

ADOPTED BUDGET

FISCAL YEAR 2019 – 2020

Harkenrider Senior Center



Where Life is Sweet

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INTRODUCTION

ELECTED AND APPOINTED OFFICIALS

Mayor and City Council (Elected)

Mayor.....	Dave Drotzmann
Councilor.....	Roy Barron
Councilor.....	Lori Davis
Councilor.....	Manuel Gutierrez
Councilor.....	Rod S. Hardin
Councilor.....	John Kirwan
Councilor.....	Jackie C. Myers
Councilor.....	Doug Primmer
Councilor.....	Douglas T. Smith

Budget Committee Citizen Members (Council Appointed)

John F. Douglas	Jason McAndrew
Jonathan Edwards	Brian Misner
Joanna Hayden	Joshua Roberts
Jackie Linton	

Appointed Officials

City Manager.....	Byron D. Smith
City Attorney.....	Gary Luisi
Assistant City Manager.....	Mark Morgan
Finance Director.....	Mark Krawczyk
Chief of Police.....	Jason Edmiston
Water Superintendent.....	Roy Bicknell
Recycled Water Superintendent.....	Bill Schmittle
Street Superintendent.....	Ron Sivey
Electric General Manager.....	Nate Rivera
Library Director.....	Mark Rose
Building Official.....	Chuck Woolsey
Parks & Recreation Director.....	Larry Fetter
City Planner.....	Clint Spencer
Court Administrator.....	Dalia Madrigal

VISION AND VALUES



Our Vision

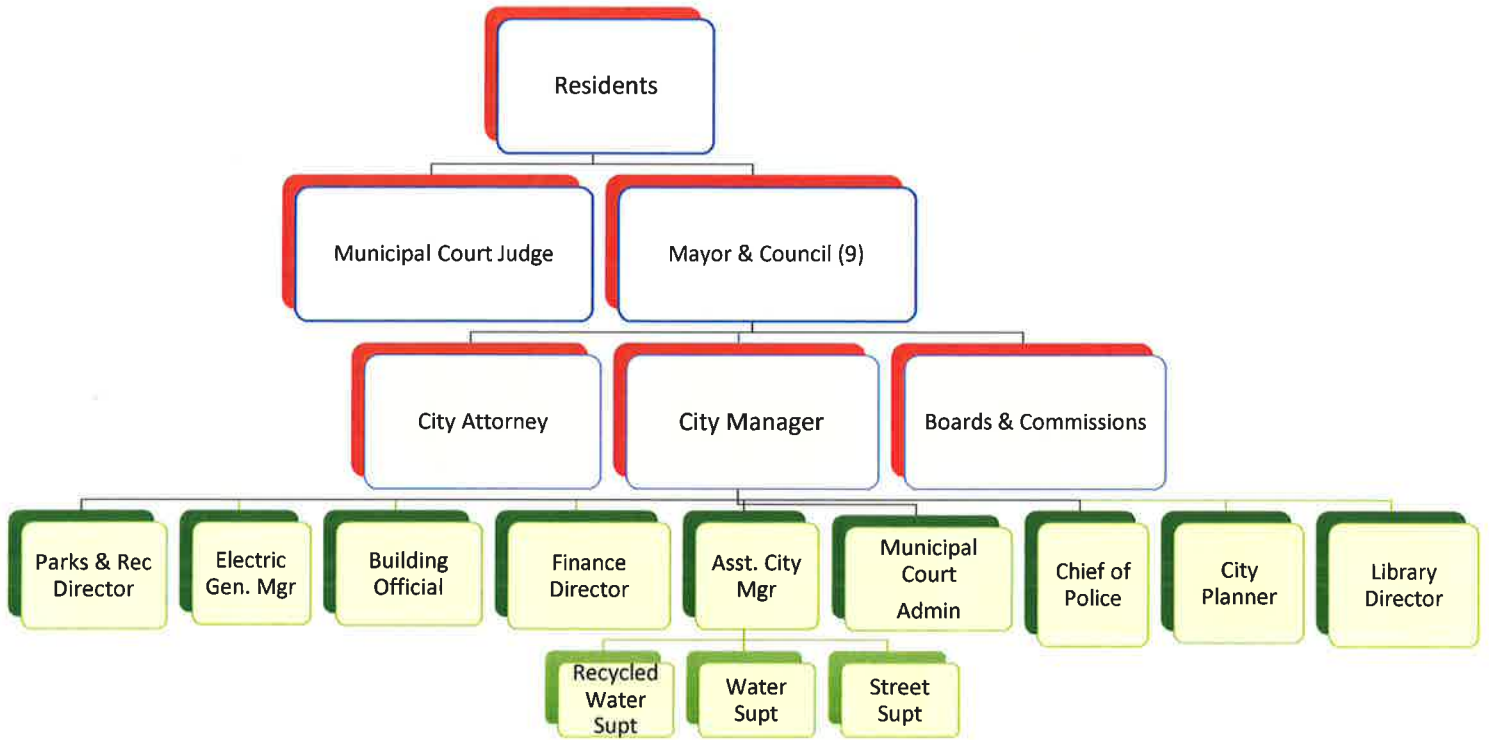
The City of Hermiston aspires to support an excellent community. We strive to provide courageous leadership to create an inclusive community while providing an affordable, livable and growing economy.

Our Values

Strong Work Ethic
Inclusiveness
Integrity

Generosity
Excellence
People

ORGANIZATION CHART

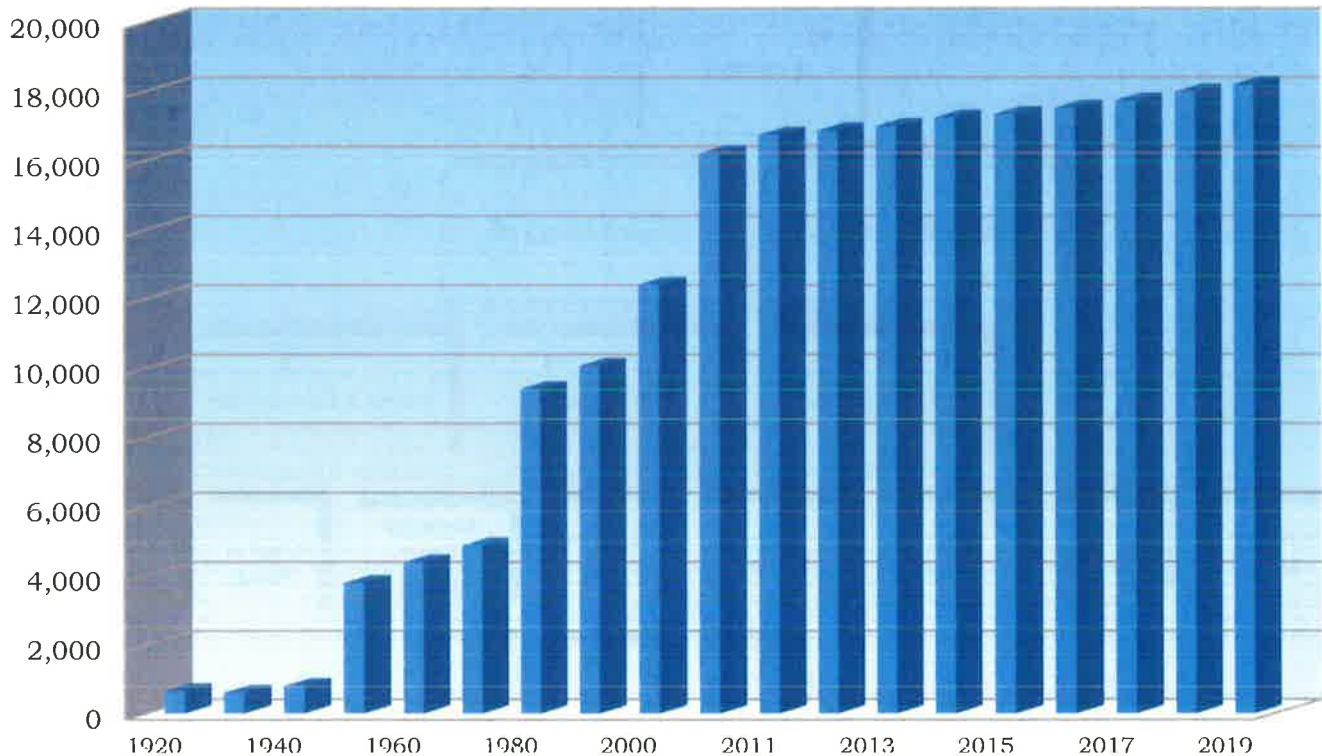


CITY PROFILE

Location and Population:

Hermiston is a progressive, growth-oriented urban/retail center for an area based economically on agriculture, food processing, transportation, utilities and other light industry. In 2018, Hermiston continued to grow as the largest city in Eastern Oregon, with a population of 18,200. The city projects a growth rate of 2% each year for the next 20 years.

**Population
18,200**



Hermiston is located in the northwest corner of Umatilla County in northeast Oregon and is centrally located between the major cities of the Pacific Northwest. Located just 185 miles east of Portland; 183 miles southwest of Spokane, Washington; 260 miles southeast of Seattle, Washington and 257 miles northwest of Boise, Idaho, Hermiston is a transportation hub accessed by Interstate Highways I-84, east to west, and I-82, north and south, and numerous feeder highways. Hermiston lies one truck day from seven western states and two Canadian provinces. In addition, Hermiston is in close proximity to the Union Pacific- Hinkle Rail yard and the Columbia River and its container cargo shipping facilities. The City operates a local municipal airport for light commercial and private use and there are Regional Airports offering full commercial services 30 minutes away at Pendleton, Oregon and Pasco, Washington.

Business:

Hermiston is the commercial center for a highly varied and productive agriculture industry. The Hermiston Region can viably grow more than 200 crops for commercial production. Irrigated farm and ranch lands produce potatoes, alfalfa, corn, wheat, onions, carrots, asparagus, mint, peppers, fruit, beef and dairy cattle, plus many other specialty crops. Ongoing efforts to diversify the area's agriculture are supported by the Oregon State University Hermiston Agricultural Research Center located just south of Hermiston. The Hermiston area is home to a variety of light industries whose products include potato chips, frozen foods, manufactured housing, plastic pipes, wood chips for paper production, motor control panels, horse trailers and metal specialties. In addition, the northwest distribution center for Wal-Mart is located in Hermiston along with Fed-Ex and UPS freight facilities. Economic development efforts are centered on warehousing, distribution and manufacturing to further diversify our economy.

Municipal Facilities:

The City of Hermiston offers a public safety center which houses the police department and the municipal court. The Hermiston Fire & Emergency Services District facilities are also located in the safety center. Hermiston provides a community center, the Eastern Oregon Trade and Event Center, airport, public works building, recycled water treatment plant, water treatment plant, public library, city parks, a combined lap and leisure outdoor community swimming pool complex and water/sewer utilities. In addition, beginning in October 2001, Hermiston Energy Services, the city's municipal electric utility, began providing power to its nearly 5,000 residential and commercial customers. HES was the first municipal electric utility created in Oregon in over 50 years.

Education:

Hermiston's School District is made up of one senior high school, two middle schools, five elementary schools, one alternative school and one ESD office. The school district serves students in kindergarten through grade 12 and offers a broad range from basic skills to vocational and advanced placement classes. A wide variety of classes and workforce training programs are also offered on the Hermiston campus of Blue Mountain Community College. The Eastern Oregon Higher Education Center offers Bachelors and Master's degree courses in Hermiston through Eastern Oregon University.

Health Care:

Good Shepherd Community Hospital is a modern facility with the latest diagnostic and surgical facilities with a trauma emergency center. The hospital has expanded their physician offices to enable more physicians in specific fields to locate in Hermiston. Hermiston continues to attract medical professionals, general practitioners and specialist as well as a full range of dental practices, chiropractic services, mental health and physical therapy facilities. An additional seven hospitals are located within a sixty-mile radius of the city. Ambulance service is provided by the Hermiston Fire & Emergency Services District. The city offers a skilled nursing facility for the elderly and handicapped. There are also multiple assisted living complexes for the elderly.

Recreation:

The area offers a broad spectrum of outdoor pastimes. With the relatively dry climate and long growing season outdoor activities are abundant. Water sports are very popular and include skiing, boating, swimming and fishing. Hermiston is within a day's drive to mountain regions which offer snow skiing, camping, hiking and hunting. Hermiston offers multiple City parks, athletic clubs, jogging trails, tennis courts, soccer fields, horseshoe pits and several ball parks. There are eleven golf courses within 45 minutes of Hermiston.

CITY MANAGER BUDGET MESSAGE



Where Life is Sweet

Administrative Offices
City of Hermiston
180 N.E. 2nd Street
Hermiston, OR 97838
bsmith@hermiston.or.us

April 30, 2019

Dear Mayor, Council, Members of the Budget Committee and Citizens:

It is my honor to present the City of Hermiston's FY2019-20 Proposed Budget. The proposed budget and the budget document are the result of hard work from the city's leadership team and their employees. The dedication of our employees continues to impress me every day.

Introduction

The FY2019-20 budget has been prepared in accordance with the State of Oregon budget law and best practices established by the Government Finance Officers Association. It has also been developed on the foundation of the city's adopted financial policies. We continue to expect to make the budget and the budget process more transparent and easier to understand.

In February 2019 the City Council held a goal setting session during which it confirmed the City's vision statement, its core values and established the goals for FY2019-20. The new vision statement and values are included in this document and many appropriation recommendations are specifically targeted to address the goals established in that process.

In our second year with the Eastern Oregon Trade and Event Center (EOTEC) in our City of Hermiston budget, we are making some adjustments to how we are budgeting in Fund 25. We have gone with a bit of a higher level approach. We will still be getting detailed expense reports for our monitoring but the additional work of reentering the details into our accounting system doesn't seem to make sense.

PERS

Before getting into the nuts and bolts of the budget, I wanted to let you know some more detail about the elephant in the room as far as our budget goes. That is the Public Employees Retirement System (PERS). Our costs for this obligation continue to increase at tremendous rates. Using our proposed FY2019-2020 budget and our estimated FY2018-19 final budget numbers, we are seeing a 25% increase in General Fund PERS costs in one year. If we look back to FY2013-14, we have seen a 128% cost increase in PERS. This will not be sustainable for many more years. This increase is eating up most if not all of our revenue growth. We need a solution with funding from the state.

Discussion

The FY2019-20 budget continues and upholds the City's adopted policies. The all funds budget is \$55,303,122 which is approximately \$0.9 million smaller than the FY2018-19 budget. This difference is primarily in reducing the amount of fund transfers and other items that cause our all funds budget to be slightly inflated due to counting funds twice.

The FY2019-20 budget includes a 2.75% cost of living adjustment for all City employees. I will now walk through the major funds in the budget and provide highlights about each one.

General Fund

The general fund contains funding for some of the most basic operations of the City like our police department. It also contains many services that we call quality of life programs like parks and recreation and library. These types of services are necessary to make a safe and inviting community.

Proposed general fund revenues and expenditures are approximately 7% (\$876,000) below FY2018-19. This decrease is due to a number of smaller capital projects that were included and completed in the 18-19 budget, like boiler replacement at the pool and landscaping around the Harkenrider Center.

The following general fund items are of particular note:

Parks and Recreation

- The Parks/Trails Master Plan will be finishing up as FY2019-20 begins with just a small portion of the expense carried over to the 19-20 fiscal year.
- This proposed budget has necessary funds to match the available state grants to construct Phase I of the skate park (Teen Adventure Park).

Police

- A theme of this budget message is the impact that the PERS increases are having on our budget. In the police department alone, the PERS increases are going up over \$210,000. This impacts our ability to look at any service enhancements.
- In the police budget there is funding to increase our fleet to have a take home car for each officer. Those new vehicles will all be done under a lease. Our projections show us lowering both our annual cost of vehicle acquisition and our long-term (10 year) cost of vehicles. The movement to take home vehicles will bring community benefit that is nearly impossible to quantify.

Overall/General

As set forth in the 2019 goal setting report, the City will be entering into a contract to enhance our public outreach efforts. As identified by the Council, we need to do a better job telling our own story and so we have funds allocated from the various enterprise funds to pay their share of that effort. We intend to start with a contractual relationship to test the waters. This could turn into a full-time position if the budget can support it into the future.

Utility Fund

- With the recent adoption of a Capital Improvement Plan (CIP) for both water and recycled water, this budget has increased significantly. With those additional funds, the following projects will be completed under this proposed budget:
 - Water Department
 - SCADA Upgrades
 - Geer Road Water Line
 - Well 6 Maintenance
 - Recycled Water Department
 - Underground Storage Tank Replacement
 - 7th Street Manhole Replacement
 - Lift Station #1 Upgrades
 - Sewer Collection System Evaluation

Street Fund

- This fund continues to be relatively stable. The Capital Improvement Plan is now being implemented and the following projects are scheduled for this fiscal year:
 - W. Hermiston Avenue Overlay
 - Further design work on Geer and Harper Intersection
 - E. Theater Lane Construction

Hermiston Energy Services (HES) Fund

- The HES Work Plan is being implemented in this budget as approved by the council.

Transient Room Tax (TRT) Fund

- No real changes in this fund.

Regional Water Fund

- This fund will show a little more activity in finalizing upgrades for VaData. They will all be reimbursed by VaData.
- A rate increase was implemented in this fund in FY2018-19 and we are monitoring the income with the users to decide if we need a further increase in the fall of 2019.

Eastern Oregon Trade and Event Center (EOTEC) Fund

We plan to have fewer line items in the City Budget related to EOTEC. We will still receive detailed reports from VenuWorks on a monthly basis.

Reserve Fund

The following items are included in the reserve fund:

- Items explained earlier under the utility fund.
- Community Enhancement fund contribution
- City Hall Improvement funds to pay for more detailed work with the architects.

Various Bond Funds

There are three bond funds to track bonds for HES and the water and recycled water projects that were paid for out of bond proceeds. Once the construction is complete those will become very mundane tracking for the payback of the applicable bonds.

I would like to thank the department heads and managers especially Mark Krawczyk and Barb McMahon for all the work they did to complete the budget. Lastly, I would like to thank the City Council and the citizen members of the Budget Committee for their willingness to give up their time and serve our community. It is an honor to work with professional and skilled City employees and dedicated community volunteers to implement the FY2019-20 budget.

Sincerely,



Byron D. Smith
City Manager

BUDGET POLICIES AND PROCESS

The City of Hermiston is committed to the highest level of financial integrity. We are accountable to our citizens for the use of public dollars, and resources should be used wisely to ensure adequate funding for the services, public facilities and infrastructure necessary to meet the community's present and future needs.

Written, adopted financial policies have many benefits, such as assisting the Council and City Manager in the financial management of the City, saving time and energy when discussing financial matters, fostering public confidence, and providing continuity over time as Council and staff members change. The purpose of the financial policies is to enable the City to achieve and maintain a long-term stable and positive financial condition. Financial policies are adopted by the City Council and establish the framework for Hermiston's overall financial planning and management, to guide day-to-day and long-range fiscal planning and decision making, and to achieve the following general financial goals:

- Ensure the financial integrity of the City.
- Provide an adequate financial base to sustain a sufficient level of municipal services to maintain the social well-being and physical condition of the City.
- Provide and maintain essential public facilities, utilities and capital equipment.
- Enhance policy setting for and sound management of City government by providing accurate and timely information on current and anticipated financial conditions.
- Protect and enhance the City's credit ratings.
- Provide the financial stability needed to navigate through economic downturns, adjust to changes in the service requirements of the community and respond to other changes as they affect the City's residents.

BUDGET POLICIES

- 1) The operating budget shall serve as the annual financial plan for the City. It will serve as the policy document of the City Council for implementing Council goals and objectives.
- 2) The City Council will adopt and maintain a balanced annual operating budget in conformance with existing state and local regulations. Per Local Budget Law, the City Council shall adopt the budget at the fund, department or program level as appropriate.
- 3) Budget control and accountability is maintained at the same level it is appropriated.
- 4) The Budget Officer shall annually prepare and present a proposed operating budget to the Budget Committee no later than May 30 of each year, and the City Council will adopt the budget no later than June 30 of each year.
- 5) Historical trend analysis will be performed on both revenues and expenditures as part of the budget process. Efforts will be made to identify potential deviations from the trends and this information will be factored into revenue and expenditure forecasts.
- 6) Funds may not be expended or encumbered for the following fiscal year until the budget has been adopted by the City Council.
- 7) The budget process will be coordinated so that major policy issues and department goals and objectives are identified and incorporated into the budget.
- 8) Monthly reports comparing budgeted to actual revenues and expenditures will be distributed to the City Manager and City Council. Significant variances will be investigated and explained.
- 9) The operating budget will be constrained to the total amount approved by the Budget Committee and as adjusted and adopted by the City Council.
- 10) A mid-year review process will be conducted by the City Manager to make any necessary adjustments to the adopted budget.
- 11) All resolutions adjusting the budget will be prepared by the Finance Department for Council approval to ensure compliance with budget laws.

BUDGET PROCESS

Most local governments in Oregon must prepare and adopt an annual budget. Budget guidelines are determined by Oregon's Local Budget Law. The law requires citizen involvement in the preparation of the budget, public disclosure of the budget before its final adoption, and establishes standard procedures for preparing, presenting, and administering the budget.

The budget committee in Oregon is made up of the mayor and city councilors of the local government and an equal number of appointed citizens. The Hermiston Budget Committee consists of eighteen individuals, each uniquely suited to provide guidance and analysis for the city budget. The Local Budget Law sets out the following specific procedures

- 1) Appoint budget officer;
- 2) Prepare a proposed budget;
- 3) Publish notices of budget committee meeting;
- 4) Hold budget committee meetings;
- 5) Budget committee approves proposed budget and specifies the amount or rate of ad valorem taxes;
- 6) Publish budget summary and notice of budget hearing;
- 7) Hold a budget hearing;
- 8) Enact resolutions or ordinances to adopt budget, make appropriations, levy taxes by fund and categorize taxes; and
- 9) File budget and certify tax levy to county assessor and county clerk.

BUDGET CALENDAR

The City of Hermiston's 2019-20 budget calendar (abbreviated) is as follows:

January	City Council meets with City Manager and department heads to set goals for 2019-20 budget.
March	Department budget requests are submitted. City Manager and Finance Director meet with department heads to discuss submissions.
April	City Manager finalizes budget and prepares budget message.
May	Budget Committee meets to receive budget, hear public comment and approve budget. Property tax levy set.
June	Public hearing is held on the budget. City council adopts budget, sets appropriations and levies property taxes.

During the fiscal year, circumstances may require expenses to be paid that were not budgeted or the city may receive revenue it did not plan for in its budget. A supplemental budget is required to pay additional expenses and spend the extra revenue. The supplemental budget must be adopted and appropriated before any additional money can be spent.

Adopting a budget will not involve the budget committee. After publishing a notice of the regular meeting at which the supplemental budget will be adopted, the governing body may adopt the supplemental budget by resolution if the expenditures are less than 10 percent of the annual budget fund being adjusted. If the expenditures are more, the governing body must publish the supplemental budget notice and hold a special hearing.

FUND ORGANIZATION AND INTER-FUND APPROPRIATIONS

FUND ORGANIZATION

The accounts of the city are organized on the basis of funds and account groups. Each is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

The governmental accounting system gives rise to a great deal of confusion for the individual not directly associated with the required accounting systems. A multiple fund structure provides an accuracy of reporting and control of expenditures unsurpassed for the type of activities which this government must undertake. This positive side more than compensates for the overstatement of total outlays and the multiple accounting in cumulative recaps of total budget which the system forces.

INTER-FUND APPROPRIATIONS

The best example of the overstatement of the budget is in the interaction between funds included in the relationship between the general fund, the street fund and the reserve fund in the expenditure of roadway construction or overlay funds. State reporting requirements call for the inclusion of all street related costs in the street fund, it is necessary for us to include the appropriations we make each year to the reserve for roadway construction to be included in the street fund. The gasoline tax is not always sufficient to cover the costs of our total efforts in street maintenance and improvement, so we must appropriate a transfer from the general fund to balance the street fund. The actual expenditure of roadway improvements occurs in the reserve fund.

This complicated interaction requires the city to anticipate revenues in the general fund, appropriate the necessary funds to the street fund, anticipate the revenue in the street fund and appropriate the transfer to the reserve fund, anticipate the revenue and appropriate for the expenditures in the reserve fund. Because the expenses for roadway improvements are beyond the ability of our local government to complete in any one year, the reserve appropriation will reflect the current transfer and the accumulated balances designed to accomplish the projects identified in the roadway capital improvement plan.

Due to this interaction of funds, the same funds are identified as an expense three times and a revenue three times. This inflation of the total budget is an unfortunate side impact which occurs in this system.

The Hermiston budget is divided into separate funds, each with independent revenue sources and appropriations. The fund structure is determined by the specific reporting needs of our governing body and the need to report accurate and timely information to the community. The City's funds and their descriptions are listed below.

1. Bonded Debt Fund (02): This fund accounts for certain outstanding general obligation bonds of the city. This fund is required by Oregon statutes to account for the proceeds of the general obligation bonds issued for street, water and wastewater treatment improvements.
2. General Fund (03): The general fund provides for the accounting of all revenues and expenditures not specifically categorized into a separate fund. It is the most diverse and largest of the city's funds. It is also the source for the inter-fund transfers necessary to augment the operations of our other functions. The general fund departments are as follows:

City Council	Building Inspections	Community Center
City Manager/Planning	Parks	Harkenrider Center
Finance	Parks/Utility Landscape	Public Safety Center
Legal Counsel	Municipal Pool	Police Operations
Court	Municipal Buildings	Audit & Others
Transportation	Library	Unappropriated Balance
Airport	Recreation	

3. State Street Tax Fund (04): This is the fund where all gasoline tax revenues are deposited as required by Oregon state law to ensure that they will be used for street and roadway repair, maintenance and improvement. This fund is exclusively supported from the gasoline tax and a general fund subsidy when necessary. The expenditures accounted for in the fund are the labor, equipment, materials and contracted services necessary to maintain and improve the roadway surfaces and storm drainage system of the city.
4. Transient Room Tax Fund (05): This fund is used to receipt revenues collected from the city's transient room tax and tourism promotion assessment for appropriations to be made for economic, community and other development activities. The balance of the transient room tax revenues are appropriated directly to community center management and operational costs, pool operation, TRT/Recreation programs reserve and Parks & Recreation Development reserve.
5. Utility Fund (06): This is an enterprise fund financed from user fees for water and recycled water use and connection charges to the system. Expenditures of this fund include all personnel, equipment, materials, and contracted services necessary to maintain and improve the water and recycled water systems of the city. The fund is responsible for all debt applicable to utility operations.
6. Recreation Special Revenue Fund (07): This fund is used to account for amounts designated for recreation activities for city residents.
7. Reserve Fund (08): This fund is used to accumulate money for long-term goals and projects of the City. Financed directly by appropriations from the operating funds and with limited revenues directly from small reimbursement projects, the reserve fund has been the major single fiscal tool which has provided the City with the stability and multiple year appropriations necessary to manage a small community in difficult financial times. The reserve fund allows the accumulation of resources to accomplish specifically authorized goals contained in the resolution which must be adopted to establish each account.
8. Municipal Court Special Revenue Fund (10): This fund is used to account for fines and forfeits processed by the Municipal Court.
9. Miscellaneous Special Revenue Fund (11): This fund is used to account for certain pass-through payments related to payroll and surcharges due to the state.
10. Community Center Special Revenue Fund (12): This fund is used to account for revenues and expenditures relating to the operation of the city's community center. This fund as been moved to the General Fund.
11. Hermiston Energy Services Fund (13): On October 1, 2001, the City of Hermiston acquired and became responsible for the municipally owned electric utility. This enterprise fund is financed from user fees for electrical use and other charges to the system. Expenditures in this fund include all personnel, equipment, materials, and contracted services necessary to maintain and improve the electrical system of the city. This enterprise fund is also responsible for all necessary debt payments of the electrical system.
12. Regional Water Fund (15): On November 1993, voters in the City of Hermiston approved a ballot measure to issue general obligation bonded indebtedness in an amount not to exceed 5,000,000 to finance the city's portion of a regional water system. The balance of the construction costs was funded through revenue bonds issued by the Port of Umatilla and retired by revenues from non-city users of the system. Construction was completed in 1996 and this has become an operating enterprise fund with expenditures including all personnel, equipment, materials and contracted services necessary to operate the system.
13. Christmas Express Special Revenue Fund (19): This fund is used to account for amounts designated for annual Christmas Express activities.
14. Law Enforcement Special Revenue Fund (20): This fund is used to account for amounts designated by the City for law enforcement and related purposes.
15. Library Special Revenue Fund (21): This fund is used to account for amounts designated by the City for library operations and improvements.
16. Revenue Bonded Debt (22): This fund accounts for the outstanding revenue bonds of the city.

17. EOTEC Operations (25): This fund is used to account for revenues and expenditures relating to the operation of the City's Eastern Oregon Trade and Event Center.
18. Senior Center Construction Fund (32): This fund is used to account for the proceeds of grant and other resources received to construct a new Senior Center in Hermiston.
19. 2016 Full Faith & Credit Obligation-Electric (33): This fund's proceeds from the sale of the Obligation will be used to finance capital improvements for the City's Electric System.
20. 2017 Full Faith & Credit Obligation-Sewer & Water (34): This fund's proceeds from the sale of the Obligation will be used to finance capital improvements to the City's Water and Sewer system.
21. 2017 Full Faith & Credit Obligation-HURA (35): This fund's proceeds from the sale of the Obligation will be used to finance projects described in the Hermiston Urban Renewal Agency Plan.
22. 2017 Full Faith & Credit Obligation-TPA (36): This fund's proceeds from the sale of the Obligation will be used to finance capital improvements to the Eastern Oregon Trade and Event Center.

FINANCIAL POLICIES

ACCOUNTING AND FINANCIAL REPORTING POLICIES

- 1) The City will comply with Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA); Oregon Revised Statutes relating to Municipal finance; and prevailing federal, state and local statutes and regulations.
- 2) The City will prepare a Comprehensive Annual Financial Report (CAFR) and submit its CAFR to the GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program.
- 3) Monthly financial reports showing revenue and expenditure activity for each fund will be distributed to the City Manager and City Council.
- 4) A system of internal controls and procedures will be maintained to provide reasonable assurance of the safeguarding of assets and proper recording of financial transactions and compliance with applicable laws and regulations.
- 5) The City will maintain accounting records by fund. Per GAAP, proprietary funds will use the accrual basis of accounting and government funds will use the modified accrual basis of accounting. Changes in the basis of accounting will be explained in the budget message for the year in which the change is planned.
- 6) In accordance with Oregon Administrative Rules, the City will have its accounts and fiscal affairs audited annually in accordance with generally accepted auditing standards (GAAS) as promulgated by the American Institute of Certified Public Accountants (AICPA).
- 7) Full disclosure will be provided in the financial statements and bond representations.

