



CITY of THE DALLES

313 COURT STREET
THE DALLES, OR 97058

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AGENDA

CITY COUNCIL GOAL SETTING

**FEBRUARY 4, 2013
CITY HALL COUNCIL CHAMBER
313 COURT STREET, THE DALLES, OREGON**

12:00 p.m.

Meeting Conducted in a Handicap Accessible Room

1. CALL TO ORDER
2. GOAL OBJECTIVES - Review, Modify, Prioritize
3. FISCAL YEAR 2013-14 PRE-BUDGET DISCUSSION
 - A. Discussion Regarding City Council Department Budget
 - B. Discussion Regarding Budget Process and Issues
 - C. Discussion Regarding Budget Committee Orientation Work Session
4. ADJOURNMENT

Prepared by/

Julie Krueger, MMC, City Clerk



MEMORANDUM

TO: Mayor and City Council

FROM: Nolan K. Young, City Manager *nyj*

DATE: January 29, 2013

ISSUE: Goal Setting Work Session

To assist the City Council in the Goal Setting Work Session we have attached a goal report that identifies the status of each of the Tier I Objectives that were slated for substantial completion by June 30, 2012, as well as a listing of all goal objectives including Tier II and III. The goal setting process has included a six-step process for each goal.

1. Determine if there are any changes to the goal statement.
2. Review the status of each objective.
3. Determine if there are any modifications needed (Remove, Keep or Amend).
4. Review Tier II and III objectives and determine if any should be moved up to Tier I.
5. Identify any objectives you would like to add.
6. Prioritize the proposed objectives.

We have received the following proposed goal objectives:

From City Staff:

Tier 1

Goal #1C: Amended to Complete design for Wastewater Phase 1 Improvements

Goal #2: Identify opportunities to support Mid-Columbia Fire and Rescue's efforts to improve community ISO rating (fire insurance).

Goal #3: Identify opportunities to support Port of The Dalles efforts to develop Regional Wetland Permit. OR

Goal #3: Develop partnerships to pursue mixed use developments with anchor businesses in downtown to enhance economic base.

Goal #5: Work with sign ordinance review committee to update sign ordinance. OR

Goal #5: Develop plan for sidewalk repair in partnership with property owners.

Tier 2:

Goal #1: Complete Thompson Street LID (Tier 1 2015)

2012-13 CITY COUNCIL GOALS

Status Report as of January 29, 2013

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

The six City Council Goals have 45 Top Priority Objectives; eight have been completed, 18 are on target to be significantly completed on time, nine are ongoing, and 12 are either behind schedule or on hold. We are recommending removing the nine ongoing, eight completed, and six others. We are recommending keeping 23 objectives on the 2013-14 list including 12 that should be substantially completed by June 30.

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

- A. Continue environmental work for increasing capacity of Crow Creek Dam and Dog River water line replacement in two to three years. Status: On Target.** The US Forest Service has completed much of the environmental analysis. Final documents should be ready Fall 2013. **(Keep)**
- B. Develop plan for intersection of East 10th, Thompson and Old Dufur Road. Status: On Hold.** When the Thompson Street project was placed on hold as we worked on more immediate needs. The plan is to include money for a traffic study in Fiscal Year 2013-14. **(Keep)**
- C. Pursue Phase I improvements under the Wastewater Master Plan scheduled for adoption in Spring, 2012. Status: On Target.** The original spring date was moved to November to allow for additional work to be done on the study. The master plan was presented to the City Council at the November 26 City Council Meeting. A rate plan will be presented for adoption in January. **(Keep)**
- D. Pursue West Sixth Street improvements, including widening of West Sixth Street from Hostetler Street to Snipes Street to allow for turn lane and future signalization at Hostetler Street. Status: Placed On Hold.** The project has been postponed for at least one to two years; to allow for completion of the 19th Street rebuild project, and to allow for the development of property on the corner of 6th and Snipes that is anticipated to happen during 2013. **(Keep)**
- E. Obtain funding and update the Transportation Plan and its associated SDC projects and fees. Status: On Hold.** We had requested funds for a full Transportation Plan update; funds were denied. We will continue to look for other funding opportunities, and in the meantime will bring some minor amendments to the City Council during the first half of 2013. **(Keep)**
- F. Complete Webber Street Interchange Area Management Plan (IAMP). Status: Project On Hold.** We are still searching for State funding for this project. **(Keep)**

G. Investigate safety and traffic concerns in vicinity of East 10th, East 12th and Kelly Avenue intersections. Status: Completed. Traffic study has been completed; Plan adopted by City Council in January. (Remove)

H. Complete automated meter reading hardware installation and implement. Status: On Target. 70% complete with 1444 meters yet to be converted. (Remove)

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

A. Complete Phase II of the Urban Growth Boundary expansion with an application to the Gorge Commission by July, 2013. Status: On Target. We are currently working on the cultural study with the four tribes involved. (Keep)

B. Work with Discovery Center to secure funding sources and achieve financial stability. Status: Ongoing. \$5,000 additional funds were provided to the Discovery Center to help with operations; through the Wi Fi Expansion and QLife funding we are providing a more robust broadband connection that will help with its rental income, and outreach programs. An additional work plan needs to be developed to further advance this goal. (Keep)

C. Support Library Foundation's fundraising efforts for Library expansion project. Status: On Target. The Foundation is proceeding with its outreach and fundraising efforts. An electronic brochure on the expansion project was posted to the City website. (Keep)

D. Work with National Scenic Area stakeholders to obtain balance regarding issues of economic vitality and scenic preservation as defined by applicable law. Status: On Target. The Gorge Commission, through available funds, was able to do a survey of stake holders to determine the possibility of a consensus to achieve this balance. The Gorge Commission is looking at establishing a process to begin with minor projects, and then move to larger issues such as Urban Growth Boundary expansion. (Keep)

E. Prepare updated analysis for downtown flood mitigation. Status: On Hold. This project is on hold while other projects were worked on. (Keep)

F. Work with and remind appropriate agencies to resolve Mill Creek tunnel flooding issue. Status: Ongoing. Dialogue continuing with ODOT, with reminders to the railroad. (Remove)

G. Provide annual report to Council regarding coordination among schools, special districts, public and private partners to identify and implement potential needs for community facilities and programs. Status: Ongoing. During first half of 2013 we will need to meet with various partners in order to prepare a report for City Council in June 2013. (Remove)

- H. Participate in efforts to continue YouthThink programs beyond their current budget cycle. Status: Ongoing.** Additional funds were provided to the YouthThink program in FY 2012-13. **(Remove)**
- I. Provide support to Mid-Columbia Senior Center. Status: Ongoing.** Support continued for the Senior Center in the FY 2012-13 Budget. **(Remove)**
- J. Work with partners to develop and implement operating plan for The Dalles Dam Tours. Status: Completed.** Shuttles have been purchased; some tours held in Fall 2012. The City will operate the tours for at least one year under the leadership of the Administrative Fellow. **(Remove)**
- K. Investigate renewable energy projects in cooperation with Northern Wasco County PUD and other agencies. Status: Completed.** Initial study with PUD and wastewater master plan did not reveal if it's financially prudent for the City. May still partner with PUD as part of their renewable energy portfolio. **(Keep)**
- L. Develop a maintenance and operation plan for the Lewis and Clark Rock Fort site for potential transfer of ownership from County to City. Status: On Target.** Grant project to analyze potential maintenance and operational needs has been completed. Administrative Fellow will complete draft operation plan for review in Spring 2013. **(Remove)**

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

A. Continue Urban Renewal Downtown Renaissance Projects:

- **First Street Urban Renewal treatment Status: Design On Target** Final design work should be completed in early 2013, with construction to begin late 2013. **(Keep)**
 - **Washington Street Crossing Status: Design On Target** Final design work should be completed in early 2013, with construction to begin late 2013. **(Keep)**
 - **Redevelop Granada Block, including parking structure Status: On Target.** **Status:** DDA to be completed early 2013; Sale of property by August 2013; work to begin late 2013 to early 2014. **(Keep)**
 - **Lewis and Clark Fountain Status: On Target.** Grant applications have been completed; other funding opportunities are being reviewed. **(Keep)**
- B. Work with Port to address infrastructure in support of development of industrial properties. Status: On Target.** Public Works has been working with the Port in analyzing the infrastructure needs. City Council will be considering an ordinance for annexation of Port Industrial Property to facilitate Phase I development. **(Keep)**
- C. Complete public-private partnership to redevelop Wasco Warehouse and East Gateway. Status: Significantly Completed.** Most of the work has been completed in

the redevelopment of the Wasco Warehouse; still need to do some of the outside cleaning work on the Sunshine Mill; currently over 100 jobs have been created on this property.
(Remove)

