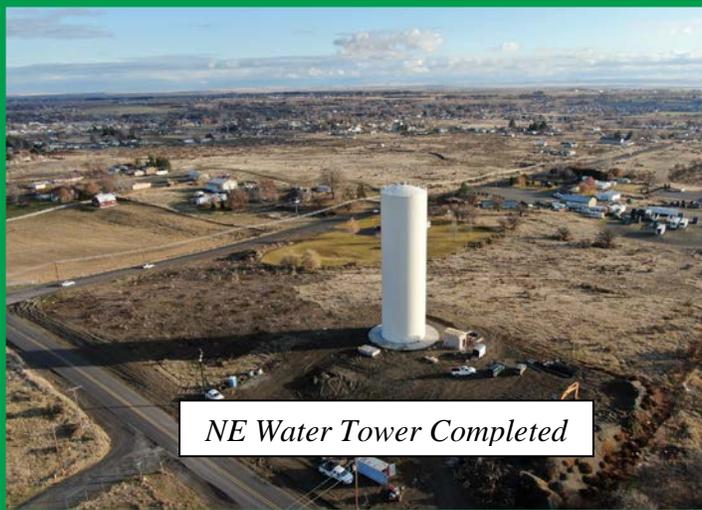


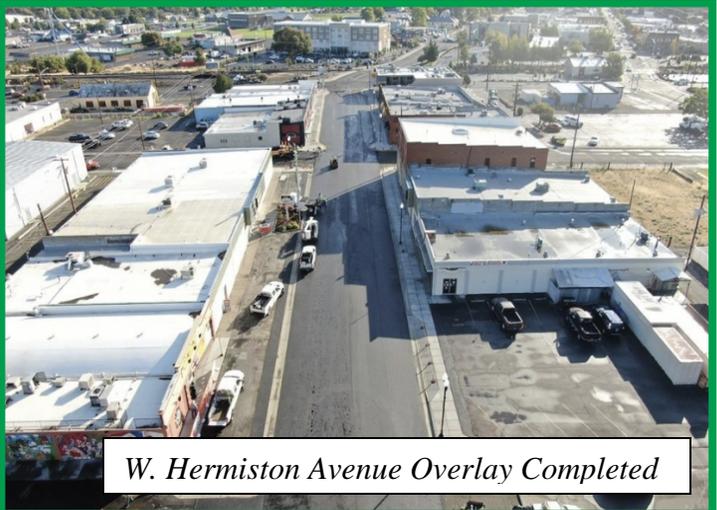
HERMISTON™

OREGON

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NE Water Tower Completed



W. Hermiston Avenue Overlay Completed



Future Theater Park Subdivision

Adopted Municipal Budget Fiscal Year 2020-2021

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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.....	David McCarthy
Councilor.....	Jackie C. Myers
Councilor.....	Doug Primmer
Councilor.....	Douglas T. Smith

Budget Committee Citizen Members (Council Appointed)

John Douglass	Brian Misner
Jonathan Edwards	Jessica Narain
Joanna Hayden	Joshua Roberts
Jackie Linton	Anton Wanous
Jason McAndrew	

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 Manager.....	Mollie Croisan

VISION AND VALUES



Where Life is Sweet

Our Vision

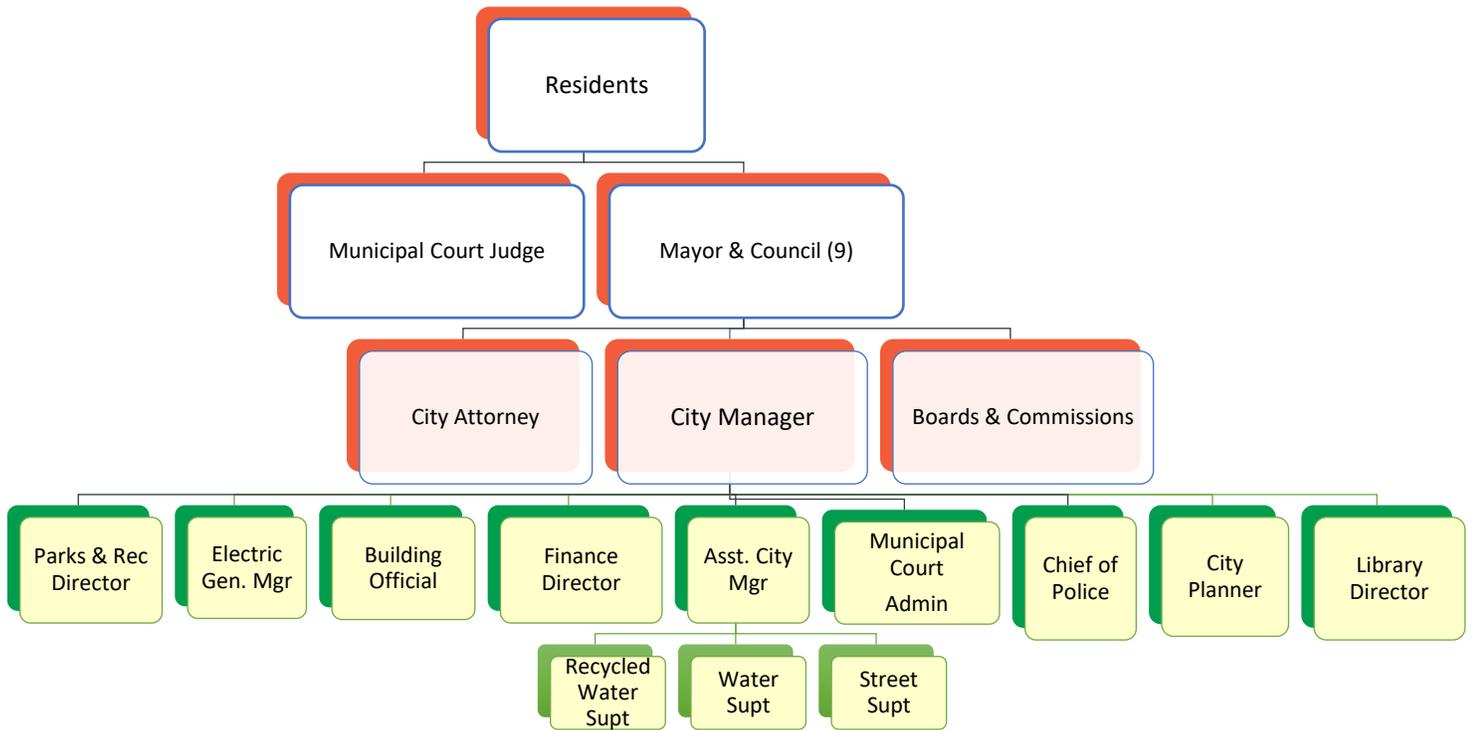
The City of Hermiston aspires to support an excellent community. We strive to provide courageous leadership to create an inclusive community while providing an affordable, livable and growing economy.

Our Values

Strong Work Ethic
Inclusiveness
Integrity

Generosity
Excellence
People

ORGANIZATION CHART

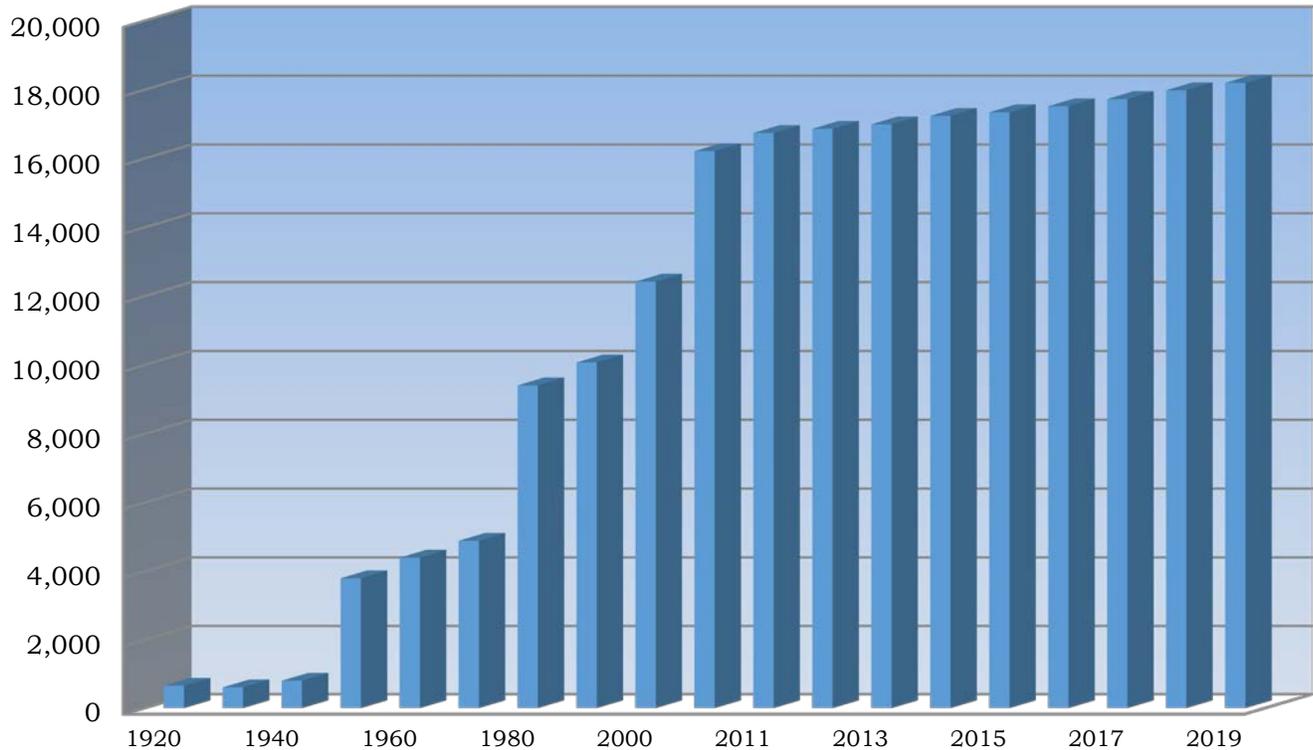


CITY PROFILE

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 2019, Hermiston continued to grow as the largest city in Eastern Oregon, with a population of 18,415. The city projects a growth rate of 2% each year for the next 20 years.

Population
18,415



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, 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

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



Where Life is Sweet

May 4, 2020

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

It is my honor to present the City of Hermiston's FY2020-21 Proposed Budget. The proposed budget and the budget document are the result of hard work from the city's leadership team and their employees. This hard work was done in the midst of the COVID-19 restrictions and is another testament to me of our employee's talent and dedication.

Introduction

The FY2020-21 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 work to make the budget and the budget process more transparent and easier to understand.

In January 2020 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 FY2020-21. The vision statement and values are included in this document and many appropriation recommendations are specifically targeted to address the goals established in that process.

As we have all been experiencing the impacts of COVID-19 on our daily lives, we now acknowledge that there will also be some impact on our City budget. Unfortunately, there is no textbook to predict what that impact will be. We are for the most part budgeting for a status quo year in FY2020-21. The one area that we know will be impacted the most is the Transient Room Tax (TRT). We have adjusted those numbers down somewhat from past years. If the financial impact of the virus continues for a substantial amount of time other impacts will occur and adjustments will be made as needed. One of the areas that has already been hit hard has been parks and recreation programs and rentals. Luckily, when those revenues don't come in we also don't have the costs to provide those programs. City staff will be extra vigilant this coming year and will make adjustments as we see any impacts to revenue.

PERS

As we highlighted last year PERS continues to eat up a larger and larger share of the City's budget. This proposed budget is the second year of the State of Oregon's biennium. This time factor in addition to the changes implemented from SB1049 make the percentage increase less impactful. However, the havoc COVID-19 is having on the stock market will impact the next rate increases implemented by PERS. Because of this uncertainty for our operations, we are not proposing any set aside at this point, but are recommending that the City plan to set aside funds from the upcoming Amazon Web Services enterprise zone fee payments to be allocated to buying down some of our unfunded liability.

Discussion

The FY2020-21 budget continues and upholds the City's adopted policies. The all funds budget is \$57,310,540, which is approximately \$0.7 million larger or 1.2% higher than the FY2019-20 budget. Each of the individual funds fluctuates each year in different directions so this increase is in a number of different funds. The major contributor is the addition of enterprise zone revenues to the budget.

The FY2020-21 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 15% (\$2,000,000) below FY2019-20. This increase is primarily caused by a change in budgeting methodology. In the past the city has allocated general fund overhead costs to the enterprise funds (streets, utilities, HES, etc.) by allocating individual salaries or portions of salaries to those funds. Since coming here I have wanted to change this practice and this past year we have done that through setting up a Cost Allocation Method. Now all costs utilized by the enterprise funds are factored into the costs they are paying, like utilities, building costs and a more accurate reflection of the time each department takes in the form of administrative resources. This caused all of the payroll costs that had resided in the enterprise funds to be brought back to the general fund and then each fund pays a fee back to the general fund.

The following general fund items are of particular note:

Parks and Recreation

This proposed budget has necessary funds to match the available state grants to construct the skate park (Teen Adventure Park) depending on how much we are awarded.

Police

In the police department, we have added an additional School Resource Officer (SRO) and an additional Records Clerk. The SRO costs are paid 75% by the school district. It is a great partnership with the schools. This addition will allow an officer to be assigned purely to the high school and then one to the two middle schools and then one to the five elementary schools.

Overall/General

We are continuing to budget the funds to enhance our outreach efforts through a contract with PAC/West. So far it has worked very well for us.

Utility Fund

- The implementation of the Capital Improvement Plan (CIP) for both water and recycled water continues successfully. The following projects are proposed to be completed under this proposed budget:
 - Water Department
 - Leak Detection
 - W. Ridgeway Water Line Replacement
 - Well 6 Back-up Generator
 - Recycled Water Department
 - 7th Street Manhole Replacement
 - Lift Station #1 Upgrades
 - Sewer Collection System Evaluation
 - 7th Street Sewer Upgrade (Bottleneck Phase 2 and 3)

Street Fund

- Implementation of the streets Capital Improvement Plan (CIP) is going well. FY2020-21 is going to be a year to save up funds for larger projects later down the road. We are also unsure how state gas tax revenues will hold up if the COVID-19 impacts last further into the summer. The only two planned projects are limited to design as follows:
 - Limited design work on Geer and Harper Intersection
 - Possibly some initial design work on North 1st Place depending on conversations with ODOT.

Hermiston Energy Services (HES) Fund

The HES budget presented is a status quo budget. We plan to talk with the council in the fall of 2020 about rate impacts that need to be addressed.

Transient Room Tax (TRT) Fund

This fund is the one we anticipate the most impact from COVID-19 and we have lowered expenses in this area to match anticipated revenue reductions.

Regional Water Fund

- We anticipate that this fund will show more activity at the end of FY2020-21 as Amazon Web Services (AWS) begins work on bringing water to their newly acquired Feedville Road site. We don't have many of the details from AWS yet and so have not budgeted any specifics.
- We are closely monitoring revenues in this fund as we plan to meet with the users early in FY2020-21 and discuss the sufficiency of the current rate structure.

Enterprise Zone Project Fund

This fund will receive all of the funds from our Enterprise Zone Agreements (Lamb Weston, Amazon). We will then use the funds as necessary to pay for projects out of that fund.

Eastern Oregon Trade and Event Center (EOTEC) Fund

This is one of the areas we know will be impacted and yet we don't know exactly how. We are using estimates from Venuworks to formulate this budget.

Reserve Fund

The following items are included in the reserve fund:

- Items explained earlier under the utility fund.
- Community Enhancement fund contribution
- Funland Park expenses will be coming out of this fund.

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 FY2020-21 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 2020-21 budget calendar (abbreviated) is as follows:

January	City Council meets with City Manager and department heads to set goals for 2020-21 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, as well as 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 with fund accounting.

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 statues 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 has 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. GREATER-HERMISTON ENTERPRISE ZONE PROJECT FUND (23): This fund is used to accumulate fee revenue received through multi-year GHEZ (Greater Hermiston Enterprise Zone) agreements with businesses locating in the GHEZ. This fund allows for the accumulation of resources to accomplish the economic and community development goals of the Sponsors.
18. 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.
19. 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.
20. 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.
21. 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.
22. 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.
23. 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 prepares a Comprehensive Annual Financial Report (CAFR) and annually submits 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 are distributed to the City Manager and City Council.
- 4) A system of internal controls and procedures is 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 maintains accounting records by fund. Per GAAP, proprietary funds will use the accrual basis of accounting and government funds use the modified accrual basis of accounting. Changes in the basis of accounting is explained in the budget message for the year in which the change is planned.
- 6) In accordance with Oregon Administrative Rules, the City has 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 is provided in the financial statements and bond representations.