CONSOLIDATED REVENUES AND EXPENDITURES BY FUND

REVENUES BY FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
GO/FF&C Bonded Debt	445,164	2,198,147	697,094	695,620	695,620	695,620
General	14,457,764	13,778,814	13,870,255	12,989,565	12,989,565	12,989,565
State Tax Street	1,786,774	1,965,073	1,652,360	2,225,745	2,225,745	2,225,745
Transient Room Tax	843,296	1,055,465	987,000	1,093,570	1,093,570	1,093,570
Utility	8,622,723	6,896,575	6,856,938	9,995,170	9,995,170	9,995,170
Recreation Special Revenue	375,000	68,000	45,000	28,500	28,500	28,500
Reserve	5,713,748	7,937,933	13,505,036	12,721,445	12,721,445	12,721,445
Municipal Court Special Revenue	215,006	214,967	252,700	-	-	-
Miscellaneous Special Revenue	86,685	502,034	97,000	306,700	306,700	306,700
Community Center	259,954	255,291	-	-	-	-
Hermiston Energy Services	11,456,398	12,308,128	11,382,475	11,448,770	11,448,770	11,448,770
Regional Water	1,369,754	2,530,641	2,227,580	1,158,725	1,158,725	1,158,725
Christmas Express	37,735	39,914	39,000	40,000	40,000	40,000
Law Enforcement Special Revenue	117,839	102,091	89,100	91,900	91,900	91,900
Library Special Revenue	54,461	53,939	78,710	112,600	112,600	112,600
Revenue Bonds Debt Service Fund	-	1,826,676	-	-	-	-
EOTEC Operations	-	295,059	963,755	976,812	976,812	976,812
Harkenrider Center Const Fund	1,220,292	2,392,812	50,000	68,000	68,000	68,000
2016 FF & C Oblig-Electric	16,477,577	3,764,770	2,000,000	1,350,000	1,350,000	1,350,000
2017 FF & C Oblig- Sewer/Water	3,272,737	3,219,301	1,425,800	-	-	-
2017 FF & C Oblig- HURA	1,527,465	1,524,588	-	-	-	-
2017 FF & C Oblig- TPA	2,191,763	-	-	-	-	-
TOTAL	70,532,135	62,930,218	56,219,803	55,303,122	55,303,122	55,303,122

EXPENDITURES BY FUND

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
GO/FF&C Bonded Debt	510,261	2,021,510	697,094	695,620	695,620	695,620
General	10,204,892	11,229,537	13,870,255	12,989,565	12,989,565	12,989,565
State Tax Street	1,134,576	1,524,687	1,652,360	2,225,745	2,225,745	2,225,745
Transient Room Tax	696,692	895,038	987,000	1,093,570	1,093,570	1,093,570
Utility	7,428,189	6,065,920	6,856,938	9,995,170	9,995,170	9,995,170
Recreation Special Revenue	312,214	5,000	45,000	28,500	28,500	28,500
Reserve	1,699,743	2,969,770	13,505,036	12,721,445	12,721,445	12,721,445
Municipal Court Special Revenue	184,315	193,529	252,700	-	-	-
Miscellaneous Special Revenue	79,949	492,295	97,000	306,700	306,700	306,700
Community Center	247,932	234,734	-	-	-	-
Hermiston Energy Services	9,473,150	10,218,013	11,382,475	11,448,770	11,448,770	11,448,770
Regional Water	873,407	1,991,564	2,227,580	1,158,725	1,158,725	1,158,725
Christmas Express	12,978	14,458	39,000	40,000	40,000	40,000
Law Enforcement Special Revenue	55,192	26,173	89,100	91,900	91,900	91,900
Library Special Revenue	3,858	3,009	78,710	112,600	112,600	112,600
Revenue Bonds Debt Service Fund	-	1,826,676	-	-	-	-
EOTEC Operations	-	230,033	963,755	976,812	976,812	976,812
Harkenrider Center Const Fund	536,483	2,132,730	50,000	68,000	68,000	68,000
2016 FF & C Oblig-Electric	12,292,525	2,217,756	2,000,000	1,350,000	1,350,000	1,350,000
2017 FF & C Oblig- Sewer/Water	1,377,982	719,100	1,425,800	-	-	-
2017 FF & C Oblig- HURA	28,478	1,500,000	-	-	-	-
2017 FF & C Oblig- TPA	2,190,932	-	-	-	-	-
TOTAL	49,343,748	46,511,532	56,219,803	55,303,122	55,303,122	55,303,122

CONSOLIDATED REVENUES AND EXPENDITURES BY CATEGORY

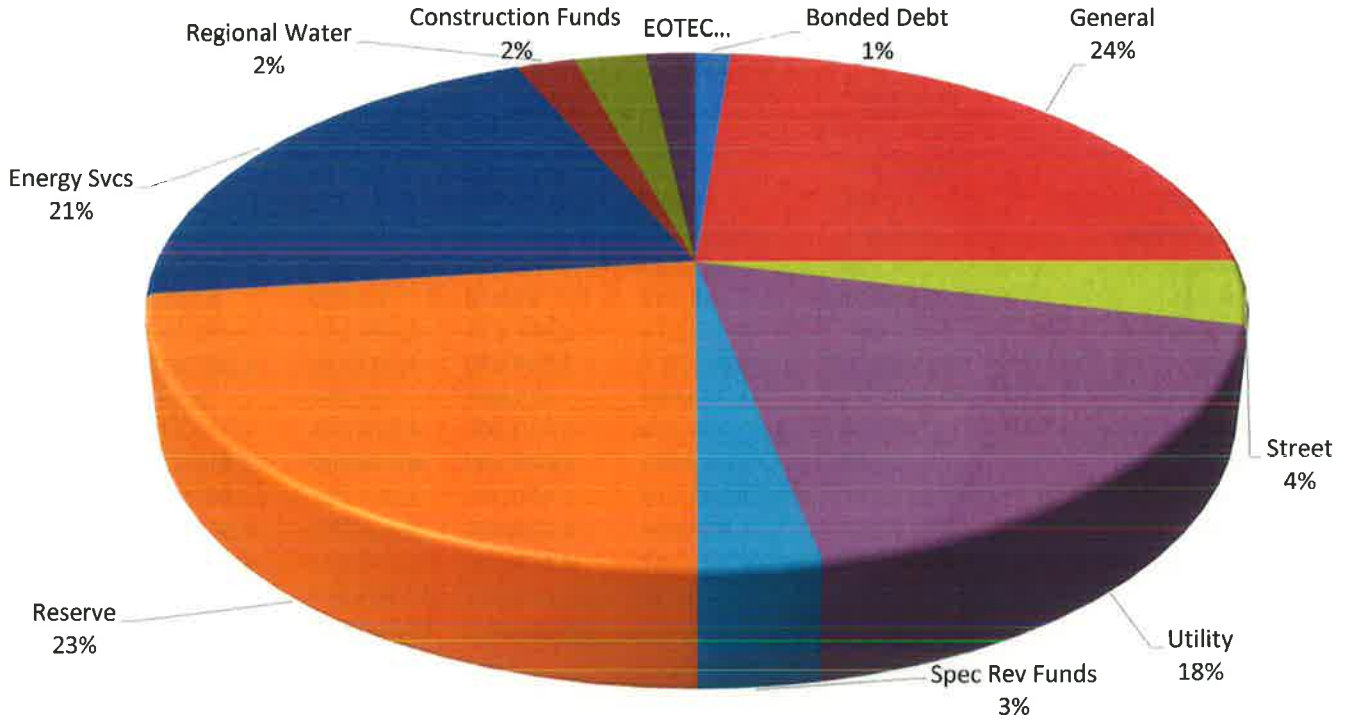
REVENUES BY CATEGORY

REVENUES	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Property Taxes	5,422,995	5,839,658	5,915,425	6,206,400	6,206,400	6,206,400
Local Assessments	20,946	1,747	20,000	-	-	-
Licenses & Franchises	847,814	1,094,565	921,300	1,293,170	1,293,170	1,293,170
Fines & Penalties	644,588	643,830	762,300	530,000	530,000	530,000
Interest Earnings	118,693	144,292	93,000	63,000	63,000	63,000
From Other Agencies	2,805,055	5,013,274	2,881,990	2,499,162	2,499,162	2,499,162
Service Charges	3,043,515	2,947,772	3,909,930	4,287,930	4,287,930	4,287,930
Non-Revenue Receipts	23,635,042	1,343,689	110,666	56,167	56,167	56,167
Miscellaneous Revenues	184,516	419,510	5,729,600	4,376,179	4,376,179	4,376,179
Sanitary Sewer Service	2,413,560	2,587,955	2,543,500	4,716,500	4,716,500	4,716,500
Water Service	2,857,974	3,973,810	3,410,000	4,567,215	4,567,215	4,567,215
Energy Service	8,582,683	8,854,864	8,575,975	8,863,145	8,863,145	8,863,145
Transfer From Other Funds	3,091,061	6,425,102	3,467,263	4,278,969	4,278,969	4,278,969
Cash Forward	16,863,693	23,640,150	17,878,854	13,565,285	13,565,285	13,565,285
TOTAL	70,532,135	62,930,218	56,219,803	55,303,122	55,303,122	55,303,122

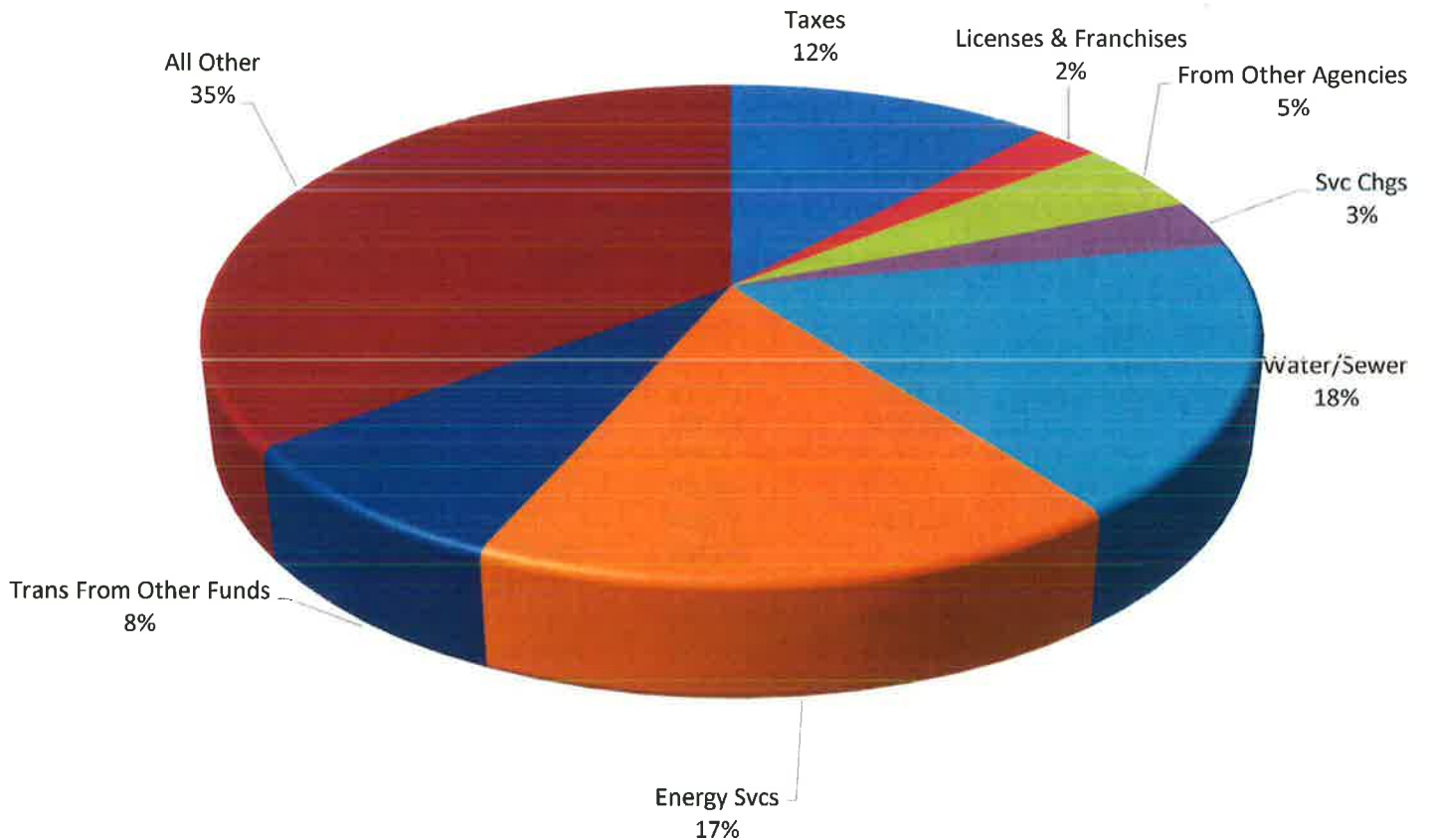
EXPENDITURES BY CATEGORY

EXPENDITURES	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Personnel Services	9,529,305	10,327,955	11,679,890	12,606,907	12,606,907	12,606,907
Materials & Services	13,957,647	15,149,633	17,315,058	16,618,498	16,618,498	16,618,498
Capital Outlay	6,326,475	10,500,640	14,920,231	11,762,800	11,762,800	11,762,800
Transfers:	-	-	-	-	-	-
Bonded Debt	189,925	3,432,788	196,669	203,219	203,219	203,219
General Fund	784,636	743,274	503,200	676,950	676,950	676,950
Street Fund	-	60,000	-	-	-	-
Recreation Special Revenue	-	-	-	-	-	-
Reserve	977,493	1,919,828	2,005,214	2,447,300	2,447,300	2,447,300
Misc Special Revenue Fund	-	-	-	-	-	-
Community Center Fund	92,105	90,965	-	-	-	-
Christmas Express Fund	21,205	-	-	-	-	-
Law Enforcement Special Revenue	12,697	13,015	16,000	15,000	15,000	15,000
Utility Fund	263,000	80,000	-	-	-	-
HES Fund	-	4,000	450,000	700,000	700,000	700,000
Regional Water	-	8,000	-	-	-	-
Sr Ctr Const Fund	750,000	37,000	-	-	-	-
EOTEC Operations	-	96,230	225,000	236,500	236,500	236,500
FF&C Water/Sewer	-	-	15,000	-	-	-
Debt Service	2,527,180	3,848,186	4,037,848	4,026,475	4,026,475	4,026,475
Special Payments	12,542,925	200,018	237,000	196,000	196,000	196,000
Contingency	-	-	3,361,252	5,314,955	5,314,955	5,314,955
Unappropriated Balance	1,369,155	-	1,257,441	498,518	498,518	498,518
TOTAL	49,343,748	46,511,532	56,219,803	55,303,122	55,303,122	55,303,122

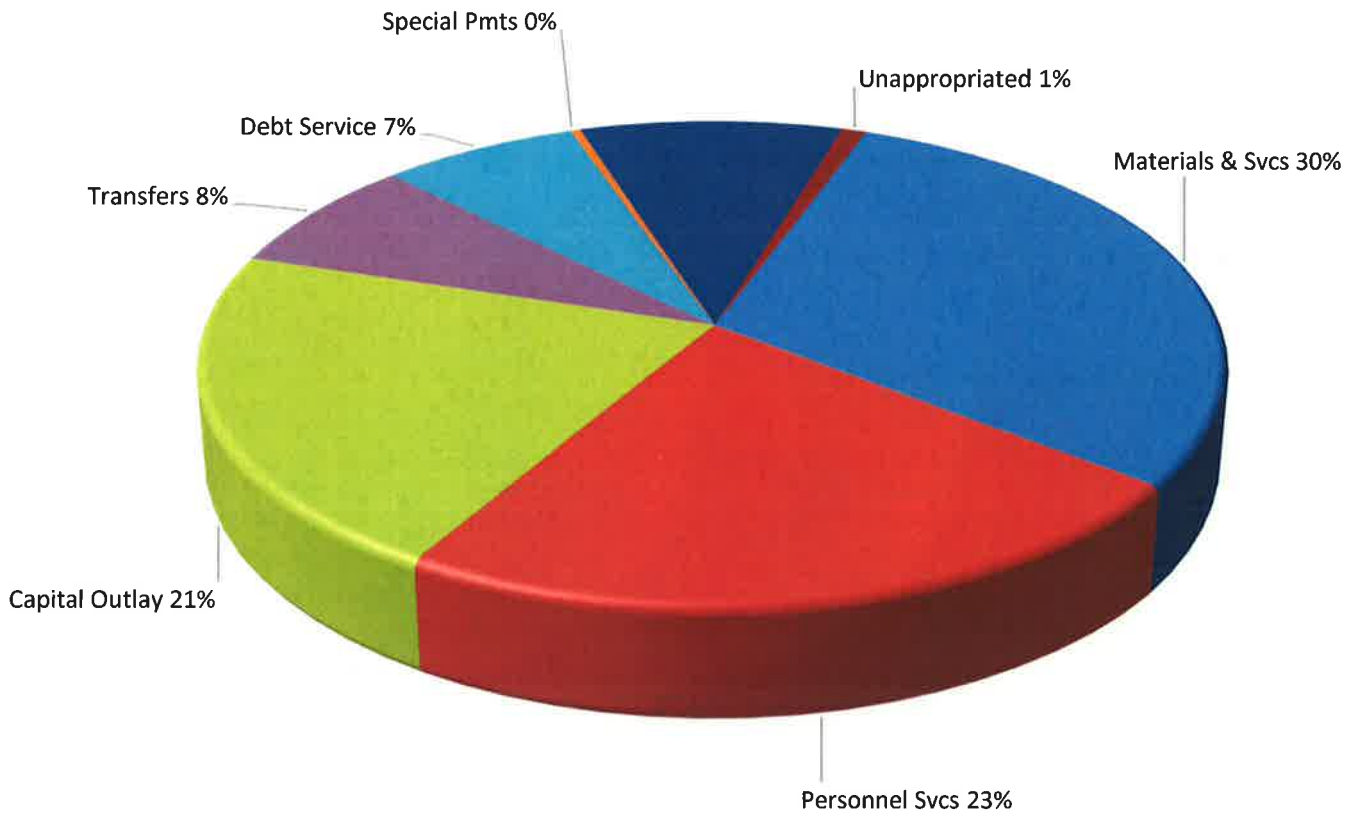
REVENUES BY FUND CHART



REVENUES BY CATEGORY CHART



EXPENDITURES BY CATEGORY CHART



TAX HISTORY

Fiscal Year	Tax Levy Submitted	Inside 6%	Outside 6%	G.O. Bond Issues	Bancroft Bond Issues	Population
1920-21	6,250.00	6,250.00				655
1930-31	6,250.00	6,250.00				608
1940-41	6,385.00	6,385.00				803
1950-51	15,878.00	15,878.00				3,804
1960-61	76,225.00	19,300.00	56,924.41			4,402
1970-71	148,877.00	148,877.00				4,893
1980-81	954,165.00	290,279.64	632,836.36	31,049.00		9,408
1981-82	1,108,206.15	308,456.12	765,272.03	34,478.00		9,700
1982-83	1,099,425.00	327,333.00	738,423.00	33,669.00		9,630
1983-84	1,099,379.00	347,133.00	719,760.00	32,486.00		9,835
1984-85	1,113,565.00	1,200,000.00		31,304.00		9,890
1985-86	1,230,121.00	1,200,000.00		30,121.00		9,914
1986-87	1,302,872.00	1,272,000.00		30,872.00		9,890
1987-88	1,379,397.00	1,113,845.00		30,517.00	235,035.00	9,870
1988-89	1,434,572.00	1,232,192.00		32,220.00	170,160.00	9,860
1989-90	1,518,092.00	1,349,416.00		26,055.00	142,599.00	9,860
1990-91	1,552,821.00	1,430,380.00		16,192.00	106,249.00	10,075
1991-92	1,615,733.00	1,517,691.00		9,497.00	88,545.00	10,075
1992-93	1,621,089.00	1,609,186.00		11,903.00		10,045
1993-94	1,717,630.00	1,706,249.00		11,381.00		10,215
1994-95	2,258,724.00	1,809,960.00		448,764.00		10,332
1995-96	1,991,044.00	1,929,161.00		61,883.00		10,605
1996-97	2,417,024.00	2,045,797.00		371,227.00		11,061
1997-98	2,574,503.00	2,169,858.00		404,645.00		11,340

TAX HISTORY (Permanent Operating Tax Rate \$6.0860/\$1,000)

Fiscal Year	Taxable Value	Operating Rate	Operating Tax	Bond Rate	Bond Tax	Total Tax Imposed	Population
1989-99	343,341,230	4.8894	1,678,716	1.1717	402,293	2,081,009	11,595
1999-00	368,557,070	4.8894	1,802,010	1.0950	403,570	2,205,580	12,165
2000-01	405,856,680	4.8894	1,984,230	0.9565	389,150	2,373,380	12,425
2001-02	467,733,020	4.8894	2,286,839	0.7475	349,631	2,321,802	13,560
2002-03	494,029,220	4.8894	2,415,342	0.7265	358,911	2,774,253	14,120
2003-04	526,243,480	5.0841	2,676,555	0.6948	365,826	3,042,381	14,540
2004-05	561,341,500	5.0841	2,854,052	0.6749	378,912	3,232,964	14,700
2005-06	589,997,120	5.0841	2,998,901	0.6480	382,318	3,381,219	15,025
2006-07	644,683,321	6.0860	3,869,614	0.1706	109,982	3,979,596	15,410
2007-08	669,241,051	6.0860	4,030,551	0.4958	331,810	4,362,361	15,780
2008-09	705,153,815	6.0860	4,291,566	0.4817	339,672	4,631,238	16,080
2009-10	745,218,903	6.0860	4,472,692	0.5234	390,386	4,863,078	16,215
2010-11	761,094,614	6.0860	4,549,684	0.5087	387,168	4,936,852	16,745
2011-12	783,138,675	6.0860	4,634,210	0.4638	363,219	4,997,429	16,865
2012-13	805,177,490	6.0860	4,754,795	0.3485	280,677	5,035,472	16,995
2013-14	807,543,485	6.0860	4,751,445	0.3983	322,009	5,073,454	17,240
2014-15	855,270,682	6.0860	5,028,975	0.3771	322,138	5,351,113	17,385
2015-16	875,887,405	6.0860	5,161,713	0.2981	260,880	5,422,593	17,520
2016-17	905,529,534	6.0860	5,207,617	0.2878	260,032	5,467,649	17,730
2017-18	960,618,883	6.0860	5,288,854	0.3444	329,430	5,918,284	17,985
2018-19	999,411,597	6.0860	5,777,329	0.3240	320,581	6,097,910	18,200

PERSONNEL SERVICES SUMMARY

Supplemental Information Salaries Paid from More Than One Source

Position Description	No. Emp	Total Salary	Page No.	Amount	Page No.	Amount	Page No.	Amount	Page No.	Amount
City Manager	1	157,674	64	59,849	67	59,849	71	37,976		
Finance Director	1	119,453	11	11,972	64	50,282	67	50,282	71	6,917
Recreation Coordinator	2	106,324	29	12,922	35	52,698	37	40,704		
Water Superintendent	1	98,603	67	73,943	75	24,660				
Recreation Supervisor	1	79,987	29	60,654	35	19,333				
Executive Secretary/ City Recorder	1	78,663	9	58,997	11	19,666				
HR Specialist	1	74,942	11	18,729	64	26,226	67	26,226	53	3,761
Park Facility- Lead	1	70,000	25	52,590	29	17,410				
Office Coordinator	1	64,745	23	22,009	53	21,368	67	21,368		
Senior Secretary	1	62,242	64	31,121	67	31,121				
Sr. General Clerical	1	55,929	35	41,947	39	13,982				
Municipal Worker I	1	53,992	53	26,996	64	26,996				
Accounting Tech	1	48,347	11	20,308	53	8,705	64	9,667	67	9,667

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
<u>City Council</u>						
Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Councilors	8.00	8.00	8.00	8.00	8.00	8.00
Total FTE	9.00	9.00	9.00	9.00	9.00	9.00
<u>City Manager/Planning</u>						
City Planner	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Executive Secretary/Recorder	0.75	0.75	0.75	0.75	0.75	0.75
General Clerical	0.50	0.50	1.00	1.00	1.00	1.00
Total FTE	3.25	3.25	3.75	3.75	3.75	3.75
<u>Finance</u>						
Finance Director	0.10	0.10	0.10	0.10	0.10	0.10
Executive Secretary/City Recorder	0.25	0.25	0.25	0.25	0.25	0.25
HR Specialist	0.00	0.25	0.25	0.25	0.25	0.25
Accounting Tech	0.50	0.42	0.42	0.42	0.42	0.42
Total FTE	0.85	1.02	1.02	1.02	1.02	1.02
<u>Court</u>						
Municipal Judge (.33 FTE)	0.33	0.33	0.33	0.33	0.33	0.33
Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	2.00	1.00	1.00	1.00
General Clerical	1.00	1.00	0.00	1.00	1.00	1.00
Total FTE	3.33	3.33	3.33	3.33	3.33	3.33
<u>Building Inspections</u>						
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Building Official/Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspector	0.50	0.50	0.50	0.50	0.50	0.50
Office Coordinator	0.00	0.00	0.34	0.34	0.34	0.34
Permit Technician II	0.34	0.34	0.00	0.00	0.00	0.00
Total FTE	2.84	2.84	2.84	2.84	2.84	2.84
<u>Parks</u>						
Park Maintenance Foreman	0.00	0.00	1.00	1.00	1.00	1.00
Park Maintenance	0.00	0.00	1.50	1.50	1.50	1.50
Park Facility- Lead Worker	2.00	2.00	2.00	1.75	1.75	1.75
Seasonal Maintenance (2.5 FTE)	2.50	2.50	1.50	1.50	1.50	1.50
Total FTE	4.50	4.50	6.00	5.75	5.75	5.75

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
<u>Parks/ Utility Landscaping</u>						
Seasonal Maintenance(2-PT)	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00	1.00
<u>Municipal Pool</u>						
Recreation Supervisor	0.34	0.34	0.25	0.25	0.25	0.25
Recreation Coordinator	0.00	0.00	0.25	0.25	0.25	0.25
Park Facility- Lead	0.00	0.00	0.00	0.25	0.25	0.25
Swim Pool (10FTE)	10.00	10.25	10.00	10.00	10.00	10.00
Total FTE	10.34	10.59	10.50	10.75	10.75	10.75
<u>Municipal Buildings</u>						
Buildings Supervisor	0.00	1.00	1.00	1.00	1.00	1.00
Total FTE	0.00	1.00	1.00	1.00	1.00	1.00
<u>Library</u>						
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Library Director	0.00	0.00	1.00	1.00	1.00	1.00
Librarian III	1.00	1.00	0.00	0.00	0.00	0.00
Librarian II	1.00	1.00	1.00	1.00	1.00	1.00
Senior Library Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Library Assistants (6.5 FTE)	4.75	4.55	4.55	5.00	5.00	5.00
Total FTE	8.75	8.55	8.55	9.00	9.00	9.00
<u>Recreation</u>						
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	0.66	0.66	0.75	0.75	0.75	0.75
Recreation Coordinator	0.00	0.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.00	1.00	0.75	0.75	0.75	0.75
Summer Park Program (5 FTE)	5.00	6.75	5.00	5.00	5.00	5.00
Total FTE	7.66	9.41	8.50	8.50	8.50	8.50
<u>Community Center</u>						
Recreation Coordinator	0.00	0.00	0.75	0.75	0.75	0.75
Total FTE	0.00	0.00	0.75	0.75	0.75	0.75
<u>Harkenrider Center</u>						
Sr. General Clerical	0.00	0.00	0.25	0.25	0.25	0.25
Total FTE	0.00	0.00	0.25	0.25	0.25	0.25

2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
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Police Operations

Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Captain	1.00	1.00	1.00	1.00	1.00	1.00
Operations Captain	1.00	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	0.00	1.00	1.00	1.00	1.00	1.00
Police Sergeants	4.00	4.00	4.00	4.00	4.00	4.00
Detectives	2.00	3.00	3.00	3.00	3.00	3.00
Communications Manager	1.00	1.00	1.00	1.00	1.00	1.00
Patrol Officers	11.00	10.00	10.00	10.00	10.00	10.00
Patrol Corporal	4.00	4.00	4.00	4.00	4.00	4.00
School Resource Officer	1.00	2.00	2.00	2.00	2.00	2.00
Youth Officer	1.00	0.00	0.00	0.00	0.00	0.00
Code Enforcement Officer	0.50	0.50	1.00	1.00	1.00	1.00
Senior Secretary	1.00	0.00	0.00	0.00	0.00	0.00
Senior General Clerical	2.00	2.00	2.00	0.00	0.00	0.00
Records Specialists	0.00	0.00	0.00	2.00	2.00	2.00
Total FTE	30.50	30.50	31.00	31.00	31.00	31.00

State Tax Street Fund

Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Permit Tech II	0.33	0.33	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.00	0.33	0.33	0.33	0.33
HR Specialist	0.00	0.04	0.04	0.04	0.04	0.04
Accounting Tech	0.00	0.18	0.18	0.18	0.18	0.18
Mechanic/Municipal Svc. Worker	1.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker II	2.00	1.00	1.00	2.00	2.00	2.00
Municipal Worker I	1.00	2.00	2.50	1.50	1.50	1.50
Municipal Worker (Part-time FTE 1)	0	1.14	1.14	1.14	1.14	1.14
Total FTE	5.33	6.69	7.19	7.19	7.19	7.19

Disposal Plant Maintenance

Recycled Water Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director	0.42	0.42	0.42	0.42	0.42	0.42
Payroll/HR	1.00	0.00	0.00	0.00	0.00	0.00
HR Specialist	0.00	0.35	0.35	0.35	0.35	0.35
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Accounting Tech	0.00	0.20	0.20	0.20	0.20	0.20
Recycled Water Lab Technician	1.00	1.00	1.00	1.00	1.00	1.00
Recycled Water Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Recycled Water Worker IV	1.00	1.00	0.00	0.00	0.00	0.00
Recycled Water Worker III	2.00	1.00	2.00	2.00	2.00	2.00
Recycled Water Worker II	0.00	2.00	0.00	0.00	0.00	0.00
Recycled Water Worker I	2.00	1.00	3.50	3.50	3.50	3.50
Total FTE	11.30	10.85	11.35	11.35	11.35	11.35

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
<u>Water Production & Maintenance</u>						
Water Superintendent	0.75	0.75	0.75	0.75	0.75	0.75
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director	0.42	0.42	0.42	0.42	0.42	0.42
HR Specialist	0.00	0.35	0.35	0.35	0.35	0.35
Permit Technician II	0.33	0.33	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.00	0.33	0.33	0.33	0.33
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Accounting Tech	0.00	0.20	0.20	0.20	0.20	0.20
Water Utility Worker II	5.00	5.00	5.00	5.00	5.00	5.00
Meter Reader/General Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	9.38	9.93	9.93	9.93	9.93	9.93
<u>Regional Water</u>						
Water Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Water Superintendent	0.25	0.25	0.25	0.25	0.25	0.25
Total FTE	1.25	1.25	1.25	1.25	1.25	1.25
<u>Hermiston Energy Services</u>						
Electric General Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.25	0.25	0.24	0.24	0.24	0.24
Finance Director	0.06	0.06	0.06	0.06	0.06	0.06
HR Specialist	0.00	0.01	0.01	0.01	0.01	0.01
Financial Analyst	0.00	0.00	0.00	1.00	1.00	1.00
Accounting Assistant	1.00	1.00	1.00	0.00	0.00	0.00
Total FTE	2.31	2.32	2.31	2.31	2.31	2.31
Grand Total	111.59	116.03	119.52	119.97	119.97	119.97

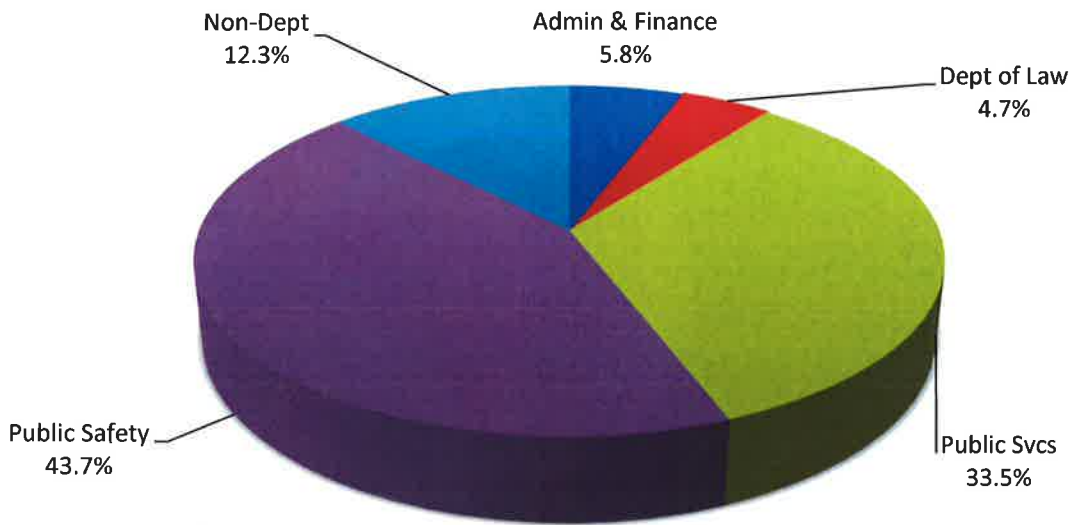
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GENERAL FUND

As the name implies, the general fund provides for the accounting of all revenues and expenditures not specifically categorized into a separate fund structure. The general fund is the most diverse and the largest of the city's funds. In accord with the continuing policies of the community, the general fund is the source for the inter-fund transfers necessary to augment the operations of our other functions. The general fund is the source for inter-fund transfers to the reserve fund system, the street fund, and is the direct source for the city's smaller capital outlay projects related to the departments and functions accounted in the fund. The general fund departments are categorized as:

- | | | |
|-----------------------|-------------------------|------------------------|
| City Council | Building Inspections | Community Center |
| City Manager/Planning | Parks | Harkenrider Center |
| Finance | Parks/Utility Landscape | Public Safety |
| Legal Counsel | Municipal Pool | Police |
| Court | Municipal Buildings | Audit & Others |
| Transportation | Library | Unappropriated Balance |
| Airport | Recreation | |

2019-20 General Fund Appropriations



<u>Expenditures</u>	<u>Proposed</u>
Admin & Finance	759,615
Dept of Law	616,520
Public Svcs	4,387,230
Public Safety	5,602,190
Non-Dept	<u>1,624,010</u>
Total	12,989,565

GENERAL FUND RESOURCES

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PROPERTY TAXES	4,940,207	5,315,508	5,455,000	5,755,000	5,755,000	5,755,000
DELINQUENT TAXES	152,549	116,242	90,000	110,000	110,000	110,000
PROPERTY TAX COMP LOSS OFFSE	75,000	50,000	50,000	25,000	25,000	25,000
PROPERTY TAXES	5,167,756	5,481,750	5,595,000	5,890,000	5,890,000	5,890,000
H E S IN LIEU OF TAXES	420,857	559,891	423,000	612,370	612,370	612,370
P P & L FRANCHISE	2,500	2,500	2,500	2,500	2,500	2,500
U E C A FRANCHISE	209,824	271,888	260,500	275,000	275,000	275,000
NATURAL GAS FRANCHISE	91,235	111,129	101,000	105,000	105,000	105,000
EO TELECOM FRANCHISE	16,264	14,598	14,750	16,000	16,000	16,000
CENTURY LINK TELE FRANCHISE	20,951	23,636	25,750	16,000	16,000	16,000
CHARTER FRANCHISE	68,552	95,478	78,000	250,000	250,000	250,000
MISC. FRANCHISES	11,997	10,040	11,000	10,000	10,000	10,000
TAXI FRANCHISE	125	-	-	-	-	-
MOBILE VENDOR LICENSE	1,000	1,500	1,500	3,000	3,000	3,000
DOG LICENSE & BOARD	3,750	3,195	2,500	2,500	2,500	2,500
LIQUOR PERMIT LICENSE	760	710	800	800	800	800
LICENSES & FRANCHISES	847,814	1,094,565	921,300	1,293,170	1,293,170	1,293,170
FINES	450,653	450,006	530,000	350,000	350,000	350,000
FINES & PENALTIES	450,653	450,006	530,000	350,000	350,000	350,000
INTEREST ON INVESTMENTS	22,958	5,199	30,000	35,000	35,000	35,000
INTEREST	22,958	5,199	30,000	35,000	35,000	35,000
LIQUOR APPORTIONMENT	270,611	285,140	330,300	275,000	275,000	275,000
MARIJUANA APPORTIONMENT	-	52,767	-	-	-	-
CIGARETTE TAX	22,389	22,023	21,700	20,000	20,000	20,000
COMMUNITY GRANTS	-	5,000	-	-	-	-
SUMMER LUNCH PROG GRANT-FE	29,854	33,894	30,000	30,000	30,000	30,000
SUMMER LUNCH PROG GRANT-ST	472	444	500	500	500	500
COUNTY TAXI GRANT	27,840	36,932	36,930	18,282	18,282	18,282
STATE TAXI GRANT	-	-	-	78,000	78,000	78,000
LAW ENFORCEMENT GRANT	-	5,000	-	-	-	-
SAIF - REIMBURSEMENTS	11,676	-	-	-	-	-
STATE REVENUE SHARING	186,217	194,887	150,000	190,000	190,000	190,000
STATE REINSATE AIRPORT GRANT	6,657	-	-	-	-	-
IFA GRANT	29,750	-	-	-	-	-
FROM OTHER AGENCIES	585,467	636,086	569,430	611,782	611,782	611,782

GENERAL FUND RESOURCES (cont.)

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PLUMBING PERMITS	22,043	29,239	22,000	25,000	25,000	25,000
PLAN REVIEW/SPL INSP FEE	106,525	70,245	80,000	85,000	85,000	85,000
CONSTRUCTION PERMIT FEES	101,541	180,925	125,000	150,000	150,000	150,000
ELECTRICAL PERMITS	26,479	38,459	27,000	35,000	35,000	35,000
PLAN REVIEW/INSP FEE-UMATILL	25,200	91,621	50,000	170,000	170,000	170,000
LIBRARY FEES & CHARGES	-	-	-	14,000	14,000	14,000
DISTRICT LIBRARY CONTRACT	125,877	131,861	125,000	130,000	130,000	130,000
UMATILLA CO FIRE DIST CONTRAC	-	12,000	12,000	12,000	12,000	12,000
SCHOOL DISTRICT CONTRACT	150,242	167,698	177,000	204,100	204,100	204,100
SENIOR TAXI TICKET SALES	32,163	38,446	60,000	35,000	35,000	35,000
GEN TAXI TICKET SALES	-	-	-	78,000	78,000	78,000
SANITARY DISPOSAL REVENUE	308,121	317,765	300,000	310,000	310,000	310,000
SANIT DISP REV-SPRING CLEANUP	10,914	12,222	10,000	13,000	13,000	13,000
AIRPORT GAS & OIL SALES	109,001	160,407	182,000	150,000	150,000	150,000
AIRPORT LEASE INCOME	73,287	64,716	70,000	80,000	80,000	80,000
POOL INCOME	231,135	298,204	260,000	260,000	260,000	260,000
P & R OPERATING DONATIONS	1,500	-	-	-	-	-
PARK & RECREATION FEE	9,940	11,900	10,000	127,000	127,000	127,000
PARKS & REC ACTIVITY GUIDE	11,120	11,090	10,000	-	-	-
ADULT RECREATION	25,483	27,873	25,000	-	-	-
YOUTH RECREATION	64,150	79,071	75,000	-	-	-
COMMUNITY CENTER REVENUE	-	-	115,000	110,000	110,000	110,000
SERVICE CHARGES	1,434,719	1,743,741	1,735,000	1,988,100	1,988,100	1,988,100
INTERFUND LOANS	160,491	111,429	11,166	11,167	11,167	11,167
REIMBURSE DIRECT EXPENSE	38,970	91,458	89,500	45,000	45,000	45,000
NON-REVENUE RECEIPTS	199,461	202,887	100,666	56,167	56,167	56,167
LAND USE REVIEW FEES	70,374	15,583	75,000	20,000	20,000	20,000
MISCELLANEOUS SALES	88,750	277,103	62,445	110,000	110,000	110,000
LIBRARY MISC & RENTAL REVENUE	-	-	-	1,500	1,500	1,500
MISCELLANEOUS REVENUES	159,124	292,686	137,445	131,500	131,500	131,500

GENERAL FUND RESOURCES (cont.)