- D. Proceed with Airport golf course development. Status: On Target.** Water issues are close to being resolved; developer working with Klickitat County on resolving final planning issues; construction could begin as early as spring. **(Keep)**
- E. Develop organizational structure and stable funding for Main Street program. Status: On Target.** City Council asked the Main Street Committee to work further with the downtown property owners and to bring back a proposed plan. Survey has been sent out to the Main Street Property owners, a plan should be brought to City Council sometime in January 2013. **(Keep)**
- F. Address recommendations of the Economic Development Policy Committee. Status: On Hold.** Needs further attention. **(Keep)**
- G. Partner with and support Chamber of Commerce and other partners' efforts to recruit, retain and expand business. Status: Ongoing.** Efforts are given as opportunities arise. **(Remove)**
- H. Work with appropriate agencies to ensure Riverfront Park is open year around. Status: On Target.** Riverfront Trail Committee with build a fence in June to insure that the trail could be open year round. Through the efforts of State Representative John Huffman this will allow the park to open earlier in the spring. **(Remove)**
- I. Provide report regarding vertical housing development zone. Status: On Target.** Initial report given to City Council. **(Remove)**
- J. Support efforts for Confluence Project. Status: Completed.** Funds budgeted. **(Remove)**

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

- A. Investigate funding options for street projects. Status: On Target.** Previously work had been done on various proposals, this information will be brought before Council for discussion in the spring, prior to the budget process. **(Keep)**
- B. Investigate transition of franchise to right of way agreements. Status: On Target.** Legal study has been completed by outside legal firm. Recommendations are being reviewed and will be brought before Council for discussion in the first quarter of 2013. **(Keep)**

- C. Establish franchise agreement with Northern Wasco County PUD. Status: On Hold.** Waiting for completion of Goal 4B above. **(Combine with 4B)**
- D. Establish franchise agreement with Chenoweth Water PUD. Status: On Hold.** Waiting for completion of Goal 4B above. **(Combine with 4B)**
- E. Investigate telecommunications franchise. Status: On Hold.** Waiting for completion of Goal 4B above. **(Keep)**

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

- A. Implement outdoor burning alternatives and adopt a burn ordinance. Status: Completed.** **(Remove)**
- B. Investigate program to increase civic pride in neighborhoods. Status: On Hold while other objectives being pursued.** **(Remove)**
- C. Investigate opportunities to enhance downtown lighting. Status: On Hold while other objectives being pursued.** **(Keep)**
- D. Work with Tree Committee to implement Street Tree Policy. Status: Ongoing.** **(Remove)**

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

- A. Investigate use of on-line financial tools. Status: Ongoing.** No good tool found. **(Remove)**
- B. Develop plan to support community special events. Status: On Hold.** **(Remove)**
- C. Review and enhance communication strategy to ensure efficiency for staff time and resources and improved information for citizens. Status: Ongoing.** We have increased the use of Social Media and implemented a Social Media Policy that was developed by our last Administrative Fellow. We continue to make enhancements to the City website. We implemented the City's electronic lien docket (ELD) early 2012, which allows title companies to conduct searches at any time they wish, brings in new revenue of \$15 per search, and reduced the time staff spent on answering phone calls and looking up records related to title searches significantly. It has also allowed us to provide non-lien related information of value to potential buyers, such as waivers of remonstrances, delayed obligations, historic designations, and private and unimproved street information, that may pertain to the properties being searched. In addition, we are currently working to provide an online payment options for credit cards for the convenience of our customers. Staff continually looks for opportunities to work more efficiently and improve service to our citizens. **(Remove)**

2012-13 CITY COUNCIL GOALS
(with all objectives)

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

OBJECTIVES

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

- A. Continue environmental work for increasing capacity of Crow Creek Dam and Dog River water line replacement in two to three years.
- B. Develop plan for intersection of East 10th, Thompson and Old Dufur Road.
- C. Pursue Phase I improvements under the Wastewater Master Plan scheduled for adoption in Spring, 2012.
- D. Pursue West Sixth Street improvements, including widening of West Sixth Street from Hostetler Street to Snipes Street to allow for turn lane and future signalization at Hostetler Street.
- E. Obtain funding and update the Transportation Plan and its associated SDC projects and fees.
- F. Complete Webber Street Interchange Area Management Plan (IAMP).
- G. Investigate safety and traffic concerns in vicinity of East 10th, East 12th and Kelly Avenue intersections.
- H. Complete automated meter reading hardware installation and implement.

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

- A. Investigate need for 10th Street and Cherry Heights Road signalization.
- B. Pursue expansion of Lone Pine Well.
- C. Continue work to connect vital corridors with ADA improvements.
- D. Investigate integration of traffic calming policy into LUDO.

TIER III: Long term objectives (within 5 years)

- A. Develop city-wide intersection signalization plan.

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

OBJECTIVES

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

- A. Complete Phase II of the Urban Growth Boundary expansion with an application to the Gorge Commission by July, 2013.
- B. Work with Discovery Center to secure funding sources and achieve financial stability.
- C. Support Library Foundation's fund raising efforts for Library expansion project.
- D. Work with National Scenic Area stakeholders to obtain balance regarding issues of economic vitality and scenic preservation as defined by applicable law.
- E. Prepare updated analysis for downtown flood mitigation.
- F. Work with and remind appropriate agencies to resolve Mill Creek tunnel flooding issue.
- G. Provide annual report to Council regarding coordination among schools, special districts, public and private partners to identify and implement potential needs for community facilities and programs.
- H. Participate in efforts to continue YouthThink programs beyond their current budget cycle.
- I. Provide support to Mid-Columbia Senior Center.
- J. Work with partners to develop and implement operating plan for Dam tours.
- K. Investigate renewable energy projects in cooperation with Northern Wasco county PUD and other agencies.
- L. Develop a maintenance and operation plan for the Lewis and Clark rock Fort site for potential transfer of ownership from County to City.

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

- A. Investigate opportunities to partner with Wasco County regarding veteran's services.
- B. Work with local utilities to develop underground service when opportunities are presented, including consideration of safety, view shed, aesthetics and property values.

- C. Partner with School District and Parks & Recreation District regarding maintaining open/green space.
- D. Look for opportunities to retain or maintain property on tax roll.

TIER III: Long term objectives (within 5 years)

- A. Pursue coordinating administrative services with other local agencies.
- B. Investigate expanding public transit services to include fixed loop routes.

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

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

- A. Continue Urban Renewal Downtown Renaissance Projects:
 - First Street Urban Renewal treatment
 - Washington Street Crossing
 - Redevelop Granada Block, including parking structure
 - Lewis and Clark Fountain
- B. Work with Port to address infrastructure in support of development of industrial properties.
- C. Complete public-private partnership to redevelop Wasco Warehouse and East Gateway.
- D. Proceed with Airport golf course development.
- E. Develop organizational structure and stable funding for Main Street program.
- F. Address recommendations of the Economic Development Policy Committee.
- G. Partner with and support Chamber of Commerce and other partners' efforts to recruit, retain and expand business.
- H. Work with appropriate agencies to ensure Riverfront Park is open year around.
- I. Provide report regarding vertical housing development zone.
- J. Support efforts for Confluence Project.

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

- A. Pursue construction of Third Street urban renewal treatment.
- B. Pursue urban renewal funding for design of West Third Place streetscape.
- C. Assist in completion of Civic Auditorium renovations.
- D. Support Urban Renewal through opportunity driven projects.
- E. Assist in development of family based recreation center.

TIER III: Long term objectives (within 5 years)

- A. Enhance national historic districts.

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

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

- A. Investigate funding options for street projects.
- B. Investigate transition of franchise to right of way agreements.
- C. Establish franchise agreement with Northern Wasco County PUD.
- D. Establish franchise agreement with Chenoweth Water PUD.
- E. Investigate telecommunications franchise.

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

- A. Investigate whether current financial software is sufficient.
- B. Investigate long range capital repair fund for City buildings.
- C. Investigate funding opportunities to renovate the second floor of City Hall.

TIER III: Long term objectives (within 5 years)

None identified.