CONSOLIDATED REVENUES AND EXPENDITURES BY FUND

REVENUES BY FUND

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Received	Received	Budget	Proposed	Approved	Adopted
GO/FF&C Bonded Debt	2,198,148	690,009	695,620	692,200	692,200	692,200
General	13,778,814	15,410,119	13,125,208	15,139,820	15,139,820	15,139,820
State Tax Street	1,965,073	1,978,596	2,370,745	2,209,155	2,209,155	2,209,155
Transient Room Tax	1,055,465	1,085,171	1,093,570	831,050	831,050	831,050
Utility	6,896,576	8,240,564	9,996,658	10,101,275	10,101,275	10,101,275
Recreation Special Revenue	68,000	45,000	28,500	-	-	-
Reserve	7,937,933	10,012,734	13,591,845	12,430,850	12,430,850	12,430,850
Municipal Court Special Revenue	214,967	180,424	-	-	-	-
Miscellaneous Special Revenue	502,034	97,201	306,700	255,000	255,000	255,000
Community Center	255,291	-	2,373	-	-	-
Hermiston Energy Services	12,308,128	11,836,841	11,448,770	11,142,265	11,142,265	11,142,265
Regional Water	2,530,641	2,491,943	1,308,725	1,477,000	1,477,000	1,477,000
Christmas Express	39,914	38,786	40,000	40,000	40,000	40,000
Law Enforcement Special Revenue	102,091	103,377	107,900	99,125	99,125	99,125
Library Special Revenue	53,939	73,521	112,600	43,800	43,800	43,800
Revenue Bonds Debt Service Fund	1,826,676	-	-	-	-	-
EOTEC Operations	295,059	975,284	976,812	659,000	659,000	659,000
Enterprise Zone Project Fund	-	-	-	2,000,000	2,000,000	2,000,000
Harkenrider Center Const Fund	2,392,812	57,932	68,185	-	-	-
2016 FF & C Oblig-Electric	3,764,770	2,047,865	1,350,000	165,000	165,000	165,000
2017 FF & C Oblig- Sewer/Water	3,219,301	1,438,993	1,488	-	-	-
2017 FF & C Oblig- HURA	1,524,588	648	-	25,000	25,000	25,000
2017 FF & C Oblig- TPA	-	-	832	-	-	-
TOTAL	62,930,219	56,805,006	56,626,531	57,310,540	57,310,540	57,310,540

EXPENDITURES BY FUND

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
GO/FF&C Bonded Debt	2,021,511	517,059	695,620	692,200	692,200	692,200
General	11,229,538	12,009,683	13,125,208	15,139,820	15,139,820	15,139,820
State Tax Street	1,524,688	1,144,770	2,370,745	2,209,155	2,209,155	2,209,155
Transient Room Tax	895,038	1,032,124	1,093,570	831,050	831,050	831,050
Utility	6,065,920	6,621,403	9,996,658	10,101,275	10,101,275	10,101,275
Recreation Special Revenue	5,000	45,000	28,500	-	-	-
Reserve	2,969,770	4,317,642	13,591,845	12,430,850	12,430,850	12,430,850
Municipal Court Special Revenue	193,529	156,906	-	-	-	-
Miscellaneous Special Revenue	492,295	78,464	306,700	255,000	255,000	255,000
Community Center	234,734	-	2,373	-	-	-
Hermiston Energy Services	10,218,013	9,380,872	11,448,770	11,142,265	11,142,265	11,142,265
Regional Water	1,991,564	1,815,672	1,308,725	1,477,000	1,477,000	1,477,000
Christmas Express	14,458	16,360	40,000	40,000	40,000	40,000
Law Enforcement Special Revenue	26,173	28,978	107,900	99,125	99,125	99,125
Library Special Revenue	3,009	4,885	112,600	43,800	43,800	43,800
Revenue Bonds Debt Service Fund	1,826,676	-	-	-	-	-
EOTEC Operations	230,033	916,021	976,812	659,000	659,000	659,000
Enterprise Zone Project Fund	-	-	-	2,000,000	2,000,000	2,000,000
Harkenrider Center Const Fund	2,132,730	22,424	68,185	-	-	-
2016 FF & C Oblig-Electric	2,217,756	890,429	1,350,000	165,000	165,000	165,000
2017 FF & C Oblig- Sewer/Water	719,101	1,221,660	1,488	-	-	-
2017 FF & C Oblig- HURA	1,500,000	-	-	25,000	25,000	25,000
2017 FF & C Oblig- TPA	-	-	832	-	-	-
TOTAL	46,511,537	40,220,351	56,626,531	57,310,540	57,310,540	57,310,540

CONSOLIDATED REVENUES AND EXPENDITURES BY CATEGORY

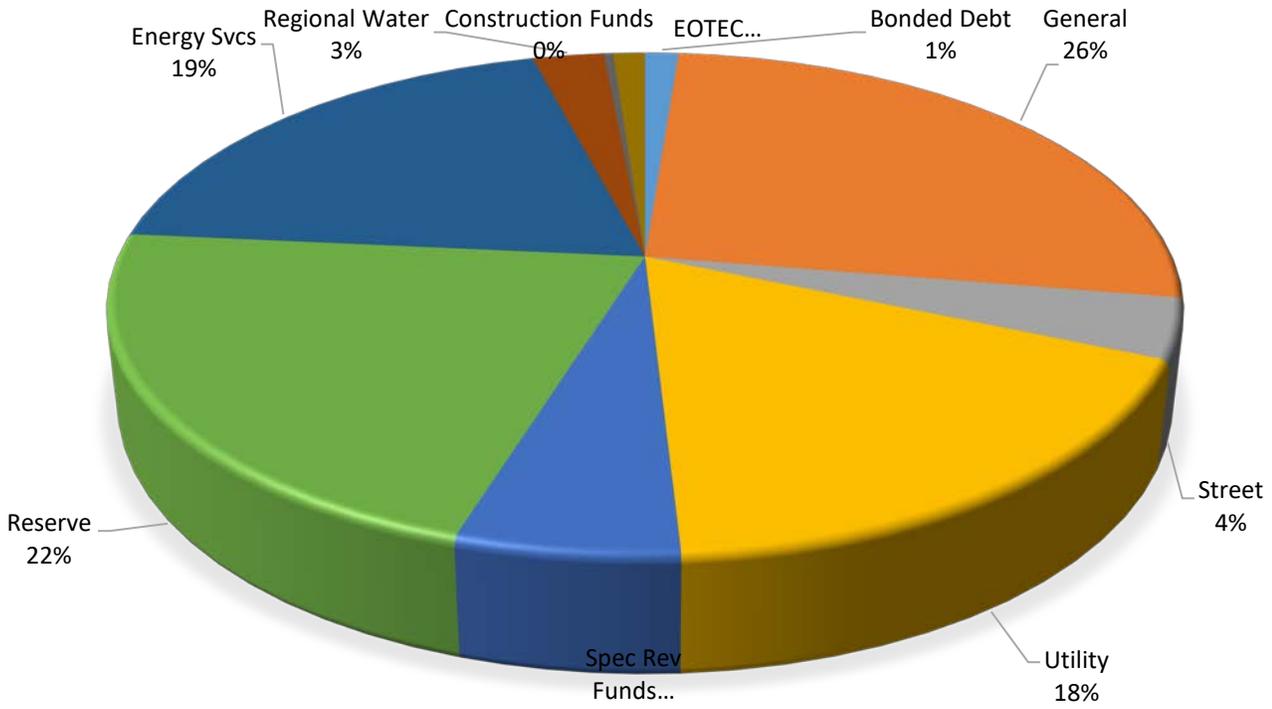
REVENUES BY CATEGORY

REVENUES	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Property Taxes	5,801,387	6,011,862	6,206,400	6,311,700	6,311,700	6,311,700
Local Assessments	1,747	-	-	-	-	-
Licenses & Franchises	1,094,565	1,366,781	1,293,170	1,292,170	1,292,170	1,292,170
Fines & Penalties	644,247	509,026	530,000	394,000	394,000	394,000
Interest Earnings	182,565	432,519	63,000	37,000	37,000	37,000
From Other Agencies	5,013,567	3,167,997	2,514,162	4,521,370	4,521,370	4,521,370
Service Charges	3,690,627	4,466,216	4,290,330	3,965,260	3,965,260	3,965,260
Non-Revenue Receipts	310,285	2,194,197	4,709,167	1,475,624	1,475,624	1,475,624
Miscellaneous Revenues	1,397,625	1,269,349	494,179	533,094	533,094	533,094
Sanitary Sewer Service	2,587,955	3,504,177	4,716,500	4,717,000	4,717,000	4,717,000
Water Service	3,225,534	3,845,720	4,567,215	4,567,215	4,567,215	4,567,215
Energy Service	8,854,864	9,105,483	8,863,145	9,079,367	9,079,367	9,079,367
Transfer From Other Funds	6,485,101	3,052,825	4,625,222	7,589,208	7,589,208	7,589,208
Cash Forward	23,640,150	17,878,854	13,754,041	12,827,532	12,827,532	12,827,532
TOTAL	62,930,219	56,805,006	56,626,531	57,310,540	57,310,540	57,310,540

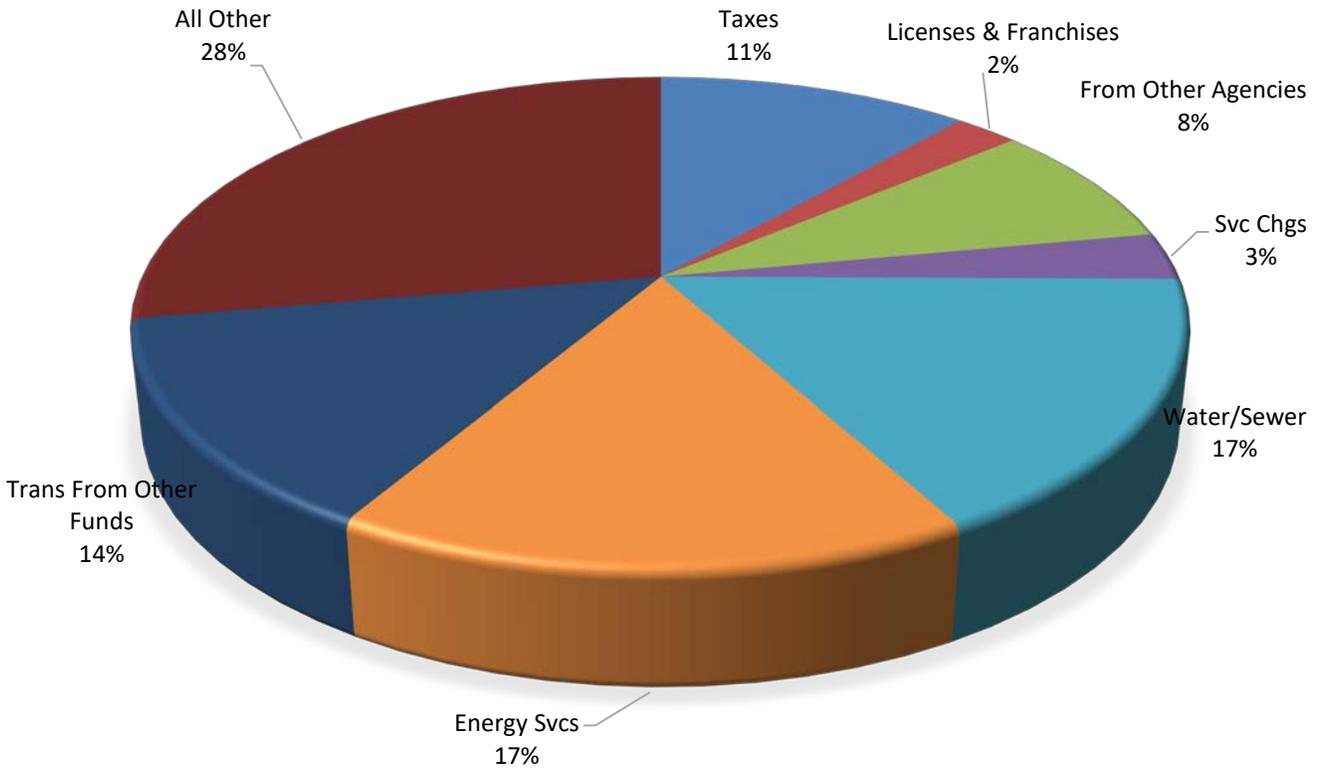
EXPENDITURES BY CATEGORY

EXPENDITURES	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Personnel Services	10,327,956	11,386,363	12,681,992	13,412,070	13,412,070	13,412,070
Materials & Services	15,155,074	15,643,003	17,077,498	16,479,138	16,479,138	16,479,138
Capital Outlay	10,495,200	5,954,110	12,484,795	8,787,980	8,787,980	8,787,980
Transfers:	-	-	-	-	-	-
Bonded Debt	3,432,789	196,634	203,219	208,819	208,819	208,819
General Fund	743,274	525,578	750,883	1,347,680	1,347,680	1,347,680
Street Fund	60,000	-	-	39,453	39,453	39,453
Recreation Special Revenue	-	-	-	-	-	-
Reserve	1,919,828	1,637,483	2,717,300	3,948,256	3,948,256	3,948,256
Misc Special Revenue Fund	-	-	-	-	-	-
Community Center Fund	90,965	-	-	-	-	-
Law Enforcement Special Revenue	13,015	11,632	15,000	-	-	-
Utility Fund	80,000	-	1,488	450,000	450,000	450,000
HES Fund	4,000	450,000	700,000	500,000	500,000	500,000
Regional Water	8,000	-	-	-	-	-
Sr Ctr Const Fund	37,000	-	-	-	-	-
EOTEC Operations	96,230	231,498	237,332	95,000	95,000	95,000
FF&C Water/Sewer	-	-	-	-	-	-
Debt Service	3,863,187	4,037,813	4,026,475	4,208,498	4,208,498	4,208,498
Special Payments	185,018	146,238	196,000	221,000	221,000	221,000
Contingency	-	-	4,733,631	6,296,671	6,296,671	6,296,671
Unappropriated Balance	-	-	800,918	1,315,975	1,315,975	1,315,975
TOTAL	46,511,537	40,220,351	56,626,531	57,310,540	57,310,540	57,310,540

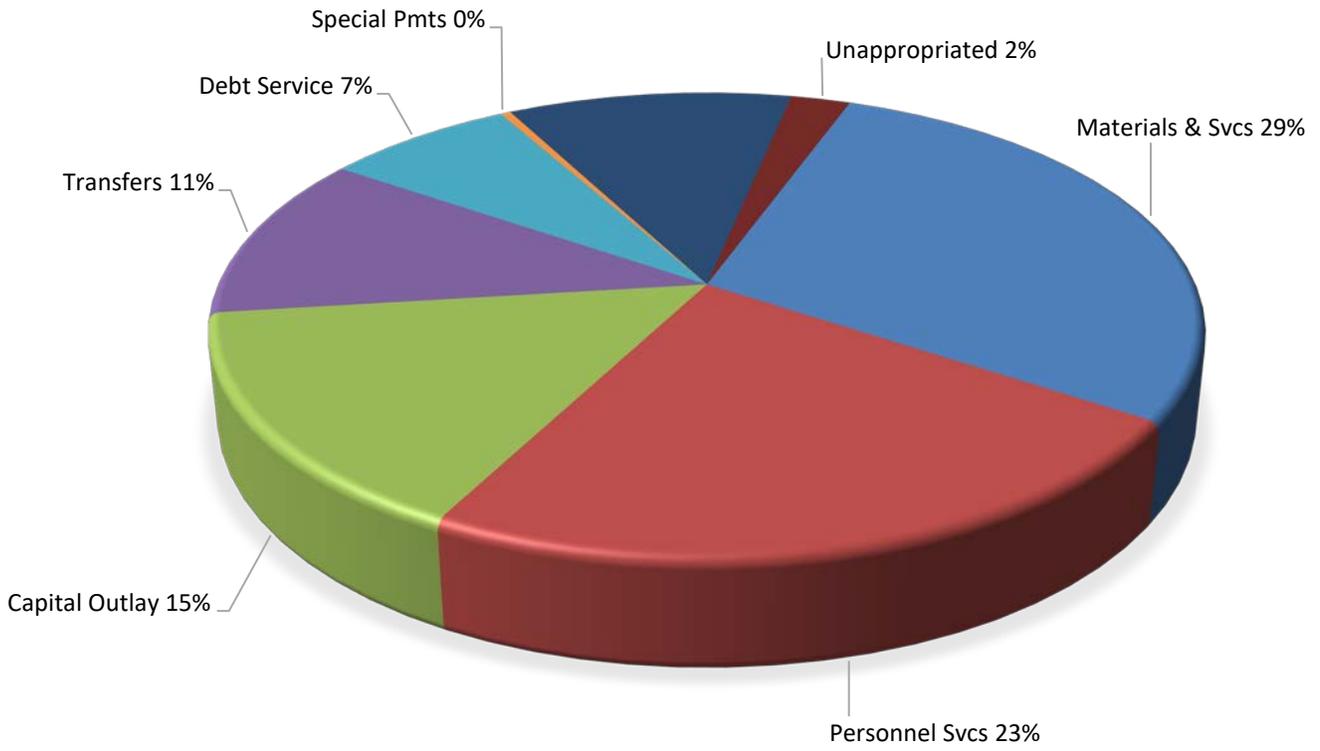
REVENUES BY FUND CHART



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	5,588,854	0.3444	329,430	5,918,284	17,985
2018-19	999,411,597	6.0860	5,777,329	.03240	320,581	6,097,910	18,200
2019-20	1,055,903,439	6.0860	6,143,220	0.3029	316,722	6,459,942	18,415

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 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 Manager	0.00	0.00	0.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Planner	1.00	1.00	1.00	1.00	1.00	1.00
Executive Secretary/Recorder	0.75	0.75	0.75	1.00	1.00	1.00
HR Specialist	0.00	0.00	0.00	1.00	1.00	1.00
General Clerical	0.50	1.00	1.00	1.00	1.00	1.00
Code Enforcement	0.00	0.00	0.00	1.00	1.00	1.00
Total FTE	3.25	3.75	3.75	7.00	7.00	7.00
<u>Finance</u>						
Finance Director	0.10	0.10	0.10	1.00	1.00	1.00
Financial Analyst	0.00	0.00	0.00	1.00	1.00	1.00
Customer Service	0.00	0.00	0.00	1.00	1.00	1.00
Customer Service	0.00	0.00	0.00	1.00	1.00	1.00
Accounting Tech	0.42	0.42	0.42	1.00	1.00	1.00
Executive Secretary/City Recorder	0.25	0.25	0.25	0.00	0.00	0.00
HR Specialist	0.25	0.25	0.25	0.00	0.00	0.00
Total FTE	1.02	1.02	1.02	5.00	5.00	5.00
<u>Court</u>						
Municipal Judge (.33 FTE)	0.33	0.33	0.33	0.33	0.33	0.33
Court Manager	0.00	0.00	0.00	1.00	1.00	1.00
Court Clerk	1.00	1.00	1.00	2.00	2.00	2.00
Court Administrator	1.00	1.00	1.00	0.00	0.00	0.00
Deputy clerk	1.00	1.00	1.00	0.00	0.00	0.00
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	1.00	1.00	1.00
Permit Technician II	0.34	0.34	0.00	0.00	0.00	0.00
Total FTE	2.84	2.84	2.84	3.50	3.50	3.50
<u>Parks</u>						
Park Manager	0.00	1.00	1.00	1.00	1.00	1.00
Park Maintenance	0.00	1.50	1.50	1.50	1.50	1.50
Park Facility- Lead Worker	2.00	2.00	1.75	1.75	1.75	1.75
Seasonal Maintenance (2.5 FTE)	2.50	1.50	1.50	1.50	1.50	1.50
Total FTE	4.50	6.00	5.75	5.75	5.75	5.75

2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
Actual	Actual	Actual	Proposed	Approved	Adopted

Parks/ Utility Landscaping

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

Municipal Pool

Recreation Supervisor	0.34	0.25	0.25	0.25	0.25	0.25
Recreation Coordinator	0.00	0.25	0.25	0.25	0.25	0.25
Park Facility- Lead	0.00	0.00	0.25	0.25	0.25	0.25
Swim Pool (10FTE)	10.25	10.00	10.00	10.00	10.00	10.00
Total FTE	10.59	10.50	10.75	10.75	10.75	10.75

Municipal Buildings

Buildings Supervisor	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

Library

Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Library Director	0.00	1.00	1.00	1.00	1.00	1.00
Librarian III	1.00	0.00	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	2.50	2.50	2.50
Library Assistants (6.5 FTE)	4.55	4.55	5.00	3.50	3.50	3.50
Total FTE	8.55	8.55	9.00	9.00	9.00	9.00

Recreation

Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	0.66	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	0.00	1.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.00	0.75	0.75	0.75	0.75	0.75
Summer Park Program (5 FTE)	6.75	5.00	5.00	5.00	5.00	5.00
Total FTE	9.41	8.50	8.50	8.50	8.50	8.50

Community Center

Recreation Coordinator	0.00	0.75	0.75	0.75	0.75	0.75
Total FTE	0.00	0.75	0.75	0.75	0.75	0.75

