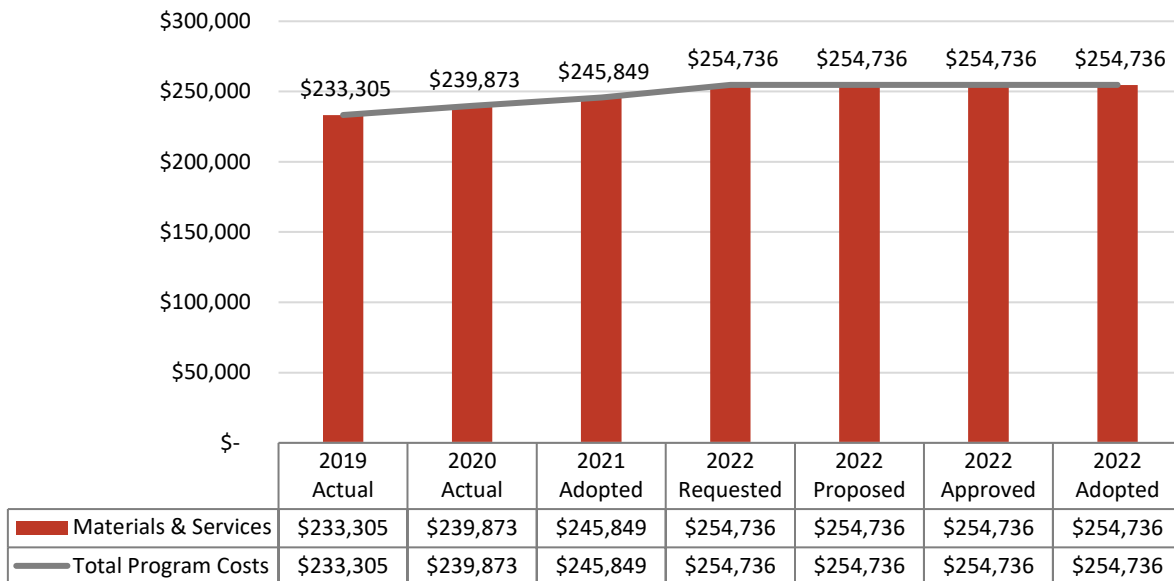
## Key Indicators

Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Projected	2022 Target
Number of Accounts Payable Checks	2,119	1,657	1,449	1,539	1,310	1,400	1,400
Number of W-2's Issued	81	92	116	96	86	90	90
1099's Issued	22	19	25	23	62	50	25

## Budget Adjustments

- Oster’s contract increased by 1.4%

### Finance Expenditures



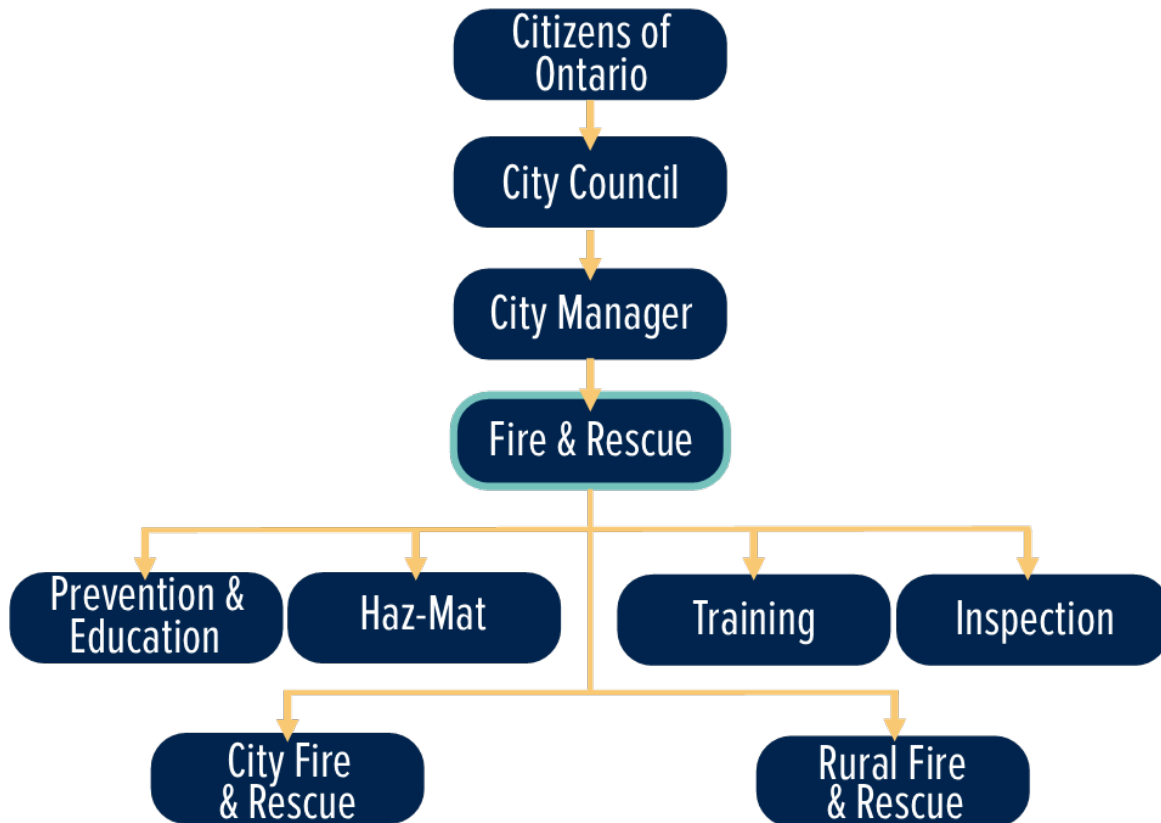
# Section 5: General Fund



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
CONTRACT SERVICES	214,308	218,379	225,740	228,901	228,901	228,901	228,901
DATA PROCESSING	17,925	20,854	18,609	24,335	24,335	24,335	24,335
GENERAL SUPPLIES & MAINT	200	-	-	-	-	-	-
PRINT / AD / RECORD	873	639	1,500	1,500	1,500	1,500	1,500
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 233,305</b>	<b>\$ 239,873</b>	<b>\$ 245,849</b>	<b>\$ 254,736</b>	<b>\$ 254,736</b>	<b>\$ 254,736</b>	<b>\$ 254,736</b>
<b>Grand Total</b>	<b>\$ 233,305</b>	<b>\$ 239,873</b>	<b>\$ 245,849</b>	<b>\$ 254,736</b>	<b>\$ 254,736</b>	<b>\$ 254,736</b>	<b>\$ 254,736</b>



## Fire & Rescue



### Description

The Fire Department’s main goal is to be able to serve the public safely, promptly, and professionally. The best way to do this is through education and preventing dangerous situations. We educate by getting out into the elementary schools twice a year. In the spring, along with the Bureau of Land Management, 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 provide education 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 staff, and host numerous other training classes for all departments in the Snake River Fire Association.

The department is there to respond to about any type of emergency. Medical emergencies are the greatest amounts of calls at approximately 85 percent. Fire calls represent most of the remaining calls, with Haz-Mat third. Haz-Mat response is of great importance to Malheur, Baker, and Harney counties. There are many highways, railroads,

# Section 5: General Fund

and waterways that have great potential for disastrous exposures to the environment if there is a release of hazardous materials. Ontario is the only Haz-Mat unit on the eastern side of Oregon, with Hermiston being the next closest.

## Strategic Impact

- Desirability- Desirability often starts with feeling safe. Staff trains each week to stay current with firefighting skills and techniques. The department also retains a response time within the critical window. The funding strategy under desirability also focuses on ensuring staff is well equipped.
- Education- Firefighters spend many hours in the community visiting schools or inviting schools to tour the fire station. Firefighters teach students and families the importance of fire safety and provide educational materials.

## Objectives and Performance Measures

### Objectives

- Objectives and key indicators for Fire and Rescue are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

### Accomplishments

- Station tours: 3
- Community events: 32
- Rural fire calls: 81 Rural medical calls: 205
- City fire calls: 231 City medical calls: 1,889
- Haz-Mat calls: 1
- Burn permits issued: City 88 Rural 544
- Smoke Detector campaign: 30 homes visited.
- Training events: 66 (Weekly drills, Essentials, SRCI Haz-Mat, Oregon Fire Chief’s Conference, traffic safety, drug awareness)
- Commercial inspections: 12

### Key Indicators

Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Projected
<b>Total Call Volume</b>	2,175	2,468	2,300	2,478	2,406	2,424
<b>Total Medical Call Volume</b>	1,892	2,096	1,982	2,125	2,094	2,100
<b>Total Fire Call Volume</b>	276	368	318	349	312	325
<b>City Response Times</b>	5:50	5:15	5:45	5:37	5:41	5:45
<b>Children Reached through Public Education</b>	833	875	900	586	*0	800
<b>Smoke Detector Visits</b>	204	253	250	192	30	200
<b>Commercial Inspections</b>	36	92	95	78	12	75

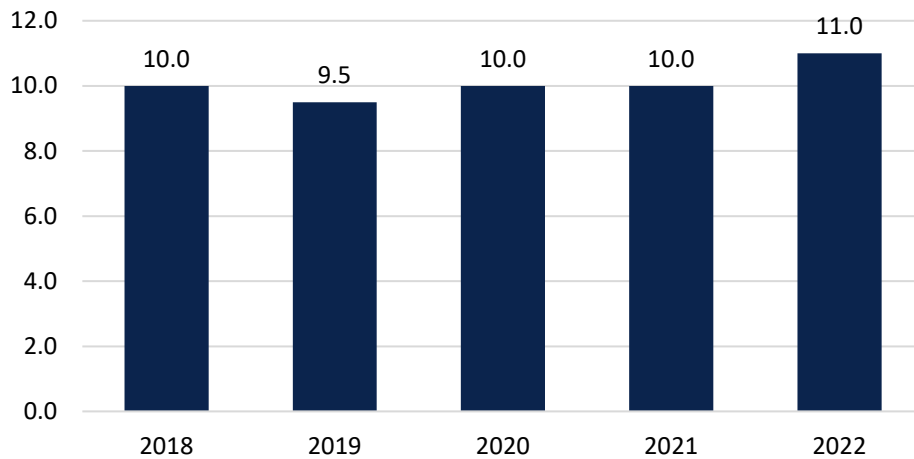
\*Fire & Rescue ceased station and school visits due to the COVID-19 pandemic.

# Section 5: General Fund

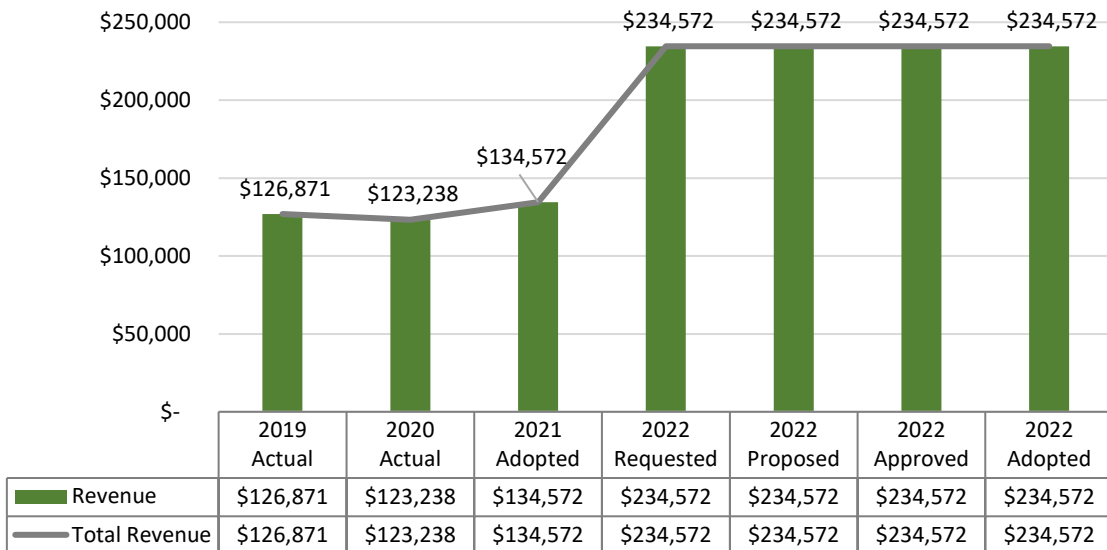
## Budget Adjustments

- There is an increase in salaries due to union contract increases and performance evaluation increases.
- The Rural Fire contract revenue will increase by approximately \$100k.
- Added an additional firefighter FTE.
- The dispatching contract paid to the county was higher than estimated last year, but it will be reduced some next year due to the increase in the 911 tax.

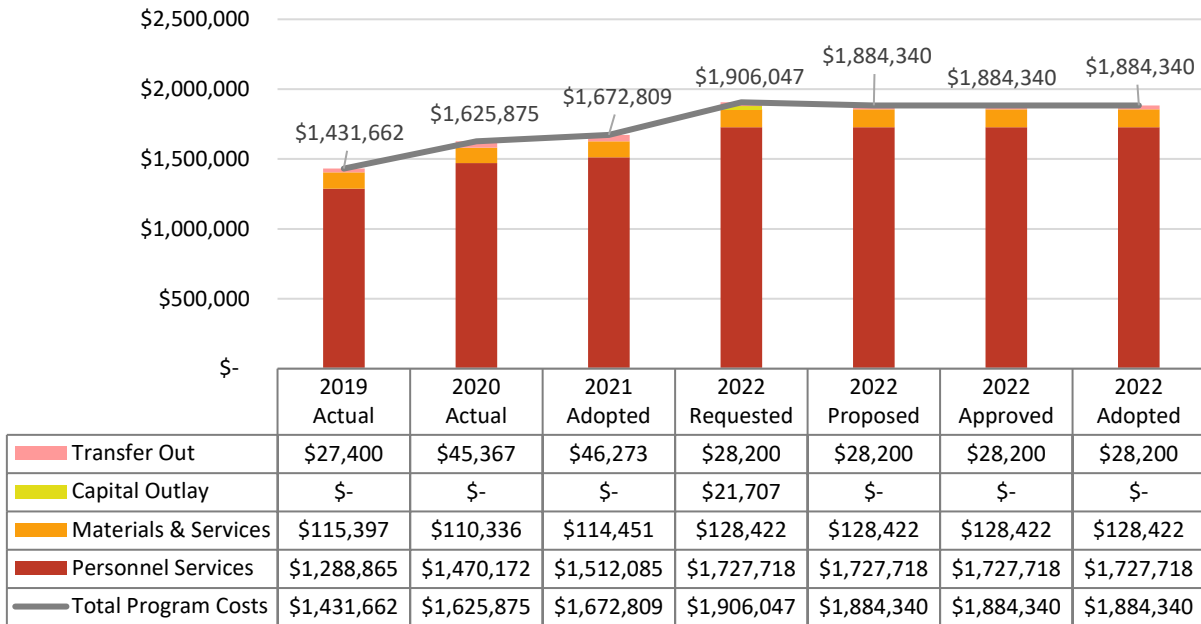
### Fire & Rescue FTE History



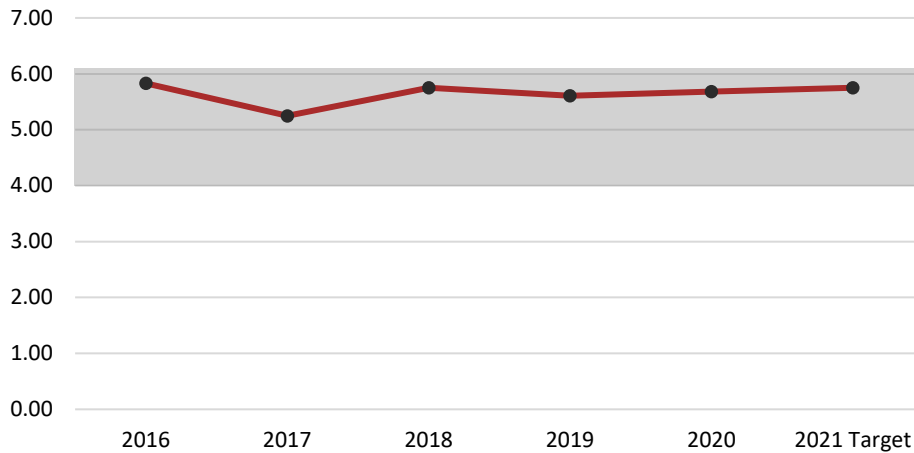
### Fire & Rescue Revenues



## Fire & Rescue Expenditures



## Response Time (In Minutes)



Critical response time is between 4-6 minutes. Ontario Fire & Rescue continues to maintain a response time within this range.

# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>FIRE REVENUES</b>							
ASD REIMBURSEMENT	7,396	7,800	5,000	5,000	5,000	5,000	5,000
FD-BURNING/BURN BARREL PERMI	1,065	930	1,000	1,000	1,000	1,000	1,000
HAZMAT REV	6,654	-	16,000	16,000	16,000	16,000	16,000
MISC FIRE REV	184	2,936	1,000	1,000	1,000	1,000	1,000
RURAL FIRE CONTRACT	111,572	111,572	111,572	211,572	211,572	211,572	211,572
<b>Grand Total</b>	<b>\$ 126,871</b>	<b>\$ 123,238</b>	<b>\$ 134,572</b>	<b>\$ 234,572</b>	<b>\$ 234,572</b>	<b>\$ 234,572</b>	<b>\$ 234,572</b>
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	1,800	1,800	1,800	1,800	1,800	1,800	1,800
EMPLR-PAID EMPLE BENEFITS	-	-	-	-	-	-	-
HAZ MAT WAGES	1,789	3,711	15,000	15,000	15,000	15,000	15,000
MEDICAL INSURANCE CO-PAY	183,727	212,398	220,562	262,817	262,817	262,817	262,817
OVERTIME	53,233	43,304	60,000	60,000	60,000	60,000	60,000
PART-TIME EMPLOYEES	51,717	64,248	80,375	80,375	80,375	80,375	80,375
RETIREMENT	191,901	246,144	227,438	282,242	282,242	282,242	282,242
RETIREMENT- EE SHARE	39,072	38,604	38,423	38,874	38,874	38,874	38,874
SOCIAL SECURITY	59,670	66,333	60,180	67,664	67,664	67,664	67,664
VACATION/SICK BUYOUT	-	19,729	14,809	20,070	20,070	20,070	20,070
WAGES & SALARIES	685,961	749,319	770,046	862,616	862,616	862,616	862,616
WORKMANS COMP	19,994	24,581	23,452	36,260	36,260	36,260	36,260
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 1,288,865</b>	<b>\$ 1,470,172</b>	<b>\$ 1,512,085</b>	<b>\$ 1,727,718</b>	<b>\$ 1,727,718</b>	<b>\$ 1,727,718</b>	<b>\$ 1,727,718</b>

# Section 5: General Fund



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
AWARDS BANQUET	850	850	1,000	1,000	1,000	1,000	1,000
BLDG MAINT & REPAIR	264	1,943	1,000	1,000	1,000	1,000	1,000
CELL PHONE	2,378	2,757	2,490	2,490	2,490	2,490	2,490
CONTRACT LABOR	12,539	2,480	-	-	-	-	-
DATA PROCESSING	2,236	9,228	2,400	5,600	5,600	5,600	5,600
DISPATCHING SERVICES	31,756	34,495	23,800	30,213	30,213	30,213	30,213
EDUCATION SUPPLIES	859	407	1,000	1,000	1,000	1,000	1,000
EQUIPMENT REPAIR	6,659	8,727	9,328	9,658	9,658	9,658	9,658
FIRE EQUIP/REPLACEMENT	6,076	13,301	6,700	6,700	6,700	6,700	6,700
GENERAL SUP & MAINT	2,705	4,119	3,531	3,531	3,531	3,531	3,531
HAZ MAT EXPENSE	-	-	1,000	1,000	1,000	1,000	1,000
LAND LEASE/RENT	-	-	870	870	870	870	870
LIABILITY INSURANCE	-	-	800	800	800	800	800
MEDICAL EXAMS	6,149	1,885	2,400	2,400	2,400	2,400	2,400
MEDICAL TRAINING	2,490	-	4,875	4,875	4,875	4,875	4,875
MEETING MEAL EXPENSE	221	325	400	400	400	400	400
OFFICE MACHINE CONTRACT	977	610	660	660	660	660	660
OFFICE SUPPLIES	988	1,360	1,766	1,946	1,946	1,946	1,946
PETROLEUM SUPPLIES	9,280	7,746	13,475	13,475	13,475	13,475	13,475
POSTAGE	80	94	200	200	200	200	200
PROFESSIONAL DEVELOPMENT	4,337	2,796	5,789	5,809	5,809	5,809	5,809
RADIO SUPPLY & MAINTENANCE	5,712	842	5,430	9,118	9,118	9,118	9,118
RECORDS FEE	-	-	-	-	-	-	-
TRAINING SUPPLIES	605	742	1,195	1,195	1,195	1,195	1,195
UNEMPLOYMENT CLAIMS	-	65	1,000	1,000	1,000	1,000	1,000
UNIFORMS	5,071	3,860	11,342	11,365	11,365	11,365	11,365
VEHICLE REPAIR	13,165	11,705	12,000	12,117	12,117	12,117	12,117
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 115,397</b>	<b>\$ 110,336</b>	<b>\$ 114,451</b>	<b>\$ 128,422</b>	<b>\$ 128,422</b>	<b>\$ 128,422</b>	<b>\$ 128,422</b>
<b>CAPITAL OUTLAY</b>							
EQUIP PURCH	-	-	-	21,707	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 21,707</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

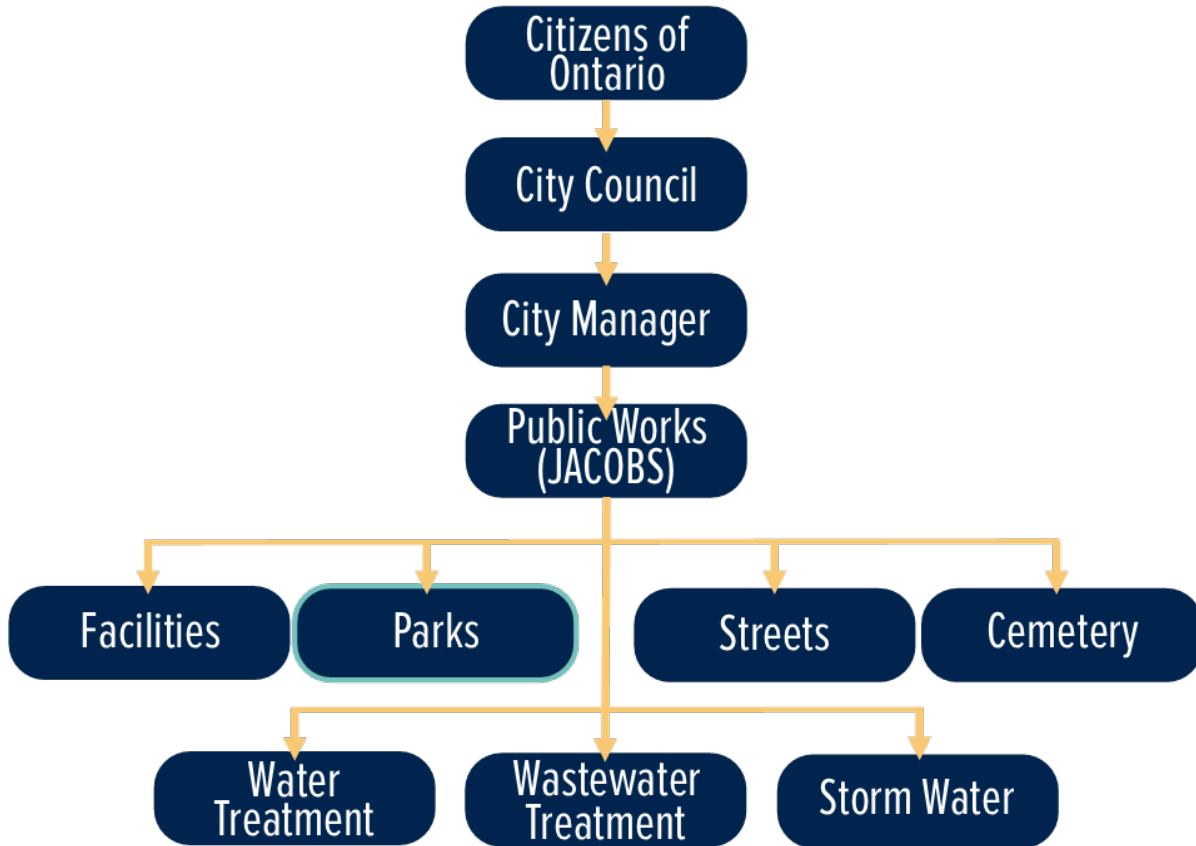
## City of Ontario 2021-2022 Budget



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>TRANSFERS OUT</b>							
RSRV FUND EMERG EQUIP-FUND 001	27,400	28,200	28,200	28,200	28,200	28,200	28,200
TRANSFER TO PERS RESERVE	-	17,167	18,073	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 27,400</b>	<b>\$ 45,367</b>	<b>\$ 46,273</b>	<b>\$ 28,200</b>	<b>\$ 28,200</b>	<b>\$ 28,200</b>	<b>\$ 28,200</b>
<b>Grand Total</b>	<b>\$ 1,431,662</b>	<b>\$ 1,625,875</b>	<b>\$ 1,672,809</b>	<b>\$ 1,906,047</b>	<b>\$ 1,884,340</b>	<b>\$ 1,884,340</b>	<b>\$ 1,884,340</b>

## Parks



### Description

The Parks Department is responsible for the care and maintenance of the parks owned by the city. JACOBS provides oversight and maintenance management of all the city’s parks, includes mowing, landscaping, playground equipment inspections, and trash removal.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Parks department are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

# Section 5: General Fund

## Accomplishments

- Installed new playground at Lions Park in partnership with the Lions Club.
- Installed new walking path at Laxson Park in partnership with the Rotary Club.
- Completed Downtown Beautification Phase I, installing hanging planters, benches, and bike racks on South Oregon Street.
- Completed trailhead and access for the Malheur River water trail.
- Constructed a dog park at Lions Park.
- Rehabbed and re-stained picnic benches and tables at all parks.
- Trimmed trees at all parks.
- Weekly inspection and repairs to playground equipment.
- Replaced garbage cans at Lions Park.
- Sidewalk and parking lot snow removal.
- Sprayed 170 acres for weeds at the golf course.

## Strategic Impact

- Desirability- Parks play a central role in the strategy of creating more things to do. This started last year with the opening of the Splash Park and continues as staff looks to provide more city-sponsored activities and establish trails and community gathering places. Parks are also an important asset as staff continues to build and maintain the relationship with the Recreation District.
- Lifestyle- Parks also include amenities for Ontario citizens. The strategic plan prioritizes the construction of dog parks, planting trees, and repairing the Beck-Kiwanis Park bathrooms. Last year, the city offered \$10,000 matching funds for service organizations looking to make improvements to their respective parks. The Kiwanis, Lions, and Rotary Clubs all took advantage of this opportunity and the city is again proposing matching funds to continue improving our parks with our community partners.
- Beautification- Staff wants to keep the parks beautiful. This strategy includes incrementally replacing benches and trash cans to improve aesthetics and to prevent vandalism.

## Key Indicators

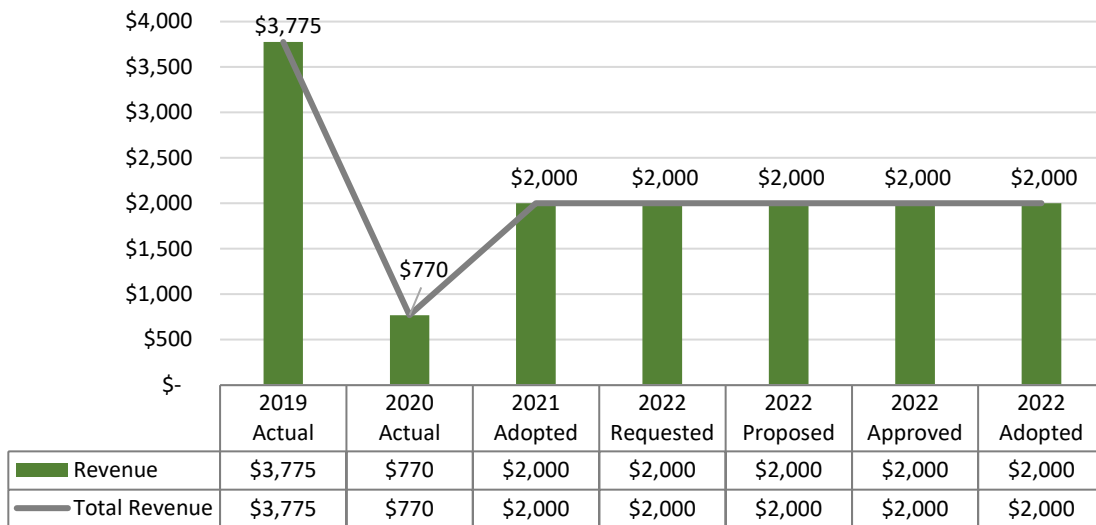
Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected	2021 Target
Mowing Hours	1,008	933	950	940	990	1000
Special Event Permits	165	58	55	69	*4	30

*\*Special Event Permits were limited due to the COVID-19 pandemic*

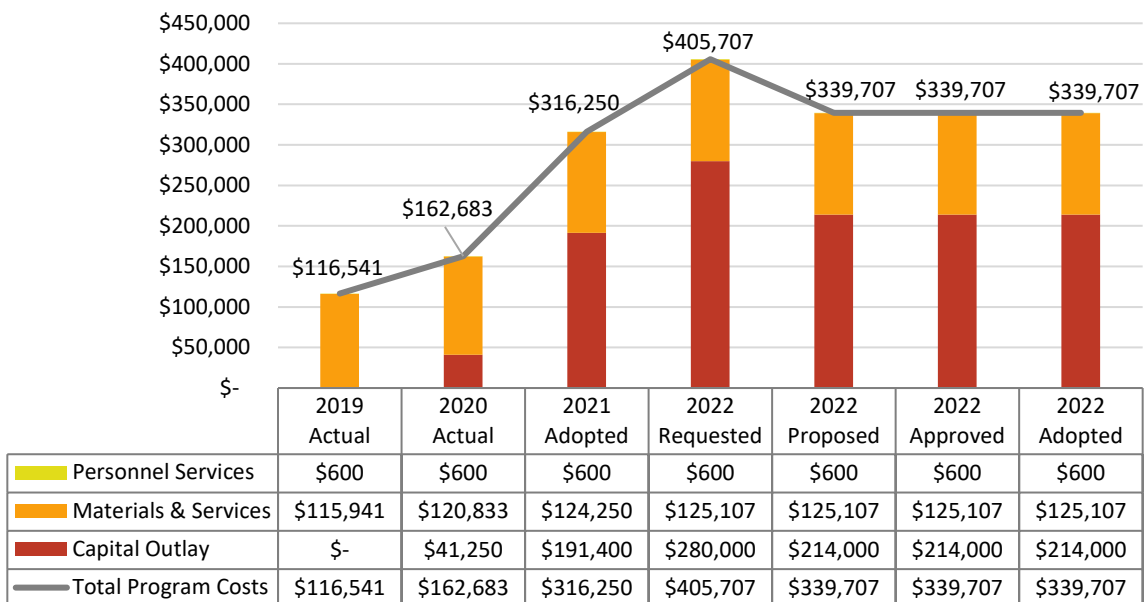
## Budget Adjustments

- Jacobs contract will increase by 3%.
- Carryover of \$20k from 2020-21 will add to the additional \$30k to make park matching donations \$50k.
- There is a new mower budgeted for \$20k.
- Beck bathroom will be fully funded at \$144,000.

### Parks Revenue



### Parks Expenditures

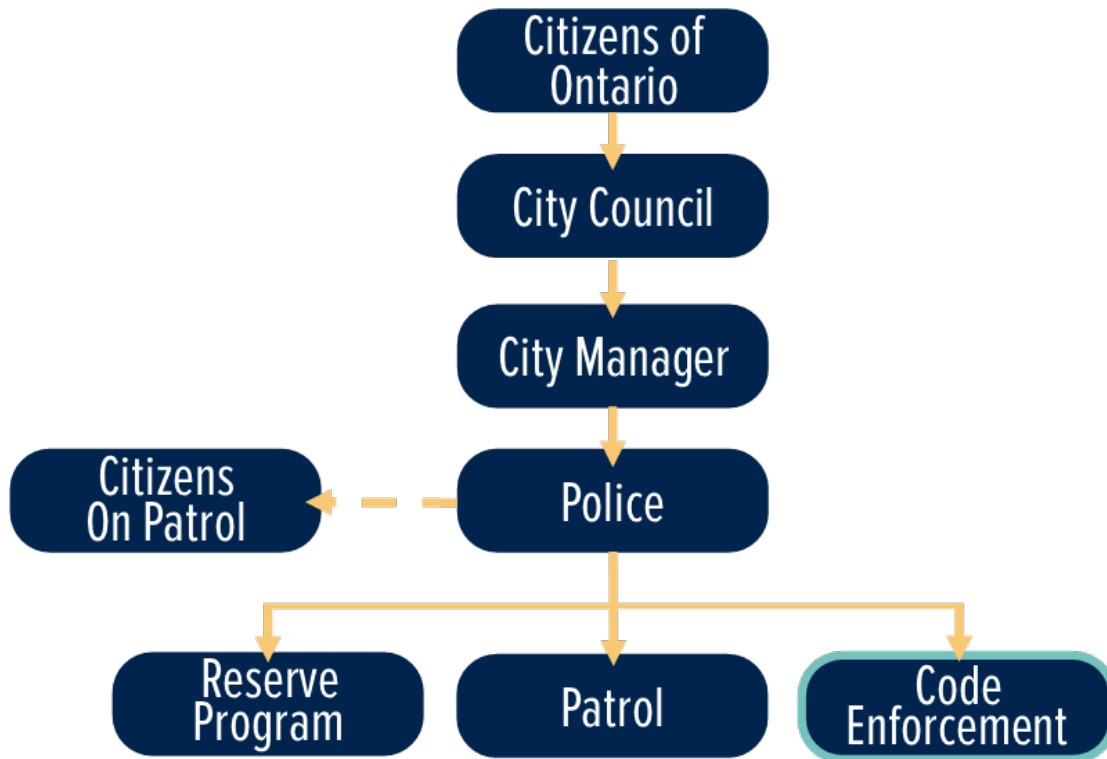


# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PARKS REVENUES</b>							
PARKS MISC REVENUE	3,775	770	2,000	2,000	2,000	2,000	2,000
<b>Grand Total</b>	<b>\$ 3,775</b>	<b>\$ 770</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>
<b>PERSONNEL SERVICES</b>							
EMPLYR-PAID EMPLYE BENEFITS	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
<b>MATERIALS &amp; SERVICES</b>							
CONTRACT LABOR	-	-	640	640	640	640	640
CONTRACT SERVICES	115,289	120,347	123,115	123,957	123,957	123,957	123,957
EQUIPMENT LEASE	-	-	-	-	-	-	-
GENERAL SUP & MAINT	40	-	-	-	-	-	-
LAND LEASES	466	480	490	500	500	500	500
OFFICE SUPPLIES	51	-	-	-	-	-	-
TELEPHONE	95	6	5	10	10	10	10
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 115,941</b>	<b>\$ 120,833</b>	<b>\$ 124,250</b>	<b>\$ 125,107</b>	<b>\$ 125,107</b>	<b>\$ 125,107</b>	<b>\$ 125,107</b>
<b>CAPITAL OUTLAY</b>							
BECK - BATHROOM REHAB	-	-	96,000	144,000	144,000	144,000	144,000
BECK PARK BRIDGE	-	-	-	-	-	-	-
EQUIPMENT PURCHASE	-	21,250	-	36,000	20,000	20,000	20,000
PARKS TRASH CANS	-	-	20,400	-	-	-	-
PICNIC TABLES	-	-	-	-	-	-	-
PLAYGROUND EQUIPMENT	-	20,000	30,000	-	-	-	-
PLAYGROUND MATCH	-	-	-	50,000	50,000	50,000	50,000
TENNIS COURTS	-	-	45,000	-	-	-	-
BECK PARK FLOATING DOCK	-	-	-	20,000	-	-	-
LION'S PARK SIDEWALK	-	-	-	30,000	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 41,250</b>	<b>\$ 191,400</b>	<b>\$ 280,000</b>	<b>\$ 214,000</b>	<b>\$ 214,000</b>	<b>\$ 214,000</b>
<b>Grand Total</b>	<b>\$ 116,541</b>	<b>\$ 162,683</b>	<b>\$ 316,250</b>	<b>\$ 405,707</b>	<b>\$ 339,707</b>	<b>\$ 339,707</b>	<b>\$ 339,707</b>

## City of Ontario 2021-2022 Budget

## Code Enforcement



### Description

The Code Enforcement Officer is a non-sworn inspector, officer, or investigator who has specialized training in, and whose primary duties are, the prevention, detection, investigation, and enforcement of violations of laws regulating public nuisance, public health, safety, business activities and consumer protection, building standards, land-use, or municipal ordinances. Also, the Code Enforcement Officer may at times be called upon to handle animal control concerns and violations, community relations activities, and serve as a support service to on-duty police personnel for non-enforcement activities.

### Objectives and Performance Measures

The Code Enforcement division falls under the Police Department. Objectives and performance measures are listed under that department. Additional data, accomplishments, and strategic impacts are listed here for informational purposes.

## Accomplishments

- Developed first written Standard Operating Procedures for positions.
- Created streamlined civil penalty citation document.

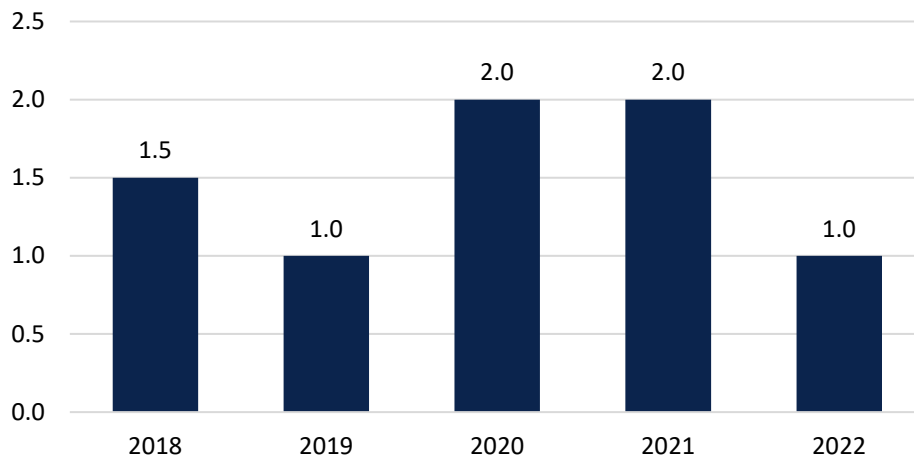
## Strategic Impact

- Desirability- Code enforcement has a direct impact on strategy one of this goal, improve cleanliness in Ontario.
- Beautification- Likewise, code enforcement works directly with improving cleanliness which is strategy two of the beautification goal.