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

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

- A. Implement outdoor burning alternatives and adopt a burn ordinance.
- B. Investigate program to increase civic pride in neighborhoods.
- C. Investigate opportunities to enhance downtown lighting.
- D. Work with Tree Committee to implement Street Tree Policy.

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

- A. Investigate potential for tree planting to screen industrial treatment operations.
- B. Identify opportunities for improving curb appeal of the community from the highways, streets and river.
- C. Maintain role with other public safety agencies in addressing local emergencies.
- D. Investigate opportunities to make improvements to landscape, eliminate planting strips, with a focus on Dry Hollow, downtown, and historic walking district neighborhoods.

TIER III: Long term objectives (within 5 years)

None identified.

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

- A. Investigate use of on-line financial tools.
- B. Develop plan to support community special events.

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

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

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

TIER III: Long term objectives (within 5 years)

None identified.



MEMORANDUM

TO: Mayor and City Council

FROM: Nolan K. Young, City Manager *ny*

DATE: January 29, 2013

ISSUE: Goal Setting Budget Discussion

The second half of the Council's Goal Setting Meeting on February 4, 2013 is a pre-budget discussion with the staff. The agenda identifies three items:

1. **Review of City Council Budget** This is an opportunity for the Council to give the staff direction as they prepare the Council Department Budget for Fiscal Year 2013-14. To assist you we have attached a draft budget with detailed line item sheets. Specific items that staff requests direction on include:
 - a. **How do you wish to handle the one time expenditures that were identified when the assistance to Wasco County for the Discovery Center (DC) construction payments were eliminated?**
 - b. **Does the Council wish to consider bring back the \$25,000 assistance to County for the DC infrastructure?**
 - c. **What are the priorities for the Contractual Services line item listed? And does the Council wish to obtain more information from each of the organizations receiving assistance?**
2. **Discussion of Budget Process and Issues** This is an opportunity for the Council to review the process and identify any specific issues that they would either like Budget Information Papers on or on which they would like specific work done. We have included the draft Five Year Capital Improvement Plan submitted by departments.
3. **Pre-budget work shop with the Budget Committee**

Attached is a memo from Finance Director Kate Mast identifying potential issues that could be discussed at this session. We haven't held a work session for the last few years, this might be a good time to review the process for new members of the committee and to set policies prior to the City Manager finalizing a draft budget to be presented to the Budget Committee.

City of The Dalles, Oregon
Fiscal Year 2013-2014 Proposed Budget

01/29/13

FY10/11 Actual	FY11/12 Actual	FY12/13 Budget	Account Number	Account Description	FY13/14 Proposed Budget	
			CITY COUNCIL			
1,677	1,048	-	001-0100-410.29-00	OTHER EMPLOYEE BENEFITS	-	
1,677	1,048	-	TOTAL PERSONNEL SERVICES			-
102,174	97,745	129,650	001-0100-410.31-10	CONTRACTUAL SERVICES	??	
20,440	2,133	20,000	001-0100-410.31-60	LABOR NEGOTIATIONS	20,000	
38,320	29,850	31,636	001-0100-410.32-10	AUDITING SERVICES	32,448	
-	-	2,000	001-0100-410.39-00	OTHER CONTRACTUAL SVCS	2,000	
17,370	17,696	17,000	001-0100-410.58-10	TRAVEL, FOOD & LODGING	19,000	
355	255	1,000	001-0100-410.58-50	TRAINING AND CONFERENCES	1,000	
-	281	500	001-0100-410.58-60	WORKSHOPS	500	
26,096	27,749	29,545	001-0100-410.58-70	MEMBERSHIPS/DUES/SUBSCRIP	29,545	
123	58	600	001-0100-410.60-10	OFFICE SUPPLIES	500	
3,914	5,881	5,500	001-0100-410.69-50	MISCELLANEOUS EXPENSES	5,000	
208,792	181,648	237,431	TOTAL MATERIALS & SERVICES			109,993
-	-	-	001-0100-410.74-50	COMPUTER EQUIPMENT	-	
-	-	-	TOTAL CAPITAL OUTLAY			-
210,469	182,696	237,431	TOTAL CITY COUNCIL DEPARTMENT			109,993

City of The Dalles, Oregon
Fiscal Year 2013-2014 Proposed Budget

FY10/11 Actual	FY11/12 Actual	FY12/13 Budget	Account Number	Account Description	FY13/14 Proposed Budget	FY12/13 Projected Used	FY11/12 Remaining
CITY COUNCIL							
1,677	1,048	-	001-0100-410.29-00	OTHER EMPLOYEE BENEFITS	-	-	-
1,677	1,048	-	TOTAL PERSONNEL SERVICES		-	-	-
102,174	97,745	129,650	001-0100-410.31-10	CONTRACTUAL SERVICES	??	129,650	-
20,440	2,133	20,000	001-0100-410.31-60	LABOR NEGOTIATIONS	20,000	20,000	-
38,320	29,850	31,636	001-0100-410.32-10	AUDITING SERVICES	32,448	31,636	-
-	-	2,000	001-0100-410.39-00	OTHER CONTRACTUAL SVCS	2,000	-	2,000
17,370	17,696	17,000	001-0100-410.58-10	TRAVEL, FOOD & LODGING	19,000	17,000	-
355	255	1,000	001-0100-410.58-50	TRAINING AND CONFERENCES	1,000	1,000	-
-	281	500	001-0100-410.58-60	WORKSHOPS	500	500	-
26,096	27,749	29,545	001-0100-410.58-70	MEMBERSHIPS/DUES/SUBSCRIP	29,545	29,080	465
123	58	600	001-0100-410.60-10	OFFICE SUPPLIES	500	100	500
3,914	5,881	5,500	001-0100-410.69-50	MISCELLANEOUS EXPENSES	5,000	4,500	1,000
208,792	181,648	237,431	TOTAL MATERIALS & SERVICES		109,993	233,466	3,965
-	-	-	001-0100-410.74-50	COMPUTER EQUIPMENT	-	-	-
-	-	-	TOTAL CAPITAL OUTLAY		-	-	-
210,469	182,696	237,431	TOTAL CITY COUNCIL DEPARTMENT		109,993	233,466	3,965

1/29/13

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

001-0100-410.29-00	Other Employee Benefits	2
001-0100-410.31-10	Contractual Services.....	33
001-0100-410.31-60	Labor Negotiations.....	44
001-0100-410.32-10	Auditing Services	55
001-0100-410.39-00	Other Contractual Services.....	66
001-0100-410.58-10	Travel, Food & Lodging.....	77
001-0100-410.58-50	Training & Conferences	88
001-0100-410.58-60	Workshops.....	99
001-0100-410.58-70	Memberships / Dues / Subscriptions.....	1040
001-0100-410.60-10	Office Supplies.....	1144
001-0100-410.69-50	Miscellaneous Expenses.....	1242

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number	Account Title
001-0100-410.29-00	Other Employee Benefits

FY 2010-2011 Actual : 1,677

FY 2011-2012 Actual : 1,048

FY 2012-2013 Budget : 0

FY 2012-2013 Projected : 0

FY 2013-2014 Proposed : 0

Justification:

**No payment remaining
Last insurance payment in 2011-12**

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number Account Title
001-0100-410.31-10 Contractual Services

FY 2010-2011 Actual : 102,174
 FY 2011-2012 Actual : 97,745
 FY 2012-2013 Budget : 129,650
 | FY 2012-2013 Projected : **0129,650**
FY 2013-2014 Proposed : 0

| Justification: **We make want to identify any priorities or changes with City Council**

The Council's Contractual Services line item is for programs in which the City is involved with other community partners. Following is the last two years of budget history and proposed budget detail for this line item.

Service	Partner	FY 2011-12	FY 2012-13	FY 2013-14
		Budget	Budget	Proposed
Ft Dalles Museum	Wasco County	12,500	15,000	
LINK	MC Council of Gov Transportation	10,000	10,000	
Sister City Program	Local Non- Profit Association	2,500	2,500	
War Memorial	Veterans & Civic Organizations	2,000	2,000	
Business Recruitment	Port of The Dalles	-	5,000	
Six Rivers Mediation	Six Rivers Mediation Services	4,000	4,000	
Substance Abuse Prevention Fund	YouthThink	5,000	21,500	
Juvenile Work Crew	Wasco County	13,650	13,650	
Discovery Center PW Debt	Wasco County	25,000	-	
Maintenance Match	Discovery Center	10,000	5,000	
Celilo Confluence Project	Several Organizations	-	5,000	
Main Street Manager	Main Street Program	-	30,000	20,000
Senior Center Support	Senior Center	5,000	5,000	
Cemetery Maintenance	Wasco County Historic Society	2,000	2,000	
Wasco County EOC	Wasco Co/Mid Columbia F&R	9,000	9,000	
	TOTAL	100,650	129,650	20,000

Main Street Manager: \$30,000 50% of costs in year one. Downtown Businesses will provide match – a two (2) year commitment that will decrease to 20,000 second year and 10,000 in 3rd year.