Harkenrider Center

Sr. General Clerical	0.00	0.25	0.25	0.25	0.25	0.25
Total FTE	0.00	0.25	0.25	0.25	0.25	0.25

2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 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	1.00	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	3.00	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	9.00	9.00	9.00	9.00	9.00	9.00
Patrol Corporal	5.00	5.00	5.00	5.00	5.00	5.00
School Resource Officer	2.00	2.00	2.00	3.00	3.00	3.00
Records Specialists	0.00	0.00	2.00	3.00	3.00	3.00
Code Enforcement Officer	0.50	1.00	1.00	0.00	0.00	0.00
Senior General Clerical	2.00	2.00	0.00	0.00	0.00	0.00
Total FTE	30.50	31.00	31.00	32.00	32.00	32.00

State Tax Street Fund

Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic/Municipal Svc. Worker	1.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker II	1.00	1.00	2.00	2.00	2.00	2.00
Municipal Worker I	2.00	2.50	1.50	1.50	1.50	1.50
Municipal Worker (Part-time FTE 1)	1.14	1.14	1.14	1.14	1.14	1.14
Permit Tech II	0.33	0.00	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.33	0.33	0.00	0.00	0.00
HR Specialist	0.04	0.04	0.04	0.00	0.00	0.00
Accounting Tech	0.18	0.18	0.18	0.00	0.00	0.00
Total FTE	6.69	7.19	7.19	6.64	6.64	6.64

Disposal Plant Maintenance

Recycled Water Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.50	1.50	1.50	1.00	1.00	1.00
Municipal Worker II	0.00	0.00	0.00	0.50	0.50	0.50
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 III	1.00	2.00	2.00	2.00	2.00	2.00
Recycled Water Worker I	1.00	3.50	3.50	3.00	3.00	3.00
City Manager	0.38	0.38	0.38	0.00	0.00	0.00
Finance Director	0.42	0.42	0.42	0.00	0.00	0.00
HR Specialist	0.35	0.35	0.35	0.00	0.00	0.00
Accounting Tech	0.20	0.20	0.20	0.00	0.00	0.00
Recycled Water Worker IV	1.00	0.00	0.00	0.00	0.00	0.00
Recycled Water Worker II	2.00	0.00	0.00	0.00	0.00	0.00
Total FTE	10.85	11.35	11.35	9.50	9.50	9.50

2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
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Water Production & Maintenance

Water Superintendent	0.75	0.75	0.75	0.75	0.75	0.75
Water Utility Worker II	5.00	5.00	5.00	5.00	5.00	5.00
Meter Tech	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.38	0.38	0.38	0.00	0.00	0.00
Finance Director	0.42	0.42	0.42	0.00	0.00	0.00
HR Specialist	0.35	0.35	0.35	0.00	0.00	0.00
Permit Technician II	0.33	0.00	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.33	0.33	0.00	0.00	0.00
Senior General Clerical	1.50	1.50	1.50	0.00	0.00	0.00
Accounting Tech	0.20	0.20	0.20	0.00	0.00	0.00
Total FTE	9.93	9.93	9.93	6.75	6.75	6.75

Regional Water

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

Hermiston Energy Services

Electric General Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.25	0.24	0.24	0.00	0.00	0.00
Finance Director	0.06	0.06	0.06	0.00	0.00	0.00
HR Specialist	0.01	0.01	0.01	0.00	0.00	0.00
Financial Analyst	0.00	0.00	1.00	0.00	0.00	0.00
Accounting Assistant	1.00	1.00	0.00	0.00	0.00	0.00
Total FTE	2.32	2.31	2.31	1.00	1.00	1.00

Grand Total	116.03	119.52	119.97	121.97	121.97	121.97
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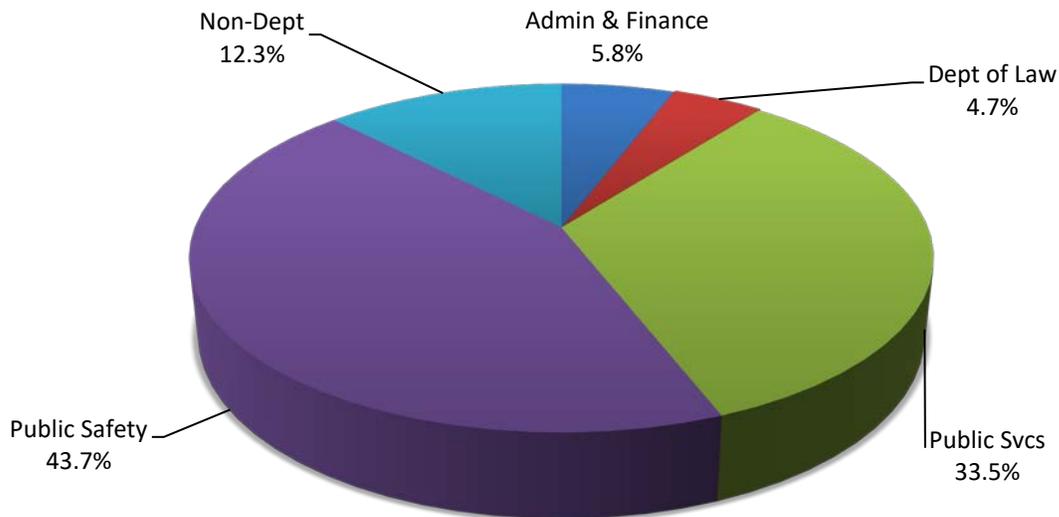
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GENERAL FUND

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 | |

2020-21 General Fund Appropriations



<u>Expenditures</u>	<u>Proposed</u>
Admin & Finance	1,779,875
Dept of Law	977,640
Public Svcs	4,737,560
Public Safety	5,840,585
Non-Dept	<u>1,804,160</u>
Total	15,139,820

GENERAL FUND RESOURCES

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PROPERTY TAXES	5,315,508	5,500,556	5,755,000	5,845,900	5,845,900	5,845,900
DELINQUENT TAXES	116,242	147,931	110,000	150,000	150,000	150,000
PROPERTY TAX COMP LOSS OFFSE	50,000	50,000	25,000	-	-	-
PROPERTY TAXES	5,481,750	5,698,487	5,890,000	5,995,900	5,995,900	5,995,900
H E S IN LIEU OF TAXES	559,891	618,081	612,370	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	271,888	304,388	275,000	275,000	275,000	275,000
NATURAL GAS FRANCHISE	111,129	140,672	105,000	105,000	105,000	105,000
EO TELECOM FRANCHISE	14,598	15,691	16,000	16,000	16,000	16,000
CENTURY LINK TELE FRANCHISE	23,636	15,794	16,000	16,000	16,000	16,000
CHARTER FRANCHISE	95,478	249,666	250,000	250,000	250,000	250,000
MISC. FRANCHISES	10,040	13,944	10,000	10,000	10,000	10,000
TAXI FRANCHISE	-	-	-	-	-	-
MOBILE VENDOR LICENSE	1,500	1,500	3,000	2,000	2,000	2,000
DOG LICENSE & BOARD	3,195	3,805	2,500	2,500	2,500	2,500
LIQUOR PERMIT LICENSE	710	740	800	800	800	800
LICENSES & FRANCHISES	1,094,565	1,366,781	1,293,170	1,292,170	1,292,170	1,292,170
FINES	450,006	350,087	350,000	200,000	200,000	200,000
FINES & PENALTIES	450,006	350,087	350,000	200,000	200,000	200,000
INTEREST ON INVESTMENTS	5,199	96,409	35,000	35,000	35,000	35,000
INTEREST	5,199	96,409	35,000	35,000	35,000	35,000
LIQUOR APPORTIONMENT	285,140	301,789	275,000	365,000	365,000	365,000
MARIJUANA APPORTIONMENT	52,767	-	-	-	-	-
CIGARETTE TAX	22,023	20,798	20,000	21,000	21,000	21,000
COMMUNITY GRANTS	5,000	-	-	-	-	-
SUMMER LUNCH PROG GRANT-FE	33,894	23,351	30,000	30,000	30,000	30,000
SUMMER LUNCH PROG GRANT-ST	444	405	500	500	500	500
COUNTY TAXI GRANT	36,932	36,932	18,282	30,510	30,510	30,510
STATE TAXI GRANT	-	-	78,000	78,000	78,000	78,000
LAW ENFORCEMENT GRANT	5,000	-	-	-	-	-
SAIF - REIMBURSEMENTS	-	9,336	-	-	-	-
STATE REVENUE SHARING	194,887	206,067	190,000	200,000	200,000	200,000
FROM OTHER AGENCIES	636,086	598,676	611,782	725,010	725,010	725,010

GENERAL FUND RESOURCES (cont.)

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PLUMBING PERMITS	29,239	36,035	25,000	20,000	20,000	20,000
PLAN REVIEW/SPL INSP FEE	70,245	120,748	85,000	80,000	80,000	80,000
CONSTRUCTION PERMIT FEES	180,925	163,691	150,000	150,000	150,000	150,000
ELECTRICAL PERMITS	38,459	37,333	35,000	35,000	35,000	35,000
PLAN REVIEW/INSP FEE-UMATILL	91,621	220,534	170,000	200,000	200,000	200,000
LIBRARY FEES & CHARGES	-	-	14,000	10,000	10,000	10,000
HERMISTON CITY TAXI-WORK	-	-	45,000	45,000	45,000	45,000
HERMISTON ZIP TAXI	-	-	25,000	25,000	25,000	25,000
HERMISTON PLUS TAXI	-	-	5,000	5,000	5,000	5,000
WEST-END TAXI	-	-	3,000	3,000	3,000	3,000
DISTRICT LIBRARY CONTRACT	131,861	141,173	130,000	155,000	155,000	155,000
UMATILLA CO FIRE DIST CONTRAC	12,000	11,310	12,000	12,000	12,000	12,000
SCHOOL DISTRICT CONTRACT	167,698	176,498	204,100	310,260	310,260	310,260
SENIOR TAXI TICKET SALES	38,446	47,419	35,000	40,000	40,000	40,000
GEN TAXI TICKET SALES	-	-	-	-	-	-
SANITARY DISPOSAL REVENUE	317,765	317,335	310,000	325,000	325,000	325,000
SANIT DISP REV-SPRING CLEANUP	12,222	12,205	13,000	13,000	13,000	13,000
AIRPORT GAS & OIL SALES	160,407	167,174	150,000	150,000	150,000	150,000
AIRPORT LEASE INCOME	64,716	66,782	80,000	40,000	40,000	40,000
POOL INCOME	298,204	329,860	260,000	260,000	260,000	260,000
PARK & RECREATION FEE	129,934	152,721	127,000	110,000	110,000	110,000
COMMUNITY CENTER REVENUE	-	98,761	110,000	60,000	60,000	60,000
SERVICE CHARGES	1,743,741	2,099,578	1,988,100	2,048,260	2,048,260	2,048,260
INTERFUND LOANS	111,429	11,166	11,167	8,124	8,124	8,124
LEASE PROCEEDS	-	40,600	-	-	-	-
FUNLAND INSURANCE CLAIM	-	591,706	-	-	-	-
FEDERAL REIMBURSEMENT (FEMA	-	-	53,000	-	-	-
REIMBURSE DIRECT EXPENSE	91,458	145,847	45,000	100,000	100,000	100,000
NON-REVENUE RECEIPTS	202,887	789,318	109,167	108,124	108,124	108,124
LAND USE REVIEW FEES	15,583	20,586	20,000	15,000	15,000	15,000
MISCELLANEOUS SALES	277,103	116,404	110,000	100,000	100,000	100,000
LIBRARY MISC & RENTAL REVENUI	-	-	1,500	1,000	1,000	1,000
MISCELLANEOUS REVENUES	292,686	136,990	131,500	116,000	116,000	116,000

GENERAL FUND RESOURCES (cont.)

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANS FROM MUNI CT	4,408	13,994	-	-	-	-
TRANS FROM ENERGY SERVICES	-	-	30,000	157,800	157,800	157,800
TRANS FROM TRT-POOL	248,886	249,950	243,750	225,000	225,000	225,000
TRANS FROM TRT- EVENT FACILIT	185,835	166,634	162,500	150,000	150,000	150,000
TRANS FROM UTILITY FUND	-	-	71,375	557,700	557,700	557,700
TRANS FROM STREET FUND	-	-	30,000	156,780	156,780	156,780
TRANS FROM MISC SPEC REV FD	304,145	50,000	80,700	44,000	44,000	44,000
TRANS FROM HARK CONST FUND	-	-	68,185	-	-	-
TRANS FROM TRT-TPA CAPITAL	-	-	50,000	-	-	-
TRANS FROM COMM CTR FUND	-	-	2,373	-	-	-
TRANS FROM REC SPEC REV FUNE	-	45,000	-	-	-	-
TRANS FROM REGIONAL WATER	-	-	12,000	56,400	56,400	56,400
TRANSFERS IN	743,275	525,578	750,883	1,347,680	1,347,680	1,347,680
CASH FORWARD	3,128,619	3,748,214	1,965,606	3,271,676	3,271,676	3,271,676
CASH FORWARD	3,128,619	3,748,214	1,965,606	3,271,676	3,271,676	3,271,676
TOTAL GEN FUND RESOURCES	13,778,814	15,410,119	13,125,208	15,139,820	15,139,820	15,139,820

CONSOLIDATED GENERAL FUND EXPENDITURES SUMMARY

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
03-4110 CITY COUNCIL	55,027	62,013	64,165	65,740	65,740	65,740
03-4210 MGR/PLANNING	471,724	529,770	623,050	1,100,845	1,100,845	1,100,845
03-4300 FINANCE	121,123	124,519	133,575	613,290	613,290	613,290
03-5100 LEGAL	113,767	104,998	141,900	140,450	140,450	140,450
03-5200 COURT	421,910	394,084	474,620	837,190	837,190	837,190
03-6230 TRANSPORTATION	244,876	274,514	420,900	393,200	393,200	393,200
03-6400 AIRPORT	245,689	262,041	318,600	412,775	412,775	412,775
03-6500 BLDG INSPECTION	371,201	412,347	429,700	527,770	527,770	527,770
03-6710 PARKS	490,600	678,054	678,765	673,500	673,500	673,500
03-6715 PARKS/UTILITY LANDSCAPING	43,314	42,350	55,165	59,020	59,020	59,020
03-6720 POOL	412,062	520,747	561,375	582,195	582,195	582,195
03-6730 MUNI BLDG	90,650	117,367	129,065	119,060	119,060	119,060
03-6740 LIBRARY	739,616	759,523	871,130	911,055	911,055	911,055
03-6750 RECREATION	688,240	698,762	712,185	742,470	742,470	742,470
03-6760 COMMUNITY CENTER	-	163,705	191,010	255,995	255,995	255,995
03-6770 HARKENRIDER CENTER	-	47,028	56,335	60,520	60,520	60,520
03-7030 PUBLIC SAFETY BLDG	75,784	99,389	74,000	70,000	70,000	70,000
03-7130 POLICE OPERATIONS	4,655,865	4,887,986	5,512,630	5,770,585	5,770,585	5,770,585
03-8810 NON-DEPARTMENTAL	1,988,090	1,830,485	1,677,038	1,804,160	1,804,160	1,804,160
TOTAL	11,229,538	12,009,683	13,125,208	15,139,820	15,139,820	15,139,820

CONSOLIDATED GENERAL FUND EXPENDITURES BY CATEGORY

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	6,992,709	7,541,320	8,466,955	10,049,490	10,049,490	10,049,490
MATERIALS & SERVICES	2,838,510	3,150,418	3,546,445	3,843,270	3,843,270	3,843,270
CAPITAL OUTLAY	247,802	203,196	128,900	69,500	69,500	69,500
TRANSFERS:						
BONDED DEBT FUND	198,873	196,634	203,219	208,819	208,819	208,819
RESERVE FUND	727,450	918,115	639,000	791,106	791,106	791,106
EOTEC OPERATIONS	96,230	-	-	-	-	-
TRANS TO COMMUNITY CTR	90,965	-	-	-	-	-
SENIOR CENTER CONST	37,000	-	-	-	-	-
CONTINGENCY	-	-	140,689	177,635	177,635	177,635
TOTAL	11,229,538	12,009,683	13,125,208	15,139,820	15,139,820	15,139,820

CONSOLIDATED ADMINISTRATION

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CITY COUNCIL	55,027	62,013	64,165	65,740	65,740	65,740
MANAGER/PLANNING	471,724	529,770	623,050	1,100,845	1,100,845	1,100,845
FINANCE	121,123	124,519	133,575	613,290	613,290	613,290
TOTAL	647,875	716,302	820,790	1,779,875	1,779,875	1,779,875

ADMINISTRATION & FINANCE
By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	547,518	610,802	681,830	1,629,325	1,629,325	1,629,325
MATERIALS & SERVICES	100,357	105,500	138,960	150,550	150,550	150,550
CAPITAL OUTLAY	-	-	-	-	-	-
TOTAL	647,875	716,302	820,790	1,779,875	1,779,875	1,779,875

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 2020-21

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

PERSONNEL DISTRIBUTION

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Actual	Actual	Actual	Proposed	Approved	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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	12,600	12,600	12,600	12,600	12,600	12,600
ACCIDENT INSURANCE	5	19	15	15	15	15
RETIREMENT	678	902	1,085	1,660	1,660	1,660
SOCIAL SECURITY	964	964	965	965	965	965
PERSONNEL SERVICES	14,247	14,485	14,665	15,240	15,240	15,240
TRAVEL & TRAINING	24,575	30,924	30,000	30,000	30,000	30,000
DUES & MEMBERSHIP	12,456	14,141	15,000	16,000	16,000	16,000
FOOD & MISCELLANEOUS	3,749	2,463	4,500	4,500	4,500	4,500
MATERIALS & SERVICES	40,780	47,528	49,500	50,500	50,500	50,500
TOTAL CITY COUNCIL	55,027	62,013	64,165	65,740	65,740	65,740

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 2020-2021

- Process land use applications in a timely, efficient manner
- Provide effective code enforcement to the community
- Assist in long term planning efforts to manage orderly growth

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
City Manager	0.00	0.00	0.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Planner	1.00	1.00	1.00	1.00	1.00	1.00
Executive Secretary/Recorder	0.75	0.75	0.75	1.00	1.00	1.00
HR Specialist	0.00	0.00	0.00	1.00	1.00	1.00
General Clerical	0.50	1.00	1.00	1.00	1.00	1.00
Code Enforcement	0.00	0.00	0.00	1.00	1.00	1.00
Total FTE	3.25	3.75	3.75	7.00	7.00	7.00