## Budget Adjustments

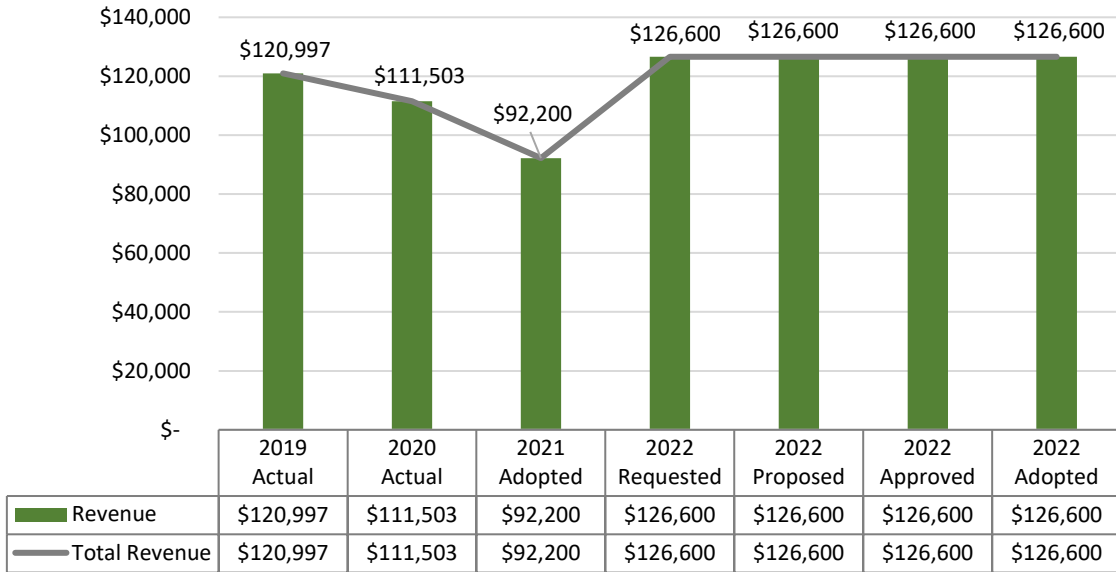
- There is an increase in salaries from union contract increases and performance evaluation increases.
- The department will be reduced from 2 FTE to 1 FTE.
- iWorQ software has a code enforcement module that will be utilized.

### Code Enforcement FTE History

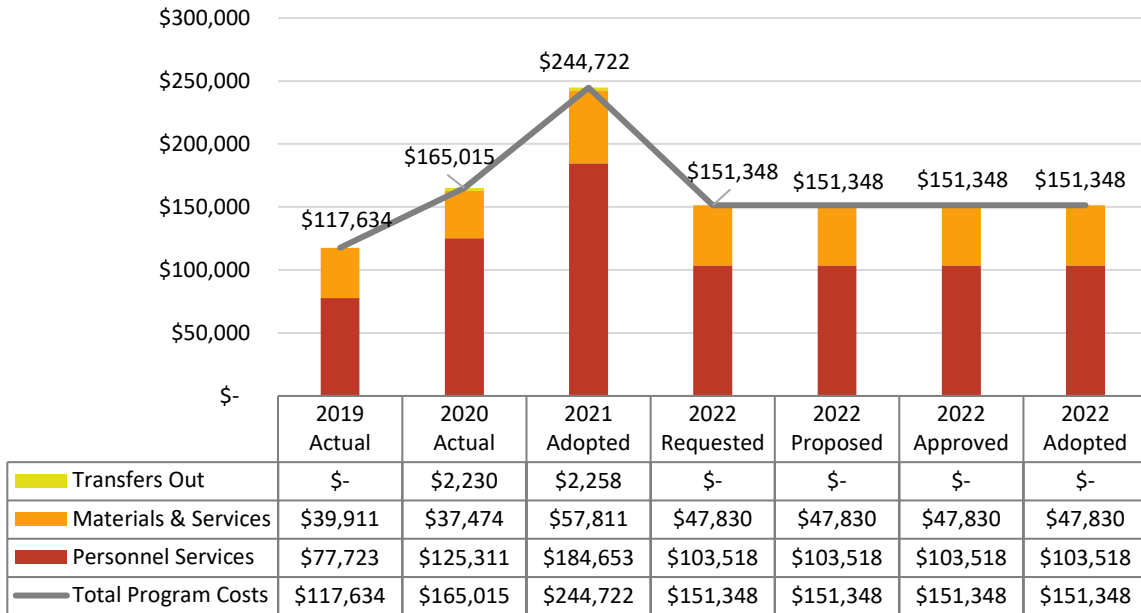




## Code Enforcement Revenues



## Code Enforcement Expenditures



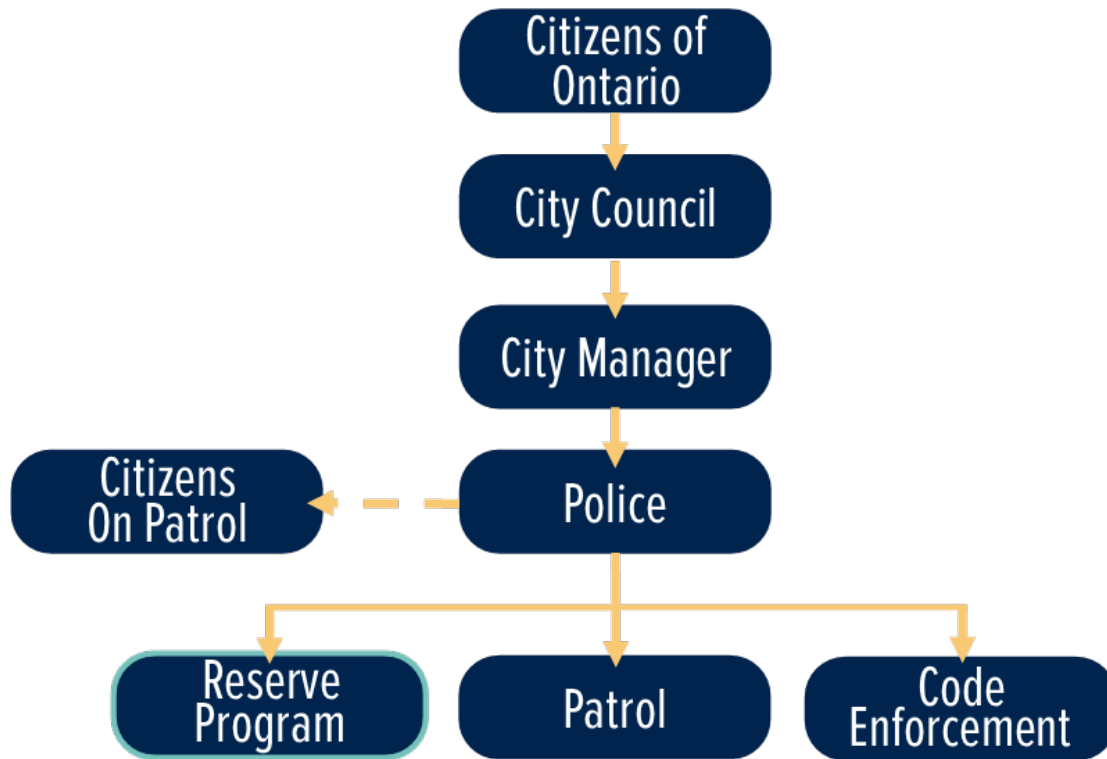
# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CODE ENFORCEMENT REVENUES</b>							
CIVIL PENALTIES APPEAL INCOME	250	200	-	-	-	-	-
CIVIL PENALTIES INCOME	72,600	22,647	25,000	30,000	30,000	30,000	30,000
DERELICT BUILDINGS INCOME	22,250	46,250	15,000	30,000	30,000	30,000	30,000
DISPENSARY BUSINESS LICENSES	6,200	31,000	43,400	55,800	55,800	55,800	55,800
GAMING FEES	323	200	300	300	300	300	300
LIEN SEARCH FEES	5,250	7,150	5,000	7,000	7,000	7,000	7,000
MANDATORY GARGABE	327	-	500	500	500	500	500
PD-ABATEMENT REV	10,622	1,122	-	-	-	-	-
PD-DOG IMPOUNDING	1,075	1,155	1,500	1,500	1,500	1,500	1,500
PD-DOG LICENSES	2,100	1,779	1,500	1,500	1,500	1,500	1,500
MISC CODE REVENUES	-	1,986	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 120,997</b>	<b>\$ 111,503</b>	<b>\$ 92,200</b>	<b>\$ 126,600</b>	<b>\$ 126,600</b>	<b>\$ 126,600</b>	<b>\$ 126,600</b>
<b>PERSONNEL SERVICES</b>							
MEDICAL INSURANCE CO-PAY	8,329	21,426	35,070	23,496	23,496	23,496	23,496
OVERTIME	4,755	5,319	4,000	4,000	4,000	4,000	4,000
RETIREMENT	9,284	12,572	23,947	13,981	13,981	13,981	13,981
RETIREMENT -EE SHARE	3,143	3,338	6,358	3,188	3,188	3,188	3,188
SOCIAL SECURITY	3,989	6,154	8,106	4,064	4,064	4,064	4,064
VACATION/SICKBUYOUT	-	-	2,000	1,003	1,003	1,003	1,003
WAGES & SALARIES	47,635	75,308	103,959	52,115	52,115	52,115	52,115
WORKMANS COMP	587	1,194	1,213	1,671	1,671	1,671	1,671
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 77,723</b>	<b>\$ 125,311</b>	<b>\$ 184,653</b>	<b>\$ 103,518</b>	<b>\$ 103,518</b>	<b>\$ 103,518</b>	<b>\$ 103,518</b>

# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
ABATEMENT	275	12	4,696	4,696	4,696	4,696	4,696
CONTRACT SERVICES	100	-	200	200	200	200	200
DATA PROCESSING	7,200	7,304	13,600	500	500	500	500
DOG LODGING	24,101	16,658	18,030	19,300	19,300	19,300	19,300
GENERAL SUPPLIES & MAINT	49	482	745	1,010	1,010	1,010	1,010
LIEN SEARCH FEES EXPENSE	2,520	3,432	2,000	5,000	5,000	5,000	5,000
OFFICE MACHINE CONTRACT	202	204	200	200	200	200	200
PERSONAL PROTECTIVE DEVICES	-	229	760	585	585	585	585
PETROLEUM SUPPLIES	1,524	1,883	3,500	2,000	2,000	2,000	2,000
POSTAGE	1,278	1,007	1,350	1,350	1,350	1,350	1,350
PRINTING & ADVERTISING	71	200	450	550	550	550	550
PROFESSIONAL DEVELOPMENT	649	150	3,150	3,150	3,150	3,150	3,150
UNEMPLOYMENT CLAIMS	466	-	-	-	-	-	-
UNIFORMS	190	1,899	3,580	3,580	3,580	3,580	3,580
VEHICLE EQUIP & REPAIR	1,285	4,014	5,550	5,709	5,709	5,709	5,709
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 39,911</b>	<b>\$ 37,474</b>	<b>\$ 57,811</b>	<b>\$ 47,830</b>	<b>\$ 47,830</b>	<b>\$ 47,830</b>	<b>\$ 47,830</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	2,230	2,258	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 2,230</b>	<b>\$ 2,258</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 117,634</b>	<b>\$ 165,015</b>	<b>\$ 244,722</b>	<b>\$ 151,348</b>	<b>\$ 151,348</b>	<b>\$ 151,348</b>	<b>\$ 151,348</b>

## Police Reserve



### Description

The Police Reserve Program provides an opportunity for eligible community members to serve the Ontario community through their involvement with the Ontario Police Department. The Reserve Officers are formally trained, volunteer, sworn Police Officers that supplement the day-to-day work of the full-time staff and assist the Police Department with the following law enforcement functions: patrol duties, assisting with special events, warrant service, community and school events, investigations, and emergency situations.

Reserve Police Officers are held to the same expectations and standards as full-time Police Officers, on and off duty. Police Reserve Officers work limited hours monthly while assigned to a Training Officer or senior, non-probationary officer. It is the intent of the program to utilize Reserve Officers as a “Force-Multiplier” for the department at a reduced cost and only after they are adequately trained and equipped.

### Objectives and Performance Measures

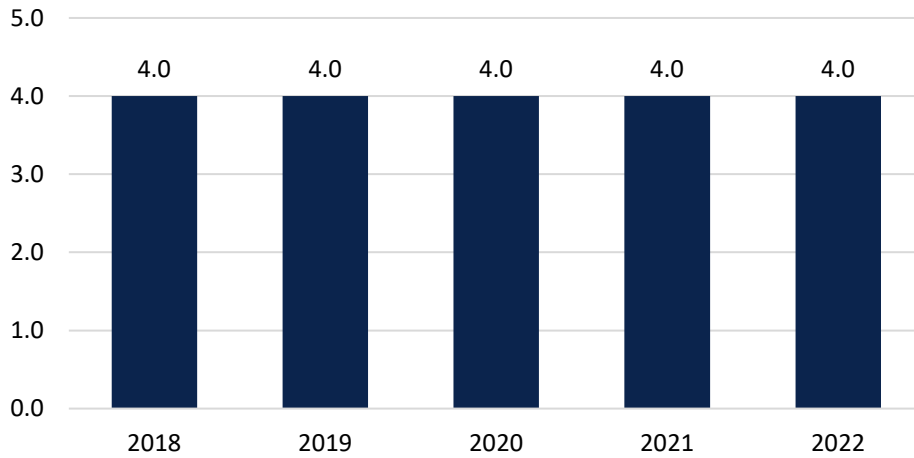
The Reserve Program division falls under the Police Department. Objectives and performance measures are listed under that department.

# Section 5: General Fund

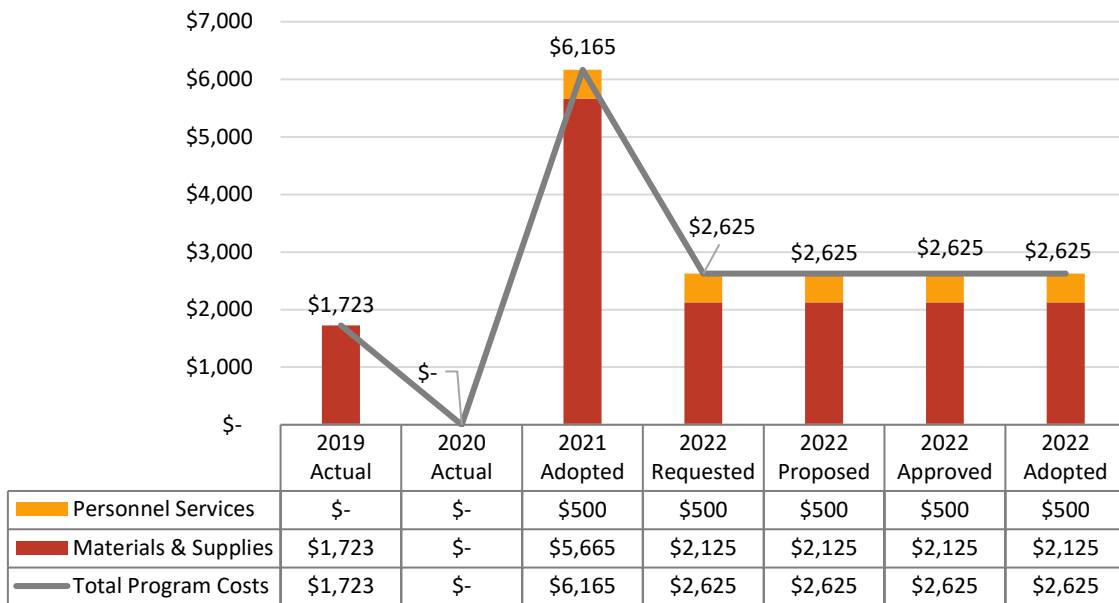
## Budget Adjustments

- No substantial changes; similar to prior year.

### Police Reserve FTE History



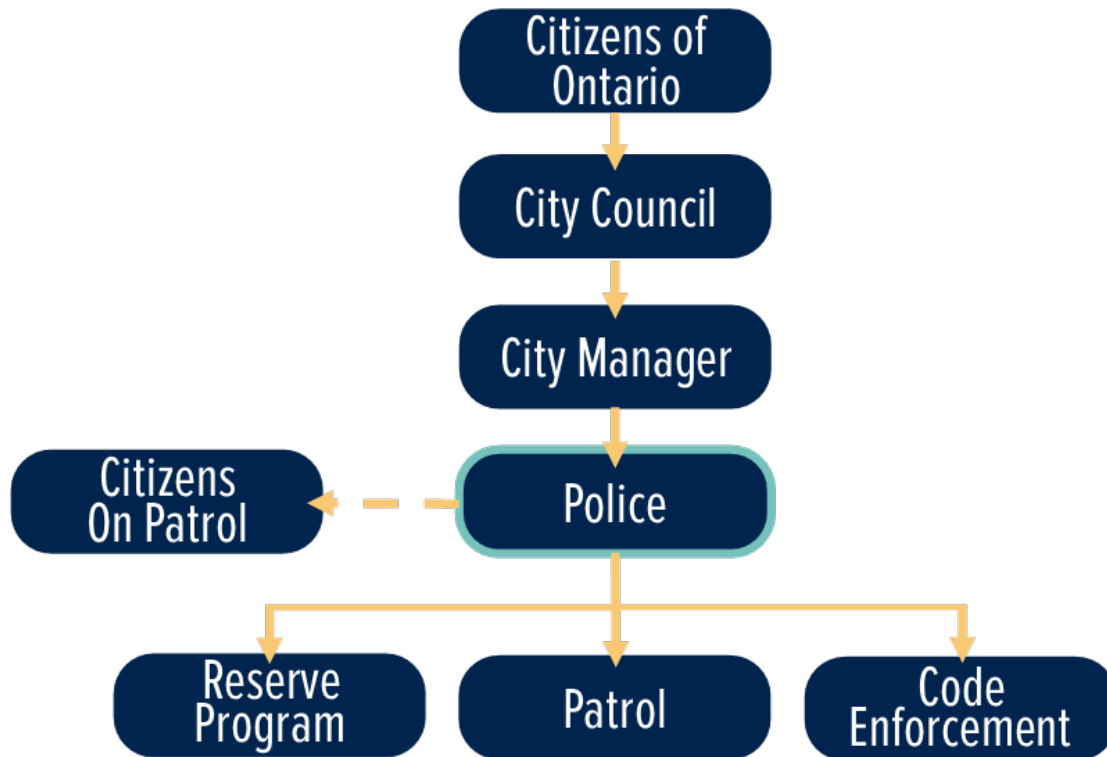
### Police Reserve Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PERSONNEL SERVICES</b>							
WORKMANS COMP	-	-	500	500	500	500	500
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
<b>MATERIALS &amp; SERVICES</b>							
PATROL SUPPLIES	1,723	-	500	500	500	500	500
PERSONAL PROTECTIVE DEVICES	-	-	2,465	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	-	140	-	-	-	-
RADIO MAINTENANCE	-	-	860	860	860	860	860
RECRUITMENT	-	-	1,300	765	765	765	765
UNIFORMS	-	-	400	-	-	-	-
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 1,723</b>	<b>\$ -</b>	<b>\$ 5,665</b>	<b>\$ 2,125</b>	<b>\$ 2,125</b>	<b>\$ 2,125</b>	<b>\$ 2,125</b>
<b>Grand Total</b>	<b>\$ 1,723</b>	<b>\$ -</b>	<b>\$ 6,165</b>	<b>\$ 2,625</b>	<b>\$ 2,625</b>	<b>\$ 2,625</b>	<b>\$ 2,625</b>

## Police



### Description

The Ontario Police Department (OPD) works on a daily basis with staff and community to enhance the ability to achieve the key points of the 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.”

OPD accomplishes its mission through the daily activities including enforcing laws, protecting life/property, providing safety education and crime prevention services, and providing full-service law enforcement assistance to community members. In addition, OPD regularly coordinates a multi-agency, multi-jurisdictional team approach to combating major crimes and are supported by prosecutorial and civilian support teams. OPD personnel have obtained expertise and training in an array of crime prevention and investigative methodology which includes major crimes investigations, narcotics investigations, gang suppression, elder and child abuse, and domestic violence, in addition to other specialties that go beyond the state’s minimum standards for training.

The Ontario Police Department is now comprised of twenty-four, sworn, full-time Police Officers with four non-sworn employees assigned to critical support services positions (records, property, ordinance enforcement, and office management).



# Section 5: General Fund

The requested general fund allocations will be used to facilitate the Police Department’s mission in all operations. The funds will be strategically applied to ensure maximum efficiency and crime prevention effectiveness. Without adequate funding, OPD will run the risk of not being properly structured which in turn could result in a reduced level of important police services for the City of Ontario and the Malheur County region as a whole.

OPD has established a reputation and capability to best address large scale issues within the county region. OPD is the only law enforcement agency in Malheur County providing 24/7 police services. With calls for service regularly exceeding 10,500 per annum, OPD’s capacity to respond to its primary responsibility of crime prevention and maintaining public safety throughout all areas of the city, demands a contemporary and collaborative effort in achieving its mission.

OPD desires an ability to provide services for both criminal and non-criminal (parades, public education, etc.) events to enhance public safety, providing support/assistance to other city and county agencies incapable of such techniques or services.

All budgeted expenses are necessary to complete the objectives and activities of the Ontario Police Department.

## Objectives and Performance Measures

### Objectives

The Ontario Police Department is currently drafting its own five-year strategic plan. The objectives and key indicators will be reviewed with all other departments. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

1. Maximizing public safety.
  - a. Launch new crime impact strategies.
  - b. Expand dedicated investigation methods.
  - c. Improve operation efficiencies.
  - d. Pursue modern technology to enhance services.
2. Enhance community partnerships.
  - a. Establish officer led education and outreach initiatives.
  - b. Improve communication platforms for police-community engagement.
  - c. Strengthen police-community trust.
  - d. Establish two-way educational opportunities for OPD and community.
3. Advance officer development.
  - a. Promote education and advancement programs.
  - b. Commit to modern and strategic training opportunities at all levels.
  - c. Increase specialty skills and opportunities within the agency.
  - d. Establish modern best-practices employee evaluation system.
4. Improve officer wellness strategies.
  - a. Promote employee wellness at all levels.
  - b. Increase personnel assistance resources.
  - c. Create permanent and meaningful employee recognition program.
5. Improve organizational efficiency and transparency.

# Section 5: General Fund

- a. Leverage technology to achieve optimal performance.
- b. Create more robust community presence via social media.
- c. Enhance “force-multiplication” technology.
- d. Improve data visualization driven crime reduction strategies.

As this plan is still under development, performance measures have not yet been put into place. The plan in its entirety will be posted to the department’s website as it is completed.

## **Accomplishments**

- Staffing
  - Increased OPD investigative capacity by ‘*Cross-Deputizing*’ an OPD Detective through the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) federal agency, as a federal task force agent.
  - Hired 24<sup>th</sup> sworn FTE.
  - Expand agency by 2 sworn FTE.
  - Double size of OPD’s dedicated investigative capacity.
- Infrastructure
  - OPD Radio communication system improvement (replaced comparator and microwave link systems).
  - Procured new public warning signs, repaired structural damage (interior / exterior), and installed a new conex container to protect OPD assets at OPD Training Center (Range) .
  - Assisted with partnership and expansion of Verkada surveillance system at Ontario Justice Court to force multiply public safety capacity.
- Training
  - Conducted OPD’s first federal, county, and local law enforcement agency joint operations training, for high-risk investigation/ arrest tactics.
  - Provided over 2,690 hours of training and development for OPD Team members.
- Employee Development
  - Certified new OPD instructor in non-lethal tactics and safety tools (Bola Wrap) technology.
  - Re-certified OPD’s Firearms Instructor’s credentials through an Instructor update development course.
  - Sergeant Swank completed his DPSST Supervision course, resulting in eligibility to obtain his Supervisory level state certification.
  - Sergeant Grimaldo completed a supervisory course specializing in the management of Narcotics and Specialized units.
  - Enrolled Lieutenant in the Northwestern University Police Command College, resulting in his eligibility and acquisition of Management and Executive level DPSST state certification.
  - Completed Chief of Police mandatory basic state certification.
- Equipment
  - Procured critical Personal Protection Equipment (PPE) for all OPD Team Members to protect OPD and public from the COVID-19 Virus pandemic.
  - Procured OPD’s first Tactical Armored Vehicle through a no cost surplus program.

- Procured a surveillance vehicle platform for OPD through a joint agency, in-kind donation opportunity.
- Procured a training center (range) utility truck at no cost for OPD.
- Procured previously budgeted patrol SUV for supervisor group.
- Operations
  - Dismantled long-standing transnational illicit drug dealing family that had been in operation in the Ontario area for years. OPD and joint agencies seized upward of 20 kilos of illicit drugs. Huge impact on drug distribution in Ontario and surrounding area.
  - Removed (arrested) numerous career criminals from the city for a variety of violations (drugs, weapons, and violent crime). OPD strategically focuses on identifying and arresting the most violent and *risk-posing* criminals, to restore hope and order in the city.
  - Implemented Barcode system for evidence tracking, improving efficiency and accuracy.
- Administrative
  - Developed agency's COVID-19 written guidelines and response policy.
  - Developed agency's social media written guidelines and policy.
  - Developed election year safety plan and response guidelines due to volatile state and national political atmosphere of 2020.
  - Petitioned and retained OPD's (HIDTA) designation, which was at risk of being terminated, due to the Malheur County region falling out of statutory compliance.
  - Launched longitudinal OPD ratio data collection for crime prevention initiative and State of Department assessment.
- Community Policing/engagement
  - Co-developed OPD's first Special Olympics Law Enforcement Torch Run, video series, and charity golf tournament.
  - Launched OPD supported Chief's Advisory Council.
  - Despite pandemic conditions, OPDs sustained partnerships with Ontario civic groups (Kiwanis Club, Boys and Girls Club, Friends of Owyhee, and American Legion Hall).
- Crime Education & Impact
  - Developed and produced OPD's first video Public Service Announcement (PSA).
  - Launched OPD social media educational commentary "Minute with the Chief".
  - Crime reduction (Part-1 Crime: Gang -27%: Burglary -30%: Robbery -43%: Murder -50%).

## **Strategic Impact**

- Desirability- Although no specific activity or strategy is related to OPD, public safety plays an essential role in attracting visitors and residents to Ontario.
- Education- OPD's strategic plan ties in with education on two fronts. First by connecting police and community members in two-way educational opportunities. The second is by providing staff development through education and advancement programs.
- Growth- As the city continues to grow, OPD will need to match the law enforcement issues that come with development. These challenges are addressed in the department's plan through objectives under maximizing public safety and improving organizational efficiency and transparency.

# Section 5: General Fund

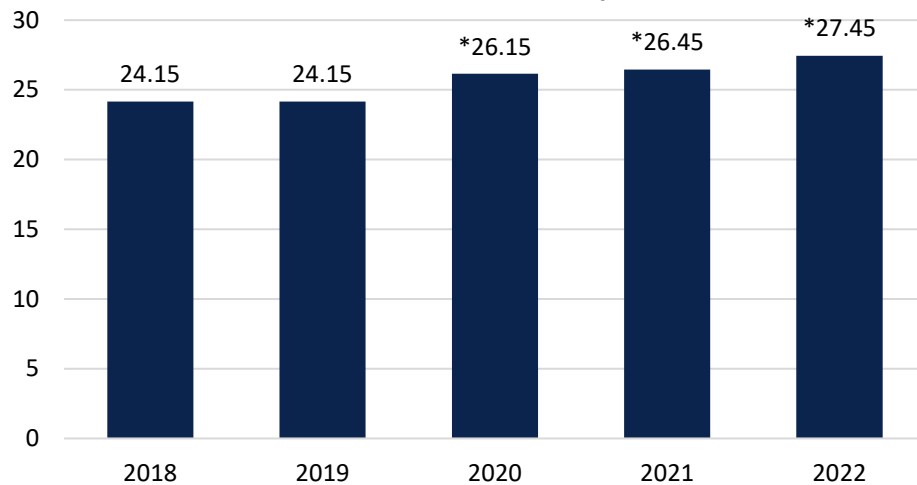
## Key Indicators

Indicator	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Projected	2021-22 Target
Total Call Volume	10,198	11,009	10,506	10,802	10,157	9,954
Property Crimes (Burglary/Larceny)	831	681	830	918	882	838
Violent/Person Crimes	109	201	174	157	155	147

## Budget Adjustments

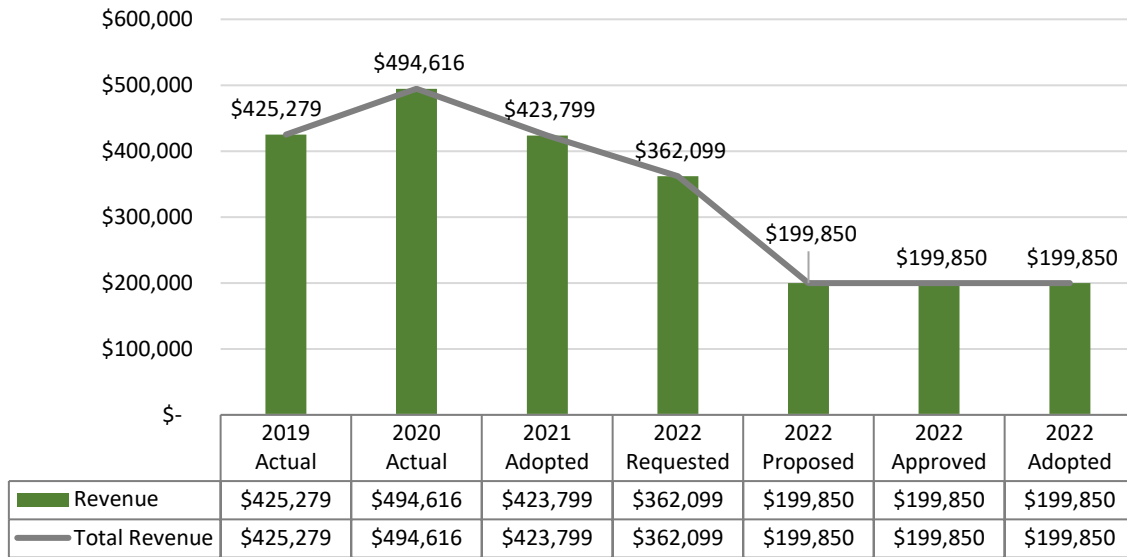
- There is an increase in salaries from union contract increases and performance evaluation increases.
- No public safety fee.
- There is an additional police FTE added in 2021-22.
- The dispatching contract wasn't reduced as much as expected last year. However, it will continue to reduce a little based off the increase in 911 tax.
- There were two Police Officers funded from the Marijuana Enforcement Fund in 2019-2020. The revenues from the state tax came in shorter than originally expected and the 1.6 FTE will continue to be funded in the Police Department.
- The police department is budgeting \$9k for remodel of a breakroom for the two detectives.
- A new in car camera/radio system is budgeted for the new car below for a cost of \$10,000.
- One patrol vehicle is budgeted at a cost of \$43,000.

### Police FTE History

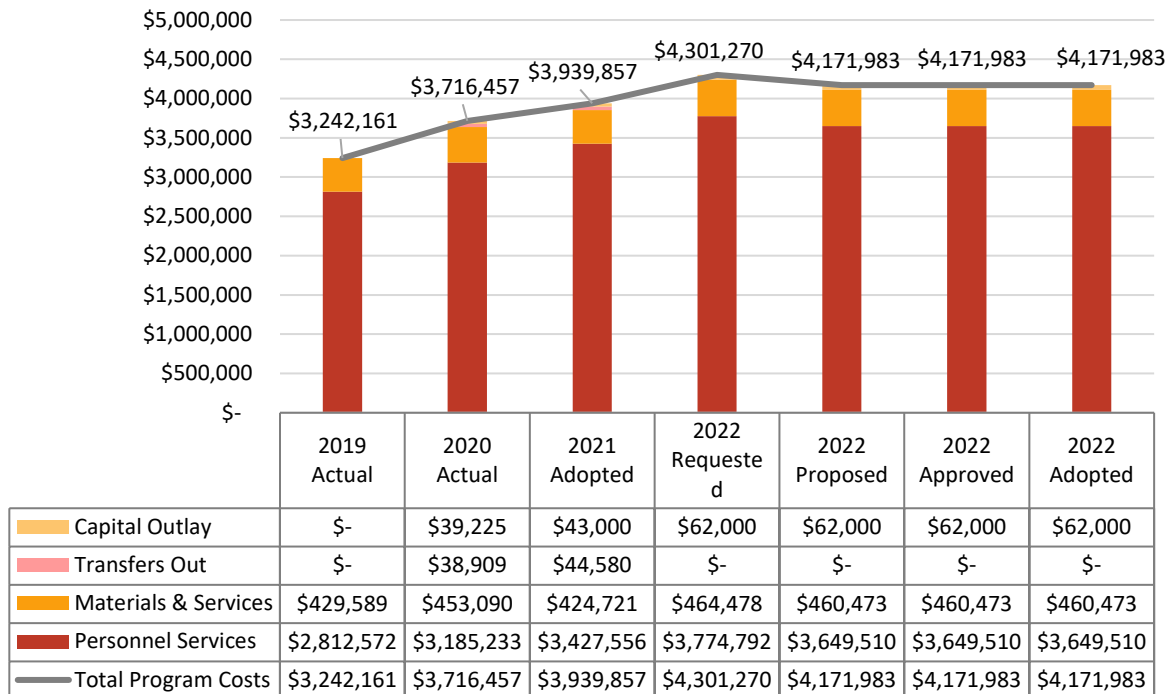


\*0.4 FTE funded through the Marijuana Enforcement Fund

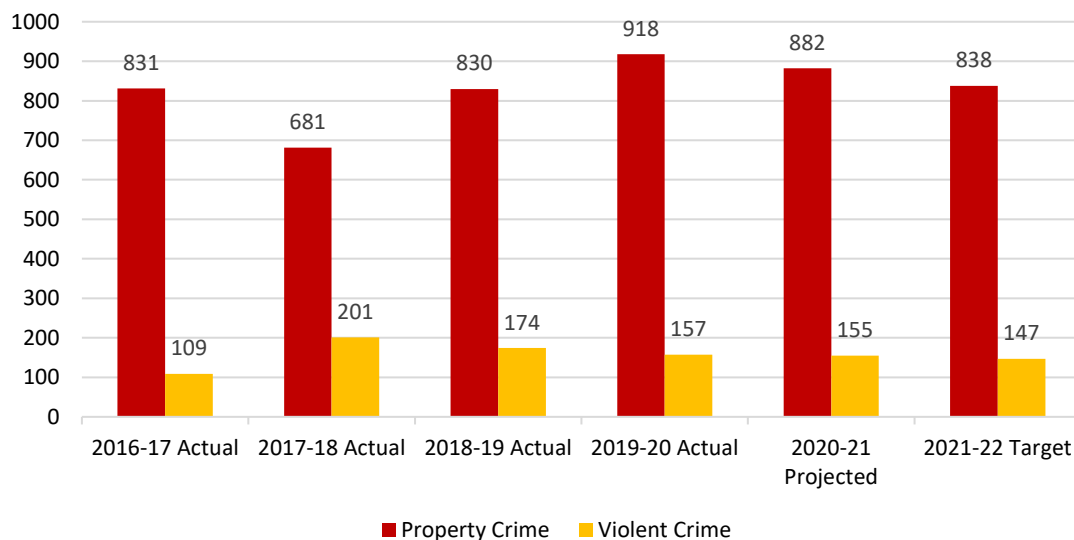
## Police Revenues



## Police Expenditures



## Violent and Property Crimes in Ontario



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>POLICE REVENUES</b>							
COURT CONTRACT- COUNTY	50,388	43,390	48,000	48,000	48,000	48,000	48,000
MISC POLICE REVENUE	9,154	30,197	8,000	8,000	8,000	8,000	8,000
PD-FINGERPRINTING	1,365	495	1,500	1,500	1,500	1,500	1,500
PD-IMPOUNDMENT FEE/ SALES	2,200	3,800	2,000	2,000	2,000	2,000	2,000
PD-MEDICAL EXAMINER FUNDS	595	525	500	500	500	500	500
PD-SRO PROGRAMS REV	118,074	97,115	125,000	125,000	125,000	125,000	125,000
PD-TRAFFIC SCHOOL REVENUE	4,860	3,825	5,200	5,200	5,200	5,200	5,200
PD-WINDOW SERVICES	6,840	4,842	4,150	4,150	4,150	4,150	4,150
POLICE GRANTS	7,221	2,093	2,500	2,500	2,500	2,500	2,500
PUBLIC SAFETY FEE	224,583	308,130	223,949	162,249	-	-	-
VEST GRANT	-	-	3,000	3,000	3,000	3,000	3,000
SLOT GRANT	-	204	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 425,279</b>	<b>\$ 494,616</b>	<b>\$ 423,799</b>	<b>\$ 362,099</b>	<b>\$ 199,850</b>	<b>\$ 199,850</b>	<b>\$ 199,850</b>
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	1,050	-	1,800	1,800	1,800	1,800	1,800
EMPLOYER PAID BENEFITS	2,755	2,400	2,100	-	-	-	-
MEDICAL INSURANCE CO-PAY	475,891	520,572	596,639	570,275	570,275	570,275	570,275
OVERTIME	163,179	152,673	125,000	125,000	125,000	125,000	125,000
PART TIME EMPLOYEES	22,827	23,389	24,737	24,669	24,669	24,669	24,669
REIMBURSABLE PAYROLL	83,866	69,950	-	-	-	-	-
RETIREMENT	408,475	520,126	561,043	656,725	656,725	656,725	656,725
RETIREMENT - EE SHARE	89,501	93,282	94,432	101,191	101,191	101,191	101,191
SOCIAL SECURITY	128,149	144,883	145,986	154,960	154,960	154,960	154,960
VACATION/SICK BUYOUT	32,872	78,783	45,209	47,610	47,610	47,610	47,610
WAGES & SALARIES	1,370,443	1,531,415	1,786,565	2,016,813	1,891,531	1,891,531	1,891,531
WORKMANS COMP	33,564	47,761	44,045	75,749	75,749	75,749	75,749
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 2,812,572</b>	<b>\$ 3,185,233</b>	<b>\$ 3,427,556</b>	<b>\$ 3,774,792</b>	<b>\$ 3,649,510</b>	<b>\$ 3,649,510</b>	<b>\$ 3,649,510</b>