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number	Account Title
001-0100-410.31-60	Labor Negotiations

FY 2010-2011 Actual : 20,440

FY 2011-2012 Actual : 2,133

FY 2012-2013 Budget : 20,000

FY 2012-2013 Projected : **020,000**

FY 2013-2014 Proposed : 020,000

Justification:

The City has two Collective Bargaining Agreements;

- 1) Police Association: Expires June 30, 2013
- 2) SEIU=Representing Public Works and general employees: Expires June 30, 2014

Funds budgeted in FY 2012-13 for police contract negotiations.

Funds Budgeted in Fy 2013-14 for PW contract negotiations

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number Account Title
001-0100-410.32-10 Auditing Services

FY 2010-2011 Actual : 38,320

FY 2011-2012 Actual : 29,850

FY 2012-2013 Budget : 31,636

| FY 2012-2013 Projected : **031,636**

| **FY 2013-2014 Proposed : 032,448**

Justification:

The three year contract with Merina & Company, LLP is as follows:

FY11/12	\$25,500	
FY12/13	\$26,286	approximately 3% increase
FY13/14	\$27,098	approximately 3% increase

Single Audit – add \$5,000 each year if needed

Filing the audit with the Secretary of State – add \$350

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number	Account Title
001-0100-410.39-00	Other Contractual Services
FY 2010-2011 Actual	: 0
FY 2011-2012 Actual	: 0
FY 2012-2013 Budget	: 2,000
FY 2012-2013 Projected	: 0
FY 2013-2014 Proposed	: 02,000

Justification:

Special Services the Council desires to retain. No need currently identified

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number Account Title
001-0100-410.58-10 Travel, Food & Lodging

FY 2010-2011 Actual : 17,370

FY 2011-2012 Actual : 17,696

FY 2012-2013 Budget : 17,000

| FY 2012-2013 Projected : ~~17,000~~

| **FY 2013-2014 Proposed : **19,000****

Justification:

For Council attendance at annual League of Oregon Cities (LOC) convention and other official meetings (\$2,500). Increase 2,000 to reflect past history and to allow Mayor and Council ability to be more involved statewide. We have \$13,000 for the City's representatives on Community Outreach Team (includes City Manager) on official trips to Washington, D.C. to lobby and \$1,500 for Sister City trips to Japan.

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number Account Title
001-0100-410.58-50 Training & Conferences

FY 2010-2011 Actual : 355

FY 2011-2012 Actual : 255

FY 2012-2013 Budget : 1,000

| FY 2012-2013 Projected : **01,000**

| **FY 2013-2014 Proposed : 01,000**

Justification:

LOC and other meetings.

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number Account Title

001-0100-410.58-60 Workshops

FY 2010-2011 Actual : 0

FY 2011-2012 Actual : 281

FY 2012-2013 Budget : 500

| FY 2012-2013 Projected : **0500**

| **FY 2013-2014 Proposed** : **0500**

Justification:

Miscellaneous

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number Account Title
001-0100-410.58-70 Memberships / Dues / Subscriptions

FY 2010-2011 Actual : 26,096

FY 2011-2012 Actual : 27,749

FY 2012-2013 Budget : 29,545

FY 2012-2013 Projected : 029,080

FY 2013-2014 Proposed : 029,545

Justification:

01/21/11—Notice from LOC estimated FY11/12 dues will be \$9,062.23 due to increased population.

Organization	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14
LOC	8,895	9,063	10,245	
MCEDD	3,777	3,777	4,937	
MCCOG	12,350	12,350	13,338	
Oregon Mayor's Association	105	105	105	
Chamber of Commerce	440	440	440	
National Civic League	85	85	85	
Other Misc.	528	380	395	
TOTAL	26,180	26,200	29,545	-

Recalculated MCEDD dues based on 2011 PSU population of 14,400 X .3419 = \$4,937

Since population has increased 6% (from 13,620 to 14,400), we increased LOC and MCCOG by 6% plus a 2% increase for LOC dues.

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number	Account Title
001-0100-410.60-10	Office Supplies
FY 2010-2011 Actual	: 123
FY 2011-2012 Actual	: 58
FY 2012-2013 Budget	: 600
FY 2012-2013 Projected	: 0100
FY 2013-2014 Proposed	: 0500

Justification:

Most items are covered by the City Manager's office or City Clerk's office.
This is for special items.

GENERAL FUND - CITY COUNCIL DEPT 0100

BUDGET WORKSHEETS FY 13/14

Account Number Account Title
001-0100-410.69-50 Miscellaneous Expenses

FY 2010-2011 Actual : 3,914

FY 2011-2012 Actual : 5,881

FY 2012-2013 Budget : 5,500

| FY 2012-2013 Projected : **04,500**

| **FY 2013-2014 Proposed : 05,000**

Justification:

| ~~FY 2012-13~~2013-14
| \$2,000 for Federal lobbying books and shipping
| \$1,2002,500 for Dignitary Gifts
| \$300-500Miscellaneous
| \$2,000 Commemorative Gifts

| Total \$5,0500

| ~~FY 2011-12 Included \$5000 for 911 Commemorative Event~~

CAPITAL IMPROVEMENT PLAN

City Hall Offices

Planning

FUND	PROJECT	13-14	14-15	15-16	16-17	17-18
General	CDD GIS Software License	\$1,500	\$2,000	\$2,000	\$2,000	\$2,000
General	CDD Computer replacement	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000
General	CDD Color Copier		\$6,000			
SUB TOTAL		\$3,500	\$10,000	\$4,000	\$4,000	\$4,000

Administration

General	Ex Sec Computer		\$ 2,000			
General	City Manager/Sec/City Clerk Printers	\$ 500	\$ 500	\$ 500		
General	Econ Develop Intern Computer	\$ 2,000				
General	Maintenance Laptop	\$ 1,500				
General	Maintenance PC		\$ 2,000			
General	City Manager Computer				\$ 2,000	
General	City Clerk Computer			\$ 2,000		
SUB TOTAL		\$ 4,000	\$ 4,500	\$ 2,500	\$ 2,000	\$ -

Finance

General	Replace PC's - every 4 to 5 years	\$ 4,000	\$ 4,000	\$ 4,000		
General	Laptop	\$ 1,000				
General	Replace cashier windows w/tempered glass & hole big enough for transactions	\$ 1,000				
General	Replace Laser Printer					\$ 2,000
General	Replace HTE Receipts Printer	\$ 1,000		\$ 1,000		\$ 1,000
General	Office Equip & Furniture	\$ 2,000	\$ 2,000	\$ 1,500	\$ 10,000	\$ 1,500
General	Replace Front Desk Printer/Finance Dir			\$ 1,000		\$ 1,000
General	Battery Backups		\$ 500			
SUB-TOTAL		\$ 9,000	\$ 6,500	\$ 7,500	\$ 10,000	\$ 5,500

Legal/Judicial/Codes Enforcement

General	Printer Court/Secretary	\$ 300				\$ 500
General	Court Room Window Blinds	\$ 500				
General	2nd Video arraignment monitor	\$ 600				
General	Muni Court Clerk Computer		\$ 2,000			
General	Crime Victims Computer				\$ 2,000	
General	CA Sec/City Attorney Computer					\$ 2,000
General	Laptop/Judge					
General	Codes Enforcement Computer		\$ 2,000			
General	Video arraignment system					\$ 3,500
SUB TOTAL		\$ 1,400	\$ 4,000	\$ -	\$ 2,000	\$ 6,000