CITY MANAGER/PLANNING DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	283,676	324,234	358,805	653,455	653,455	653,455
UNEMPLOYMENT INSURANCE	307	454	2,510	4,575	4,575	4,575
ACCIDENT INSURANCE	123	487	480	1,120	1,120	1,120
RETIREMENT	65,714	74,230	93,505	177,095	177,095	177,095
SOCIAL SECURITY	21,198	24,270	27,450	48,545	48,545	48,545
EMPR CONTRIB DEFERRED COMP	-	-	-	3,300	3,300	3,300
MEDICAL, DENTAL & LIFE INS	59,685	63,218	70,240	133,705	133,705	133,705
PERSONNEL SERVICES	430,702	486,893	552,990	1,021,795	1,021,795	1,021,795
POSTAGE	515	1,285	1,000	1,000	1,000	1,000
TRAVEL & TRAINING	19,192	15,356	18,000	18,000	18,000	18,000
LEGAL PUBLICATIONS	1,513	4,531	4,000	2,500	2,500	2,500
TELEPHONE	1,150	1,000	2,000	2,000	2,000	2,000
REPAIRS-MOTOR VEHICLES	-	-	-	750	750	750
DUES & MEMBERSHIP	3,634	3,628	3,500	3,500	3,500	3,500
MISCELLANEOUS CONTRACTUAL	3,930	2,771	2,000	7,550	7,550	7,550
NUISANCE ABATEMENT	-	-	28,060	30,000	30,000	30,000
OFFICE SUPPLIES	6,360	9,135	6,500	6,500	6,500	6,500
FOOD & MISCELLANEOUS	4,727	5,105	5,000	5,000	5,000	5,000
MOTOR VEHICLE FUEL & OIL	-	16	-	1,750	1,750	1,750
MOTOR VEHICLE PARTS	-	-	-	500	500	500
MATERIALS & SERVICES	41,022	42,877	70,060	79,050	79,050	79,050
TOTAL MANAGER/PLANNING	471,724	529,770	623,050	1,100,845	1,100,845	1,100,845

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 2020-2021

- 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.
- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Finance Director	0.10	0.10	0.10	1.00	1.00	1.00
Financial Analyst	0.00	0.00	0.00	1.00	1.00	1.00
Customer Service	0.00	0.00	0.00	2.00	2.00	2.00
Accounting Tech	0.42	0.42	0.42	1.00	1.00	1.00
Executive Secretary/City Recorder	0.25	0.25	0.25	0.00	0.00	0.00
HR Specialist	0.25	0.25	0.25	0.00	0.00	0.00
Total FTE	1.02	1.02	1.02	5.00	5.00	5.00

FINANCE DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	64,087	71,900	70,675	382,660	382,660	382,660
OVERTIME	213	-	-	-	-	-
UNEMPLOYMENT INSURANCE	70	101	495	2,680	2,680	2,680
ACCIDENT INSURANCE	28	108	70	345	345	345
RETIREMENT	13,523	16,106	19,050	100,355	100,355	100,355
SOCIAL SECURITY	4,735	5,351	5,405	29,275	29,275	29,275
EMPR CONTRIB DEFERRED COMP	-	-	-	100	100	100
MEDICAL, DENTAL & LIFE INS	19,913	15,858	18,480	76,875	76,875	76,875
PERSONNEL SERVICES	102,568	109,424	114,175	592,290	592,290	592,290
POSTAGE	1,462	1,167	2,000	2,000	2,000	2,000
TRAVEL & TRAINING	8,490	4,938	9,000	9,000	9,000	9,000
TELEPHONE	1,268	1,023	1,000	1,000	1,000	1,000
REPAIRS-OFFICE EQUIPMENT	1,762	949	2,000	2,500	2,500	2,500
DUES & MEMBERSHIP	1,568	1,524	1,000	1,500	1,500	1,500
OFFICE SUPPLIES	3,856	5,401	4,200	5,000	5,000	5,000
FOOD & MISCELLANEOUS	149	93	200	-	-	-
MATERIALS & SERVICES	18,555	15,094	19,400	21,000	21,000	21,000
TOTAL FINANCE	121,123	124,519	133,575	613,290	613,290	613,290

CONSOLIDATED DEPARTMENT OF LAW EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
LEGAL	113,767	104,998	141,900	140,450	140,450	140,450
COURT	421,910	394,084	474,620	837,190	837,190	837,190
TOTAL	535,676	499,082	616,520	977,640	977,640	977,640

DEPARTMENT OF LAW
By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	280,973	258,646	304,305	366,625	366,625	366,625
MATERIALS & SERVICES	254,703	240,436	311,615	611,015	611,015	611,015
CAPITAL OUTLAY	-	-	600	-	-	-
TOTAL	535,676	499,082	616,520	977,640	977,640	977,640

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
OTHER PROFESSIONAL SERVICES	93,381	84,496	120,000	120,000	120,000	120,000
LABOR NEGOTIATIONS	18,000	18,000	18,000	18,000	18,000	18,000
TRAVEL & TRAINING	1,496	1,612	1,700	1,700	1,700	1,700
OFFICE SUPPLIES	500	500	500	250	250	250
MAGAZINE, MAP, PAMPHLET	390	390	1,100	500	500	500
MATERIALS & SERVICES	113,767	104,998	141,300	140,450	140,450	140,450
OFFICE EQUIPMENT	-	-	600	-	-	-
CAPITAL OUTLAY	-	-	600	-	-	-
TOTAL LEGAL	113,767	104,998	141,900	140,450	140,450	140,450

COURT

03 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 2020-2021

- Provide customer service with professional speed, courtesy and respect.
- Provide annual staff training for Judge, Court Manager 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 LEDS 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 2020-21

- 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 2020-2021

- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Municipal Judge (.33 FTE)	0.33	0.33	0.33	0.33	0.33	0.33
Court Manager	0.00	0.00	0.00	1.00	1.00	1.00
Court Clerk	1.00	1.00	1.00	2.00	2.00	2.00
Court Administrator	1.00	1.00	1.00	0.00	0.00	0.00
Deputy clerk	1.00	1.00	1.00	0.00	0.00	0.00
Total FTE	3.33	3.33	3.33	3.33	3.33	3.33

COURT DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	178,990	166,036	188,420	231,830	231,830	231,830
OVERTIME	1,651	980	3,000	3,000	3,000	3,000
UNEMPLOYMENT INSURANCE	163	188	1,340	1,645	1,645	1,645
ACCIDENT INSURANCE	75	300	230	235	235	235
RETIREMENT	28,942	27,238	39,335	53,250	53,250	53,250
SOCIAL SECURITY	13,313	12,222	14,645	17,965	17,965	17,965
MEDICAL, DENTAL & LIFE INS	57,839	51,681	57,335	58,700	58,700	58,700
PERSONNEL SERVICES	280,973	258,646	304,305	366,625	366,625	366,625
PROSECUTION	75,688	75,000	77,065	77,065	77,065	77,065
PUBLIC DEFENSE	55,600	49,617	55,000	55,000	55,000	55,000
POSTAGE	2,103	2,137	2,500	2,500	2,500	2,500
TRAVEL & TRAINING	-	5,181	7,500	7,500	7,500	7,500
TELEPHONE	5,006	881	5,100	1,500	1,500	1,500
REPAIRS-OFFICE EQUIPMENT	-	-	5,000	2,500	2,500	2,500
MISCELLANEOUS CONTRACTUAL	2,541	2,578	14,150	20,000	20,000	20,000
OFFICE SUPPLIES	-	45	3,500	4,000	4,000	4,000
FOOD & MISCELLANEOUS	-	-	500	500	500	500
TECHNOLOGY-SOFTWARE PROG	-	-	-	300,000	300,000	300,000
MATERIALS & SERVICES	140,937	135,438	170,315	470,565	470,565	470,565
TOTAL COURT	421,910	394,084	474,620	837,190	837,190	837,190

CONSOLIDATED PUBLIC SERVICES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANSPORTATION	244,876	274,514	420,900	393,200	393,200	393,200
AIRPORT	245,689	262,041	318,600	412,775	412,775	412,775
BUILDING INSPECTION	371,201	412,347	429,700	527,770	527,770	527,770
PARKS	490,600	678,054	678,765	673,500	673,500	673,500
PARKS/UTILITY LANDSCAPING	43,314	42,350	55,165	59,020	59,020	59,020
MUNICIPAL POOL	412,062	520,747	561,375	582,195	582,195	582,195
MUNICIPAL BLDGS	90,650	117,367	129,065	119,060	119,060	119,060
LIBRARY	739,616	759,523	871,130	911,055	911,055	911,055
RECREATION	688,240	698,762	712,185	742,470	742,470	742,470
COMMUNITY CTR	-	163,705	191,010	255,995	255,995	255,995
HARKENRIDER CTR	-	47,028	56,335	60,520	60,520	60,520
TOTAL	3,326,248	3,976,439	4,424,230	4,737,560	4,737,560	4,737,560

PUBLIC SERVICES
By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	2,252,255	2,463,514	2,781,380	3,036,605	3,036,605	3,036,605
MATERIALS & SERVICES	1,006,834	1,398,817	1,575,350	1,543,055	1,543,055	1,543,055
CAPITAL OUTLAY	52,159	99,108	52,500	52,500	52,500	52,500
TRANSFERS:						
RESERVE FUND	15,000	15,000	15,000	105,400	105,400	105,400
TOTAL	3,326,248	3,976,439	4,424,230	4,737,560	4,737,560	4,737,560

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 collaborates with KAYAK Public Transit to provide a fixed-route bus, which loops through the city on weekdays, by providing local funds to leverage state and federal grant funding. The City also coordinates 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 36/64 cost split between the rider (through fares), and ODOT through STIF (payroll tax) grant funding.

DEPARTMENT OBJECTIVES 2020-2021

- Provide more than 18,000 one-way taxi trips to senior/disabled taxi riders
- Increase Kayak bus ridership from 11,000 to 15,000
- Provide 17,000 one-way taxi trips to workers through the WORC program

TRANSPORTATION DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PRINTING	938	130	2,000	2,000	2,000	2,000
ADVERTISING	5,119	1,176	5,000	5,000	5,000	5,000
GENERAL CITIZEN TAXI PR	-	-	153,900	121,200	121,200	121,200
SENIOR TAXI PROGRAM	134,218	147,961	135,000	140,000	140,000	140,000
BUS PROGRAM	104,601	125,247	125,000	125,000	125,000	125,000
MATERIALS & SERVICES	244,876	274,514	420,900	393,200	393,200	393,200
TOTAL TRANSPORTATION	244,876	274,514	420,900	393,200	393,200	393,200

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
OTHER PROFESSIONAL SERVICES	37,004	79,973	83,000	85,075	85,075	85,075
PROPERTY & LIABILITY INS	9,923	10,198	11,800	11,000	11,000	11,000
ELECTRICITY	10,818	10,160	11,000	11,000	11,000	11,000
TELEPHONE	2,969	5,524	3,500	6,000	6,000	6,000
MISCELLANEOUS CONTRACTUAL	10,085	11,439	10,000	10,000	10,000	10,000
LICENSES & PERMITS	431	451	300	300	300	300
OFFICE SUPPLIES	191	341	200	200	200	200
CLEAN/SANITATION SUPPLIES	319	372	300	300	300	300
FOOD & MISCELLANEOUS	414	197	500	500	500	500
MINOR/SAFETY EQUIP	1,214	1,376	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	139,779	110,545	165,000	165,000	165,000	165,000
PARTS FOR OPERATING EQUIP	1,764	1,465	2,000	2,000	2,000	2,000
MATERIALS & SERVICES	214,911	232,041	288,600	292,375	292,375	292,375
AIRPORT IMPROVEMENTS	15,778	15,000	15,000	15,000	15,000	15,000
CAPITAL OUTLAY	15,778	15,000	15,000	15,000	15,000	15,000
RES-AIRPORT IMPROVEMENTS	15,000	15,000	15,000	100,000	100,000	100,000
RES- AIRPORT HANGAR CONST	-	-	-	5,400	5,400	5,400
TRANSFERS OUT	15,000	15,000	15,000	105,400	105,400	105,400
TOTAL AIRPORT	245,689	262,041	318,600	412,775	412,775	412,775

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 2020-21

- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 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	1.00	1.00	1.00
Permit Technician II	0.34	0.34	0.00	0.00	0.00	0.00
Total FTE	2.84	2.84	2.84	3.50	3.50	3.50

BUILDING INSPECTIONS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	233,798	242,194	249,830	297,880	297,880	297,880
UNEMPLOYMENT INSURANCE	254	340	1,750	2,085	2,085	2,085
ACCIDENT INSURANCE	952	3,559	2,710	2,700	2,700	2,700
RETIREMENT	55,965	57,854	68,780	97,735	97,735	97,735
SOCIAL SECURITY	17,628	18,261	19,115	22,790	22,790	22,790
EMPR CONTRIB DEFERRED COMP	-	-	-	100	100	100
MEDICAL, DENTAL & LIFE INS	34,325	36,213	39,465	55,850	55,850	55,850
PERSONNEL SERVICES	342,922	358,421	381,650	479,140	479,140	479,140
POSTAGE	-	-	250	250	250	250
CC TRANSACTION FEES	5,335	6,659	4,800	6,000	6,000	6,000
TRAVEL & TRAINING	1,425	-	3,500	3,500	3,500	3,500
LEGAL PUBLICATIONS	-	-	500	500	500	500
ELECTRICITY	1,762	1,905	2,400	2,400	2,400	2,400
TELEPHONE	3,506	3,046	3,000	3,000	3,000	3,000
REPAIRS-BUILDINGS	839	13,633	1,000	1,000	1,000	1,000
REPAIRS-MOTOR VEHICLES	-	260	1,000	1,000	1,000	1,000
CLEANING & PAINTING	1,859	2,076	1,800	2,080	2,080	2,080
DUES & MEMBERSHIP	150	673	1,200	1,200	1,200	1,200
LEASED VEHICLES	-	-	13,000	10,800	10,800	10,800
MISCELLANEOUS CONTRACTUAL	5,732	9,726	6,200	7,000	7,000	7,000
OFFICE SUPPLIES	2,220	5,658	2,500	2,500	2,500	2,500
FOOD & MISCELLANEOUS	279	212	400	400	400	400
FUEL-OTHER THAN VEHICLE	1,073	1,157	2,000	2,000	2,000	2,000
MOTOR VEHICLE FUEL & OIL	3,674	3,905	3,500	4,000	4,000	4,000
MOTOR VEHICLE PARTS	426	950	1,000	1,000	1,000	1,000
MATERIALS & SERVICES	28,279	49,861	48,050	48,630	48,630	48,630
MOTOR VEHICLES	-	4,066	-	-	-	-
CAPITAL OUTLAY	-	4,066	-	-	-	-
TOTAL BUILDING INSPECTIONS	371,201	412,347	429,700	527,770	527,770	527,770

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 2020-21

- 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.
- Develop a dog park.
- Update the Parks and Trails Plan.

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Park Manager	0.00	1.00	1.00	1.00	1.00	1.00
Park Maintenance	0.00	1.50	1.50	1.50	1.50	1.50
Park Facility- Lead Worker	2.00	2.00	1.75	1.75	1.75	1.75
Seasonal Maintenance (2.5 FTE)	2.50	1.50	1.50	1.50	1.50	1.50
Total FTE	4.50	6.00	5.75	5.75	5.75	5.75

PARKS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	226,911	276,456	308,070	318,675	318,675	318,675
OVERTIME	5,352	6,381	7,500	7,500	7,500	7,500
UNEMPLOYMENT INSURANCE	261	397	2,210	2,285	2,285	2,285
ACCIDENT INSURANCE	2,337	10,740	7,730	7,630	7,630	7,630
RETIREMENT	41,159	57,474	80,980	83,660	83,660	83,660
SOCIAL SECURITY	17,450	21,067	24,140	24,955	24,955	24,955
EMPR CONTRIB DEFERRED COMP	-	-	-	175	175	175
MEDICAL, DENTAL & LIFE INS	47,666	73,769	70,135	70,620	70,620	70,620
PERSONNEL SERVICES	341,135	446,285	500,765	515,500	515,500	515,500
OTHER PROFESSIONAL SERVICES	-	119	25,000	-	-	-
TRAVEL & TRAINING	486	1,640	2,500	2,500	2,500	2,500
ELECTRICITY	17,595	16,525	20,000	20,000	20,000	20,000
TELEPHONE	926	1,760	1,500	1,500	1,500	1,500
MISCELLANEOUS CONTRACTUAL	48,530	62,176	48,000	48,000	48,000	48,000
AG & HORT SUPPLIES	11,607	25,820	15,000	20,000	20,000	20,000
CHEMICALS	4,219	1,899	4,000	4,000	4,000	4,000
CLEAN/SANITATION SUPPLIES	4,047	6,310	4,000	4,000	4,000	4,000
FUEL-OTHER THAN VEHICLE	10	189	500	500	500	500
MINOR/SAFETY EQUIP	17,047	19,783	19,000	19,000	19,000	19,000
MOTOR VEHICLE FUEL & OIL	17,529	14,725	15,000	15,000	15,000	15,000
MOTOR VEHICLE PARTS	1,166	4,467	2,500	2,500	2,500	2,500
PAINT & PAINT SUPPLIES	11,137	7,896	5,000	5,000	5,000	5,000
PLUMBING & SEWAGE SUPPLIES	8,218	11,123	10,000	10,000	10,000	10,000
PARTS FOR OPERATING EQUIP	6,949	8,738	6,000	6,000	6,000	6,000
MATERIALS & SERVICES	149,465	183,170	178,000	158,000	158,000	158,000
MOTOR VEHICLES	-	48,600	-	-	-	-
CAPITAL OUTLAY	-	48,600	-	-	-	-
TOTAL PARKS	490,600	678,054	678,765	673,500	673,500	673,500

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 2020-2021

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

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	28,249	25,628	32,060	34,190	34,190	34,190
OVERTIME	636	623	500	500	500	500
UNEMPLOYMENT INSURANCE	22	35	230	245	245	245
ACCIDENT INSURANCE	307	976	800	810	810	810
RETIREMENT	5,990	5,115	8,085	8,620	8,620	8,620
SOCIAL SECURITY	2,127	2,008	2,490	2,655	2,655	2,655
MEDICAL, DENTAL & LIFE INS	2,980	-	-	-	-	-
PERSONNEL SERVICES	40,310	34,386	44,165	47,020	47,020	47,020
CHEMICALS	1,000	1,200	1,000	2,000	2,000	2,000
MINOR/SAFETY EQUIP	4	4,956	2,500	2,500	2,500	2,500
MOTOR VEHICLE FUEL & OIL	2,000	1,808	2,500	2,500	2,500	2,500
MATERIALS & SERVICES	3,004	7,964	6,000	7,000	7,000	7,000
OTHER EQUIPMENT	-	-	5,000	5,000	5,000	5,000
CAPITAL OUTLAY	-	-	5,000	5,000	5,000	5,000
TOTAL PARKS LANDSCAPING	43,314	42,350	55,165	59,020	59,020	59,020

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 2020-21

- 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.
- Assess the remaining life of the pool.