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
BAD DEBT EXPENSE	144	-	-	-	-	-	-
CELL PHONE	13,906	18,339	20,035	20,995	20,995	20,995	20,995
CITIZENS ON PATROL SUPPLIES	280	255	1,000	1,000	1,000	1,000	1,000
CONTRACT SERVICES	192,806	209,434	150,150	183,583	183,583	183,583	183,583
CRIME PHOTO/FILM	2,576	2,764	4,500	1,800	1,350	1,350	1,350
DATA PROCESSING	6,999	15,692	9,920	8,850	8,850	8,850	8,850
GENERAL SUP & MAINT	4,331	5,466	5,553	5,553	5,553	5,553	5,553
IMPOUNDING	-	260	600	600	600	600	600
MEDICAL EXAMS	1,226	3	3,750	4,230	4,230	4,230	4,230
NARCOTIC DOG	2,575	355	2,150	1,600	1,600	1,600	1,600
NARCOTICS & INVESTIGATION	4,811	2,934	10,400	9,800	9,800	9,800	9,800
OFFICE MACHINE CONTRACT	38,282	40,106	36,672	37,222	37,222	37,222	37,222
OFFICE SUPPLIES	3,717	1,917	3,300	3,300	3,300	3,300	3,300
PATROL SUPPLIES	25,366	27,222	30,606	28,298	27,168	27,168	27,168
PERSONAL PROTECTIVE DEVICES	4,704	5,562	2,590	8,240	7,360	7,360	7,360
PETROLEUM SUPPLIES	31,035	30,984	40,000	40,000	40,000	40,000	40,000
POSTAGE	1,588	1,927	1,650	1,650	1,650	1,650	1,650
PRINTING & ADVERTISING	974	126	1,625	1,625	1,625	1,625	1,625
PROFESSIONAL DEVELOPMENT	27,341	21,034	38,585	42,947	42,947	42,947	42,947
RADIO MAINT	13,478	14,629	18,355	17,380	16,600	16,600	16,600
RECRUITMENT/CONTRACT SETTLEMEN	1,411	1,815	3,540	2,795	2,030	2,030	2,030
REFUNDS	-	-	400	400	400	400	400
TELEPHONE	-	140	-	-	-	-	-
UNEMPLOYMENT CLAIMS	-	-	-	-	-	-	-
UNIFORM CLEANING	156	796	1,500	1,000	1,000	1,000	1,000
UNIFORMS	17,392	16,540	15,234	17,175	17,175	17,175	17,175
VEHICLE & EQUIP REPAIR	34,492	34,580	21,776	23,835	23,835	23,835	23,835
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 429,589</b>	<b>\$ 453,090</b>	<b>\$ 424,721</b>	<b>\$ 464,478</b>	<b>\$ 460,473</b>	<b>\$ 460,473</b>	<b>\$ 460,473</b>

# Section 5: General Fund

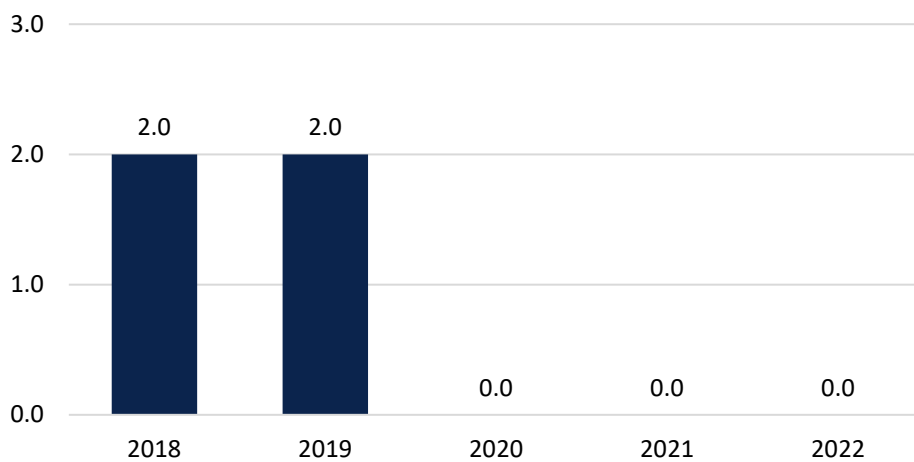
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CAPITAL OUTLAY</b>							
AUTOMOTIVE EQUIPMENT	-	39,085	43,000	43,000	43,000	43,000	43,000
EQUIP PURCHASING	-	140	-	10,000	10,000	10,000	10,000
BREAKROOM REMODEL	-	-	-	9,000	9,000	9,000	9,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 39,225</b>	<b>\$ 43,000</b>	<b>\$ 62,000</b>	<b>\$ 62,000</b>	<b>\$ 62,000</b>	<b>\$ 62,000</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	38,909	44,580	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 38,909</b>	<b>\$ 44,580</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 3,242,161</b>	<b>\$ 3,716,457</b>	<b>\$ 3,939,857</b>	<b>\$ 4,301,270</b>	<b>\$ 4,171,983</b>	<b>\$ 4,171,983</b>	<b>\$ 4,171,983</b>

## Recreation

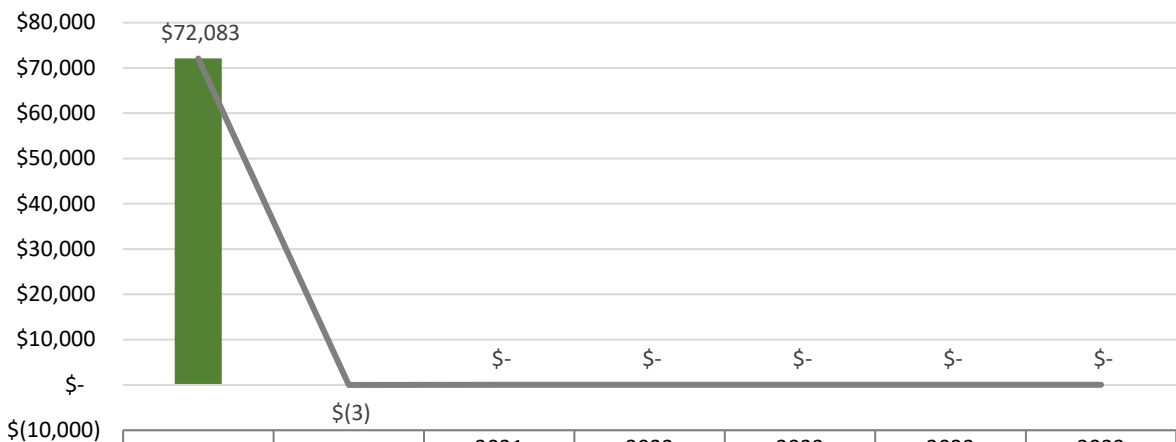
### Description

The City of Ontario Recreation program closed on June 30, 2019. Services are delivered by the Ontario Recreation District. This is for historical purpose only.

### Recreation FTE History



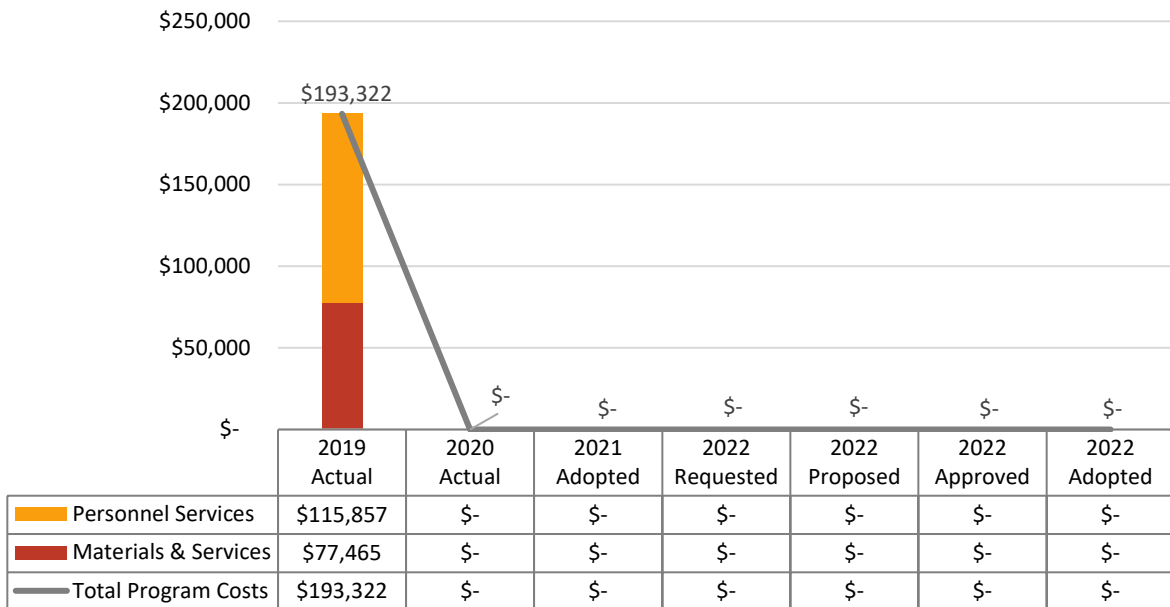
### Recreation Revenues



	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
Revenue	\$72,083	\$(3)	\$-	\$-	\$-	\$-	\$-
Total Revenue	\$72,083	\$(3)	\$-	\$-	\$-	\$-	\$-

# Section 5: General Fund

## Recreation Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>RECREATION REVENUES</b>							
REC - GATE RECEIPTS	986	-	-	-	-	-	-
REC MISC REVENUE	2,465	-	-	-	-	-	-
REC-ADULT SPORTS PROGRAMS	2,228	-	-	-	-	-	-
REC-CRAFT PROGRAMS	1,902	-	-	-	-	-	-
REC-UNIFORM SPONSOR FEES	14,837	(3)	-	-	-	-	-
REC-YOUTH SPORTS PROGRAMS	49,665	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 72,083</b>	<b>\$ (3)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	1,800	-	-	-	-	-	-
MEDICAL INSURANCE CO-PAY	18,804	-	-	-	-	-	-
PART-TIME EMPLOYEES	-	-	-	-	-	-	-
RETIREMENT	19,422	-	-	-	-	-	-
SOCIAL SECURITY	5,147	-	-	-	-	-	-
VACATION/SICK BUYOUT	16,562	-	-	-	-	-	-
WAGES & SALARIES	52,402	-	-	-	-	-	-
WORKMANS COMP	1,721	-	-	-	-	-	-
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 115,857</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
CELL PHONES	626	-	-	-	-	-	-
CONTRACT LABOR	49,935	-	-	-	-	-	-
DATA PROCESSING	799	-	-	-	-	-	-
ELECTRICITY	1,411	-	-	-	-	-	-
FUEL HEAT	608	-	-	-	-	-	-
GENERAL SUP & MAINT	5,414	-	-	-	-	-	-
MEETING MEAL EXPENSE	-	-	-	-	-	-	-
OFFICE MACHINES CONTRACT	3,682	-	-	-	-	-	-
OFFICE SUPPLIES	456	-	-	-	-	-	-
PETROLEUM SUPPLIES	31	-	-	-	-	-	-
POSTAGE	1,191	-	-	-	-	-	-
PROFESSIONAL DEVELOPMENT	264	-	-	-	-	-	-
REFUND	(9)	-	-	-	-	-	-
SPORTS FACILITY FIELD PREP	870	-	-	-	-	-	-
TELEPHONE	479	-	-	-	-	-	-
UNEMPLOYMENT CLAIMS	280	-	-	-	-	-	-
UNIFORMS - RECREATION TEAMS	11,429	-	-	-	-	-	-
VEHICLE REPAIR	-	-	-	-	-	-	-
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 77,465</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 193,322</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Information Technology



### Description

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.

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 Microsoft Outlook Exchange 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.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Information Technology department are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)



# Section 5: General Fund

## Accomplishments

- Completed citywide desktop PC and laptop replacements upgrading all systems from Microsoft Windows 7 to Microsoft Windows 10.
- New backup solution, Veeam, was implemented.
- Upgraded server room switch, changed out numerous UPS units and batteries throughout the network user base.
- City implemented a new Verkada camera surveillance system replacing all old cameras and adding a few additional cameras in key locations. This project is still in progress.
- Finished fiber project with LS Networks at the municipal airport and fire station #2. Expanded service to Treasure Valley Community College Flight School.
- Working on a centralized location for firewall access management for centralized remote logins.
- New upgrades completed in the City Council Chambers
- Wireless access point upgrades for Planning/Building Department, Water Treatment Plant, Wastewater Treatment Plant, and additional installs at City Shop.
- Completed help with several department office changes to meet COVID19 compliancy.

## Strategic Plan

As an internal service department, Information Technology does not have many direct applications to the strategic plan; however, it is instrumental in ensuring the city runs smoothly and is therefore essential to the plan. This past year saw the change to Microsoft Outlook from the Groupwise email system. The transition took place in-house and saw few if any hiccups, allowing our departments to continue functioning at normal levels.

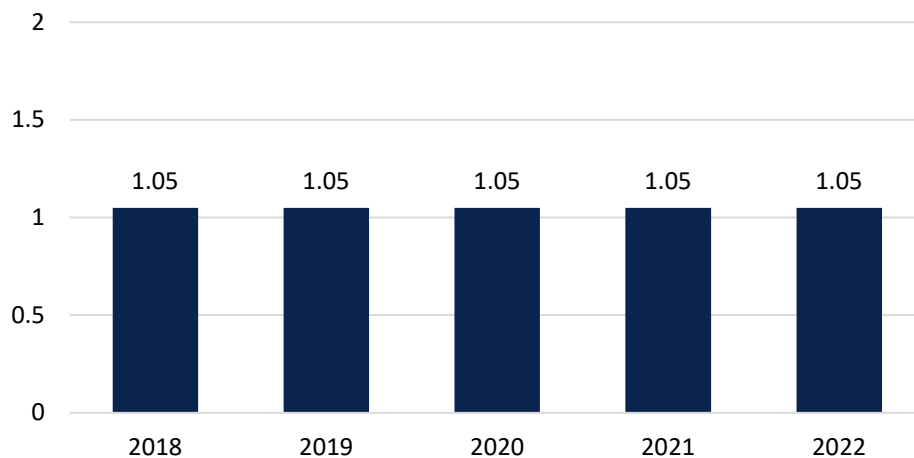
## Key Indicators

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected
Staff	1.05	1.05	1.05	1.05	1.05	1.05
Computers/Laptops	58/13	57/14	57/18	55/18	50/23	45/23
Virtual Servers	20	20	20	20	20	17
Smart Phones	4	6	6	6	6	9
Push to Talk Cell Phones (Police)	13	13	13	13	13	13
Tablets, iPads	22	25	33	34	34	36
MiFis	2	4	3	3	3	0
Website (Pages/Documents)	100/250	113/400	120/450	120/475	55/211	55/211
VoIP Phones	0	6	6	6	6	6
Incidents/Tickets	410	369	340	355	450	500
Incidents/Tickets - Closed	412	369	294	312	400	500

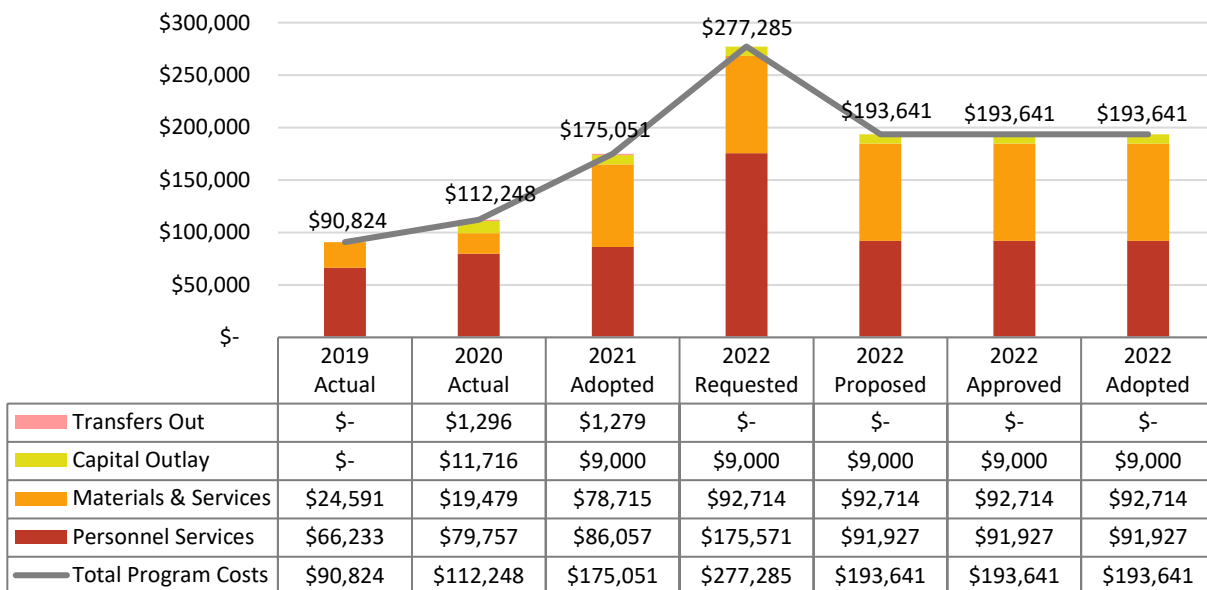
## Budget Adjustments

- There is an increase in salaries from performance evaluation increases.
- The city budgeted to purchase a large more powerful server that will eventually replace three of the old servers for \$9,000.
- Office 365 has an annual license renewal.
- There is an increased number of projects, technology needs, and helpdesk issues and it is difficult for the 1.05 FTE to cover all projects. The 2021-2022 budget continues to have \$30,000 in contract services for additional assistance and backup.

### Technology FTE History



### Information Technology Expenditures



# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PERSONNEL SERVICES</b>							
EMPLYR-PAID EMPLOYEE BENEFIT	-	-	-	-	-	-	-
MEDICAL INSURANCE CO-PAY	8,015	9,143	9,611	9,740	9,740	9,740	9,740
RETIREMENT	8,233	12,357	13,059	15,700	15,700	15,700	15,700
SOCIAL SECURITY	3,455	3,958	4,311	4,478	4,478	4,478	4,478
TECH OVERTIME	780	2,346	2,000	2,500	2,500	2,500	2,500
VACATION/SICK BUYOUT	-	110	1,124	1,165	1,165	1,165	1,165
WAGES & SALARIES	45,683	51,072	55,221	140,996	57,352	57,352	57,352
WORKMANS COMP	67	772	731	992	992	992	992
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 66,233</b>	<b>\$ 79,757</b>	<b>\$ 86,057</b>	<b>\$ 175,571</b>	<b>\$ 91,927</b>	<b>\$ 91,927</b>	<b>\$ 91,927</b>
<b>MATERIALS &amp; SERVICES</b>							
CELL PHONE	753	573	624	624	624	624	624
CONTRACT SERVICES	-	776	30,000	30,000	30,000	30,000	30,000
DATA PROCESSING	38	1,986	730	1,530	1,530	1,530	1,530
EQUIPMENT REPAIR	1,038	1,137	5,900	4,400	4,400	4,400	4,400
GENERAL SUPPLIES & MAINTENANCE	171	25	150	150	150	150	150
INTERNET	3,644	5,264	6,168	6,168	6,168	6,168	6,168
LICENSES/PERMITS/FEES	16,301	8,272	26,853	39,552	39,552	39,552	39,552
NETWORK SUPPLIES	2,235	602	5,440	6,640	6,640	6,640	6,640
OFFICE MACHINE CONTRACT	5	65	50	50	50	50	50
OFFICE SUPPLIES	80	4	100	100	100	100	100
PETROLEUM SUPPLIES	-	40	200	200	200	200	200
PROFESSIONAL DEVELOPMENT	326	734	2,500	3,300	3,300	3,300	3,300
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 24,591</b>	<b>\$ 19,479</b>	<b>\$ 78,715</b>	<b>\$ 92,714</b>	<b>\$ 92,714</b>	<b>\$ 92,714</b>	<b>\$ 92,714</b>

# Section 5: General Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CAPITAL OUTLAY</b>							
EQUIPMENT PURCHASE	-	-	9,000	9,000	9,000	9,000	9,000
NETWORK EQUIPMENT PURCHASE	-	11,716	-	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 11,716</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>	<b>\$ 9,000</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	1,296	1,279	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 1,296</b>	<b>\$ 1,279</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 90,824</b>	<b>\$ 112,248</b>	<b>\$ 175,051</b>	<b>\$ 277,285</b>	<b>\$ 193,641</b>	<b>\$ 193,641</b>	<b>\$ 193,641</b>

# Section 6: Special Revenue Funds

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*Airport Beacon*



*Snake River at Dawn*



*The Community Development Center*



## Special Revenue Funds Overview

### Description

Special funds account for the proceeds of specific revenue sources that are legally restricted to expenditures with specified purposes. These funds include the Building, Grant, Marijuana Enforcement, Reserve, Revolving Loan, Street, and Trust Funds.

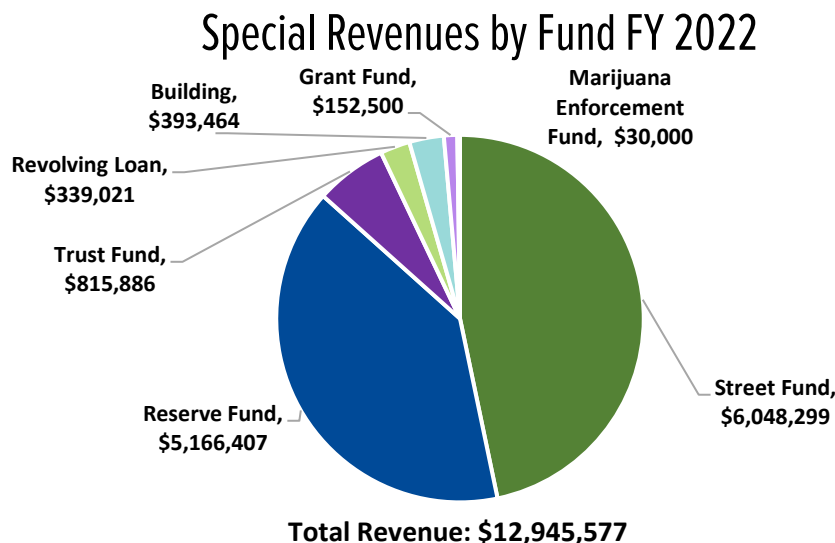
The Aquatic Donations Fund was closed in 2019 with the creation of the Recreation District. The fund is included in the budget for historical purposes.

### Budget Adjustments

- The budget structure is similar to last year.

### Special Fund Revenues

Revenues from special funds include State Marijuana Taxes, State Gas Tax Revenue, Beginning Fund Balance, Grant Awards, Interest, Transient Occupancy Tax, Cemetery Perpetual Maintenance, Interfund Transfers, Late Fees and Penalties, Insurance Dividends, Loan Repayments, and Building. Revenues from each fund is restricted for specific purposes within these funds.

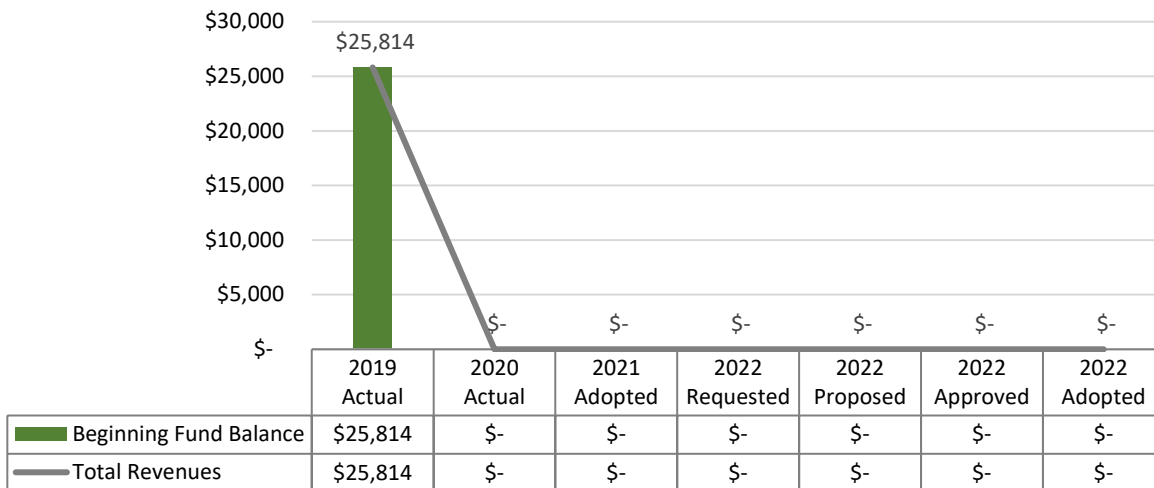


## Aquatic Donations Fund

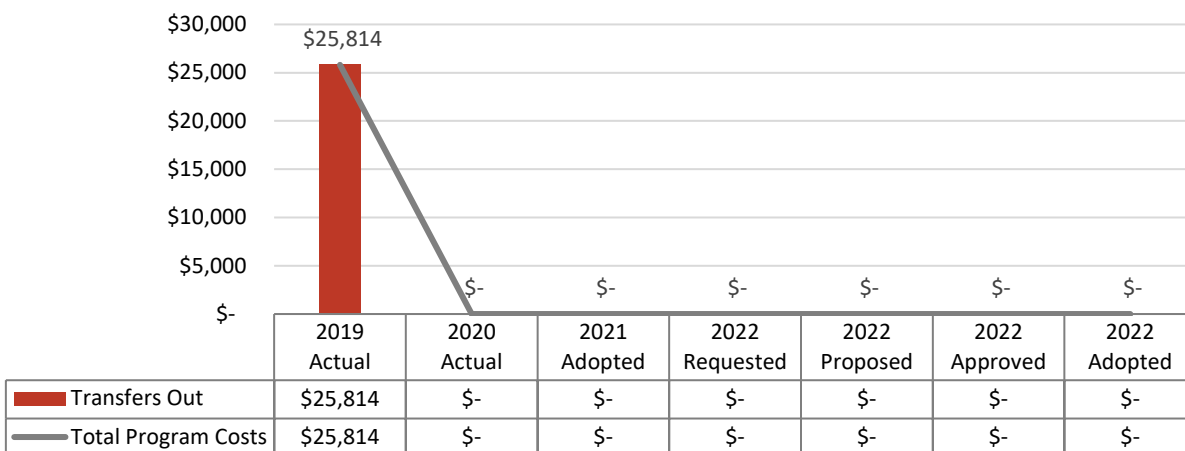
### Description

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.

### Aquatic Donations Revenues



### Aquatic Donations Expenditures

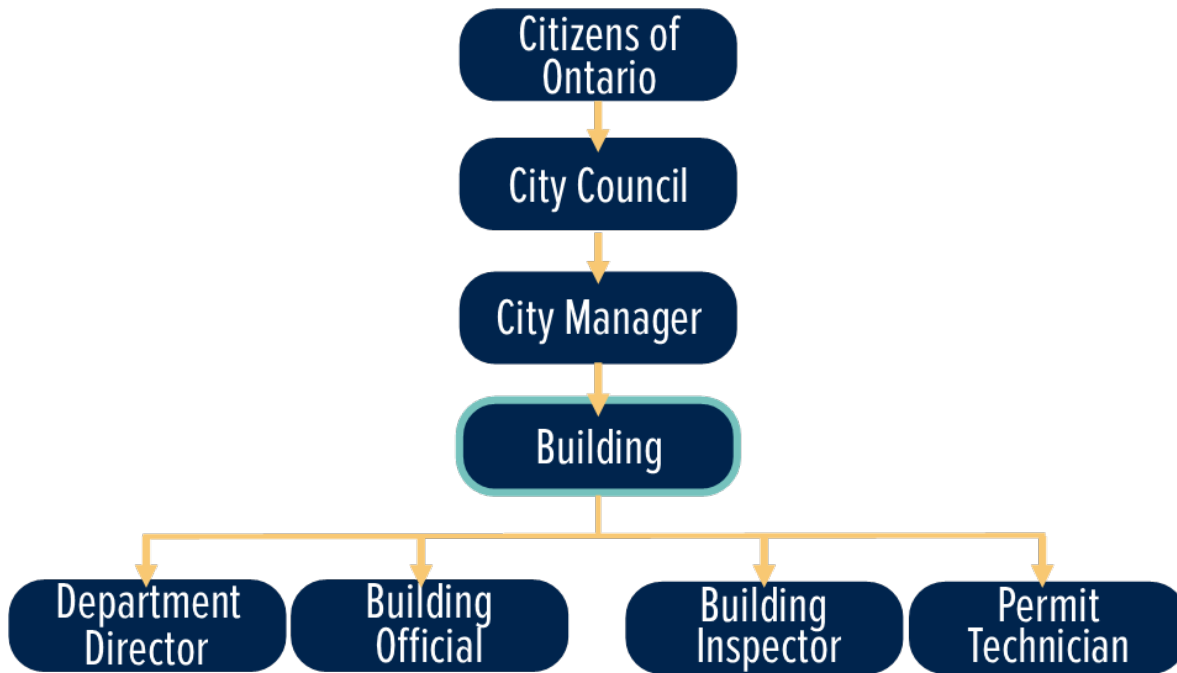




# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>AQUATIC DONATIONS FUND REVENUES</b>							
AVAILABLE CASH ON HAND	25,814	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 25,814</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>							
TRANSFERS OUT	25,814	-	-	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 25,814</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 25,814</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Building Fund



### Description

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.

The Building Department 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 Code 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.

# Section 6: Special Revenue Funds

## Objectives and Performance Measures

### Objectives

- Objectives and key indicators for the Building Fund are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

### Strategic Impact

- Desirability: Updating city codes to meet current living standards, while considering citizens' concerns and needs has made Ontario a very desirable community to live in.
- Education: Staff works daily with the general public explaining city Codes and State regulations to help educate the community on the changing times and current codes.
- Lifestyle: Staff was part of getting the new Splash Park permitted and open, as well as permitting new commercial businesses in the community.
- Beautification: Staff updated the historical building codes within the community and is working closely with Revitalize Ontario. The Façade Grant Program was completed this year adding beautification to the downtown area.
- Growth: Staff has worked with many new businesses, adding to the tax base. Staff approved nine Housing Incentive Program applications adding nine new homes to Ontario.

### Accomplishments

- Staff worked with the community and builders/developers and held 22 Preliminary Design Advisory Committee meetings on multiple proposed developments.
- Staff has responded to over 1000 phone calls and walk-ins addressing planning and building questions, and complaints dealing with other code issues and departments. Staff regularly deals with hundreds of email requests monthly.
- In the year 2020, staff has reviewed and processed 310 building permits, with a construction value of \$20.2 million, with \$182,419 issued permits. Also, there was an estimated additional \$2.0 million in site development values added to the city tax base.
- Currently, 14 Retail Marijuana Facilities are approved within city limits. Three sites are under construction or completed, with 7 locations open for business this year.
- Staff attended building classes to stay certified for continuing education as a Building Official and continues to learn daily through conducting inspections and spending time on plan reviews.

# Section 6: Special Revenue Funds

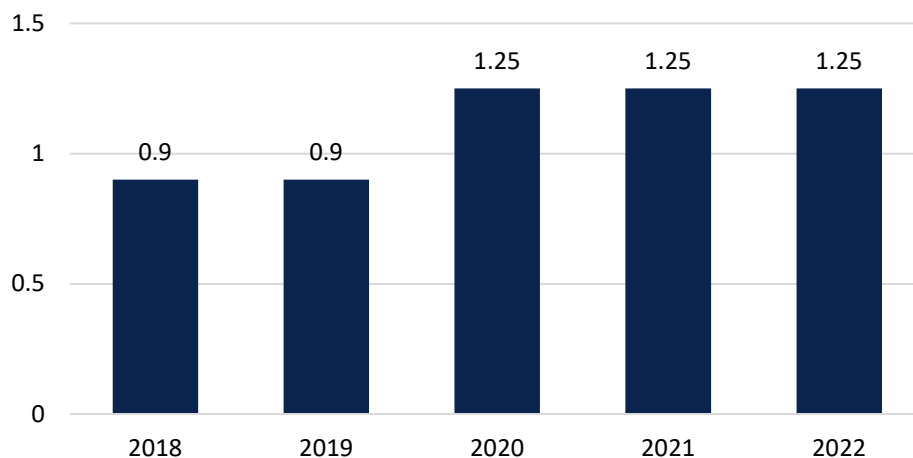
## Key Indicators

Indicator	2016/17 Actual	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/2021 Actual/Target	2021/22 Target
Mechanical Permits	175	228	168	170	92/180	100
Residential Structural Permits	37	71	32	53	27/34	30
Commercial Structural Permits	73	111	90	87	50/77	55
New Residential Buildings	3	5	4	12	6/6	7
New Commercial Buildings	10	7	9	5	1/7	4
<b>Total Mechanical &amp; Structural Permits</b>	<b>298</b>	<b>410</b>	<b>290</b>	<b>310</b>	<b>169/291</b>	<b>300</b>

## Budget Adjustments

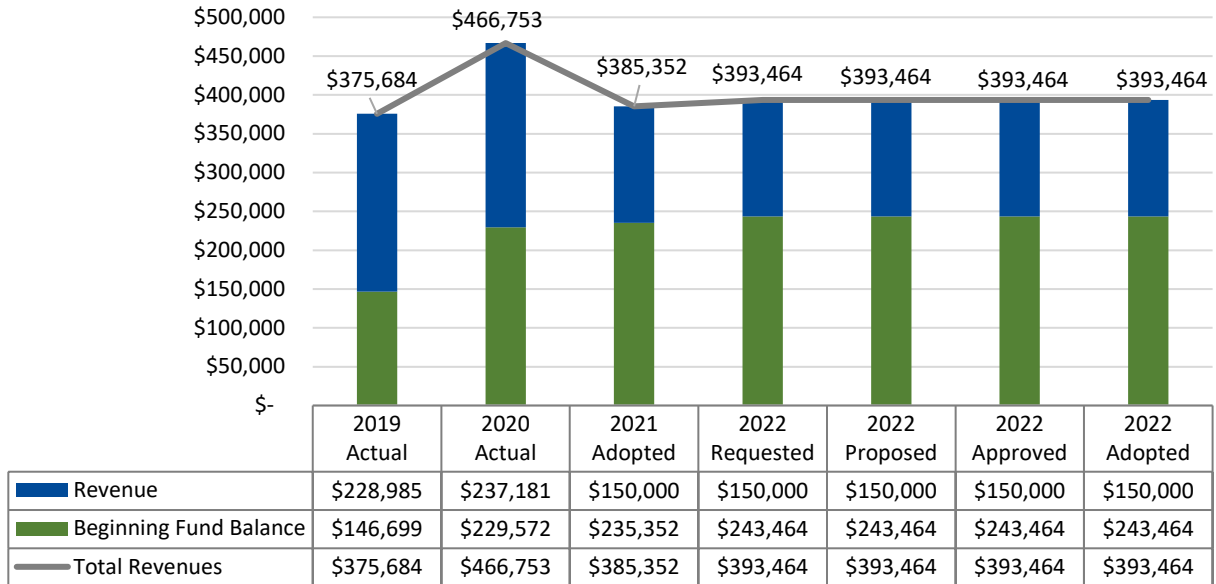
- There is an increase in salaries from a performance-based evaluation process.
- The city continues to transfer the difference in PERS rates before the lump sum payment in 2018-2019. \$2,209 will be transferred to the PERS reserve for an additional PERS lump sum payment in 2021-2022.