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
TRANS FROM MUNI CT	4,284	4,408	15,200	-	-	-
TRANS FROM ENERGY SERVICES	-	-	-	30,000	30,000	30,000
TRANS FROM TRT-POOL	185,727	248,886	225,000	243,750	243,750	243,750
TRANS FROM TRT- EVENT FACILIT	138,676	185,835	168,000	162,500	162,500	162,500
TRANS FROM UTILITY FUND	39,475	-	-	30,000	30,000	30,000
TRANS FROM STREET FUND	-	-	-	30,000	30,000	30,000
TRANS FROM MISC SPEC REV FD	57,742	304,145	50,000	80,700	80,700	80,700
TRANS FROM HARK CONST FUND	-	-	-	68,000	68,000	68,000
TRANS FROM TRT-TPA CAPITAL	82,415	-	-	50,000	50,000	50,000
TRANS FROM COMM CTR FUND	5,177	-	-	-	-	-
TRANS FROM REC SPEC REV FUNC	276,318	-	45,000	-	-	-
TRANS FROM REGIONAL WATER	-	-	-	12,000	12,000	12,000
TRANSFERS IN	789,813	743,275	503,200	706,950	706,950	706,950
CASH FORWARD	4,800,000	3,128,619	3,748,214	1,926,896	1,926,896	1,926,896
CASH FORWARD	4,800,000	3,128,619	3,748,214	1,926,896	1,926,896	1,926,896
TOTAL GEN FUND RESOURCES	14,457,764	13,778,814	13,870,255	12,989,565	12,989,565	12,989,565

CONSOLIDATED GENERAL FUND EXPENDITURES SUMMARY

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
03-4110 CITY COUNCIL	60,355	55,027	62,260	64,165	64,165	64,165
03-4210 MGR/PLANNING	441,466	471,724	556,080	567,280	567,280	567,280
03-4300 FINANCE	75,940	121,123	134,080	128,170	128,170	128,170
03-5100 LEGAL	88,231	113,767	141,900	141,900	141,900	141,900
03-5200 COURT	416,905	421,910	433,025	474,620	474,620	474,620
03-6230 TRANSPORTATION	240,556	244,876	284,300	420,900	420,900	420,900
03-6400 AIRPORT	177,946	245,689	333,870	318,600	318,600	318,600
03-6500 BLDG INSPECTION	358,449	371,201	439,160	429,700	429,700	429,700
03-6710 PARKS	471,882	490,600	680,115	653,765	653,765	653,765
03-6715 PARKS/UTILITY LANDSCAPING	21,123	43,314	46,080	55,165	55,165	55,165
03-6720 POOL	349,888	412,062	519,495	549,375	549,375	549,375
03-6730 MUNI BLDG	16,255	90,650	134,895	129,065	129,065	129,065
03-6740 LIBRARY	663,355	739,616	806,120	871,130	871,130	871,130
03-6750 RECREATION	531,452	688,240	709,050	712,185	712,185	712,185
03-6760 COMMUNITY CENTER	-	-	167,060	191,010	191,010	191,010
03-6770 HARKENRIDER CENTER	-	-	48,390	56,335	56,335	56,335
03-7030 PUBLIC SAFETY BLDG	70,629	75,784	107,570	74,000	74,000	74,000
03-7130 POLICE OPERATIONS	4,351,520	4,655,865	5,041,700	5,528,190	5,528,190	5,528,190
03-8810 NON-DEPARTMENTAL	1,868,942	1,988,090	3,225,105	1,624,010	1,624,010	1,624,010
TOTAL	10,204,892	11,229,538	13,870,255	12,989,565	12,989,565	12,989,565

CONSOLIDATED GENERAL FUND EXPENDITURES BY CATEGORY

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	6,325,664	6,992,709	7,752,380	8,435,340	8,435,340	8,435,340
MATERIALS & SERVICES	2,490,621	2,838,510	3,392,185	3,495,445	3,495,445	3,495,445
CAPITAL OUTLAY	141,577	247,802	231,870	128,900	128,900	128,900
TRANSFERS:						
BONDED DEBT FUND	189,925	198,873	196,669	203,219	203,219	203,219
RESERVE FUND	115,000	727,450	870,000	639,000	639,000	639,000
EOTEC OPERATIONS	-	96,230	-	-	-	-
TRANS TO COMMUNITY CTR	92,105	90,965	-	-	-	-
SENIOR CENTER CONST	750,000	37,000	-	-	-	-
SPECIAL PAYMENTS	100,000	-	-	-	-	-
CONTINGENCY	-	-	1,427,151	87,661	87,661	87,661
TOTAL	10,204,892	11,229,538	13,870,255	12,989,565	12,989,565	12,989,565

CONSOLIDATED ADMINISTRATION

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CITY COUNCIL	60,355	55,027	62,260	64,165	64,165	64,165
MANAGER/PLANNING	441,466	471,724	556,080	567,280	567,280	567,280
FINANCE	75,940	121,123	134,080	128,170	128,170	128,170
TOTAL	577,761	647,875	752,420	759,615	759,615	759,615

ADMINISTRATION & FINANCE
By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	478,516	547,518	636,970	650,215	650,215	650,215
MATERIALS & SERVICES	99,245	100,357	115,450	109,400	109,400	109,400
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	577,761	647,875	752,420	759,615	759,615	759,615

CITY COUNCIL

03 GENERAL FUND
4110 CITY COUNCIL

MISSION STATEMENT

To lead the community by formulating policy and giving guidance and support to enhance Hermiston.

DEPARTMENT DESCRIPTION

Hermiston uses a “Council-Manager” form of government, similar to the large majority of Oregon cities. In a Council-Manager form of government, all powers of the city are vested in the City Council. The Council, made up of 8 elected Hermiston residents, ultimately decides whether or not the City will take an action on matters concerning the city. The Council hires a City Manager, to manage all of the day-to-day decisions.

The City Council budget provides for the payment of our elected officials. The rates of pay are \$100 per month for councilors and \$250 per month for the mayor. The mayor and council are the policy leaders of all of the City of Hermiston, and each of the operating and capital outlay areas identified in this budget.

DEPARTMENT OBJECTIVES 2019-20

- Specific goals of the City Council are identified in the City Manager’s budget message and reiterated in each department.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Councilors	8.00	8.00	8.00	8.00	8.00	8.00
Total FTE	9.00	9.00	9.00	9.00	9.00	9.00

CITY COUNCIL DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	12,600	12,600	12,600	12,600	12,600	12,600
ACCIDENT INSURANCE	16	5	15	15	15	15
RETIREMENT	579	678	680	1,085	1,085	1,085
SOCIAL SECURITY	964	964	965	965	965	965
PERSONNEL SERVICES	14,159	14,247	14,260	14,665	14,665	14,665
TRAVEL & TRAINING	29,142	24,575	30,000	30,000	30,000	30,000
DUES & MEMBERSHIP	14,082	12,456	14,000	15,000	15,000	15,000
FOOD & MISCELLANEOUS	2,971	3,749	4,000	4,500	4,500	4,500
MATERIALS & SERVICES	46,195	40,780	48,000	49,500	49,500	49,500
TOTAL CITY COUNCIL	60,355	55,027	62,260	64,165	64,165	64,165

CITY MANAGER/PLANNING

03 GENERAL FUND
4210 CITY MANAGER/PLANNING

MISSION STATEMENT

With the help of fellow employees, to accomplish policy objectives and activity priorities established by the Mayor and City Council, to provide Mayor and City Council with the information and communications needed to facilitate the decision making process and to provide the leadership and guidance among fellow employees of the city such that we may always take pride in the worth of the public services we perform, rendering those services to the very best of our individual and collective abilities.

DEPARTMENT DESCRIPTION

The planning department administers the day to day land use planning actions of the city. The department works with the City Council, planning commission, developers, and property owners, outside agencies, and city staff to insure orderly development. The departments also maintain and administers the city's land use ordinances and comprehensive plan.

DEPARTMENT OBJECTIVES 2019-2020

- Continue to expand GIS capabilities
- Process land use applications
- Provide excellent service to the public to ensure broad participation in the planning process

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
City Planner	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Executive Secretary/City Recorder	0.75	0.75	0.75	0.75	0.75	0.75
General Clerical	0.50	0.50	1.00	1.00	1.00	1.00
Total FTE	3.25	3.25	3.75	3.75	3.75	3.75

CITY MANAGER/PLANNING DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	263,809	283,676	325,780	338,495	338,495	338,495
OVERTIME	7,406	-	-	-	-	-
UNEMPLOYMENT INSURANCE	1,350	307	2,280	2,370	2,370	2,370
ACCIDENT INSURANCE	348	123	325	340	340	340
RETIREMENT	53,558	65,714	74,545	92,490	92,490	92,490
SOCIAL SECURITY	20,179	21,198	24,920	25,895	25,895	25,895
MEDICAL, DENTAL & LIFE INS	57,338	59,685	85,280	67,190	67,190	67,190
PERSONNEL SERVICES	403,989	430,702	513,130	526,780	526,780	526,780
POSTAGE	465	515	2,650	1,000	1,000	1,000
TRAVEL & TRAINING	19,578	19,192	18,000	18,000	18,000	18,000
LEGAL PUBLICATIONS	581	1,513	1,500	2,500	2,500	2,500
TELEPHONE	2,390	1,150	2,000	2,000	2,000	2,000
DUES & MEMBERSHIP	3,286	3,634	3,500	3,500	3,500	3,500
MISCELLANEOUS CONTRACTUAL	1,840	3,930	2,000	2,000	2,000	2,000
OFFICE SUPPLIES	4,550	6,360	8,300	6,500	6,500	6,500
FOOD & MISCELLANEOUS	4,788	4,727	5,000	5,000	5,000	5,000
MATERIALS & SERVICES	37,178	41,022	42,950	40,500	40,500	40,500
TOTAL MANAGER/PLANNING	441,466	471,724	556,080	567,280	567,280	567,280

FINANCE

03 GENERAL FUND
4300 FINANCE

MISSION STATEMENT

To maintain the financial stability of the community, promote a service-oriented government and provide courteous and friendly services to the residents of the community.

DEPARTMENT DESCRIPTION

The finance department is responsible for accounting and budgeting, accounts payable and receivable, investment management, debt management, risk management, information technology, grant management, utility billing, and customer service.

DEPARTMENT OBJECTIVES 2019-2020

- Conduct the financial affairs of the City of Hermiston in such a way as to receive a “clean” opinion in the performance of the City’s annual audit.
- Ensure the city’s Comprehensive Annual Financial Report (“CAFR”) is published accurately and on time.
- Conduct an overhead cost allocation study to allow for more transparency in tracking operating costs of various funds/departments in the City of Hermiston.
- Conduct a classification/compensation study to ensure the City of Hermiston is competitive in the labor market for northeastern Oregon.

Continue to provide professional development opportunities to staff members to be able to add to/improve the skillsets and to continue to make positive contributions to the City of Hermiston in their roles as employees in the Finance Department.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Finance Director	0.10	0.10	0.10	0.10	0.10	0.10
Executive Secretary/City Recorder	0.25	0.25	0.25	0.25	0.25	0.25
HR Specialist	0.00	0.25	0.25	0.25	0.25	0.25
Accounting Tech	0.50	0.42	0.42	0.42	0.42	0.42
Total FTE	0.85	1.02	1.02	1.02	1.02	1.02

FINANCE DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	40,689	64,087	67,035	70,675	70,675	70,675
OVERTIME	-	213	-	-	-	-
UNEMPLOYMENT INSURANCE	209	70	470	495	495	495
ACCIDENT INSURANCE	54	28	65	70	70	70
RETIREMENT	7,294	13,523	15,110	19,050	19,050	19,050
SOCIAL SECURITY	3,124	4,735	5,130	5,405	5,405	5,405
MEDICAL, DENTAL & LIFE INS	8,998	19,913	21,770	13,075	13,075	13,075
PERSONNEL SERVICES	60,368	102,568	109,580	108,770	108,770	108,770
POSTAGE	1,486	1,462	2,000	2,000	2,000	2,000
TRAVEL & TRAINING	5,491	8,490	12,000	9,000	9,000	9,000
TELEPHONE	1,436	1,268	1,800	1,000	1,000	1,000
REPAIRS-OFFICE EQUIPMENT	2,277	1,762	3,000	2,000	2,000	2,000
DUES & MEMBERSHIP	548	1,568	1,000	1,000	1,000	1,000
OFFICE SUPPLIES	4,145	3,856	4,200	4,200	4,200	4,200
FOOD & MISCELLANEOUS	189	149	500	200	200	200
MATERIALS & SERVICES	15,572	18,555	24,500	19,400	19,400	19,400
TOTAL FINANCE	75,940	121,123	134,080	128,170	128,170	128,170

CONSOLIDATED DEPARTMENT OF LAW EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
LEGAL	88,231	113,767	141,900	141,900	141,900	141,900
COURT	416,905	421,910	433,025	474,620	474,620	474,620
TOTAL	505,136	535,676	574,925	616,520	616,520	616,520

DEPARTMENT OF LAW
By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	277,363	280,973	282,775	304,305	304,305	304,305
MATERIALS & SERVICES	227,773	254,703	291,550	311,615	311,615	311,615
CAPITAL OUTLAY	-	-	600	600	600	600
TOTAL	505,136	535,676	574,925	616,520	616,520	616,520

LEGAL

03 GENERAL
FUND 5100 LEGAL

MISSION STATEMENT: To provide prompt legal services to the City Council, City Manager, and operating departments as required.

DEPARTMENT DESCRIPTION

The Office of City Attorney provides legal advice to city operations. The city attorney attends City Council and Leadership Team meetings, attends City Planning Commission meetings as requested, and prepares legal documents, including ordinances, resolutions and public contracts, as requested.

The labor negotiations attorney represents the city in union labor negotiations and may provide advice on other labor matters.

LEGAL DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	67,127	93,381	120,000	120,000	120,000	120,000
LABOR NEGOTIATIONS	18,000	18,000	18,000	18,000	18,000	18,000
TRAVEL & TRAINING	1,824	1,496	1,700	1,700	1,700	1,700
OFFICE SUPPLIES	500	500	500	500	500	500
MAGAZINE, MAP, PAMPHLET	780	390	1,100	1,100	1,100	1,100
MATERIALS & SERVICES	88,231	113,767	141,300	141,300	141,300	141,300
OFFICE EQUIPMENT	-	-	600	600	600	600
CAPITAL OUTLAY	-	-	600	600	600	600
TOTAL LEGAL	88,231	113,767	141,900	141,900	141,900	141,900

COURT

O3 GENERAL FUND
5200 COURT

MISSION STATEMENT

The mission of the court continues to be to provide swift and efficacious justice in matters brought before it. That justice is extended to both society and the alleged offender. The municipal court is not a civil court and any civil functions of the court are secondary in nature to the primary function of the court, which is the processing of criminal cases, traffic violations, and violations of city ordinance. The courts priority in all cases is the prompt, orderly, efficient, and just resolution of matters.

The court has exclusive jurisdiction over municipal ordinance violations, and concurrent jurisdiction with Circuit Court for vehicle code offenses, for selected statutorily defined violations, and for misdemeanors.

DEPARTMENT DESCRIPTION

The Court is responsible for the processing of criminal cases, traffic violations and city ordinance violations within the city limits of Hermiston. This includes collecting fines instated on all cases, tracking probation, issuing warrants for failure to appear and sending show cause letters for non-compliance. The Court also provides notary services and marriage ceremonies.

DEPARTMENT OBJECTIVES 2019-2020

- Provide customer service with professional speed, courtesy and respect.
- Provide annual staff training for Judge, Court Administrator and Clerks.
- Send staff to special Caselle training for court only.
- Continue with scanning all paper files into Caselle.
- Continue resolving older cases with unpaid fines.
- Use community service through City departments to help resolve open cases.
- Encourage the public to use the lobby computer for court and city payments.
- Continue to find ways to improve the courts functions.
- Get staff LEADS Certified.
- Security Improvements.

COURT-PUBLIC DEFENDER

MISSION STATEMENT

The City Public Defender's role is to provide assistance of counsel to indigent defendants in criminal prosecutions in the Hermiston Municipal Court.

DEPARTMENT DESCRIPTION

The Public Defender is an independent contractor hired by the City Manager to assist indigents with the defense of their case(s). Article I, Section 11, of the Oregon Constitution, requires that in all prosecutions of a criminal nature the indigent accused have the right to the assistance of counsel at public expense.

Cases of a criminal nature include class B and C misdemeanors, the class A misdemeanor of Failure to Appear, and contempt matters when filed by the City Prosecutor or when filed by the Court and the City Prosecutor deems a sentence would merit a punitive sanction.

DEPARTMENT OBJECTIVES 2019-20

- To dispose of ninety per cent (90%) of appointments within 90 days of appointment, ninety-eight percent (98%) of appointments within 180 days of appointment, and one hundred percent (100%) of appointments within one year, except for cases where defendant is on abscond status, or for exceptional cases in which continuing review should occur. See Oregon Standards of Timely Disposition in Oregon Circuit Courts, Oregon Judicial Conference.

COURT-PROSECUTOR

MISSION STATEMENT

The City Prosecutor's role is to serve the interest of justice, promote City wellness, focus on Victim's rights, rehabilitate convicted criminal offenders, work with Court, Defense Counsel, the Police and all other stakeholders to reach results that are in conformance and congruent with the best interest of the City.

DEPARTMENT DESCRIPTION

The City Prosecutor is an independent contractor hired by the City Manager to prosecute defendants who have committed class B and C misdemeanors, such as Disorderly Conduct, Criminal Trespass and Theft in the Third Degree; the class A misdemeanor(s) of Failure to Appear in the Second Degree; city ordinance violations when the defendant is represented by an attorney; and Criminal Contempt and Probation Revocation cases initiated by the City Prosecutor.

DEPARTMENT OBJECTIVES 2019-2020

- Work with the Public Defender to process cases in a timely manner.
- Work with the Code Enforcement Officer when he or she requests assistance with prosecuting ordinance violations.
- Fulfill the office's mission statement to the fullest extent possible.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Municipal Judge (.33 FTE)	0.33	0.33	0.33	0.33	0.33	0.33
Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	2.00	1.00	1.00	1.00
General Clerical	1.00	1.00	0.00	1.00	1.00	1.00
Total FTE	3.33	3.33	3.33	3.33	3.33	3.33

COURT DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	173,313	178,990	179,260	188,420	188,420	188,420
OVERTIME	2,468	1,651	3,000	3,000	3,000	3,000
UNEMPLOYMENT INSURANCE	732	163	1,275	1,340	1,340	1,340
ACCIDENT INSURANCE	245	75	220	230	230	230
RETIREMENT	29,339	28,942	31,630	39,335	39,335	39,335
SOCIAL SECURITY	12,915	13,313	13,945	14,645	14,645	14,645
MEDICAL, DENTAL & LIFE INS	58,351	57,839	53,445	57,335	57,335	57,335
PERSONNEL SERVICES	277,363	280,973	282,775	304,305	304,305	304,305
PROSECUTION	75,000	75,688	75,000	77,065	77,065	77,065
PUBLIC DEFENSE	55,800	55,600	55,000	55,000	55,000	55,000
POSTAGE	1,657	2,103	2,500	2,500	2,500	2,500
TRAVEL & TRAINING	-	-	5,000	7,500	7,500	7,500
TELEPHONE	4,935	5,006	5,100	5,100	5,100	5,100
REPAIRS-OFFICE EQUIPMENT	-	-	5,000	5,000	5,000	5,000
MISCELLANEOUS CONTRACTUAL	2,150	2,541	2,150	14,150	14,150	14,150
OFFICE SUPPLIES	-	-	500	3,500	3,500	3,500
FOOD & MISCELLANEOUS	-	-	-	500	500	500
MATERIALS & SERVICES	139,542	140,937	150,250	170,315	170,315	170,315
TOTAL COURT	416,905	421,910	433,025	474,620	474,620	474,620

CONSOLIDATED PUBLIC SERVICES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
TRANSPORTATION	240,556	244,876	284,300	420,900	420,900	420,900
AIRPORT	177,946	245,689	333,870	318,600	318,600	318,600
BUILDING INSPECTION	358,449	371,201	439,160	429,700	429,700	429,700
PARKS	471,882	490,600	680,115	653,765	653,765	653,765
PARKS/UTILITY LANDSCAPING	21,123	43,314	46,080	55,165	55,165	55,165
MUNICIPAL POOL	349,888	412,062	519,495	549,375	549,375	549,375
MUNICIPAL BLDGS	16,255	90,650	134,895	129,065	129,065	129,065
LIBRARY	663,355	739,616	806,120	871,130	871,130	871,130
RECREATION	531,452	688,240	709,050	712,185	712,185	712,185
COMMUNITY CTR	-	-	167,060	191,010	191,010	191,010
HARKENRIDER CTR	-	-	48,390	56,335	56,335	56,335
TOTAL	2,830,904	3,326,248	4,168,535	4,387,230	4,387,230	4,387,230

PUBLIC SERVICES
By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	1,884,464	2,252,255	2,538,230	2,781,380	2,781,380	2,781,380
MATERIALS & SERVICES	890,253	1,006,834	1,529,805	1,538,350	1,538,350	1,538,350
CAPITAL OUTLAY	41,187	52,159	85,500	52,500	52,500	52,500
TRANSFERS:						
RESERVE FUND	15,000	15,000	15,000	15,000	15,000	15,000
TOTAL	2,830,904	3,326,248	4,168,535	4,387,230	4,387,230	4,387,230

TRANSPORTATION

03 GENERAL FUND
6230 TRANSPORTION

MISSION STATEMENT

To provide quality transportation to members of the community to the maximum extent possible within the fiscal constraints of the City.

DEPARTMENT DESCRIPTION

This service is provided entirely through 3rd-party contracts. The city subsidizes taxi rides for seniors and disabled residents. The City also partners with KAYAK Public Transit to provide a fixed-route bus which loops through the city on week days. New this year, the City will coordinate subsidized taxi rides for community members to get to employment opportunities, however this program is intended to yield no out-of-pocket costs for the City with a 50/50 cost split between the rider and ODOT STIF Grant Funding.

DEPARTMENT OBJECTIVES 2019-2020

- Provide more than 18,000 one-way taxi trips to senior/disabled taxi riders
- Increase Kayak bus ridership to 8,000 rides in fiscal year 2018-19

TRANSPORTATION DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PRINTING	673	938	1,000	2,000	2,000	2,000
ADVERTISING	535	5,119	3,300	5,000	5,000	5,000
GENERAL CITIZEN TAXI PR	-	-	-	153,900	153,900	153,900
SENIOR TAXI PROGRAM	114,347	134,218	150,000	135,000	135,000	135,000
BUS PROGRAM	125,000	104,601	130,000	125,000	125,000	125,000
MATERIALS & SERVICES	240,556	244,876	284,300	420,900	420,900	420,900
TOTAL TRANSPORTATION	240,556	244,876	284,300	420,900	420,900	420,900

AIRPORT

03 GENERAL
FUND 6400 AIRPORT

MISSION STATEMENT

To serve as a critical piece of the region's overall transportation infrastructure by operating a high-quality General Aviation Airport which accommodates all private and commercial aviation related uses. To enhance regional economic depth and diversity by providing leasable sites for aviation related businesses, and non-aviation related businesses where appropriate.

DEPARTMENT DESCRIPTION

Hermiston Municipal Airport is operated on a contract basis through a local Fixed Base Operator (FBO). The FBO provides day-to-day maintenance and operation, but other city departments also provide manpower and assistance on a limited as-needed basis. The airport provides fuel sales, 40+ tie down spaces, two city-owned multi-space hangars, and one open hangar. The Assistant City Manager provides administrative oversight of long-range planning.

AIRPORT DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	35,170	37,004	83,000	83,000	83,000	83,000
PROPERTY & LIABILITY INS	9,979	9,923	10,770	11,800	11,800	11,800
ELECTRICITY	10,370	10,818	11,000	11,000	11,000	11,000
TELEPHONE	3,043	2,969	2,800	3,500	3,500	3,500
MISCELLANEOUS CONTRACTUAL	18,955	10,085	10,000	10,000	10,000	10,000
LICENSES & PERMITS	999	431	300	300	300	300
OFFICE SUPPLIES	1,556	191	200	200	200	200
CLEAN/SANITATION SUPPLIES	278	319	300	300	300	300
FOOD & MISCELLANEOUS	243	414	500	500	500	500
AIRPORT COURTESY CAR	118	-	-	-	-	-
MINOR/SAFETY EQUIP	2,092	1,214	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	64,006	139,779	182,000	165,000	165,000	165,000
PARTS FOR OPERATING EQUIP	630	1,764	2,000	2,000	2,000	2,000
MATERIALS & SERVICES	147,441	214,911	303,870	288,600	288,600	288,600
AIRPORT IMPROVEMENTS	15,505	15,778	15,000	15,000	15,000	15,000
CAPITAL OUTLAY	15,505	15,778	15,000	15,000	15,000	15,000
RES-AIRPORT IMPROVEMENTS	15,000	15,000	15,000	15,000	15,000	15,000
TRANSFERS OUT	15,000	15,000	15,000	15,000	15,000	15,000
TOTAL AIRPORT	177,946	245,689	333,870	318,600	318,600	318,600

BUILDING INSPECTIONS

03 GENERAL FUND
6500 BUILDING INSPECTIONS

MISSION STATEMENT

To provide effective public service for residential and commercial structures through education and safety for the citizens of Hermiston.

DEPARTMENT DESCRIPTION

The building department assists in negotiation with developers and builders to the extent and character of individual developments as well as in land use compatibility. The building department shall render interpretations pertaining to code and will adopt and enforce rules and supplemental regulations to clarify the application of its provisions. Such interpretations, rules and regulations shall be in conformance with the intent and purpose of the code.

DEPARTMENT OBJECTIVES 2019-20

- Provide interdepartmental liaison activity on private and public developments
- Maintain a customer friendly environment through excellent communication in the office and in the field
- Investigate citizen complaints in a timely manner

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Building Official/Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspector	0.50	0.50	0.50	0.50	0.50	0.50
Office Coordinator	0.00	0.00	0.34	0.34	0.34	0.34
Permit Technician II	0.34	0.34	0.00	0.00	0.00	0.00
Total FTE	2.84	2.84	2.84	2.84	2.84	2.84

BUILDING INSPECTIONS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	227,174	233,798	242,320	249,830	249,830	249,830
UNEMPLOYMENT INSURANCE	1,136	254	1,695	1,750	1,750	1,750
ACCIDENT INSURANCE	2,694	952	2,435	2,710	2,710	2,710
RETIREMENT	45,976	55,965	57,365	68,780	68,780	68,780
SOCIAL SECURITY	17,135	17,628	18,540	19,115	19,115	19,115
MEDICAL, DENTAL & LIFE INS	32,954	34,325	35,855	39,465	39,465	39,465
PERSONNEL SERVICES	327,069	342,922	358,210	381,650	381,650	381,650
POSTAGE	-	-	250	250	250	250
CC TRANSACTION FEES	-	5,335	4,800	4,800	4,800	4,800
TRAVEL & TRAINING	2,927	1,425	3,500	3,500	3,500	3,500
LEGAL PUBLICATIONS	-	-	500	500	500	500
ELECTRICITY	2,075	1,762	2,400	2,400	2,400	2,400
TELEPHONE	3,062	3,506	3,000	3,000	3,000	3,000
REPAIRS-BUILDINGS	4,000	839	9,200	1,000	1,000	1,000
REPAIRS-MOTOR VEHICLES	258	-	750	1,000	1,000	1,000
CLEANING & PAINTING	1,836	1,859	1,800	1,800	1,800	1,800
DUES & MEMBERSHIP	380	150	1,200	1,200	1,200	1,200
LEASED VEHICLES	-	-	-	13,000	13,000	13,000
MISCELLANEOUS CONTRACTUAL	8,750	5,732	11,050	6,200	6,200	6,200
OFFICE SUPPLIES	1,852	2,220	5,600	2,500	2,500	2,500
FOOD & MISCELLANEOUS	415	279	400	400	400	400
FUEL-OTHER THAN VEHICLE	1,287	1,073	2,000	2,000	2,000	2,000
MOTOR VEHICLE FUEL & OIL	2,997	3,674	3,500	3,500	3,500	3,500
MOTOR VEHICLE PARTS	1,541	426	1,000	1,000	1,000	1,000
MATERIALS & SERVICES	31,380	28,279	50,950	48,050	48,050	48,050
MOTOR VEHICLES	-	-	30,000	-	-	-
CAPITAL OUTLAY	-	-	30,000	-	-	-
TOTAL BUILDING INSPECTIONS	358,449	371,201	439,160	429,700	429,700	429,700

PARKS

03 GENERAL FUND
6710 PARKS

MISSION STATEMENT

The City of Hermiston Parks Division protects, develops and enhances the City's Parks, trails, open spaces, and landscapes for the enjoyment of citizens.

DEPARTMENT DESCRIPTION

The Parks and Recreation Department is responsible for creating and maintaining diverse recreation programs and facilities for all residents. We strengthen community through a wide variety recreational opportunities that add to Hermiston's overall quality of life.

DEPARTMENT OBJECTIVES 2019-20

- Safe and attractive recreation and open spaces for a variety of interests.
- Seek land acquisition on the east side of Hermiston.
- Develop a destination skate park.
- Design Steelhead Park.
- Enhance trails within Butte Park.
- Update the Parks and Trails Plan.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Park Maintenance Foreman	0.00	0.00	1.00	1.00	1.00	1.00
Park Maintenance	0.00	0.00	1.50	1.50	1.50	1.50
Park Facility- Lead Worker	2.00	2.00	2.00	1.75	1.75	1.75
Seasonal Maintenance (2.5 FTE)	2.50	2.50	1.50	1.50	1.50	1.50
Total FTE	4.50	4.50	6.00	5.75	5.75	5.75

PARKS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	228,752	226,911	295,260	308,070	308,070	308,070
OVERTIME	2,065	5,352	5,000	7,500	7,500	7,500
UNEMPLOYMENT INSURANCE	1,154	261	2,100	2,210	2,210	2,210
ACCIDENT INSURANCE	6,446	2,337	7,900	7,730	7,730	7,730
RETIREMENT	33,142	41,159	72,500	80,980	80,980	80,980
SOCIAL SECURITY	17,293	17,450	22,970	24,140	24,140	24,140
MEDICAL, DENTAL & LIFE INS	45,347	47,666	79,885	70,135	70,135	70,135
PERSONNEL SERVICES	334,198	341,135	485,615	500,765	500,765	500,765
OTHER PROFESSIONAL SERVICES	-	-	25,000	-	-	-
TRAVEL & TRAINING	1,506	486	2,500	2,500	2,500	2,500
ELECTRICITY	17,563	17,595	20,000	20,000	20,000	20,000
TELEPHONE	2,360	926	1,500	1,500	1,500	1,500
MISCELLANEOUS CONTRACTUAL	55,570	48,530	46,000	48,000	48,000	48,000
AG & HORT SUPPLIES	9,646	11,607	24,000	15,000	15,000	15,000
CHEMICALS	1,437	4,219	4,000	4,000	4,000	4,000
CLEAN/SANITATION SUPPLIES	2,108	4,047	4,000	4,000	4,000	4,000
FUEL-OTHER THAN VEHICLE	1,549	10	-	500	500	500
MINOR/SAFETY EQUIP	15,423	17,047	19,000	19,000	19,000	19,000
MOTOR VEHICLE FUEL & OIL	10,488	17,529	15,000	15,000	15,000	15,000
MOTOR VEHICLE PARTS	1,715	1,166	2,500	2,500	2,500	2,500
PAINT & PAINT SUPPLIES	3,621	11,137	5,000	5,000	5,000	5,000
PLUMBING & SEWAGE SUPPLIES	7,660	8,218	12,000	10,000	10,000	10,000
PARTS FOR OPERATING EQUIP	7,038	6,949	6,000	6,000	6,000	6,000
MATERIALS & SERVICES	137,684	149,465	186,500	153,000	153,000	153,000
MOTOR VEHICLES	-	-	8,000	-	-	-
CAPITAL OUTLAY	-	-	8,000	-	-	-
TOTAL PARKS	471,882	490,600	680,115	653,765	653,765	653,765

PARKS/ UTILITY LANDSCAPING

03 GENERAL FUND
 6715 PARKS/UTILITY
 LANDSCAPING

MISSION STATEMENT

The Park Utilities Division provides landscape maintenance services for the Water and Recycled Water Utility lift stations and reservoirs.

DEPARTMENT OBJECTIVES 2019-2020

- Weekly mowing and trimming
- Irrigation repair as needed
- Weed control
- Facility enhancement and beautification

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Seasonal Maintenance(2-PT)	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	1.00	1.00	1.00	1.00	1.00	1.00

PARKS/UTILITY LANDSCAPING EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	16,496	28,249	30,000	32,060	32,060	32,060
OVERTIME	495	636	500	500	500	500
UNEMPLOYMENT INSURANCE	85	22	215	230	230	230
ACCIDENT INSURANCE	493	307	800	800	800	800
RETIREMENT	1,496	5,990	6,230	8,085	8,085	8,085
SOCIAL SECURITY	1,300	2,127	2,335	2,490	2,490	2,490
MEDICAL, DENTAL & LIFE INS	-	2,980	-	-	-	-
PERSONNEL SERVICES	20,365	40,310	40,080	44,165	44,165	44,165
CHEMICALS	126	1,000	1,000	1,000	1,000	1,000
MINOR/SAFETY EQUIP	632	4	2,500	2,500	2,500	2,500
MOTOR VEHICLE FUEL & OIL	-	2,000	2,500	2,500	2,500	2,500
MATERIALS & SERVICES	758	3,004	6,000	6,000	6,000	6,000
OTHER EQUIPMNT	-	-	-	5,000	5,000	5,000
CAPITAL OUTLAY	-	-	-	5,000	5,000	5,000
TOTAL PARKS LANDSCAPING	21,123	43,314	46,080	55,165	55,165	55,165

MUNICIPAL POOL

03 GENERAL FUND
6720 MUNICIPAL POOL

MISSION STATEMENT

Develop and manage diverse aquatic opportunities that range from basic water safety to water adventure programming. Enhance safety through an effective swim lesson program. Operate the facility as safely and cost effectively as possible.