GRAND TOTAL

\$ 14,400 \$ 15,000 \$ 10,000 \$ 14,000 \$ 11,500

CAPITAL IMPROVEMENT PLAN

Police Department

FUND	PROJECT DESCRIPTION	13-14	14-15	15-16	16-17	17-18
General	HVAC Unit Replace/1 /year)	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
General	Police Patrol Vehicles	\$ 30,000	\$ 30,000	\$ 60,000	\$ 60,000	\$ 60,000
	1 car		1 car	2 cars	2 cars	2 cars
General	Police Unmarked Vehicles replacement	\$ 25,000		\$ 25,000		\$ 25,000
General	Tasers		\$ 3,000		\$ 4,000	
			(3)		(4)	
General	Digital Recorders			\$ 2,500		
				(16)		
General	Patrol Vest Replacements	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	
		(4)	(4)	(4)	(4)	
General	*Computer Replacement(\$1,500 +/-)	\$ 3,000		\$ 6,000	\$ 6,000	
		(2)		(4)	(4)	
General	Detective Printer		\$ 500			
General	Secretary Printers		\$ 600			
General	Digital Cameras (7)	\$ 2,000			\$ 2,000	
General	Radars	\$ 3,000		\$ 3,000		\$ 3,000
General	Flashlights		\$ 500		\$ 500	
General	Chairs		\$ 1,500		\$ 1,500	
General	Intoxilizer	\$ 800	\$ 800		\$ 800	
General	Range Target		\$ 1,000			
General	New Cell Phones for Patrol Cars (7)			\$ 3,000		
General	Shotguns (7)		\$ 3,500			
General	Patrol Rifles & Mounts (7)		\$ 10,000			
General	Sert Rifles - \$1000 ea		\$ 1,000	\$ 1,000		
General	Interview Rm Cameras (2)					
General	Defensive Tactics Training Mats	\$ 2,500				
General	Headphones (4)					
General	Bio seats-rear seats-(5)					
General	In car Camera System					
General	Copy Machine	\$ 7,000				
	TOTAL	\$ 84,300	\$ 63,400	\$ 111,500	\$ 85,800	\$ 96,000

DOG CONTROL

General	CD Officer Computer	\$1,500				
General	Specialized equipment	\$500	\$500	\$500	\$500	\$500
	Dog Control TOTAL	\$2,000	\$500	\$500	\$500	\$500

	TOTAL POLICE DEPT	\$ 86,300	\$ 63,900	\$ 112,000	\$ 86,300	\$ 96,500
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CAPITAL IMPROVEMENT PLAN

City Hall

	PROJECT DESCRIPTION	13-14	14-15	15-16	16-17	17-18
Cap Proj	Replace HVAC Units	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
Cap Proj	mower/trailer/landscape equip.	\$ 12,500				
Cap Proj	garbage enclosure for dock	\$ 2,500		x		
Cap Proj	HVAC Unit Cleaning	\$ 3,000		\$ 3,000		
Cap Proj	City Hall bathroom ventilation	\$ 3,500				
Cap Proj	Replace Union Street Crossing Walking Lights		\$ 9,500			
Cap Proj	Upgrade Administrative offices (lights/walls)		\$ 8,000			
Cap Proj	Phase IV City Hall Remodel (exterior west Entrance)			\$ 700,000		
Cap Proj	Clean City Hall Exterior/Paint cornices, windows			\$ 2,000		
Cap Proj	Asbestos Removal				\$ 20,000	
Cap Proj	Seal & Stripe City hall Parking Lot					\$ 4,000
	TOTAL	\$ 29,500	\$ 25,500	\$ 713,000	\$ 28,000	\$ 12,000

Transportation Center

FUND	PROJECT DESCRIPTION	13-14	14-15	15-16	16-17	17-18
	Transportation Center					
Cap Proj	Paint Exterior of Tran Center	\$ 1,000				
Cap Proj	Replace Exterior Roof drains	\$ 3,500				
Cap Proj	Replace/re-plumb drinking fountain	\$ 1,500				
Cap Proj	Replace gas furnace				\$ 8,000	
	ARCO LOT					
	Replace lawn		\$ 2,500			
Cap Proj	Stripe Parking lot				\$ 1,000	
	OTHER					
Cap Proj	Paint Exterior & install drain tubes at Union St Undercrossing	\$ 2,000				
Cap Proj	Replace asphalt walkway at Heka Park			\$ 5,000		
Cap Proj	Riding sweeper for GF parking lots			\$ 35,000		
	TOTAL	\$ 8,000	\$ 2,500	\$ 40,000	\$ 9,000	\$ -

CAPITAL IMPROVEMENT PLAN

State Office Building

FUND	PROJECT	13-14	14-15	15-16	16-17	17-18
SOB	Upgrade Computer Control Equipment/recalibration HVAC	\$ 45,000				
SOB						
SOB	Repaint exterior of building				\$ 25,000	
SOB	Paint interior second floor		\$ 7,000			
SOB	Elevator control & wiring upgrade	\$ 12,000				
SOB	HVAC Unit Replacements (2 per year)		\$ 17,000	\$ 17,000	\$ 17,000	
SOB						
SOB						
SOB	Crack seal parking lot			\$ 3,000	\$ 3,000	\$ 3,000
SOB	HVAC Unit cleaning		\$ 5,000	\$ 5,000		
SOB	Ivy removal on Union St.		\$ 6,000			
SOB	Court St. landscaping project		\$ 10,000			
	TOTAL	\$ 57,000	\$ 45,000	\$ 25,000	\$ 45,000	\$ 3,000

Grant and Urban Renewal Projects

FUND	PROJECT	13/14	14/15	15-16*	16-17	17-18
UR/Private	Downtown Parking Structure	\$ 4,420,000				
UR/LID G	Washington St/DT Riverfront	\$ 5,236,000				
UR/LID G	First Street Streetscape	\$ 1,900,000				
URL	Property Owner Rehab	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
UR/LID G	Third Street Streetscape			\$2,750,000		
UR/LID	3rd Place Streetscape			\$1,000,000		
UR/LID G	4th St Streetscape			\$1,500,000		
UR/LID G	West Gateway				\$ 1,500,000	
UR/Grants	Mill Creek Greenway				\$ 1,000,000	
	TOTAL	\$ 11,756,000	\$ 200,000	\$5,450,000	\$ 2,700,000	\$ 200,000

* New 10 year Bond issued in 2015

CAPITAL IMPROVEMENT PLAN

Library

FUND	PROJECT DESCRIPTION	13-14	14-15	15-16	16-17	17-18
Library District	PC work stations (5 per year)	\$ 7,500	\$ 7,875	\$ 8,269	8,682	9,116
Library District	Laptop computer			\$ 2,315		
Library District	Radio Frequency Identification System (RFID)	\$ 58,600				
Library District	Security camera	\$ 735				
Library District	Replace circulation area carpet		\$ 3,850			
Library District						
Library District	Replace deck	\$ 7,000				
Library District	Prune trees	\$ 1,000				
Library District	Replace HVAC computer controls					
Library District	Crack seal, seal coat, and stripe lower, employee and upper parking lots				2,860	
Library District	Update HVAC			\$ 10,000	10,000	10,000
Library District	Replace sidewalk to code (Upper)			\$ 10,000		
Library District	Replace indoor galvanized plumbing		\$ 9,000			
Library District	Undetermined general repair of building and grounds*					884
	TOTAL	\$ 74,835	\$ 20,725	\$ 30,584	\$ 21,542	\$ 20,000

*Budgeting an average of \$20,000 per year in the CIP

CAPITAL IMPROVEMENT PLAN

Airport

FUNDING	PROJECT DESCRIPTION	13-14	14-15	15-16	16-17	17-18
90% FAA	Construct new Taxiway A1 and A2 to runway 7-25	\$ 600,000				
90% FAA	Rehabilitate & widen Taxiway A3 to A4	\$ 500,000				
Rental Income	Purchase Private D Hangar	\$ 700,000				
100%	Tree Obstruction removal from flight paths	\$20,000				
90% FAA	Taxiway lighting				\$ 500,000	
90% FAA	Apron Rehabilitation		\$ 500,000	\$ 500,000	\$ 500,000	
Loans	New Hangar 3		\$ 500,000			
90% FAA	Purchase property to extend Runway 7			\$ 1,000,000		
90% FAA	Move Dallesport Road end of Runway 7			\$ 1,000,000		
90% FAA	Runway 7-25 rehabilitation environmental study				\$ 250,000	
90% FAA	Runway 7-25 rehabilitation and safety improvements design					\$400,000
Grants & Loans						
WSDOT, ODOT Airport	Terminal Building			\$ 1,000,000		
Washington and Klickitat County Grants Airport	Flexible space building in business park	\$ 1,250,000				
Grant/Loan	Industrial Park	\$ 1,000,000				
100%	Snow Plow	\$ 10,000				
	TOTAL	\$4,080,000	\$1,000,000	\$3,500,000	\$1,250,000	\$400,000