### Building FTE History

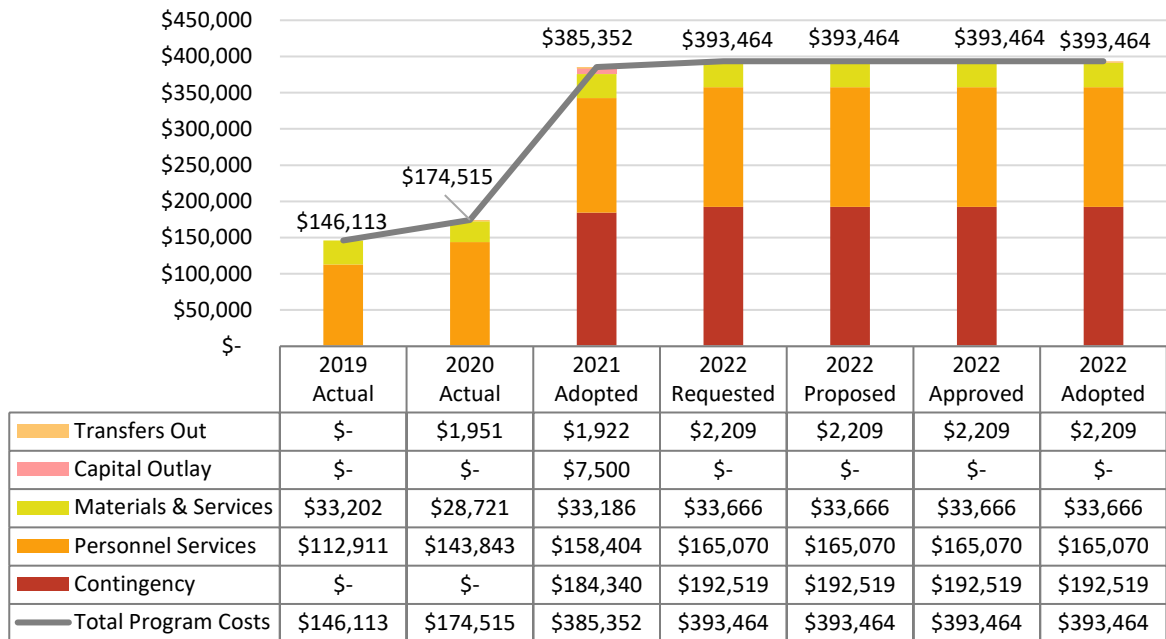


# Section 6: Special Revenue Funds

## Building Revenues



## Building Expenditures



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>BUILDING REVENUES</b>							
AVAILABLE CASH ON HAND	146,699	229,572	235,352	243,464	243,464	243,464	243,464
BUILDING MISC REVENUE	60	-	-	-	-	-	-
BUILDING PERMITS & FEES	228,925	237,181	150,000	150,000	150,000	150,000	150,000
TRANS FROM BLDG RESRV	-	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 375,684</b>	<b>\$ 466,753</b>	<b>\$ 385,352</b>	<b>\$ 393,464</b>	<b>\$ 393,464</b>	<b>\$ 393,464</b>	<b>\$ 393,464</b>
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	270	270	270	270	270	270	270
EMPLOYER PAID BENEFITS	-	-	-	-	-	-	-
MEDICAL INSURANCE CO-PAY	18,512	20,221	20,821	21,018	21,018	21,018	21,018
OVERTIME	374	-	-	-	-	-	-
RETIREMENT	12,399	19,491	20,508	24,071	24,071	24,071	24,071
SOCIAL SECURITY	5,269	6,741	8,233	8,388	8,388	8,388	8,388
VACATION/SICK BUYOUT	-	521	2,915	2,986	2,986	2,986	2,986
WAGES & SALARIES	75,906	95,068	104,433	106,381	106,381	106,381	106,381
WORKMANS COMP	181	1,530	1,224	1,956	1,956	1,956	1,956
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 112,911</b>	<b>\$ 143,843</b>	<b>\$ 158,404</b>	<b>\$ 165,070</b>	<b>\$ 165,070</b>	<b>\$ 165,070</b>	<b>\$ 165,070</b>

# Section 6: Special Revenue Funds



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
BANK FEES / CHARGES	-	-	25	25	25	25	25
BUILDING MAINT & REPAIR	-	-	250	250	250	250	250
CELL PHONE	1,088	940	1,248	1,248	1,248	1,248	1,248
CONTRACT SERVICES	389	389	390	390	390	390	390
DATA PROCESSING	559	2,718	968	968	968	968	968
GENERAL SUPPLIES	952	673	1,575	1,575	1,575	1,575	1,575
INSPECTION SERVICES AGMT	2,394	-	-	-	-	-	-
OFFICE MACHINE CONTRACT	1,441	1,244	1,200	1,680	1,680	1,680	1,680
OFFICE SUPPLIES	535	611	2,260	2,260	2,260	2,260	2,260
PETROLEUM SUPPLIES	321	345	600	600	600	600	600
POSTAGE	20	3	300	300	300	300	300
PRINT / AD / RECORD	-	-	400	400	400	400	400
PROFESSIONAL DEVELOPMENT	16,624	1,865	5,970	5,970	5,970	5,970	5,970
STATE ASSESSMENT	8,879	19,933	18,000	18,000	18,000	18,000	18,000
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 33,202</b>	<b>\$ 28,721</b>	<b>\$ 33,186</b>	<b>\$ 33,666</b>	<b>\$ 33,666</b>	<b>\$ 33,666</b>	<b>\$ 33,666</b>
<b>CAPITAL OUTLAY</b>							
BUILDING IMPROVEMENTS	-	-	-	-	-	-	-
EQUIP PURCHASE	-	-	7,500	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	1,951	1,922	2,209	2,209	2,209	2,209
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 1,951</b>	<b>\$ 1,922</b>	<b>\$ 2,209</b>	<b>\$ 2,209</b>	<b>\$ 2,209</b>	<b>\$ 2,209</b>
<b>CONTINGENCY</b>							
OPERATING CONTINGENCY	-	-	184,340	192,519	192,519	192,519	192,519
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 184,340</b>	<b>\$ 192,519</b>	<b>\$ 192,519</b>	<b>\$ 192,519</b>	<b>\$ 192,519</b>
<b>Grand Total</b>	<b>\$ 146,113</b>	<b>\$ 174,515</b>	<b>\$ 385,352</b>	<b>\$ 393,464</b>	<b>\$ 393,464</b>	<b>\$ 393,464</b>	<b>\$ 393,464</b>



## Grant Fund

### Description

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

- Federal Administration Aviation (FAA) Grant
- Community Development Block Grant
- Brownfield EPA Grant

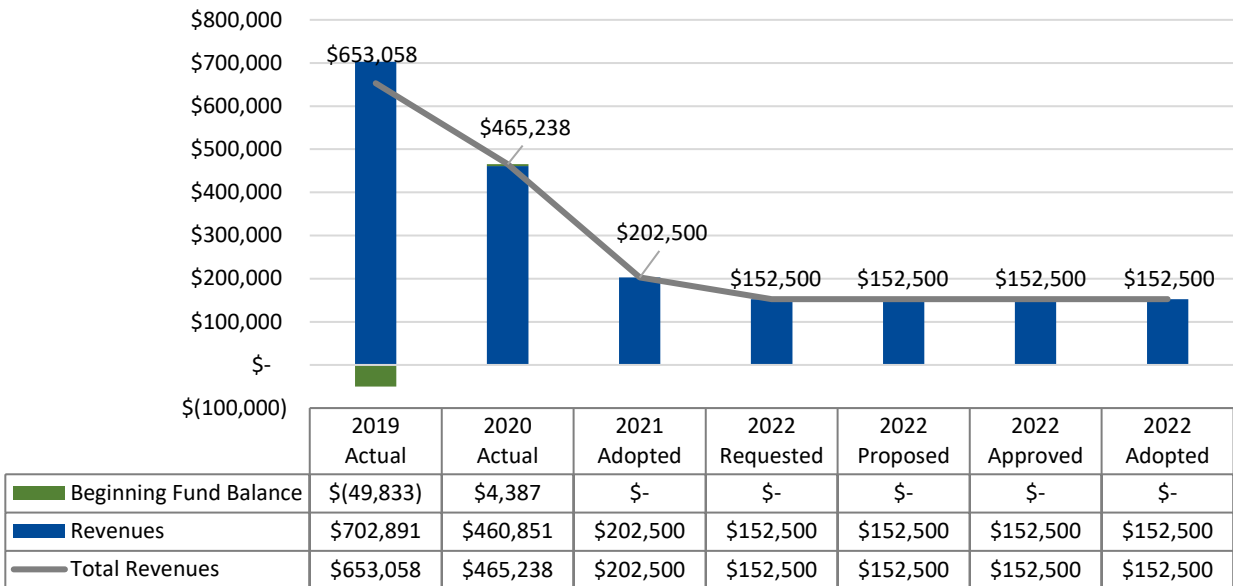
### Strategic Impact

- Desirability- Grants are an essential part of Strategy 3, which focuses on funding. Staff continues to find opportunities to leverage city funds with grant awards. As part of Strategy 3, the city hired a professional grant writing team.

### Budget Adjustments

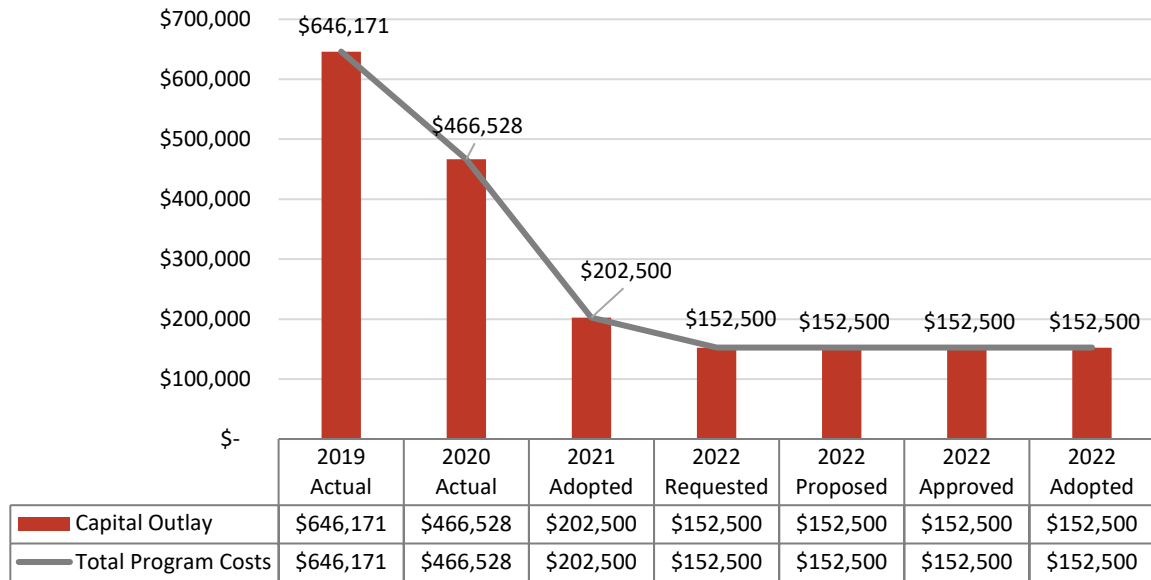
- There are not any substantial new grants in 2021-2022. The 2021-2022 budget shows \$50,000 FAA project and \$100,000 to finish the EPA Brownfield Grant and \$2,500 Shop with a Cop local grant.

### Grant Revenues



# Section 6: Special Revenue Funds

## Grant Expenditures



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>GRANT REVENUES</b>							
AVAILABLE CASH OH HAND	(49,833)	4,387	-	-	-	-	-
COMM DEVELOPMENT BLOCK GRANT	181,684	167,394	-	-	-	-	-
FAA AIRPORT GRANT	377,170	72,101	-	45,000	45,000	45,000	45,000
IFA BROWNSFIELD GRANT	96,504	207,882	200,000	100,000	100,000	100,000	100,000
ODOT DTA 09-NW WA PROJ	-	-	-	-	-	-	-
OREGON AIRPORT GRANT	29,085	8,380	-	-	-	-	-
POLICE SAFE KIDS PROJECT	-	1,494	-	-	-	-	-
SHOP WITH A COP GRANT	2,500	2,500	2,500	2,500	2,500	2,500	2,500
TRANSFER IN	15,948	800	-	5,000	5,000	5,000	5,000
CDBG MISCELLANEOUS	-	300	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 653,058</b>	<b>\$ 465,238</b>	<b>\$ 202,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>
<b>CAPITAL OUTLAY</b>							
AIRPORT GRANT - FAA #010	356,029	-	-	-	-	-	-
BROWNSFIELD GRANT	95,413	170,550	200,000	100,000	100,000	100,000	100,000
CDBG EXPENSES	181,684	205,660	-	-	-	-	-
FAA 2019 AIRPORT GRANT	10,545	82,567	-	-	-	-	-
N Park R/S	-	-	-	-	-	-	-
POLICE GRANT PROJECTS	2,500	2,500	2,500	2,500	2,500	2,500	2,500
POLICE SAFE KIDS PROJECT	-	1,494	-	-	-	-	-
FAA 2020 AIRPORT GRANT	-	3,758	-	-	-	-	-
FAA 2021 AIRPORT GRANT	-	-	-	50,000	50,000	50,000	50,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 646,171</b>	<b>\$ 466,528</b>	<b>\$ 202,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>
<b>Grand Total</b>	<b>\$ 646,171</b>	<b>\$ 466,528</b>	<b>\$ 202,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>	<b>\$ 152,500</b>

## Marijuana Enforcement

### Description

This fund was set up during the 2019-2020 fiscal year to track the expenditures of the restricted Oregon Marijuana Tax.

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

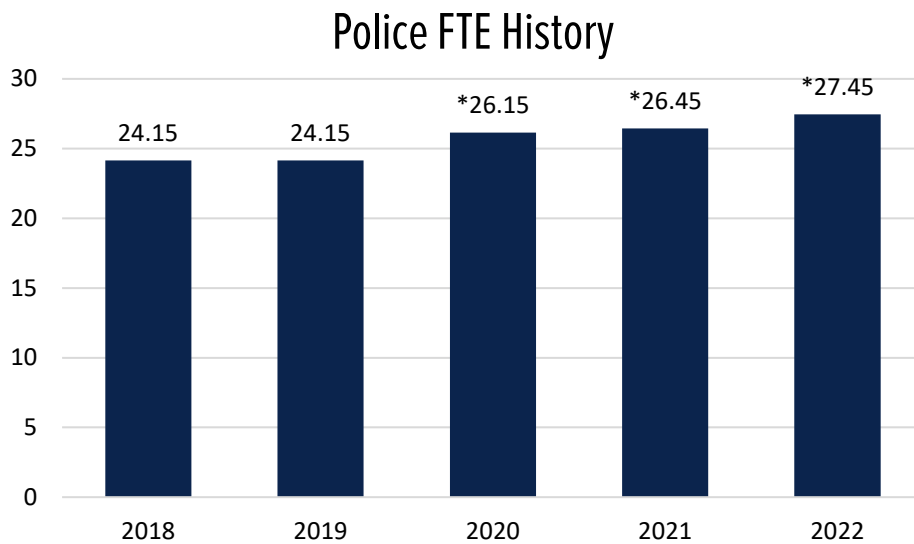
Oregon Marijuana Tax is restricted to “assist local law enforcement in performing its duties” under the control and regulation of the marijuana act.

### Strategic Impact

- Desirability- The Marijuana Enforcement Fund funds two additional police officers which improves safety in the community.

### Budget Adjustments

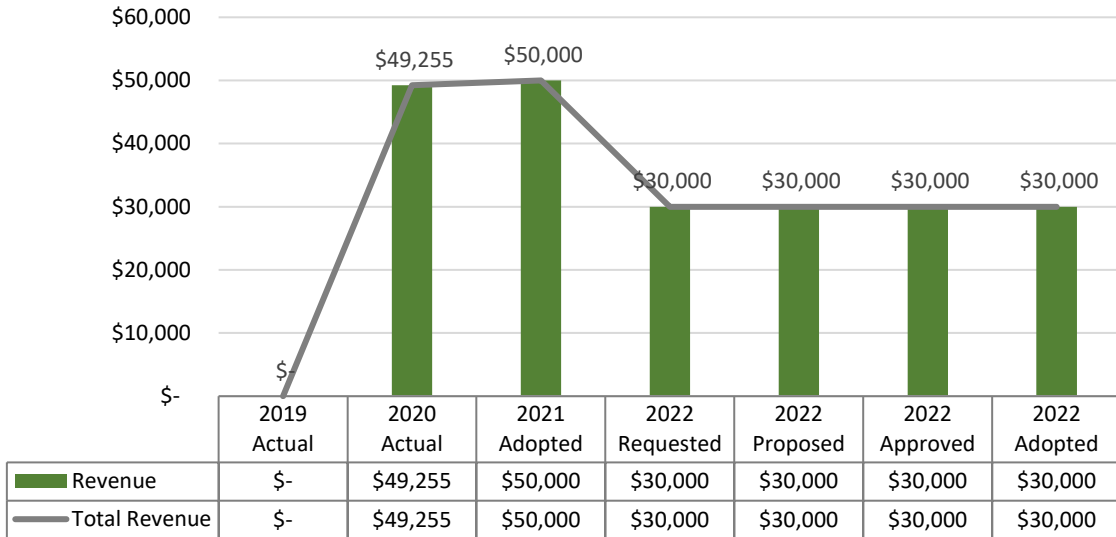
- Measure 110 will further reduce the City’s portion of State cannabis tax, \$30,000 was budgeted this year.



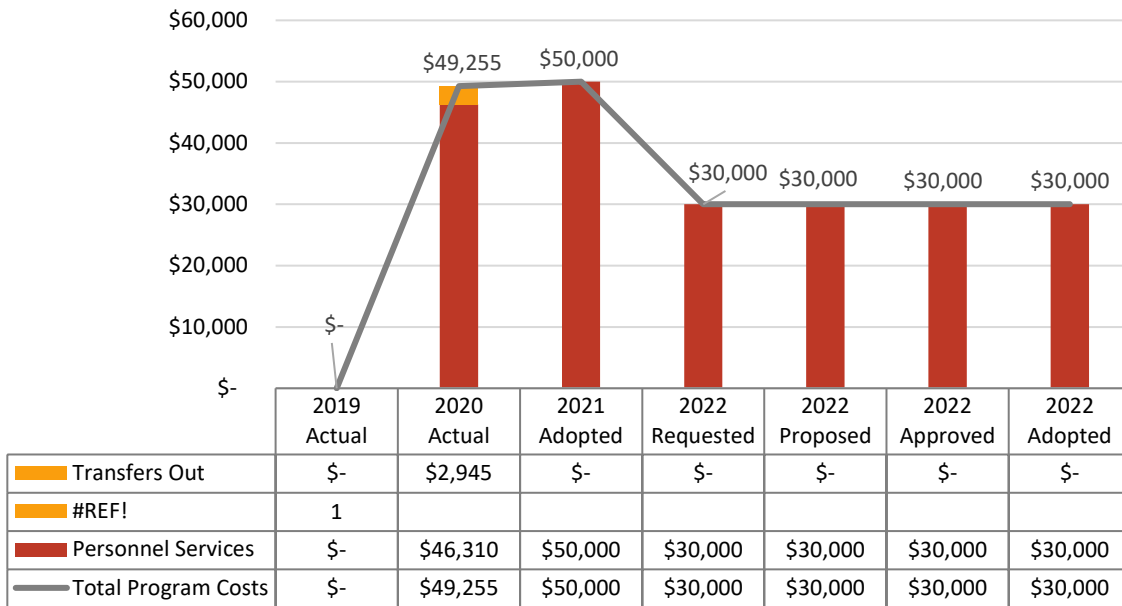
\*0.4 FTE funded through the Marijuana Enforcement Fund

# Section 6: Special Revenue Funds

## Marijuana Enforcement Revenues



## Marijuana Enforcement Expenditures



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MARIJUANA ENFORCEMENT REVENUES</b>							
MARIJUANA TAX	-	49,255	50,000	30,000	30,000	30,000	30,000
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 49,255</b>	<b>\$ 50,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
<b>PERSONNEL SERVICES</b>							
WAGES & SALARIES	-	46,310	50,000	30,000	30,000	30,000	30,000
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ 46,310</b>	<b>\$ 50,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO PERS RESERVE	-	2,945	-	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 2,945</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 49,255</b>	<b>\$ 50,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>

## Reserve Fund

### Description

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. This reserve is to be used for future insurance claims.
- The Bike Path Reserve Department is used to account for setting aside 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 setting aside 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 setting aside for and purchase of emergency equipment. This fund accounts for funds set aside by the Fire Department to purchase turnouts and air packs.
- The Public Safety Reserve Department is used to account for 26.25% of the Transient Occupancy Tax to be set aside for public safety purchases approved by the City Council.
- The Public Works Reserve is used to account for setting aside 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 to make a lump payment to PERS.
- The Economic Development Infrastructure Fund is money set aside to fund economic development projects as they come up.
- The Golf Course Sinking Fund accounts for the annual \$300 required by the lease of the old Golf Clubhouse for capital needs.

### Accomplishments

- Land was acquired from Walmart for the Tater-Tot Trail for \$10,000.
- Police trauma plates and equipment purchased.
- Extrication equipment purchased for the Fire Department.
- Second phase of the enterprise camera system implemented.

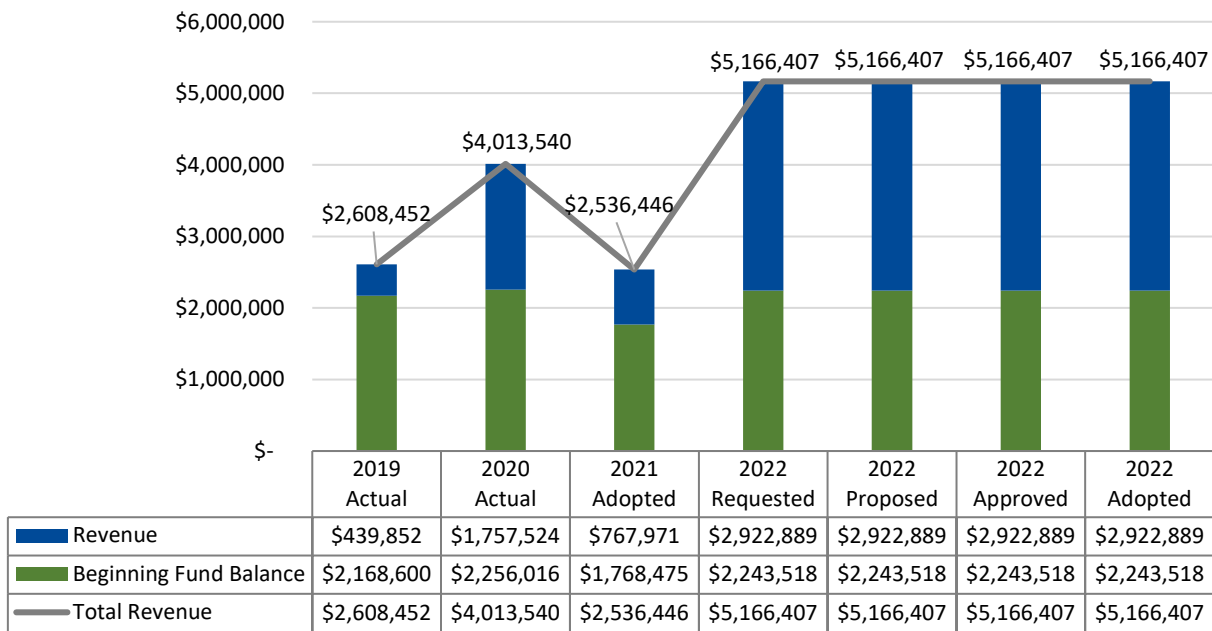


# Section 6: Special Revenue Funds

## Budget Adjustments

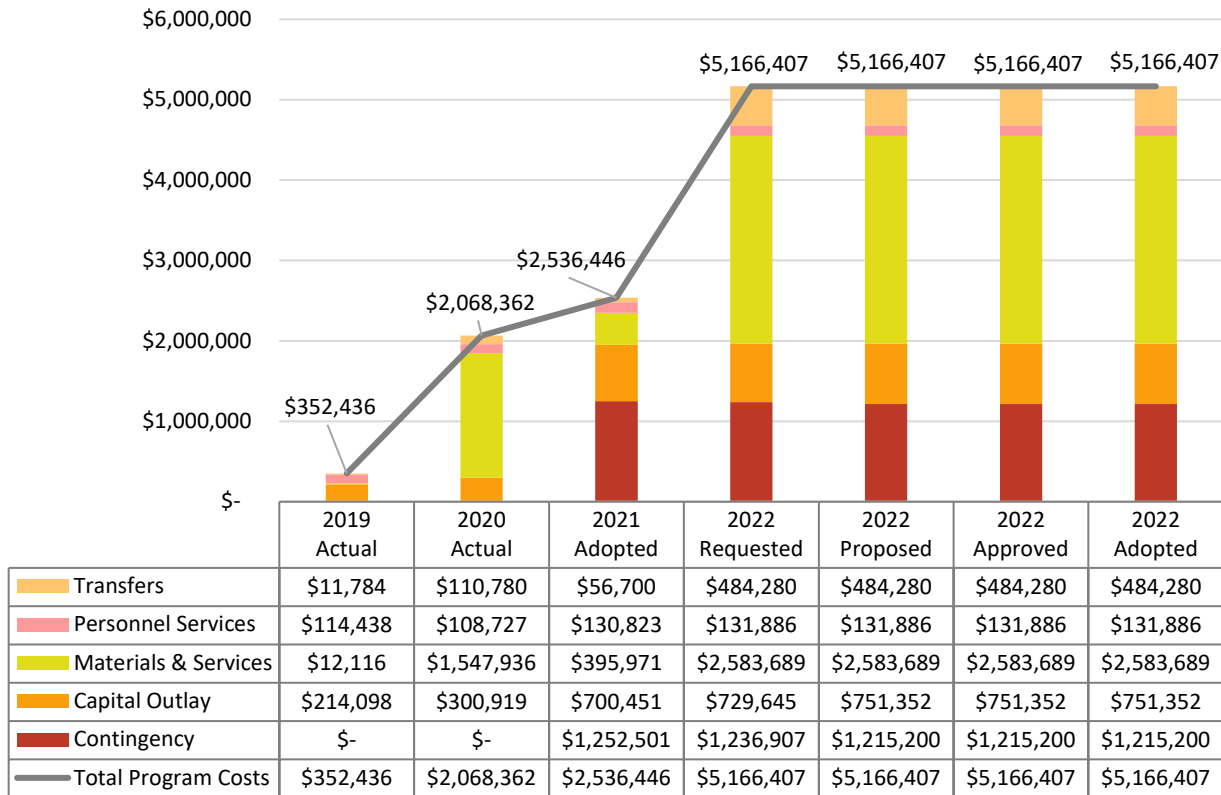
- \$2,148,689 will be paid to PERS as a lump sum payment.
- The Public Safety Department will fund the following items in 2021-2022:
  - Generator for Fire Station 2 \$21,707
  - Radio Equipment \$175,701
  - One police officer
  - One in car camera/radio system

### Reserve Revenues



# Section 6: Special Revenue Funds

## Reserve Expenditures



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>INSURANCE RESERVE REVENUES</b>							
AVAILABLE CASH - INSURANCE RES	78,690	65,684	61,069	103,974	103,974	103,974	103,974
FACILITY INSURANCE CLAIM	-	-	15,000	-	-	-	-
INSURANCE DIVIDEND	11,874	10,244	10,000	10,000	10,000	10,000	10,000
<b>Grand Total</b>	<b>\$ 90,564</b>	<b>\$ 75,928</b>	<b>\$ 86,069</b>	<b>\$ 113,974</b>	<b>\$ 113,974</b>	<b>\$ 113,974</b>	<b>\$ 113,974</b>
<b>INSURANCE RESERVE EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
CLAIMS PAID OUT	-	1,000	-	5,000	5,000	5,000	5,000
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>CAPITAL OUTLAY</b>							
BECK PARK BRIDGE	-	-	25,000	-	-	-	-
CAPITAL OUTLAY	-	-	61,069	108,974	108,974	108,974	108,974
LION'S SHELTER	24,880	14,859	-	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 24,880</b>	<b>\$ 14,859</b>	<b>\$ 86,069</b>	<b>\$ 108,974</b>	<b>\$ 108,974</b>	<b>\$ 108,974</b>	<b>\$ 108,974</b>
<b>Grand Total</b>	<b>\$ 24,880</b>	<b>\$ 15,859</b>	<b>\$ 86,069</b>	<b>\$ 113,974</b>	<b>\$ 113,974</b>	<b>\$ 113,974</b>	<b>\$ 113,974</b>

# Section 6: Special Revenue Funds



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>BIKE PATH</b>							
1% STATE TAX STREET REV	8,413	7,846	9,138	9,233	9,233	9,233	9,233
AVAILABLE CASH - BIKE PATH	96,805	96,171	-	45,000	45,000	45,000	45,000
MOTEL OCCUPANCY TAX -TRAILS/BIKE PAT	-	82,238	100,000	100,000	100,000	100,000	100,000
TRANSFER FOR TRAILS FROM GF	-	-	-	198,470	198,470	198,470	198,470
GRANT	-	-	-	67,297	67,297	67,297	67,297
<b>Grand Total</b>	<b>\$ 105,218</b>	<b>\$ 186,255</b>	<b>\$ 109,138</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>
<b>BIKE PATH EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
N/S TRAIL	-	-	-	75,000	75,000	75,000	75,000
SITE IMPROVEMENTS	9,047	9,476	9,138	-	-	-	-
TATER TOT TRAIL	-	2,175	100,000	345,000	345,000	345,000	345,000
TV CONNECTOR	-	309,697	-	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 9,047</b>	<b>\$ 321,348</b>	<b>\$ 109,138</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>
<b>Grand Total</b>	<b>\$ 9,047</b>	<b>\$ 321,348</b>	<b>\$ 109,138</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>	<b>\$ 420,000</b>

# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>BUILDING INSPECTION</b>							
AVAILABLE CASH-BLDG INSPECTION	137,893	137,893	137,893	137,893	137,893	137,893	137,893
<b>Grand Total</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>
<b>BUILDING INSPECTION EXPENDITURES</b>							
<b>CONTINGENCY</b>							
CONTINGENCY	-	-	137,893	137,893	137,893	137,893	137,893
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>	<b>\$ 137,893</b>
<b>EMERGENCY EQUIPMENT RESERVE REVENUES</b>							
AVAILABLE CASH - EMERG EQUIP	84,243	80,902	84,792	112,437	112,437	112,437	112,437
GEN FUND REV -EM EQ- FUND 055	27,400	28,200	28,200	28,200	28,200	28,200	28,200
<b>Grand Total</b>	<b>\$ 111,643</b>	<b>\$ 109,102</b>	<b>\$ 112,992</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>
<b>EMERGENCY EQUIPMENT RESERVE EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
EQUIPMENT PURCHASE	30,741	24,865	112,992	140,637	140,637	140,637	140,637
<b>CAPITAL OUTLAY TOTALS</b>	<b>\$ 30,741</b>	<b>\$ 24,865</b>	<b>\$ 112,992</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>
<b>Grand Total</b>	<b>\$ 30,741</b>	<b>\$ 24,865</b>	<b>\$ 112,992</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>	<b>\$ 140,637</b>

# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PUBLIC SAFETY RESERVE</b>							
AVAILABLE CASH-PUBLIC SAFETY R	658,009	669,430	342,578	328,177	328,177	328,177	328,177
CAPITAL ASSET SALES	-	5,220	-	-	-	-	-
RURAL FIRE REIMBURSEMENT	67,220	-	-	-	-	-	-
MOTEL OCCUPANCY TAX 26.25%	228,900	203,176	210,000	210,000	210,000	210,000	210,000
<b>Grand Total</b>	<b>\$ 954,130</b>	<b>\$ 877,826</b>	<b>\$ 552,578</b>	<b>\$ 538,177</b>	<b>\$ 538,177</b>	<b>\$ 538,177</b>	<b>\$ 538,177</b>
<b>PUBLIC SAFETY RESERVE EXPENDITURES</b>							
<b>PERSONNEL SERVICES</b>							
MEDICAL INSURANCE CO-PAY	23,862	24,762	25,997	23,496	23,496	23,496	23,496
RETIREMENT	14,917	1,887	19,919	22,661	22,661	22,661	22,661
RETIREMENT - EE SHARE	3,718	4,157	4,390	4,432	4,432	4,432	4,432
SOCIAL SECURITY	4,198	5,267	5,597	5,651	5,651	5,651	5,651
VACATION/SICK BUYOUT	-	-	1,381	1,394	1,394	1,394	1,394
WAGES & SALARIES	67,714	72,633	71,771	72,468	72,468	72,468	72,468
WORKMANS COMP	29	21	1,768	1,784	1,784	1,784	1,784
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 114,438</b>	<b>\$ 108,727</b>	<b>\$ 130,823</b>	<b>\$ 131,886</b>	<b>\$ 131,886</b>	<b>\$ 131,886</b>	<b>\$ 131,886</b>
<b>MATERIALS &amp; SERVICES</b>							
NARC DOG	-	-	-	-	-	-	-
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CAPITAL OUTLAY</b>							
ADA CURB IMPROVEMENTS	-	58,753	-	-	-	-	-
AIRPORT SNOW EQUIPMENT	91,257	-	-	-	-	-	-
RADIO EQUIPMENT	-	34,733	-	175,701	175,701	175,701	175,701
BALLISTIC SHIELDS	-	7,748	-	-	-	-	-
BALLISTIC TRAUMA PLATES	-	8,748	8,790	-	-	-	-
CAMERA SYSTEM	-	6,161	20,000	-	-	-	-
EXTRICATION EQUIPMENT	-	-	12,000	-	-	-	-
FIRE EQUIPMENT	-	-	-	-	21,707	21,707	21,707
FIRE- EXHAUST SYSTEM	67,220	-	-	-	-	-	-
HOLDING CELL IMPROVEMENTS	-	-	-	-	-	-	-
PHONE SYSTEM	-	-	-	-	-	-	-
POLICE CAR PURCHASE	-	145,051	-	-	-	-	-
POLICE EQUIPMENT	-	-	15,967	10,000	10,000	10,000	10,000
THERMAL IMAGE CAMERA	-	-	-	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 158,477</b>	<b>\$ 261,195</b>	<b>\$ 56,757</b>	<b>\$ 185,701</b>	<b>\$ 207,408</b>	<b>\$ 207,408</b>	<b>\$ 207,408</b>
<b>TRANSFERS</b>							
TRANSFER TO PERS RESERVE	-	1,649	1,719	-	-	-	-
TRANSFERS OUT	11,784	100,000	20,701	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 11,784</b>	<b>\$ 101,649</b>	<b>\$ 22,420</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTINGENCY</b>							
CONTINGENCY	-	-	342,578	220,590	198,883	198,883	198,883
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 342,578</b>	<b>\$ 220,590</b>	<b>\$ 198,883</b>	<b>\$ 198,883</b>	<b>\$ 198,883</b>
<b>Grand Total</b>	<b>\$ 284,700</b>	<b>\$ 471,571</b>	<b>\$ 552,578</b>	<b>\$ 538,177</b>	<b>\$ 538,177</b>	<b>\$ 538,177</b>	<b>\$ 538,177</b>



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PUBLIC WORKS RESERVE REVENUES</b>							
AVAILABLE CASH - PW RESERVE	1,112,961	1,205,636	1,047,810	1,421,704	1,421,704	1,421,704	1,421,704
BAD DEBT RECOVERY	2,680	597	2,000	500	500	500	500
INTEREST ON DEPOSIT-PW RESERVE	1,026	883	1,500	500	500	500	500
LATE FEE & PENALTIES	91,971	99,499	115,000	150,000	150,000	150,000	150,000
MAPS/PLOTTER COPIES	-	-	-	-	-	-	-
MISCELLANEOUS REVENUE	67	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 1,208,705</b>	<b>\$ 1,306,615</b>	<b>\$ 1,166,310</b>	<b>\$ 1,572,704</b>	<b>\$ 1,572,704</b>	<b>\$ 1,572,704</b>	<b>\$ 1,572,704</b>
<b>PUBLIC WORKS RESERVE EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
BAD DEBT EXPENSE	3,069	-	10,000	10,000	10,000	10,000	10,000
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 3,069</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>CAPITAL OUTLAY</b>							
SITE IMPROVEMENTS - SEWER	-	-	100,000	100,000	100,000	100,000	100,000
SITE IMPROVEMENTS - WATER	-	-	100,000	100,000	100,000	100,000	100,000
WATER/SEWER EXPANSION	-	-	150,000	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>
<b>TRANSFERS OUT</b>							
TRANSFERS OUT	-	9,131	34,280	484,280	484,280	484,280	484,280
<b>TRANSFERS OUT TOTAL</b>	<b>\$ -</b>	<b>\$ 9,131</b>	<b>\$ 34,280</b>	<b>\$ 484,280</b>	<b>\$ 484,280</b>	<b>\$ 484,280</b>	<b>\$ 484,280</b>
<b>CONTINGENCY</b>							
WATER SYSTEM CONTINGENCY	-	-	772,030	878,424	878,424	878,424	878,424
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 772,030</b>	<b>\$ 878,424</b>	<b>\$ 878,424</b>	<b>\$ 878,424</b>	<b>\$ 878,424</b>
<b>Grand Total</b>	<b>\$ 3,069</b>	<b>\$ 9,131</b>	<b>\$ 1,166,310</b>	<b>\$ 1,572,704</b>	<b>\$ 1,572,704</b>	<b>\$ 1,572,704</b>	<b>\$ 1,572,704</b>

# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PERS RESERVE REVENUES</b>							
TRANSFERS IN	-	1,225,588	276,833	2,148,689	2,148,689	2,148,689	2,148,689
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 1,225,588</b>	<b>\$ 276,833</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>
<b>PERS RESERVE EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
PERS SIDE ACCOUNT	-	1,225,588	276,833	2,148,689	2,148,689	2,148,689	2,148,689
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ 1,225,588</b>	<b>\$ 276,833</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 1,225,588</b>	<b>\$ 276,833</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>	<b>\$ 2,148,689</b>
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>ECONOMIC DEVELOPMENT INFRASTRUCTURE REVENUES</b>							
AVAILABLE CASH ON HAND - ECONOMIC DE	-	-	93,733	93,733	93,733	93,733	93,733
TRANSFER FROM GENERAL FUND	-	93,733	-	-	-	-	-
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>
<b>ECONOMIC DEVELOPMENT INFRASTRUCTURE EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
CAPITAL OUTLAY	-	-	93,733	93,733	93,733	93,733	93,733
<b>CAPITAL OUTLAY TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>	<b>\$ 93,733</b>

# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>GC SINKING FUND REVENUES</b>							
AVAILABLE CASH - GC SINKING FUND	-	300	600	600	600	600	600
RENT - SINKING FUND	300	300	300	-	-	-	-
<b>Grand Total</b>	<b>\$ 300</b>	<b>\$ 600</b>	<b>\$ 900</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
<b>GC SINKING FUND EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
CAPITAL OUTLAY	-	-	900	600	600	600	600
<b>CAPITAL OUTLAY TOTALS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 900</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
<b>FUND REVENUE TOTALS</b>	<b>\$ 2,608,452</b>	<b>\$ 4,013,539</b>	<b>\$ 2,536,446</b>	<b>\$ 5,166,407</b>	<b>\$ 5,166,407</b>	<b>\$ 5,166,407</b>	<b>\$ 5,166,407</b>
<b>FUND EXPENDITURE TOTALS</b>	<b>\$ 352,437</b>	<b>\$ 2,068,362</b>	<b>\$ 2,536,446</b>	<b>\$ 5,166,407</b>	<b>\$ 5,166,407</b>	<b>\$ 5,166,407</b>	<b>\$ 5,166,407</b>

## Revolving Loan Fund

### Description

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 for 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 Economic and Community Enhancement grants.

Programs include:

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

### Strategic Impact

- Lifestyle- Economic development loans and the Housing Incentive Program offer businesses and residents opportunities to help grow within our community. The city re-introduced façade grants which leveraged over \$600,000 of economic impact in downtown Ontario when it was initially introduced. This year's grants will be available to all businesses in Ontario.

### Accomplishments

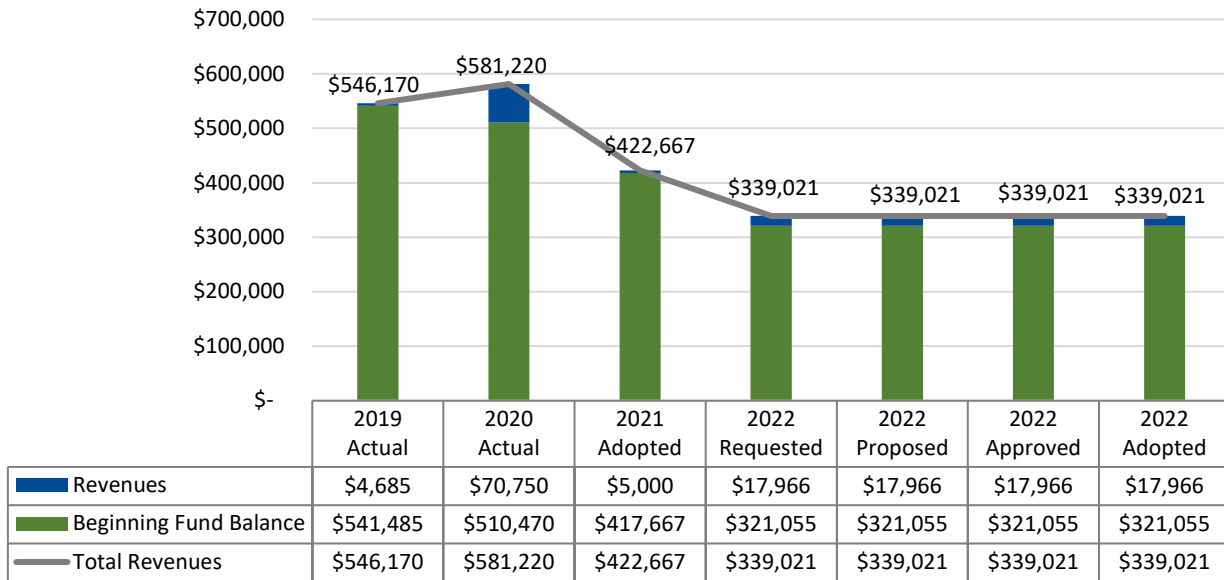
- 26 housing incentive program payments have been approved currently.