DEPARTMENT OBJECTIVES 2019-20

- Offer high quality, safe aquatic programming June through August.
- Coordinate an extended fall season to accommodate the High School swim team.
- Offer high quality swim instruction for all levels.
- Evaluate the fees and charges for maximum cost recovery.
- Attain 75% cost recovery or better.
- Design and install a solar water heating system.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Recreation Supervisor	0.34	0.34	0.25	0.25	0.25	0.25
Recreation Coordinator	0.00	0.00	0.25	0.25	0.25	0.25
Park Facility- Lead	0.00	0.00	0.00	0.25	0.25	0.25
Swim Pool (10FTE)	10.00	10.25	10.00	10.00	10.00	10.00
Total FTE	10.34	10.59	10.50	10.75	10.75	10.75

MUNICIPAL POOL DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	178,377	248,192	230,760	292,015	292,015	292,015
OVERTIME	228	1,382	500	5,000	5,000	5,000
UNEMPLOYMENT INSURANCE	893	270	1,480	2,120	2,120	2,120
ACCIDENT INSURANCE	4,976	2,267	4,950	7,120	7,120	7,120
RETIREMENT	12,333	16,744	13,735	20,585	20,585	20,585
SOCIAL SECURITY	13,620	18,990	16,160	21,625	21,625	21,625
MEDICAL, DENTAL & LIFE INS	5,019	12,741	11,375	17,560	17,560	17,560
PERSONNEL SERVICES	215,446	300,586	278,960	366,025	366,025	366,025
POSTAGE	49	-	100	100	100	100
TRAVEL & TRAINING	3,477	2,180	2,000	2,000	2,000	2,000
ADVERTISING	2,271	62	2,500	2,500	2,500	2,500
PROPERTY & LIABILITY INS	9,725	9,717	11,185	11,000	11,000	11,000
ELECTRICITY	17,343	21,503	20,000	25,000	25,000	25,000
TELEPHONE	1,303	1,761	2,200	2,200	2,200	2,200
INTERNET	804	525	2,000	2,000	2,000	2,000
MISCELLANEOUS CONTRACTUAL	15,534	6,442	22,000	16,000	16,000	16,000
LICENSES & PERMITS	2,614	838	2,000	2,000	2,000	2,000
OFFICE SUPPLIES	2,534	1,903	2,000	2,000	2,000	2,000
CHEMICALS	23,216	22,284	30,000	40,000	40,000	40,000
CLEAN/SANITATION SUPPLIES	2,866	2,897	4,000	2,500	2,500	2,500
ITEMS FOR RESALE	2,956	3,008	3,500	3,500	3,500	3,500
FOOD & MISCELLANEOUS	1,550	1,192	6,000	12,000	12,000	12,000
FUEL-OTHER THAN VEHICLE	31,461	23,701	43,000	42,500	42,500	42,500
MINOR/SAFETY EQUIP	2,393	3,081	2,500	2,500	2,500	2,500
PAINT & PAINT SUPPLIES	1,206	2,595	5,000	5,000	5,000	5,000
PLUMBING & SEWAGE SUPPLIES	8,296	412	5,000	5,000	5,000	5,000
RECREATIONAL SUPPLIES	3,014	4,078	3,000	3,000	3,000	3,000
OVER AND SHORTS	69	(36)	50	50	50	50
UNIFORMS	1,759	3,335	2,500	2,500	2,500	2,500
MATERIALS & SERVICES	134,442	111,476	240,535	183,350	183,350	183,350
TOTAL MUNICIPAL POOL	349,888	412,062	519,495	549,375	549,375	549,375

MUNICIPAL BUILDINGS

03 GENERAL FUND
6730 MUNICIPAL BUILDINGS

MISSION STATEMENT

The focus of the Municipal Building Supervisor is on preventative, as well as reactionary, maintenance and repair at all city owned buildings including City Hall, Library, Carnegie Library, Public Safety Center, Community Center, Airport, and Harkenrider Center. The mission of the position is to reduce long term costs caused by deferred maintenance, as well as save costs by performing more maintenance and repair work in-house.

DEPARTMENT DESCRIPTION

The Municipal Building Supervisor is allocated to this fund to avoid allocating costs across multiple individual General Fund Departments. The direct costs of the operations of City Hall are specifically budgeted in this fund. All costs for outside contractors, equipment, supplies, etc., with the exception of City Hall, are allocated to the individual departments when work is done on their individual facilities.

DEPARTMENT OBJECTIVES 2019-20

- Prolong the useful life of City buildings, facilities, and equipment in the most cost-efficient long-Term manner possible.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Buildings Supervisor	0.00	1.00	1.00	1.00	1.00	1.00
Total FTE	0.00	1.00	1.00	1.00	1.00	1.00

MUNICIPAL BUILDINGS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	-	49,967	65,175	70,120	70,120	70,120
OVERTIME	-	-	1,500	1,500	1,500	1,500
UNEMPLOYMENT INSURANCE	-	54	465	500	500	500
ACCIDENT INSURANCE	-	214	1,600	1,685	1,685	1,685
RETIREMENT	-	10,424	13,615	17,790	17,790	17,790
SOCIAL SECURITY	-	3,848	5,100	5,480	5,480	5,480
MEDICAL, DENTAL & LIFE INS	-	7,107	22,740	8,490	8,490	8,490
PERSONNEL SERVICES	-	71,614	110,195	105,565	105,565	105,565
ELECTRICITY	1,983	1,941	2,200	2,200	2,200	2,200
TELEPHONE	-	491	600	600	600	600
REPAIRS-BUILDINGS	5,528	1,286	7,000	7,000	7,000	7,000
REPAIRS-MACHINERY & EQUIP	3,019	1,523	2,500	2,500	2,500	2,500
CLEANING & PAINTING	3,476	3,735	7,500	4,000	4,000	4,000
MISCELLANEOUS CONTRACTUAL	1,550	1,658	1,500	1,500	1,500	1,500
FUEL-OTHER THAN VEHICLE	439	501	700	700	700	700
MINOR/SAFETY EQUIP	260	2,707	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	-	1,803	1,200	2,500	2,500	2,500
MAINTENANCE TOOLS	-	3,390	500	1,500	1,500	1,500
MATERIALS & SERVICES	16,255	19,036	24,700	23,500	23,500	23,500
TOTAL MUNICIPAL BLDGS	16,255	90,650	134,895	129,065	129,065	129,065

LIBRARY

03 GENERAL FUND
6740 LIBRARY

MISSION STATEMENT

To provide to the public, in a friendly and courteous manner, timely access to information and exposure to cultural events for the purpose of learning, self-development or life enhancement.

DEPARTMENT DESCRIPTION

The Hermiston Public Library serves the citizens of Hermiston and the surrounding community. Library services include a collection of nearly 40,000 items, including books, DVD's, magazines, newspapers, microfilm and more. Digital materials are also available with more than 30,000 downloadable eBooks and audio-books. Our inter-library loan program gives patrons access to other library holdings throughout Oregon. Year-round programming for all ages includes summer reading programs, teen activities, book clubs and many other programs engaging our community. The library is operated by 4 full time and 8-part time employees.

DEPARTMENT OBJECTIVES 2019-20

- Continue developing a facility plan that will enable the Library Strategic Plan.
- Expand Library hours.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Library Director	0.00	0.00	1.00	1.00	1.00	1.00
Librarian III	1.00	1.00	0.00	0.00	0.00	0.00
Librarian II	1.00	1.00	1.00	1.00	1.00	1.00
Senior Library Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Library Assistants (6.5 FTE)	4.75	4.55	4.55	5.00	5.00	5.00
Total FTE	8.75	8.55	8.55	9.00	9.00	9.00

LIBRARY DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	410,550	432,687	472,385	508,925	508,925	508,925
UNEMPLOYMENT INSURANCE	2,052	469	3,305	3,560	3,560	3,560
ACCIDENT INSURANCE	645	187	475	510	510	510
RETIREMENT	75,256	99,295	110,840	139,875	139,875	139,875
SOCIAL SECURITY	31,017	32,681	36,135	38,935	38,935	38,935
MEDICAL, DENTAL & LIFE INS	46,133	52,512	55,230	59,075	59,075	59,075
PERSONNEL SERVICES	565,653	617,831	678,370	750,880	750,880	750,880
POSTAGE	771	737	850	850	850	850
TRAVEL & TRAINING	2,610	4,491	3,500	4,500	4,500	4,500
ELECTRICITY	9,324	8,576	9,300	9,500	9,500	9,500
TELEPHONE	1,962	2,012	2,500	2,500	2,500	2,500
REPAIRS-BUILDINGS	3,537	8,856	4,000	4,000	4,000	4,000
CLEANING & PAINTING	4,605	13,842	25,100	17,000	17,000	17,000
DUES & MEMBERSHIP	330	527	750	750	750	750
MISCELLANEOUS CONTRACTUAL	34,628	29,910	18,000	23,700	23,700	23,700
LICENSES & PERMITS	-	-	500	-	-	-
OFFICE SUPPLIES	8,090	10,395	18,300	12,500	12,500	12,500
MAGAZINE, MAP, PAMPHLET	469	1,099	7,500	7,500	7,500	7,500
CLEAN/SANITATION SUPPLIES	883	1,061	1,200	1,200	1,200	1,200
FOOD & MISCELLANEOUS	1,480	2,703	2,500	2,500	2,500	2,500
MINOR/SAFETY EQUIP	3,212	1,012	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	119	185	250	250	250	250
MATERIALS & SERVICES	72,019	85,404	95,250	87,750	87,750	87,750
LIBRARY BOOKS & EQUIPMENT	25,682	36,381	32,500	32,500	32,500	32,500
CAPITAL OUTLAY	25,682	36,381	32,500	32,500	32,500	32,500
TOTAL LIBRARY	663,355	739,616	806,120	871,130	871,130	871,130

RECREATION

03 GENERAL FUND
6750 RECREATION

MISSION STATEMENT

The City of Hermiston Recreation Division offers the highest quality recreational and leisure activities for all citizens.

DEPARTMENT DESCRIPTION

The Parks and Recreation Department is responsible for creating and maintaining diverse recreation programs and facilities for all residents. We strengthen community through a wide variety recreational opportunities that add to Hermiston’s overall quality of life.

DEPARTMENT OBJECTIVES 2019-20

- Offer high quality events designed to promote tourism and community enrichment.
- Develop program partners for the widest possible program offerings.
- Provide and support high quality recreation opportunities for all ages.
- Attain 100% cost recovery or better on all fee based programs.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	0.66	0.66	0.75	0.75	0.75	0.75
Recreation Coordinator	0.00	0.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.00	1.00	0.75	0.75	0.75	0.75
Summer Park Program (5 FTE)	5.00	6.75	5.00	5.00	5.00	5.00
Total FTE	7.66	9.41	8.50	8.50	8.50	8.50

RECREATION DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	290,080	347,783	318,960	338,300	338,300	338,300
OVERTIME	409	4,457	500	5,000	5,000	5,000
UNEMPLOYMENT INSURANCE	1,450	380	2,235	2,405	2,405	2,405
ACCIDENT INSURANCE	4,160	2,045	5,790	7,425	7,425	7,425
RETIREMENT	49,097	66,972	66,670	88,620	88,620	88,620
SOCIAL SECURITY	21,698	26,132	24,440	26,260	26,260	26,260
MEDICAL, DENTAL & LIFE INS	54,837	90,087	74,755	71,975	71,975	71,975
PERSONNEL SERVICES	421,732	537,856	493,350	539,985	539,985	539,985
OTHER PROFESSIONAL SERVICES	-	20,000	40,000	40,000	40,000	40,000
POSTAGE	125	334	500	500	500	500
TRAVEL & TRAINING	3,719	3,218	3,000	3,000	3,000	3,000
ADVERTISING	13,636	17,829	16,000	20,000	20,000	20,000
TELEPHONE	2,934	1,996	1,500	1,500	1,500	1,500
REPAIRS-OFFICE EQUIPMENT	-	150	200	200	200	200
DUES & MEMBERSHIP	1,461	1,532	1,500	1,500	1,500	1,500
MISCELLANEOUS CONTRACTUAL	35,988	53,541	70,000	45,000	45,000	45,000
OFFICE SUPPLIES	2,029	1,848	2,000	2,000	2,000	2,000
FOOD & MISCELLANEOUS	25,445	22,246	30,000	30,000	30,000	30,000
MINOR/SAFETY EQUIP	158	1,111	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	2,007	1,541	1,500	1,500	1,500	1,500
RECREATIONAL SUPPLIES	21,115	24,022	47,500	25,000	25,000	25,000
UNIFORMS	1,102	1,017	1,000	1,000	1,000	1,000
MATERIALS & SERVICES	109,720	150,384	215,700	172,200	172,200	172,200
TOTAL RECREATION	531,452	688,240	709,050	712,185	712,185	712,185

COMMUNITY CENTER

03 GENERAL FUND
6760 COMMUNITY CENTER

MISSION STATEMENT: To operate the Hermiston Community Center as a community asset. Program emphasis is placed on local recreation, cultural arts, and community enrichment. The center will be available for rental to private gatherings.

DEPARTMENT OBJECTIVES 2019-20

- Operate the Hermiston Community Center as a community asset.
- Evaluate the operational requirements of the Center.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Recreation Coordinator	0.00	0.00	0.75	0.75	0.75	0.75
Total FTE	0.00	0.00	0.75	0.75	0.75	0.75

COMMUNITY CENTER DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	-	-	38,305	40,705	40,705	40,705
OVERTIME	-	-	500	-	-	-
UNEMPLOYMENT INSURANCE	-	-	275	285	285	285
ACCIDENT INSURANCE	-	-	40	40	40	40
RETIREMENT	-	-	10,915	10,110	10,110	10,110
SOCIAL SECURITY	-	-	2,970	3,115	3,115	3,115
MEDICAL, DENTAL & LIFE INS	-	-	17,055	13,255	13,255	13,255
PERSONNEL SERVICES	-	-	70,060	67,510	67,510	67,510
TRAVEL & TRAINING	-	-	1,000	1,000	1,000	1,000
ADVERTISING	-	-	1,000	1,000	1,000	1,000
REFUSE/GARBAGE	-	-	3,000	3,000	3,000	3,000
ELECTRICITY	-	-	18,000	18,000	18,000	18,000
INTERNET	-	-	2,500	3,000	3,000	3,000
MISCELLANEOUS CONTRACTUAL	-	-	40,000	65,000	65,000	65,000
OFFICE SUPPLIES	-	-	5,000	5,000	5,000	5,000
CLEAN/SANITATION SUPPLIES	-	-	8,000	8,000	8,000	8,000
FOOD & MISCELLANEOUS	-	-	2,000	2,500	2,500	2,500
FUEL-OTHER THAN VEHICLE	-	-	4,500	4,500	4,500	4,500
MINOR/SAFETY EQUIP	-	-	-	500	500	500
REPAIR/ MAINTENANCE SUPPLIES	-	-	12,000	12,000	12,000	12,000
MATERIALS & SERVICES	-	-	97,000	123,500	123,500	123,500
TOTAL COMMUNITY CENTER	-	-	167,060	191,010	191,010	191,010

HARKENRIDER CENTER

03 GENERAL FUND
 6770 HARKENRIDER CENTER

MISSION STATEMENT: Provide activities for adult seniors in cooperation with the Hermiston Senior Center Board. The City controls the building as a landlord and the Senior Board operates programs as a tenant which includes Meals-on-Wheels, nutrition, fitness, and other services.

DEPARTMENT OBJECTIVES 2019-20

- Operate the Harkenrider Center as a City asset.
- Support the Senior Center programs.
- Seek Opportunities for expanded programming.

PERSONNEL DISTRIBUTION

	2016-17	2017-18	2018-19	2019-20	2019-20	2019-20
	Actual	Actual	Actual	Proposed	Approved	Adopted
Sr. General Clerical	0.00	0.00	0.25	0.25	0.25	0.25
Total FTE	0.00	0.00	0.25	0.25	0.25	0.25

HARKENRIDER CENTER DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	-	-	13,610	13,980	13,980	13,980
OVERTIME	-	-	500	500	500	500
UNEMPLOYMENT INSURANCE	-	-	100	100	100	100
ACCIDENT INSURANCE	-	-	15	15	15	15
RETIREMENT	-	-	3,945	4,710	4,710	4,710
SOCIAL SECURITY	-	-	1,080	1,110	1,110	1,110
MEDICAL, DENTAL & LIFE INS	-	-	4,140	4,420	4,420	4,420
PERSONNEL SERVICES	-	-	23,390	24,835	24,835	24,835
REFUSE/GARBAGE	-	-	2,000	2,000	2,000	2,000
ELECTRICITY	-	-	5,000	6,000	6,000	6,000
TELEPHONE	-	-	-	1,000	1,000	1,000
MISCELLANEOUS CONTRACTUAL	-	-	11,000	12,000	12,000	12,000
OFFICE SUPPLIES	-	-	500	500	500	500
CLEAN/OPERATING SUPPLIES	-	-	1,000	2,000	2,000	2,000
FUEL-OTHER THAN VEHICLE	-	-	3,000	5,000	5,000	5,000
REPAIR AND MAINTENANCE SUPP	-	-	2,500	3,000	3,000	3,000
MATERIALS & SERVICES	-	-	25,000	31,500	31,500	31,500
TOTAL HARKENRIDER CENTER	-	-	48,390	56,335	56,335	56,335

CONSOLIDATED PUBLIC SAFETY

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PUBLIC SAFETY CTR	70,629	75,784	107,570	74,000	74,000	74,000
POLICE OPERATIONS	4,351,520	4,655,865	5,041,700	5,528,190	5,528,190	5,528,190
TOTAL	4,422,149	4,731,648	5,149,270	5,602,190	5,602,190	5,602,190

PUBLIC SAFETY
By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	3,685,321	3,911,963	4,294,405	4,699,440	4,699,440	4,699,440
MATERIALS & SERVICES	636,438	631,628	709,095	802,950	802,950	802,950
CAPITAL OUTLAY	100,390	188,057	145,770	75,800	75,800	75,800
TRANSFERS OUT	-	-	-	24,000	24,000	24,000
TOTAL	4,422,149	4,731,648	5,149,270	5,602,190	5,602,190	5,602,190

PUBLIC SAFETY CENTER

03 GENERAL FUND
7030 PUBLIC SAFETY CENTER

MISSION STATEMENT

To provide a consolidated location for the expenses of the structure occupied by the municipal court, police and fire functions.

DEPARTMENT DESCRIPTION

This fund functions similar to the municipal buildings budget, designed to allow accounting simplicity. The costs of the area are potentially allocable to the municipal court, fire and police functions. The operation and maintenance of the building located at 330 S. First Street and HPB annex are contained in the fund.

There are no personnel assigned to this budget. Custodial services are provided through a third party contractual relationship.

PUBLIC SAFETY CENTER DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
ELECTRICITY	14,276	13,053	17,000	16,000	16,000	16,000
TELEPHONE	19,712	18,891	23,500	26,000	26,000	26,000
REPAIRS-BUILDINGS	8,662	9,327	12,445	10,000	10,000	10,000
CLEANING & PAINTING	17,890	16,818	19,000	19,000	19,000	19,000
FUEL-OTHER THAN VEHICLE	2,099	1,894	3,000	3,000	3,000	3,000
MATERIALS & SERVICES	62,639	59,984	74,945	74,000	74,000	74,000
OTHER EQUIPMENT	7,990	15,800	32,625	-	-	-
CAPITAL OUTLAY	7,990	15,800	32,625	-	-	-
TOTAL PUBLIC SAFETY BUILDING	70,629	75,784	107,570	74,000	74,000	74,000

POLICE OPERATIONS

03 GENERAL FUND
7130 POLICE – OPERATIONS

MISSION STATEMENT

Without fear or favor and in partnership with our diverse community, we will create and maintain a safe environment with the reduction of crime through problem-oriented and community-based policing strategies. The quality of life for those we serve takes precedent over our individual needs.

DEPARTMENT DESCRIPTION

The Hermiston Police Department is committed to serving the community while protecting the rights of all persons. Our diverse 27 sworn officer department is representative of the demographic for those we serve. The department is responsible for general public safety; prevention of crime; responding to and investigating crime; apprehension of those who commit crime; public order; traffic safety; criminal justice records; and safety/prevention education.

DEPARTMENT OBJECTIVES 2019-20

- Customer Service – Provide efficient and effective police services consistent with the vision and values of our community. Serve as ambassadors of the City of Hermiston with an increased presence of employees at city meetings and functions. Place an emphasis on service delivery to our customers through the establishment of observable, measurable, targeted, and specific performance objectives for each employee of the department.
- Predictive Policing Strategies- The department will utilize any policing strategy or tactic that develops and uses information and advanced analysis or technology to inform forward-thinking crime prevention. This includes utilization of available intelligence/data and deployment of resources implementing a zero-tolerance stance for all incidents involving elements of criminal activity in a timely and targeted fashion specific to each shift of assignment. The continual nurturing of existing healthy partnerships will be critical.
- Address Traffic Issues- Provide for a structured approach in dealing with the traffic related issues experienced in the city by utilizing engineering, education, and enforcement strategies in dealing with these problems. Targeted enforcement of traffic along the Highway 395 corridor will be the priority of patrol.
- Livability Issues: Focus on those issues which impact the livability of the citizens we serve will be a high priority. This includes noise complaints, animal complaints, controlled substance enforcement, and all code issues including areas of blight consistent with the Broken Windows Theory of policing.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
<u>Police Operations</u>						
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Captain	1.00	1.00	1.00	1.00	1.00	1.00
Operations Captain	1.00	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	0.00	1.00	1.00	1.00	1.00	1.00
Police Sergeants	4.00	4.00	4.00	4.00	4.00	4.00
Detectives	2.00	3.00	3.00	3.00	3.00	3.00
Communications Manager	1.00	1.00	1.00	1.00	1.00	1.00
Patrol Officers	11.00	10.00	10.00	10.00	10.00	10.00
Patrol Corporal	4.00	4.00	4.00	4.00	4.00	4.00
School Resource Officer	1.00	2.00	2.00	2.00	2.00	2.00
Youth Officer	1.00	0.00	0.00	0.00	0.00	0.00
Code Enforcement Officer	0.50	0.50	1.00	1.00	1.00	1.00
Senior Secretary	1.00	0.00	0.00	0.00	0.00	0.00
Senior General Clerical	2.00	2.00	2.00	0.00	0.00	0.00
Records Specialists	0.00	0.00	0.00	2.00	2.00	2.00
Total FTE	30.50	30.50	31.00	31.00	31.00	31.00

POLICE OPERATIONS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	2,278,934	2,382,914	2,602,725	2,770,565	2,770,565	2,770,565
OVERTIME	39,300	58,453	65,000	70,000	70,000	70,000
UNEMPLOYMENT INSURANCE	11,637	2,635	18,675	19,885	19,885	19,885
ACCIDENT INSURANCE	50,864	19,485	61,870	58,370	58,370	58,370
RETIREMENT	525,680	640,023	702,920	872,670	872,670	872,670
SOCIAL SECURITY	172,091	180,158	204,080	217,305	217,305	217,305
MEDICAL, DENTAL & LIFE INS	606,814	628,296	639,135	690,645	690,645	690,645
PERSONNEL SERVICES	3,685,321	3,911,963	4,294,405	4,699,440	4,699,440	4,699,440
OTHER PROFESSIONAL SVCS	193	505	1,000	1,000	1,000	1,000
POSTAGE	553	673	1,500	1,500	1,500	1,500
TRAVEL & TRAINING	37,231	32,998	35,000	35,000	35,000	35,000
REPAIRS-MOTOR VEHICLES	18,925	18,813	22,000	20,000	20,000	20,000
DUES & MEMBERSHIP	1,195	1,409	2,250	2,250	2,250	2,250
LAUNDRY & OTHER SANITATIO	1,857	1,069	3,000	3,000	3,000	3,000
INFORMANT INFORMATION	-	-	500	-	-	-
ANIMAL IMPOUND SERVICE	34,647	34,500	34,500	34,500	34,500	34,500
LEASED VEHICLES	-	-	-	93,650	93,650	93,650
MISC CONTRACTUAL	62,008	76,504	89,900	80,550	80,550	80,550
UMATILLA CO - DISPATCH SVCS	303,487	305,258	310,000	320,500	320,500	320,500
NUISANCE ABATEMENT	10,602	3,555	25,000	30,000	30,000	30,000
OFFICE SUPPLIES	15,296	14,346	15,000	15,000	15,000	15,000
FOOD & MISCELLANEOUS	10,325	6,130	6,000	6,000	6,000	6,000
MINOR/SAFETY EQUIP	22,630	17,159	17,500	16,000	16,000	16,000
MOTOR VEHICLE FUEL & OIL	38,418	45,520	55,000	55,000	55,000	55,000
UNIFORMS	16,433	13,206	16,000	15,000	15,000	15,000
MATERIALS & SERVICES	573,799	571,645	634,150	728,950	728,950	728,950
MOTOR VEHICLES	80,049	143,020	94,000	57,250	57,250	57,250
OTHER EQUIPMENT	12,351	29,237	19,145	18,550	18,550	18,550
CAPITAL OUTLAY	92,400	172,257	113,145	75,800	75,800	75,800
TRANS TO RES-HPD VEH UPFIT	-	-	-	20,000	20,000	20,000
TRANS TO RES- HPD EQUIPMEN	-	-	-	4,000	4,000	4,000
TRANSFERS OUT	-	-	-	24,000	24,000	24,000
TOTAL POLICE OPERATIONS	4,351,520	4,655,865	5,041,700	5,528,190	5,528,190	5,528,190

CONSOLIDATED NON-DEPARTMENTAL EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
NON-DEPARTMENTAL UNAPPROP BALANCE	1,868,942	1,988,090	3,225,105	1,624,010	1,624,010	1,624,010
	-	-	-	-	-	-
TOTAL	1,868,942	1,988,090	3,225,105	1,624,010	1,624,010	1,624,010

NON-DEPARTMENTAL
By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	636,912	844,987	746,285	733,130	733,130	733,130
CAPITAL OUTLAY	-	7,586	-	-	-	-
TRANSFERS:						
BONDED DEBT FUND	189,925	198,873	196,669	203,219	203,219	203,219
RESERVE FUND	100,000	712,450	855,000	600,000	600,000	600,000
COMM CENTER	92,105	90,965	-	-	-	-
SENIOR CENTER CONST	750,000	37,000	-	-	-	-
EOTEC OPERATIONS	-	96,230	-	-	-	-
CONTINGENCY	-	-	1,427,151	87,661	87,661	87,661
SPECIAL PAYMENTS	100,000	-	-	-	-	-
UNAPPROP BALANCE	-	-	-	-	-	-
TOTAL	1,868,942	1,988,090	3,225,105	1,624,010	1,624,010	1,624,010

NON-DEPARTMENTAL

03 GENERAL FUND
8810 NON-DEPARTMENTAL

MISSION STATEMENT

To provide a non-apportioned general fund accounting entity which allows for costs which are not readily divided into the appropriation areas of the operating budget, and for those costs which are beneficial to the entire operation.

DEPARTMENT DESCRIPTION

The appropriations in this category include specialized services such as general publication of council activity and ordinances, memberships in organizations such as the local chamber and the League of Oregon Cities, expenses incurred in the sale of city foreclosed property, and similar expenses.

NON-DEPARTMENTAL DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
ACCOUNTING & AUDITING	25,405	29,565	42,690	34,530	34,530	34,530
OTHER PROFESSIONAL SERVICES	81,957	224,047	185,000	175,000	175,000	175,000
LEGAL PUBLICATIONS	3,283	5,318	3,500	3,500	3,500	3,500
PROPERTY & LIABILITY INS	113,442	121,079	143,395	144,000	144,000	144,000
DUES & MEMBERSHIP	1,621	1,823	1,700	1,700	1,700	1,700
MISCELLANEOUS CONTRACTUAL	399,555	412,815	355,000	345,000	345,000	345,000
OPERATING CONTRACTUAL SERV	-	37,500	-	-	-	-
FOOD & MISCELLANEOUS	11,648	12,839	15,000	15,000	15,000	15,000
COMPUTERS AND TABLETS REPLACEM	-	-	-	14,400	14,400	14,400
MATERIALS & SERVICES	636,912	844,987	746,285	733,130	733,130	733,130
OFFICE EQUIPMENT	-	7,586	-	-	-	-
CAPITAL OUTLAY	-	7,586	-	-	-	-
RES-CIP STREET CONSTRUCTION	-	195,755	400,000	420,000	420,000	420,000
RES - SUNSET PARK	-	4,605	-	-	-	-
RES-COMMUNITY ENHANCEMENTS	10,000	100,000	110,000	100,000	100,000	100,000
RES-CITY HALL IMPROVEMENTS	-	112,090	50,000	80,000	80,000	80,000
RES-WEST HIGHLAND TRAIL	90,000	-	-	-	-	-
RES-EOTEC EQUIPMENT	-	300,000	295,000	-	-	-
TRANS TO EOTEC OPER. 25	-	96,230	-	-	-	-
TRANS TO COMMUNITY CENTER FUND	92,105	90,965	-	-	-	-
TRANS TO BONDED DEBT FUND 2	189,925	198,873	196,669	203,219	203,219	203,219
TRANS TO SR CENTER CONST	750,000	37,000	-	-	-	-
TRANSFERS OUT	1,132,030	1,135,517	1,051,669	803,219	803,219	803,219
LOAN TO HURA	100,000	-	-	-	-	-
SPECIAL PAYMENTS	100,000	-	-	-	-	-
CONTINGENCY	-	-	1,427,151	87,661	87,661	87,661
CONTINGENCY	-	-	1,427,151	87,661	87,661	87,661
TOTAL NON-DEPARTMENTAL	1,868,942	1,988,090	3,225,105	1,624,010	1,624,010	1,624,010

UNAPPROPRIATED BALANCE

03 GENERAL FUND
 8890 UNAPPROPRIATED BALANCE

MISSION STATEMENT

To provide minimum cash flow for the ensuing fiscal period and set aside reserves for future expenditure in accordance with the local budget law.

No personnel are contained in this appropriation.

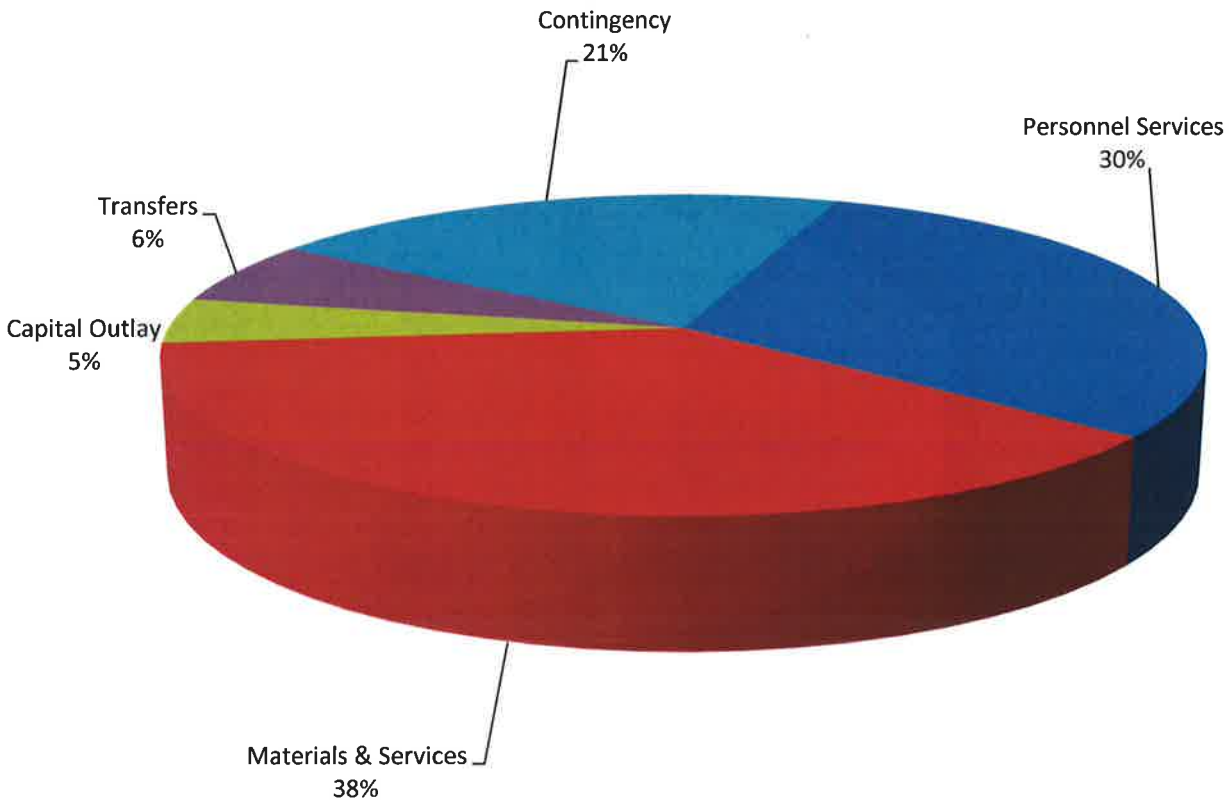
UNAPPROPRIATED BALANCE EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
UNAPPROPRIATED BALANCE	-	-	-	-	-	-
RESERVE FOR FUTURE EXPEND.	-	-	-	-	-	-
TOTAL UNAPPROPRIATED BALANCE	-	-	-	-	-	-
GRAND TOTAL GENERAL FUND	10,204,892	11,229,538	13,870,255	12,989,565	12,989,565	12,989,565

STATE STREET TAX FUND

This is the fund in which gasoline tax revenues are accounted for and required by Oregon Law. It provides a guarantee that all such revenues will be utilized for street and roadway repair, maintenance, and improvement. This fund is exclusively supported from the gasoline tax and a general fund subsidy if necessary. The expenditures accounted in the fund are the manpower, equipment, materials, and contracted services necessary to maintain and improve the roadway surfaces and storm drainage system of the city.

2019-20 Street Expenditures



Personnel Services	673,780
Materials & Services	840,000
Capital Outlay	100,000
Transfers	141,550
Contingency	470,415
Reserve for Future Ex	-
Total	2,225,745

RESOURCES

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	905	1,622	-	-	-	-
INTERST ON INVESTMENTS	905	1,622	-	-	-	-
STATE HIGHWAY ALLOCATION	1,055,258	1,153,332	1,021,400	1,153,340	1,153,340	1,153,340
STP ALLOCATION	180,475	199,826	199,960	336,540	336,540	336,540
MISCELLANEOUS STREET INCOM	136	292	-	-	-	-
FROM OTHER AGENCIES	1,235,870	1,353,451	1,221,360	1,489,880	1,489,880	1,489,880
TRANS FROM MISC SPEC REV FU	-	60,000	-	-	-	-
TRANS FROM OTHER FUNDS	-	60,000	-	-	-	-
CASH FORWARD	550,000	550,000	431,000	735,865	735,865	735,865
CASH FORWARD	550,000	550,000	431,000	735,865	735,865	735,865
TOTAL STREET FUND	1,786,774	1,965,073	1,652,360	2,225,745	2,225,745	2,225,745

EXPENDITURES By category

	2015-16 Expended	2016-17 Expended	2017-18 Budget	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES	532,492	541,855	644,260	673,780	673,780	673,780
MATERIALS & SERVICES	127,695	517,313	440,365	840,000	840,000	840,000
CAPITAL OUTLAY	95,587	105,305	2,000	100,000	100,000	100,000
TRANSFERS:						
GENERAL FUND	-	-	-	30,000	30,000	30,000
RESERVE FUND	378,802	360,214	170,214	111,550	111,550	111,550
CONTINGENCY	-	-	395,521	470,415	470,415	470,415
TOTAL STREET	1,134,576	1,524,688	1,652,360	2,225,745	2,225,745	2,225,745

MISSION STATEMENT

To protect, maintain and improve the largest single asset owned by the residents of our community; the asphalt, curbs, gutters, storm drains and buildings of our community, and to supply support in the form of manpower and equipment to other departments and community events.