PROJECT DESCRIPTION		1	2	3	4	5
		13-14	14-15	15-16	16-17	17-18
RENEWALS	12-13					
Support contract Cisco Network Hardware IBM	2700	5830	5540	5620	6000	5520
Suppor contract IBM line printer 1	5000		5000		5000	
Suppor contract IBM line printer 2		5000		5000		5000
Support contract Cityhall Servers IBM 2yr			5000		5000	
Support contract engineering Server Dell 2yr		1200				
Support contract Police Server Dell 2yr			1500			
Domain Renewals	287	150	150	150	150	150
Software Maintenance/Support Backup Exec	1000	1000	1000	1000	1000	1000
Software Maintenance/SupporVirus TrendMicro	2000	2000	2000	2000	2000	2000
Renewals Subtotal	10987	15180	20190	13770	19150	13670
HARDWARE REPLACEMENT/EXPANSION						
City firewall - ASA5500 supplies all buildings (purchased 09-10)						
City Network DMZ-Switch 2950 supplies all buildings		1000				
Ciry Network Router						
City Network 2 Fiber Switches all buildings						
City Hall Switch Catalyst 3560G 48 Wall Rack cityhall						6000
City Hall Switch Catalyst 3560G 48 Server cage (Fin, Fles, Servers)			6000			
City Hall Wireless Access Points 2 Linksys E4200		400				
Pubicworks switch Gigabit for server workstations						
Pubicworks switch Fast Ethernet POE phones				3000		
Publicworks wireless access points 2 Linksys E4200						
Police Switch						6000
Library Switch upgrade to Gigabit						
Library Wireless Access Point						
City Server/backup Complex (4 servers) purchased 05-06		30000				
Server 2008 and Client Access Lic (CALs) upgrade		5200				
Exchange Server 2010 and CALS		7800				
Windows 7 OS upgrades (100)		14500				
Engineering Server (Purchased 08-09) + 3yr support				6000		
Police Server purchased 09-10) + 5yr support					6000	
Hardware SUB-TOTAL		57500	1400	6000	9000	12000
It TOTAL		68487	16580	26190	22770	25670

Fiscal Year 2013/14
Public Works Capital Improvements Plan
01/14/2013

Fund 05: Public Works - Street

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
Crack Seal material	\$20,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Pave short gravel streets	\$0	\$0	\$0	\$0	\$0	
7th St: Washington to 10th & Kelly Profile - Pave (WD ?) (WWC ?)	\$105,000					
E 14th: Washington to Kelly - 2" overlay	\$45,000					
Rock screen - 1/3	\$10,000					
2nd and Webber: 18" DIP upgrade (~200') 700x6 Profile - Pave repair after WD project WD \$6,720		\$148,950				
Dry Hollow: 9th to 19th Chip seal by County		\$82,000				
Armor Seal Mt Hood: 10th to 23rd		\$86,000				
Bridge Street: 10th- 18th (WW?) zip/pave Ph1: 14th-18th + 16th Ph2: 10th-14th		\$70,000		\$55,000		
Kelly Ave improvements		X				
East 12th Street: Kelly to Dry Hollow- profile/pave (WD services/WWC cleanout)			\$180,000			
15th: Trevitt to Liberty Way - ?			\$86,480			
W 2nd Street Improvements: Webber to Snipes - profile/pave 1 lane (util proj doing other lane)			\$109,000		WWC phase 2?	
Court St: 5th to 10th Profile/pave (WD services?)				\$85,000		
E 14th: Quinton - Thompson (WD?) w/storm zip/pave b/4 Thompson LID					\$82,250	
E 12th: Kelly Ave, 500' west - 2" overlay					\$12,000	
E 13th: Washingto to Kelly - 2" overlay					\$55,379	
E 13th: Quinton - Thompson (WD?) profile/pave					\$82,000	
W 10th, Mt Hood to Walnut - amor seal					\$60,000	
Brentwood Drive: Col Dr to Summit (WD?)					\$30,000	\$52,000
Brewery Grade, 2nd to 9th - contract profile, in house pave (outside of roundabout)						\$72,000
9th, Brewery Gr to Quinton - utilities, contract profile, in house pave						\$66,000
Laughlin, 7th to 10th - profile, in house pave						\$40,000
E 14th: Riverview to Dry Hollow - Zip, base, pave in house 2018/19 \$50,000						→
E 15th, Oregon to Quinton - profile, in house pave \$23,000						→
E 12th: Thompson to Morton - Full reconstruction (LID?)					→	
Liberty Way: Scenic Dr to 16th - profile, pave in house (\$70K)					→	
Harris St: 9th - guardrail (consider WD/WWC needs) zip/pave				→	→	→
W 10th St, Union to Mt Hood - profile, in house pave (WW) 2018/19				→	→	→
Capital Project Subtotal	\$180,000	\$416,950	\$405,480	\$170,000	\$351,629	\$260,000
2008 FFCO pmt- PW relocation	\$60,444	\$59,853	\$59,223	\$59,538	\$59,774	\$59,931
Transfer to Fund 13	\$279,341	\$50,000	\$50,000			
Transfer to Fund 9	\$65,000	\$13,500	\$10,000	\$80,000	\$10,000	\$90,000
Debt Payment Subtotal	\$404,785	\$123,353	\$119,223	\$139,538	\$69,774	\$149,931
TOTALS	\$584,785	\$540,303	\$524,703	\$309,538	\$421,403	\$409,931

Fund 09: Public Works - Equipment Reserve

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
WWC Utility Pickup #41	\$43,000					
CCC pickup	\$20,000					
WD Mgr pickup	\$28,000					
Sweeper (\$250K new)	\$162,190	\$250,000				
WWTP Sludge Truck		\$175,000				
Excavator trailer (\$8000 new) (14000 #)		\$10,000				
Wicks #77 replacement		\$20,000				
Skid Steer & Trench grinder WWC		\$27,526	\$27,526	\$27,526	\$27,526	
Aqua Tech replacement			\$250,000			
Used Police SUV's (2@\$15,000)			\$30,000			
Street Pickup F550 4x4, sander, plow				\$69,945		
Watershed Patrol Pickup				\$34,000		
WWC Utility pickup #61				\$46,000		
Engineers SUV (#136)				\$25,000		
Small Excavator (#36)				\$61,000		
Snowcat Replacement	→	→	→			
Large Excavator					X	
5 yd dump truck (#24 or #35 out)-used						\$90,000
WD Utilitiy PU (#87)						X
Capital Project Subtotal	\$253,190	\$482,526	\$307,526	\$263,471	\$27,526	\$90,000
Asphalt Zipper pmt	\$26,547	\$26,547	\$26,547	\$0	\$0	\$0
Debt Payment Subtotal	\$26,547	\$26,547	\$26,547	\$0	\$0	\$0
Totals	\$279,737	\$509,073	\$334,073	\$263,471	\$27,526	\$90,000

Fund 13: Public Works - Transportation System Reserve

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
East 19th St re-construct Ph 1 : Lewis to MCMC Full Depth CTB - Ph 1 (\$400,000) O & M contract	\$334,640					
Transfer to Fund 37 (19th St extn)						
West 2nd St Improvements: Cherry Hts to Webber (Grant or w/ W Gateway project?) 2013/14 if Grant awarded, otherwise 2016/17		\$2,400,000			X if no grant	
2nd Street: Madison to Lincoln (sanitary?) 1 lane, 4" in-House paving, contract profiling		\$78,250				\$245,000
E Scenic Drive rebuild/pave:Jefferson East to Esther Way - FAU			\$1,000,000			
West 2nd/Cherry Heights Signal SDC's			\$350,000			
West 6th/Snipes Signal - STIP	Amend TSP to allow SDC's		STIP match	\$200,000		
W 6th widening, Snipes to Hostetler - STIP Total project - \$956,461				X		
W 6th Improvmts, Bi-Mart to Hostetler After Storm with development - STIP				X		
4th St Grade- repave/sw in-House paving, contract profiling				\$76,183		
E 10th: Union to Kelly (storm) profile/pave				\$110,000		
W 6th Chip Seal: Hostetler to City Limits					\$75,000	
Oakwood Drive to 14th connection (\$100,000)					→	→
Union St:profile/pave, curbs 4th to 14th (after Trevitt) (\$563,960)					→	→
Federal, 7th to 10th reconstruction w/curbs (\$152,000 O&M and contract)					→	→
Morton: 10th to Old Dufur Rd-LID (50% = \$82,250)				→	→	
9th: Morton to Richmond-LID (50% = \$205,000)				→	→	
Trevitt Street: 3rd Pl to 17th profile/pave (widen?) w/curbs (\$1.1M) - FAU Ph1: 3rd - 10th Ph2: 10th - 17th				→	→	Ph1
E 14th: Washington to Kelly - widen				→	→	
Totals	\$334,640	\$2,478,250	\$1,350,000	\$386,183	\$75,000	\$245,000