### Budget Adjustments

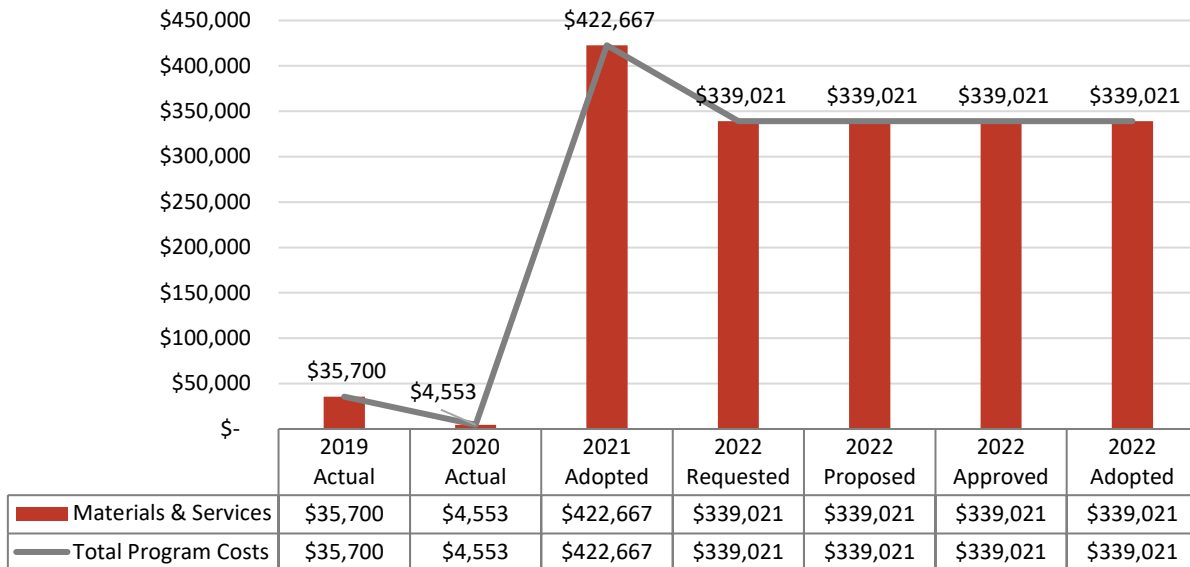
- No substantial changes; similar to prior year, just less left in the fund until the housing incentives pay back the loans.

# Section 6: Special Revenue Funds

## Revolving Loan Revenues



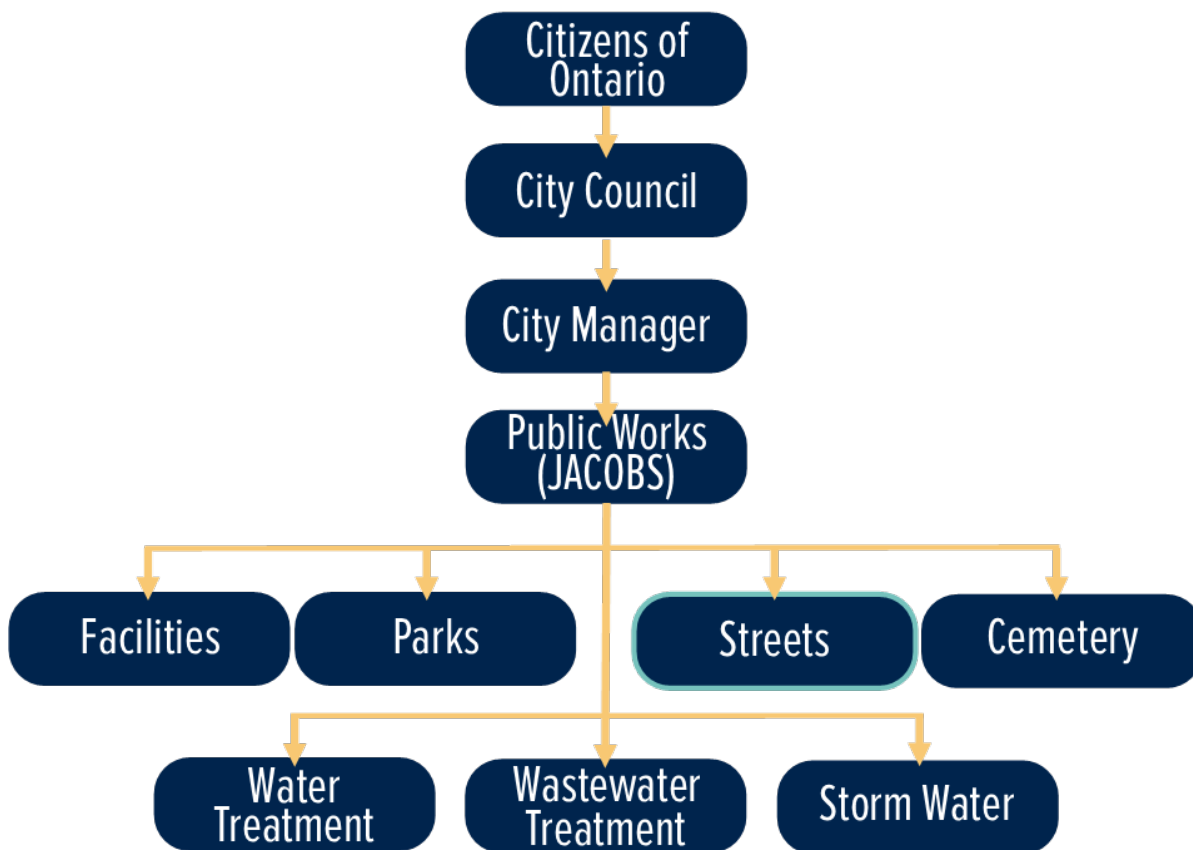
## Revolving Loan Expenditures



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>REVOLVING LOAN FUND REVENUES</b>							
AVAILABLE CASH ON HAND	541,485	510,470	417,667	321,055	321,055	321,055	321,055
ECON DEV LOAN PAYMENTS	2,696	-	-	-	-	-	-
HOUSING INCENTIVE REPAYMENTS	-	70,000	5,000	8,500	8,500	8,500	8,500
INTEREST ON RLF REPAYMENTS	1,339	750	-	-	-	-	-
MISC COLLECTIONS	652	-	-	-	-	-	-
MICRO LOAN REPAYMENTS	-	-	-	9,466	9,466	9,466	9,466
<b>Grand Total</b>	<b>\$ 546,170</b>	<b>\$ 581,220</b>	<b>\$ 422,667</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>
<b>MATERIALS &amp; SERVICES</b>							
DOWNTOWN FACADE GRANTS	15,700	4,553	-	-	-	-	-
HOUSING INCENTIVE PROGRAM	20,000	-	-	-	-	-	-
LOAN FUNDS AVAILABLE	-	-	422,667	339,021	339,021	339,021	339,021
<b>MATERIALS &amp; SERVICES Total</b>	<b>\$ 35,700</b>	<b>\$ 4,553</b>	<b>\$ 422,667</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>
<b>Grand Total</b>	<b>\$ 35,700</b>	<b>\$ 4,553</b>	<b>\$ 422,667</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>	<b>\$ 339,021</b>

## Street Fund



### Description

The Street Fund accounts for the care and maintenance of the street system within the Ontario city limits. Jacobs provides direct oversight and management of all streets located within the city limits. The scope of this service includes asphalt repair, chip seal, pothole repair, cross walks and signs, and right-of-way maintenance. Also included is snow removal and curb, gutter, and sidewalk maintenance.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Street Fund are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

# Section 6: Special Revenue Funds

## Accomplishments

- No safety incidents.
- Swept the town a total of three times, including the downtown core area weekly throughout the year. The primary and secondary routes were swept between the full town sweepings with additional sweepings when available and needed.
- Crack sealed 13 lane miles of streets.
- Right-of-way maintenance including weed abatement.
- Hauled 80 dump truck loads of leaves from the fall cleanup event.
- Installed and removed holiday decorations and banners throughout town at the request of the Ontario Chamber of Commerce.
- All crosswalks were painted and new Thermo plastic installed where needed.
- Chip sealed NW 8th Avenue – 2 lane miles.
- Built a dump pit for the bio-solids project at Skyline Farm.
- Installed new playground equipment at Lion’s Park that was purchased by the Lion’s Club.
- Installed a new hex shelter in Lion’s Park.
- Rebuilt the damaged railing on the Beck Park Bridge.
- Installed delineators along the Treasure Valley Connector Trail. Painted the crossings on the Treasure Valley Connector Trail.
- Assisted on the South Oregon Street pavement project.
- Constructed a parking lot and path to the new Malheur River floating site off Malheur Drive.

## Strategic Impact

- Growth- The Street Fund plays an essential role in Strategy 3 to improve existing infrastructure. This includes street repairs with chip seal and crack fill, as well as complete rebuilds.



# Section 6: Special Revenue Funds

## Key Indicators

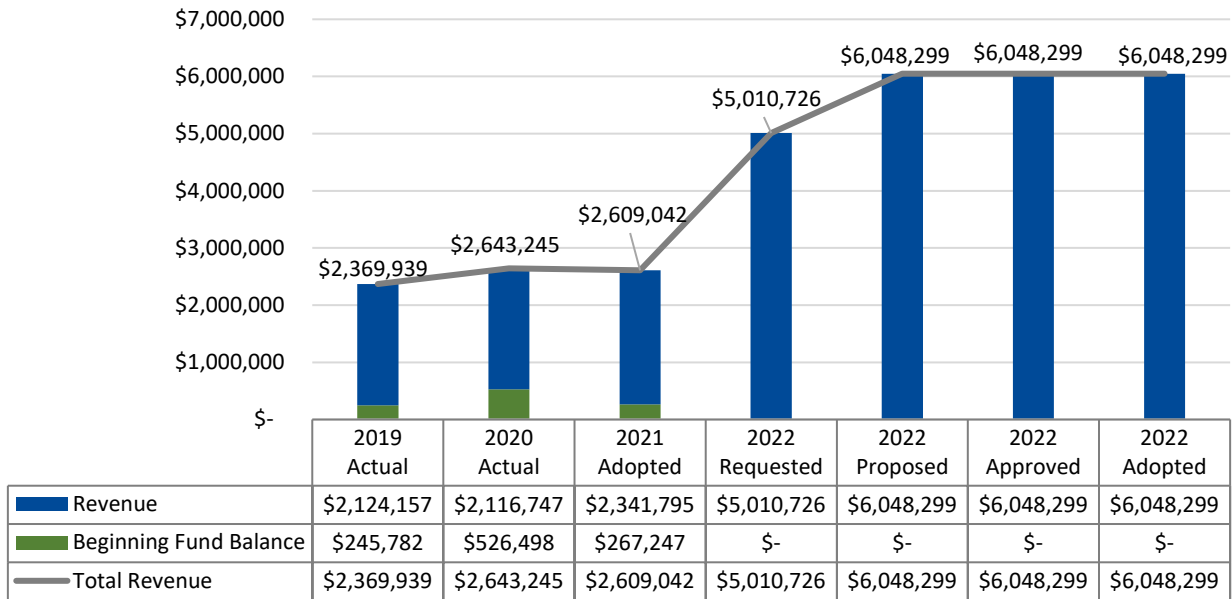
Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected	2021 Target
Fall Clean Up - Truck Loads of Leaves Picked Up	59	65	95	80	100	100
Miles of Curb Painted	9	9.5	9.5	0	0	9.5
Lane Miles of City Street Sweeping	632	632	632	674	650	650
Miles of Primary and Secondary Routes Swept Between City-Wide Cycles	42	42	42	42	60	60
Curb Miles of Sweeping Downtown Each Night	2.7	2.7	2.7	2.7	2.7	2.7
Weeks of Trash Patrolled Around the Marketplace (East Idaho Avenue)	52	52	26	26	26	26
Broken or Frozen Water Meters Repaired	25	22	0	0	0	0
New Fire Hydrant Installations	1	1	2	2	2	0
New or Upgraded Certifications	2	2	4	0	2	2
Amount of Lost Time of Recordable Incidents	0	0	0	0	0	0
Number of Lane Miles Chip Sealed	17	13.45	0	2	9.5	11
Number of Times Entire Town Swept Plus the Primary and Secondary Roads in between the Main Sweeps of Town	6	6	7	8	8	8
Number of Lane Miles Crack Sealed	22.3	13.45	13.5	13	13	15
Feet of Curb and Gutter Replaced in Preparation for Chip Seal	660	0	0	0	0	0

## Budget Adjustments

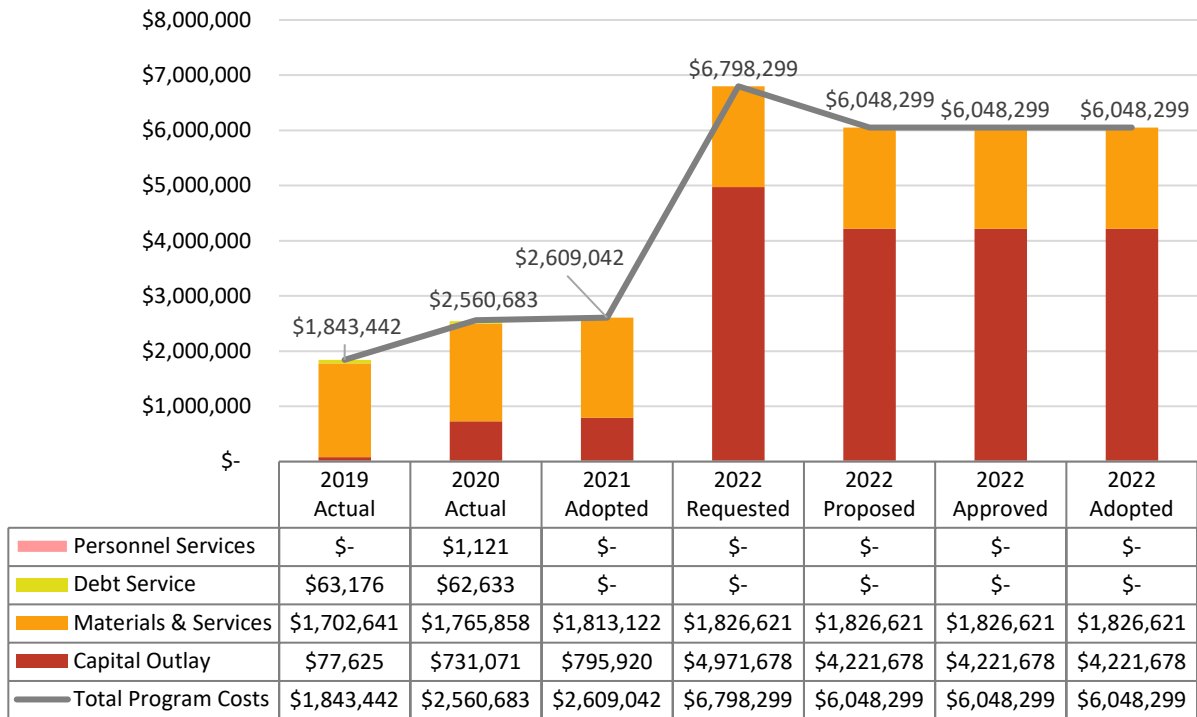
- Jacobs contract increased 3%.
- \$1,037,573 to be transferred from the General Fund.
- Two grant projects on SE 2<sup>nd</sup> and SE 5<sup>th</sup>.
- Safe routes to school sidewalk project \$448,660.
- Street sealing \$150k, crack fill \$60k.
- The following are new capital outlay projects budgeted:
  - N Park Street Development \$20k.
  - East Lane repair \$41k.
  - \$30k for ODOT signal upgrades.

# Section 6: Special Revenue Funds

## Street Revenues



## Street Expenditures



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>STREET REVENUES</b>							
AVAILABLE CASH ON HAND	245,782	526,498	267,247	-	-	-	-
INTEREST ON DEPOSIT	494	430	300	300	300	300	300
MISC COLLECTIONS	496	211	1,000	1,000	1,000	1,000	1,000
MISC EXPENSE REIMBURSEMENTS	-	1,121	-	-	-	-	-
ODOT STP FUNDS	-	-	367,000	206,018	206,018	206,018	206,018
PUBLIC WORKS REVENUE-FUND 045	460,687	460,687	488,574	501,515	501,515	501,515	501,515
ROW INSPECTION FEES	8,503	5,541	4,000	5,000	5,000	5,000	5,000
STATE TAX STREET REV	832,916	776,754	904,703	914,027	914,027	914,027	914,027
STREET MAINTENANCE FEE	356,335	364,190	363,000	367,934	367,934	367,934	367,934
TRANSF FROM GEN FUND	235,825	304,636	3,218	-	1,037,573	1,037,573	1,037,573
TSP GRANT	-	-	-	-	-	-	-
MOTEL OCCUPANCY TAX 26.25%	228,900	203,177	210,000	210,000	210,000	210,000	210,000
GRANTS	-	-	-	2,446,000	2,446,000	2,446,000	2,446,000
SAFE ROUTES TO SCHOOL GRANT	-	-	-	358,932	358,932	358,932	358,932
<b>Grand Total</b>	<b>\$ 2,369,939</b>	<b>\$ 2,643,245</b>	<b>\$ 2,609,042</b>	<b>\$ 5,010,726</b>	<b>\$ 6,048,299</b>	<b>\$ 6,048,299</b>	<b>\$ 6,048,299</b>
<b>PERSONNEL SERVICES</b>							
RETIREMENT - EMPLYR EXP	-	1,121	-	-	-	-	-
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ 1,121</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SERVICES</b>							
ADMINISTRATIVE SERVICES	65,624	65,624	65,624	65,624	65,624	65,624	65,624
BAD DEBT EXPENSE	-	-	-	-	-	-	-
CONTRACT SERVICES	1,604,497	1,674,373	1,712,566	1,724,284	1,724,284	1,724,284	1,724,284
INSURANCE PREM & SURETY B	15,864	16,125	16,932	18,713	18,713	18,713	18,713
ROAD MAINT & SUPPLIES	16,656	9,736	18,000	18,000	18,000	18,000	18,000
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 1,702,641</b>	<b>\$ 1,765,858</b>	<b>\$ 1,813,122</b>	<b>\$ 1,826,621</b>	<b>\$ 1,826,621</b>	<b>\$ 1,826,621</b>	<b>\$ 1,826,621</b>

# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CAPITAL OUTLAY</b>							
13STR-01 STREET SEALING	-	48,961	150,000	150,000	150,000	150,000	150,000
ADA COMPLIANCE PROJECT	43,230	496,506	163,920	-	-	-	-
10-YD DUMP TRUCK	-	-	-	219,000	-	-	-
BUCKET TRUCK	-	-	-	65,000	-	-	-
PAINT MACHINE	-	-	-	20,000	-	-	-
STEEL DRUM ROLLER FOR CHIP SEAL	-	-	-	50,000	-	-	-
UTILITY CART	-	-	-	16,000	-	-	-
NE AREA STREET REPAIR	-	-	15,000	200,000	-	-	-
NORTH OREGON STREET DEVELOPMENT	-	-	-	140,000	-	-	-
NORTH PARK BLVD. EXTENSION	-	-	-	20,000	20,000	20,000	20,000
SE 2ND STREET IMPROVEMENT	-	-	-	1,600,000	1,600,000	1,600,000	1,600,000
EAST LANE REPAIR	-	-	-	41,000	41,000	41,000	41,000
EAST IDAHO UNDERPASS/INTERSECTION II	-	-	-	20,000	-	-	-
SCHOOL ZONE MAST ARM	-	-	-	20,000	20,000	20,000	20,000
SIDEWALKS - (SAFE ROUTES)	-	-	-	448,660	448,660	448,660	448,660
ROADWAY EVALUATION	-	-	-	20,000	-	-	-
BACK PARKING LOT IMPROVEMENTS	-	-	-	-	-	-	-
CAPITAL OUTLAY	-	-	-	-	-	-	-
CIMLINE CRACKFILL MACHINE	-	56,464	-	-	-	-	-
CRACKFILL	22,500	-	60,000	60,000	60,000	60,000	60,000
HAUL SWEEPER SOLIDS	-	-	20,000	-	-	-	-
LOADER	-	128,367	-	-	-	-	-
ODOT SIGNAL UPGRADES	-	-	20,000	30,000	30,000	30,000	30,000
RUBBER TIRED ROLLER FOR CHIP SEAL	-	-	-	-	-	-	-
SANDING & MATERIAL BINS	-	-	-	-	-	-	-
SE 2ND ODOT PROJECT	11,895	-	367,000	-	-	-	-
SE 5TH ODOT PROJECT	-	-	-	1,852,018	1,852,018	1,852,018	1,852,018
TRANSPORTATION MASTER PLAN	-	773	-	-	-	-	-
<b>CAPITAL OUTLAY Total</b>	<b>\$ 77,625</b>	<b>\$ 731,071</b>	<b>\$ 795,920</b>	<b>\$ 4,971,678</b>	<b>\$ 4,221,678</b>	<b>\$ 4,221,678</b>	<b>\$ 4,221,678</b>

# Section 6: Special Revenue Funds



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>DEBT SERVICE</b>							
CAPITAL LEASE REPAYMENT	63,176	62,633	-	-	-	-	-
<b>DEBT SERVICE Total</b>	<b>\$ 63,176</b>	<b>\$ 62,633</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 1,843,441</b>	<b>\$ 2,560,682</b>	<b>\$ 2,609,042</b>	<b>\$ 6,798,299</b>	<b>\$ 6,048,299</b>	<b>\$ 6,048,299</b>	<b>\$ 6,048,299</b>

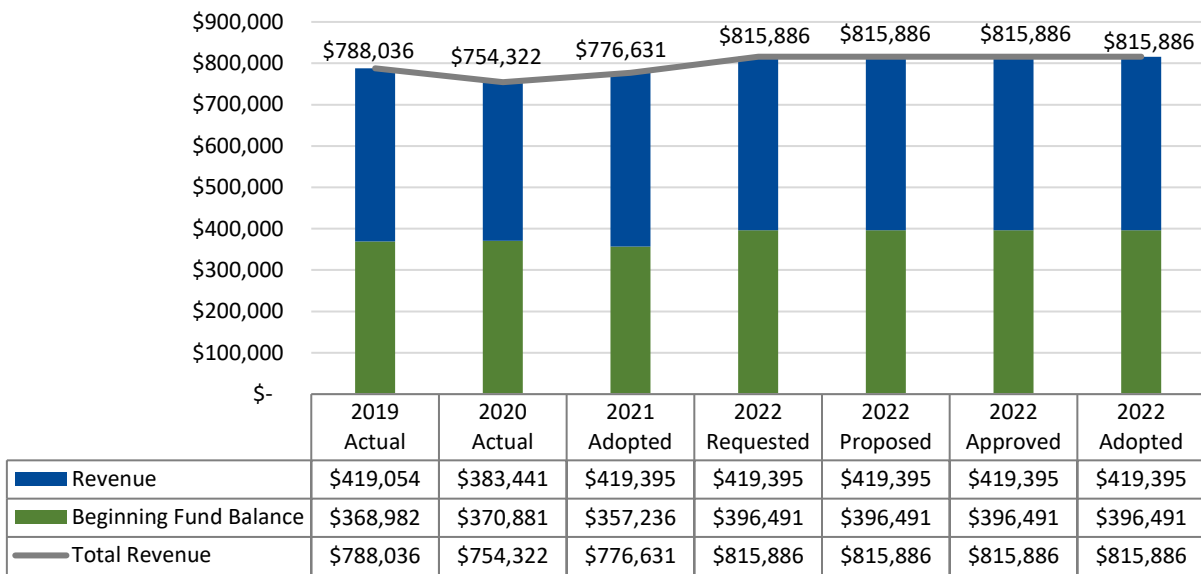
## Trust Fund

### Description

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

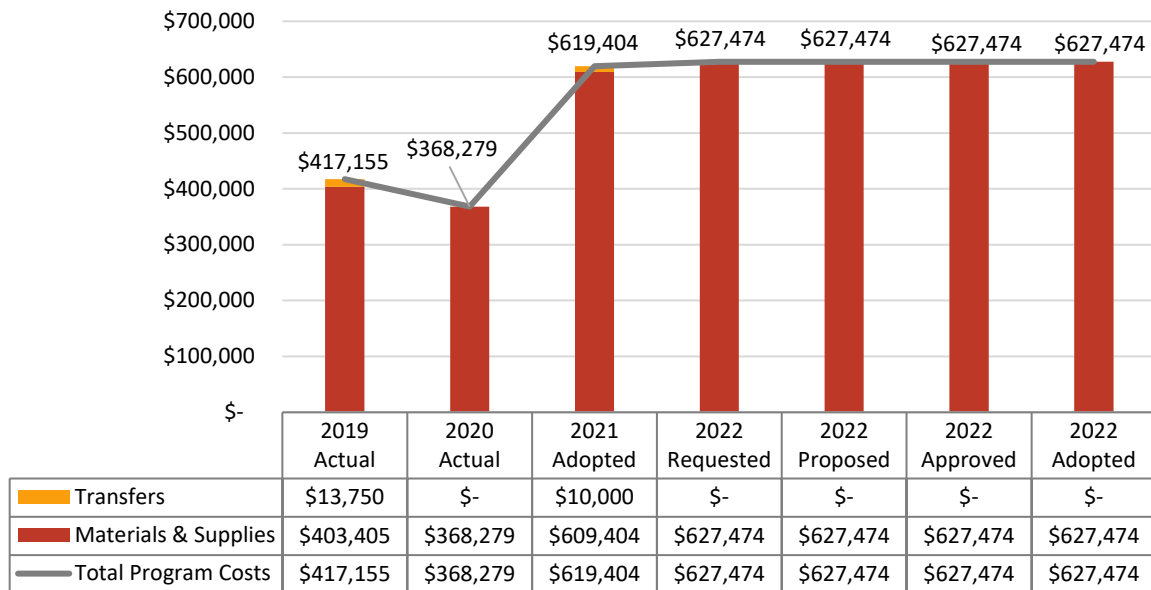
- Cemetery Perpetual Trust Department accounts for revenues from interest income and perpetual care services charged on cemetery operations and expenditures for the maintenance of the cemeteries.
- Chamber of Commerce Trust Department is a pass-through fund that accounts for revenues from Transient Occupancy 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.

### Trust Fund Revenues



# Section 6: Special Revenue Funds

## Trust Expenditures



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CEMETERY PERPETUAL REVENUES</b>							
AVAILABLE CASH - CEM PERP	164,322	156,645	158,027	179,212	179,212	179,212	179,212
INTEREST ON DEP - CEM PERP	223	217	200	200	200	200	200
PERPETUAL MAINTENANCE	5,850	15,850	9,000	9,000	9,000	9,000	9,000
<b>Grand Total</b>	<b>\$ 170,395</b>	<b>\$ 172,712</b>	<b>\$ 167,227</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>
<b>CEMETERY PERPETUAL EXPENDITURES</b>							
<b>TRANSFERS OUT</b>							
CEMETERY EXP - FUND 050	13,750	-	10,000	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 13,750</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>UNAPPROPRIATED</b>							
UNAPPROPRIATED ENDING BAL	-	-	157,227	188,412	188,412	188,412	188,412
<b>UNAPPROPRIATED TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 157,227</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>
<b>Grand Total</b>	<b>\$ 13,750</b>	<b>\$ -</b>	<b>\$ 167,227</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>	<b>\$ 188,412</b>



# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CHAMBER OF COMMERCE REVENUES</b>							
AVAILABLE CASH - C OF C	15,696	15,696	15,695	15,695	15,695	15,695	15,695
MOTEL OCCUPANCY TAX-C OF C	166,200	144,151	168,000	168,000	168,000	168,000	168,000
<b>Grand Total</b>	<b>\$ 181,896</b>	<b>\$ 159,847</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>
<b>CHAMBER OF COMMERCE EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
CHAMBER OF COM TOT DISTR	166,200	144,151	183,695	183,695	183,695	183,695	183,695
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 166,200</b>	<b>\$ 144,151</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>
<b>Grand Total</b>	<b>\$ 166,200</b>	<b>\$ 144,151</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>	<b>\$ 183,695</b>
<b>OSS TRUST</b>							
AVAILABLE CASH - OSS TRUST	152,540	152,734	152,832	153,095	153,095	153,095	153,095
INTEREST ON DEP - OSS TRUST	194	194	195	195	195	195	195
<b>Grand Total</b>	<b>\$ 152,734</b>	<b>\$ 152,928</b>	<b>\$ 153,027</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>
<b>OSS TRUST EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
OSS MITIGATION EXPENSES	-	-	153,027	153,290	153,290	153,290	153,290
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 153,027</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 153,027</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>	<b>\$ 153,290</b>

# Section 6: Special Revenue Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>V&amp;C</b>							
AVAILABLE CASH - V & C	36,424	45,806	30,682	48,489	48,489	48,489	48,489
MOTEL OCCUPANCY TAX - V & C	246,587	223,029	242,000	242,000	242,000	242,000	242,000
<b>Grand Total</b>	<b>\$ 283,011</b>	<b>\$ 268,835</b>	<b>\$ 272,682</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>
<b>V&amp;C EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
FOUR RIVERS TOT DISTR	216,587	193,029	212,000	212,000	212,000	212,000	212,000
GRANT PROJECT DISBURSEMENTS	20,200	31,030	59,002	76,809	76,809	76,809	76,809
MEETING EXPENSES	418	70	1,440	1,440	1,440	1,440	1,440
POSTAGE	-	-	240	240	240	240	240
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 237,204</b>	<b>\$ 224,128</b>	<b>\$ 272,682</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>
<b>Grand Total</b>	<b>\$ 237,204</b>	<b>\$ 224,128</b>	<b>\$ 272,682</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>	<b>\$ 290,489</b>
<b>FUND REVENUE TOTALS</b>	<b>\$ 788,035</b>	<b>\$ 754,322</b>	<b>\$ 776,631</b>	<b>\$ 815,886</b>	<b>\$ 815,886</b>	<b>\$ 815,886</b>	<b>\$ 815,886</b>
<b>FUND EXPENDITURE TOTALS</b>	<b>\$ 417,155</b>	<b>\$ 368,279</b>	<b>\$ 776,631</b>	<b>\$ 815,886</b>	<b>\$ 815,886</b>	<b>\$ 815,886</b>	<b>\$ 815,886</b>



# Section 7: Capital Projects Fund

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*Water Treatment Baffle Wall*



*Inspecting the Splash Park*



*New Shelter at Lion's Park*



*City Hall Solar Panels*



## Capital Projects Fund Overview

### Description

Capital funds account for resources designated to acquire and construct capital facilities primarily related to infrastructure, except for minor acquisitions financed from regular operating funds. The City of Ontario has funding set aside for specific capital project funding sources. Various departments within the Capital Project Funds are for street projects, Utility Capitalization Fees, park donations, downtown attraction projects, and SRCI water and sewer projects. The SDC fund accounts for the restricted System Development Charges that are required to be spent on specified approved capital projects.

### Budget Adjustments

- Structure is similar to last year.

### Capital Funds Revenues

Revenues in capital funds come from System Development Charges (SDC), Utility Capitalization Fees (UCF), transfers in, donations, and the Snake River Correctional Institute (SRCI) water and wastewater infrastructure charges.

### Capital Projects Fund List

Capital projects can occur in any fund; the following projects are specific to the Capital Projects Fund.

Department	Project	Expenditure
Fire Apparatus	Fire Equipment	\$1,450,000
SRCI Wastewater	SRCI Lower Lift Station	\$500,000
UCF	Water/Sewer Line Replacement	\$400,000
UCR	Airport Wastewater Extension	\$250,000
W Idaho Extension	Capital Outlay	\$118,977
UCF	Meter Register Replacement	\$75,000
UCF	Navarette Property Development	\$70,000
E ID	STR-5 East Idaho Avenue	\$68,704
UCF	Treasure Valley 200 Property Development	\$60,000
SRCI Water	SRCI Water Projects	\$10,875
Downtown Attraction	Downtown Attraction	\$8,513
Parks Donation	Park Improvements	\$4,000

## Capital Projects Fund

### Description

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
- Transient Occupancy Tax (TOT)
- Snake River Correctional Institute (SRCI) water and sewer infrastructure charges

Funds are set aside in separate departments as follows:

- Special Projects Department
- Utility Capitalization Fee Department
- East Idaho Transportation Project Department
- West Idaho Extension Project
- Parks Donations Department
- Fire Apparatus Department
- Downtown Attraction Department
- SRCI Water Department
- SRCI Sewer Department

### Strategic Impact

This fund correlates with all capital projects within the Strategic Plan. This includes infrastructure (Growth), a new fire apparatus (Desirability), park improvements (Lifestyle), and the downtown attraction (Lifestyle).

### Accomplishments

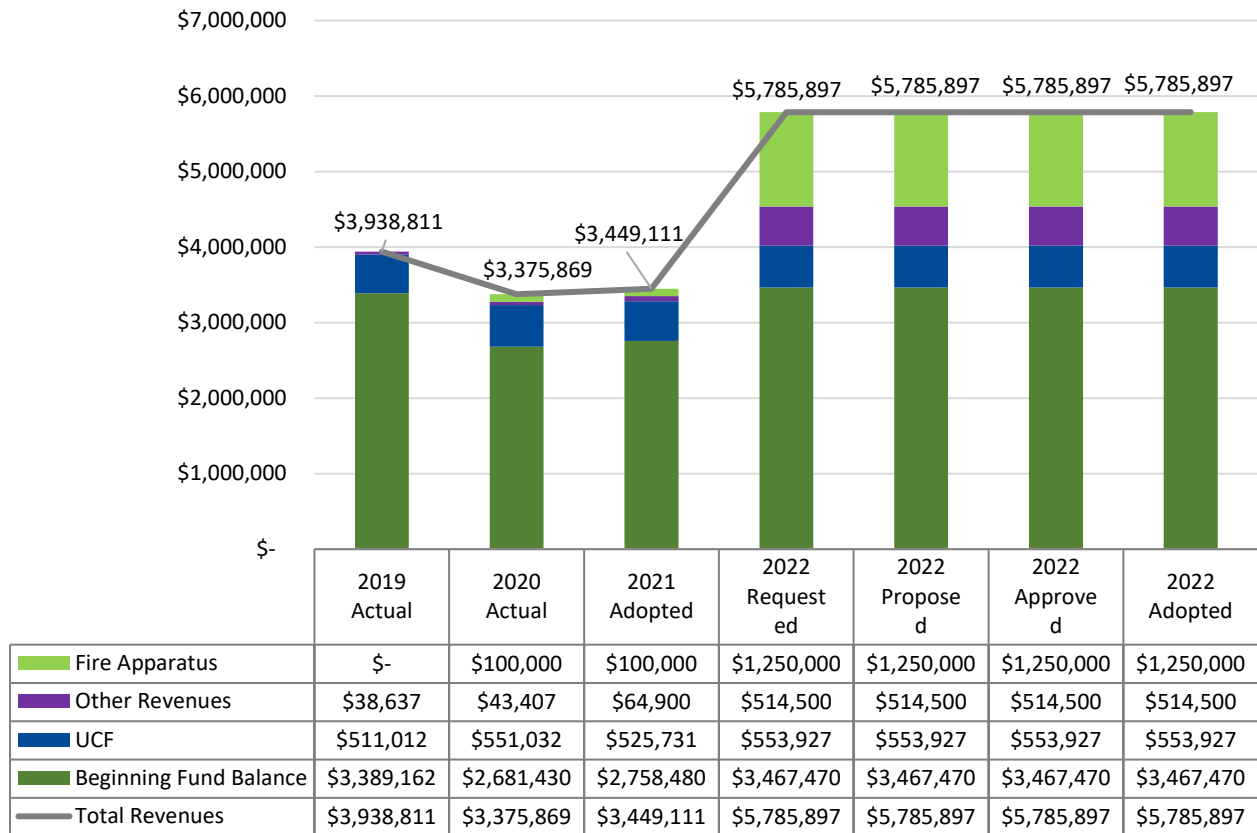
- Completed the downtown attraction study.
- More efficient water meters continue to be replaced as batteries near end of life.

# Section 7: Capital Projects Fund

## Budget Adjustments

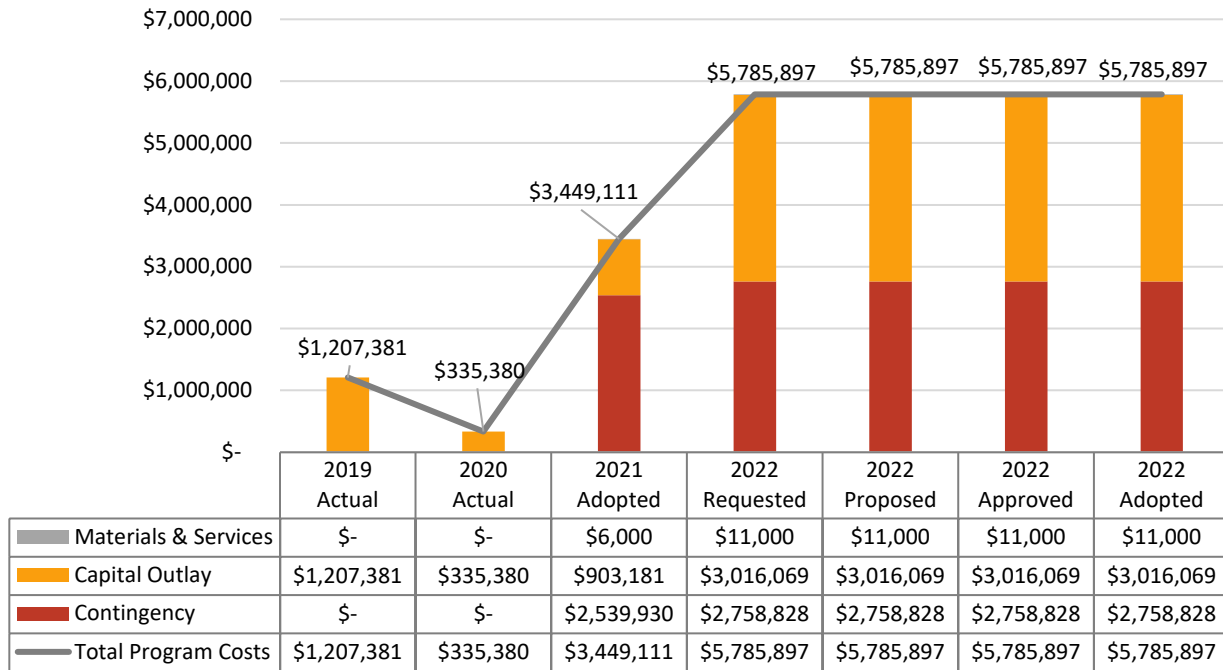
- The Downtown Attraction Department has project funds rolled over from 2019-2020 for a study exploring a downtown attraction.
- \$1,250,000 of fire equipment will be purchased if our grant application is successful.