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Recreation Supervisor	0.34	0.25	0.25	0.25	0.25	0.25
Recreation Coordinator	0.00	0.25	0.25	0.25	0.25	0.25
Park Facility- Lead	0.00	0.00	0.25	0.25	0.25	0.25
Swim Pool (10FTE)	10.25	10.00	10.00	10.00	10.00	10.00
Total FTE	10.59	10.50	10.75	10.75	10.75	10.75

MUNICIPAL POOL DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	248,192	252,146	292,015	316,310	316,310	316,310
OVERTIME	1,382	505	5,000	1,000	1,000	1,000
UNEMPLOYMENT INSURANCE	270	354	2,120	2,220	2,220	2,220
ACCIDENT INSURANCE	2,267	8,964	7,120	7,140	7,140	7,140
RETIREMENT	16,744	17,262	20,585	21,315	21,315	21,315
SOCIAL SECURITY	18,990	19,237	21,625	21,850	21,850	21,850
EMPR CONTRIB DEFERRED COMP	-	-	-	25	25	25
MEDICAL, DENTAL & LIFE INS	12,741	11,490	17,560	17,985	17,985	17,985
PERSONNEL SERVICES	300,586	309,959	366,025	387,845	387,845	387,845
POSTAGE	-	196	100	100	100	100
TRAVEL & TRAINING	2,180	2,748	2,000	2,000	2,000	2,000
ADVERTISING	62	3,740	2,500	2,500	2,500	2,500
PROPERTY & LIABILITY INS	9,717	11,154	11,000	12,000	12,000	12,000
ELECTRICITY	21,503	25,124	25,000	25,000	25,000	25,000
TELEPHONE	1,761	1,174	2,200	2,200	2,200	2,200
INTERNET	525	1,009	2,000	2,000	2,000	2,000
MISCELLANEOUS CONTRACTUAL	6,442	21,922	16,000	18,000	18,000	18,000
LICENSES & PERMITS	838	318	2,000	2,000	2,000	2,000
OFFICE SUPPLIES	1,903	1,461	2,000	2,000	2,000	2,000
CHEMICALS	22,284	24,327	40,000	40,000	40,000	40,000
CLEAN/SANITATION SUPPLIES	2,897	3,071	2,500	2,500	2,500	2,500
ITEMS FOR RESALE	3,008	3,350	3,500	3,500	3,500	3,500
FOOD & MISCELLANEOUS	1,192	1,297	24,000	20,000	20,000	20,000
FUEL-OTHER THAN VEHICLE	23,701	29,103	42,500	42,500	42,500	42,500
MINOR/SAFETY EQUIP	3,081	2,464	2,500	2,500	2,500	2,500
PAINT & PAINT SUPPLIES	2,595	520	5,000	5,000	5,000	5,000
PLUMBING & SEWAGE SUPPLIES	412	2,322	5,000	5,000	5,000	5,000
RECREATIONAL SUPPLIES	4,078	2,801	3,000	3,000	3,000	3,000
OVER AND SHORTS	(36)	59	50	50	50	50
UNIFORMS	3,335	2,628	2,500	2,500	2,500	2,500
MATERIALS & SERVICES	111,476	210,788	195,350	194,350	194,350	194,350
TOTAL MUNICIPAL POOL	412,062	520,747	561,375	582,195	582,195	582,195

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 2020-21

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

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Buildings Supervisor	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

MUNICIPAL BUILDINGS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	49,967	64,257	70,120	71,550	71,550	71,550
OVERTIME	-	-	1,500	1,500	1,500	1,500
UNEMPLOYMENT INSURANCE	54	90	500	510	510	510
ACCIDENT INSURANCE	214	2,171	1,685	1,645	1,645	1,645
RETIREMENT	10,424	13,535	17,790	18,145	18,145	18,145
SOCIAL SECURITY	3,848	5,007	5,480	5,590	5,590	5,590
MEDICAL, DENTAL & LIFE INS	7,107	7,994	8,490	8,720	8,720	8,720
PERSONNEL SERVICES	71,614	93,055	105,565	107,660	107,660	107,660
ELECTRICITY	1,941	1,705	2,200	2,200	2,200	2,200
TELEPHONE	491	645	600	1,000	1,000	1,000
REPAIRS-BUILDINGS	1,286	2,064	7,000	-	-	-
REPAIRS-MACHINERY & EQUIP	1,523	335	2,500	-	-	-
CLEANING & PAINTING	3,735	11,084	4,000	-	-	-
MISCELLANEOUS CONTRACTUAL	1,658	1,434	1,500	1,500	1,500	1,500
FUEL-OTHER THAN VEHICLE	501	517	700	700	700	700
MINOR/SAFETY EQUIP	2,707	1,501	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	1,803	2,369	2,500	3,000	3,000	3,000
MAINTENANCE TOOLS	3,390	2,659	1,500	2,000	2,000	2,000
MATERIALS & SERVICES	19,036	24,312	23,500	11,400	11,400	11,400
TOTAL MUNICIPAL BLDGS	90,650	117,367	129,065	119,060	119,060	119,060

LIBRARY

03 GENERAL FUND
6740 LIBRARY

MISSION STATEMENT

To provide to the public friendly, knowledgeable, and timely access to information and resources for lifelong learning, life choices, and the joy of reading.

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 2020-21

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

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Library Director	0.00	1.00	1.00	1.00	1.00	1.00
Librarian III	1.00	0.00	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	2.50	2.50	2.50
Library Assistants (6.5 FTE)	4.55	4.55	5.00	3.50	3.50	3.50
Total FTE	8.55	8.55	9.00	9.00	9.00	9.00

LIBRARY DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	432,687	446,525	508,925	532,235	532,235	532,235
UNEMPLOYMENT INSURANCE	469	626	3,560	3,725	3,725	3,725
ACCIDENT INSURANCE	187	691	510	480	480	480
RETIREMENT	99,295	100,653	139,875	154,330	154,330	154,330
SOCIAL SECURITY	32,681	33,716	38,935	40,715	40,715	40,715
EMPR CONTRIB DEFERRED COMP	-	-	-	100	100	100
MEDICAL, DENTAL & LIFE INS	52,512	55,585	59,075	60,570	60,570	60,570
PERSONNEL SERVICES	617,831	637,795	750,880	792,155	792,155	792,155
POSTAGE	737	942	850	850	850	850
TRAVEL & TRAINING	4,491	1,473	4,500	3,000	3,000	3,000
ELECTRICITY	8,576	9,758	9,500	9,800	9,800	9,800
TELEPHONE	2,012	2,301	2,500	2,500	2,500	2,500
REPAIRS-BUILDINGS	8,856	3,407	4,000	4,000	4,000	4,000
CLEANING & PAINTING	13,842	17,521	17,000	14,500	14,500	14,500
DUES & MEMBERSHIP	527	615	750	750	750	750
MISCELLANEOUS CONTRACTUAL	29,910	22,498	23,700	23,700	23,700	23,700
LICENSES & PERMITS	-	197	-	-	-	-
OFFICE SUPPLIES	10,395	14,314	12,500	12,500	12,500	12,500
MAGAZINE, MAP, PAMPHLET	1,099	11,906	7,500	7,500	7,500	7,500
CLEAN/SANITATION SUPPLIES	1,061	1,010	1,200	1,200	1,200	1,200
FOOD & MISCELLANEOUS	2,703	3,284	2,500	4,500	4,500	4,500
MINOR/SAFETY EQUIP	1,012	941	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	185	118	250	600	600	600
MATERIALS & SERVICES	85,404	90,285	87,750	86,400	86,400	86,400
LIBRARY BOOKS & EQUIPMENT	36,381	31,442	32,500	32,500	32,500	32,500
CAPITAL OUTLAY	36,381	31,442	32,500	32,500	32,500	32,500
TOTAL LIBRARY	739,616	759,523	871,130	911,055	911,055	911,055

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 2020-21

- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	0.66	0.75	0.75	0.75	0.75	0.75
Recreation Coordinator	0.00	1.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.00	0.75	0.75	0.75	0.75	0.75
Summer Park Program (5 FTE)	6.75	5.00	5.00	5.00	5.00	5.00
Total FTE	9.41	8.50	8.50	8.50	8.50	8.50

RECREATION DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	347,783	317,157	338,300	347,605	347,605	347,605
OVERTIME	4,457	1,668	5,000	5,000	5,000	5,000
UNEMPLOYMENT INSURANCE	380	466	2,405	2,470	2,470	2,470
ACCIDENT INSURANCE	2,045	9,414	7,425	8,250	8,250	8,250
RETIREMENT	66,972	63,468	88,620	91,020	91,020	91,020
SOCIAL SECURITY	26,132	24,881	26,260	26,975	26,975	26,975
EMPR CONTRIB DEFERRED COMP	-	-	-	175	175	175
MEDICAL, DENTAL & LIFE INS	90,087	73,057	71,975	73,775	73,775	73,775
PERSONNEL SERVICES	537,856	490,113	539,985	555,270	555,270	555,270
OTHER PROFESSIONAL SERVICES	20,000	40,029	40,000	40,000	40,000	40,000
POSTAGE	334	310	500	500	500	500
TRAVEL & TRAINING	3,218	3,208	3,000	3,000	3,000	3,000
ADVERTISING	17,829	19,567	20,000	25,000	25,000	25,000
TELEPHONE	1,996	1,946	1,500	1,500	1,500	1,500
REPAIRS-OFFICE EQUIPMENT	150	4,366	200	200	200	200
DUES & MEMBERSHIP	1,532	1,510	1,500	1,500	1,500	1,500
MISCELLANEOUS CONTRACTUAL	53,541	67,531	45,000	45,000	45,000	45,000
OFFICE SUPPLIES	1,848	6,982	2,000	2,000	2,000	2,000
FOOD & MISCELLANEOUS	22,246	13,475	30,000	35,000	35,000	35,000
MINOR/SAFETY EQUIP	1,111	183	1,000	1,000	1,000	1,000
MOTOR VEHICLE FUEL & OIL	1,541	1,630	1,500	1,500	1,500	1,500
RECREATIONAL SUPPLIES	24,022	46,952	25,000	30,000	30,000	30,000
UNIFORMS	1,017	959	1,000	1,000	1,000	1,000
MATERIALS & SERVICES	150,384	208,649	172,200	187,200	187,200	187,200
TOTAL RECREATION	688,240	698,762	712,185	742,470	742,470	742,470

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 2020-21

- Operate the Hermiston Community Center as a community asset.
- Evaluate additional programming opportunities.

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Recreation Coordinator	0.00	0.75	0.75	0.75	0.75	0.75
Total FTE	0.00	0.75	0.75	0.75	0.75	0.75

COMMUNITY CENTER DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	-	51,653	40,705	90,455	90,455	90,455
OVERTIME	-	132	-	-	-	-
UNEMPLOYMENT INSURANCE	-	51	285	635	635	635
ACCIDENT INSURANCE	-	265	40	80	80	80
RETIREMENT	-	6,577	10,110	14,795	14,795	14,795
SOCIAL SECURITY	-	2,741	3,115	6,920	6,920	6,920
MEDICAL, DENTAL & LIFE INS	-	9,452	13,255	13,610	13,610	13,610
PERSONNEL SERVICES	-	70,871	67,510	126,495	126,495	126,495
TRAVEL & TRAINING	-	-	1,000	1,000	1,000	1,000
ADVERTISING	-	-	1,000	1,000	1,000	1,000
REFUSE/GARBAGE	-	2,528	3,000	3,000	3,000	3,000
ELECTRICITY	-	12,668	18,000	19,000	19,000	19,000
INTERNET	-	2,265	3,000	3,000	3,000	3,000
MISCELLANEOUS CONTRACTUAL	-	48,668	65,000	65,000	65,000	65,000
OFFICE SUPPLIES	-	2,905	5,000	5,000	5,000	5,000
CLEAN/SANITATION SUPPLIES	-	4,958	8,000	8,500	8,500	8,500
FOOD & MISCELLANEOUS	-	1,657	2,500	3,500	3,500	3,500
FUEL-OTHER THAN VEHICLE	-	3,809	4,500	4,500	4,500	4,500
MINOR/SAFETY EQUIP	-	373	500	1,000	1,000	1,000
REPAIR/ MAINTENANCE SUPPLIES	-	13,003	12,000	15,000	15,000	15,000
MATERIALS & SERVICES	-	92,834	123,500	129,500	129,500	129,500
TOTAL COMMUNITY CENTER	-	163,705	191,010	255,995	255,995	255,995

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 2020-21

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

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Sr. General Clerical	0.00	0.25	0.25	0.25	0.25	0.25
Total FTE	0.00	0.25	0.25	0.25	0.25	0.25

HARKENRIDER CENTER DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	-	13,606	13,980	14,365	14,365	14,365
OVERTIME	-	5	500	500	500	500
UNEMPLOYMENT INSURANCE	-	19	100	105	105	105
ACCIDENT INSURANCE	-	21	15	15	15	15
RETIREMENT	-	3,842	4,710	4,840	4,840	4,840
SOCIAL SECURITY	-	983	1,110	1,135	1,135	1,135
EMPR CONTRIB DEFERRED COMP	-	-	-	25	25	25
MEDICAL, DENTAL & LIFE INS	-	4,156	4,420	4,535	4,535	4,535
PERSONNEL SERVICES	-	22,631	24,835	25,520	25,520	25,520
REFUSE/GARBAGE	-	-	2,000	-	-	-
ELECTRICITY	-	5,392	6,000	6,000	6,000	6,000
TELEPHONE	-	641	1,000	1,000	1,000	1,000
MISCELLANEOUS CONTRACTUAL	-	10,319	12,000	20,000	20,000	20,000
OFFICE SUPPLIES	-	530	500	-	-	-
CLEAN/OPERATING SUPPLIES	-	1,096	2,000	-	-	-
FUEL-OTHER THAN VEHICLE	-	3,580	5,000	5,000	5,000	5,000
REPAIR AND MAINTENANCE SUPP	-	2,841	3,000	3,000	3,000	3,000
MATERIALS & SERVICES	-	24,397	31,500	35,000	35,000	35,000
TOTAL HARKENRIDER CENTER	-	47,028	56,335	60,520	60,520	60,520

CONSOLIDATED PUBLIC SAFETY

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PUBLIC SAFETY CTR	75,784	99,389	74,000	70,000	70,000	70,000
POLICE OPERATIONS	4,655,865	4,887,986	5,512,630	5,770,585	5,770,585	5,770,585
TOTAL	4,731,648	4,987,375	5,586,630	5,840,585	5,840,585	5,840,585

PUBLIC SAFETY
By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	3,911,963	4,208,359	4,699,440	5,016,935	5,016,935	5,016,935
MATERIALS & SERVICES	631,628	674,929	787,390	782,650	782,650	782,650
CAPITAL OUTLAY	188,057	104,088	75,800	17,000	17,000	17,000
TRANSFERS OUT	-	-	24,000	24,000	24,000	24,000
TOTAL	4,731,648	4,987,375	5,586,630	5,840,585	5,840,585	5,840,585

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
ELECTRICITY	13,053	11,605	16,000	14,500	14,500	14,500
TELEPHONE	18,891	21,814	26,000	25,000	25,000	25,000
REPAIRS-BUILDINGS	9,327	14,500	10,000	10,000	10,000	10,000
CLEANING & PAINTING	16,818	17,008	19,000	18,000	18,000	18,000
FUEL-OTHER THAN VEHICLE	1,894	1,838	3,000	2,500	2,500	2,500
MATERIALS & SERVICES	59,984	66,764	74,000	70,000	70,000	70,000
OTHER EQUIPMENT	15,800	32,625	-	-	-	-
CAPITAL OUTLAY	15,800	32,625	-	-	-	-
TOTAL PUBLIC SAFETY BUILDING	75,784	99,389	74,000	70,000	70,000	70,000

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 28 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 2020-21

- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 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	1.00	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	3.00	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	9.00	9.00	9.00	9.00	9.00	9.00
Patrol Corporal	5.00	5.00	5.00	5.00	5.00	5.00
School Resource Officer	2.00	2.00	2.00	3.00	3.00	3.00
Records Specialists	0.00	0.00	2.00	3.00	3.00	3.00
Code Enforcement Officer	0.50	1.00	1.00	0.00	0.00	0.00
Senior General Clerical	2.00	2.00	0.00	0.00	0.00	0.00
Total FTE	30.50	31.00	31.00	32.00	32.00	32.00

POLICE OPERATIONS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	2,382,914	2,551,838	2,770,565	2,946,470	2,946,470	2,946,470
OVERTIME	58,453	43,242	70,000	68,000	68,000	68,000
UNEMPLOYMENT INSURANCE	2,635	3,630	19,885	21,100	21,100	21,100
ACCIDENT INSURANCE	19,485	86,676	58,370	66,080	66,080	66,080
RETIREMENT	640,023	681,871	872,670	937,405	937,405	937,405
SOCIAL SECURITY	180,158	191,111	217,305	230,610	230,610	230,610
EMPR CONTRIB DEFERRED CON	-	-	-	3,200	3,200	3,200
MEDICAL, DENTAL & LIFE INS	628,296	649,992	690,645	744,070	744,070	744,070
PERSONNEL SERVICES	3,911,963	4,208,359	4,699,440	5,016,935	5,016,935	5,016,935
OTHER PROFESSIONAL SVCS	505	-	1,000	1,000	1,000	1,000
POSTAGE	673	706	1,500	1,500	1,500	1,500
TRAVEL & TRAINING	32,998	39,280	35,000	37,500	37,500	37,500
OFFICER WELLNESS PROGRAM	-	-	-	2,500	2,500	2,500
REPAIRS-MOTOR VEHICLES	18,813	23,812	20,000	20,000	20,000	20,000
DUES & MEMBERSHIP	1,409	1,365	2,250	2,000	2,000	2,000
LAUNDRY & OTHER SANITATIO	1,069	1,751	3,000	3,000	3,000	3,000
ANIMAL IMPOUND SERVICE	34,500	34,500	34,500	37,650	37,650	37,650
LEASED VEHICLES	-	-	93,650	90,500	90,500	90,500
MISC CONTRACTUAL	76,504	74,637	93,050	82,500	82,500	82,500
UMATILLA CO - DISPATCH SVCS	305,258	304,294	320,500	330,500	330,500	330,500
NUISANCE ABATEMENT	3,555	24,353	1,940	-	-	-
OFFICE SUPPLIES	14,346	15,835	15,000	15,000	15,000	15,000
FOOD & MISCELLANEOUS	6,130	6,059	6,000	6,000	6,000	6,000
MINOR/SAFETY EQUIP	17,159	17,731	16,000	16,000	16,000	16,000
MOTOR VEHICLE FUEL & OIL	45,520	47,090	55,000	52,000	52,000	52,000
UNIFORMS	13,206	16,752	15,000	15,000	15,000	15,000
MATERIALS & SERVICES	571,645	608,164	713,390	712,650	712,650	712,650
MOTOR VEHICLES	143,020	52,322	57,250	-	-	-
OTHER EQUIPMENT	29,237	19,141	18,550	17,000	17,000	17,000
CAPITAL OUTLAY	172,257	71,463	75,800	17,000	17,000	17,000
TRANS TO RES-HPD VEH UPFIT	-	-	20,000	20,000	20,000	20,000
TRANS TO RES- HPD EQUIPMEN	-	-	4,000	4,000	4,000	4,000
TRANSFERS OUT	-	-	24,000	24,000	24,000	24,000
TOTAL POLICE OPERATIONS	4,655,865	4,887,986	5,512,630	5,770,585	5,770,585	5,770,585

CONSOLIDATED NON-DEPARTMENTAL EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
NON-DEPARTMENTAL	1,988,090	1,830,485	1,677,038	1,804,160	1,804,160	1,804,160
TOTAL	1,988,090	1,830,485	1,677,038	1,804,160	1,804,160	1,804,160

NON-DEPARTMENTAL
By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	844,987	730,736	733,130	756,000	756,000	756,000
CAPITAL OUTLAY	7,586	-	-	-	-	-
TRANSFERS:						
BONDED DEBT FUND	198,873	196,634	203,219	208,819	208,819	208,819
RESERVE FUND	712,450	903,115	600,000	661,706	661,706	661,706
COMM CENTER	90,965	-	-	-	-	-
SENIOR CENTER CONST	37,000	-	-	-	-	-
EOTEC OPERATIONS	96,230	-	-	-	-	-
CONTINGENCY	-	-	140,689	177,635	177,635	177,635
TOTAL	1,988,090	1,830,485	1,677,038	1,804,160	1,804,160	1,804,160

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.