DEPARTMENT DESCRIPTION

In support of the general vision of the City, the members of the Street Department, continuously strive to maintain the highest standards of professionalism in our daily operations and programs. Our mission is achieved through continuously improved performance, supported by a consistent system of effective communications. A committed workforce initiates partnerships and strategic alliances to collaborate delivery of the highest quality of service possible.

DEPARTMENT OBJECTIVES 2019-20

The city-wide goals of enhanced livability and economic development directly affect the operations of this department as proposed. The objectives for the department for the next year include:

- Daily street sweeping, with concentration on arterial, and collector roadways.
- Roadway repair of identified problems as materials are available.
- Provide equipment maintenance and repair at a high level.
- Provide support for community events in the form of manpower and equipment.
- Respond to problems with available manpower, recognizing, roadway, building repair and maintenance is a higher priority.
- Provide annual grading and repair of gravel roadways.
- Continue with the current crack sealing and resurfacing programs.
- Provide pavement striping and marking.
- Provide street sign installation and repair.
- Clean, repair and replace storm water catch basins, distribution boxes, piping and dry wells.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Permit Technician II	0.33	0.33	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.00	0.33	0.33	0.33	0.33
HR Specialist	0.00	0.04	0.04	0.04	0.04	0.04
Accounting Tech	0.00	0.18	0.18	0.18	0.18	0.18
Mechanic/Municipal Svc. Worker	1.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker II	2.00	1.00	1.00	2.00	2.00	2.00
Municipal Worker I	1.00	2.00	2.50	1.50	1.50	1.50
Municipal Worker(Part-time FTE 1)	0.00	1.14	1.14	1.14	1.14	1.14
Total FTE	5.33	6.69	7.19	7.19	7.19	7.19

STATE STREET TAX DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
EXPENDITURES						
SALARY & WAGES	321,954	333,935	374,915	393,935	393,935	393,935
OVERTIME	5,590	2,530	3,000	5,000	5,000	5,000
UNEMPLOYMENT INSURANCE	1,635	363	2,645	2,795	2,795	2,795
ACCIDENT INSURANCE	17,984	6,551	19,745	18,315	18,315	18,315
RETIREMENT	71,335	77,975	93,110	108,935	108,935	108,935
SOCIAL SECURITY	24,359	24,990	28,910	30,520	30,520	30,520
MEDICAL, DENTAL & LIFE INS	89,635	95,511	121,935	114,280	114,280	114,280
PERSONNEL SERVICES	532,492	541,855	644,260	673,780	673,780	673,780
OTHER PROFESSIONAL SERVICES	-	21,520	43,000	43,000	43,000	43,000
TRAVEL & TRAINING	484	3,294	4,000	4,000	4,000	4,000
PROPERTY & LIABILITY INS	12,856	14,327	13,515	14,000	14,000	14,000
ELECTRICITY	13,151	12,187	13,500	13,500	13,500	13,500
TELEPHONE	3,216	1,954	3,000	3,000	3,000	3,000
STREET LIGHTS	44,833	52,040	43,000	43,000	43,000	43,000
REPAIRS-OPERATING EQUIP	1,628	446	2,000	15,000	15,000	15,000
LAUNDRY & OTHER SANITATION	2,093	1,609	2,000	2,000	2,000	2,000
LEASED VEHICLES	-	-	-	70,000	70,000	70,000
MISC CONTRACTUAL	7,657	30,676	32,000	25,000	25,000	25,000
FEDERAL EXCHANGE MAINTENA	-	-	-	313,000	313,000	313,000
OFFICE SUPPLIES	518	672	5,000	5,000	5,000	5,000
ASPHALT & ASPHALT PRODUCTS	-	178,239	115,000	15,000	15,000	15,000
CHEMICALS	2,005	50	2,500	2,500	2,500	2,500
CLEAN/SANITATION SUPPLIES	-	-	150	500	500	500
CONCRETE PRODUCTS	-	2,810	15,000	15,000	15,000	15,000
FOOD & MISCELLANEOUS	251	269	500	500	500	500
FUEL-OTHER THAN VEHICLE	4,430	3,018	5,000	5,000	5,000	5,000
LUMBER & WOOD PRODUCTS	-	-	1,000	1,000	1,000	1,000
MINOR/SAFETY EQUIP	6,274	6,487	6,500	6,300	6,300	6,300
MOTOR VEHICLE FUEL & OIL	17,365	19,026	23,000	23,000	23,000	23,000
MOTOR VEHICLE PARTS	332	615	2,500	2,500	2,500	2,500
PLUMBING & SEWAGE SUPPLIES	63	74	200	200	200	200
STRUCTURAL STEEL & IRON	217	333	1,000	1,000	1,000	1,000
TRAFFIC/STREET SIGN MAT	-	6,059	7,000	7,000	7,000	7,000
PARTS FOR OPERATING EQUIP	10,133	18,676	10,000	10,000	10,000	10,000
SIGNAL MAINTENANCE	-	3,692	6,000	6,000	6,000	6,000
ROCK PRODUCTS	-	3,215	4,000	4,000	4,000	4,000
SNOW AND ICE	-	14,042	10,000	50,000	50,000	50,000
CRACKFILL MATERIALS	24	24,640	25,000	25,000	25,000	25,000
STORM WATER	-	37,124	25,000	85,000	85,000	85,000
STREET MARKING & STRIPING	165	13,696	20,000	20,000	20,000	20,000
ENGINEERING/SURVEY SERVICE	-	46,523	-	10,000	10,000	10,000
MATERIALS & SERVICES	127,695	517,313	440,365	840,000	840,000	840,000

STATE STREET TAX DETAILED EXPENDITURES (cont.)

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
BUILDINGS & FIXED EQUIP	621	2,026	2,000	100,000	100,000	100,000
OTHER EQUIPMENT	94,965	103,279	-	-	-	-
CAPITAL OUTLAY	95,587	105,305	2,000	100,000	100,000	100,000
RES-STREET EQUIPMENT	-	-	90,000	100,000	100,000	100,000
RES-CIP STREET CONSTRUCTION	141,618	350,000	70,000	-	-	-
RES-TRAF CONTROL-11TH & ELM	3,710	-	-	-	-	-
RES-HIGHLAND TRAIL	10,000	-	-	-	-	-
RES-BICYCLE TRAILS	-	10,214	10,214	11,550	11,550	11,550
RES-STREET MAINTENANCE	223,474	-	-	-	-	-
TRANS TO GENERAL FUND	-	-	-	30,000	30,000	30,000
TRANSFERS OUT	378,802	360,214	170,214	141,550	141,550	141,550
CONTINGENCY	-	-	395,521	470,415	470,415	470,415
CONTINGENCY	-	-	395,521	470,415	470,415	470,415
TOTAL STREET FUND	1,134,576	1,524,688	1,652,360	2,225,745	2,225,745	2,225,745

TRANSIENT ROOM TAX FUND

05

8810 TRANSIENT ROOM TAX

MISSION STATEMENT

This fund has multiple missions, all of which are established through City Code 112.25(A), and are in compliance with state regulations for collecting transient room taxes (TRT).

DEPARTMENT DESCRIPTION

The Transient Room Tax Fund receives revenues from a local tax on hotel and RV Park stays. City Code specifies a formula for how the revenues can be spent as:

- 37.5%- Pay off Hermiston Family Aquatic Center Bonds
- 25 %- Improve & Operate the Hermiston Community Center and EOTEC
- 15 %- Economic Development
- 9 %- Parks & Recreation Programs and Park Improvements
- 9 %- Park Development
- 1.5%- Preventative Maintenance & repair of HFAC
- 3% Paid to Hermiston Chamber of Commerce

DEPARTMENT OBJECTIVES 2019-20

- Continue to pay down city debt for the Aquatics Center.
- Leverage Transient Room Taxes to provide high quality community convention and event space in the community that attracts additional visitors to the community.
- Leverage Transient Room Taxes toward projects and programs that grow the local economy.
- Provide high quality recreational programming for local residents and visitors.
- Maintain and enhance park facilities in the community that can be enjoyed by local residents and visitors.

RESOURCES

05
TRANSIENT ROOM TAX

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	229	545	-	-	-	-
INTEREST ON INVESTMENTS	229	545	-	-	-	-
LOCAL GRANTS	5,000	-	-	-	-	-
FROM OTHER AGENCIES	5,000	-	-	-	-	-
TRANSIENT ROOM TAX	550,033	658,084	600,000	650,000	650,000	650,000
TPA- TOURISM PROMOTION ASSESSM	116,117	119,768	115,000	115,000	115,000	115,000
TPA- CAPITAL ADDIT. ASSESSMENT	115,917	119,568	115,000	115,000	115,000	115,000
RARE AMERICORPS STAFF	5,000	-	-	-	-	-
DIAGONAL REZONE PARTICIPATION	-	22,500	-	-	-	-
SERVICE CHARGES	787,067	919,920	830,000	880,000	880,000	880,000
CASH FORWARD	51,000	135,000	157,000	213,570	213,570	213,570
CASH FORWARD	51,000	135,000	157,000	213,570	213,570	213,570
TOTAL	843,296	1,055,465	987,000	1,093,570	1,093,570	1,093,570

EXPENDITURES

By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	193,297	194,983	108,000	117,000	117,000	117,000
TRANSFERS OUT						
GENERAL FUND	406,817	434,721	393,000	456,250	456,250	456,250
RES-TRT/TOURISM	44,574	59,733	54,000	58,500	58,500	58,500
RES-TRT/PARK DEVELOPMENT	44,574	59,733	54,000	58,500	58,500	58,500
RES-HFAC	7,429	9,955	9,000	9,750	9,750	9,750
BONDED DEBT	-	135,913	-	-	-	-
EOTEC/TPA	-	-	115,000	115,000	115,000	115,000
EOTEC/TRT	-	-	110,000	121,500	121,500	121,500
DEBT SERVICE	-	-	144,000	146,600	146,600	146,600
CONTINGENCY	-	-	-	10,470	10,470	10,470
TOTAL	696,692	895,038	987,000	1,093,570	1,093,570	1,093,570

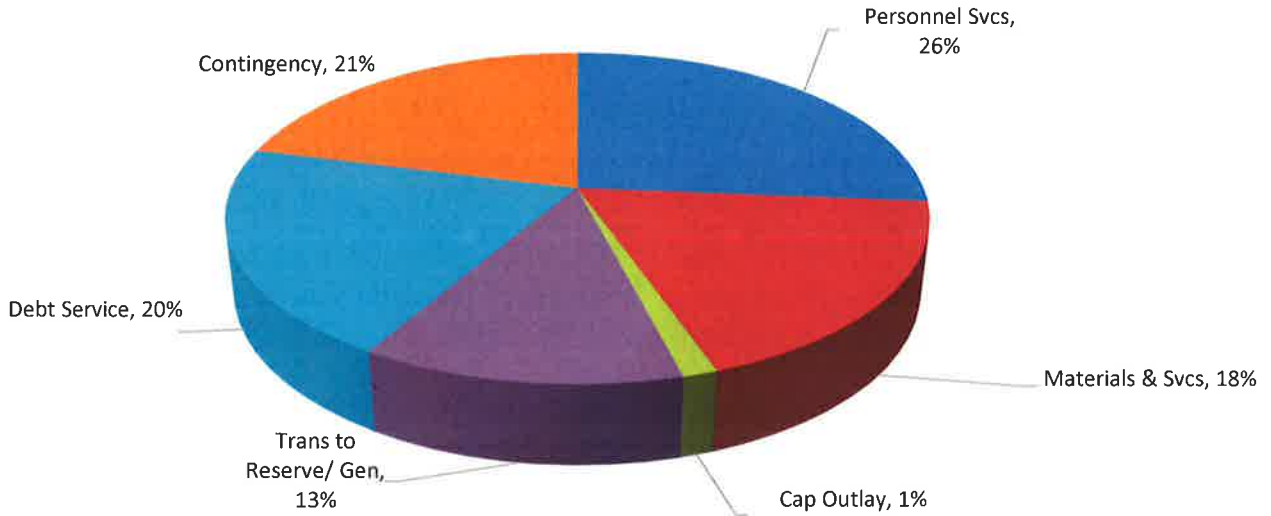
TRANSIENT ROOM TAX DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CONTRIBUTIONS TO CHAMBER-TRT	-	9,697	18,000	19,500	19,500	19,500
CONTRIBUTIONS TO EOTEC-TPA	-	86,650	-	-	-	-
MISCELLANEOUS CONTRACTUAL	193,297	79,126	70,000	77,500	77,500	77,500
MISC CONT TRT-4th OF JULY	-	19,510	20,000	20,000	20,000	20,000
MATERIALS & SERVICES	193,297	194,983	108,000	117,000	117,000	117,000
TRANSFER TO RES-PARK DEV	44,574	59,733	54,000	58,500	58,500	58,500
TRANSFER TO FF&C BONDED DEBT	-	135,913	-	-	-	-
TRANSFER TO GEN FUND	406,817	434,721	393,000	456,250	456,250	456,250
TRANSFER TO RES-TOURISM	44,574	59,733	54,000	58,500	58,500	58,500
TRANSFER TO RES- HFAC	7,429	9,955	9,000	9,750	9,750	9,750
TRANSFER TO EOTEC/TPA	-	-	115,000	115,000	115,000	115,000
TRANSFER TO EOTEC/TRT	-	-	110,000	121,500	121,500	121,500
TRANSFERS OUT	503,395	700,055	735,000	819,500	819,500	819,500
BOND PRINCIPAL 2017 TPA	-	-	80,000	85,000	85,000	85,000
BOND INTEREST 2017 TPA	-	-	64,000	61,600	61,600	61,600
DEBT SERVICE	-	-	144,000	146,600	146,600	146,600
CONTINGENCY	-	-	-	10,470	10,470	10,470
CONTINGENCY	-	-	-	10,470	10,470	10,470
TOTAL	696,692	895,038	987,000	1,093,570	1,093,570	1,093,570

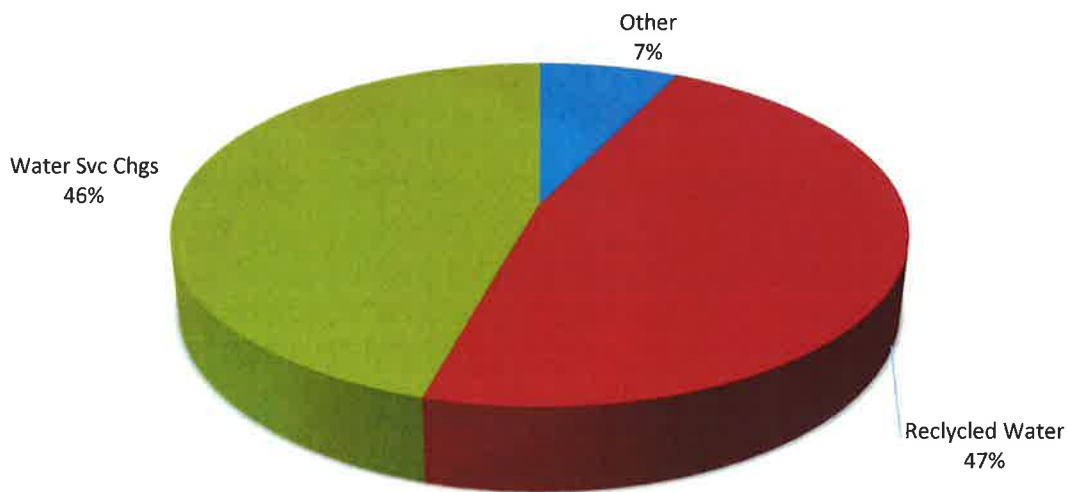
UTILITY FUND

This is an enterprise fund financed from user fees for water and wastewater use and the connection charges to the system. The expenditure responsibilities of this fund include all necessary personnel, equipment, materials and contracted services necessary to maintain and improve the water and wastewater systems of the city. Enterprise funds are also responsible for the bonded debt and notes of the systems.

2019-20 Utility Expenditures



2019-20 Utility Resources



RESOURCES

06
UTILITY FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
REVENUES						
BOND ASSESSMENTS	20,946	1,747	20,000	-	-	-
LOCAL ASSESSMENTS	20,946	1,747	20,000	-	-	-
INTEREST ON INVSTMENTS	7,042	4,527	3,000	3,000	3,000	3,000
INTEREST	7,042	4,527	3,000	3,000	3,000	3,000
RECYCLED WATER SALES	2,280,183	2,562,872	2,527,000	4,700,000	4,700,000	4,700,000
RECYCLED WTR CONNECTION & SERV	11,925	20,725	15,000	15,000	15,000	15,000
SEPTIC TANK SERVICE	730	677	500	500	500	500
MISC. RECYCLED WATER INCOME	120,722	3,681	1,000	1,000	1,000	1,000
RECYCLED WATER SVC CHGS	2,413,560	2,587,955	2,543,500	4,716,500	4,716,500	4,716,500
ACCOUNT SET-UP FEE	11,890	13,133	10,000	11,000	11,000	11,000
WATER SALES	2,780,609	3,086,739	3,325,000	4,489,215	4,489,215	4,489,215
WATER CONNECTION & SERVICE	60,973	94,522	60,000	65,000	65,000	65,000
MISCELLANEOUS WATER INCOME	4,502	31,140	15,000	2,000	2,000	2,000
WATER SERVICE CHGS	2,857,974	3,225,534	3,410,000	4,567,215	4,567,215	4,567,215
TRANS FROM RESERVE FUND	263,000	-	-	-	-	-
TRANS FROM MISC SPEC REV FUND	-	80,000	-	-	-	-
TRANSFERS IN	263,000	80,000	-	-	-	-
CASH FORWARD	3,060,200	996,812	880,438	708,455	708,455	708,455
CASH FORWARD	3,060,200	996,812	880,438	708,455	708,455	708,455
TOTAL UTILITY RESOURCES	8,622,723	6,896,576	6,856,938	9,995,170	9,995,170	9,995,170

CONSOLIDATED UTILITY EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
RECYCLED WATER	4,609,321	3,091,456	3,443,462	4,245,984	4,245,984	4,245,984
WATER	2,818,868	2,974,464	3,413,476	3,635,204	3,635,204	3,635,204
CONTINGENCY	-	-	-	2,113,982	2,113,982	2,113,982
TOTAL UTILITY EXPENDITURES	7,428,189	6,065,920	6,856,938	9,995,170	9,995,170	9,995,170

UTILITY EXPENDITURES
By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	2,205,908	2,184,676	2,411,980	2,624,090	2,624,090	2,624,090
MATERIALS & SERVICES	2,707,603	1,648,761	2,024,329	1,836,395	1,836,395	1,836,395
CAPITAL OUTLAY	110,815	35,000	20,000	135,000	135,000	135,000
TRANSFERS:						
RESERVE	340,000	170,000	363,000	1,221,500	1,221,500	1,221,500
BONDED DEBT	-	2,027,483	-	-	-	-
RATE STABILIZATION ACCOUNT	-	-	-	-	-	-
GENERAL FUND	39,475	-	-	30,000	30,000	30,000
DEBT SERVICE	2,024,388	-	2,037,629	2,034,203	2,034,203	2,034,203
CONTINGENCY	-	-	-	2,113,982	2,113,982	2,113,982
TOTAL UTILITY	7,428,189	6,065,920	6,856,938	9,995,170	9,995,170	9,995,170

RECYCLED WATER TREATMENT

06 UTILITY

6310 RECYCLED WATER TREATMENT

MISSION STATEMENT

To operate the City of Hermiston's Recycled Water Plant and Collection System. Providing the most efficient operation of the City's sanitary sewer and collection system in a professional, safe, cost effective and courteous manner.

DEPARTMENT DESCRIPTION

The recycled water department is responsible for the operation and maintenance of approximately eighty miles of sanitary sewer lines, nine sewer lift stations, three storm water pump stations, and the recycled water treatment plant.

DEPARTMENT OBJECTIVES 2019-20

- We will continue to work toward a Higher Performance Organization.
- We will continue to maintain an OSHA compliant work place.
- We will continue our routine preventative maintenance on the recycled water plant, sanitary sewer system, and storm water collection systems. This greatly reduces the number of problems a system of this age can expect to have.
- Provide quality recycled water and disposable by-products exceeding regulatory requirements.
- Operate the collection and treatment facilities in a cost effective and efficient manner.

This budget includes the costs of operation for the recycled water plant, collection system, laboratory, bio-solids disposal, and all associated costs for recycled water related activities.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Recycled Water Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director	0.42	0.42	0.42	0.42	0.42	0.42
Payroll/HR	1.00	0.00	0.00	0.00	0.00	0.00
HR Specialist	0.00	0.35	0.35	0.35	0.35	0.35
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Accounting Tech	0.00	0.20	0.20	0.20	0.20	0.20
Recycled Water Lab Technician	1.00	1.00	1.00	1.00	1.00	1.00
Recycled Water Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Recycled Water Worker IV	1.00	1.00	0.00	0.00	0.00	0.00
Recycled Water Worker III	2.00	1.00	2.00	2.00	2.00	2.00
Recycled Water Worker II	0.00	2.00	0.00	0.00	0.00	0.00
Recycled Water Worker I	2.00	1.00	3.50	3.50	3.50	3.50
Total FTE	11.30	10.85	11.35	11.35	11.35	11.35

RECYCLED WATER TREATMENT DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	784,902	733,287	785,140	842,925	842,925	842,925
OVERTIME	13,359	11,702	20,000	20,000	20,000	20,000
UNEMPLOYMENT INSURANCE	3,981	804	5,635	6,040	6,040	6,040
ACCIDENT INSURANCE	13,482	4,434	11,675	11,570	11,570	11,570
RETIREMENT	159,669	156,165	190,140	232,015	232,015	232,015
SOCIAL SECURITY	58,676	54,917	61,595	66,015	66,015	66,015
MEDICAL, DENTAL & LIFE INS	195,252	169,249	203,920	211,415	211,415	211,415
PERSONNEL SERVICES	1,229,321	1,130,557	1,278,105	1,389,980	1,389,980	1,389,980
ACCOUNTING & AUDITING	7,817	8,282	13,135	10,625	10,625	10,625
OTHER PROFESSIONAL SERVICES	33,205	26,061	51,320	51,320	51,320	51,320
POSTAGE	16,412	5,948	6,000	6,000	6,000	6,000
TRAVEL & TRAINING	7,081	7,417	7,500	10,000	10,000	10,000
PROPERTY & LIABILITY INS	47,881	48,927	57,500	68,000	68,000	68,000
ELECTRICITY	177,835	182,200	180,000	180,000	180,000	180,000
TELEPHONE	8,547	7,991	8,500	9,000	9,000	9,000
REPAIRS-MACHINERY & EQUIP	33,896	44,428	30,000	40,000	40,000	40,000
REPAIRS-OFFICE EQUIPMENT	5,318	3,971	11,000	19,000	19,000	19,000
DUES & MEMBERSHIP	1,867	3,330	2,500	3,500	3,500	3,500
LAUNDRY & OTHER SANITATION	2,790	3,030	2,530	3,500	3,500	3,500
LEASED VEHICLES	-	-	-	16,800	16,800	16,800
MISCELLANEOUS CONTRACTUAL	1,412,114	131,330	204,100	175,000	175,000	175,000
BILLING/MAILING SERVICES	-	19,584	17,100	17,100	17,100	17,100
LICENSES & PERMITS	13,781	16,458	14,000	16,000	16,000	16,000
OFFICE SUPPLIES	7,332	4,975	4,600	4,600	4,600	4,600
AG & HORT SUPPLIES	-	311	-	-	-	-
CHEMICALS	120,439	151,955	175,000	250,000	250,000	250,000
CLEAN/SANITATION SUPPLIES	1,355	1,285	1,350	1,350	1,350	1,350
CONCRETE SUPPLIES	821	-	50	50	50	50
FOOD & MISCELLANEOUS	696	515	300	500	500	500
FUEL-OTHER THAN VEHICLE	17,897	14,340	15,000	15,000	15,000	15,000
LUBE-OTHER THAN VEHICLE	4,156	2,121	2,000	4,000	4,000	4,000
MEDICAL & LAB SUPPLIES	24,983	28,291	22,500	22,500	22,500	22,500
MINOR/SAFETY EQUIP	39,317	29,297	30,000	30,000	30,000	30,000
MOTOR VEHICLE FUEL & OIL	7,384	10,368	16,000	16,000	16,000	16,000
MOTOR VEHICLE PARTS	6,822	1,717	3,000	3,000	3,000	3,000
PAINT & PAINT SUPPLIES	595	250	500	500	500	500
PLUMBING & SEWAGE SUPPLIES	866	(1,381)	500	500	500	500
PARTS FOR OPERATING EQUIP	45,456	63,939	151,500	60,000	60,000	60,000
OVER AND SHORTS	37	(49)	-	-	-	-
MATERIALS & SERVICES	2,046,698	817,100	1,027,485	1,033,845	1,033,845	1,033,845

RECYCLED WATER TREATMENT DETAILED EXPENDITURES (cont.)

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MOTOR VEHICLES	-	35,000	-	-	-	-
OTHER EQUIPMENT	-	-	20,000	135,000	135,000	135,000
CAPITAL OUTLAY	-	35,000	20,000	135,000	135,000	135,000
TRANSFER TO RES-EQUIPMENT	-	100,000	-	-	-	-
RES- RWTP CIP PROJECTS	-	-	89,000	530,000	530,000	530,000
RES-SANITARY SEWER DEPT EQUIP	300,000	-	-	130,000	130,000	130,000
TRANS TO FUND 34- PLANT EQUIP	-	-	15,000	-	-	-
TRANS TO BONDED DEBT FUND 22	-	908,396	-	-	-	-
TRANS TO BONDED DEBT FUND 2	-	100,403	-	-	-	-
TRANS TO GENERAL FUND	26,050	-	-	15,000	15,000	15,000
TRANSFERS OUT	326,050	1,108,799	104,000	675,000	675,000	675,000
BOND PRINCIPAL 2007 BONDS	151,707	-	-	-	-	-
BOND PRINCIPAL 2014 BONDS	-	-	65,000	67,500	67,500	67,500
PRINCIPAL CWSRF LOANS	423,663	-	446,866	458,943	458,943	458,943
BOND PRINCIPAL 2017 UTILITY	-	-	60,000	62,500	62,500	62,500
BOND INTEREST 2007 BONDS	6,253	-	-	-	-	-
BOND INTEREST 2014 BONDS	100,150	-	96,350	93,700	93,700	93,700
INTEREST CWSRF LOANS	325,480	-	297,925	283,585	283,585	283,585
BOND INTEREST 2017 UTILITY	-	-	47,731	45,931	45,931	45,931
DEBT SERVICE	1,007,252	-	1,013,872	1,012,159	1,012,159	1,012,159
CONTINGENCY	-	-	-	1,056,991	1,056,991	1,056,991
CONTINGENCY	-	-	-	1,056,991	1,056,991	1,056,991
TOTAL SANITARY SEWER	4,609,321	3,091,456	3,443,462	5,302,975	5,302,975	5,302,975

WATER PRODUCTION & MAINTENANCE

06 UTILITY

6320 WATER PRODUCTION & MAINTENANCE

MISSION STATEMENT

To provide a continuous supply of potable drinking water and non-potable water for domestic, commercial, industrial use and fire protection, in a safe, efficient and courteous manner.

DEPARTMENT DESCRIPTION

The Hermiston Water Department (HWD) is responsible for two independent water systems. The City system produces explicitly potable water for domestic, commercial and industrial use. The Regional system produces both potable and non-potable water for the Regional Water users. HWD is regulated by Federal and State drinking water regulations.

DEPARTMENT OBJECTIVES 2019-2020

- Carry on operations with a High Performance attitude and direction.
- Continue full operations of the entire waterworks system while conforming to OR-OSHA, Oregon Health & EPA regulations.
- Re-engage proactively in operations & maintenance that has been in the reactive stages due to personnel deficiency & higher workloads.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Water Superintendent	0.75	0.75	0.75	0.75	0.75	0.75
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director	0.42	0.42	0.42	0.42	0.42	0.42
HR Specialist	0.00	0.35	0.35	0.35	0.35	0.35
Permit Technician II	0.33	0.33	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.00	0.33	0.33	0.33	0.33
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Accounting Tech	0.00	0.20	0.20	0.20	0.20	0.20
Water Utility Worker II	5.00	5.00	5.00	5.00	5.00	5.00
Meter Reader/General Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	9.38	9.93	9.93	9.93	9.93	9.93

WATER PRODUCTION & MAINTENANCE DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	592,031	630,204	669,240	711,915	711,915	711,915
OVERTIME	23,443	26,454	28,000	30,000	30,000	30,000
UNEMPLOYMENT INSURANCE	3,117	725	4,880	5,195	5,195	5,195
ACCIDENT INSURANCE	9,812	3,637	11,190	10,365	10,365	10,365
RETIREMENT	133,405	164,444	175,220	220,075	220,075	220,075
SOCIAL SECURITY	45,925	49,272	53,340	56,760	56,760	56,760
MEDICAL, DENTAL & LIFE INS	168,855	179,383	192,005	199,800	199,800	199,800
PERSONNEL SERVICES	976,587	1,054,119	1,133,875	1,234,110	1,234,110	1,234,110
ACCOUNTING & AUDITING	7,817	7,842	13,135	10,625	10,625	10,625
OTHER PROFESSIONAL SERVICES	48,600	35,059	74,320	69,000	69,000	69,000
WATER SAMPLES	15,239	12,938	22,000	22,000	22,000	22,000
POSTAGE	13,617	772	-	1,000	1,000	1,000
TRAVEL & TRAINING	3,690	2,982	4,800	5,800	5,800	5,800
PROPERTY & LIABILITY INS	37,718	40,475	43,764	45,000	45,000	45,000
ELECTRICITY	246,723	264,920	240,000	260,000	260,000	260,000
TELEPHONE	3,484	4,259	6,600	6,600	6,600	6,600
REGIONAL WATER	1,619	45,504	50,000	50,000	50,000	50,000
REPAIRS-MACHINERY & EQUIP	118	-	400	400	400	400
REPAIRS-MOTOR VEHICLES	1,238	2,704	3,500	3,500	3,500	3,500
REPAIRS-OPERATING EQUIP	7,205	48,159	184,000	10,000	10,000	10,000
REPAIRS-OFFICE EQUIPMENT	5,135	1,755	2,000	2,000	2,000	2,000
EQUIPMENT RENT ALLOWANCE	188	932	250	250	250	250
DUES & MEMBERSHIP	200	778	21,850	21,850	21,850	21,850
LEASED VEHICLES	-	-	-	21,000	21,000	21,000
MISCELLANEOUS CONTRACTUAL	82,629	169,343	150,000	90,000	90,000	90,000
BILLING/MAILING SERVICES	-	19,098	17,100	17,100	17,100	17,100
OFFICE SUPPLIES	8,070	4,186	8,000	8,000	8,000	8,000
CHEMICALS	26,690	36,450	32,000	32,000	32,000	32,000
CLEAN/SANITATION SUPPLIES	171	159	150	150	150	150
CONCRETE SUPPLIES	130	688	200	500	500	500
FOOD & MISCELLANEOUS	505	403	450	450	450	450
FUEL-OTHER THAN VEHICLE	742	513	700	700	700	700
LUBE-OTHER THAN VEHICLE	658	1,067	1,500	1,500	1,500	1,500
MINOR/SAFETY EQUIP	9,639	6,099	6,000	6,000	6,000	6,000
MOTOR VEHICLE FUEL & OIL	10,387	10,959	14,000	14,000	14,000	14,000
MOTOR VEHICLE PARTS	2,138	4,427	2,750	2,750	2,750	2,750
PAINT & PAINT SUPPLIES	530	504	375	375	375	375
PLUMBING & SEWAGE SUPPLIES	81,764	54,517	80,000	80,000	80,000	80,000
PARTS FOR OPERATING EQUIP	44,226	54,232	17,000	20,000	20,000	20,000
OVER AND SHORTS	36	(59)	-	-	-	-
MATERIALS & SERVICES	660,905	831,661	996,844	802,550	802,550	802,550

WATER PRODUCTION & MAINT DETAILED EXPENDITURES (cont.)

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER EQUIPMENT	110,815	-	-	-	-	-
CAPITAL OUTLAY	110,815	-	-	-	-	-
TRANSFER TO RES-EQUIPMENT	40,000	70,000	69,000	-	-	-
RES-CIP WATER PROJECTS	-	-	190,000	550,000	550,000	550,000
RES- TRAFFIC CONTROL 11TH & EL	-	-	-	11,500	11,500	11,500
TRANS TO BONDED DEBT FUND 22	-	918,280	-	-	-	-
TRANS TO BONDED DEBT-FUND 2	-	100,403	-	-	-	-
TRANS TO GENERAL FUND	13,425	-	-	15,000	15,000	15,000
TRANSFERS OUT	53,425	1,088,684	259,000	576,500	576,500	576,500
BOND PRINCIPAL 2007 BONDS	151,707	-	-	-	-	-
BOND PRINCIPAL 2014 BONDS	-	-	65,000	67,500	67,500	67,500
PRINCIPAL CWSRF LOANS	423,663	-	446,867	458,943	458,943	458,943
PENNY AVE NOTE PRINCIPAL	8,135	-	8,968	9,415	9,415	9,415
BOND PRINCIPAL 2017 UTILITY	-	-	60,000	62,500	62,500	62,500
BOND INTEREST 2007 BONDS	6,253	-	-	-	-	-
BOND INTEREST 2014 BONDS	100,150	-	96,350	93,700	93,700	93,700
INTEREST CWSRF LOANS	325,480	-	297,924	283,585	283,585	283,585
PENNY AVE NOTE INTEREST	1,749	-	917	470	470	470
BOND INTEREST 2017 UTILITY	-	-	47,731	45,931	45,931	45,931
DEBT SERVICE	1,017,136	-	1,023,757	1,022,044	1,022,044	1,022,044
CONTINGENCY	-	-	-	1,056,991	1,056,991	1,056,991
CONTINGENCY	-	-	-	1,056,991	1,056,991	1,056,991
TOTAL	2,818,868	2,974,464	3,413,476	4,692,195	4,692,195	4,692,195

HERMISTON ENERGY SERVICES

MISSION STATEMENT

To provide the citizen-owners of Hermiston Energy Services with safe and reliable electric service at comparable and affordable prices.

DEPARTMENT DESCRIPTION

HES has completed 17 calendar years of operation. During that time, HES has spent millions on system improvements, underground replacements and line extensions.

HES's single largest cost is wholesale power and transmission costs from the Bonneville Power Administration (BPA). Over the last ten years, HES's wholesale power provider, Bonneville Power Administration (BPA) has increased the cost by approximately 36 percent to Hermiston Energy Services and other public utilities throughout the Northwest. HES's wholesale power costs comprise over 50% of its total operating expenses.

In December of 2018, HES implemented a 1.88% rate increase. This was HES's fourth increase in the history of the utility. In 2016 HES implemented a 2.59% increase, a 10.95% rate increase in 2015 and 5% in 2003.