## Capital Projects Revenues



# Section 7: Capital Projects Fund

## Capital Projects Expenditures



# Section 7: Capital Projects Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>W IDAHO EXTENSION PROJECT REVENUES</b>							
AVAILABLE CASH - W. IDAHO EX	118,977	118,977	118,977	118,977	118,977	118,977	118,977
<b>Grand Total</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>
<b>W IDAHO EXTENSION PROJECT EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
W IDAHO EXT CAPITAL OUTLAY	-	-	118,977	118,977	118,977	118,977	118,977
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>	<b>\$ 118,977</b>



# Section 7: Capital Projects Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>SPECIAL PROJECTS REVENUES</b>							
ANNEXATION FEES	31,277	741	5,000	5,000	5,000	5,000	5,000
AVAILABLE CASH - SPECIAL PROJ	428,427	415,064	333,202	378,336	378,336	378,336	378,336
LID 47 REIMBURSEMENTS	2,896	3,028	2,400	2,000	2,000	2,000	2,000
SEWER ASSMNT-N BELTLINE	2,464	4,702	1,000	1,000	1,000	1,000	1,000
SPECIAL PROJECTS	-	10,000	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 465,064</b>	<b>\$ 433,534</b>	<b>\$ 341,602</b>	<b>\$ 386,336</b>	<b>\$ 386,336</b>	<b>\$ 386,336</b>	<b>\$ 386,336</b>
<b>SPECIAL PROJECTS EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
CONTRACT SERVICES	-	-	1,000	1,000	1,000	1,000	1,000
PRINT / AD / RECORD	-	-	-	-	-	-	-
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>TRANSFERS OUT</b>							
TRANSFERS OUT	50,000	-	-	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CONTINGENCY</b>							
SPEC PROJECT CONTINGENCY	-	-	340,602	385,336	385,336	385,336	385,336
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 340,602</b>	<b>\$ 385,336</b>	<b>\$ 385,336</b>	<b>\$ 385,336</b>	<b>\$ 385,336</b>
<b>Grand Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 341,602</b>	<b>\$ 386,336</b>	<b>\$ 386,336</b>	<b>\$ 386,336</b>	<b>\$ 386,336</b>

# Section 7: Capital Projects Fund



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>UCF REVENUES</b>							
AVAILABLE CASH - UCF DEPT	2,771,054	2,074,685	2,128,597	2,684,565	2,684,565	2,684,565	2,684,565
INSURANCE PROCEEDS	3,811	-	-	-	-	-	-
MISC COLLECTIONS	237	941	-	-	-	-	-
UTILTY CAPITALIZATION FEE REV	506,964	550,090	525,731	553,927	553,927	553,927	553,927
<b>Grand Total</b>	<b>\$ 3,282,066</b>	<b>\$ 2,625,717</b>	<b>\$ 2,654,328</b>	<b>\$ 3,238,492</b>	<b>\$ 3,238,492</b>	<b>\$ 3,238,492</b>	<b>\$ 3,238,492</b>

# Section 7: Capital Projects Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>UCF EXPENDITURES</b>							
<b>MATERIALS &amp; SERVICES</b>							
BAD DEBT EXPENSE	-	-	5,000	10,000	10,000	10,000	10,000
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
<b>CAPITAL OUTLAY</b>							
13WAT-02 NEW WELL #17	-	-	-	-	-	-	-
ABANDON WELLS PROPERTY	-	-	-	-	-	-	-
METER REGISTER REPLACEMENT	91,128	18,172	100,000	75,000	75,000	75,000	75,000
SANITARY SEWER HOT SPOTS	-	-	-	-	-	-	-
SE 2ND WATER & SEWER LINE	-	103,688	-	-	-	-	-
VALVE REPLACEMENT	-	-	-	-	-	-	-
WATER LINE REPLACEMENT	10,200	-	-	-	-	-	-
WATER/SEWER LINE REPLACEMENT	1,106,053	140,023	350,000	400,000	400,000	400,000	400,000
WTP AUDIT PROJECTS	-	-	-	-	-	-	-
AIRPORT WW EXTENSION	-	63,497	-	250,000	250,000	250,000	250,000
NAVARETTE PROPERTY DEVELOPMENT	-	-	-	70,000	70,000	70,000	70,000
TREASURE 200 PROPERTY DEVELOPMENT	-	-	-	60,000	60,000	60,000	60,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 1,207,381</b>	<b>\$ 325,380</b>	<b>\$ 450,000</b>	<b>\$ 855,000</b>	<b>\$ 855,000</b>	<b>\$ 855,000</b>	<b>\$ 855,000</b>
<b>CONTINGENCY</b>							
UCF DEPT CONTINGENCY	-	-	2,199,328	2,373,492	2,373,492	2,373,492	2,373,492
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,199,328</b>	<b>\$ 2,373,492</b>	<b>\$ 2,373,492</b>	<b>\$ 2,373,492</b>	<b>\$ 2,373,492</b>
<b>Grand Total</b>	<b>\$ 1,207,381</b>	<b>\$ 325,380</b>	<b>\$ 2,654,328</b>	<b>\$ 3,238,492</b>	<b>\$ 3,238,492</b>	<b>\$ 3,238,492</b>	<b>\$ 3,238,492</b>

# Section 7: Capital Projects Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>E IDAHO TRANSPORTATION PROJECT REVENUES</b>							
AVAILABLE CASH - E ID TRN PROJ	68,704	68,704	68,704	68,704	68,704	68,704	68,704
<b>Grand Total</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>
<b>E IDAHO TRANSPORTATION PROJECT EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
STR-5 E IDAHO AVE	-	-	68,704	68,704	68,704	68,704	68,704
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>	<b>\$ 68,704</b>
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>PARKS DONATIONS REVENUES</b>							
AVAILABLE CASH - PARKS DONATIONS	2,000	4,000	-	2,000	2,000	2,000	2,000
PARKS DONATIONS	2,000	2,000	2,000	2,000	2,000	2,000	2,000
<b>Grand Total</b>	<b>\$ 4,000</b>	<b>\$ 6,000</b>	<b>\$ 2,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>PARKS DONATIONS EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
PARK IMPROVEMENTS	-	4,000	2,000	4,000	4,000	4,000	4,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ 2,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 4,000</b>	<b>\$ 2,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>

# Section 7: Capital Projects Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>FIRE APPARATUS REVENUES</b>							
AVAILABLE CASH - FIRE APPARATUS	-	-	100,000	200,000	200,000	200,000	200,000
TRANSFER IN	-	100,000	100,000	300,000	300,000	300,000	300,000
FEMA FIRE GRANT	-	-	-	950,000	950,000	950,000	950,000
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 200,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>
<b>FIRE APPARATUS EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
FIRE EQUIPMENT	-	-	200,000	1,450,000	1,450,000	1,450,000	1,450,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>	<b>\$ 1,450,000</b>
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>DOWNTOWN ATTRACTION REVENUES</b>							
AVAILABLE CASH - DOWNTOWN	-	-	9,000	8,513	8,513	8,513	8,513
MOTEL OCCUPANCY TAX-DOWNTOWN ATT	-	14,513	-	-	-	-	-
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 14,513</b>	<b>\$ 9,000</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>
<b>DOWNTOWN ATTRACTION EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
DOWNTOWN ATTRACTION	-	6,000	9,000	8,513	8,513	8,513	8,513
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 9,000</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 6,000</b>	<b>\$ 9,000</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>	<b>\$ 8,513</b>

# Section 7: Capital Projects Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>SRCI WATER REVENUES</b>							
AVAILABLE CASH - SRCI WATER	-	-	-	6,375	6,375	6,375	6,375
SRCI WATER INFRASTRUCTURE CHARGE	-	1,875	4,500	4,500	4,500	4,500	4,500
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 1,875</b>	<b>\$ 4,500</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>
<b>SRCI WATER EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
SRCI WATER PROJECTS	-	-	4,500	875	875	875	875
CANYON BOOSTER PUMP	-	-	-	10,000	10,000	10,000	10,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,500</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,500</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>	<b>\$ 10,875</b>
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>SRCI WASTEWATER REVENUES</b>							
TRANSFER IN	-	-	34,280	484,280	484,280	484,280	484,280
SRCI WW INFRASTRUCTURE CHARGE	-	6,550	15,720	15,720	15,720	15,720	15,720
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 6,550</b>	<b>\$ 50,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
<b>SRCI WASTEWATER EXPENDITURES</b>							
<b>CAPITAL OUTLAY</b>							
SRCI LOWER LIFT STATION	-	-	50,000	500,000	500,000	500,000	500,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
<b>FUND REVENUE TOTALS</b>	<b>\$ 3,938,811</b>	<b>\$ 3,375,869</b>	<b>\$ 3,449,111</b>	<b>\$ 5,785,897</b>	<b>\$ 5,785,897</b>	<b>\$ 5,785,897</b>	<b>\$ 5,785,897</b>
<b>FUND EXPENDITURE TOTALS</b>	<b>\$ 1,257,381</b>	<b>\$ 335,380</b>	<b>\$ 3,449,111</b>	<b>\$ 5,785,897</b>	<b>\$ 5,785,897</b>	<b>\$ 5,785,897</b>	<b>\$ 5,785,897</b>

## SDC Fund

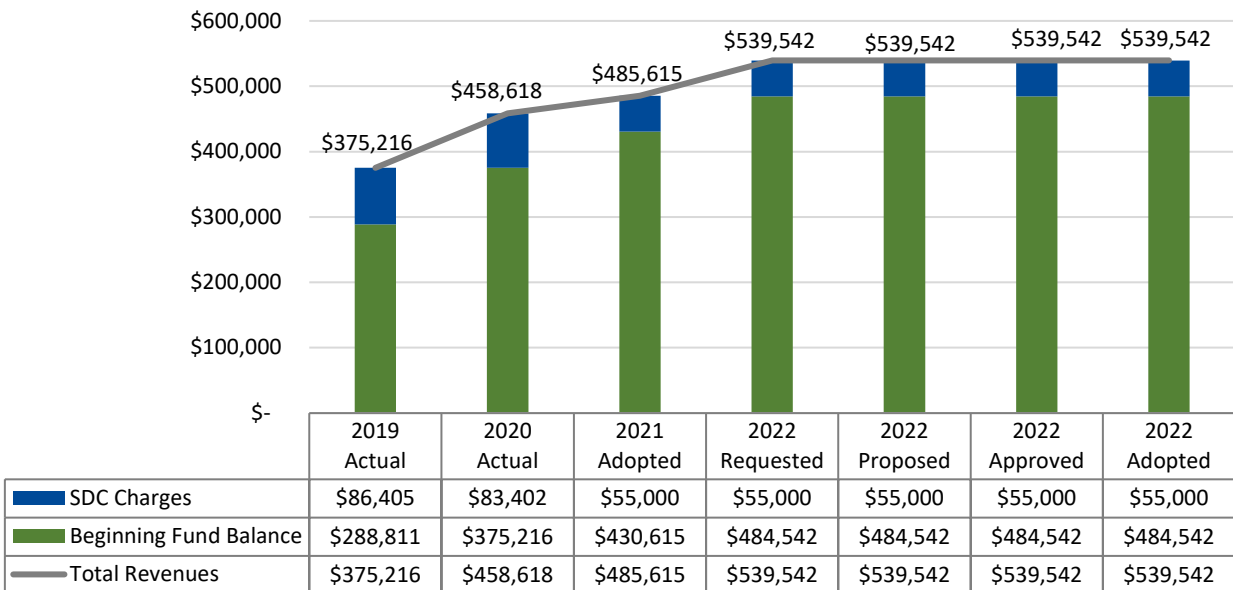
### Description

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. Charges are assessed or collected at the time of increased usage of a capital improvement, issuance of a development or 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.

### Budget Adjustments

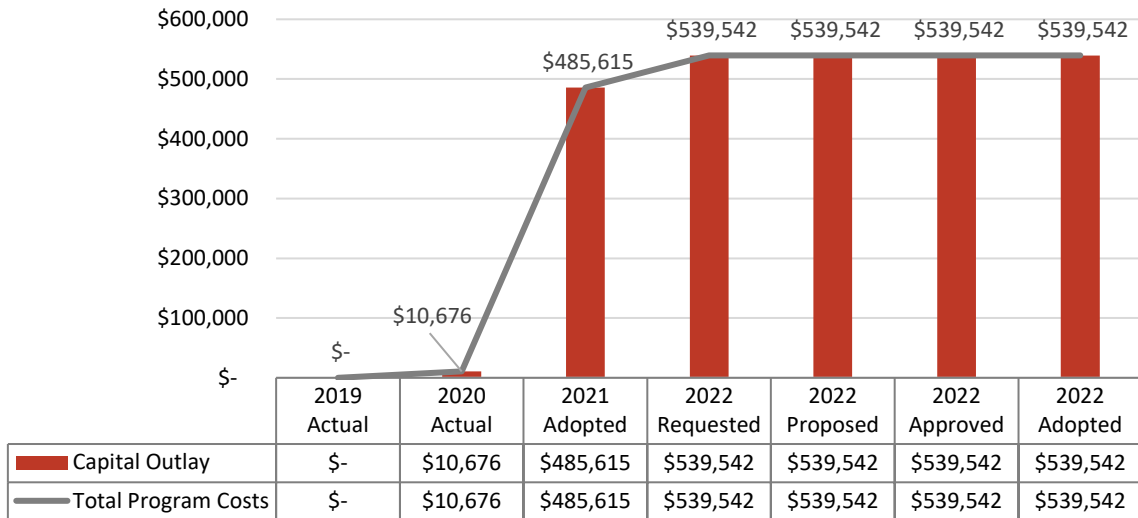
- No substantial changes; similar to prior year.

SDC Revenues



# Section 7: Capital Projects Fund

## SDC Expenditures





# Section 7: Capital Projects Fund



Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>SDC REVENUES</b>							
AVAILABLE CASH - SDC DEPT	288,811	375,216	430,615	484,542	484,542	484,542	484,542
SYS DEV - SEWER SYSTEM	17,317	8,177	15,000	15,000	15,000	15,000	15,000
SYS DEV - TRANSP SYSTEM	39,804	58,650	25,000	25,000	25,000	25,000	25,000
SYS DEV - WATER SYSTEM	29,284	16,575	15,000	15,000	15,000	15,000	15,000
<b>Grand Total</b>	<b>\$ 375,216</b>	<b>\$ 458,618</b>	<b>\$ 485,615</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>
<b>CAPITAL OUTLAY</b>							
CAPITAL OUTLAY	-	10,676	485,615	539,542	539,542	539,542	539,542
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ -</b>	<b>\$ 10,676</b>	<b>\$ 485,615</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 10,676</b>	<b>\$ 485,615</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>	<b>\$ 539,542</b>

# Section 8: Debt Service Fund

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Debt Service Fund .....220



*Downtown Mural*



*Budget Committee Meeting*



*Ontario Skate Park*



*Malheur River*

## Debt Fund Overview

### Description

The debt fund accounts for the accumulation of resources for, and payment of, general long-term debt principal and interest. 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.

### Budget Adjustments

- The only Debt Service Fund was closed in 2019-2020.

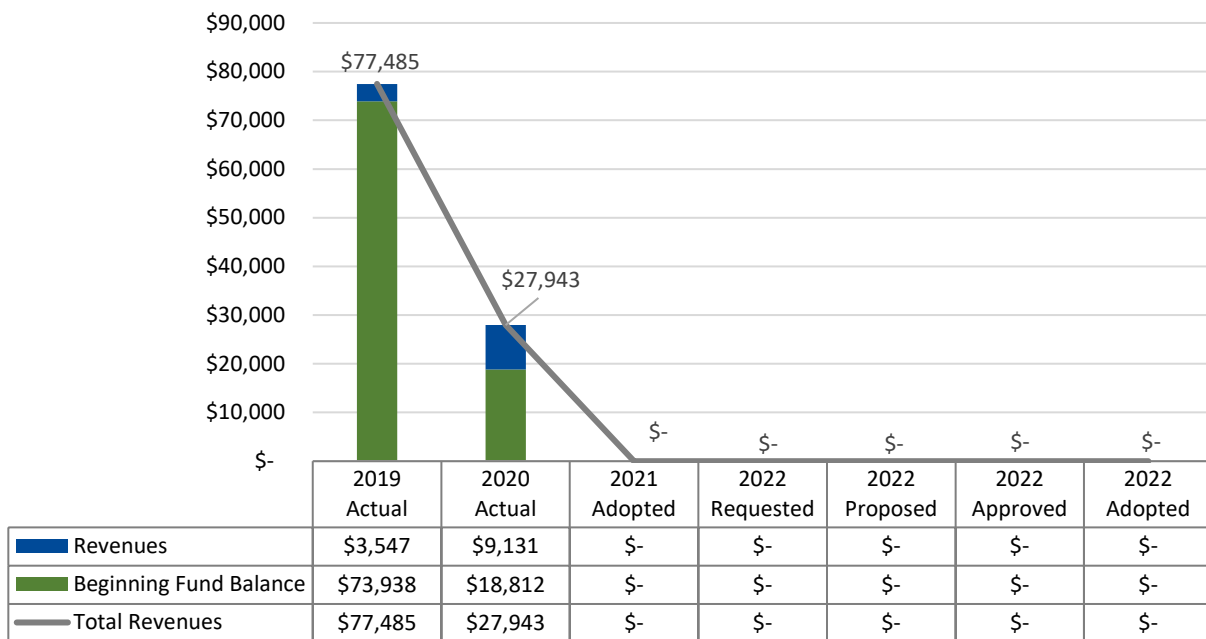
## Debt Service Fund

### Description

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) loans left to repay.

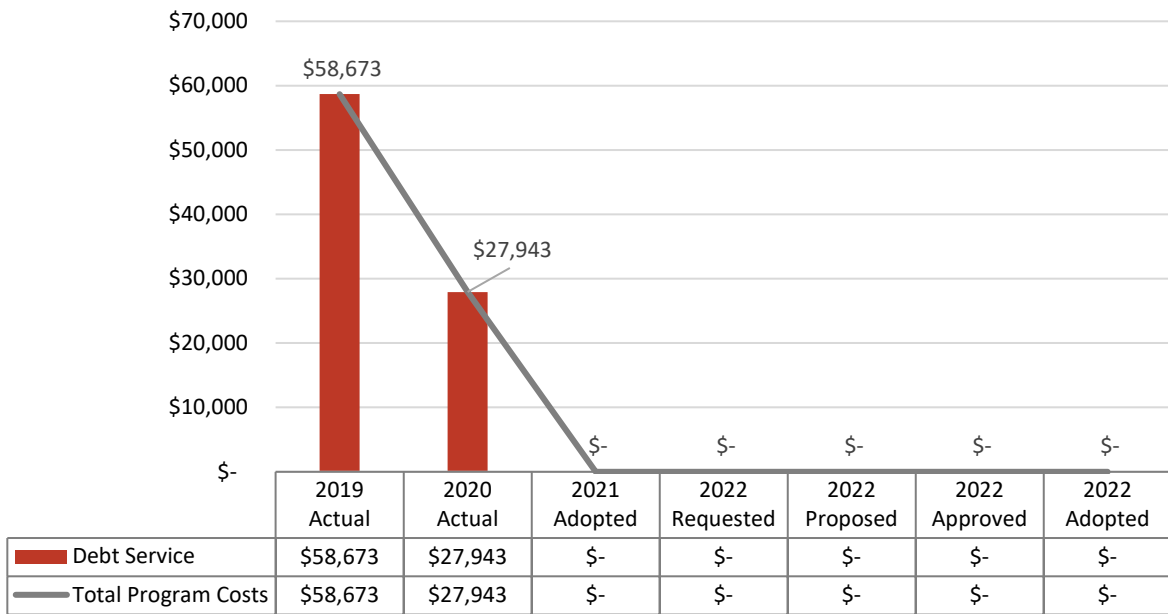
The debt was paid off in 2019-2020 and the debt service fund was closed. This is for historical purposes only.

### Debt Service Revenues



# Section 8: Debt Fund

## Debt Service Expenditures





# Section 8: Debt Fund

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>DEBT SERVICE REVENUES</b>							
AVAILABLE CASH ON HAND	73,938	18,812	-	-	-	-	-
INTEREST ON REPAYMENTS	63	-	-	-	-	-	-
LID 45	3,484	-	-	-	-	-	-
TRANSFERS IN	-	9,131	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 77,485</b>	<b>\$ 27,943</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>DEBT SERVICE</b>							
INTEREST ON DEBT	3,296	-	-	-	-	-	-
LID 45 - 2004	55,377	27,943	-	-	-	-	-
<b>DEBT SERVICE Total</b>	<b>\$ 58,673</b>	<b>\$ 27,943</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 58,673</b>	<b>\$ 27,943</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>



# Section 9: Enterprise Funds

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*Sunset Water Reservoir*



*View from Bench Reservoir*



*Inspecting Future Site of the Tater Tots Trail*



*Ontario Chamber of Commerce*



## Enterprise Funds Overview

### Description

Enterprise funds account for operations that are financed and operated in a manner similar to private business enterprises, where the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user determination of revenues earned, expenses incurred, and/or net income as appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

These funds include the Aquatic Center, Airport, Storm Water, Wastewater, and Water Funds. The Golf Course Fund was closed in 2018 and the Aquatic Fund was closed in 2021 and are included in the budget for historical purposes.

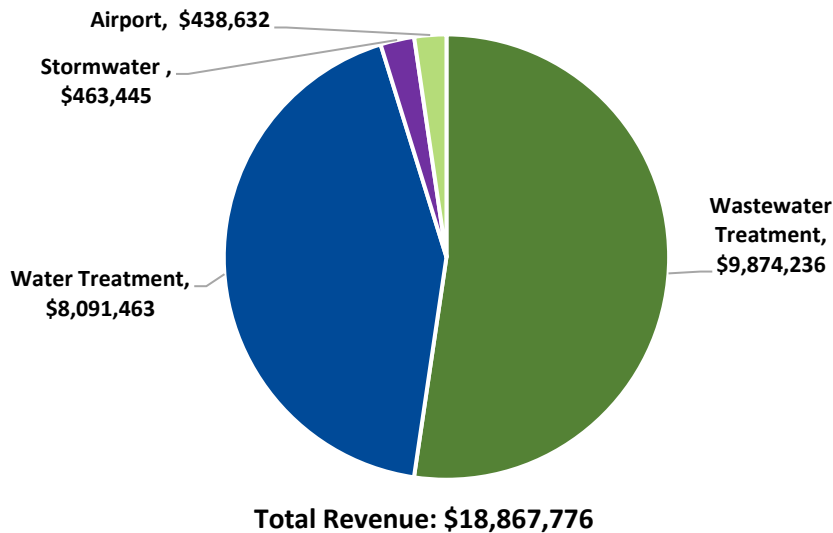
### Budget Adjustments

- The Skatepark Restrooms were completed in 2020-2021 so the Aquatic Fund was closed.

### Enterprise Funds Revenue

The primary source of enterprise funds revenues are user fees, leases, and grant awards.

Enterprise Revenues by Fund FY 2022





## Airport Fund



### Description

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.

The Airport is classified as a core, Category 3 Regional General Aviation Airport. The Airport site also contains the Fixed Base Operator, the BLM SEAT program, a Life Flight base, the TVCC Aviation program, and an A&P mechanic.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Airport Fund are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

#### Accomplishments

- Mowing and spraying services were contracted out.
- A full-time Airport Manager was hired to replace the retiring manager.
- A used pick-up truck was purchased from the Public Works Department.
- A \$200,000 grant was obtained for the Airport Master Plan from the Eastern Oregon Economic Development Board.
- Irrigation lines were installed at the grass runway.
- Construction of a taxiway and hold apron were funded completely by the FAA.

# Section 9: Enterprise Funds

## Strategic Impact

- Desirability- The Airport provides convenience to a variety of air traffic, from corporate jets to ag planes, to local pilots. The Airport is also working to draw crowds and provide an annual community event, the KONO Fly-In.
- Education- The Treasure Valley Community College Aviation Program holds classes at the Airport. This partnership is an excellent way for the city to help students prepare for careers after graduation.
- Growth- The Airport is an important part of the Council’s Strategic Plan for growth. This includes moving co-located federal agencies to the NW corner, adding infrastructure for future hangar growth, and promoting the Airport’s development.

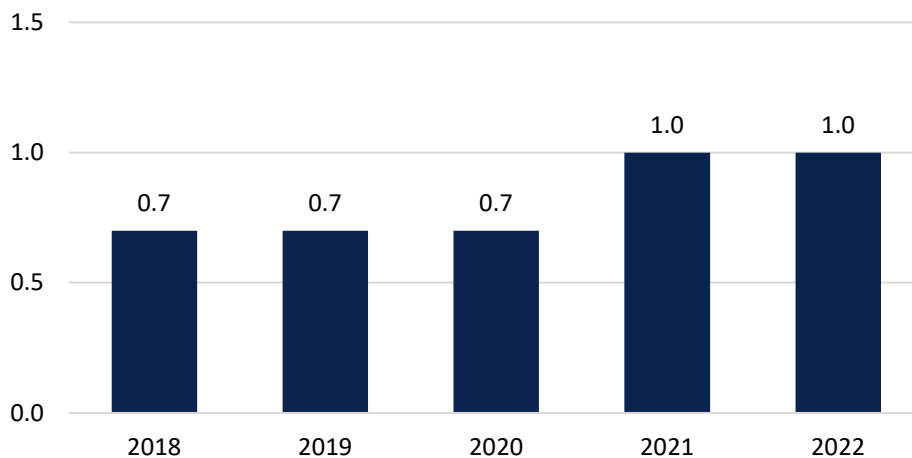
## Key Indicators

Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Target
Hangar Leases	46	49	49	49	65	77

## Budget Adjustments

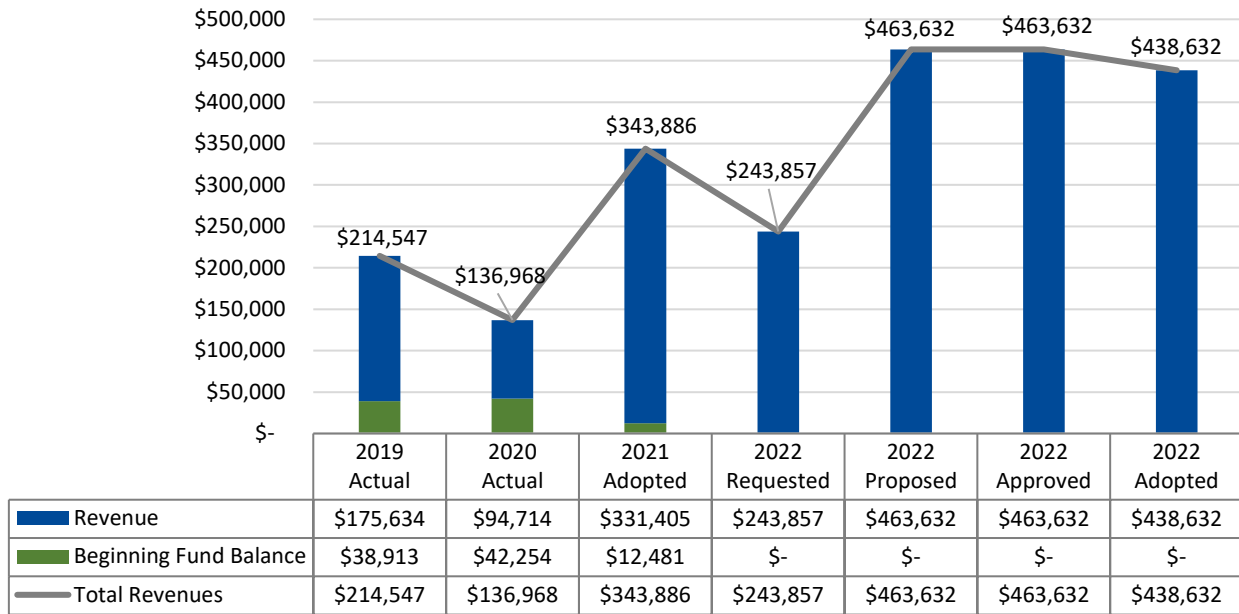
- The city will continue to contract out mowing and spraying.
- The General Fund will transfer in \$194,775.
- The Airport Fund is budgeting the following projects:
  - \$32k to complete the master plan.
  - \$15k for the phantom concrete pad.
  - \$35k for fencing.

### Airport FTE History

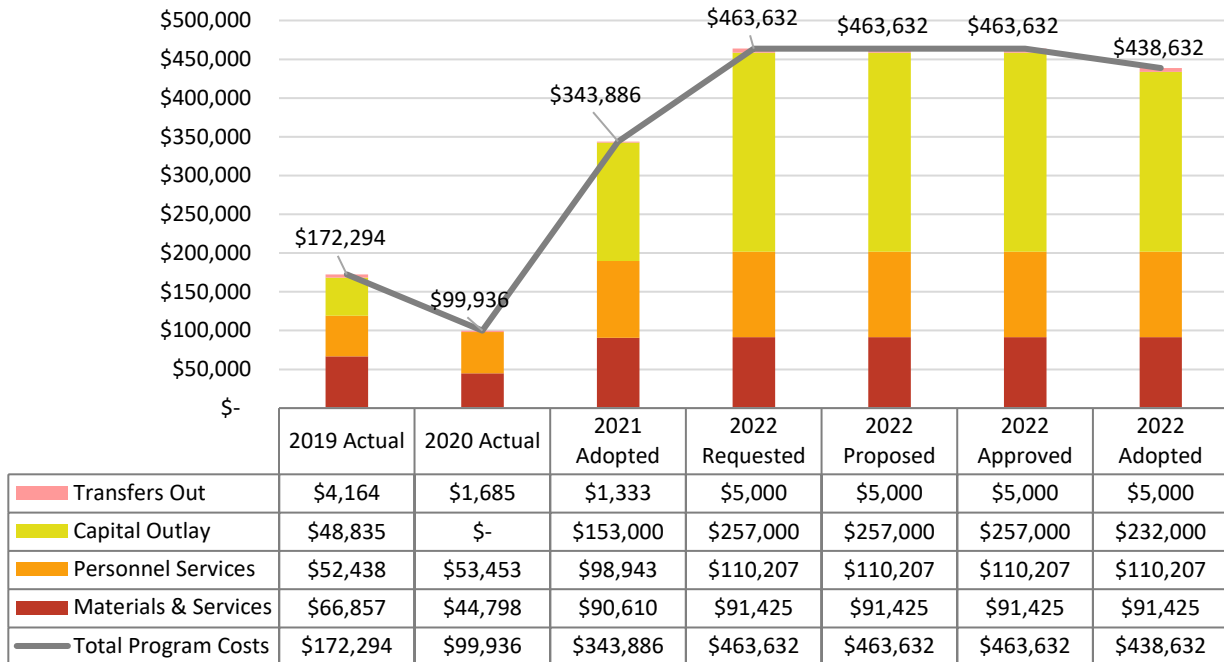


# Section 9: Enterprise Funds

## Airport Revenues



## Airport Expenditures



# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>AIRPORT REVENUES</b>							
AVAILABLE CASH ON HAND	38,913	42,254	12,481	-	-	-	-
BLM LEASE	15,337	17,296	16,271	16,757	16,757	16,757	16,757
CLUBHOUSE LEASE	8,600	33,121	24,540	24,540	24,540	24,540	24,540
COMMERCIAL AIRPORT USE FEE	4,000	5,000	5,000	5,000	5,000	5,000	5,000
FUEL GAS SALES	10,830	8,328	9,200	11,200	11,200	11,200	11,200
GOLF STORAGE LEASE	787	3,997	1,680	3,997	3,997	3,997	3,997
GRANT	-	-	150,000	150,000	150,000	150,000	150,000
HANGAR SPACE RENTALS	18,953	19,378	19,891	22,424	22,424	22,424	22,424
INTEREST ON ACCOUNTS	277	478	100	100	100	100	100
KITIMURA LEASE	-	-	500	500	500	500	500
MISC INCOME AIRPORT	5,279	500	1,700	1,700	1,700	1,700	1,700
MONTGOMERY LEASE	-	2,000	2,000	2,000	2,000	2,000	2,000
OTHER RENT/USE FEES	21,271	3,585	4,200	4,200	4,200	4,200	4,200
RESERVATION INCOME	-	-	-	-	-	-	-
TIE DOWN FEES (ANNUAL & TEMP)	2,969	1,030	3,400	1,439	1,439	1,439	1,439
TRANSFERS IN	87,331	-	92,923	-	219,775	219,775	194,775
<b>Grand Total</b>	<b>\$ 214,547</b>	<b>\$ 136,968</b>	<b>\$ 343,886</b>	<b>\$ 243,857</b>	<b>\$ 463,632</b>	<b>\$ 463,632</b>	<b>\$ 438,632</b>
<b>PERSONNEL SERVICES</b>							
DEFERRED COMPENSATION	-	-	1,800	1,800	1,800	1,800	1,800
MEDICAL INSURANCE CO-PAY	-	-	16,540	21,971	21,971	21,971	21,971
RETIREMENT	10,902	12,357	18,623	16,748	16,748	16,748	16,748
SOCIAL SECURITY	2,927	2,880	4,479	5,006	5,006	5,006	5,006
VACATION/SICK BUYOUT	-	-	1,071	1,201	1,201	1,201	1,201
WAGES & SALARIES	38,265	37,651	55,672	62,432	62,432	62,432	62,432
WORKMANS COMP	344	565	758	1,049	1,049	1,049	1,049
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 52,438</b>	<b>\$ 53,453</b>	<b>\$ 98,943</b>	<b>\$ 110,207</b>	<b>\$ 110,207</b>	<b>\$ 110,207</b>	<b>\$ 110,207</b>

# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
CELL PHONE	732.63	519.68	635	635	635	635	635
CHEMICAL / FERT / SEED	5,412	4,180	2,500	2,500	2,500	2,500	2,500
CONTRACT LABOR	-	-	-	-	-	-	-
CONTRACT SERVICES	16,831	13,725	45,500	45,500	45,500	45,500	45,500
ELECTRICITY	13,601	8,376	10,500	10,500	10,500	10,500	10,500
EQUIPMENT REPAIR	690	-	2,400	2,400	2,400	2,400	2,400
FUEL HEAT	331	96	3,000	3,000	3,000	3,000	3,000
GENERAL SUPPLIES	1,605	2,892	1,500	3,500	3,500	3,500	3,500
INTERNET	-	-	665	665	665	665	665
LIABILITY INSURANCE	2,915	2,915	3,000	3,000	3,000	3,000	3,000
LICENSES / PERMITS / FEES	649	75	350	350	350	350	350
MEDICAL EXAMS	-	90	500	-	-	-	-
MEETING MEAL EXPENSE	-	50	-	-	-	-	-
MINOR AIRPORT IMPROVEMENTS	16,426	2,037	8,000	8,000	8,000	8,000	8,000
OFFICE LEASES	5,100	5,100	5,100	5,100	5,100	5,100	5,100
OFFICE SUPPLIES	150	311	250	250	250	250	250
PETROLEUM SUPPLIES	1,013	935	2,000	2,000	2,000	2,000	2,000
POSTAGE	18	36	150	150	150	150	150
PRINT / AD / RECORD	135	538	275	275	275	275	275
PROFESSIONAL DEVELOPMENT	-	1,296	2,000	2,000	2,000	2,000	2,000
RADIO MAINT.	-	-	300	300	300	300	300
TELEPHONE	961	866	1,235	550	550	550	550
UTILITIES	-	-	250	250	250	250	250
VEHICLE REPAIR	288	760	500	500	500	500	500
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 66,857</b>	<b>\$ 44,798</b>	<b>\$ 90,610</b>	<b>\$ 91,425</b>	<b>\$ 91,425</b>	<b>\$ 91,425</b>	<b>\$ 91,425</b>

# Section 9: Enterprise Funds

Description	2018 Actual	2019 Actual	2020 Adopted	2021 Requested	2021 Proposed	2021 Approved	2021 Adopted
<b>CAPITAL OUTLAY</b>							
BLM CONSOLIDATION OF EFFORTS	-	-	150,000	150,000	150,000	150,000	150,000
CAPITAL OUTLAY	48,835	-	-	-	-	-	-
EQUIPMENT	-	-	3,000	25,000	25,000	25,000	-
UNDERGROUND IRRIGATION	-	-	-	-	-	-	-
AIRPORT MASTER PLAN	-	-	-	32,000	32,000	32,000	32,000
PHANTOM CONCRETE PAD	-	-	-	15,000	15,000	15,000	15,000
AIRPORT FENCING	-	-	-	35,000	35,000	35,000	35,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 48,835</b>	<b>\$ -</b>	<b>\$ 153,000</b>	<b>\$ 257,000</b>	<b>\$ 257,000</b>	<b>\$ 257,000</b>	<b>\$ 232,000</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO GRANT FUND	4,164	800	-	5,000	5,000	5,000	5,000
TRANSFER TO PERS RESERVE	-	885	1,333	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 4,164</b>	<b>\$ 1,685</b>	<b>\$ 1,333</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
<b>Grand Total</b>	<b>\$ 172,294</b>	<b>\$ 99,936</b>	<b>\$ 343,886</b>	<b>\$ 463,632</b>	<b>\$ 463,632</b>	<b>\$ 463,632</b>	<b>\$ 438,632</b>

## Aquatic Fund

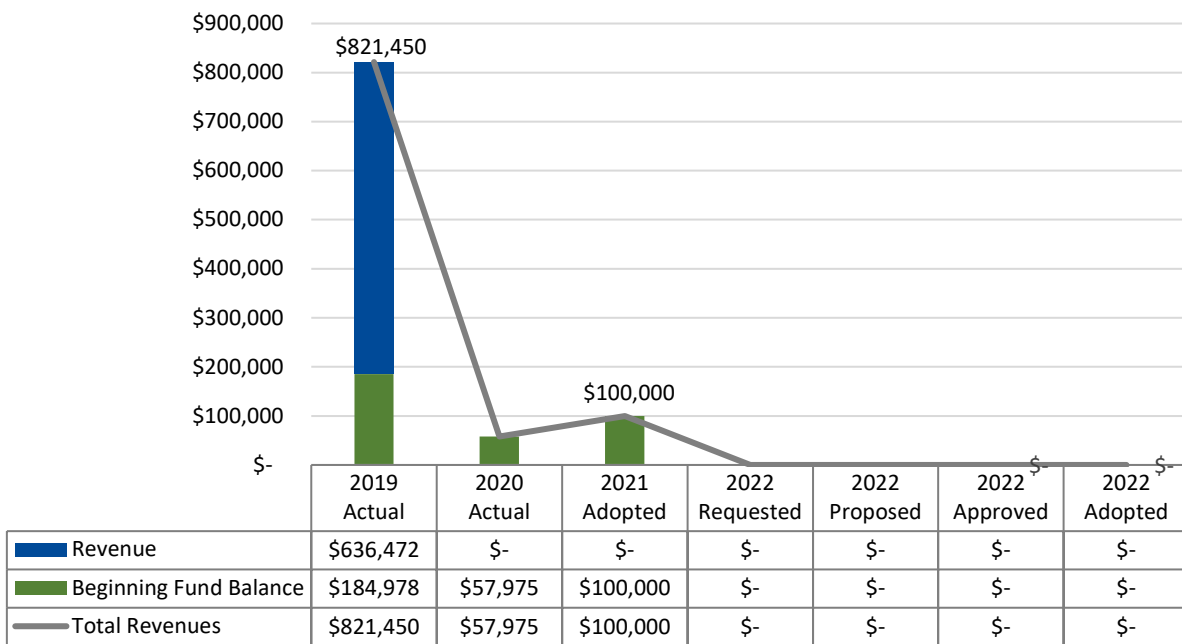
### Description

This fund accounted for the operation and maintenance of the city’s Aquatic Center. Most recently the Splash Park construction was accounted for through this fund. This is for historical purposes only.