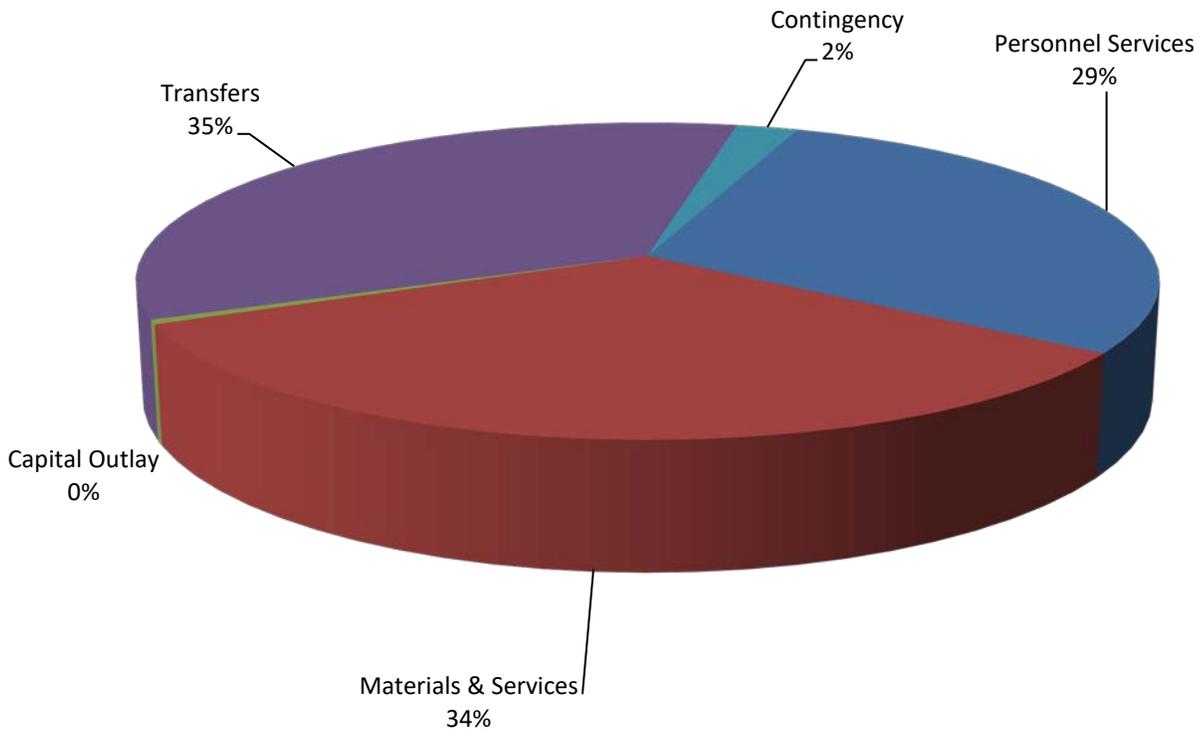
NON-DEPARTMENTAL DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
ACCOUNTING & AUDITING	29,565	38,777	34,530	21,500	21,500	21,500
OTHER PROFESSIONAL SERVICES	224,047	192,836	175,000	175,000	175,000	175,000
LEGAL PUBLICATIONS	5,318	3,424	3,500	3,500	3,500	3,500
PROPERTY & LIABILITY INS	121,079	127,072	144,000	155,000	155,000	155,000
DUES & MEMBERSHIP	1,823	1,784	1,700	2,000	2,000	2,000
MISCELLANEOUS CONTRACTUAL	412,815	352,435	345,000	345,000	345,000	345,000
OPERATING CONTRACTUAL SERV	37,500	-	-	-	-	-
FOOD & MISCELLANEOUS	12,839	14,407	15,000	15,000	15,000	15,000
COMPUTERS AND TABLETS REPLACEM	-	-	14,400	39,000	39,000	39,000
MATERIALS & SERVICES	844,987	730,736	733,130	756,000	756,000	756,000
OFFICE EQUIPMENT	7,586	-	-	-	-	-
CAPITAL OUTLAY	7,586	-	-	-	-	-
RES-CIP STREET CONSTRUCTION	195,755	448,115	420,000	420,000	420,000	420,000
RES - SUNSET PARK	4,605	-	-	-	-	-
RES - FUNLAND	-	-	-	141,706	141,706	141,706
RES-COMMUNITY ENHANCEMENTS	100,000	110,000	100,000	100,000	100,000	100,000
RES-CITY HALL IMPROVEMENTS	112,090	50,000	80,000	-	-	-
RES-EOTEC EQUIPMENT	300,000	295,000	-	-	-	-
TRANS TO EOTEC OPER. 25	96,230	-	-	-	-	-
TRANS TO COMMUNITY CENTER FUND	90,965	-	-	-	-	-
TRANS TO BONDED DEBT FUND 2	198,873	196,634	203,219	208,819	208,819	208,819
TRANS TO SR CENTER CONST	37,000	-	-	-	-	-
TRANSFERS OUT	1,135,517	1,099,749	803,219	870,525	870,525	870,525
CONTINGENCY	-	-	140,689	177,635	177,635	177,635
CONTINGENCY	-	-	140,689	177,635	177,635	177,635
TOTAL NON-DEPARTMENTAL	1,988,090	1,830,485	1,677,038	1,804,160	1,804,160	1,804,160
GRAND TOTAL GENERAL FUND	11,229,538	12,009,683	13,125,208	15,139,820	15,139,820	15,139,820

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.

2020-21 Street Expenditures



<u>Expenditures</u>	
Personnel Services	644,075
Materials & Services	740,150
Capital Outlay	10,000
Transfers	764,930
Contingency	50,000
Reserve for Future Ex	-
Total	2,209,155

RESOURCES

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	1,622	13,116	-	-	-	-
INTERST ON INVESTMENTS	1,622	13,116	-	-	-	-
STATE HIGHWAY ALLOCATION	1,153,332	1,326,671	1,153,340	1,450,035	1,450,035	1,450,035
STP ALLOCATION	199,826	199,959	336,540	100,000	100,000	100,000
ODOT HIGHLAND SAFETY	-	-	-	110,000	110,000	110,000
MISCELLANEOUS STREET INCOM	292	7,850	-	-	-	-
FROM OTHER AGENCIES	1,353,451	1,534,480	1,489,880	1,660,035	1,660,035	1,660,035
TRANS FROM MISC SPEC REV FU	60,000	-	-	-	-	-
TRANS FROM RESERVE FUND	-	-	-	39,453	39,453	39,453
TRANS FROM OTHER FUNDS	60,000	-	-	39,453	39,453	39,453
CASH FORWARD	550,000	431,000	880,865	509,667	509,667	509,667
CASH FORWARD	550,000	431,000	880,865	509,667	509,667	509,667
TOTAL STREET FUND	1,965,073	1,978,596	2,370,745	2,209,155	2,209,155	2,209,155

EXPENDITURES By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	541,855	621,375	676,100	644,075	644,075	644,075
MATERIALS & SERVICES	517,313	352,842	933,000	740,150	740,150	740,150
CAPITAL OUTLAY	105,305	340	245,000	10,000	10,000	10,000
TRANSFERS:						
GENERAL FUND	-	-	30,000	156,780	156,780	156,780
RESERVE FUND	360,214	170,214	411,550	608,150	608,150	608,150
CONTINGENCY	-	-	75,095	50,000	50,000	50,000
TOTAL STREET	1,524,688	1,144,770	2,370,745	2,209,155	2,209,155	2,209,155

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 2020-21

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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Mechanic/Municipal Svc. Worker	1.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker II	1.00	1.00	2.00	2.00	2.00	2.00
Municipal Worker I	2.00	2.50	1.50	1.50	1.50	1.50
Municipal Worker (Part-time FTE 1)	1.14	1.14	1.14	1.14	1.14	1.14
Permit Tech II	0.33	0.00	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.33	0.33	0.00	0.00	0.00
HR Specialist	0.04	0.04	0.04	0.00	0.00	0.00
Accounting Tech	0.18	0.18	0.18	0.00	0.00	0.00
Total FTE	6.69	7.19	7.19	6.64	6.64	6.64

STATE STREET TAX DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
EXPENDITURES						
SALARY & WAGES	333,935	370,563	393,935	379,580	379,580	379,580
OVERTIME	2,530	4,893	5,000	5,000	5,000	5,000
UNEMPLOYMENT INSURANCE	363	523	2,795	2,690	2,690	2,690
ACCIDENT INSURANCE	6,551	27,595	18,315	15,520	15,520	15,520
RETIREMENT	77,975	81,722	108,935	103,645	103,645	103,645
SOCIAL SECURITY	24,990	27,893	30,520	29,420	29,420	29,420
EMPR CONTRIB DEFERRED COMI	-	-	-	300	300	300
MEDICAL, DENTAL & LIFE INS	95,511	108,186	116,600	107,920	107,920	107,920
PERSONNEL SERVICES	541,855	621,375	676,100	644,075	644,075	644,075
OTHER PROFESSIONAL SERVICES	21,520	21,297	43,000	43,000	43,000	43,000
TRAVEL & TRAINING	3,294	2,783	4,000	4,000	4,000	4,000
PROPERTY & LIABILITY INS	14,327	13,291	14,000	14,500	14,500	14,500
ELECTRICITY	12,187	13,194	13,500	13,500	13,500	13,500
TELEPHONE	1,954	1,893	3,000	3,000	3,000	3,000
STREET LIGHTS	52,040	44,712	43,000	43,000	43,000	43,000
REPAIRS-OPERATING EQUIP	446	2,499	15,000	15,000	15,000	15,000
LAUNDRY & OTHER SANITATION	1,609	1,737	2,000	2,000	2,000	2,000
LEASED VEHICLES	-	-	70,000	59,950	59,950	59,950
MISC CONTRACTUAL	30,676	12,895	25,000	25,000	25,000	25,000
FEDERAL EXCHANGE MAINTENA	-	-	406,000	100,000	100,000	100,000
OFFICE SUPPLIES	672	3,794	5,000	3,000	3,000	3,000
ASPHALT & ASPHALT PRODUCTS	178,239	133,457	15,000	15,000	15,000	15,000
CHEMICALS	50	1,686	2,500	2,500	2,500	2,500
CLEAN/SANITATION SUPPLIES	-	329	500	500	500	500
CONCRETE PRODUCTS	2,810	3,576	15,000	15,000	15,000	15,000
FOOD & MISCELLANEOUS	269	378	500	500	500	500
FUEL-OTHER THAN VEHICLE	3,018	2,824	5,000	5,000	5,000	5,000
LUMBER & WOOD PRODUCTS	-	140	1,000	1,000	1,000	1,000
MINOR/SAFETY EQUIP	6,487	6,068	6,300	7,000	7,000	7,000
MOTOR VEHICLE FUEL & OIL	19,026	20,367	23,000	23,000	23,000	23,000
MOTOR VEHICLE PARTS	615	953	2,500	2,500	2,500	2,500
PLUMBING & SEWAGE SUPPLIES	74	33	200	200	200	200
STRUCTURAL STEEL & IRON	333	392	1,000	1,500	1,500	1,500
TRAFFIC/STREET SIGN MAT	6,059	6,145	7,000	119,000	119,000	119,000
PARTS FOR OPERATING EQUIP	18,676	13,064	10,000	12,000	12,000	12,000
SIGNAL MAINTENANCE	3,692	5,085	6,000	6,000	6,000	6,000
ROCK PRODUCTS	3,215	730	4,000	3,500	3,500	3,500
SNOW AND ICE	14,042	19,681	50,000	45,000	45,000	45,000
CRACKFILL MATERIALS	24,640	2,981	25,000	30,000	30,000	30,000
STORM WATER	37,124	5,627	85,000	55,000	55,000	55,000
STREET MARKING & STRIPING	13,696	11,235	20,000	30,000	30,000	30,000
ENGINEERING/SURVEY SERVICE	46,523	-	10,000	40,000	40,000	40,000
MATERIALS & SERVICES	517,313	352,842	933,000	740,150	740,150	740,150

STATE STREET TAX DETAILED EXPENDITURES (cont.)

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
BUILDINGS & FIXED EQUIP	2,026	340	100,000	10,000	10,000	10,000
CAPITAL IMPROVEMENTS	-	-	145,000		-	-
OTHER EQUIPMENT	103,279	-	-	-	-	-
CAPITAL OUTLAY	105,305	340	245,000	10,000	10,000	10,000
RES-STREET EQUIPMENT	-	90,000	100,000	100,000	100,000	100,000
RES-CIP STREET CONSTRUCTION	350,000	70,000	300,000	439,000	439,000	439,000
RES-BICYCLE TRAILS	10,214	10,214	11,550	13,500	13,500	13,500
RES-NEW STREET BUILDING	-	-	-	55,650	55,650	55,650
RES-STREET MAINTENANCE	-	-	-	-	-	-
TRANS TO GEN FUND-OH COSTS	-	-	30,000	156,780	156,780	156,780
TRANSFERS OUT	360,214	170,214	441,550	764,930	764,930	764,930
CONTINGENCY	-	-	75,095	50,000	50,000	50,000
CONTINGENCY	-	-	75,095	50,000	50,000	50,000
TOTAL STREET FUND	1,524,688	1,144,770	2,370,745	2,209,155	2,209,155	2,209,155

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 2020-21

- 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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	545	1,586	-	-	-	-
INTEREST ON INVESTMENTS	545	1,586	-	-	-	-
TRANSIENT ROOM TAX	658,084	680,298	650,000	600,000	600,000	600,000
TPA- TOURISM PROMOTION ASSESSM	119,768	123,244	115,000	100,000	100,000	100,000
TPA- CAPITAL ADDIT. ASSESSMENT	119,568	123,044	115,000	100,000	100,000	100,000
RARE AMERICORPS STAFF	-	-	-	-	-	-
DIAGONAL REZONE PARTICIPATION	22,500	-	-	-	-	-
SERVICE CHARGES	919,920	926,585	880,000	800,000	800,000	800,000
CASH FORWARD	135,000	157,000	213,570	31,050	31,050	31,050
CASH FORWARD	135,000	157,000	213,570	31,050	31,050	31,050
TOTAL	1,055,465	1,085,171	1,093,570	831,050	831,050	831,050

EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	194,983	110,068	117,000	110,000	110,000	110,000
TRANSFERS OUT						
GENERAL FUND	434,721	416,584	456,250	375,000	375,000	375,000
RES-TRT/TOURISM	59,733	59,988	58,500	49,000	49,000	49,000
RES-TRT/PARK DEVELOPMENT	59,733	59,988	58,500	49,000	49,000	49,000
RES-HFAC	9,955	9,998	9,750	9,000	9,000	9,000
BONDED DEBT	135,913	-	-	-	-	-
EOTEC/TPA	-	121,498	115,000	95,000	95,000	95,000
EOTEC/TRT	-	110,000	121,500	-	-	-
DEBT SERVICE	-	144,000	146,600	144,050	144,050	144,050
CONTINGENCY	-	-	10,470	-	-	-
TOTAL	895,038	1,032,124	1,093,570	831,050	831,050	831,050

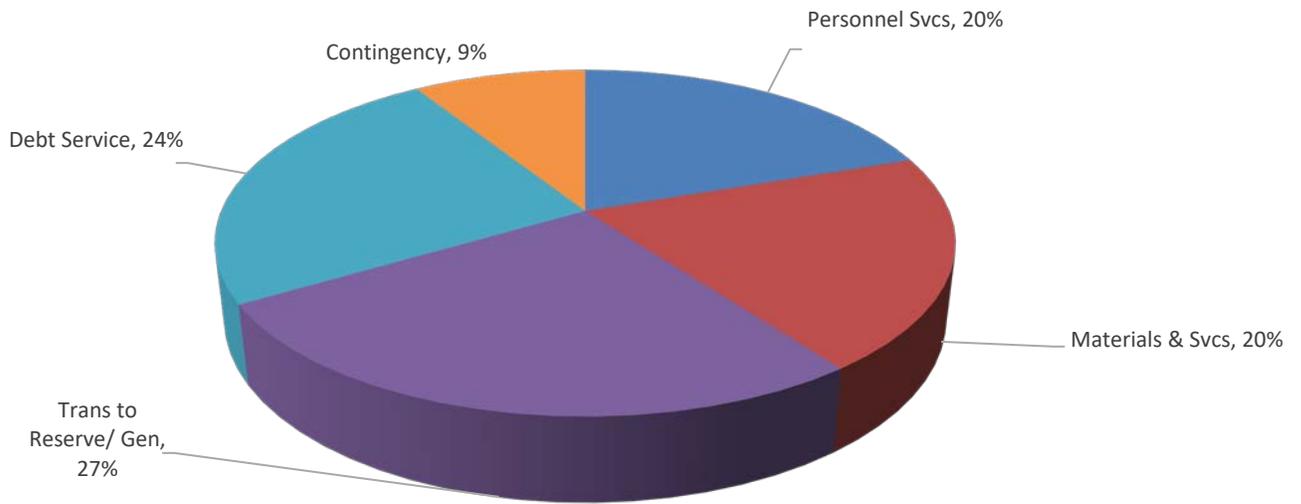
TRANSIENT ROOM TAX DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CONTRIBUTIONS TO CHAMBER-TRT	9,697	20,265	19,500	15,000	15,000	15,000
CONTRIBUTIONS TO EOTEC-TPA	86,650	-	-	-	-	-
MISCELLANEOUS CONTRACTUAL	79,126	69,803	77,500	75,000	75,000	75,000
MISC CONT TRT-4th OF JULY	19,510	20,000	20,000	20,000	20,000	20,000
MATERIALS & SERVICES	194,983	110,068	117,000	110,000	110,000	110,000
TRANSFER TO RES-PARK DEV	59,733	59,988	58,500	49,000	49,000	49,000
TRANSFER TO FF&C BONDED DEBT	135,913	-	-	-	-	-
TRANSFER TO GEN FUND	434,721	416,584	456,250	375,000	375,000	375,000
TRANSFER TO RES-TOURISM	59,733	59,988	58,500	49,000	49,000	49,000
TRANSFER TO RES- HFAC	9,955	9,998	9,750	9,000	9,000	9,000
TRANSFER TO EOTEC/TPA	-	121,498	115,000	95,000	95,000	95,000
TRANSFER TO EOTEC/TRT	-	110,000	121,500	-	-	-
TRANSFERS OUT	700,055	778,056	819,500	577,000	577,000	577,000
BOND PRINCIPAL 2017 TPA	-	80,000	85,000	85,000	85,000	85,000
BOND INTEREST 2017 TPA	-	64,000	61,600	59,050	59,050	59,050
DEBT SERVICE	-	144,000	146,600	144,050	144,050	144,050
CONTINGENCY	-	-	10,470	-	-	-
CONTINGENCY	-	-	10,470	-	-	-
TOTAL	895,038	1,032,124	1,093,570	831,050	831,050	831,050