In 2019 BPA is currently estimating 4-6% rate increase on October 1, 2019. Based on the final BPA rate increase, it will be necessary to raise HES retail rates in 2019-20.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Electric General Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.25	0.25	0.24	0.24	0.24	0.24
Finance Director	0.06	0.06	0.06	0.06	0.06	0.06
HR Specialist	0.00	0.01	0.01	0.01	0.01	0.01
Financial Analyst	0.00	0.00	0.00	1.00	1.00	1.00
Accounting Assistant	1.00	1.00	1.00	0.00	0.00	0.00
Total FTE	2.31	2.32	2.31	2.31	2.31	2.31

RESOURCES

13 HERMISTON ENERGY SERVICES

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS INTEREST	13,580 13,580	20,514 20,514	25,000 25,000	25,000 25,000	25,000 25,000	25,000 25,000
ADMINISTRATIVE INCOME	50	-	-	-	-	-
ENERGY SERVICES	8,420,463	8,623,025	8,597,475	8,748,145	8,748,145	8,748,145
MISC ENERGY SVCS SERVICE CHARGES	162,170 8,582,683	231,839 8,854,864	115,000 8,712,475	115,000 8,863,145	115,000 8,863,145	115,000 8,863,145
TRANS FM RESERVE FUND	-	-	-	250,000	250,000	250,000
TRANS FROM MISC SPEC REV	-	4,000	-	-	-	-
TRANS FROM FUND 33- ELEC TRANSFER FROM	- -	- 4,000	450,000 450,000	450,000 700,000	450,000 700,000	450,000 700,000
CASH FORWARD CASH FORWARD	2,860,000 2,860,000	3,428,750 3,428,750	2,195,000 2,195,000	1,860,625 1,860,625	1,860,625 1,860,625	1,860,625 1,860,625
TOTAL HES FUND	11,456,398	12,308,128	11,382,475	11,448,770	11,448,770	11,448,770

EXPENDITURES

By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	258,936	286,443	304,445	333,245	333,245	333,245
MATERIALS & SERVICES	6,899,225	7,345,738	7,572,898	7,715,873	7,715,873	7,715,873
CAPITAL OUTLAY	658,042	1,015,312	1,271,175	450,000	450,000	450,000
TRANSFERS:						
RESERVE	-	500,000	500,000	30,000	30,000	30,000
BONDED DEBT	-	1,070,520	-	-	-	-
DEBT SERVICE	337,792	-	1,070,545	1,067,473	1,067,473	1,067,473
CONTINGENCY	-	-	663,412	1,852,179	1,852,179	1,852,179
RES FOR FUTURE EXPEND	1,319,155	-	-	-	-	-
TOTAL HES FUND	9,473,150	10,218,013	11,382,475	11,448,770	11,448,770	11,448,770

HERMISTON ENERGY SERVICES DETAILED EXPENDITURES

13

6350 HERMISTON ENERGY SERVICES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	185,023	200,705	213,000	226,560	226,560	226,560
OVERTIME	-	2,192	-	-	-	-
UNEMPLOYMENT INSURANC	921	219	1,490	1,585	1,585	1,585
ACCIDENT INSURANCE	1,294	488	1,230	1,370	1,370	1,370
RETIREMENT	32,689	40,079	43,550	56,340	56,340	56,340
SOCIAL SECURITY	13,820	15,189	16,295	17,335	17,335	17,335
MEDICAL, DENTAL & LIFE INS	25,189	27,571	28,880	30,055	30,055	30,055
PERSONNEL SERVICES	258,936	286,443	304,445	333,245	333,245	333,245
ACCOUNTING & AUDITING	3,908	4,031	6,570	5,315	5,315	5,315
OTHER PROF SVCS	1,503,188	1,608,017	1,604,775	1,604,775	1,604,775	1,604,775
TRAVEL & TRAINING	11,020	7,602	11,000	11,000	11,000	11,000
PROPERTY & LIABILITY INS	27,076	26,940	27,950	28,000	28,000	28,000
TELEPHONE	1,523	1,245	1,500	1,500	1,500	1,500
STREET LIGHTS	85,241	85,289	117,000	115,000	115,000	115,000
POWER PURCHASES-BPA	4,590,985	4,794,227	4,959,103	5,085,413	5,085,413	5,085,413
IN LIEU OF TAXES	420,857	559,891	592,500	612,370	612,370	612,370
CONSERVATION SERVICES	154,398	149,431	130,000	130,000	130,000	130,000
ENERGY ASSISTANCE (HEAT)	12,500	15,000	17,500	17,500	17,500	17,500
DUES & MEMBERSHIP	42,170	44,813	50,000	50,000	50,000	50,000
MISC CONTRACTUAL	42,522	45,267	50,000	50,000	50,000	50,000
OFFICE SUPPLIES	2,845	1,983	2,500	2,500	2,500	2,500
MINOR/SAFETY EQUIP	930	1,913	2,500	2,500	2,500	2,500
OVER AND SHORTS	62	89	-	-	-	-
MATERIALS & SERVICES	6,899,225	7,345,738	7,572,898	7,715,873	7,715,873	7,715,873

HERMISTON ENERGY SERVICES EXPENDITURES (cont.)

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	655,542	1,015,312	1,271,175	450,000	450,000	450,000
OFFICE EQUIPMENT	2,500	-	-	-	-	-
CAPITAL OUTLAY	658,042	1,015,312	1,271,175	450,000	450,000	450,000
RES - HES IMPROVEMENTS	-	500,000	500,000	-	-	-
TRANS TO GENERAL FUND	-	-	-	30,000	30,000	30,000
TRANS TO BONDED DEBT	-	1,070,520	-	-	-	-
TRANSFERS OUT	-	1,570,520	500,000	30,000	30,000	30,000
BOND PRINCIPAL -2016 HES	-	-	605,000	615,000	615,000	615,000
BOND INTEREST-2016 HES	337,792	-	465,545	452,473	452,473	452,473
DEBT SERVICE	337,792	-	1,070,545	1,067,473	1,067,473	1,067,473
CONTINGENCY	-	-	663,412	1,852,179	1,852,179	1,852,179
CONTINGENCY	-	-	663,412	1,852,179	1,852,179	1,852,179
RES FOR FUTURE EXPEND	1,319,155	-	-	-	-	-
RES FOR FUTURE EXPEND	1,319,155	-	-	-	-	-
TOTAL HES FUND	9,473,150	10,218,013	11,382,475	11,448,770	11,448,770	11,448,770

REGIONAL WATER

MISSION STATEMENT

To provide a continuous supply of potable drinking water & non-potable water for domestic, commercial, industrial use and fire protection, in a safe, efficient and courteous manner.

DEPARTMENT DESCRIPTION

The Hermiston Water Department (HWD) is responsible for two independent water systems. The City system produces explicitly potable water for domestic, commercial and industrial use. The Regional system produces both potable and non –potable water for the Regional Water users. The HWD is regulated by Federal and State drinking water regulations.

DEPARTMENT OBJECTIVES 2019-2020

- Carry on operations with a High Performance attitude and direction.
- Continue full operations of the entire waterworks system while conforming to OR-OSHA, Oregon Health & EPA regulations.
- Re-engage proactively in operations & maintenance that has been in the reactive stages due to personnel deficiency & higher workloads.

PERSONNEL DISTRIBUTION

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
Water Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Water Superintendent	0.25	0.25	0.25	0.25	0.25	0.25
Total FTE	1.25	1.25	1.25	1.25	1.25	1.25

RESOURCES

REGIONAL WATER

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	796	676	-	-	-	-
INTEREST	796	676	-	-	-	-
REIMBURSE DIRECT EXPENSE	-	1,033,404	725,000	-	-	-
MISCELLANEOUS REVENUE	-	1,033,404	725,000	-	-	-
POTABLE WATER RECEIPTS	151,855	209,040	155,000	173,670	173,670	173,670
NON-POTABLE WATER RECEIPTS	508,603	509,147	600,000	841,660	841,660	841,660
REIMBURSEMENT FEES	-	30,090	56,180	-	-	-
VADATA FRANCHISE FEE	-	-	-	1,500	1,500	1,500
SERVICE CHARGES	660,458	748,276	811,180	1,016,830	1,016,830	1,016,830
TRANS FROM MISC SPEC REV FU	-	8,000	-	-	-	-
TRANSFERS FROM	-	8,000	-	-	-	-
CASH FORWARD	708,500	740,285	691,400	141,895	141,895	141,895
CASH FORWARD	708,500	740,285	691,400	141,895	141,895	141,895
TOTAL REGIONAL WATER	1,369,754	2,530,641	2,227,580	1,158,725	1,158,725	1,158,725

CONSOLIDATED REGIONAL WATER EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
NON- POTABLE WATER	143,540	184,937	209,395	218,775	218,775	218,775
POTABLE WATER	132,919	147,149	160,795	167,302	167,302	167,302
RIVER INTAKE STATION	279,685	327,791	356,285	335,675	335,675	335,675
NON- DEPARTMENTAL	317,264	1,331,686	1,183,835	363,810	363,810	363,810
TOTAL EXPENDITURES	873,407	1,991,564	1,910,310	1,085,562	1,085,562	1,085,562
CONTINGENCY	-	-	317,270	73,163	73,163	73,163
CONTINGENCY	-	-	317,270	73,163	73,163	73,163
TOTAL REGIONAL WATER	873,407	1,991,564	2,227,580	1,158,725	1,158,725	1,158,725

REGIONAL WATER EXPENDITURES

By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	196,150	209,409	210,175	230,452	230,452	230,452
MATERIALS & SERVICES	677,257	1,782,154	1,643,955	643,110	643,110	643,110
TRANSFERS:						
RESERVE	-	-	56,180	200,000	200,000	200,000
GENERAL FUND	-	-	-	12,000	12,000	12,000
CONTINGENCY	-	-	317,270	73,163	73,163	73,163
TOTAL REGIONAL WATER	873,407	1,991,564	2,227,580	1,158,725	1,158,725	1,158,725

NON-POTABLE WATER

15 REGIONAL WATER
6320 NON-POTABLE WATER

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	34,556	32,626	33,525	34,430	34,430	34,430
OVERTIME	6,985	10,478	6,000	10,000	10,000	10,000
UNEMPLOYMENT INSURANCE	195	42	275	310	310	310
ACCIDENT INSURANCE	918	310	960	935	935	935
RETIREMENT	9,326	10,985	11,160	14,580	14,580	14,580
SOCIAL SECURITY	2,901	2,898	3,025	3,400	3,400	3,400
MEDICAL, DENTAL & LIFE INS	9,418	8,427	9,100	9,770	9,770	9,770
PERSONNEL SERVICES	64,299	65,765	64,045	73,425	73,425	73,425
WATER SAMPLES	106	-	-	-	-	-
ELECTRICITY	67,056	66,389	89,000	89,000	89,000	89,000
RW- PURCHASE-NON-POTABLE WATER	-	-	5,000	5,000	5,000	5,000
MISC CONTRACTUAL	2,802	16,963	25,000	25,000	25,000	25,000
FUEL-OTHER THAN VEHICLE	1,285	724	1,300	1,300	1,300	1,300
MINOR/SAFETY EQUIP	839	97	1,000	1,000	1,000	1,000
PLUMBING & SEWAGE SUPP	145	-	50	50	50	50
PARTS FOR OPERATING EQUIP	7,008	34,999	24,000	24,000	24,000	24,000
MATERIALS & SERVICES	79,241	119,172	145,350	145,350	145,350	145,350
TOAL NON-POTABLE WATER	143,540	184,937	209,395	218,775	218,775	218,775

POTABLE WATER

15 REGIONAL WATER
6330 POTABLE WATER

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	31,257	29,552	33,525	34,430	34,430	34,430
OVERTIME	4,381	6,372	6,000	8,000	8,000	8,000
UNEMPLOYMENT INSURANCE	168	36	275	295	295	295
ACCIDENT INSURANCE	802	267	960	890	890	890
RETIREMENT	8,016	9,289	11,160	13,922	13,922	13,922
SOCIAL SECURITY	2,495	2,446	3,025	3,245	3,245	3,245
MEDICAL, DENTAL & LIFE INS	7,612	8,190	9,100	9,770	9,770	9,770
PERSONNEL SERVICES	54,733	56,152	64,045	70,552	70,552	70,552
WATER SAMPLES	9,651	11,170	10,000	10,000	10,000	10,000
ELECTRICITY	48,713	53,266	60,000	60,000	60,000	60,000
TELEPHONE	-	55	-	-	-	-
RW- PURCHASE-POTABLE WATER	-	-	5,000	5,000	5,000	5,000
MISCELLANEOUS CONTRACTUAL	6,540	4,196	3,500	3,500	3,500	3,500
CHEMICALS	12,054	19,257	13,000	13,000	13,000	13,000
MEDICAL & LAB SUPPLIES	361	776	1,000	1,000	1,000	1,000
MINOR/SAFETY EQUIP	-	-	150	150	150	150
PLUMBING & SEWAGE SUPPLIES	26	-	100	100	100	100
PARTS FOR OPERATING EQUIP	841	2,277	4,000	4,000	4,000	4,000
MATERIALS & SERVICES	78,186	90,998	96,750	96,750	96,750	96,750
TOTAL POTABLE WATER	132,919	147,149	160,795	167,302	167,302	167,302

RIVER INTAKE STATION

15 REGIONAL WATER
6335 RIVER INTAKE STATION

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	32,524	34,614	36,690	37,690	37,690	37,690
OVERTIME	16,467	22,110	15,000	15,000	15,000	15,000
UNEMPLOYMENT INSURANCE	222	55	365	370	370	370
ACCIDENT INSURANCE	988	387	1,250	1,105	1,105	1,105
RETIREMENT	10,594	14,349	14,590	17,290	17,290	17,290
SOCIAL SECURITY	3,306	3,789	3,955	4,030	4,030	4,030
MEDICAL, DENTAL & LIFE INS	13,018	12,189	10,235	10,990	10,990	10,990
PERSONNEL SERVICES	77,119	87,492	82,085	86,475	86,475	86,475
ELECTRICITY	201,031	231,094	269,000	240,000	240,000	240,000
MISCELLANEOUS CONTRACTUAL	-	2,836	1,000	5,000	5,000	5,000
MINOR/SAFETY EQUIP	-	22	100	100	100	100
PLUMBING & SEWAGE SUPPLIES	130	103	100	100	100	100
PARTS FOR OPERATING EQUIP	1,405	6,243	4,000	4,000	4,000	4,000
MATERIALS & SERVICES	202,565	240,299	274,200	249,200	249,200	249,200
TOTAL RIVER INTAKE STATION	279,685	327,791	356,285	335,675	335,675	335,675

NON-DEPARTMENTAL

15 REGIONAL WATER 8810
NON-DEPARTMENTAL

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
ACCOUNTING & AUDITING	3,508	4,031	6,570	6,410	6,410	6,410
OTHER PROFESSIONAL SERVICES	2,898	8,215	1,800	1,800	1,800	1,800
TRAVEL & TRAINING	2,391	2,367	3,000	4,000	4,000	4,000
PROPERTY & LIABILITY INS	11,101	10,747	11,285	11,400	11,400	11,400
TELEPHONE	4,904	5,910	5,300	7,000	7,000	7,000
MISCELLANEOUS CONTRACTUAL	267,121	1,288,071	1,080,000	100,000	100,000	100,000
OFFICE SUPPLIES	333	108	200	200	200	200
LUBE-OTHER THAN VEHICLE	-	582	600	600	600	600
MINOR/SAFETY EQUIP	722	663	3,500	3,500	3,500	3,500
MOTOR VEHICLE FUEL & OIL	2,074	2,468	2,500	2,500	2,500	2,500
MOTOR VEHICLE PARTS	36	485	1,700	1,700	1,700	1,700
PLUMBING & SEWAGE SUPPLIES	(461)	62	100	100	100	100
PARTS FOR OPERATING EQUIP	22,237	7,975	11,100	11,100	11,100	11,100
CITY OF UMATILLA VADATA 5%	-	-	-	1,500	1,500	1,500
MATERIALS & SERVICES	317,264	1,331,686	1,127,655	151,810	151,810	151,810
RES-REPAIR & REPLACEMENT	-	-	56,180	200,000	200,000	200,000
TRANS TO GENERAL FUND	-	-	-	12,000	12,000	12,000
TRANSFERS OUT	-	-	56,180	212,000	212,000	212,000
CONTINGENCY	-	-	317,270	73,163	73,163	73,163
CONTINGENCY	-	-	317,270	73,163	73,163	73,163
TOTAL NON-DEPARTMENTAL	317,264	1,331,686	1,501,105	436,973	436,973	436,973

EOTEC OPERATIONS

25

6450 EOTEC OPERATIONS

MISSION STATEMENT

To serve as a critical piece of the region's tourism and convention/trade show market by operating a high quality, multi-purpose facility which accommodates private, civic, commercial and cultural related uses.

DEPARTMENT DESCRIPTION

Opened in 2016, the Eastern Oregon Trade and Events Center is operated on a contract basis with VenuWorks through a management fee structure. VenuWorks provides day-to-day operation and maintenance of the facility as well as booking and management of events, to include the Umatilla County Fair, the Farm City Pro Rodeo, various trade shows, livestock shows, cultural events, various conventions as well as private functions utilizing the multi-use capability of the entire facility.

DEPARTMENT OBJECTIVES 2019-20

- Continue to market EOTEC to the national convention and tourism industry as a premier facility for a number of state, regional and national events.
- Continue the process of building out the necessary infra-structure to realize the full potential of all that EOTEC has to offer.
- Continue to provide prudent management of the facility in a cost-effective, deliberate manner for the benefit of the city of Hermiston as well as the entire region.

RESOURCES

25

EOTEC OPERATIONS FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	-	64	-	-	-	-
INTEREST ON INVESTMENTS	-	64	-	-	-	-
CONTRIBUTION FROM COUNTY	-	-	160,175	75,000	75,000	75,000
FROM OTHER AGENCIES	-	-	160,175	75,000	75,000	75,000
EVENT REVENUE	-	71,563	255,000	316,000	316,000	316,000
SPONSORSHIP REVENUE	-	-	25,000	-	-	-
FOOD & BEVERAGE REVENUE	-	1,702	40,000	-	-	-
SERVICE CHARGES	-	73,265	320,000	316,000	316,000	316,000
DONATIONS	-	10,000	258,580	171,500	171,500	171,500
MISCELLANEOUS REVENUES	-	10,000	258,580	171,500	171,500	171,500
TRANS FROM GENERAL FUND	-	96,230	-	-	-	-
TRANS FROM 05 FUND-TPA	-	-	115,000	115,000	115,000	115,000
TRANS FROM 05 FUND-TRT	-	-	110,000	121,500	121,500	121,500
TRANSFERS FROM	-	96,230	225,000	236,500	236,500	236,500
CASH FORWARD	-	115,500	-	177,812	177,812	177,812
CASH FORWARD	-	115,500	-	177,812	177,812	177,812
TOTAL OPERATIONS EOTEC FUND	-	295,059	963,755	976,812	976,812	976,812

EXPENDITURES

By category

	2015-16 Expended	2016-17 Expended	2017-18 Budget	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
PERSONNEL SERVICES	-	107,864	336,650	295,000	295,000	295,000
MATERIALS & SERVICES	-	122,170	355,225	423,232	423,232	423,232
EVENT EXPENSES	-	-	13,300	-	-	-
DEBT SERVICE	-	-	258,580	258,580	258,580	258,580
TOTAL OPERATIONS EOTEC FUND	-	230,033	963,755	976,812	976,812	976,812

EOTEC OPERATIONS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SALARY & WAGES	-	-	274,700	-	-	-
VW DIRECT PERSONNEL EXPENSES	-	107,864	-	295,000	295,000	295,000
TAXES & BENEFITS	-	-	61,950	-	-	-
TOTAL PERSONNEL SERVICES	-	107,864	336,650	295,000	295,000	295,000
AUDIT & ACCOUNTING	-	-	7,500	-	-	-
VW DIRECT OTHER COSTS	-	82,024	-	310,232	310,232	310,232
BANKING FEES	-	-	600	-	-	-
POSTAGE & SHIPPING	-	-	750	-	-	-
CC TRANSACTION FEES	-	-	3,000	-	-	-
EMPLOYEE TRAINING/RECOGNITION	-	-	1,500	-	-	-
TRAVEL EXPENSES	-	-	10,000	-	-	-
ADVERTISING & MARKETING	-	6,629	15,000	-	-	-
LIABILITY INSURANCE	-	-	27,500	-	-	-
UTILITIES	-	-	60,275	-	-	-
TELEPHONE, CELL, RADIOS	-	-	12,000	-	-	-
MANAGEMENT FEES	-	32,516	112,000	113,000	113,000	113,000
COMMISSION FEES	-	-	2,250	-	-	-
TOOLS & SMALL EQUIPMENT	-	-	2,400	-	-	-
IT & WEBSITE	-	-	12,000	-	-	-
REPAIRS-BUILDINGS & MAINTENANC	-	1,000	13,650	-	-	-
SECURITY & FIRE ALARM SYSTEM	-	-	600	-	-	-
EQUIP REPAIRS & MAINTENANCE	-	-	5,000	-	-	-
DUES & MEMBERSHIP	-	-	1,500	-	-	-
LICENSES & PERMITS	-	-	4,000	-	-	-
OFFICE SUPPLIES	-	-	2,000	-	-	-
PRINTING & COPIERS	-	-	2,500	-	-	-
FOOD & MISCELLANEOUS	-	-	10,000	-	-	-
UNIFORMS	-	-	1,000	-	-	-
SERVICE AGREEMENTS	-	-	35,700	-	-	-
RENTAL EQUIPMENT	-	-	2,500	-	-	-
SUPPLIES	-	-	10,000	-	-	-
MATERIALS & SERVICES	-	122,170	355,225	423,232	423,232	423,232

EOTEC OPERATIONS DETAILED EXPENDITURES (cont.)

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
EVENT EXPENSES - ADVERTISING	-	-	2,400	-	-	-
EVENT EXPENSES - SECURITY	-	-	5,000	-	-	-
EVENT EXPENSES - SUPPLIES	-	-	5,400	-	-	-
EVENT EXPENSES - MISCELLANEOUS	-	-	500	-	-	-
EVENT EXPENSES	-	-	13,300	-	-	-
BRIDGE LOAN PRINCIPAL	-	-	235,950	235,950	235,950	235,950
BRIDGE LOAN INTEREST	-	-	22,630	22,630	22,630	22,630
DEBT SERVICE	-	-	258,580	258,580	258,580	258,580
TOTAL EOTEC OPERATIONS FUND	-	230,033	963,755	976,812	976,812	976,812

RESERVE FUND

This fund is used to accumulate money for long-term goals and projects of the City. Financed directly by appropriations from the operating funds and with limited revenues directly from small reimbursement projects, the reserve fund has been the major single fiscal tool which has provided the City with the stability and multiple year appropriations necessary to manage a small community in difficult financial times. The reserve fund allows the accumulation of resources to accomplish specifically authorized goals contained in the resolution which must be adopted to establish each account.

RESOURCES

08
RESERVE FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	21,920	38,272	35,000	-	-	-
INTEREST	21,920	38,272	35,000	-	-	-
LOCAL GRANTS	35,000	455,000	307,000	-	-	-
FEDERAL GRANTS-DIRECT	451,216	295,157	370,000	285,000	285,000	285,000
STATE GRANTS	15,000	156,887	230,465	-	-	-
FROM OTHER AGENCIES	501,216	1,502,044	907,465	285,000	285,000	285,000
WATER SDC'S	18,305	27,072	15,000	20,000	20,000	20,000
SANITARY SEWER SDC'S	11,198	18,341	15,000	15,000	15,000	15,000
PARK SDC'S	14,400	27,200	15,000	20,000	20,000	20,000
ALORA HEIGHTS SDC	2,786	4,643	-	-	-	-
SERVICE CHARGES	46,688	77,255	45,000	55,000	55,000	55,000
MISCELLANEOUS REVENUE	-	6,565	-	-	-	-
CAPITAL DONATIONS	-	28,490	-	-	-	-
REIMB. FEES- VADATA/AMAZON	-	-	-	56,179	56,179	56,179
MISCELLANEOUS REVENUES	-	35,055	-	56,179	56,179	56,179
INTERFUND LOAN PROCEEDS	-	-	4,591,575	4,000,000	4,000,000	4,000,000
SPECIAL PAYMENTS	-	-	4,591,575	4,000,000	4,000,000	4,000,000
TRANSFER FROM GENERAL FUND	115,000	727,450	870,000	639,000	639,000	639,000
TRANSFER FROM STREET FUND	378,802	360,214	170,214	111,550	111,550	111,550
TRANSFER FROM UTILITY FUND	340,000	170,000	404,180	1,221,500	1,221,500	1,221,500
TRANSFER FROM HES FUND	-	500,000	500,000	-	-	-
TRANSFER FROM COMM. CTR. FUND	6,040	32,743	-	-	-	-
TRANSFER FROM REG WATER	-	-	-	200,000	200,000	200,000
TRANSFER FROM TRT-TOURISM	44,574	59,733	54,000	58,500	58,500	58,500
TRANSFER FROM TRT-PARK DEVELOPMENT	44,574	59,733	54,000	58,500	58,500	58,500
TRANSFER FROM TRT-HFAC	7,429	9,955	9,000	9,750	9,750	9,750
TRANSFER FROM REC SPEC REV FUND	35,896	-	-	28,500	28,500	28,500
TRANSFER FROM LIBRARY SPEC REV	-	-	-	90,000	90,000	90,000
TRANSFERS IN	972,316	1,919,827	2,061,394	2,417,300	2,417,300	2,417,300
CASH FORWARD	4,171,608	4,365,479	5,864,602	5,907,966	5,907,966	5,907,966
CASH FORWARD	4,171,608	4,365,479	5,864,602	5,907,966	5,907,966	5,907,966
TOTAL RESERVE FUND	5,713,748	7,937,933	13,505,036	12,721,445	12,721,445	12,721,445

CONSOLIDATED RESERVE EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OFFICE EQUIP	-	40,594	-	-	-	-
AIRPORT IMPROVEMENTS	450,879	264,537	370,000	300,000	300,000	300,000
DISC GOLF COURSE	-	11,136	9,000	-	-	-
FUNLAND PLAYGROUND	-	17,881	22,000	14,350	14,350	14,350
HERMISTON FAMILY AQUATIC CTR	-	-	17,500	70,000	70,000	70,000
TRT/TOURISM	144,173	34,860	30,000	50,000	50,000	50,000
TRT/PARK DEVELOPMENT	68,000	11,952	25,000	90,000	90,000	90,000
BICYCLE TRAILS	-	-	29,530	59,500	59,500	59,500
PARKS SDC	-	-	80,000	60,000	60,000	60,000
SKATE PARK	15,296	(15)	50,000	230,000	230,000	230,000
VICTORY SQUARE PARK	192	-	-	-	-	-
SOUTH 2ND ST GATEWAY	-	-	12,085	12,085	12,085	12,085
SUNSET PARK	26,469	23,928	-	-	-	-
WEST HIGHLAND TRAIL	38,800	58,470	450,000	-	-	-
STREET EQUIPMENT	-	-	250,000	370,000	370,000	370,000
STREET MAINTENANCE	184,756	-	-	-	-	-
CIP STREET CONSTRUCTION	154,348	330,872	1,010,000	1,275,000	1,275,000	1,275,000
TRAFFIC CONTROL - 11TH & ELM	51,500	773,710	-	-	-	-
PW ELM ENTRANCE	-	-	2,630	-	-	-
HES GAS UTILITY	-	-	208,843	208,843	208,843	208,843
LIBRARY CAPITAL	-	-	-	90,000	90,000	90,000
SANITARY SEWER DEPT EQUIP	-	424,772	323,590	353,000	353,000	353,000
SANITARY SEWER- SDC	-	-	115,560	32,000	32,000	32,000
CIP WATER PROJECTS	-	-	190,000	700,000	700,000	700,000
NE WATER TANK	-	59,363	4,591,575	4,000,000	4,000,000	4,000,000
WATER DEPT EQUIPMENT	-	29,066	218,000	196,000	196,000	196,000
WATER - SDC	43,425	-	98,000	410,000	410,000	410,000
HIGHLAND SUMMIT BOOSTER	-	-	-	100,000	100,000	100,000
CIP-RWTP PROJECTS	462,691	232,378	472,000	505,000	505,000	505,000
REPAIR/REPLACE - REGIONAL	-	130,506	512,180	685,000	685,000	685,000
HES IMPROVEMENTS	-	101,411	2,000,000	1,423,750	1,423,750	1,423,750
TPA/ MARKETING	-	-	374,052	-	-	-
EOTEC EQUIPMENT	-	117,816	940,000	912,000	912,000	912,000
HCC MAINTENANCE & REPAIRS	18,661	32,743	-	21,300	21,300	21,300
COMMUNITY ENHANCEMENTS	12,495	100,000	104,000	150,000	150,000	150,000
CITY HALL IMPROVEMENTS	28,060	156,989	43,400	123,000	123,000	123,000
BELT PARK SUPP ENV PROJ	-	16,800	-	-	-	-
RESERVE FOR FUTURE EXPEND	-	-	956,091	280,617	280,617	280,617
TOTAL RESERVE FUND	1,699,743	2,969,770	13,505,036	12,721,445	12,721,445	12,721,445

RESERVE FUND EXPENDITURES

By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	311,283	436,376	1,642,491	1,466,343	1,466,343	1,466,343
CAPITAL OUTLAY	960,460	2,518,394	10,343,206	10,047,400	10,047,400	10,047,400
TRANSFERS:						
UTILITY FUND	263,000	-	-	-	-	-
HES FUND	-	-	-	250,000	250,000	250,000
DEBT SERVICE	165,000	15,000	10,000	-	-	-
CONTINGENCY	-	-	553,248	677,085	677,085	677,085
RESERVE FOR FUTURE EXPENDITUI	-	-	956,091	280,617	280,617	280,617
TOTAL RESERVE FUND	1,699,743	2,969,770	13,505,036	12,721,445	12,721,445	12,721,445

RESERVE FOR FUTURE EXPENDITURE

08 RESERVE FUND
 8890 RESERVE FOR FUTURE EXPENDITURE

This reserve is used to track the amounts in the individual reserve accounts that are not being currently appropriated but have been set aside for future appropriations.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
RES- FUT EXP OFFICE EQUIPMENT	-	-	-	10,005	10,005	10,005
RES- FUT EXP AIRPORT IMPROVE	-	-	30,000	-	-	-
RES- FUT EXP TRT/TOURISM	-	-	34,000	126,000	126,000	126,000
RES- FUT EXP TRT/PARK DEVELOP	-	-	55,000	20,000	20,000	20,000
RES- FUT EXP BICYCLE TRAILS	-	-	-	11,517	11,517	11,517
RES- FUT EXP PARKS SDC	-	-	30,000	6,000	6,000	6,000
RES- FUT EXP SKATE PARK	-	-	20,000	-	-	-
RES- FUT EXP STREET EQUIPMENT	-	-	72,746	-	-	-
RES- FUT EXP STREET MAINTENANC	-	-	39,453	39,450	39,450	39,450
RES- FUT EXP CIP STREET CONST	-	-	268,656	-	-	-
RES- FUT EXP HPD VEH UPFITTING	-	-	-	20,000	20,000	20,000
RES- FUT EXP HPD EQUIPMENT	-	-	-	4,000	4,000	4,000
RES- FUT EXP WATER - SDC	-	-	279,000	-	-	-
RES- FUT EXP HCC MAINT/REPAIR	-	-	21,343	-	-	-
HIGHLAND/KENNISON FIELD	-	-	1,500	1,500	1,500	1,500
RES-FUT EXP NE WATER TANK	-	-	62,248	-	-	-
RES- UNALLOCATED	-	-	42,145	42,145	42,145	42,145
TOTAL RESERVE FOR FUTURE EXP	-	-	956,091	280,617	280,617	280,617

CONTINGENCY

08 RESERVE FUND
6000 CONTINGENCY

	2016-17	2017-18	2018-19	2019-20	2019-20	2019-20
	Expended	Expended	Budget	Proposed	Approved	Adopted
HERMISTON FAMILY AQUATIC CTR	-	-	2,500	-	-	-
TRT/TOURISM	-	-	-	20,000	20,000	20,000
PARKS SDC	-	-	80,000	-	-	-
SOUTH 2ND ST GATEWAY	-	-	12,085	12,085	12,085	12,085
STREET EQUIPMENT	-	-	-	120,000	120,000	120,000
LIBRARY CAPITAL	-	-	-	45,000	45,000	45,000
SANITARY SEWER DEPT EQUIP	-	-	323,590	323,000	323,000	323,000
SANITARY SEWER- SDC	-	-	15,560	32,000	32,000	32,000
CIP WATER PROJECTS	-	-	-	100,000	100,000	100,000
CIP-RWTP PROJECTS	-	-	-	25,000	25,000	25,000
REPAIR/REPLACE - REGIONAL	-	-	26,000	-	-	-
TPA/ MARKETING	-	-	93,513	-	-	-
TOTAL CONTINGENCY	-	-	553,248	677,085	677,085	677,085

OFFICE EQUIPMENT

08 RESERVE FUND
7210 OFFICE EQUIPMENT

This reserve is for money set aside for Office Equipment.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MINOR/SAFETY EQUIP	-	40,594	-	-	-	-
MATERIALS & SERVICES	-	40,594	-	-	-	-
TOTAL OFFICE EQUIPMENT	-	40,594	-	-	-	-

AIRPORT IMPROVEMENTS

08 RESERVE FUND
7220 AIRPORT IMPROVEMENTS

MISSION STATEMENT/ PURPOSE OF RESERVE

This reserve is used for large capital projects at the Airport. The fund accumulates regular General Fund Contributions each year in order to save up to pay for the City's match portion for FAA Grant funded projects. The fund also receives grant disbursements and makes payments towards these projects.

DEPARTMENT DESCRIPTION

The FY 2019-20 request covers the very small remaining balance of the Airport Master Plan, which began in FY 18-19, and covers the bulk of the design costs associated with the Apron Rehab Construction project scheduled for FY 20-21. Revenues for this design work will come 90% from FAA NPE grants, 9% from an Oregon COAR Grant, and just 1%, or about \$3,000 from the City's General Fund.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
AIRPORT IMPROVEMENTS	450,879	264,537	370,000	300,000	300,000	300,000
CAPITAL OUTLAY	450,879	264,537	370,000	300,000	300,000	300,000
TOTAL AIRPORT IMPROVEMENTS	450,879	264,537	370,000	300,000	300,000	300,000

DISC GOLF COURSE

08 RESERVE FUND
7227 DISC GOLF COURSE

MISSION STATEMENT/ PURPOSE OF RESERVE

The City has been granted recreational use easements from Good Shepherd Hospital and the Irrigation District for the purpose of developing a Disc Golf Course. In addition, \$15,000 has been awarded from the Good Shepherd Hospital Foundation to develop the first 9 holes.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	11,136	9,000	-	-	-
MATERIALS & SERVICES	-	11,136	9,000	-	-	-
TOTAL DISC GOLF COURSE	-	11,136	9,000	-	-	-

FUNLAND PLAYGROUND

08 RESERVE FUND
7228 FUNLAND PLAYGROUND

MISSION STATEMENT/ PURPOSE OF RESERVE

A reserve account has been established to maintain and enhance Funland Playground in Butte Park.

DEPARTMENT OBJECTIVES 2019-20

- Install playground wood chips for fall protection and other improvements.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	-	17,881	22,000	14,350	14,350	14,350
CAPITAL OUTLAY	-	17,881	22,000	14,350	14,350	14,350
TOTAL FUNLAND PLAYGROUND	-	17,881	22,000	14,350	14,350	14,350

AQUATIC CENTER MAINTENANCE & REPAIR

08 RESERVE FUND
 7229 AQUATIC CENTER
 MAINTENANCE & REPAIR

DEPARTMENT DESCRIPTION

The Hermiston Family Aquatic Center opened in 2003. Now over ten years old, the facility is showing signs of aging and requires reinvestment in infrastructure, pumps, operating system, etc. Additionally, there are investments in energy saving systems such as solar that have the ability to reduce the annual operating cost of the pool.