### Accomplishments

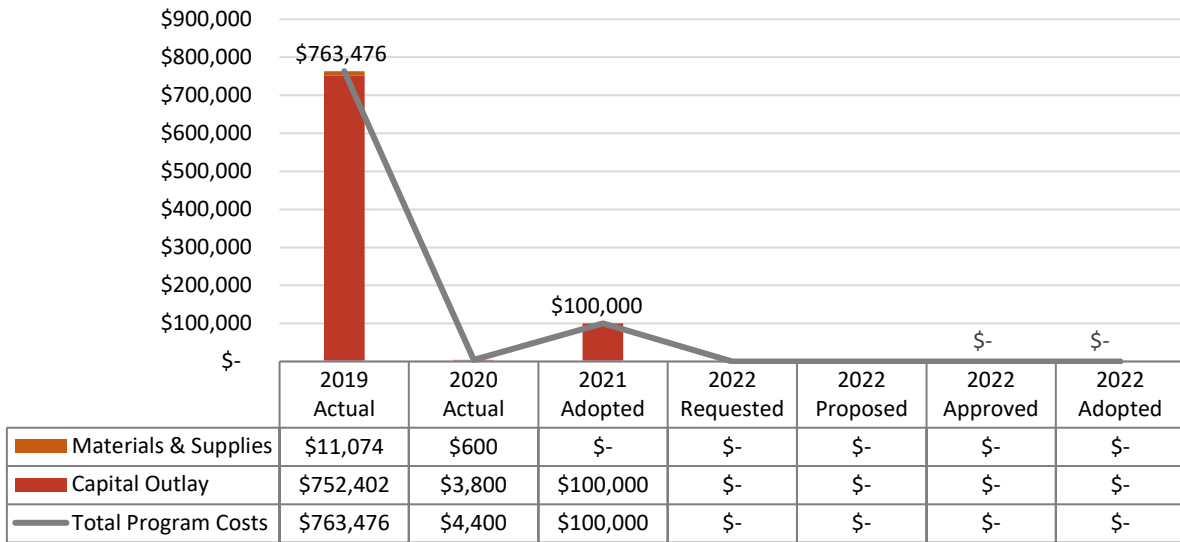
- Skate Park bathroom constructed, and grant closed out.

### Aquatic Center Revenues



# Section 9: Enterprise Funds

## Aquatic Center Expenditures





# Section 9: Enterprise Funds

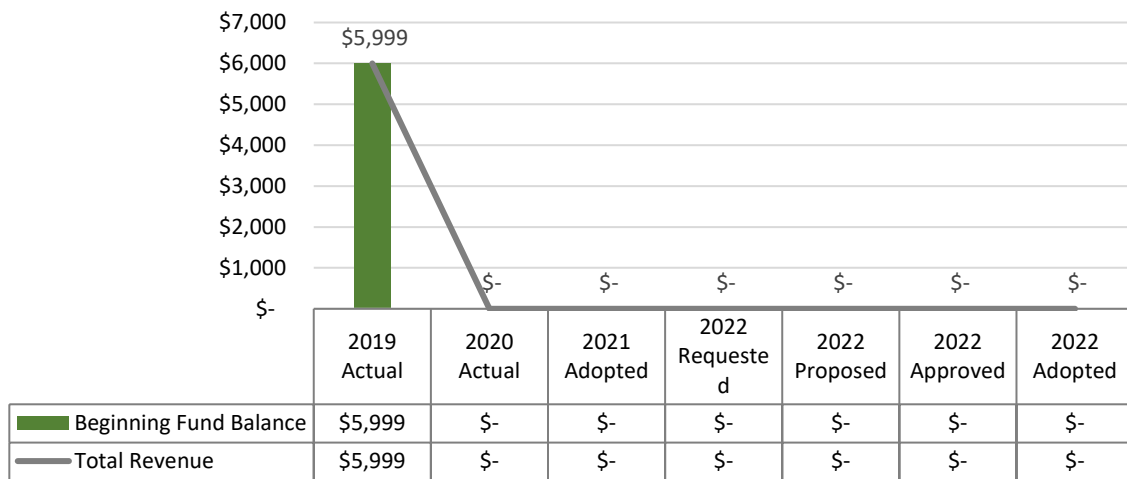
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>AQUATIC FUND REVENUES</b>							
AVAILABLE CASH ON HAND	184,978	57,975	100,000	-	-	-	-
GRANTS & DONATIONS	392,425	-	-	-	-	-	-
TRANSFERS IN	136,115	-	-	-	-	-	-
MOTEL OCC TAX - AQUATIC	107,933	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 821,450</b>	<b>\$ 57,975</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>MATERIALS &amp; SERVICES</b>							
ELECTRICITY	5,301	-	-	-	-	-	-
FUEL HEAT	5,772	-	-	-	-	-	-
SPLASH PAD OPERATIONS	-	600	-	-	-	-	-
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 11,074</b>	<b>\$ 600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>CAPITAL OUTLAY</b>							
AQU-50 SITE IMPROVEMENTS	752,402	-	100,000	-	-	-	-
SKATE PARK RESTROOM	-	3,800	-	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 752,402</b>	<b>\$ 3,800</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 763,476</b>	<b>\$ 4,400</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Golf Course Fund

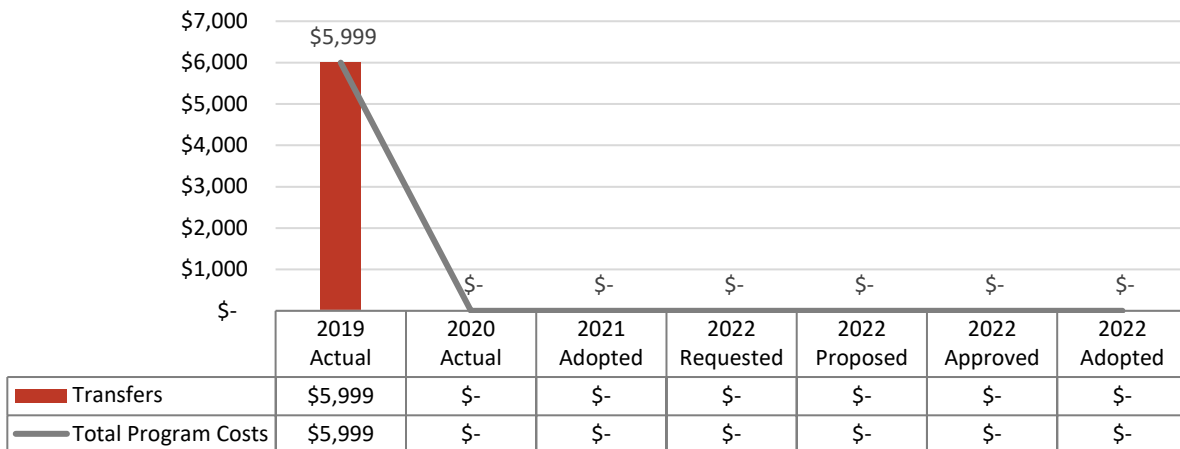
### Description

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. The Golf Course Fund was closed in 2018-2019. The city saved over \$150,000 annually when making the decision to close the Golf Course. This is for historical purpose only.

### Golf Course Revenues



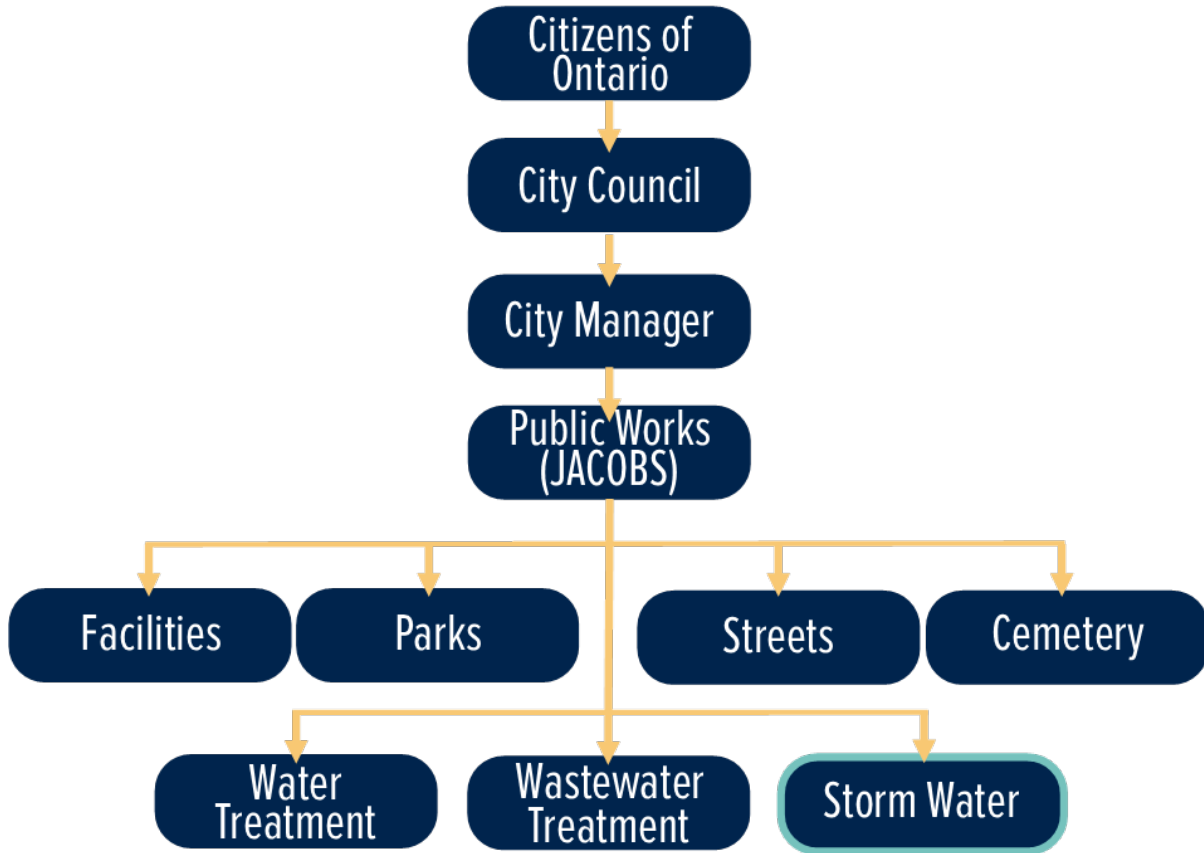
### Golf Course Expenditures



# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>GOLF REVENUES</b>							
AVAILABLE CASH ON HAND	5,999	-	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 5,999</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TRANSFERS OUT</b>							
TRANSFER TO AIRPORT FUND	5,999	-	-	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 5,999</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b>\$ 5,999</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Storm Water Treatment



### Description

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

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Storm Water Fund are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

# Section 9: Enterprise Funds

## Accomplishments

- Cleaned 1,000 catch basins throughout the year.
- Cleared the catch basins needing attention during rain events.
- Cleaned 1,000 feet of 24-inch storm water line from the Treasure Valley Community College campus to the Four Rivers Community Center.
- Rebuilt Verde Drive irrigation pump after failing shaft made it inoperable.
- Resolved multiple issues along Dorian Drive in a shared pipeline with Owyhee Irrigation; removed silt and a large pipe section that was blocking flow.

## Strategic Impact

- Growth- Stormwater treatment is an integral part of Strategies 2 and 3 of Growth. This fund will be used to continue preparing for city expansion and maintaining and improving existing infrastructure.

## Key Indicators

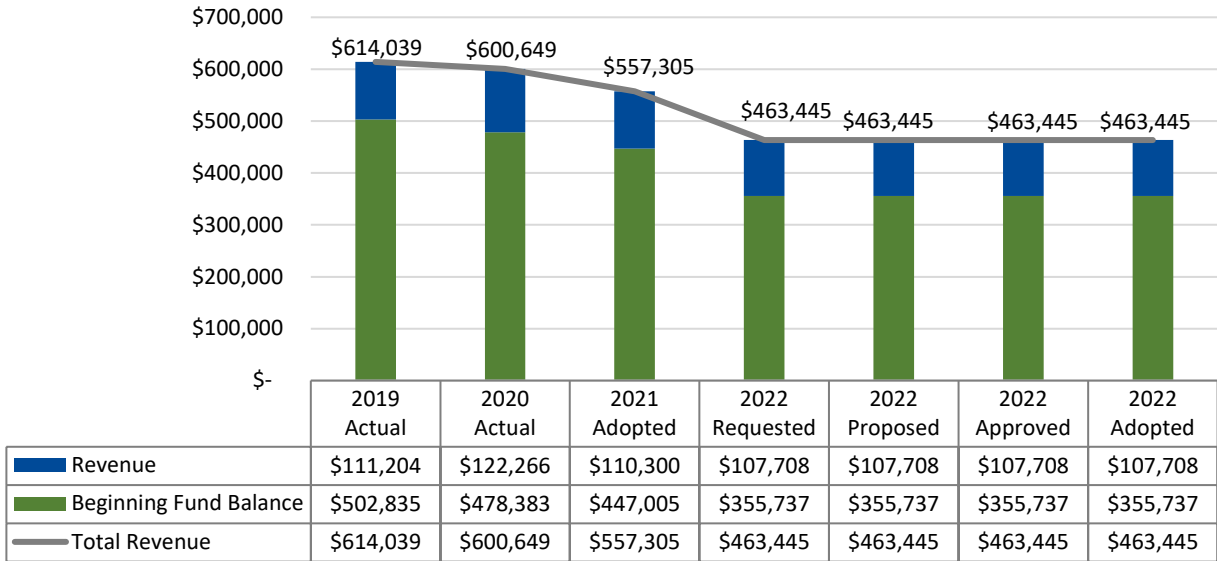
Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected	2021 Target
Lost Time or Recordable Incidents	0	0	0	0	0	0
Catch Basins Cleaned	1,339	1,339	1,000	1,000	1,000	1,000

## Budget Adjustments

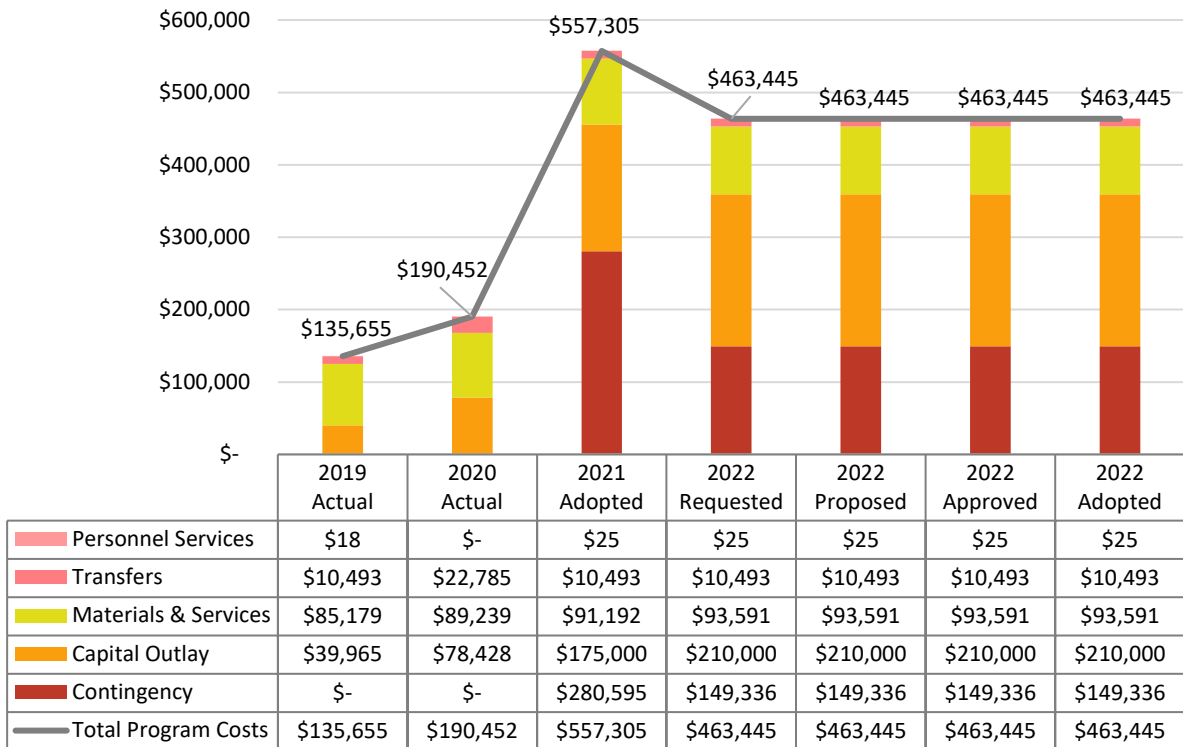
- Jacobs contract increased by 3%.
- 24-Inch Storm system has a carryover of \$100,000.
- New projects consist of the following:
  - Americold intersection pre-design \$20,000.
  - Storm drainage mainline repair \$50,000.
  - North Dorian ditch \$40,000.

# Section 9: Enterprise Funds

## Storm Water Treatment Revenues



## Storm Water Treatment Expenditures



# Section 9: Enterprise Funds

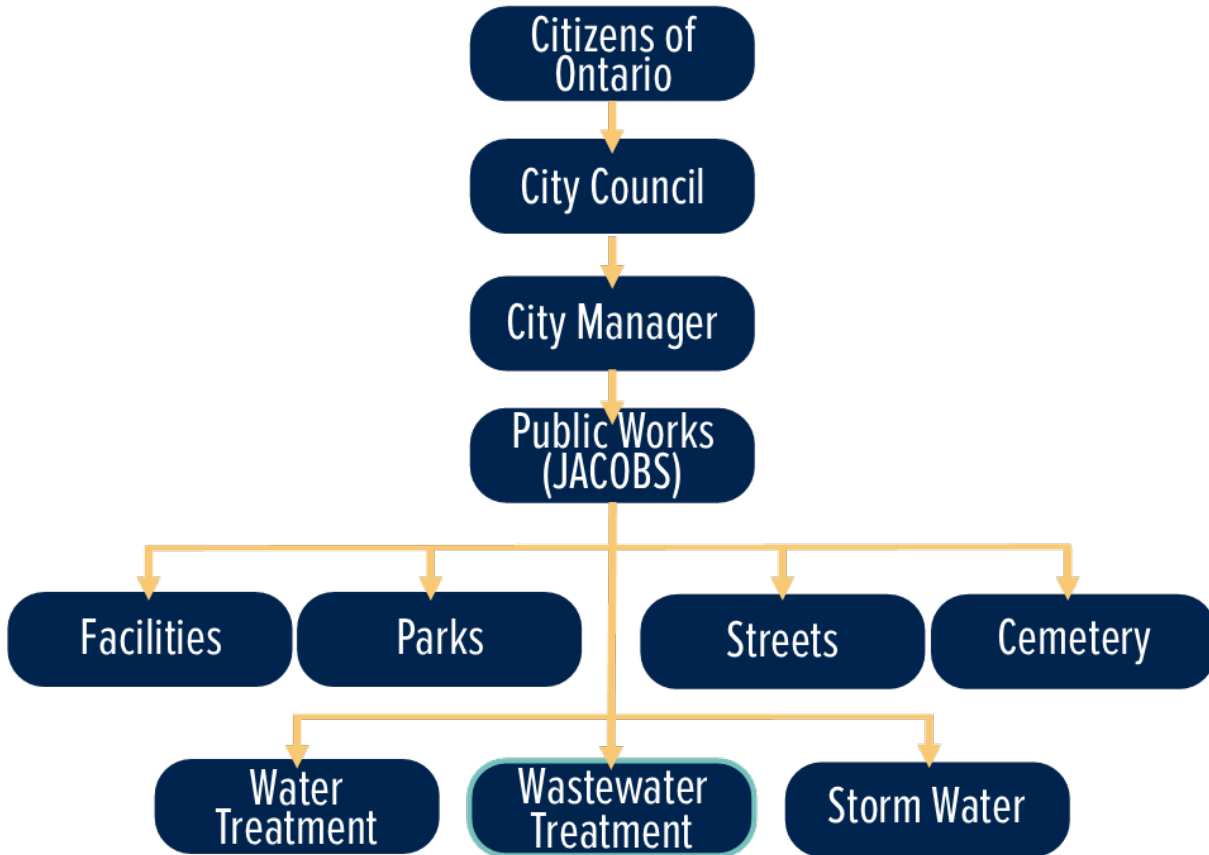
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>STORM WATER REVENUES</b>							
AVAILABLE CASH ON HAND	502,835	478,383	447,005	355,737	355,737	355,737	355,737
INTEREST ON DEPOSIT	4,022	3,433	4,000	1,408	1,408	1,408	1,408
MISC COLLECTIONS	163	8,494	300	300	300	300	300
STORM WATER REV	107,019	110,059	106,000	106,000	106,000	106,000	106,000
OLD SHOP LEASE	-	280	-	-	-	-	-
<b>Grand Total</b>	<b>\$ 614,039</b>	<b>\$ 600,649</b>	<b>\$ 557,305</b>	<b>\$ 463,445</b>	<b>\$ 463,445</b>	<b>\$ 463,445</b>	<b>\$ 463,445</b>
<b>PERSONNEL SERVICES</b>							
EMPLOYER-PAID EMPLOYEE BE	18	-	25	25	25	25	25
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 18</b>	<b>\$ -</b>	<b>\$ 25</b>	<b>\$ 25</b>	<b>\$ 25</b>	<b>\$ 25</b>	<b>\$ 25</b>
<b>MATERIALS &amp; SERVICES</b>							
ADMINISTRATIVE SERVICES	3,822	3,822	3,822	3,822	3,822	3,822	3,822
CONTRACT SERVICES	78,109	81,454	83,277	83,899	83,899	83,899	83,899
DATA PROCESSING	413	702	450	738	738	738	738
ELECTRICITY	19	12	21	-	-	-	-
GENERAL SUPPLIES & MAINT	8	16	100	100	100	100	100
INSURANCE PREM & SURETY	2,266	2,281	2,418	2,928	2,928	2,928	2,928
OFFICE MACHINE CONTRACT	14	17	50	50	50	50	50
POSTAGE	347	313	374	674	674	674	674
PROPERTY TAXES	-	-	-	-	-	-	-
TELEPHONE	-	2	5	5	5	5	5
UTILITY BILLING	176	125	175	175	175	175	175
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 85,179</b>	<b>\$ 89,239</b>	<b>\$ 91,192</b>	<b>\$ 93,591</b>	<b>\$ 93,591</b>	<b>\$ 93,591</b>	<b>\$ 93,591</b>

# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2021 Approved	2021 Adopted
<b>CAPITAL OUTLAY</b>							
24-INCH STORM SYSTEM	-	-	100,000	100,000	100,000	100,000	100,000
AMERICOLD INTERSECTION REPAIR	-	-	5,000	20,000	20,000	20,000	20,000
NORTH DORIAN DITCH	-	-	-	40,000	40,000	40,000	40,000
BLM Sump Pump Project	8,544	-	-	-	-	-	-
DOWNTOWN STORM DRAINS	-	52,878	20,000	-	-	-	-
Storm Drainage Mainline Repair	31,421	25,550	50,000	50,000	50,000	50,000	50,000
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 39,965</b>	<b>\$ 78,428</b>	<b>\$ 175,000</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>	<b>\$ 210,000</b>
<b>TRANSFERS OUT</b>							
PERS ALLOCATION - TRANSFER OUT	3,073	15,365	3,073	3,073	3,073	3,073	3,073
STREET-FRAN FEE - FUND 115	7,420	7,420	7,420	7,420	7,420	7,420	7,420
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 10,493</b>	<b>\$ 22,785</b>	<b>\$ 10,493</b>	<b>\$ 10,493</b>	<b>\$ 10,493</b>	<b>\$ 10,493</b>	<b>\$ 10,493</b>
<b>CONTINGENCY</b>							
OPERATING CONTINGENCY	-	-	280,595	149,336	149,336	149,336	149,336
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 280,595</b>	<b>\$ 149,336</b>	<b>\$ 149,336</b>	<b>\$ 149,336</b>	<b>\$ 149,336</b>
<b>Grand Total</b>	<b>\$ 135,655</b>	<b>\$ 190,452</b>	<b>\$ 557,305</b>	<b>\$ 463,445</b>	<b>\$ 463,445</b>	<b>\$ 463,445</b>	<b>\$ 463,445</b>



## Wastewater Treatment



### Description

The Wastewater Treatment Fund accounts for the care and maintenance of the Wastewater Treatment Plant system. Jacobs provides direct oversight and management of the city’s Wastewater Treatment Plant and wastewater collection systems, including nine lift stations. Jacobs manages the treatment plant to meet all State and Federal regulations related to wastewater treatment and discharge. Also included in this scope are the Skyline and Malheur farm operations.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Wastewater Fund are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

# Section 9: Enterprise Funds

## Accomplishments

- No safety incidents for the year.
- Increased sampling for new NPDES permit.
- No sanitary sewer overflows.
- Five certification upgrades for staff.
- Six 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 approximately 20,000 feet of the collections system.
- Retrofitted and repaired the on-site aeration system located in the lagoons.
- Operators cross-trained for improvement efficiency.
- Implemented new NPDES sampling plan including arsenic, mercury, toxicity, and multiple other analytes.
- Assisted in the Bio-Solids project, moving aerators, mapping solids and mapping areas after the contractor had removed solids.
- New power cables connected to all aerators in Pond #1.
- All irrigation pumps removed and rebuilt.
- Irrigation filter rebuilt at Skyline Farm.
- New pH reduction and monitoring system installed.

## Strategic Impact

- Growth- Wastewater treatment is an integral part of Strategies 2 and 3 of Growth. This fund will be used to continue preparing for city expansion and maintaining and improving existing infrastructure.

## Key Indicators

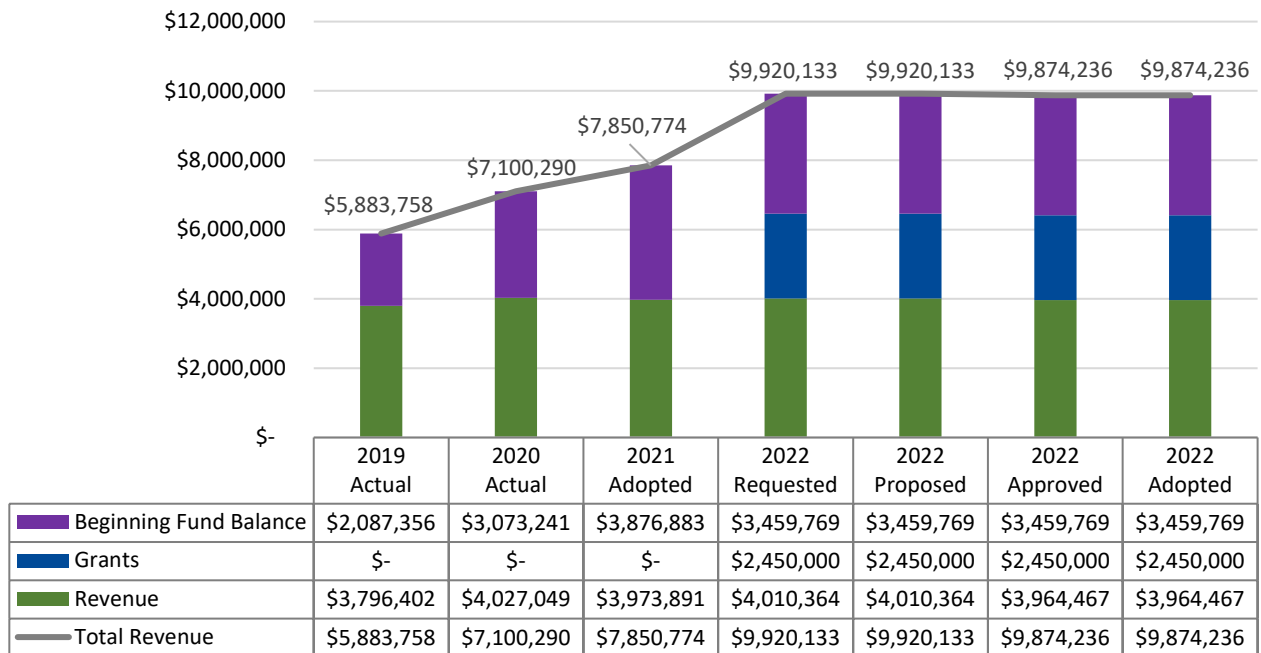
Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected	2021 Target
<b>New or Upgraded Certifications</b>	2	0	2	5	3	1
<b>Treatment Violations</b>	0	0	0	0	0	0
<b>Amount of Lost Time for Recordable Incidents</b>	0	0	0	0	0	0
<b>Gallons per Day</b>	N/A	1,391,506	1,662,816	1,571,000	1,650,000	1,650,000

# Section 9: Enterprise Funds

## Budget Adjustments

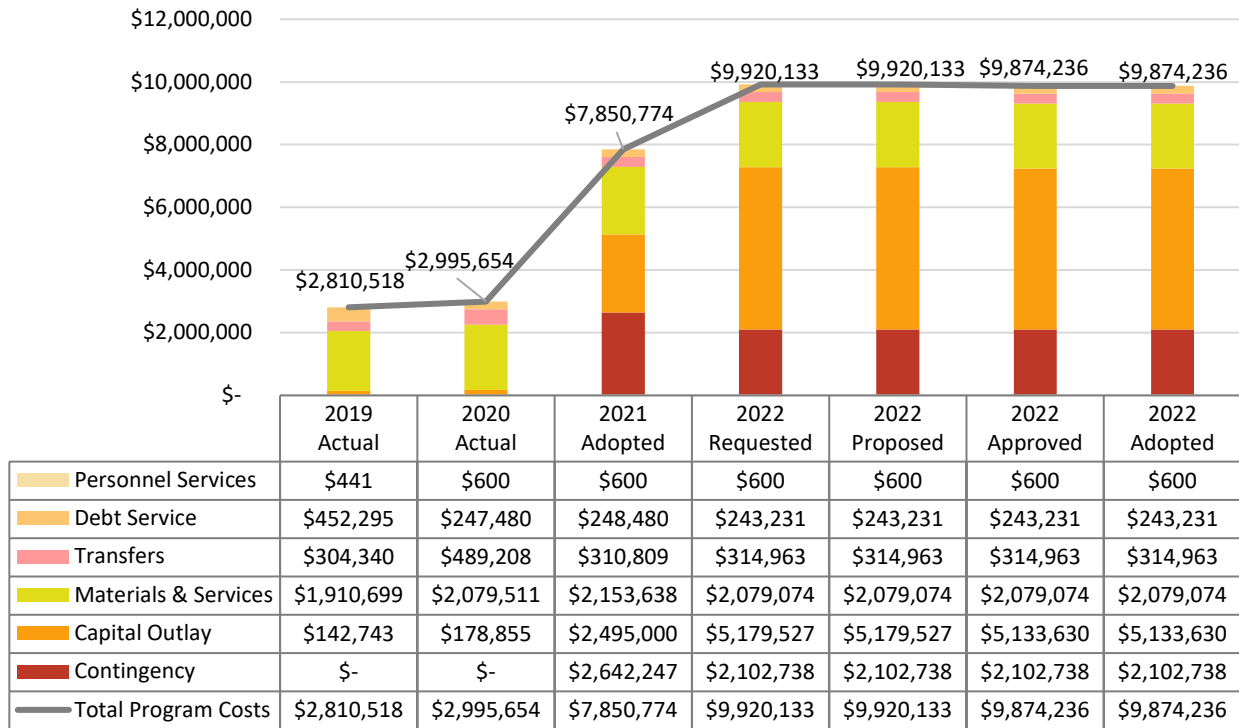
- Jacobs contract increased by 3%.
- Received \$2,450,000 CDBG Grant for \$2.5 million project.
- New capital projects are as follows:
  - Security upgrade \$25k
  - CCTV system \$175k
  - WWTP PLC’s update \$200k
  - Tapadera Lift Station \$850k
  - Facility Plan \$270k
  - Diffuser design & construction \$272k
  - Skyline & Malheur Farm upgrades \$305k
  - Pickup \$35k, Vaccon Sewer Cleaner \$450k, Tractor Mower \$25k

## Wastewater Treatment Revenues



# Section 9: Enterprise Funds

## Wastewater Treatment Expenditures



# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>SEWER REVENUES</b>							
AVAILABLE CASH ON HAND	2,087,356	3,073,241	3,876,883	3,459,769	3,459,769	3,459,769	3,459,769
CROP SALES	127,000	127,000	126,700	126,700	126,700	126,700	126,700
INTEREST ON DEPOSIT	132,806	113,947	130,000	45,715	45,715	45,715	45,715
MISC COLLECTIONS	-	-	-	-	-	-	-
MISC SEWER REVENUE	5,273	(55)	5,000	5,000	5,000	5,000	5,000
PASTURE RENT	1,725	3,200	1,725	3,200	3,200	3,200	3,200
SEPTAGE RECEIVING REVENUE	-	-	-	-	-	-	-
SEWER CONNECTIONS	3,050	1,825	2,000	2,000	2,000	2,000	2,000
SEWER SERVICE REV	3,526,549	3,767,795	3,708,466	3,767,795	3,767,795	3,767,795	3,767,795
OLD SHOP LEASE	-	6,860	-	-	-	-	-
SRCI POWER REIMBURSEMENT	-	3,477	-	14,057	14,057	14,057	14,057
PROPERTY SALES	-	3,000	-	-	-	-	-
DEBT PROCEEDS	-	-	-	45,897	45,897	-	-
CDBG GRANT	-	-	-	2,450,000	2,450,000	2,450,000	2,450,000
<b>Grand Total</b>	<b>\$ 5,883,758</b>	<b>\$ 7,100,290</b>	<b>\$ 7,850,774</b>	<b>\$ 9,920,133</b>	<b>\$ 9,920,133</b>	<b>\$ 9,874,236</b>	<b>\$ 9,874,236</b>
<b>PERSONNEL SERVICES</b>							
EMPLOYER-PAID EMPLOYEE BE	441	600	600	600	600	600	600
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 441</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>

# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>MATERIALS &amp; SERVICES</b>							
ADMINISTRATIVE SERVICES	218,361	218,361	218,361	218,361	218,361	218,361	218,361
NPDES COMPLIANCE PROJECTS	-	4,675	25,000	7,500	7,500	7,500	7,500
BAD DEBT EXPENSE	7,500	-	-	-	-	-	-
BANK CHARGES	132	11,292	10,000	26,000	26,000	26,000	26,000
CONTRACT SERVICES	1,555,140	1,622,442	1,659,308	1,671,158	1,671,158	1,671,158	1,671,158
DATA PROCESSING	5,129	12,217	12,000	12,828	12,828	12,828	12,828
DEQ PERMIT	17,856	13,918	10,000	-	-	-	-
DIFFUSER DESIGN & CONSTRUCTIONPLAN	-	-	35,000	-	-	-	-
DISCHARGE PERMIT FEE	10,476	10,787	11,000	13,000	13,000	13,000	13,000
ELECTRICITY	5,137	7,095	10,000	16,070	16,070	16,070	16,070
GENERAL SUPP & MAINT	48	9,121	500	500	500	500	500
INSURANCE PREM & SURETY B	62,323	62,720	66,515	80,516	80,516	80,516	80,516
IRRIGATION WATER PURCHASE	8,813	8,249	12,500	12,500	12,500	12,500	12,500
MERCURY MINIMIZATION PLAN	-	5,804	10,000	-	-	-	-
MIXING ZONE STUDY	-	78,358	5,000	-	-	-	-
OFFICE MACH CONTRACT	353	413	1,000	1,000	1,000	1,000	1,000
OFFICE SUPPLIES	151	142	200	200	200	200	200
POLLUTANT SOURCE ID & REDUCTION	-	-	50,000	-	-	-	-
POSTAGE	8,490	7,672	9,163	11,300	11,300	11,300	11,300
PRINT / AD / RECORD	-	63	1,000	1,000	1,000	1,000	1,000
PROFESSIONAL SERVICES	6,151	3,075	3,291	3,291	3,291	3,291	3,291
PROPERTY TAX	-	-	-	50	50	50	50
TELEPHONE	323	47	300	300	300	300	300
UTILITY BILLING	4,315	3,060	3,500	3,500	3,500	3,500	3,500
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 1,910,699</b>	<b>\$ 2,079,511</b>	<b>\$ 2,153,638</b>	<b>\$ 2,079,074</b>	<b>\$ 2,079,074</b>	<b>\$ 2,079,074</b>	<b>\$ 2,079,074</b>

# Section 9: Enterprise Funds

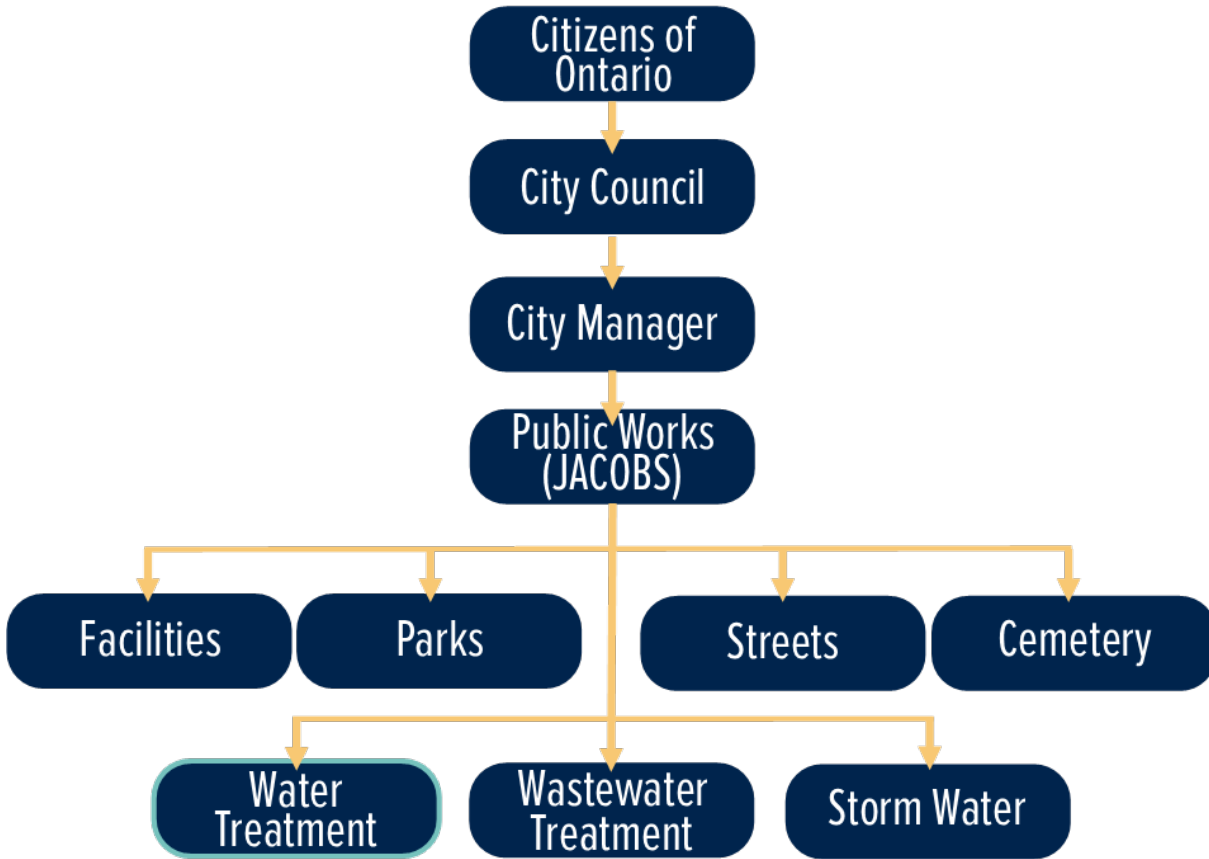
Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CAPITAL OUTLAY</b>							
SECURITY UPGRADE	-	10,937	-	25,000	25,000	25,000	25,000
AERATORS	-	-	-	-	-	-	-
CCTV SYSTEM	-	-	-	175,000	175,000	175,000	175,000
WWTP PLC'S UPDATE	-	-	-	200,000	200,000	200,000	200,000
TAPADERA LIFT STATION	-	-	-	850,000	850,000	850,000	850,000
CDBG WW PROJECT	-	-	-	2,500,000	2,500,000	2,500,000	2,500,000
FACILITY PLAN	-	-	-	270,000	270,000	270,000	270,000
POLLUTANT SOURCE IDENTIFICATION	-	-	-	-	-	-	-
DIFFUSER DESIGN & CONSTRUCTION	-	-	-	272,000	272,000	272,000	272,000
FLOW PACING (VFD'S)	-	-	-	72,527	72,527	26,630	26,630
BIOSOLIDS MAPPING & DESIGN	-	-	35,000	-	-	-	-
CAPITAL OUTLAY	-	-	10,000	-	-	-	-
CHLORINE ANALYZER	-	-	15,000	-	-	-	-
EQUIP PURCH	47,493	26,979	35,000	510,000	510,000	510,000	510,000
PH ADJUSTMENT	-	14,900	10,000	-	-	-	-
POLE BARN - EQUIP STORAGE	-	-	25,000	-	-	-	-
PUSH CAMERA	8,970	-	-	-	-	-	-
SCADA UPGRADE	-	8,069	-	-	-	-	-
SKID CAMERA	69,112	-	-	-	-	-	-
SKYLINE & MALHEUR FARM UPGRADES	-	84,932	50,000	305,000	305,000	305,000	305,000
SKYLINE FARM BOOSTER PUMP	-	-	15,000	-	-	-	-
SLUDGE REMOVAL	-	33,038	2,300,000	-	-	-	-
SRCI 37 MH REPLACEMENT	17,168	-	-	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 142,743</b>	<b>\$ 178,855</b>	<b>\$ 2,495,000</b>	<b>\$ 5,179,527</b>	<b>\$ 5,179,527</b>	<b>\$ 5,133,630</b>	<b>\$ 5,133,630</b>

# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>DEBT SERVICE</b>							
OECD WW IMPR LOAN - 2008	250,357	247,480	248,480	243,231	243,231	243,231	243,231
RLF #R70612 -- 2000-2020	201,938	-	-	-	-	-	-
<b>DEBT SERVICE TOTAL</b>	<b>\$ 452,295</b>	<b>\$ 247,480</b>	<b>\$ 248,480</b>	<b>\$ 243,231</b>	<b>\$ 243,231</b>	<b>\$ 243,231</b>	<b>\$ 243,231</b>
<b>TRANSFERS OUT</b>							
PERS ALLOCATION - TRANSFER OUT	51,217	256,085	51,217	51,217	51,217	51,217	51,217
STREET-FRAN FEE - FUND 110	233,123	233,123	259,592	263,746	263,746	263,746	263,746
TRANSFER OUT	20,000	-	-	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 304,340</b>	<b>\$ 489,208</b>	<b>\$ 310,809</b>	<b>\$ 314,963</b>	<b>\$ 314,963</b>	<b>\$ 314,963</b>	<b>\$ 314,963</b>
<b>CONTINGENCY</b>							
OPERATING CONTINGENCY	-	-	2,642,247	2,102,738	2,102,738	2,102,738	2,102,738
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,642,247</b>	<b>\$ 2,102,738</b>	<b>\$ 2,102,738</b>	<b>\$ 2,102,738</b>	<b>\$ 2,102,738</b>
<b>Grand Total</b>	<b>\$ 2,810,517</b>	<b>\$ 2,995,654</b>	<b>\$ 7,850,774</b>	<b>\$ 9,920,133</b>	<b>\$ 9,920,133</b>	<b>\$ 9,874,236</b>	<b>\$ 9,874,236</b>



## Water Treatment



### Description

The Water Fund accounts for all the care and maintenance of the Water Treatment Plant system. Jacobs 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. The city uses two sources for water: The Snake River and water wells located near the river.