Fund 36: Public Works - LID Reserve

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
E 19th: Oakwood to Thompson - complete w/curbs,s/w, ADA ramps SDCs &/or LID + Fund 13 (gas tax)	Fund 37					
Clark Street: 10th to 11th gravel st policy, SW east side only		\$38,500				
1st St/Bargeway/Terminal - Full LID phase 2		\$1,100,628				
Thompson 10th to 19th - complete w/curbs, s/w, ADA ramps Full LID			\$1,100,000			
E 18th: Dry Hollow east to end of Brenner's Addn - Full LID				\$146,500		
Morton: 10th to Old Dufur Rd - Partial LID				\$82,250 (50%)		
E 9th: Morton to Richmond - Partial LID				\$205,000 (50%)		
Capital Project Subtotal	\$0	\$1,139,128	\$1,100,000	\$433,750	\$0	\$0
2009 FFCO pmt - W 1st St LID	\$149,527	\$149,527	\$149,527	\$149,527	\$149,527	
Debt Payment Subtotal	\$149,527	\$149,527	\$149,527	\$149,527	\$149,527	
Totals	\$149,527	\$1,288,655	\$1,249,527	\$583,277	\$149,527	\$0

Fund 51: Public Works - Water Fund

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
7th/8th: Pentland to Trevitt in-house	\$8,000					
16th/17th: Pentland to Trevitt 2" galv replacement, sep'n	Eng'ing					
Crow Creek Dam log boom	\$20,000					
Jordan Well, pull and inspect	\$45,000					
SCADA radio upgrade (1/2)	\$24,500					
Wicks NaOCl pumps	\$6,000					
Rock screen - 1/3	\$10,000					
Snow Plow for pickup - 1/2	\$3,000					
Re-hab Dewatering Well #6	\$60,000					
Bridge St 10th - 18th	Ph 1		Ph 2			
Richmond to 13th, upsize new water main to 12"		\$45,000				
Replace Filter Eff and BW meters		\$50,000				
Alley b/t 7th & 8th: Union to Liberty - 2" galv		X In-house				
Fluoride Vacuum Conveying System		\$20,000				
Wicks Filter Rm/Lab Floor/Counters		\$30,000				
Crow Creek Dam bridge In-house		\$20,000				
Wicks Road: chip seal		\$28,200				
Crow Cr Dam data system		\$20,000				
Mini-Valve Turner/vaccum system		\$48,000				
East 12th Kelly to Dry Hollow		X				
Brentwood Dr: Galv replacement		X In-house	X In-house			
11th & Thompson: 6" replacement West in-house			\$18,000			
East 11th and Thompson, East - 1½ galv			X In-house			
Alley b/t 7th and 8th: Pentland to Garrison - 2" galv separation?			X In-house			
Alley b/t E 12th & 13th: Court to Washington east - 2" galv			X In-house			
Wicks On-line Turbidimeters			\$10,000			
Alley b/t 9th & 10th: G to H Streets - 2" galv				X		
Wicks benchtop turbidimeter				\$5,000		
Wicks Intake SCADA enhancements				X		
Wicks Pump control SCADA enhancements				X		
E 13th: Quinton to Thompson				X		
Trevitt St: 3rd Place to West 17th 21 service renewals						Ph1
Capital Project Subtotal	\$176,500	\$261,200	\$28,000	\$5,000	\$0	\$0
2008 FFCO pmt - PW relocln	\$60,444	\$59,853	\$59,223	\$59,538	\$59,774	\$59,932
Transfer to Fund 53						
Transfer to Fund 9						
Debt Payment Subtotal	\$60,444	\$59,853	\$59,223	\$59,538	\$59,774	\$59,932
Totals	\$236,944	\$321,053	\$87,223	\$64,538	\$59,774	\$59,932

Fund 53: Public Works - Water Reserve

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
Dog River NEPA/Design	\$200,000					
2nd and Webber: 18" DIP upgrade (~200')	\$212,625					
Water Management & Conservation Plan	\$60,000					
Sorosis Reservoir Painting Int/Ext (\$671,346)			\$733,598			
Columbia View Res Painting Interior			\$327,818			
Wicks backwash discharge modifications			\$1,311,272			
Update Water Master Plan for UGB Expansion			\$100,000			
Wicks Washwater Tank Replacement			\$400,000			
Dog River Diversion Line Replacement					\$7,883,064	
3rd St LID water - TBD					\$697,040	
Port 18" Water Main: 1/2 cost					\$1,101,310	
E 14th St Water Service Renewal					X	
Lone Pine Well Enhancmts (2019/20)-\$1.26M						
Transmission Line Replcmt (2019/20)-\$10.05M						
Old Clearwell interior painting - 2020						
Replace Wicks Filter Bldg windows						
Crow Creek Dam Raise Permitting						
Crow Creek Dam Raise Construction						
Pump line: Jordan Well to Garrison Res.						
Cherry Hts, 13th to Sandstone: 6" loop \$550k						
Bond Issuance Costs			\$100,000		\$168,351	
Capital Project Subtotal	\$472,625	\$0	\$2,972,688	\$0	\$9,849,765	\$0
SDWRLF Loan	\$227,779	\$227,779	\$227,779	\$227,779	\$227,779	\$227,779
2009 FFCO pmt - W 1st St LID	\$33,119	\$33,783	\$33,096	\$32,581	\$33,039	\$33,451
Capital Construction Bond Payment	\$568,005	\$562,005	\$561,805	\$566,205	\$565,005	\$563,405
2014 Water Bond				\$166,665	\$166,665	\$166,665
2016 Water Bond (\$680,052 2019/20)						
Debt Payment Subtotal	\$828,903	\$823,567	\$822,680	\$993,230	\$992,488	\$991,300
Totals	\$1,301,528	\$823,567	\$3,795,368	\$993,230	\$10,842,253	\$991,300

Fund 55: Public Works - Wastewater Fund

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
12th & Mt Hood	\$19,525					
15th, Mt Hood to Bridge	\$20,000					
SCADA radio upgrade (1/2)	\$24,500					
Rock screen - 1/3	\$10,000					
Snow Plow for pickup - 1/2	\$3,000					
WWTP Composite sampler	\$5,000					
WWTP lab washer	\$7,000					
15th: Trevitt to Liberty Way (San.Storm)	X					
Bridge St.: 10th to 18th Ph1: 14th-18th Ph2: 10th- 14th in-house		\$40,000	\$40,000			
East 12th St: Kelly to Dry Hollow (ST?)		\$7,000				
Clark & 14th New main		\$17,000				
West 15th: Trevitt to Liberty M/H		\$7,000				
Alley b/t 10th & 11th: Jefferson to Kelly Ave sanitary			\$14,500			
10th St, Wash to Federal Storm			\$30,000			
Hostetler @ 6th Street - Stormlines				X		
13th St, Quinton to Thompson				X		
W 10th: Union to Mt Hood in-house				\$50,000	\$50,000	\$50,000
Remote Trench Compactor					\$35,000	
Morton St: Old Dufur Road to 9th Street Stormline						
Scenic Dr: Get CGCC off line over the hill				X		
Capital Project Subtotal	\$89,025	\$71,000	\$84,500	\$50,000	\$85,000	\$50,000
2008 FFCO pmt - PW relocn	\$60,444	\$59,853	\$59,223	\$59,538	\$59,775	\$59,932
Transfer to Fund 56						
Transfer to Fund 57						
Transfer to Fund 9						
Debt Payment Subtotal	\$60,444	\$59,853	\$59,223	\$59,538	\$59,775	\$59,932
Totals	\$149,469	\$130,853	\$143,723	\$109,538	\$144,775	\$109,932