DEPARTMENT OBJECTIVES 2019-20

- Design and install a solar system for heating the swimming pool water.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	15,000	-	-	-
MATERIALS & SERVICES	-	-	15,000	-	-	-
CAPITAL IMPROVEMENTS	-	-	-	70,000	70,000	70,000
CAPITAL OUTLAY	-	-	-	70,000	70,000	70,000
CONTINGENCY	-	-	2,500	-	-	-
CONTINGENCY	-	-	2,500	-	-	-
TOTAL HFAC	-	-	17,500	70,000	70,000	70,000

TRT/TOURISM PROGRAMS

08 RESERVE FUND
7231 TRT/TOURISM PROGRAMS

DEPARTMENT DESCRIPTION

The TRT Tourism Fund is dedicated toward attracting tourism to Hermiston through community grants, programs, and facilities. Council has appointed a committee to make an annual recommendation regarding allocation of funds.

DEPARTMENT OBJECTIVES 2019-20

- Allocate \$30,000 in community tourism grants.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER REPAIRS	27,177	-	-	-	-	-
MISCELLANEOUS CONTRACTUAL	19,996	19,860	20,000	30,000	30,000	30,000
MATERIALS & SERVICES	47,173	19,860	20,000	30,000	30,000	30,000
INTERFUND LOAN REPAYMENT	97,000	15,000	10,000	-	-	-
DEBT SERVICE	97,000	15,000	10,000	-	-	-
CONTINGENCY	-	-	-	20,000	20,000	20,000
CONTINGENCY	-	-	-	20,000	20,000	20,000
TOTAL TRT/TOURISM	144,173	34,860	30,000	50,000	50,000	50,000

PARKS & REC DEVELOPMENT

08 RESERVE FUND
7232 TRT/PARKS DEVELOPMENT

MISSION STATEMENT

A portion of the transient room tax is dedicated for city parks and recreation development administered by the Parks and Recreation Committee. The proceeds of the tax for such developments shall accumulate in this reserve and may not be diverted or utilized in any other manner.

DEPARTMENT DESCRIPTION

Greenwood Park is programmed to have park improvements including new play equipment, surfacing, fence, and landscape.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	11,952	25,000	90,000	90,000	90,000
MATERIALS & SERVICES	-	11,952	25,000	90,000	90,000	90,000
INTERFUND LOAN REPAYMENT	68,000	-	-	-	-	-
DEBT SERVICE	68,000	-	-	-	-	-
TOTAL TRT/PARKS & REC	68,000	11,952	25,000	90,000	90,000	90,000

BICYCLE TRAILS

08 RESERVE FUND
7233 BICYCLE TRAILS

This is a state-mandated outlay consisting of 1% of all gasoline tax proceeds for the development of bicycle systems. This reserve fund is established to develop trails and bike lanes in accordance to the City's Bicycle and Pedestrian Plan.

DEPARTMENT OBJECTIVE 2019-20

- Develop A bike path associated with NE 10th Street.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	29,530	59,500	59,500	59,500
MATERIALS & SERVICES	-	-	29,530	59,500	59,500	59,500
TOTAL BICYCLE TRAILS	-	-	29,530	59,500	59,500	59,500

PARKS SDC

08 RESERVE FUND
7234 PARKS SDC

This reserve fund collects System Development Charges (SDC) associated with new construction for the purpose of creating new recreational facilities. System Development Charges recognize the value associated with parks, trails, and other recreational facilities as essential for quality of life.

DEPARTMENT OBJECTIVES 2019-20

- Install fencing, trails, and a foot bridge at Butte Park.
- Develop a dog park fencing at Butte Park.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	-	60,000	60,000	60,000
MATERIALS & SERVICES	-	-	-	60,000	60,000	60,000
CONTINGENCY	-	-	80,000	-	-	-
CONTINGENCY	-	-	80,000	-	-	-
TOTAL PARKS SDC	-	-	80,000	60,000	60,000	60,000

SKATE PARK

08 RESERVE FUND
7235 SKATE PARK

MISSION STATEMENT

This reserve was created to accumulate funds to acquire property and proceed with planning and construction of a skate park.

DEPARTMENT DESCRIPTION

The City purchased property on 345 S 1st St. for the purpose of developing a modern skate park in January 2016. The design has been completed in Fiscal year 2018-19 for the new facility.

DEPARTMENT OBJECTIVES 2019-20

- Allocate \$203,000 for matching grants with ORPD.
- Apply for matching Grants with ORPD for a total of \$523,000 for Phase I construction.
- Apply for 2 additional ORPD Grants in FY 2021-22.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISC CONTRACTUAL	-	-	50,000	-	-	-
MATERIALS & SERVICE	-	-	50,000	-	-	-
CAPITAL IMPROVEMENTS	15,296	(15)	-	230,000	230,000	230,000
CAPITAL OUTLAY	15,296	(15)	-	230,000	230,000	230,000
TOTAL SKATE PARK	15,296	(15)	50,000	230,000	230,000	230,000

VICTORY SQUARE PARK

08 RESERVE FUND
7236 VICTORY SQUARE PARK

MISSION STATEMENT

This reserve was created to complete the planned improvements for Victory Square Park including a restroom, parking, lighting, and new roof on the shelter.

DEPARTMENT DESCRIPTION

The state has reimbursed the City for \$140,000 in park improvements at Victory Square Park. This has included a new playground, restroom, and picnic shelter room.

PROJECT was completed in FY 16-17.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	192	-	-	-	-	-
CAPITAL OUTLAY	192	-	-	-	-	-
TOTAL VICTORY SQUARE PARK	192	-	-	-	-	-

SOUTH SECOND STREET GATEWAY

08 RESERVE FUND
7237 SOUTH SECOND STREET GATEWAY

This reserve was created to accumulate funds to design and construct a Gateway Arch and other improvements at South Second Street.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CONTINGENCY	-	-	12,085	12,085	12,085	12,085
CONTINGENCY	-	-	12,085	12,085	12,085	12,085
TOTAL SOUTH 2ND ST GATEWAY	-	-	12,085	12,085	12,085	12,085

SUNSET PARK

08 RESERVE FUND
7238 SUNSET PARK

MISSION STATEMENT

This reserve was created to accumulate funds for combining the newly acquired parcel for Sunset Park by relocating the Public Works entrance, removing fences, and adding irrigation and landscaping.

DEPARTMENT DESCRIPTION

Sunset Park was expanded to Willow Court by the purchase of a corner lot in 2015. The entrance to the Public Works Yard was relocated to Elm Street in anticipation of park improvements. The planned improvements included removal of the old entrance, installing a detention pond to collect storm runoff from 4th street, re-grading the surface, installing irrigation, and landscape. Project was completed in FY 2018.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	26,469	23,928	-	-	-	-
CAPITAL OUTLAY	26,469	23,928	-	-	-	-
TOTAL SUNSET PARK	26,469	23,928	-	-	-	-

WEST HIGHLAND TRAIL

08 RESERVE FUND
 7239 WEST HIGHLAND
 TRAIL

MISSION STATEMENT

This project is primarily funded by an ODOT Enhancement Grant to create a separated multi-modal trail from 13th to 23rd on the south side of West Highland Ave.

DEPARTMENT DESCRIPTION

The agreement details the responsibilities of each party in the design and construction of the W. Highland multi-use trail. This is the trail project requested by the city through the Enhance Grant program. The project was approved by ODOT and incorporated into the Statewide Transportation Improvement Program (STIP). The City is responsible for a match of 22% for the grant program. The final project will construct a separated multi-use path on the south side of W. Highland Avenue. Future connection is planned under the Highland Bridge into the Riverfront Park trail. Project was completed in FY 2019.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	38,800	58,470	450,000	-	-	-
MATERIALS & SERVICES	38,800	58,470	450,000	-	-	-
TOTAL WEST HIGHLAND TRAIL	38,800	58,470	450,000	-	-	-

STREET EQUIPMENT

08 RESERVE FUND
7240 STREET EQUIPMENT

This reserve is to replace equipment in the Street department.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
STREET CLEANING EQUIPMENT	-	-	250,000	250,000	250,000	250,000
CAPITAL OUTLAY	-	-	250,000	250,000	250,000	250,000
CONTINGENCY	-	-	-	120,000	120,000	120,000
CONTINGENCY	-	-	-	120,000	120,000	120,000
TOTAL STREET EQUIPMENT	-	-	250,000	370,000	370,000	370,000

STREET MAINTENANCE

08 RESERVE FUND
7241 STREET MAINTENANCE

This reserve was established to maintain the streets in our community by providing funding for such materials as asphalt, concrete, paint and sign materials.

In 2017-2018, budget was moved to the 04 Street Fund.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	34,023	-	-	-	-	-
MISCELLANEOUS CONTRACTUAL	18,128	-	-	-	-	-
ASPHALT (PATCHING PRODUCTS)	2,068	-	-	-	-	-
CONCRETE PRODUCTS	1,735	-	-	-	-	-
TRAFFIC/STREET SIGN MATERIALS	6,084	-	-	-	-	-
PARTS FOR OPERATING EQUIP	1,000	-	-	-	-	-
SIGNAL MAINTENANCE	5,915	-	-	-	-	-
ROCK PRODUCTS	130	-	-	-	-	-
SNOW AND ICE	18,075	-	-	-	-	-
CRACKFILL MATERIALS	20,651	-	-	-	-	-
STORM WATER	60,008	-	-	-	-	-
STREET MARKING & STRIPING	16,938	-	-	-	-	-
ENGINEERING/SURVEY SERVICES	-	-	-	-	-	-
MATERIALS & SERVICES	184,756	-	-	-	-	-
TOTAL STREET MAINTENANCE	184,756	-	-	-	-	-

STREET CONSTRUCTION

08 RESERVE FUND
7242 CIP STREET CONSTRUCTION

The street construction reserve is targeted for costs related to overlay and reconditioning projects to be approved by the City Council. Hermiston has over 60 miles of paved roadways. The designation of the specific roadway segments will be made by the City Council.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	154,348	-	-	-	-	-
EAST NEWPORT AVENUE	-	321,140	-	-	-	-
S. 1ST BOX CULVERT	-	9,733	310,000	-	-	-
W. HERMISTON AVE OVERLAY	-	-	400,000	600,000	600,000	600,000
GEER & HARPER INTERSECTION	-	-	200,000	50,000	50,000	50,000
E. THEATER LANE ROAD	-	-	100,000	625,000	625,000	625,000
CAPITAL OUTLAY	154,348	330,872	1,010,000	1,275,000	1,275,000	1,275,000
TOTAL CIP STREET CONSTRUCTION	154,348	330,872	1,010,000	1,275,000	1,275,000	1,275,000

TRAFFIC CONTROL 11TH & ELM

08 RESERVE FUND
7243 TRAFFIC CONTROL 11TH & ELM

MISSION STATEMENT

Partial funding for signalization and intersection improvements at 11th & Elm.

DEPARTMENT DESCRIPTION

This project will construct a new turn signal at the intersection of Elm & 11th near the hospital, as well as widen a portion of 11th street to install a “protected turn pocket” for 11th street southbound traffic to facilitate safer waiting and turning in to the hospital. The project will also construct a protected pedestrian crossing for the Oxbow Trail to cross 11th street.

This will be an ODOT-led project, which is funded 50/50 by the City and an ODOT “Immediate Opportunity Fund” Grant. Through an Intergovernmental Agreement (IGA) with ODOT, the City will submit its 50% match up-front, and ODOT will manage the project. The City of Hermiston is also responsible for any cost over-runs, although project bids did come in under budget. If unanticipated cost over-runs occur, those will be addressed through a budget supplement.

Good Shepherd Medical Center, through a sub-agreement, has agreed to pay \$450,000 of the City’s required match. This project was completed in FY 2018.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	51,500	773,710	-	-	-	-
CAPITAL OUTLAY	51,500	773,710	-	-	-	-
TOTAL TRAFFIC CONTROL	51,500	773,710	-	-	-	-

PUBLIC WORKS ELM ENTRANCE

08 RESERVE FUND
 7244 PUBLIC WORKS ELM ENTRANCE

This reserve is for tracking the costs associated with relocating the entrance to the Public Works Shop from NE 4th Street to Elm Street. This project was completed in FY 2017.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	2,630	-	-	-
MATERIALS & SERVICES	-	-	2,630	-	-	-
TOTAL PW ELM ENTRANCE	-	-	2,630	-	-	-

HES GAS UTILITY

08 RESERVE FUND
7250 HES GAS UTILITY

This reserve is to accumulate funds for establishing a natural gas utility.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	208,843	208,843	208,843	208,843
MATERIAL & SERVICES	-	-	208,843	208,843	208,843	208,843
TOTAL HES GAS UTILITY	-	-	208,843	208,843	208,843	208,843

LIBRARY CAPITAL

08 RESERVE FUND
7251 LIBRARY CAPITAL

This reserve is to accumulate funds for Library projects.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	-	45,000	45,000	45,000
MATERIALS & SERVICES	-	-	-	45,000	45,000	45,000
CONTINGENCY	-	-	-	45,000	45,000	45,000
TOTAL CONTINGENCY	-	-	-	45,000	45,000	45,000
TOTAL LIBRARY CAPITAL	-	-	-	90,000	90,000	90,000

SANITARY SEWER DEPT EQUIPMENT

08 RESERVE FUND
7260 SANITARY SEWER DEPT EQUIPMENT

MISSION STATEMENT

This reserve is to replace equipment in the Sanitary Sewer department.

DEPARTMENT DESCRIPTION

\$100,000 has been budgeted for replacement of the membrane fiber eight years from now.

DEPARTMENT OBJECTIVES 2019-20

- Ten years for membrane replacement

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SAN SEWER DEPT EQUIPMENT	-	424,772	-	-	-	-
RWTP-PUMP & MOTOR REPLACEMENT	-	-	-	30,000	30,000	30,000
CAPITAL OUTLAY	-	424,772	-	30,000	30,000	30,000
CONTINGENCY	-	-	323,590	323,000	323,000	323,000
CONTINGENCY	-	-	323,590	323,000	323,000	323,000
TOTAL SANITARY SEWER EQUIPMENT	-	424,772	323,590	353,000	353,000	353,000

SANITARY SEWER SDC

08 RESERVE FUND
7262 SANITARY SEWER SDC

Reimbursement and improvement fees shall be spent only on capital improvements associated with the wastewater system or on capacity increasing capital improvements including expenditures for debt service.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SANITARY SEWER EQUIPMENT	-	-	100,000	-	-	-
CAPITAL OUTLAY	-	-	100,000	-	-	-
CONTINGENCY	-	-	15,560	32,000	32,000	32,000
CONTINGENCY	-	-	15,560	32,000	32,000	32,000
TOTAL SANITARY SEWER SDC	-	-	115,560	32,000	32,000	32,000

CIP-WATER PROJECTS

08 RESERVE FUND
7268 CIP-WATER PROJECTS

This account was created to accumulate funds to address all major Water Dept. projects.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SCADA IMPROVEMENTS	-	-	150,000	190,000	190,000	190,000
GEER RD WATER LINE	-	-	40,000	50,000	50,000	50,000
WELL 6 COATING & CATH	-	-	-	60,000	60,000	60,000
WELL 6 RESERVOIR #1	-	-	-	300,000	300,000	300,000
CAPITAL OUTLAY	-	-	190,000	600,000	600,000	600,000
CONTINGENCY	-	-	-	100,000	100,000	100,000
CONTINGENCY	-	-	-	100,000	100,000	100,000
TOTAL CIP WATER PROJ	-	-	190,000	700,000	700,000	700,000

NE WATER TANK

08 RESERVE FUND
7269 NE WATER TANK

MISSION STATEMENT

This reserve is to enhance reliability of the city's water supply by increasing stored water available in an emergency. The NE Water Tank will stimulate substantial additional housing development within the city by making municipal water available to a large area of residential property.

DEPARTMENT DESCRIPTION

This project will develop a 1M gallon water storage tank, install approximately 2.25 miles of new water mains, and upgrade/enhance/replace pumps. This construction project will be funded entirely by General Fund revenues; specifically, revenues generated from Payments In-Lieu of Taxes by Lamb Weston, Inc. as a result of a Long-Term Rural Enterprise Zone exemption. Umatilla County will contribute \$500,000 per year for four years, beginning in FY 2019-20 toward this project, with the remainder coming from the City of Hermiston.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	-	59,292	591,575	600,000	600,000	600,000
MISCELLANEOUS CONTRATUAL	-	72	-	-	-	-
MATERIALS & SERVICES	-	59,363	591,575	600,000	600,000	600,000
CAPITAL IMPROVEMENTS	-	-	4,000,000	3,400,000	3,400,000	3,400,000
CAPITAL OUTLAY	-	-	4,000,000	3,400,000	3,400,000	3,400,000
TOTAL NE WATER TANK	-	59,363	4,591,575	4,000,000	4,000,000	4,000,000

WATER DEPT. EQUIPMENT

08 RESERVE FUND
7270 WATER DEPT. EQUIPMENT

MISSION STATEMENT

This reserve is to replace equipment in the water department.

DEPARTMENT DESCRIPTION

Equipment replacement: Continuing contributions to replace 25 year old backhoe and 22 year old operations truck that have been increasing in repair costs & have some severe costs ahead, both nearing the end of their useful service life.

DEPARTMENT OBJECTIVES 2019-20

- Replace backhoe.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
WATER DEPARTMENT EQUIPMENT	-	29,066	218,000	196,000	196,000	196,000
CAPITAL OUTLAY	-	29,066	218,000	196,000	196,000	196,000
TOTAL WATER EQUIPMENT	-	29,066	218,000	196,000	196,000	196,000

WATER - SDC

08 RESERVE FUND
7271 WATER - SDC

Reimbursement and improvement fees shall be spent only on capital improvements associated with the water system or on capacity increasing capital improvements including expenditures relating to repayment of indebtedness.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
WATER CONST PROJECTS	43,425	-	98,000	410,000	410,000	410,000
CAPITAL OUTLAY	43,425	-	98,000	410,000	410,000	410,000
TOTAL WATER SDC	43,425	-	98,000	410,000	410,000	410,000

HIGHLAND SUMMIT BOOSTER

08 RESERVE FUND
 7273 HIGHLAND
 SUMMIT BOOSTER

This account is purely to accumulate funds toward the installation of a water booster pump station in Highland Summit. Future developers will be required to deposit a commensurate amount in to this fund toward the installation.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISC CONTRACTUAL	-	-	-	100,000	100,000	100,000
MATERIALS & SERVICES	-	-	-	100,000	100,000	100,000
TOTAL HIGHLAND BOOST	-	-	-	100,000	100,000	100,000

CIP-RWTP PROJECTS

08 RESERVE FUND
7280 CIP-RWTP PROJECTS

This account was created to accumulate funds to address all major sewer projects.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
UTILITY CONSTRUCTION-RWTP	-	153,887	80,000	-	-	-
UTILITY CONSTRUCTION EOTEC WELL	49,657	78,490	-	-	-	-
MOTOR VEHICLES	81,048	-	335,000	-	-	-
UNDERGROUND FUEL STORAGE REPL/	-	-	-	40,000	40,000	40,000
7TH ST MANHOLE REPLACEMENT	-	-	-	20,000	20,000	20,000
LIFT STATION#1 UPGRADES/REPLACE	-	-	-	260,000	260,000	260,000
SEWER COLLECTION SYS EVALUATION	-	-	-	160,000	160,000	160,000
OTHER IMPROVEMENTS	68,986	-	57,000	-	-	-
CAPITAL OUTLAY	199,691	232,378	472,000	480,000	480,000	480,000
CONTINGENCY	-	-	-	25,000	25,000	25,000
TOTAL CONTINGENCY	-	-	-	25,000	25,000	25,000
TOTAL CIP-WATER PROJECTS	462,691	232,378	472,000	505,000	505,000	505,000

REPAIR/REPLACE – REGIONAL WATER

08 RESERVE FUND
7285 REPAIR/REPLACE – REGIONAL

MISSION STATEMENT

This reserve is to set aside funds for major capital repairs and replacement to the regional water treatment system.

DEPARTMENT DESCRIPTION

This reserve is being made available to continue the repair & replacement of the antiquated and failing Supervisory Control And Data Acquisition (SCADA) system that controls the regional water system.

DEPARTMENT OBJECTIVES 2019-20

- Rehabilitate some non-potable equipment which is at the end of its useful life.
- Finish replacement of SCADA system, additionally incorporate VADData’s remote sites into the SCADA system.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
REPAIR & REPLACEMENT-REGIONAL	-	130,506	486,180	685,000	685,000	685,000
CAPITAL OUTLAY	-	130,506	486,180	685,000	685,000	685,000
CONTINGENCY	-	-	26,000	-	-	-
CONTINGENCY	-	-	26,000	-	-	-
TOTAL REGIONAL REP & REPLACEMENT	-	130,506	512,180	685,000	685,000	685,000

HES IMPROVEMENTS

08 RESERVE FUND
7290 HES IMPROVEMENTS

This fund is for future Hermiston Energy System improvements.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
HES IMPROVEMENTS	-	101,411	2,000,000	1,173,750	1,173,750	1,173,750
CAPITAL OUTLAY	-	101,411	2,000,000	1,173,750	1,173,750	1,173,750
TRANSFER TO HES FUND	-	-	-	250,000	250,000	250,000
TRANSFERS OUT	-	-	-	250,000	250,000	250,000
TOTAL HES IMPROVEMENTS	-	101,411	2,000,000	1,423,750	1,423,750	1,423,750

TPA/ MARKETING FUNDS

08 RESERVE FUND
7293 TPA/ MARKETING

This fund contains Tourism Promotion Assessment Funds for City use for Marketing Projects.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	93,513	-	-	-
MATERIALS & SERVICES	-	-	93,513	-	-	-
CAPITAL IMPROVEMENTS	-	-	187,026	-	-	-
CAPITAL OUTLAY	-	-	187,026	-	-	-
CONTINGENCY	-	-	93,513	-	-	-
CONTINGENCY	-	-	93,513	-	-	-
TOTAL TPA/ MARKETING	-	-	374,052	-	-	-

EOTEC EQUIPMENT

08 RESERVE FUND
 7294 EOTEC EQUIPMENT

This fund is for Equipment necessary for the viable operation of the Eastern Oregon Trade and Event Center facility.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
EOTEC EQUIPMENT	-	117,816	940,000	912,000	912,000	912,000
CAPITAL OUTLAY	-	117,816	940,000	912,000	912,000	912,000
TOTAL EOTEC EQUIPMENT	-	117,816	940,000	912,000	912,000	912,000

HCC MAINTENANCE & REPAIRS

08 RESERVE FUND
 7296 HCC MAINTENANCE & REPAIRS

MISSION STATEMENT

This reserve was created to accumulate funds to address major maintenance and repairs at the Hermiston Community Center.

DEPARTMENT DESCRIPTION

This fund is to be used for maintenance and repairs at the Community Center that cost more than \$500. Examples of projects paid for in recent years include: New Digital Reader Board, roof repair, electrical repairs to serve digital reader board, repair of main freezer and an orbital floor scrubber.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
HCC MAINTENANCE & REPAIRS	18,661	32,743	-	21,300	21,300	21,300
CAPITAL OUTLAY	18,661	32,743	-	21,300	21,300	21,300
TOTAL HCC MAINT & REPAIRS	18,661	32,743	-	21,300	21,300	21,300

COMMUNITY ENHANCEMENT

08 RESERVE FUND
7297 COMMUNITY ENHANCEMENT

MISSION STATEMENT

This reserve was created to accumulate funds for community enhancement projects.

DEPARTMENT DESCRIPTION

This fund should be used as a set-aside to be used for matching of potential grant funds.

DEPARTMENT OBJECTIVES 2019-20

Continue to execute projects from the 2015 Community Enhancement Project list:

- Project #2 "Pedestrian Pathways Throughout the City" Use these funds to develop a pedestrian path along Townsend Road.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approve	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	12,495	100,000	104,000	150,000	150,000	150,000
MATERIALS & SERVICES	12,495	100,000	104,000	150,000	150,000	150,000
TOTAL COMMUNITY ENHANCEMENT	12,495	100,000	104,000	150,000	150,000	150,000

CITY HALL IMPROVEMENTS

08 RESERVE FUND
7298 CITY HALL IMPROVEMENTS

DEPARTMENT DESCRIPTION

This reserve was created to accumulate funds to address capital needs for City Hall.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MISCELLANEOUS CONTRACTUAL	28,060	135,000	43,400	123,000	123,000	123,000
MATERIAL & SERVICES	28,060	135,000	43,400	123,000	123,000	123,000
CAPITAL IMPROVEMENTS	-	21,989	-	-	-	-
CAPITAL OUTLAY	-	21,989	-	-	-	-
TOTAL CITY HALL IMPROVEMENT:	28,060	156,989	43,400	123,000	123,000	123,000

BELT PARK SUPP ENV PROJECT

08 RESERVE FUND
 7299 BELT PARK SUPP ENV PROJECT

This project is funded by a grant from Calpine Corporation to create a pond in the Hermiston Drain.

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	-	16,800	-	-	-	-
CAPITAL OUTLAY	-	16,800	-	-	-	-
TOTAL BELT PARK	-	16,800	-	-	-	-

BONDED DEBT MANAGEMENT

GO/FF&C-BONDED DEBT FUND

GO/FF&C BONDED DEBT FUND

The City issues bonds to provide funds for the acquisition and construction of major capital facilities. Bonds have been issued for both general government and proprietary activities.

In the spring of 1997 the City issued revenue bonds for utility improvements in the amount of \$4,500,000 for the purpose of financing the cost of construction of a new water reservoir, certain water pressure zone and pump improvements and regional water completion improvements. These bonds were refunded in the fall of 2011. This obligation will be met in fiscal year 2024-25. Following is a payment schedule for the next seven years:

2011 Utility Ref Bonds	Due Date	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25
Principal	Aug	260,000	270,000	285,000	295,000	300,000	130,000
Interest	Aug/Feb	<u>56,400</u>	<u>45,800</u>	<u>34,700</u>	<u>23,100</u>	<u>11,200</u>	<u>2,600</u>
Total		316,400	315,800	319,700	318,100	311,200	132,600

In the spring of 2003 the City issued \$3,635,000 in full faith and credit obligations for the construction of a combined lap and multi-use outdoor community swimming pool and associated facilities. These bonds were refunded in the spring of 2013. This obligation will be met in fiscal year 2032-33. Following is a payment schedule for the next seven years:

2013 Ref Pool Bonds	Due Date	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Principal	Dec.	120,000	130,000	140,000	145,000	155,000	170,000	185,000
Interest	Dec/June	<u>83,220</u>	<u>78,820</u>	<u>73,420</u>	<u>67,720</u>	<u>61,720</u>	<u>56,070</u>	<u>50,740</u>
Total		203,220	208,820	213,420	212,720	216,720	226,070	235,744

2016 Full Faith & Credit Obligation HES- ELECTRIC

In the fall of 2016 the City issued \$11,925,500 in full faith and credit obligations for the Hermiston Electric system. The obligation for the 2016A will be met in fiscal year 2035-36. The obligation for the 2016B will be met in fiscal year 2032-33. Following is a payment schedule for the next seven years, paid directly out of HES Fund 13:

2016A FF&C HES	Due Date	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Principal								
Interest	Dec/June	<u>160,200</u>	<u>160,200</u>	<u>160,200</u>	<u>160,200</u>	<u>160,200</u>	<u>160,200</u>	<u>160,200</u>
Total		160,200	160,200	160,200	160,200	160,200	160,200	160,200

2016B FF&C HES	Due Date	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Principal	Dec	615,000	625,000	640,000	660,000	680,000	700,000	720,000
Interest	Dec/June	<u>292,273</u>	<u>284,212</u>	<u>270,550</u>	<u>251,050</u>	<u>230,950</u>	<u>210,250</u>	<u>188,950</u>
Total		907,273	909,212	910,550	911,050	910,950	910,250	908,950

2017 Full Faith & Credit Obligation UTILITY-SEWER & WATER

In the spring of 2017 the City issued \$3,160,000 in full faith and credit obligations for the Sewer and Water Departments. The proceeds will be used to finance capital improvements to the city's Sewer and Water System. The Water Department will replace all water meters with digital remote-read water meters. This obligation will be met in fiscal year 2036-37. Following is a payment schedule for the next seven years, paid directly out of the Utility Fund 06:

<u>2017 FF&C</u>	<u>Due Date</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
<u>UTILITY</u>								
Principal	March	125,000	130,000	130,000	135,000	140,000	145,000	150,000
Interest	Sept/Mar	<u>91,862</u>	<u>88,112</u>	<u>84,212</u>	<u>80,312</u>	<u>76,262</u>	<u>72,062</u>	<u>67,713</u>
Total		216,862	218,112	214,212	215,312	216,262	217,062	217,713

2017 Full Faith & Credit Obligation HURA

In the spring of 2017 the City issued \$1,475,000 in full faith and credit obligations for Hermiston Urban Renewal Agency. The proceeds will be used to finance projects described in the Hermiston Urban Renewal Agency Project. This obligation will be met in fiscal year 2036-37. Following is a payment schedule for the next seven years, paid directly out of the HURA Fund 92:

<u>2017 FF&C</u>	<u>Due Date</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
<u>HURA</u>								
Principal	March	60,000	60,000	60,000	65,000	65,000	65,000	70,000
Interest	Sept/Mar	<u>42,962</u>	<u>41,162</u>	<u>39,362</u>	<u>37,562</u>	<u>35,612</u>	<u>33,662</u>	<u>31,713</u>
Total		102,962	101,162	99,362	102,562	100,612	98,662	101,713

2017 Full Faith & Credit Obligation TPA

In the spring of 2017 the City issued \$2,120,000 in full faith and credit obligations for the TPA/EOTEC. The proceeds will be used to finance capital improvements to the Eastern Oregon Trade and Event Center. This obligation will be met in fiscal year 2036-37. Following is a payment schedule for the next seven years, paid directly out of the TRT Fund 05:

<u>2017 FF&C</u>	<u>Due Date</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
<u>TPA</u>								
Principal	March	85,000	85,000	90,000	90,000	95,000	95,000	100,000
Interest	Sept/Mar	<u>61,600</u>	<u>59,050</u>	<u>56,500</u>	<u>53,800</u>	<u>51,100</u>	<u>48,250</u>	<u>45,400</u>
Total		146,600	144,050	146,500	143,800	146,100	143,250	145,400

REVENUE BONDED DEBT FUND

REVENUE BONDED DEBT FUND

The City issues bonds to provide funds for the acquisition and construction of major capital facilities. Bonds have been issued for both general government and proprietary activities.

In the spring of 2014 the City issued \$4,715,000 in revenue bonds to pay for a portion of capital improvements, including constructing, repairing and expanding the City's recycled water treatment facilities and water delivery facilities. The Bond will be met in fiscal year 2038-39. Following is a payment schedule for the next seven years, paid directly out of the Utility Fund 06:

2014 Utility Rev Bonds	Due Date	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Principal	Nov	135,000	140,000	145,000	155,000	160,000	160,000	170,000
Interest	Nov/May	187,400	181,900	176,200	170,200	163,900	157,400	150,700
Total		322,400	321,900	321,200	325,200	323,900	322,400	320,700

In the spring of 2009 the City of Hermiston was awarded a state loan from the Special Public Works Fund for water and wastewater improvements and roadway construction of Penny Avenue in the amount of \$76,362 at an interest rate of 4.99%. Following is a payment schedule for this loan, paid directly out of the Water Fund 06:

Penny Avenue/Pioneer Hi-Bred Improvements

Payment Date	Principal	Interest	Total Due	Balance
12/01/09		1,284.22	1,284.22	76,362.00
12/01/10	6,073.97	3,810.46	9,884.43	70,288.03
12/01/11	6,377.06	3,507.37	9,884.43	63,910.97
12/01/12	6,695.27	3,189.16	9,884.43	57,215.70
12/01/13	7,029.37	2,855.06	9,884.43	50,186.33
12/01/14	7,380.13	2,504.30	9,884.43	42,806.20
12/01/15	7,748.40	2,136.03	9,884.43	35,057.80
12/01/16	8,135.05	1,749.38	9,884.43	26,922.75
12/01/17	8,540.98	1,434.45	9,975.43	18,381.77
12/01/18	8,967.18	917.25	9,884.43	9,414.59
12/01/19	9,414.59	469.79	9,884.38	.00

In the spring of 2010 the City of Hermiston was awarded a loan (R43770) from the Clean Water State Revolving Fund through the Oregon Department of Environmental Quality. The Loan is a "Revenue Secured Loan" for the purpose of making improvements to the recycled water treatment system for \$4,047,328 at an interest rate of 2.83% over twenty years. The City was awarded a second loan (R43771) for the project in the fall of 2010 for \$11,409,645. The second loan has a 2.65% interest rate and a twenty-year repayment period. Loan R43771 was amended in September 2011 to increase the loan amount to \$17,052,672. Following is a payment schedule for the next seven years for both loans, paid directly out of the Utility Fund 06:

CLEAN WATER STATE REVOLVING FUND LOAN

<u>R43770</u>	<u>Due</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
	<u>Date</u>							
Principal	Oct/Apr	174,402	179,372	184,484	189,748	195,151	200,712	206,432
Interest	Oct/Apr	<u>114,030</u>	<u>108,175</u>	<u>102,154</u>	<u>95,959</u>	<u>89,589</u>	<u>83,039</u>	<u>76,301</u>
Total		288,432	287,547	286,638	285,702	284,740	283,751	282,733

<u>R43771</u>	<u>Due</u>	<u>2019-20</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>
	<u>Date</u>							
Principal	Oct/Apr	743,483	763,315	783,677	804,582	826,045	826,045	870,703
Interest	Oct/Apr	<u>453,139</u>	<u>429,541</u>	<u>405,311</u>	<u>380,436</u>	<u>354,897</u>	<u>328,677</u>	<u>301,757</u>
Total		1,196,622	1,192,856	1,188,988	1,185,018	1,180,942	1,176,757	1,172,460

GO/FF&C-BONDED DEBT RESOURCES

02

GO/FF&C BONDED DEBT FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
BOND TAXES	246,697	312,831	315,425	311,400	311,400	311,400
DELINQUENT TAXES	8,542	6,805	5,000	5,000	5,000	5,000
PROPERTY TAXES	255,239	319,637	320,425	316,400	316,400	316,400
TRANS FM GENERAL	189,925	198,873	196,669	203,219	203,219	203,219
TRANS FM HES-2016 FF&C	-	1,070,520	-	-	-	-
TRANS FM UTILITY- 2017 FF&C	-	200,807	-	-	-	-
TRANS FM TRT/TPA 2017 FF&C	-	135,913	-	-	-	-
TRANSFERS IN	189,925	1,606,113	196,669	203,219	203,219	203,219
HURA PYMT ON 2017 FF&C	-	92,398	-	-	-	-
NON-REVENUE RECEIPTS	-	92,398	-	-	-	-
CASH FORWARD	-	180,000	180,000	176,001	176,001	176,001
CASH FORWARD	-	180,000	180,000	176,001	176,001	176,001
TOTAL	445,164	2,198,147	697,094	695,620	695,620	695,620

GO/FF&C-BONDED DEBT REQUIREMENTS

02

GO/FF&C BONDED DEBT FUND

Due Date	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
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PRINCIPAL

2011 Utility (Refunding)	Aug	240,000	250,000	255,000	260,000	260,000	260,000
Pool Refunding	Dec	100,000	110,000	110,000	120,000	120,000	120,000
2016-FF & C- HES- ELECTRIC	Dec	-	590,000	-	-	-	-
2017-FF & C- UTILITY	March	-	110,000	-	-	-	-
2017-FF & C- HURA	March	-	50,000	-	-	-	-
2017-FF & C- TPA	March	-	75,000	-	-	-	-
TOTAL GO/ FF&C BONDS		340,000	1,185,000	365,000	380,000	380,000	380,000
TOTAL PRINCIPAL		340,000	1,185,000	365,000	380,000	380,000	380,000
2011 Utility (Refunding)	Aug/Feb	80,350	73,000	65,425	56,400	56,400	56,400
Pool Refunding	Dec/June	89,911	88,873	86,669	83,219	83,219	83,219
2016-FF & C- HES- ELECTRIC	Dec/June	-	480,520	-	-	-	-
2017-FF & C- UTILITY	Sept/Mar	-	90,807	-	-	-	-
2017-FF & C- HURA	Sept/Mar	-	42,398	-	-	-	-
2017-FF & C- TPA	Sept/Mar	-	60,913	-	-	-	-
TOTAL GO/ FF&C BONDS		170,261	836,511	152,094	139,619	139,619	139,619
TOTAL INTEREST		170,261	836,511	152,094	139,619	139,619	139,619
UNAPPROP BALANCE		-	-	180,000	176,001	176,001	176,001
TOTAL BONDED DEBT		510,261	2,021,511	697,094	695,620	695,620	695,620

REVENUE BONDED DEBT RESOURCES

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REVENUE BONDED DEBT FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
TRANS FM UTILITY-2014 BONDS	-	322,800	-	-	-	-
TRANS FM UTILITY-CWSRF	-	1,493,992	-	-	-	-
TRANS FM UTILITY-PENNY NOTE	-	9,884	-	-	-	-
TRANSFERS IN	-	1,826,676	-	-	-	-
TOTAL	-	1,826,676	-	-	-	-

REVENUE BONDED DEBT REQUIREMENTS

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REVENUE BONDED DEBT FUND

		Due Date	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PRINCIPAL								
2014 Water & Sewer WWTP	Nov		-	125,000	-	-	-	-
TOTAL REVENUE BONDS			-	125,000	-	-	-	-
TOTAL PRINCIPAL			-	125,000	-	-	-	-
INTEREST								
2014 Water & Sewer WWTP	Nov/May		-	197,800	-	-	-	-
TOTAL REVENUE BONDS			-	197,800	-	-	-	-
TOTAL INTEREST			-	197,800	-	-	-	-
NOTES PAYABLE								
CWSRF - WWTP	Oct/Apr		-	1,493,992	-	-	-	-
Penny/Pioneer SPWF	Dec		-	9,884	-	-	-	-
			-	1,503,876	-	-	-	-
TOTAL REVENUE BONDED DEBT			-	1,826,676	-	-	-	-

RECREATION SPECIAL REVENUE FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for amounts designated for recreation activities for city residents.