### Objectives and Performance Measures

#### Objectives

- Objectives and key indicators for the Water Treatment Fund are currently under review. Complete objectives will be published in the FY 22-23 Budget. (See General Fund Overview for more details.)

# Section 9: Enterprise Funds

## Accomplishments

- No safety incidents for the year.
- No non-compliance events for the year.
- Arsenic sampling throughout system in support of NPDES permit.
- Conducted an in-house evaluation of sampling compliance schedules on disinfection by products study.
- Optimize the treatment processes through computer programs weekly.
- All reservoirs and river intake were inspected by divers.
- Rehabbed 2 wells.
- Repaired water main leaks on SE 2nd Street, Central Drive, SE 5th Avenue, and SE 3rd Avenue.
- Rotated shifts 24/7 to back flush river intake pumps until divers could clear debris from the river intake screens.
- Modified the SCADA system to flow pace river intake pumps to meet demand.

## Strategic Impact

- Growth- Water treatment is an integral part of Strategies 2 and 3 of Growth. This fund will be used to continue preparing for city expansion and maintaining and improving existing infrastructure.

## Key Indicators

Indicator	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Projected	2021 Target
Lost Time or Recordable Incidents	0	0	0	0	0	0
Treatment Violations	0	0	0	0	0	0
Fire Hydrant Inspection and Flushing (100%)	647	647	659	40	666	666
New or Upgraded Inspections	2	2	3	2	2	6
Water Service Inspections (100%)	3,845	3,845	3,845	3,845	3845	3,845
Valve Exercising (100%)	1,889	1,889	500	500	500	500

*Note: Only the dead-end water mains were flushed in 2020.*

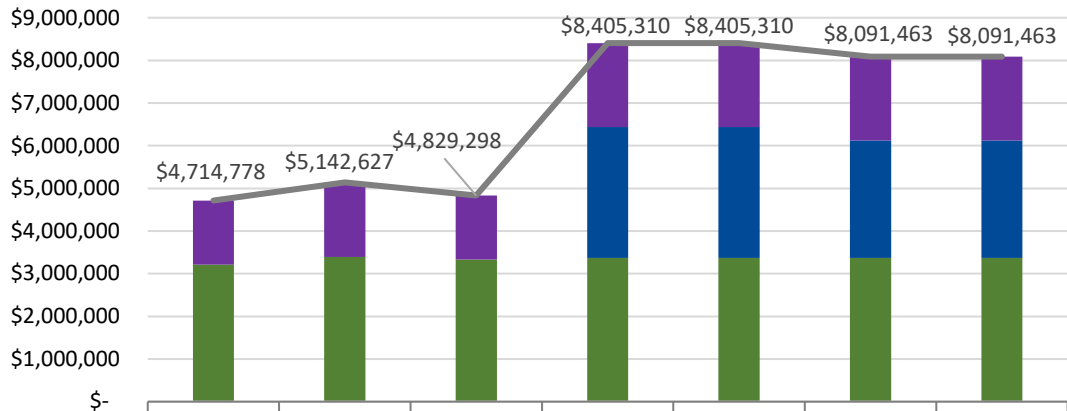
## Budget Adjustments

- Jacobs contract increased by 3%.
- Anticipating new debt \$3,063,847.
  - Increase WTP capacity \$2,750,000.
- New capital projects are as follows:
  - Security upgrade \$15,000.
  - Reservoir improvements \$27,000.
  - Well 14 Flow Meter \$7,500.
  - Automatic backwash system \$50,000.
  - Chlorine generation system \$7,500.
  - Effluent control valve controllers \$25,000.

# Section 9: Enterprise Funds

- Floc mechanism and sediment basis \$50,000.
- Heinz meter signal \$40,000.
- Westech \$15,000.
- Booster pumps \$175,000.
- WTP pumps upgrade \$531,712.
  - Partial carryover (WTP pumps \$275k)
- WTP facility improvements \$52,500.
- Vibration analysis \$60,000.
- Chlorine analyzer \$16,400.
- Microchlor cell replacement \$15,000.
  - Rebuild instead of purchasing new ones.
- UTV purchase \$16,000.
- Solids removal \$50,000.
- Turbidimeter \$18,000.
- Well rehabilitation \$25,000.

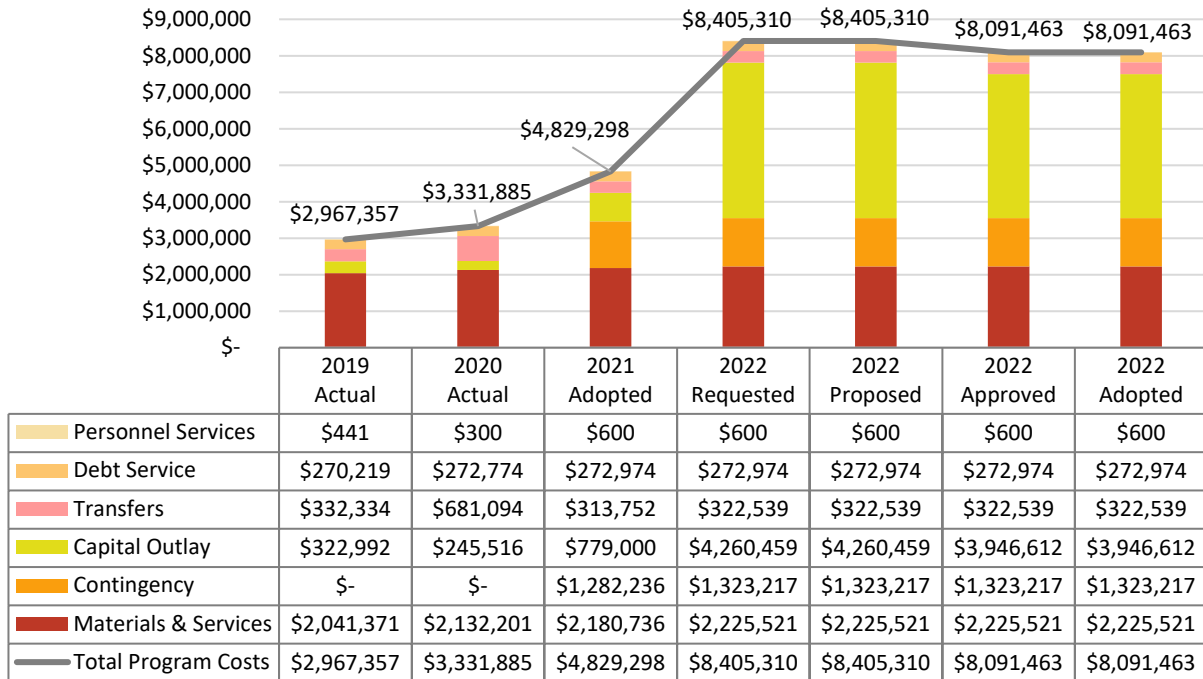
### Water Treatment Revenues



	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
Beginning Fund Balance	\$1,502,532	\$1,747,420	\$1,496,533	\$1,969,770	\$1,969,770	\$1,969,770	\$1,969,770
Debt Proceeds	\$-	\$-	\$-	\$3,063,847	\$3,063,847	\$2,750,000	\$2,750,000
Revenue	\$3,212,246	\$3,395,207	\$3,332,765	\$3,371,693	\$3,371,693	\$3,371,693	\$3,371,693
Total Revenue	\$4,714,778	\$5,142,627	\$4,829,298	\$8,405,310	\$8,405,310	\$8,091,463	\$8,091,463

# Section 9: Enterprise Funds

## Water Treatment Expenditures



# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>WATER REVENUES</b>							
AVAILABLE CASH ON HAND	1,502,532	1,747,420	1,496,533	1,969,770	1,969,770	1,969,770	1,969,770
CONNECTIONS & OTHER RECEI	32,720	38,276	21,580	30,000	30,000	30,000	30,000
INTEREST ON DEPOSIT	98,543	84,112	130,000	35,000	35,000	35,000	35,000
MISC COLLECTIONS	-	-	-	-	-	-	-
MISC WATER REVENUE	23,994	20,699	16,000	16,000	16,000	16,000	16,000
WATER BILLING REV	3,056,989	3,245,260	3,165,185	3,290,693	3,290,693	3,290,693	3,290,693
OLD SHOP LEASE	-	6,860	-	-	-	-	-
DEBT PROCEEDS	-	-	-	3,063,847	3,063,847	2,750,000	2,750,000
<b>Grand Total</b>	<b>\$ 4,714,778</b>	<b>\$ 5,142,627</b>	<b>\$ 4,829,298</b>	<b>\$ 8,405,310</b>	<b>\$ 8,405,310</b>	<b>\$ 8,091,463</b>	<b>\$ 8,091,463</b>
<b>PERSONNEL SERVICES</b>							
EMPLOYER-PAID EMPLOYEE BE	441	300	600	600	600	600	600
<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 441</b>	<b>\$ 300</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>	<b>\$ 600</b>
<b>MATERIALS &amp; SERVICES</b>							
ADMINISTRATIVE SERVICES	209,341	209,341	209,341	209,341	209,341	209,341	209,341
BANK CHARGES	132	11,292	10,000	26,000	26,000	26,000	26,000
CONTRACT SERVICES	1,749,436	1,824,819	1,866,339	1,879,606	1,879,606	1,879,606	1,879,606
DATA PROCESSING	6,124	12,092	11,150	11,708	11,708	11,708	11,708
ELECTRICITY	460	302	1,000	-	-	-	-
GENERAL SUPP & MAINT	48	184	-	-	-	-	-
INSURANCE PREM & SURETY B	62,323	62,720	65,856	80,516	80,516	80,516	80,516
OFFICE MACH CONTRACT	353	413	1,000	1,000	1,000	1,000	1,000
OFFICE SUPPLIES	151	142	200	200	200	200	200
POSTAGE	8,490	7,672	10,000	11,300	11,300	11,300	11,300
PRINT / AD / RECORD	-	63	-	-	-	-	-
PROPERTY TAXES	57	61	2,500	2,500	2,500	2,500	2,500
TELEPHONE	141	40	150	150	150	150	150
UTILITY BILLING	4,315	3,060	3,200	3,200	3,200	3,200	3,200
<b>MATERIALS &amp; SERVICES TOTAL</b>	<b>\$ 2,041,371</b>	<b>\$ 2,132,201</b>	<b>\$ 2,180,736</b>	<b>\$ 2,225,521</b>	<b>\$ 2,225,521</b>	<b>\$ 2,225,521</b>	<b>\$ 2,225,521</b>

# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>CAPITAL OUTLAY</b>							
ADDITIONAL DRYING BED	-	-	30,000	-	-	-	-
RIVER INTAKE SCREENS	-	10,351	-	-	-	-	-
SECURITY UPGRADE	-	11,587	-	15,000	15,000	15,000	15,000
RESERVOIR IMPROVEMENTS	-	18,545	15,000	27,000	27,000	27,000	27,000
WELL 14 - FLOW METER	-	-	-	7,500	7,500	7,500	7,500
AUTOMATIC BACKWASH SYSTEM	-	-	-	50,000	50,000	50,000	50,000
CHLORINE GENERATION SYSTEM	-	-	-	7,500	7,500	7,500	7,500
EFFLUENT CONTROL VALVE CONTROLLER	-	-	-	25,000	25,000	25,000	25,000
FLOC MECHANISM AND SEDIMENT BASIS	-	-	-	50,000	50,000	50,000	50,000
HEINZ METER SIGNAL	-	-	-	40,000	40,000	40,000	40,000
WESTECH	-	-	-	15,000	15,000	15,000	15,000
BOOSTER PUMP (EASTSIDE)	-	-	-	85,000	85,000	85,000	85,000
BOOSTER PUMP (WESTSIDE)	-	-	-	90,000	90,000	90,000	90,000
WTP PUMPS	-	-	-	845,559	845,559	531,712	531,712
WTP FACILITY IMPROVEMENTS	-	-	-	52,500	52,500	52,500	52,500
VIBRATION ANALYSIS	-	-	-	60,000	60,000	60,000	60,000
BAFFLE WALL REPLACEMENT	40,243	-	-	-	-	-	-
BENCH MILLINGS	-	-	7,500	-	-	-	-
CHEMICAL STORAGE ROOM	-	-	50,000	-	-	-	-
CHLORINE ANALYZER	6,995	-	10,000	16,400	16,400	16,400	16,400
CLEAN & REPAIR SLOUGH	-	-	30,000	-	-	-	-
CYANO-TOXIN PREP	-	-	-	-	-	-	-
EQUIP PURCH	73,400	22,948	75,000	16,000	16,000	16,000	16,000
FLAIL MOWER	-	-	10,000	-	-	-	-
MICROCHLOR CELL REPLACEMENT	26,202	20,065	30,000	15,000	15,000	15,000	15,000
PAVE AT WTP	-	-	6,500	-	-	-	-
PHASE 2- INCREASE WTP CAPACITY	-	-	150,000	2,750,000	2,750,000	2,750,000	2,750,000
POLE BAR - EQUIP STORAGE	-	-	25,000	-	-	-	-
SOLAR BEE	-	-	-	-	-	-	-
SOLIDS REMOVAL	50,000	12,500	-	50,000	50,000	50,000	50,000
TURBIDIMETER REPLACEMENT	-	-	10,000	18,000	18,000	18,000	18,000
WASH ARMS	48,708	-	-	-	-	-	-
WATER LINE	22,944	-	-	-	-	-	-
WATER MASTER PLAN	54,500	96,870	-	-	-	-	-
WELL REHABS	-	38,150	15,000	25,000	25,000	25,000	25,000
WTP AUDIT PROJECTS	-	-	-	-	-	-	-
WTP ELECTRICAL SUPPLY UPGRADE	-	14,500	-	-	-	-	-
WTP LABORATORY UPGRADE	-	-	40,000	-	-	-	-
WTP MOTORS	-	-	275,000	-	-	-	-
<b>CAPITAL OUTLAY TOTAL</b>	<b>\$ 322,992</b>	<b>\$ 245,516</b>	<b>\$ 779,000</b>	<b>\$ 4,260,459</b>	<b>\$ 4,260,459</b>	<b>\$ 3,946,612</b>	<b>\$ 3,946,612</b>

## City of Ontario 2021-2022 Budget

# Section 9: Enterprise Funds

Description	2019 Actual	2020 Actual	2021 Adopted	2022 Requested	2022 Proposed	2022 Approved	2022 Adopted
<b>DEBT SERVICE</b>							
WTP UPGRADE DEBT SRVC	270,219	272,774	272,974	272,974	272,974	272,974	272,974
<b>DEBT SERVICE TOTAL</b>	<b>\$ 270,219</b>	<b>\$ 272,774</b>	<b>\$ 272,974</b>	<b>\$ 272,974</b>	<b>\$ 272,974</b>	<b>\$ 272,974</b>	<b>\$ 272,974</b>
<b>TRANSFERS OUT</b>							
PERS ALLOCATION - TRANSFER OUT	92,190	460,950	92,190	92,190	92,190	92,190	92,190
STREET FUND EXP - FUND 105	220,144	220,144	221,562	230,349	230,349	230,349	230,349
TRANSF TO GRANT FUND	20,000	-	-	-	-	-	-
<b>TRANSFERS OUT TOTAL</b>	<b>\$ 332,334</b>	<b>\$ 681,094</b>	<b>\$ 313,752</b>	<b>\$ 322,539</b>	<b>\$ 322,539</b>	<b>\$ 322,539</b>	<b>\$ 322,539</b>
<b>CONTINGENCY</b>							
OPERATING CONTINGENCY	-	-	1,282,236	1,323,217	1,323,217	1,323,217	1,323,217
<b>CONTINGENCY TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,282,236</b>	<b>\$ 1,323,217</b>	<b>\$ 1,323,217</b>	<b>\$ 1,323,217</b>	<b>\$ 1,323,217</b>
<b>Grand Total</b>	<b>\$ 2,967,358</b>	<b>\$ 3,331,886</b>	<b>\$ 4,829,298</b>	<b>\$ 8,405,310</b>	<b>\$ 8,405,310</b>	<b>\$ 8,091,463</b>	<b>\$ 8,091,463</b>



# Appendix

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the Budget.....264



Jacobs Field Services



Treasure Valley Community College



National Guard Building



Malheur Butte



## Glossary

**Account Number** System of numbering or otherwise designating accounts in such a manner that the used number identifies the nature of the financial transaction being recorded.

**Accrual Basis** Method of accounting that recognizes the financial effect of transactions, events, and inter-fund activities when they occur, regardless of the timing of related cash flows.

**Adopted Budget** The official expenditure plan adopted the by the Council for a fiscal year.

**Ad Valorem** Imposed at a rate percent of value (tax on goods).

**Appropriation** An authorization granted by a legislative body to incur obligations and to expend public funds for a stated purpose. An appropriation is usually limited in amount and as to the time when it may be expended.

**Assessed Valuation** Valuation set upon real estate or other property by a government as a basis for levying taxes.

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

**Audit** A formal examination of an organization or individual's accounts or financial situation.

**Authority** A government or public agency created to perform a single function or a restricted group of related activities.

**Balanced Budget** A budget in which estimated revenues is equal to or greater than estimated expenditures.

**Basis** Basis (of accounting) relates to the timing of the measurement made, or in other words, to when revenues, expenditures, expenses, and transfers are recognized in the accounts and reported in the financial statements of an entity.

**Bond** A written promise to pay a specified sum of money at a specified date in the future together with periodic interest at a specific rate.

**Bond Rating** A grade given to bonds that indicates their credit quality. Private independent rating services such as Standard & Poor's, Moody's and Fitch provide these evaluations of a bond issuer's financial strength, or its the ability to pay a bond's principal and interest in a timely fashion.

**Budget** A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them, usually for a period of one year.

**Budget Adjustment** A legal procedure utilized by city staff and the Ontario City Council to revise a budget appropriation.

**Budget Calendar** The schedule of key dates which a government follows in the preparation and adoption of the budget.

**Budget Message** A written policy and financial overview of the city.

**Budgetary Basis** Refers to the form of accounting utilized throughout the budget process. Takes one of three forms: Cash, Modified Accrual or Full Accrual

**Capital Improvement Plan (CIP)** A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from long-term work programs. Capital expenditures of significant amounts of money involving major construction and acquisition are usually included in the capital improvement plan (CIP).

**Capital Lease** A lease that meets one or more of the following criteria, meaning it is classified as a purchase by the lessee: the lease term is greater than 75% of the property's estimated economic life; the lease contains an option to purchase the property for less than fair market value; ownership of the property is transferred to the lessee at the end of the lease term; or the present value of the lease payments exceeds 90% of the fair market value of the property.

**Capital Outlay** A disbursement of money which results in the acquisition of, or addition to, fixed assets. The item must have a purchase price greater than \$5000 and a life of over one-year to be a capital item.

**Capital Projects Fund** A fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

**Comprehensive Annual Financial Report (CAFR)** Financial report that contains, at a minimum, three sections: 1) introductory, 2) financial, and 3) statistical, and whose financial section provides information on each individual fund and component unit.

**Component Unit** Legally separate organization for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the nature and significance of their relationship with a primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

**Contingency** An estimated amount of funds needed for deficiency, contingent or emergency purposes.

**Deficit** An excess of liabilities and reserves of a fund over its assets.

**Debt** Something owed, obligation.

**Debt Service** Cash required over a given period for the repayment of interest and principal on outstanding bond debt.

**Debt Service Fund** Fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Department** A major operating budget area of the city which includes overall management for an activity or group of related activities with possibly one or more sub-activities.

**Depreciation** (1) Expiration in the service life of fixed assets, other than wasting assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a fixed asset other than a wasting asset which is charged as an expense during a particular period.

**Distinguished Budget Presentation Awards Programs** A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget and other financial documents.

**Employee Benefits** Compensation given to employees in addition to regular salaries and wages. Such compensation often includes but is not limited to employer sponsored benefits for health care or life insurance, travel reimbursements, vacation and sick pay

**Enterprise Funds** Proprietary fund types used to report an activity for which a fee is charges to external users for goods and services. Enterprise funds finance the jail commissary, copy center, sewer and wastewater treatment services.

**Expenditures** Under the current financial resources measurement focus, decreases in net financial resources now properly classified as other financing uses.

**Fiduciary Funds** Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

**Fiscal Year** A twelve-month period of time to which the annual budget applies. The city's fiscal year is from July 1 to June 30.

**Fixed Assets** Equipment and other capital items used in governmental fund type operations and are accounted for in the General Fixed Assets Group of Accounts rather than in the government funds. Such assets, which are recorded as expenditures at the time of purchase, do not include certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks, and lighting systems. No depreciation has been provided on general fixed assets.

**Fund** A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and charges therein, which are segregated for the purpose of carrying on specific activities.

**Fund Accounting** The accounts of the city are organized on the basis of funds and account groups in order to report on its financial position and results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

**Fund Balance** Difference between assets and liabilities reported in a governmental fund.

**General Fund** One of five governmental fund types. The general fund typically serves as the chief operation fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund.

**Governmental Funds** Funds generally used to account for tax-supported activities. There are five different types of governmental funds; the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds.

**Grants** Contributions or gifts of cash or other assets from another government, business or foundation to be used or expended for a specified purpose, activity or facility.

**Interfund Transfer** Flows of assets (such as cash or goods) between funds and blended component units of the primary government with a requirement for repayment.

**Internal Service Funds** Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

**Liability** Obligated according to law or equity.

**Line Item** A unit of budgeted expense used to classify expenditures by item or category. A line item establishes the permissible level of expenditure for an item.

**Line Item Budget** A budget that emphasizes allocations of resources to given organizational units for particular expenditures such as, salaries, supplies, services and equipment. Line item budgets may be organized to provide accountability at varying levels, such as on department, division, or agency levels.

**Mandate** A formal order from a superior court or official to an inferior one.

**Millage / (Mill)** One thousandth of dollar of assessed taxable value, meaning that one mill is worth \$1 of tax per \$1,000 of assessed taxable value.

**Mission Statement** A brief description of functions and objectives rendered by an organization for the community it serves.

**Modified Accrual** Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two important ways 1) revenues are not recognized until they are measurable and available, and 2) expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred (if earlier).

**Net Assets** Assets remaining after the deduction of all charges, outlay, or loss.

**Non-Departmental** Expenditures for purposes that are not related to a specific department or agency but relate to the overall operations of general government.

**Object of Expenditure** In the context of the classification of expenditures, the article purchased or the service obtained, rather than the purpose for which the article or service was purchased or obtained (e.g., personal services, contractual services, materials and supplies).

**Obligations** Amounts which a government may be required legally to meet out of its resources. They include not only actual liabilities, but also unliquidated encumbrances.

**Other Post Employment Benefits (OPEB)** Postemployment benefits other than pension benefits. Other postemployment benefits (OPED) include postemployment healthcare benefits, regardless of the type of plan that provides them, and all postemployment benefits provided separately from a pension plan, excluding benefits defined as termination offers and benefits.

**Operating Budget** The authorized revenues and expenditures for on-going municipal services and the primary means by which government spending is controlled. The life span of an operating budget typically is one year or less.

**Operating Revenues and Expenses** Cost of goods sold and services provided to customers and the revenue thus generated.

**Ordinance** A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

**Other Charges** An expenditure object within an activity, which includes professional services, rents, utilities, and training, as examples.

**Strategic Outcomes** Desired output-oriented accomplishments which can be measured within a given time period and are related to the city's strategic plan.

**Personnel Services** An expenditure object within an activity that includes payroll and all fringe benefits.

**Policy** A plan, course of action or guiding principle, designed to set parameters for decisions and actions.

**Proprietary Funds** Funds that focus on the determination of operating income, changes in net assets ( or cost recover), financial position and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds.

**Resolution** A special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.

**Revenue** An addition to the assets of a fund which does not increase a liability, does not represent a recovery of an expenditure, does not represent the cancellation of a liability without a corresponding increase in any other liability or a decrease in assets, and does not represent a contribution of fund capital in enterprise or in intra-governmental service funds.

**Revenue Bonds** Bonds whose principal and interest are payable only from earnings of an Enterprise Fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the Enterprise Fund's property.

**Self Insurance** Self funded insurance plan.

**Securities** Bonds, notes, mortgages, or other forms of negotiable or nonnegotiable instruments.

**Special Assessment Fund** Fund used to account for the construction and financing of public improvements provided in benefiting districts, which are to be paid, at least in part, from an assessment against the benefited property.

**Special Revenue Fund** Governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes

**Statute** A law enacted by a legislature body, under constitutional authority, that becomes law, governing conduct within its scope. Statutes are enacted to prescribe conduct, define crimes, create inferior government bodies, appropriate public monies, and in general promote the public welfare.

**Surplus** An excess of the assets of a fund over its liabilities and reserves.

**Taxes** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments.

**Taxing Authority** The government entity given authority by voter referendum or legislative action to levy a tax for the purpose of financing services performed for the common benefit.

**Temporary Restraining Order** A temporary restraining order is a temporary order of a court to preserve current conditions as they are until a hearing is held at which both parties are present.

**Transfers In/Out** A legally authorized funding transfer between funds in which one fund is responsible for the initial receipt and the other fund is responsible for the actual disbursement.

**Trust Fund** Funds used to account for assets by a government in a trustee capacity for individuals, private organizations, other governments, and/or other funds.

**Unreserved Fund Balance** The Unreserved Fund Balance represents that portion of a governmental fund's net assets that is available for appropriation. Unrestricted Net assets represent that portion of net assets that is neither restricted nor invested in capital assets (net of related debt).

**User Fees** An excise tax usually in the form of a license or supplemental charge levied to fund a public service

**Voucher** A written document, which evidences the propriety of transactions and usually indicates the accounts in which they are to be recorded.

## Glossary of Acronyms

Acronym	Meaning
8C	Ontario School District
ADA	American’s with Disabilities Act
AHA	Activity Hazard Analysis
ARC	Annual Required Contribution
BLM	Bureau of Land Management
CBD	Cannabidiol
CDBG	Community Development Block Grant
CIP	Capital Improvement Projects
CLG	Certified Local Government
CORE	Commitment, Openness, Respect, Efficiency
CPA	Certified Public Accountant
DLCD	Department of Land Conservation and Development
DMV	Department of Motor Vehicles
EPA	Environmental Protection Agency
ESCO	Energy Savings Corporation
FAA	Federal Aviation Agency
FBO	Fixed Base Operator
FEMA	Federal Emergency Management Administration
FTE	Full-Time Employee
FY	Fiscal Year
GC	Golf Course
GF	General Fund
HB	House Bill
IT	Information Technology
KONO	Ontario Municipal Airport
LID	Local Improvement District
LOC	League of Oregon Cities
MMC	Microsoft Management Console
MOA	Memorandum of Agreement
NPDES	National Pollutant Discharge Elimination System
ODEQ	Oregon Department of Environmental Quality
ODOT	Oregon Department of Transportation
OECD	Oregon Economic and Community Development Department
OIC	Oregon Inspector Certification
OPD	Ontario Police Department

Acronym	Meaning
OSS	Ontario Sanitary Service
P2P	Poverty to Prosperity
PERS	Public Employee Retirement System
PSUCPR	Portland State University Center for Population Research
PTP	Pre-Task Plans
P&Z	Planning and Zoning
SB	Senate Bill
SCADA	Supervisory Control and Data Acquisition
SDC	System Development Charge
SEAT	Single Engine Air Tankers
SOP	Standard Operating Procedure
SRCI	Snake River Correctional Institute
SREDA	Snake River Economic Development Alliance
STEAM	Science, Technology, Engineering, Arts, Math
STP	Surface Transportation Program
TOT	Transient Occupancy Tax
TVCC	Treasure Valley Community College
UAL	Unfunded Accrued Liability
UCF	Utility Capitalization Fees
V&C	Visitors and Conventions
WTP	Water Treatment Plant
WW	Wastewater





RESOLUTION #2021-113

A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2021-2022

- WHEREAS,** The City of Ontario Budget Committee held advertised public hearings on March 9, 10 and 11, 2021 to review the proposed budget; and
- WHEREAS,** The Budget Committee approved a revised budget to review by the Ontario City Council; and
- WHEREAS,** The Ontario City Council having held an advertised public hearing on April 20, 2021, wishes to adopt the approved budget as recommended.

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the Ontario City Council hereby adopts the annual budget for Fiscal Year 2021-2022 in the total of \$51,231,048 now on file at Ontario City Hall.

**BE IT RESOLVED** that amounts for the annual budget for the fiscal year beginning July 1, 2021, and for the purposes shown below are hereby appropriated as follows:

<b>001 - GENERAL FUND</b>	Appropriated Budget 2021-2022
Administration	\$535,334
Administrative Overhead	413,980
City Council	28,359
Non-Departmental Appropriations	379,015
Business Registrations	1,100
Cemetery	206,775
Community Development	192,607
Finance	254,736
Fire	1,884,340
Police Reserve	2,625
Code Enforcement	151,348
Parks	339,707
Police	4,171,983
Technology	193,641
Capital Outlay	618,650
Interfund Transfers	3,730,818
Contingencies	175,650
<b>TOTAL REQUIREMENTS.....</b>	<b>\$13,280,668</b>
* <i>Unappropriated Ending Fund Balance</i>	<i>\$1,700,000</i>



<b>002 – MARIJUANA ENFORCEMENT FUND</b>	Appropriated Budget 2021-2022
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*Public Safety – Marijuana Enforcement*

Personnel Services	\$30,000
<b>TOTAL REQUIREMENTS.....</b>	<b>\$30,000</b>

<b>010 - GRANT FUNDS</b>	Appropriated Budget 2021-2022
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Grants	\$152,500
<b>TOTAL REQUIREMENTS.....</b>	<b>\$152,500</b>

<b>027 – BUILDING FUND</b>	Appropriated Budget 2021-2022
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*Building Program*

Personnel Services	\$165,070
Materials & Services	33,666
Interfund Transfers	2,209
Contingencies	192,519
<b>TOTAL REQUIREMENTS.....</b>	<b>\$393,464</b>

<b>030 - CAPITAL PROJECTS FUND</b>	Appropriated Budget 2021-2022
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Special Projects	\$1,000
Public Works – Utility Capitalization Fee	865,000
E. Idaho Avenue	68,704
Park Improvements	4,000
W. Idaho Ext	118,977
Fire Apparatus	1,450,000
Downtown Attraction	8,513
SRCI Wastewater	500,000
SRCI Water	10,875
Contingencies	2,758,828
<b>TOTAL REQUIREMENTS.....</b>	<b>\$5,785,897</b>

<b>031 - SDC FUND</b>	Appropriated Budget 2021-2022
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System Development Charge Projects	\$539,542
<b>TOTAL REQUIREMENTS.....</b>	<b>\$539,542</b>

<b>045 - STREET FUND</b>	Appropriated Budget 2021-2022
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Street Maintenance	\$6,048,299
<b>TOTAL REQUIREMENTS.....</b>	<b>\$6,048,299</b>

<b>050 - TRUST FUNDS</b>	Appropriated Budget 2021-2022
Chamber of Commerce	\$183,695
OSS Mitigation	153,290
Visitors & Convention Bureau	290,489
<b>TOTAL REQUIREMENTS.....</b>	<b>\$627,474</b>
* <i>Unappropriated Ending Balance</i>	<i>\$188,412</i>

<b>055 - RESERVE FUNDS</b>	Appropriated Budget 2021-2022
Insurance Claims	\$113,974
Bike Path and Trails	\$420,000
Emergency Equipment	140,637
Public Safety	339,294
Public Works	210,000
PERS Side Account	2,148,689
Economic Development Infrastructure	93,733
GC Sinking	600
Interfund Transfers	484,280
Contingencies	1,215,200
<b>TOTAL REQUIREMENTS.....</b>	<b>\$5,166,407</b>

<b>060 - REVOLVING LOAN FUND</b>	Appropriated Budget 2021-2022
Economic Development loans	\$339,021
<b>TOTAL REQUIREMENTS.....</b>	<b>\$339,021</b>

<b>105 - WATER FUND</b>	Appropriated Budget 2021-2022
<i>Water Treatment</i>	
Water treatment operations	\$2,226,121
Capital Outlay	3,946,612
Debt Service	272,974
Interfund Transfers	322,539
Contingencies	1,323,217
<b>TOTAL REQUIREMENTS.....</b>	<b>\$8,091,463</b>

<b>110 - SEWER FUND</b>	Appropriated Budget 2021-2022
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<i>Wastewater Treatment</i>	
Wastewater treatment operations	\$2,079,674
Capital Outlay	5,133,630
Debt Service	243,231
Interfund Transfers	314,963
Contingencies	2,102,738
<b>TOTAL REQUIREMENTS.....</b>	<b>\$9,874,236</b>

<b>115 - STORM SEWER FUND</b>	Appropriated Budget 2021-2022
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<i>Storm Sewer</i>	
Storm sewer operations	\$93,616
Capital Outlay	210,00
Interfund Transfers	10,493
Contingencies	149,336
<b>TOTAL REQUIREMENTS.....</b>	<b>\$463,445</b>

<b>120 – AIRPORT FUND</b>	Appropriated Budget 2021-2022
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<i>Ontario Municipal Airport</i>	
Airport operations	\$201,632
Capital outlay	232,000
Transfers	5,000
<b>TOTAL REQUIREMENTS.....</b>	<b>\$438,632</b>

<b>Total Appropriations, All Funds</b>	<b>\$51,231,048</b>
<b>*Total Unappropriated and Reserve Amounts, All Funds</b>	<b>\$1,888,412</b>
<b>TOTAL ADOPTED BUDGET</b>	<b>\$53,119,460</b>

**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 2021-2022 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:

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

**EFFECTIVE DATE:** Effective July 1, 2021.

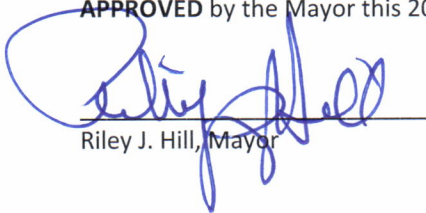
**PASSED AND ADOPTED** by the City Council of the City of Ontario this 20<sup>th</sup> day of April, 2021, by the following vote:

AYES: KIRBY, MELENDREZ, RODRIGUEZ, HILL, BAKER, HART, BRADEN

NAYES: NONE

ABSENT: NONE

**APPROVED** by the Mayor this 20<sup>th</sup> day of April, 2021.



A handwritten signature in blue ink, appearing to read "Riley Hill", is written over a horizontal line.

Riley J. Hill, Mayor

**ATTEST:**



A handwritten signature in blue ink, appearing to read "Tori Barnett", is written over a horizontal line.

Tori Barnett, MMC, City Recorder