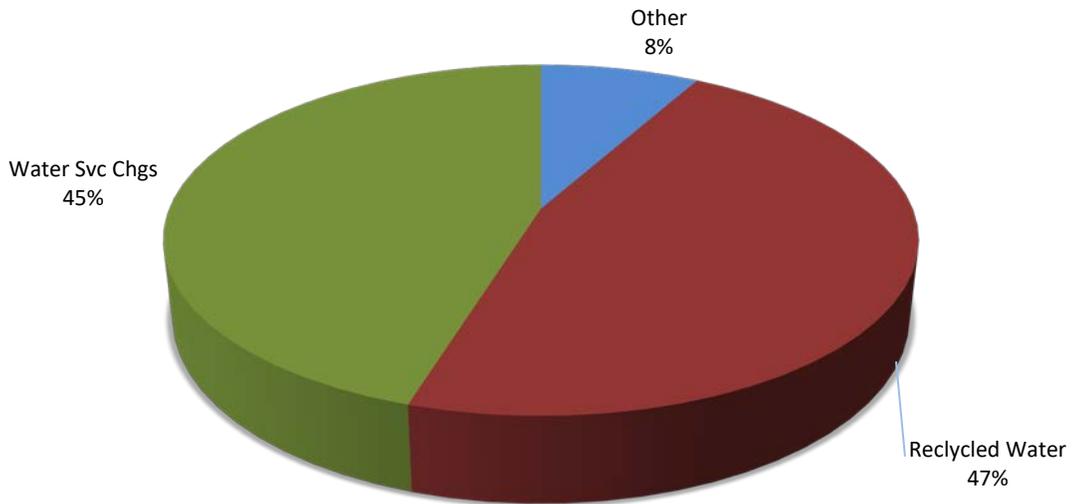
UTILITY FUND

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.

2020-21 Utility Expenditures



2020-21 Utility Resources



RESOURCES

06
UTILITY FUND

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Received	Received	Budget	Proposed	Approved	Adopted
REVENUES						
BOND ASSESSMENTS	1,747	-	-	-	-	-
LOCAL ASSESSMENTS	1,747	-	-	-	-	-
INTEREST ON INVESTMENTS	4,527	10,229	3,000	-	-	-
INTEREST	4,527	10,229	3,000	-	-	-
RECYCLED WATER SALES	2,562,872	3,459,581	4,700,000	4,700,000	4,700,000	4,700,000
RECYCLED WTR CONNECTION & SERV	20,725	24,545	15,000	15,000	15,000	15,000
SEPTIC TANK SERVICE	677	-	500	1,000	1,000	1,000
MISC. RECYCLED WATER INCOME	3,681	20,051	1,000	1,000	1,000	1,000
RECYCLED WATER SVC CHGS	2,587,955	3,504,177	4,716,500	4,717,000	4,717,000	4,717,000
ACCOUNT SET-UP FEE	13,133	14,145	11,000	11,000	11,000	11,000
WATER SALES	3,086,739	3,713,094	4,489,215	4,489,215	4,489,215	4,489,215
WATER CONNECTION & SERVICE	94,522	115,686	65,000	65,000	65,000	65,000
MISCELLANEOUS WATER INCOME	31,140	2,795	2,000	2,000	2,000	2,000
WATER SERVICE CHGS	3,225,534	3,845,720	4,567,215	4,567,215	4,567,215	4,567,215
TRANS FROM MISC SPEC REV FUND	80,000	-	-	-	-	-
TRANS FROM FUND 34 FF&C	-	-	1,488	-	-	-
TRANS FUND 23 ENTERPRISE ZONE	-	-	-	450,000	450,000	450,000
TRANSFERS IN	80,000	-	1,488	450,000	450,000	450,000
CASH FORWARD	996,812	880,438	708,455	367,060	367,060	367,060
CASH FORWARD	996,812	880,438	708,455	367,060	367,060	367,060
TOTAL UTILITY RESOURCES	6,896,576	8,240,564	9,996,658	10,101,275	10,101,275	10,101,275

CONSOLIDATED UTILITY EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
RECYCLED WATER	3,091,456	3,449,436	4,419,247	5,059,078	5,059,078	5,059,078
WATER	2,974,464	3,171,967	3,682,461	4,132,053	4,132,053	4,132,053
CONTINGENCY	-	-	1,894,950	910,144	910,144	910,144
TOTAL UTILITY EXPENDITURES	6,065,920	6,621,403	9,996,658	10,101,275	10,101,275	10,101,275

UTILITY EXPENDITURES
By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	2,184,676	2,405,082	2,629,240	1,997,695	1,997,695	1,997,695
MATERIALS & SERVICES	1,648,761	1,795,797	2,001,395	2,023,320	2,023,320	2,023,320
CAPITAL OUTLAY	35,000	19,896	143,995	-	-	-
TRANSFERS:						
RESERVE	170,000	363,000	1,221,500	2,142,000	2,142,000	2,142,000
BONDED DEBT	2,027,483	-	-	-	-	-
GENERAL FUND	-	-	71,375	557,700	557,700	557,700
DEBT SERVICE	-	2,037,629	2,034,203	2,470,416	2,470,416	2,470,416
CONTINGENCY	-	-	1,894,950	910,144	910,144	910,144
TOTAL UTILITY	6,065,920	6,621,403	9,996,658	10,101,275	10,101,275	10,101,275

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 2020-21

- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Recycled Water Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.50	1.50	1.50	1.00	1.00	1.00
Municipal Worker II	0.00	0.00	0.00	0.50	0.50	0.50
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 III	1.00	2.00	2.00	2.00	2.00	2.00
Recycled Water Worker I	1.00	3.50	3.50	3.00	3.00	3.00
City Manager	0.38	0.38	0.38	0.00	0.00	0.00
Finance Director	0.42	0.42	0.42	0.00	0.00	0.00
HR Specialist	0.35	0.35	0.35	0.00	0.00	0.00
Accounting Tech	0.20	0.20	0.20	0.00	0.00	0.00
Recycled Water Worker IV	1.00	0.00	0.00	0.00	0.00	0.00
Recycled Water Worker II	2.00	0.00	0.00	0.00	0.00	0.00
Total FTE	10.85	11.35	11.35	9.50	9.50	9.50

RECYCLED WATER TREATMENT DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	733,287	792,365	842,925	697,725	697,725	697,725
OVERTIME	11,702	9,757	20,000	20,000	20,000	20,000
UNEMPLOYMENT INSURANCE	804	1,118	6,040	5,025	5,025	5,025
ACCIDENT INSURANCE	4,434	16,412	11,570	11,675	11,675	11,675
RETIREMENT	156,165	179,481	232,015	191,735	191,735	191,735
SOCIAL SECURITY	54,917	58,925	66,015	54,905	54,905	54,905
EMPR CONTRIB DEFERRED COMP	-	-	-	600	600	600
MEDICAL, DENTAL & LIFE INS	169,249	200,856	213,990	175,335	175,335	175,335
PERSONNEL SERVICES	1,130,557	1,258,914	1,392,555	1,157,000	1,157,000	1,157,000
ACCOUNTING & AUDITING	8,282	10,249	10,625	6,600	6,600	6,600
OTHER PROFESSIONAL SERVICES	26,061	39,585	51,320	51,320	51,320	51,320
POSTAGE	5,948	7,394	6,000	6,000	6,000	6,000
TRAVEL & TRAINING	7,417	6,945	10,000	11,000	11,000	11,000
PROPERTY & LIABILITY INS	48,927	63,262	68,000	72,000	72,000	72,000
ELECTRICITY	182,200	202,264	180,000	180,000	180,000	180,000
TELEPHONE	7,991	10,577	9,000	9,000	9,000	9,000
REPAIRS-MACHINERY & EQUIP	44,428	35,600	65,000	55,000	55,000	55,000
REPAIRS-OFFICE EQUIPMENT	3,971	7,454	19,000	19,000	19,000	19,000
DUES & MEMBERSHIP	3,330	2,946	3,500	3,500	3,500	3,500
LAUNDRY & OTHER SANITATION	3,030	3,875	3,500	4,500	4,500	4,500
LEASED VEHICLES	-	-	16,800	14,500	14,500	14,500
MISCELLANEOUS CONTRACTUAL	131,330	155,283	175,000	175,000	175,000	175,000
BILLING/MAILING SERVICES	19,584	17,657	17,100	17,100	17,100	17,100
LICENSES & PERMITS	16,458	17,402	16,000	16,000	16,000	16,000
OFFICE SUPPLIES	4,975	5,921	4,600	4,600	4,600	4,600
AG & HORT SUPPLIES	311	23	-	-	-	-
CHEMICALS	151,955	229,124	290,000	290,000	290,000	290,000
CLEAN/SANITATION SUPPLIES	1,285	1,735	1,350	1,350	1,350	1,350
CONCRETE SUPPLIES	-	177	50	1,000	1,000	1,000
FOOD & MISCELLANEOUS	515	758	500	500	500	500
FUEL-OTHER THAN VEHICLE	14,340	17,397	15,000	15,000	15,000	15,000
LUBE-OTHER THAN VEHICLE	2,121	5,272	4,000	4,000	4,000	4,000
MEDICAL & LAB SUPPLIES	28,291	28,440	27,500	25,000	25,000	25,000
MINOR/SAFETY EQUIP	29,297	29,402	30,000	30,000	30,000	30,000
MOTOR VEHICLE FUEL & OIL	10,368	17,409	16,000	16,000	16,000	16,000
MOTOR VEHICLE PARTS	1,717	1,964	3,000	3,000	3,000	3,000
PAINT & PAINT SUPPLIES	250	90	500	500	500	500
PLUMBING & SEWAGE SUPPLIES	(1,381)	749	500	500	500	500
PARTS FOR OPERATING EQUIP	63,939	133,819	140,000	90,000	90,000	90,000
OVER AND SHORTS	(49)	(23)	-	-	-	-
MATERIALS & SERVICES	817,100	1,052,754	1,183,845	1,121,970	1,121,970	1,121,970

RECYCLED WATER TREATMENT DETAILED EXPENDITURES (cont.)

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MOTOR VEHICLES	35,000	-	-	-	-	-
OTHER EQUIPMENT	-	19,896	135,000	-	-	-
CAPITAL OUTLAY	35,000	19,896	135,000	-	-	-
TRANSFER TO RES-EQUIPMENT	100,000	-	-	-	-	-
RES- RWTP CIP PROJECTS	-	89,000	530,000	1,312,000	1,312,000	1,312,000
RES-SANITARY SEWER DEPT EQUIP	-	-	130,000	160,000	160,000	160,000
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 GEN FUND- OH COSTS	-	-	35,688	297,900	297,900	297,900
TRANSFERS OUT	1,108,799	104,000	695,688	1,769,900	1,769,900	1,769,900
BOND PRINCIPAL 2014 BONDS	-	65,000	67,500	70,000	70,000	70,000
PRINCIPAL CWSRF LOANS	-	446,867	458,943	471,344	471,344	471,344
BOND PRINCIPAL 2017 UTILITY	-	60,000	62,500	65,000	65,000	65,000
BOND INTEREST 2014 BONDS	-	96,350	93,700	90,950	90,950	90,950
INTEREST CWSRF LOANS	-	297,925	283,585	268,858	268,858	268,858
BOND INTEREST 2017 UTILITY	-	47,731	45,931	44,056	44,056	44,056
DEBT SERVICE	-	1,013,872	1,012,159	1,010,208	1,010,208	1,010,208
CONTINGENCY	-	-	885,216	455,072	455,072	455,072
CONTINGENCY	-	-	885,216	455,072	455,072	455,072
TOTAL SANITARY SEWER	3,091,456	3,449,436	5,304,463	5,514,150	5,514,150	5,514,150

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 2020-2021

- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Water Superintendent	0.75	0.75	0.75	0.75	0.75	0.75
Water Utility Worker II	5.00	5.00	5.00	5.00	5.00	5.00
Meter Tech	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.38	0.38	0.38	0.00	0.00	0.00
Finance Director	0.42	0.42	0.42	0.00	0.00	0.00
HR Specialist	0.35	0.35	0.35	0.00	0.00	0.00
Permit Technician II	0.33	0.00	0.00	0.00	0.00	0.00
Office Coordinator	0.00	0.33	0.33	0.00	0.00	0.00
Senior General Clerical	1.50	1.50	1.50	0.00	0.00	0.00
Accounting Tech	0.20	0.20	0.20	0.00	0.00	0.00
Total FTE	9.93	9.93	9.93	6.75	6.75	6.75

WATER PRODUCTION & MAINTENANCE DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	630,204	678,939	711,915	463,460	463,460	463,460
OVERTIME	26,454	29,831	30,000	30,000	30,000	30,000
UNEMPLOYMENT INSURANCE	725	1,005	5,195	3,455	3,455	3,455
ACCIDENT INSURANCE	3,637	13,588	10,365	9,325	9,325	9,325
RETIREMENT	164,444	179,423	220,075	152,640	152,640	152,640
SOCIAL SECURITY	49,272	52,738	56,760	37,750	37,750	37,750
EMPR CONTRIB DEFERRED COMP	-	-	-	200	200	200
MEDICAL, DENTAL & LIFE INS	179,383	190,644	202,375	143,865	143,865	143,865
PERSONNEL SERVICES	1,054,119	1,146,167	1,236,685	840,695	840,695	840,695
ACCOUNTING & AUDITING	7,842	10,249	10,625	6,600	6,600	6,600
OTHER PROFESSIONAL SERVICES	35,059	28,367	84,000	109,000	109,000	109,000
WATER SAMPLES	12,938	13,090	22,000	25,825	25,825	25,825
POSTAGE	772	1,159	1,000	1,000	1,000	1,000
TRAVEL & TRAINING	2,982	7,193	5,800	5,800	5,800	5,800
PROPERTY & LIABILITY INS	40,475	43,731	45,000	48,000	48,000	48,000
ELECTRICITY	264,920	213,594	260,000	260,000	260,000	260,000
TELEPHONE	4,259	4,965	6,600	6,600	6,600	6,600
REGIONAL WATER	45,504	-	50,000	50,000	50,000	50,000
REPAIRS-MACHINERY & EQUIP	-	206	400	400	400	400
REPAIRS-MOTOR VEHICLES	2,704	5,252	3,500	3,500	3,500	3,500
REPAIRS-OPERATING EQUIP	48,159	16,588	10,000	10,000	10,000	10,000
REPAIRS-OFFICE EQUIPMENT	1,755	615	2,000	2,000	2,000	2,000
EQUIPMENT RENT ALLOWANCE	932	305	250	250	250	250
DUES & MEMBERSHIP	778	644	21,850	21,850	21,850	21,850
LEASED VEHICLES	-	-	21,000	19,000	19,000	19,000
MISCELLANEOUS CONTRACTUAL	169,343	161,724	90,000	115,000	115,000	115,000
BILLING/MAILING SERVICES	19,098	18,149	17,100	17,100	17,100	17,100
OFFICE SUPPLIES	4,186	5,796	8,000	8,000	8,000	8,000
CHEMICALS	36,450	28,416	32,000	32,000	32,000	32,000
CLEAN/SANITATION SUPPLIES	159	188	150	150	150	150
CONCRETE SUPPLIES	688	503	500	500	500	500
FOOD & MISCELLANEOUS	403	175	450	450	450	450
FUEL-OTHER THAN VEHICLE	513	615	700	700	700	700
LUBE-OTHER THAN VEHICLE	1,067	1,239	1,500	1,500	1,500	1,500
MINOR/SAFETY EQUIP	6,099	6,995	6,000	6,000	6,000	6,000
MOTOR VEHICLE FUEL & OIL	10,959	11,417	14,000	13,000	13,000	13,000
MOTOR VEHICLE PARTS	4,427	2,406	2,750	3,750	3,750	3,750
PAINT & PAINT SUPPLIES	504	165	375	375	375	375
PLUMBING & SEWAGE SUPPLIES	54,517	131,266	80,000	105,000	105,000	105,000
PARTS FOR OPERATING EQUIP	54,232	28,054	20,000	28,000	28,000	28,000
OVER AND SHORTS	(59)	(23)	-	-	-	-
MATERIALS & SERVICES	831,661	743,043	817,550	901,350	901,350	901,350

WATER PRODUCTION & MAINT DETAILED EXPENDITURES (cont.)

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANSFER TO RES-EQUIPMENT	70,000	69,000	-	-	-	-
RES-CIP WATER PROJECTS	-	190,000	550,000	670,000	670,000	670,000
RES- TRAFFIC CONTROL 11TH & EL	-	-	11,500	-	-	-
TRANS TO BONDED DEBT FUND 22	918,280	-	-	-	-	-
TRANS TO BONDED DEBT-FUND 2	100,403	-	-	-	-	-
TRANS TO GEN FUND- OH COSTS	-	-	35,687	259,800	259,800	259,800
TRANSFERS OUT	1,088,684	259,000	597,187	929,800	929,800	929,800
BOND PRINCIPAL 2014 BONDS	-	65,000	67,500	70,000	70,000	70,000
PRINCIPAL CWSRF LOANS	-	446,867	458,943	471,344	471,344	471,344
PENNY AVE NOTE PRINCIPAL	-	8,967	9,415	-	-	-
BOND PRINCIPAL 2017 UTILITY	-	60,000	62,500	65,000	65,000	65,000
PRINCIPAL NE WATER TOWER LOAN	-	-	-	350,000	350,000	350,000
BOND INTEREST 2014 BONDS	-	96,350	93,700	90,950	90,950	90,950
INTEREST CWSRF LOANS	-	297,925	283,585	268,858	268,858	268,858
PENNY AVE NOTE INTEREST	-	917	470	-	-	-
BOND INTEREST 2017 UTILITY	-	47,731	45,931	44,056	44,056	44,056
INTEREST NE WATER TOWER LOAN	-	-	-	100,000	100,000	100,000
DEBT SERVICE	-	1,023,757	1,022,044	1,460,208	1,460,208	1,460,208
CONTINGENCY	-	-	1,009,734	455,072	455,072	455,072
CONTINGENCY	-	-	1,009,734	455,072	455,072	455,072
TOTAL	2,974,464	3,171,967	4,692,195	4,587,125	4,587,125	4,587,125

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 18 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 40 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% rate increase on October 1, 2019. Based on the final BPA rate increase, it will be necessary to raise HES retail rates in 2020-21.