RESOURCES

07
RECREATION SPECIAL REVENUE FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTERFUND LOANS	15,000	15,000	10,000	-	-	-
NON-REVENUE RECEIPTS	15,000	15,000	10,000	-	-	-
CASH FORWARD	360,000	53,000	35,000	28,500	28,500	28,500
CASH FORWARD	360,000	53,000	35,000	28,500	28,500	28,500
TOTAL RECREATION FUND	375,000	68,000	45,000	28,500	28,500	28,500

EXPENDITURES

07
RECREATION SPECIAL REVENUE FUND

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL IMPROVEMENTS	-	5,000	-	-	-	-
CAPITAL OUTLAY	-	5,000	-	-	-	-
TRANSFER TO RESERVE FUND	35,896	-	-	28,500	28,500	28,500
TRANSFER TO GENERAL FUND	276,318	-	45,000	-	-	-
TRANSFER TO RESERVE FUND	312,214	-	45,000	28,500	28,500	28,500
TOTAL RECREATION FUND	312,214	5,000	45,000	28,500	28,500	28,500

RECREATION EXPENDITURES
By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL OUTLAY	-	5,000	-	-	-	-
TRANSFERS OUT	312,214	-	45,000	28,500	28,500	28,500
TOTAL RECREATION FUND	312,214	5,000	45,000	28,500	28,500	28,500

MUNICIPAL COURT FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund was primarily used to account for court fines and penalties, which are now in the General Fund and Miscellaneous Special Revenue Fund.

RESOURCES

10
MUNICIPAL COURT SPECIAL REVENUE FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
FINES & PENALTIES	179,971	179,457	218,300	-	-	-
SALES & SERVICE	-	417	-	-	-	-
FINES & PENALTIES	179,971	179,874	218,300	-	-	-
INTEREST ON INVESTMENTS	36	93	-	-	-	-
INTEREST	36	93	-	-	-	-
CASH FORWARD	35,000	35,000	34,400	-	-	-
CASH FORWARD	35,000	35,000	34,400	-	-	-
TOTAL MUNI COURT FUND	215,006	214,967	252,700	-	-	-

EXPENDITURES

By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	22,891	21,797	16,500	-	-	-
TRANSFERS:						
LAW ENF FUND	12,697	13,015	16,000	-	-	-
GENERAL FUND	4,284	4,408	15,200	-	-	-
SPECIAL PAYMENTS	144,444	154,309	205,000	-	-	-
TOTAL MUNI COURT FUND	184,315	193,529	252,700	-	-	-

MUNICIPAL COURT DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
SECURITY, TRAINING & EQUIPMENT	22,891	22,358	16,500	-	-	-
OVER/SHORT	-	(561)	-	-	-	-
MATERIALS & SERVICES	22,891	21,797	16,500	-	-	-
TRANS TO LAW ENF. FUND	12,697	13,015	16,000	-	-	-
TRANS TO GENERAL FUND	4,284	4,408	15,200	-	-	-
TRANSFERS OUT	16,980	17,423	31,200	-	-	-
SPECIAL PAYMENTS	144,444	154,309	205,000	-	-	-
SPECIAL PAYMENTS	144,444	154,309	205,000	-	-	-
TOTAL MUNI COURT FUND	184,315	193,529	252,700	-	-	-

MISCELLANEOUS SPECIAL REVENUE FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for the CIS Wellness grant and certain pass-through payments related to payroll and surcharges due to the state. The Municipal Court Special Revenue Fund has been moved to this fund to account for the special payments to the State.

RESOURCES

11
MISCELLANEOUS SPECIAL REVENUE FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	955	1,107	-	-	-	-
INTEREST ON INVESTMENTS	955	1,107	-	-	-	-
COURT FINES & PENALTIES	-	-	-	180,000	180,000	180,000
FINES & PENALTIES	-	-	-	180,000	180,000	180,000
CONST PERMIT SURCHARGE	17,987	29,783	32,000	32,000	32,000	32,000
SERVICE CHARGES	17,987	29,783	32,000	32,000	32,000	32,000
CASH FORWARD	67,742	471,145	65,000	94,700	94,700	94,700
CASH FORWARD	67,742	471,145	65,000	94,700	94,700	94,700
TOTAL	86,685	502,034	97,000	306,700	306,700	306,700

EXPENDITURES

By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	-	5,441	15,000	15,000	15,000	15,000
TRANSFERS	57,742	456,145	50,000	95,700	95,700	95,700
SPECIAL PAYMENTS	22,207	30,709	32,000	196,000	196,000	196,000
TOTAL	79,949	492,295	97,000	306,700	306,700	306,700

MISCELLANEOUS SPECIAL REVENUE FUND DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
EMPLOYMENT CLAIMS	-	5,441	15,000	15,000	15,000	15,000
MATERIALS & SERVICES	-	5,441	15,000	15,000	15,000	15,000
TRANS TO GENERAL FUND	57,742	304,145	50,000	80,700	80,700	80,700
TRANS TO STREET FUND	-	60,000	-	-	-	-
TRANS TO UTILITY FUND	-	80,000	-	-	-	-
TRANS TO REGIONAL FUND	-	8,000	-	-	-	-
TRANS TO HES FUND	-	4,000	-	-	-	-
TRANS TO LAW ENF SPEC REV	-	-	-	15,000	15,000	15,000
TRANSFERS	57,742	456,145	50,000	95,700	95,700	95,700
COURT SPECIAL PAYMENTS	-	-	-	164,000	164,000	164,000
CONST PERMIT SURCHARGE	22,207	30,709	32,000	32,000	32,000	32,000
SPECIAL PAYMENTS	22,207	30,709	32,000	196,000	196,000	196,000
TOTAL	79,949	492,295	97,000	306,700	306,700	306,700

COMMUNITY CENTER SPECIAL REVENUE FUND

MISSION STATEMENT

To serve the needs of Hermiston and the surrounding area for public and private conferences, shows, exhibitions, and gatherings; as well as community-based programs which enhance the quality of life of the community, and attract visitors to the community.

DEPARTMENT DESCRIPTION

The Hermiston Community Center is run by the Parks & Recreation departments. It has been moved to the General Fund.

RESOURCES

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COMMUNITY CENTER SPECIAL REVENUE FUND

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	69	92	-	-	-	-
INTEREST ON INVESTMENTS	69	92	-	-	-	-
EVENT REVENUE	94,355	95,463	-	-	-	-
SERVICE CHARGES	94,355	95,463	-	-	-	-
MISC. REVENUE	6,169	5,420	-	-	-	-
MISCELLANEOUS REVENUES	6,169	5,420	-	-	-	-
TRANSFER FROM GENERAL FUND	92,105	90,965	-	-	-	-
TRANSFERS FROM	92,105	90,965	-	-	-	-
CASH FORWARD	67,257	63,350	-	-	-	-
CASH FORWARD	67,257	63,350	-	-	-	-
TOTAL COMM CTR FUND	259,954	255,291	-	-	-	-

EXPENDITURES

By category

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	186,715	201,991	-	-	-	-
TRANSFERS:						
RESERVE FUND	11,217	32,743	-	-	-	-
RESERVE FOR FUTURE EXPENDITURES	50,000	-	-	-	-	-
TOTAL COMM CTR FUND	247,932	234,734	-	-	-	-

COMMUNITY CENTER DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
EVENT EXPENSES - ADVERTISING	-	-	-	-	-	-
EVENT EXPENSES - JANITORIAL	26,200	25,169	-	-	-	-
EVENT EXPENSES - LINEN	3,691	3,147	-	-	-	-
EVENT EXPENSES - SECURITY	9,016	13,192	-	-	-	-
EVENT EXPENSES - FOOD & MISC	765	53	-	-	-	-
NON-EVENT EXP. - ADVERTISING	210	812	-	-	-	-
NON-EVENT EXP- MINOR/SAFETY	458	792	-	-	-	-
NON-EVENT EXP. - JANITORIAL	17,482	10,267	-	-	-	-
NON-EVENT EXP. - LINEN	1,679	2,118	-	-	-	-
NON-EVENT EXP.-MANAGEMENT FEI	64,602	76,917	-	-	-	-
NON-EVENT EXP.-REPAIR & MAINT.	4,237	15,350	-	-	-	-
NON-EVENT EXP. - SECURITY	1,603	1,589	-	-	-	-
NON-EVENT EXP. - SUPPLIES	20,620	22,527	-	-	-	-
NON-EVENT EXP. - UTILITIES	2,610	3,695	-	-	-	-
DIST. OF PROFITS - CHAMBER	6,040	-	-	-	-	-
CITY PD- PROPERTY & LIABILITY	8,077	7,774	-	-	-	-
CITY PD- UTILITIES	15,337	14,643	-	-	-	-
CITY PD- MISC CONTRACTUAL	-	760	-	-	-	-
CITY PD- FUEL-OTHER THAN VEHIC	4,089	3,186	-	-	-	-
MATERIALS & SERVICES	186,715	201,991	-	-	-	-
TRANS TO RES - HCC	6,040	32,743	-	-	-	-
TRANSFER TO GENERAL FUND	5,177	-	-	-	-	-
TRANSFERS OUT	11,217	32,743	-	-	-	-
RESERVE FOR FUTURE EXPEND.	50,000	-	-	-	-	-
RESERVE FOR FUTURE EXPEND.	50,000	-	-	-	-	-
TOTAL COMM CTR FUND	247,932	234,734	-	-	-	-

CHRISTMAS EXPRESS SPECIAL REVENUE FUND

The Hermiston Police Department utilizes a special revenue fund to account for specific revenues that are restricted to expenditure(s) for particular law enforcement purposes. The Christmas Express special revenue fund includes donated monies by persons in this community.

RESOURCES

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	28	63	-	-	-	-
INTEREST	28	63	-	-	-	-
DONATIONS	16,502	15,851	15,000	15,000	15,000	15,000
MISC REVENUES	16,502	15,851	15,000	15,000	15,000	15,000
TRANSFERS FROM LAW ENF FUN	21,205	-	-	-	-	-
TRANSFERS FROM	21,205	-	-	-	-	-
CASH FORWARD	-	24,000	24,000	25,000	25,000	25,000
CASH FORWARD	-	24,000	24,000	25,000	25,000	25,000
TOTAL REVENUE FUND	37,735	39,914	39,000	40,000	40,000	40,000

EXPENDITURES

By category

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	12,978	14,458	35,000	35,000	35,000	35,000
RESERVE FOR FUTURE EXPEND	-	-	4,000	5,000	5,000	5,000
TOTAL XMAS EXPRESS FUND	12,978	14,458	39,000	40,000	40,000	40,000

CHRISTMAS EXPRESS SPECIAL REVENUE FUND DETAILED EXPENDITURES

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
FOOD & MISCELLANEOUS	12,978	14,458	35,000	35,000	35,000	35,000
MATERIALS & SERVICES	12,978	14,458	35,000	35,000	35,000	35,000
RESERVE FOR FUTURE EXPEND	-	-	4,000	5,000	5,000	5,000
RESERVE FOR FUTURE EXPEND	-	-	4,000	5,000	5,000	5,000
TOTAL XMAS EXPRESS FUND	12,978	14,458	39,000	40,000	40,000	40,000

LAW ENFORCEMENT FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for amounts designated by the City for law enforcement and related purposes.

RESOURCES

20 LAW ENFORCEMENT FUND
7600

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTERST ON INVESTMENTS	98	221	-	-	-	-
INTEREST ON INVESTMENTS	98	221	-	-	-	-
GRANT-JUVENILE CRIME (CAB)	-	-	5,000	5,000	5,000	5,000
GRANTS - FEDERAL INDIRECT	25,032	13,422	6,600	18,000	18,000	18,000
GRANTS - FEDERAL DIRECT	(1,464)	3,878	-	2,400	2,400	2,400
GRANTS - LOCAL	8,089	5,000	1,500	1,500	1,500	1,500
FROM OTHER AGENCIES	31,657	22,300	13,100	26,900	26,900	26,900
MISC REVENUE	41	-	-	-	-	-
DONATIONS	260	4,055	-	-	-	-
MISC REVENUES	301	4,055	-	-	-	-
TRANSFER FROM MUNICIPAL CC	12,697	13,015	16,000	15,000	15,000	15,000
TRANSFERS IN	12,697	13,015	16,000	15,000	15,000	15,000
CASH FORWARD	73,086	62,500	60,000	50,000	50,000	50,000
CASH FORWARD	73,086	62,500	60,000	50,000	50,000	50,000
TOTAL LAW ENF FUND	117,839	102,091	89,100	91,900	91,900	91,900

EXPENDITURES

By category

20 LAW ENFORCEMENT FUND
7600

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
PERSONNEL SERVICES	10,049	5,000	5,000	15,000	15,000	15,000
MATERIALS & SERVICES	23,939	21,173	30,350	20,000	20,000	20,000
TRANSFERS OUT	21,205	-	-	-	-	-
CONTINGENCY	-	-	4,650	20,000	20,000	20,000
RESERVE FOR FUTURE EXPEND	-	-	49,100	36,900	36,900	36,900
TOTAL LAW ENF FUND	55,192	26,173	89,100	91,900	91,900	91,900

LAW ENFORCEMENT FUND DETAILED EXPENDITURES

20 LAW ENFORCEMENT FUND 7600

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OVERTIME	10,049	5,000	5,000	15,000	15,000	15,000
PERSONNEL SERVICES	10,049	5,000	5,000	15,000	15,000	15,000
PROFESSIONAL DEVELOPMENT	1,922	4,955	10,000	10,000	10,000	10,000
MISCELLANEOUS CONTRACTUAL	1,802	4,718	15,350	5,000	5,000	5,000
FOOD & MISCELLANEOUS	-	-	-	-	-	-
MINOR SAFETY EQUIPMENT	20,214	11,500	5,000	5,000	5,000	5,000
MATERIALS & SERVICES	23,939	21,173	30,350	20,000	20,000	20,000
TRANS TO CHRISTMAS EXPRESS	21,205	-	-	-	-	-
TRANSFERS OUT	21,205	-	-	-	-	-
CONTINGENCY	-	-	4,650	20,000	20,000	20,000
CONTINGENCY	-	-	4,650	20,000	20,000	20,000
RESERVE FOR FUTURE EXPEND.	-	-	49,100	36,900	36,900	36,900
RESERVE FOR FUTURE EXPEND	-	-	49,100	36,900	36,900	36,900
TOTAL LAW ENF FUND	55,192	26,173	89,100	91,900	91,900	91,900

LIBRARY FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for amounts designated by the City for library operations and improvements.

RESOURCES

21 LIBRARY FUND
7700

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
FINES & FEES	13,964	14,367	14,000	-	-	-
FINES & PENALTIES	13,964	14,367	14,000	-	-	-
INTEREST ON INVESTMENTS	87	217	-	-	-	-
INTEREST	87	217	-	-	-	-
GRANTS - PRIVATE	108	120	7,500	7,500	7,500	7,500
GRANTS - STATE	3,055	3,158	2,960	3,100	3,100	3,100
GRANTS - FEDERAL	-	-	-	-	-	-
GRANTS - E-RATE	583	-	-	-	-	-
FROM OTHER AGENCIES	3,747	3,278	10,460	10,600	10,600	10,600
WINDMILL DISTRICT	1,381	1,294	250	-	-	-
RENTAL	860	1,630	-	-	-	-
SERVICE CHARGES	2,241	2,924	250	-	-	-
SALES & SERVICE	1,276	619	-	-	-	-
DONATIONS & CONTRIBUTIONS	1,147	535	2,000	2,000	2,000	2,000
MISCELLANEOUS REVENUES	2,423	1,154	2,000	2,000	2,000	2,000
CASH FORWARD	32,000	32,000	52,000	100,000	100,000	100,000
CASH FORWARD	32,000	32,000	52,000	100,000	100,000	100,000
TOTAL LIBRARY FUND	54,461	53,939	78,710	112,600	112,600	112,600

EXPENDITURES

By category

21 LIBRARY FUND
7700

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	3,727	3,009	10,460	11,100	11,100	11,100
CAPITAL OUTLAY	131	-	-	1,500	1,500	1,500
TRANSFER TO RESERVE	-	-	-	90,000	90,000	90,000
CONTINGENCY	-	-	-	10,000	10,000	10,000
RESERVE FOR FUTURE EXPENDITURES	-	-	68,250	-	-	-
TOTAL LIBRARY FUND	3,858	3,009	78,710	112,600	112,600	112,600

LIBRARY FUND DETAILED EXPENDITURES

21 LIBRARY FUND
7700

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
TRAVEL & TRAINING	-	70	1,000	-	-	-
MISCELLANEOUS CONTRACTUAL	432	-	6,000	6,000	6,000	6,000
LICENSES & PERMITS	-	-	-	100	100	100
OFFICE SUPPLIES	2,079	386	500	5,000	5,000	5,000
FOOD & MISCELLANEOUS	1,215	2,553	2,960	-	-	-
REIMB. EXPENDITURE OPER	-	-	-	-	-	-
MATERIALS & SERVICES	3,727	3,009	10,460	11,100	11,100	11,100
BOOKS	113	-	-	1,500	1,500	1,500
REIMBURSABLE EXPENDITURES	18	-	-	-	-	-
CAPITAL OUTLAY	131	-	-	1,500	1,500	1,500
TRANS TO RES- LIBRARY CAPITAL	-	-	-	90,000	90,000	90,000
TRANSFERS OUT	-	-	-	90,000	90,000	90,000
CONTINGENCY	-	-	-	10,000	10,000	10,000
CONTINGENCY	-	-	-	10,000	10,000	10,000
RESERVE FOR FUTURE EXPEND.	-	-	68,250	-	-	-
RESERVE FOR FUTURE EXPEND	-	-	68,250	-	-	-
TOTAL LIBRARY FUND	3,858	3,009	78,710	112,600	112,600	112,600

HARKENRIDER CENTER CONSTRUCTION FUND

MISSION STATEMENT

The City received a \$2M grant from CDBG to design and construct a new senior center on leased ground near the library. Council added \$750,000 to the budget for a partial basement and parking lot enhancements.

RESOURCES

32 HARKENRIDER CENTER CONSTRUCTION FUND
8300

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	894	694	-	-	-	-
INTEREST ON INVESTMENTS	894	694	-	-	-	-
LOCAL GRANTS	6,800	-	-	-	-	-
CDBG GRANT - FEDERAL	435,298	1,496,408	-	-	-	-
FROM OTHER AGENCIES	442,098	1,496,408	-	-	-	-
TRANSFER FROM GENERAL FUND	750,000	37,000	-	-	-	-
TRANSFERS	750,000	37,000	-	-	-	-
CASH FORWARD	27,300	858,710	50,000	68,000	68,000	68,000
CASH FORWARD	27,300	858,710	50,000	68,000	68,000	68,000
TOTAL SENIOR CTR FUND	1,220,292	2,392,812	50,000	68,000	68,000	68,000

EXPENDITURES

By category

32 HARKENRIDER CENTER CONSTRUCTION
FUND 8300

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL OUTLAY	536,483	2,132,730	50,000	-	-	-
TRANSFERS OUT	-	-	-	68,000	68,000	68,000
TOTAL SENIOR CTR FUND	536,483	2,132,730	50,000	68,000	68,000	68,000

HARKENRIDER CONSTRUCTION FUND DETAILED EXPENDITURES

32 HARKENRIDER CENTER CONSTRUCTION FUND
8300

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
TRANSFER TO GENERAL FUND	-	-	-	68,000	68,000	68,000
TRANSFERS OUT	-	-	-	68,000	68,000	68,000
CAPITAL OUTLAY	536,483	2,132,730	50,000	-	-	-
CAPITAL OUTLAY	536,483	2,132,730	50,000	-	-	-
TOTAL	536,483	2,132,730	50,000	68,000	68,000	68,000

2016 FF & C OBLIGATION-ELECTRIC

MISSION STATEMENT

To provide the citizen-owners of Hermiston Energy Services with safe and reliable electric service at comparable and affordable prices.

DEPARTMENT DESCRIPTION

In 2016, HES issued \$4,000,000 in Series 2016A Oregon Full Faith and Credit Obligations for HES's 2016-19 Construction Work Plan (CWP).

DEPARTMENT OBJECTIVES 2019-20

- HES will participate in the construction of Hermiston East substation with Umatilla Electric Cooperative. This will provide three additional feeders into HES's system.
- HES installed new Automated Meter Infrastructure (AMI) capable of reading electric meters. This automated two-way communications system will read meters, assist in outage management and provide additional customer options once deployed.
- Primary system improvements:
 - Feedville Substation: Pioneer and Airport Way.
 - Butte Substation: W. Ridgeway Ave., 4th Street, Madrona and Butte Park.

RESOURCES

33 2016 FF & C OBLIG-ELECTRIC FUND
8200

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	37,684	64,770	-	-	-	-
TOTAL INTEREST	37,684	64,770	-	-	-	-
PROCEEDS FROM REVENUE BON	4,005,000	-	-	-	-	-
BOND PREMIUM	909,893	-	-	-	-	-
ISSUANCE OF REFUNDING DEBT	11,525,000	-	-	-	-	-
TOTAL NON REVENUE RECEIPTS	16,439,893	-	-	-	-	-
CASH FORWARD	-	3,700,000	2,000,000	1,350,000	1,350,000	1,350,000
TOTAL CASH FORWARD	-	3,700,000	2,000,000	1,350,000	1,350,000	1,350,000
TOTAL REVENUE	16,477,577	3,764,770	2,000,000	1,350,000	1,350,000	1,350,000

EXPENDITURES

By category

33 2016 FF & C OBLIG-ELECTRIC FUND
8200

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	170,103	1,200	100,000	-	-	-
CAPITAL OUTLAY	356,409	2,216,556	1,450,000	900,000	900,000	900,000
TRANSFERS OUT	-	-	450,000	450,000	450,000	450,000
BOND PAYMENT	11,766,013	-	-	-	-	-
TOTAL FF & C OBLIG.-ELECTRIC	12,292,525	2,217,756	2,000,000	1,350,000	1,350,000	1,350,000

2016 FF&C OBLIGATION-ELECTRIC DETAILED EXPENDITURES

33 2016 FF & C OBLIG-ELECTRIC FUND
8200

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	170,103	1,200	100,000	-	-	-
MATERIALS & SERVICES	170,103	1,200	100,000	-	-	-
CAPITAL IMPROVEMENTS	356,409	2,216,556	1,450,000	900,000	900,000	900,000
CAPITAL OUTLAY	356,409	2,216,556	1,450,000	900,000	900,000	900,000
TRANSFER TO HES FUND 13	-	-	450,000	450,000	450,000	450,000
TRANSFERS OUT	-	-	450,000	450,000	450,000	450,000
PAYMENT TO BOND ESCROW AG	11,766,013	-	-	-	-	-
BOND PAYMENT	11,766,013	-	-	-	-	-
TOTAL EXPENDITURES	12,292,525	2,217,756	2,000,000	1,350,000	1,350,000	1,350,000

2017 FF & C OBLIGATION-SEWER & WATER

MISSION STATEMENT

The proceeds from the sale of the Full Faith and Credit Obligations will be used to finance capital improvements to the City's Sewer and Water System.

DEPARTMENT DESCRIPTION

- Purchase and install new equipment and machinery at the Sewer Treatment Plant

RESOURCES

34 2017 FF & C OBLIG-SEWER & WATER
FUND 8210/8220

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	7,123	19,301	-	-	-	-
TOTAL INTEREST	7,123	19,301	-	-	-	-
PROCEEDS FROM BONDS	3,160,000	-	-	-	-	-
BOND PREMIUM	105,614	-	-	-	-	-
TOTAL NON REVENUE RECEIPTS	3,265,614	-	-	-	-	-
TRANSFER FROM UTILITY FUND	-	-	15,000	-	-	-
TRANSFERS IN	-	-	15,000	-	-	-
CASH FORWARD	-	3,200,000	1,410,800	-	-	-
CASH FORWARD	-	3,200,000	1,410,800	-	-	-
TOTAL REVENUE	3,272,737	3,219,301	1,425,800	-	-	-

EXPENDITURES

By category

34 2017 FF & C OBLIG-SEWER & WATER
FUND 8210/8220

	2015-16 Expended	2016-17 Expended	2017-18 Budget	2018-19 Proposed	2018-19 Approved	2018-19 Adopted
CAPITAL OUTLAY	1,377,982	719,101	1,425,800	-	-	-
CAPITAL OUTLAY	1,377,982	719,101	1,425,800	-	-	-

2017 FF&C SEWER & WATER BONDS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	28,599	-	-	-	-	-
PLANT EQUIPMENT	34,557	326,818	1,425,800	-	-	-
SEWER TOTAL	63,156	326,818	1,425,800	-	-	-
OTHER PROFESSIONAL SERVICES	32,412	-	-	-	-	-
METERS	1,282,414	392,283	-	-	-	-
WATER TOTAL	1,314,826	392,283	-	-	-	-
TOTAL SEWER & WATER	1,377,982	719,101	1,425,800	-	-	-

2017 FF & C OBLIGATION-HURA

MISSION STATEMENT

The proceeds from the sale of the Full Faith and Credit Obligations will be used to finance projects described in the Hermiston Urban Renewal Agency Plan.

URBAN RENEWAL PLAN PROJECTS

- First phase of a “Festival Street”
- Parking Improvements
- Façade Grants
- Street Lighting
- Signage

RESOURCES

35 2017 FF & C OBLIGATION-HURA FUND
8200

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	3,356	24,588	-	-	-	-
TOTAL INTEREST	3,356	24,588	-	-	-	-
PROCEEDS FROM BONDS	1,475,000	-	-	-	-	-
BOND PREMIUM	49,109	-	-	-	-	-
TOTAL NON REVENUE RECEIPTS	1,524,109	-	-	-	-	-
CASH FORWARD	-	1,500,000	-	-	-	-
CASH FORWARD	-	1,500,000	-	-	-	-
TOTAL REVENUE	1,527,465	1,524,588	-	-	-	-

EXPENDITURES

By category

35 2017 FF & C OBLIGATION-HURA FUND
8200

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
CAPITAL OUTLAY	28,478	1,500,000	-	-	-	-
TOTAL FF & C OBLIG-HURA	28,478	1,500,000	-	-	-	-

2017 FF&C HURA BONDS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	28,478	-	-	-	-	-
CAPITAL IMPROVEMENTS	-	1,500,000	-	-	-	-
FESTIVAL STREET TOTAL	28,478	1,500,000	-	-	-	-
TOTAL EXPENDITURES	28,478	1,500,000	-	-	-	-

2017 FF & C OBLIGATION-TPA

MISSION STATEMENT

The proceeds from the sale of the Full Faith and Credit Obligations will be used to finance capital improvements to the Eastern Oregon Trade and Event Center.

RESOURCES

36 2017 FF & C OBLIGATION-TPA FUND
8200

	2016-17 Received	2017-18 Received	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
INTEREST ON INVESTMENTS	933	-	-	-	-	-
TOTAL INTEREST	933	-	-	-	-	-
PROCEEDS FROM BONDS	2,120,000	-	-	-	-	-
BOND PREMIUM	70,830	-	-	-	-	-
TOTAL NON REVENUE RECEIPTS	2,190,830	-	-	-	-	-
TOTAL REVENUE	2,191,763	-	-	-	-	-

EXPENDITURES

By category

36 2017 FF & C OBLIGATION-TPA FUND
8200

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
MATERIALS & SERVICES	40,932	-	-	-	-	-
CAPITAL OUTLAY	2,150,000	-	-	-	-	-
TOTAL FF & C OBLIGATION-TPA	2,190,932	-	-	-	-	-

2017 FF&C TPA BONDS DETAILED EXPENDITURES

	2016-17 Expended	2017-18 Expended	2018-19 Budget	2019-20 Proposed	2019-20 Approved	2019-20 Adopted
OTHER PROFESSIONAL SERVICES	40,932	-	-	-	-	-
MATERIALS & SERVICE	40,932	-	-	-	-	-
CAPITAL IMPROVEMENTS	2,150,000	-	-	-	-	-
CAPITAL OUTLAY	2,150,000	-	-	-	-	-
TOTAL	2,190,932	-	-	-	-	-

GLOSSARY OF TERMS

Adopted Budget. Financial plan that forms the basis for appropriations. Adopted by the governing body.

Ad Valorem Tax. A property tax computed as a percentage of the value of taxable property. See "Assessed Value."

Appropriation. Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body.

Assessed Value. The value set on real and personal property as a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value.

Budget. Written report showing the local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year.

Budget Committee. Fiscal planning board of a local government, consisting of the governing body plus an equal number of legal voters appointed from the district.

Budget Message. Written explanation of the budget and the local government's financial priorities. It is prepared and presented by the executive officer or chairperson of the governing body.

Budget Officer. Person appointed by the governing body to assemble budget material and information and to physically prepare the proposed budget.

Capital Outlay. Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment or buildings.

Commodities. Supplies purchased for direct use, such as paper products, gasoline, equipment parts and cleaning supplies.

Contractual Services. Services provided by outside sources, such as architects, janitorial and printing.

Debt Service Fund. A fund established to account for payment of general long-term debt principal and interest.

Enterprise Fund. A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. Examples of enterprise funds are those for water and wastewater utilities.

Expenditures. Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis.

EOTEC. Eastern Oregon Trade and Event Center.

Fiscal Year. A 12-month period to which the annual operating budget applies. At the end of the period, a government determines its financial position and the results of its operations. It is July 1 through June 30 for local governments.

Full-Time Equivalent Position (FTE). A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example a summer parks worker working for four months, or 690 hours, would be equivalent to .3 of a full-time position.

Fund. A division in a budget segregating independent fiscal and accounting requirements. An entity within a government's financial plan designated to carry on specific activities or to reach certain objectives.

Goal. A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given time period.

HES. Hermiston Energy Services.

Long-Term. A period of time ten years or more.

Materials & Services. The goods and direct services purchased for direct consumption in the annual operation of the budget.

Maximum Assessed Value (MAV). The maximum taxable value limitation placed on real or personal property by the constitution. It can increase a maximum of 3 percent each year. The 3 percent limit may be exceeded if there are qualifying improvements made to the property, such as a major addition or new construction.

Operating Funds. Resources derived from recurring revenue sources used to finance ongoing expenditures and pay-as-you-go capital projects.

Operating Rate. The rate determined by dividing the local government's operating tax amount by the estimated assessed value of the local government. This rate is needed when a local government wants to impose less tax than its permanent rate will raise.

Ordinance. A formal legislative enactment by the governing board of a municipality.

ORS. Oregon Revised Statutes.

Permanent Rate Limit. The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate limit can be used for any purpose. No action of the local government can increase a permanent rate limit.

Personal Services. Salaries, health and accident insurance premiums, social security and retirement contributions, for example.

Proposed Budget. Financial and operating plan prepared by the budget officer, submitted to the public and budget committee for review.

Real Market Value (RMV). The amount in cash which could reasonably be expected by an informed seller from an informed buyer in an arm's-length transaction as of the assessment date. In most cases, the value used to test the constitutional limits.

Reserve Fund. Established to accumulate money from one fiscal year to another for a specific purpose, such as purchase of new equipment.

Resolution. A formal order of a governing body; lower legal status than an ordinance.

Resources. Estimated beginning funds on hand plus anticipated receipts.

SDC. System Development Charge.

Short-Term. A period of time less than ten years.

State SRF Loan. Long-term loan from the State of Oregon Department of Environmental Quality's "Clean Water State Revolving Fund" program. Funds from this loan are a portion of the total financing for the City's Recycled Water Plant project.

Supplemental Budget. A financial plan prepared to meet unexpected needs or to spend revenues not anticipated when the regular budget was adopted. It cannot be used to authorize a tax.

System Development Charge. A reimbursement fee, an improvement fee or a combination thereof assessed or collected at the time of increased usage of a capital improvement, at the time of issuance of a development permit or building permit, or at the time of connection to the capital improvement.

Tax on Property. Any tax, fee, charge or assessment imposed by any government unit upon property or upon a property owner as a direct consequence of ownership of that property.

Tax Rate. The amount of tax stated in terms of a unit of tax for each \$1,000 of assessed value of taxable property.

Transfers. Also known as inter-fund transfers, the amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

Unappropriated Ending Fund Balance. Amount set aside in the budget to be used as a cash carryover to the next year's budget. It provided the local government with cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency.

User Charges. The payment of a fee for direct receipt of a public service by the party benefiting from the service.