Fund 56 : Public Works - Sewer Special Reserve Fund

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
Slipline Projects	\$373,493	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000
4th street grade - Sanitary sewer repairs		\$550,000				
W 6th St - South		\$290,000				
Scenic Dr: E 15th to 16th PL Sanitary w/Stab'n			\$500,000			
Wastewater and Storm Master Plan update - expanded UGB			\$140,000			
W 2nd, W end to Webber: St Storm/Sanitary: sanitary - \$833,000; storm - \$581,000			\$1,414,000			
6th Street Storm drainage ditch imprvmnts:				\$752,000		
Liberty to Pentland: 7th to 10th				Eng'ing	X	
14th St: Quinton to Thompson Stormline					\$467,570	
W 6th St -North					\$610,000	
Old Dufur Rd Storm System improvements: PH1 SDC's					\$1,359,000	
Old Dufur Rd Storm System imprvmnts: PH2					\$1,031,000	
2nd St, Taylor to Lincoln to Union- upsize interceptor					X	
3rd St LID - Sanitary and Storm					\$406,705	
3rd Place to Trevitt (Storm & San Main)					X	
Union St : 5th to 10th St sanitary					Eng'ing	X
Thompson: Storm system & Sanitary Upgrade						\$321,665
Trevitt Street: 3rd place to West 17th St						Ph1
E 14th St: Thompson to Morton Stormline - PH 2= \$955,000						\$955,000
Murray Addition Sanitary Sewer (\$1-2M Bond?)					→	→
Snipes Sanitary Sewer (\$250,000 Contract)					→	→
Westside Interceptor 15" San under I-84 upsize (\$390,000)					→	→
E 13th St North stormline system (\$2,065,000) Is this Richmond?	(shall we let Development construct this system as needed and focus on W 2nd storm system to alleviate flooding?)					
Capital Project Subtotal	\$373,493	\$1,240,000	\$2,454,000	\$1,152,000	\$4,274,275	\$1,676,665
2009 FFCO pmt - W 1st St LID	\$7,087	\$7,229	\$7,082	\$6,971	\$7,069	\$7,158
Debt Payment Subtotal	\$7,087	\$7,229	\$7,082	\$6,971	\$7,069	\$7,158
Totals	\$380,580	\$1,247,229	\$2,461,082	\$1,158,971	\$4,281,344	\$1,683,823

Fund 57 : Public Works - Plant Construction/Debt Service Reserve

Project Description	12/13	13/14	14/15	15/16	16/17	17/18
Meadows Lift Station replacement						
Jordan Lift Station replacement						
Dewatering building: mechanical dewatering and truck loading	\$0					
Chenoweth LS upsize	X					
Replace all three blowers	\$55,000					
Install 2nd Hycor unit	\$0					
Grinder Unit in front of Hycor	\$0					
Digester #2 conversion		\$345,000	\$345,000			
Astetics		\$52,500	\$157,500			
Influent PS		\$415,000	\$830,000	\$415,000		
Headworks		\$580,000	\$1,160,000	\$580,000		
8th St Lift Station replacement				\$340,000		
Cliff St Lift Station replacement					\$340,000	
2nd clarifier					\$448,000	\$895,000
GBT Addition					\$167,500	\$502,500
Storage Tank					\$230,000	\$460,000
Admin Building (2019)						
Aeration Basin (2019)						→
Capital Project Subtotal	\$55,000	\$1,392,500	\$2,147,500	\$1,335,000	\$1,185,500	\$1,857,500
Capital Construction Bond Payment	\$554,105	\$556,185	\$551,965	\$552,385	\$551,845	\$555,315
Debt Payment Subtotal	\$554,105	\$556,185	\$551,965	\$552,385	\$551,845	\$555,315
Totals	\$4,727,105	\$5,439,385	\$551,965	\$892,385	\$1,737,345	\$2,412,815



CITY of THE DALLES
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AGENDA STAFF REPORT CITY OF THE DALLES

MEETING DATE	AGENDA LOCATION	AGENDA REPORT #

TO: Honorable Mayor and City Council

FROM: Kate Mast, Finance Director

THRU: Nolan K. Young, City Manager *nyj*

DATE: January 29, 2013

ISSUE: Information on the City's Budget Schedule for 2013 and Pre-meeting Topics for Budget Committee Discussions.

BACKGROUND: The budgeting processes for municipalities and other districts are set by Department of Revenue Local Budget Law. The attached information is to assist the Council in planning a meeting of the City Budget Committee prior to the first "official" meeting under ORS 294.426.

If a Budget Committee pre-meeting is scheduled, we can provide more detailed information on Local Budget Law, the required processes, and the City's processes and policies at that time.

ATTACHMENTS:

1. City of The Dalles Budget Schedule (11/19/12) for the Budget Process for FY13/14.
2. Pre-meeting Topics for Budget Committee Discussions sheet developed by the Local Budget Law team at the Oregon Department of Revenue.

City of The Dalles
Budget Process for 2013-2014 Fiscal Year
Budget Schedule
as of November 19, 2012

<u>Activity</u>	<u>Date</u>
Budget Proposal Worksheets to Departments	January 1, 2013
Draft 5-year CIP submitted to City Manager	January 15, 2013
Budget discussions at City Council Goal Setting	FBA FEBRUARY 4, 2013
Budget Workshop with Committee (includes orientation of new members)	TBA
Budget preparation by individual departments	January 1 through February 20, 2013
Departmental budgets due in Finance Department (Copy to City Manager required)	February 21, 2013
Finance Director prep spreadsheets of Department Budgets	February 21 through March 12, 2013
First draft of balanced City budget to City Manager	March 13, 2013
City Manager review & discussion with Department Mangers	March 14 through April 1, 2013
Budget Narratives due in Finance Department	April 2, 2013
City Manager's Proposed Budget to Finance Director	April 2, 2013
Finance Director/City Manager Finance Review	April 2 through April 9, 2013
Publish First Notice of Budget Committee Meeting (not more than 30 days prior to the meeting -- documents available to public same day as planned distribution to Cmte)	April 7, 2013 (Sunday -- submit by Wed)
Post on Website second notice of Budget Committee Meeting (same notice as published posted on City Website continually until after Budget Meetings are over)	April 8, 2013 (Monday after Published)
Budget Summary to City Manager (expenses categories)	April 9, 2013
Finance Department prepare Budget Books	April 10 through April 16, 2013
Distribute Budget Draft to Budget Committee	April 17, 2013
Budget Committee meetings	April 29 through May 3, 2013
Final Approved budget to Finance Department	May 7, 2013
Final Budget complete for publishing	May 15, 2013
Publish notice of Budget Hearing & LB Forms (not less than 5 or more than 30 days prior to hearing)	May 26, 2013 (Sunday -- submit by Wed)
Budget Hearing at regular City Council meeting	June 10, 2013
Budget Adoption at regular City Council meeting	June 10 or June 24, 2013
Deliver required budget & LB 50 documents to County	July 15, 2013

NOTE: Urban Renewal will follow this same schedule with the meetings and hearings following the City Council meetings on the same evenings.

Pre-meeting Topics for Budget Committee Discussions

We are sometimes asked whether the budget committee can be called together for “preliminary” discussions prior to their first “official” meeting under ORS 294.426 at which the budget message is delivered and for which notice must be published.

Following is a list of the types or topics of discussion that can be conducted prior to that first official meeting:

- Training on the budget committee process, calendar, expectations for committee members, etc.
- Committee members’ preferences for ground rules, rules of order, conduct of meetings, voting / reaching consensus, fact finding process, etc.
- Orientation on the organization and its various departments, programs, staffing, etc., and on the activities or services provided by each.
- Orientation on the budget document, the fund structure and the types of activities or programs and expenditures made from each fund in the budget.
- General discussion of vision and goals, spending priorities, or philosophy on how to allocate scarce resources or make trade-off decisions as to which programs get funded and which don’t.
- General economic projections by the finance officer of possible changes in resources or requirements expected next year.
- Any and all discussion of the current year budget or prior year budgets, including what, in general, might be done differently next year.

What cannot be discussed before the formally “noticed” meeting?

ORS 294.426(6): “The budget committee may not deliberate on the budget document as a body before the first meeting.” So, we recommend that you do not talk about:

- Specific estimates or appropriation amounts associated with any fund or line item, resource or requirement.
- The question of whether to fund specific programs or expenditures.
- The question of whether to impose any tax levy, or the amount of any levy.