PERSONNEL DISTRIBUTION

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
Electric General Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.25	0.24	0.24	0.00	0.00	0.00
Finance Director	0.06	0.06	0.06	0.00	0.00	0.00
HR Specialist	0.01	0.01	0.01	0.00	0.00	0.00
Financial Analyst	0.00	0.00	1.00	0.00	0.00	0.00
Accounting Assistant	1.00	1.00	0.00	0.00	0.00	0.00
Total FTE	2.32	2.31	2.31	1.00	1.00	1.00

RESOURCES

13 HERMISTON ENERGY SERVICES

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	20,514	86,359	25,000	30,000	30,000	30,000
INTEREST	20,514	86,359	25,000	30,000	30,000	30,000
ENERGY SERVICES	8,623,025	8,819,275	8,748,145	8,879,367	8,879,367	8,879,367
MISC ENERGY SVCS	231,839	286,208	115,000	200,000	200,000	200,000
SERVICE CHARGES	8,854,864	9,105,483	8,863,145	9,079,367	9,079,367	9,079,367
TRANS FM RESERVE FUND	-	-	250,000	500,000	500,000	500,000
TRANS FROM MISC SPEC REV	4,000	-	-	-	-	-
TRANS FROM FUND 33- ELECT	-	450,000	450,000	-	-	-
TRANSFER FROM	4,000	450,000	700,000	500,000	500,000	500,000
CASH FORWARD	3,428,750	2,195,000	1,860,625	1,532,898	1,532,898	1,532,898
CASH FORWARD	3,428,750	2,195,000	1,860,625	1,532,898	1,532,898	1,532,898
TOTAL HES FUND	12,308,128	11,836,841	11,448,770	11,142,265	11,142,265	11,142,265

EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	286,443	296,483	333,245	170,690	170,690	170,690
MATERIALS & SERVICES	7,345,738	7,394,830	7,715,873	7,803,025	7,803,025	7,803,025
CAPITAL OUTLAY	1,015,312	619,013	450,000	450,000	450,000	450,000
TRANSFERS:						
GENERAL FUND	-	-	30,000	157,800	157,800	157,800
RESERVE	500,000	-	-	-	-	-
BONDED DEBT	1,070,520	-	-	-	-	-
DEBT SERVICE	-	1,070,545	1,067,473	1,069,413	1,069,413	1,069,413
CONTINGENCY	-	-	1,852,179	1,491,337	1,491,337	1,491,337
TOTAL HES FUND	10,218,013	9,380,872	11,448,770	11,142,265	11,142,265	11,142,265

HERMISTON ENERGY SERVICES DETAILED EXPENDITURES

13

6350 HERMISTON ENERGY SERVICES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	200,705	207,355	226,560	108,430	108,430	108,430
OVERTIME	2,192	-	-	-	-	-
UNEMPLOYMENT INSURANCE	219	289	1,585	760	760	760
ACCIDENT INSURANCE	488	1,837	1,370	1,180	1,180	1,180
RETIREMENT	40,079	42,399	56,340	26,935	26,935	26,935
SOCIAL SECURITY	15,189	15,398	17,335	8,295	8,295	8,295
EMPR CONTRIB DEFERRED CO	-	-	-	100	100	100
MEDICAL, DENTAL & LIFE INS	27,571	29,205	30,055	24,990	24,990	24,990
PERSONNEL SERVICES	286,443	296,483	333,245	170,690	170,690	170,690
ACCOUNTING & AUDITING	4,031	5,125	5,315	3,500	3,500	3,500
OTHER PROF SVCS	1,608,017	1,563,106	1,604,775	1,604,775	1,604,775	1,604,775
TRAVEL & TRAINING	7,602	10,601	11,000	11,000	11,000	11,000
PROPERTY & LIABILITY INS	26,940	27,110	28,000	29,000	29,000	29,000
TELEPHONE	1,245	1,287	1,500	1,500	1,500	1,500
STREET LIGHTS	85,289	112,381	115,000	115,000	115,000	115,000
POWER PURCHASES-BPA	4,794,227	4,905,748	5,085,413	5,161,694	5,161,694	5,161,694
IN LIEU OF TAXES	559,891	618,081	612,370	621,556	621,556	621,556
CONSERVATION SERVICES	149,431	49,841	130,000	130,000	130,000	130,000
ENERGY ASSISTANCE (HEAT)	15,000	15,000	17,500	20,000	20,000	20,000
DUES & MEMBERSHIP	44,813	40,483	50,000	50,000	50,000	50,000
MISC CONTRACTUAL	45,267	41,181	50,000	50,000	50,000	50,000
OFFICE SUPPLIES	1,983	2,078	2,500	2,500	2,500	2,500
MINOR/SAFETY EQUIP	1,913	2,741	2,500	2,500	2,500	2,500
OVER AND SHORTS	89	66	-	-	-	-
MATERIALS & SERVICES	7,345,738	7,394,830	7,715,873	7,803,025	7,803,025	7,803,025

HERMISTON ENERGY SERVICES EXPENDITURES (cont.)

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL IMPROVEMENTS	1,015,312	619,013	450,000	450,000	450,000	450,000
OFFICE EQUIPMENT	-	-	-	-	-	-
CAPITAL OUTLAY	1,015,312	619,013	450,000	450,000	450,000	450,000
RES - HES IMPROVEMENTS	500,000	-	-	-	-	-
TRANS TO GEN FUND- OH CO:	-	-	30,000	157,800	157,800	157,800
TRANS TO BONDED DEBT	1,070,520	-	-	-	-	-
TRANSFERS OUT	1,570,520	-	30,000	157,800	157,800	157,800
BOND PRINCIPAL -2016 HES	-	605,000	615,000	625,000	625,000	625,000
BOND INTEREST-2016 HES	-	465,545	452,473	444,413	444,413	444,413
DEBT SERVICE	-	1,070,545	1,067,473	1,069,413	1,069,413	1,069,413
CONTINGENCY	-	-	1,852,179	1,491,337	1,491,337	1,491,337
CONTINGENCY	-	-	1,852,179	1,491,337	1,491,337	1,491,337
TOTAL HES FUND	10,218,013	9,380,872	11,448,770	11,142,265	11,142,265	11,142,265

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 2020-2021

- 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

	2017-18 Actual	2018-19 Actual	2019-20 Actual	2020-21 Proposed	2020-21 Approved	2020-21 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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	676	5,127	-	1,000	1,000	1,000
INTEREST	676	5,127	-	1,000	1,000	1,000
REIMBURSE DIRECT EXPENSE	1,033,404	808,038	150,000	250,000	250,000	250,000
MISCELLANEOUS REVENUE	1,033,404	808,038	150,000	250,000	250,000	250,000
POTABLE WATER RECEIPTS	209,040	192,581	173,670	180,000	180,000	180,000
NON-POTABLE WATER RECEIPTS	509,147	738,612	841,660	850,000	850,000	850,000
REIMBURSEMENT FEES	30,090	56,179	-	-	-	-
VADATA FRANCHISE FEE	-	6	1,500	-	-	-
SERVICE CHARGES	748,276	987,378	1,016,830	1,030,000	1,030,000	1,030,000
TRANS FROM MISC SPEC REV FU	8,000	-	-	-	-	-
TRANSFERS FROM	8,000	-	-	-	-	-
CASH FORWARD	740,285	691,400	141,895	196,000	196,000	196,000
CASH FORWARD	740,285	691,400	141,895	196,000	196,000	196,000
TOTAL REGIONAL WATER	2,530,641	2,491,943	1,308,725	1,477,000	1,477,000	1,477,000

CONSOLIDATED REGIONAL WATER EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
NON- POTABLE WATER	184,937	160,583	218,775	220,280	220,280	220,280
POTABLE WATER	147,149	160,310	167,302	168,820	168,820	168,820
RIVER INTAKE STATION	327,791	373,230	335,675	352,320	352,320	352,320
NON- DEPARTMENTAL	1,331,686	1,121,550	513,810	416,700	416,700	416,700
TOTAL EXPENDITURES	1,991,564	1,815,672	1,235,562	1,158,120	1,158,120	1,158,120
CONTINGENCY	-	-	73,163	318,880	318,880	318,880
CONTINGENCY	-	-	73,163	318,880	318,880	318,880
TOTAL REGIONAL WATER	1,991,564	1,815,672	1,308,725	1,477,000	1,477,000	1,477,000

REGIONAL WATER EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	209,409	208,731	230,452	235,120	235,120	235,120
MATERIALS & SERVICES	1,782,154	1,550,761	793,110	666,600	666,600	666,600
TRANSFERS:						
RESERVE	-	56,180	200,000	200,000	200,000	200,000
GENERAL FUND	-	-	12,000	56,400	56,400	56,400
CONTINGENCY	-	-	73,163	318,880	318,880	318,880
TOTAL REGIONAL WATER	1,991,564	1,815,672	1,308,725	1,477,000	1,477,000	1,477,000

NON-POTABLE WATER

15 REGIONAL WATER
6320 NON-POTABLE WATER

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	32,626	31,366	34,430	35,370	35,370	35,370
OVERTIME	10,478	6,850	10,000	10,000	10,000	10,000
UNEMPLOYMENT INSURANCE	42	50	310	320	320	320
ACCIDENT INSURANCE	310	1,071	935	860	860	860
RETIREMENT	10,985	10,038	14,580	14,885	14,885	14,885
SOCIAL SECURITY	2,898	2,643	3,400	3,470	3,470	3,470
EMPR CONTRIB DEFERRED COMP	-	-	-	30	30	30
MEDICAL, DENTAL & LIFE INS	8,427	8,317	9,770	9,995	9,995	9,995
PERSONNEL SERVICES	65,765	60,335	73,425	74,930	74,930	74,930
ELECTRICITY	66,389	75,236	89,000	89,000	89,000	89,000
RW- PURCHASE-NON-POTABLE WATER	-	-	5,000	5,000	5,000	5,000
MISC CONTRACTUAL	16,963	9,849	25,000	25,000	25,000	25,000
FUEL-OTHER THAN VEHICLE	724	1,307	1,300	1,300	1,300	1,300
MINOR/SAFETY EQUIP	97	339	1,000	1,000	1,000	1,000
PLUMBING & SEWAGE SUPP	-	-	50	50	50	50
PARTS FOR OPERATING EQUIP	34,999	13,518	24,000	24,000	24,000	24,000
MATERIALS & SERVICES	119,172	100,248	145,350	145,350	145,350	145,350
TOAL NON-POTABLE WATER	184,937	160,583	218,775	220,280	220,280	220,280

POTABLE WATER

15 REGIONAL WATER
6330 POTABLE WATER

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	29,552	31,777	34,430	35,370	35,370	35,370
OVERTIME	6,372	6,831	8,000	8,000	8,000	8,000
UNEMPLOYMENT INSURANCE	36	49	295	305	305	305
ACCIDENT INSURANCE	267	1,062	890	820	820	820
RETIREMENT	9,289	9,918	13,922	14,230	14,230	14,230
SOCIAL SECURITY	2,446	2,610	3,245	3,320	3,320	3,320
EMPR CONTRIB DEFERRED COMP	-	-	-	30	30	30
MEDICAL, DENTAL & LIFE INS	8,190	8,504	9,770	9,995	9,995	9,995
PERSONNEL SERVICES	56,152	60,751	70,552	72,070	72,070	72,070
WATER SAMPLES	11,170	4,442	10,000	10,000	10,000	10,000
ELECTRICITY	53,266	54,312	60,000	60,000	60,000	60,000
TELEPHONE	55	-	-	-	-	-
RW- PURCHASE-POTABLE WATER	-	-	5,000	5,000	5,000	5,000
MISCELLANEOUS CONTRACTUAL	4,196	1,241	3,500	3,500	3,500	3,500
CHEMICALS	19,257	9,600	13,000	13,000	13,000	13,000
MEDICAL & LAB SUPPLIES	776	659	1,000	1,000	1,000	1,000
MINOR/SAFETY EQUIP	-	9	150	150	150	150
PLUMBING & SEWAGE SUPPLIES	-	174	100	100	100	100
PARTS FOR OPERATING EQUIP	2,277	29,123	4,000	4,000	4,000	4,000
MATERIALS & SERVICES	90,998	99,559	96,750	96,750	96,750	96,750
TOTAL POTABLE WATER	147,149	160,310	167,302	168,820	168,820	168,820

RIVER INTAKE STATION

15 REGIONAL WATER
6335 RIVER INTAKE STATION

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SALARY & WAGES	34,614	38,794	37,690	38,710	38,710	38,710
OVERTIME	22,110	17,476	15,000	15,000	15,000	15,000
UNEMPLOYMENT INSURANCE	55	74	370	375	375	375
ACCIDENT INSURANCE	387	1,524	1,105	1,015	1,015	1,015
RETIREMENT	14,349	14,981	17,290	17,625	17,625	17,625
SOCIAL SECURITY	3,789	3,955	4,030	4,110	4,110	4,110
EMPR CONTRIB DEFERRED COMF	-	-	-	40	40	40
MEDICAL, DENTAL & LIFE INS	12,189	10,841	10,990	11,245	11,245	11,245
PERSONNEL SERVICES	87,492	87,645	86,475	88,120	88,120	88,120
ELECTRICITY	231,094	255,865	240,000	255,000	255,000	255,000
MISCELLANEOUS CONTRACTUAL	2,836	7,239	5,000	5,000	5,000	5,000
MINOR/SAFETY EQUIP	22	223	100	100	100	100
PLUMBING & SEWAGE SUPPLIES	103	-	100	100	100	100
PARTS FOR OPERATING EQUIP	6,243	22,257	4,000	4,000	4,000	4,000
MATERIALS & SERVICES	240,299	285,585	249,200	264,200	264,200	264,200
TOTAL RIVER INTAKE STATION	327,791	373,230	335,675	352,320	352,320	352,320

NON-DEPARTMENTAL

15 REGIONAL WATER 8810
NON-DEPARTMENTAL

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
ACCOUNTING & AUDITING	4,031	5,125	6,410	3,500	3,500	3,500
OTHER PROFESSIONAL SERVICES	8,215	1,030	1,800	1,800	1,800	1,800
TRAVEL & TRAINING	2,367	4,859	4,000	4,000	4,000	4,000
PROPERTY & LIABILITY INS	10,747	11,284	11,400	12,500	12,500	12,500
TELEPHONE	5,910	6,413	7,000	7,000	7,000	7,000
LEASED VEHICLES	-	-	-	10,000	10,000	10,000
MISCELLANEOUS CONTRACTUAL	1,288,071	1,012,174	250,000	100,000	100,000	100,000
OFFICE SUPPLIES	108	108	200	200	200	200
LUBE-OTHER THAN VEHICLE	582	133	600	600	600	600
MINOR/SAFETY EQUIP	663	1,605	3,500	3,500	3,500	3,500
MOTOR VEHICLE FUEL & OIL	2,468	2,905	2,500	2,500	2,500	2,500
MOTOR VEHICLE PARTS	485	500	1,700	2,000	2,000	2,000
PLUMBING & SEWAGE SUPPLIES	62	-	100	100	100	100
PARTS FOR OPERATING EQUIP	7,975	19,235	11,100	11,100	11,100	11,100
CITY OF UMATILLA VADATA 5%	-	-	1,500	1,500	1,500	1,500
MATERIALS & SERVICES	1,331,686	1,065,370	301,810	160,300	160,300	160,300
RES-REPAIR & REPLACEMENT	-	56,180	200,000	200,000	200,000	200,000
TRANS TO GEN FUND- OH COSTS	-	-	12,000	56,400	56,400	56,400
TRANSFERS OUT	-	56,180	212,000	256,400	256,400	256,400
CONTINGENCY	-	-	73,163	318,880	318,880	318,880
CONTINGENCY	-	-	73,163	318,880	318,880	318,880
TOTAL NON-DEPARTMENTAL	1,331,686	1,121,550	586,973	735,580	735,580	735,580

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 2020-21

- 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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	64	1,913	-	-	-	-
INTEREST ON INVESTMENTS	64	1,913	-	-	-	-
CONTRIBUTION FROM COUNTY	-	235,574	75,000	75,000	75,000	75,000
FROM OTHER AGENCIES	-	235,574	75,000	75,000	75,000	75,000
EVENT REVENUE	71,563	306,603	316,000	300,000	300,000	300,000
FOOD & BEVERAGE REVENUE	1,702	-	-	-	-	-
SERVICE CHARGES	73,265	306,603	316,000	300,000	300,000	300,000
MISCELLANEOUS REVENUES	-	5,696	-	-	-	-
DONATIONS	10,000	194,000	171,500	90,000	90,000	90,000
MISCELLANEOUS REVENUES	10,000	199,696	171,500	90,000	90,000	90,000
TRANS FROM FUND 36 FF&C TPA	-	-	832	-	-	-
TRANS FROM GENERAL FUND	96,230	-	-	-	-	-
TRANS FROM 05 FUND-TPA	-	121,498	115,000	95,000	95,000	95,000
TRANS FROM 05 FUND-TRT	-	110,000	121,500	-	-	-
TRANSFERS FROM	96,230	231,498	237,332	95,000	95,000	95,000
CASH FORWARD	115,500	-	176,980	99,000	99,000	99,000
CASH FORWARD	115,500	-	176,980	99,000	99,000	99,000
TOTAL OPERATIONS EOTEC FUND	295,059	975,284	976,812	659,000	659,000	659,000

EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	107,864	313,372	295,000	305,000	305,000	305,000
MATERIALS & SERVICES	122,170	344,069	423,232	354,000	354,000	354,000
DEBT SERVICE	-	258,580	258,580	-	-	-
TOTAL OPERATIONS EOTEC FUND	230,033	916,021	976,812	659,000	659,000	659,000

EOTEC OPERATIONS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
VW DIRECT PERSONNEL EXPENSES	107,864	313,372	295,000	305,000	305,000	305,000
TOTAL PERSONNEL SERVICES	107,864	313,372	295,000	305,000	305,000	305,000
AUDIT & ACCOUNTING	-	7,500	-	-	-	-
VW DIRECT OTHER COSTS	82,024	226,949	310,232	237,700	237,700	237,700
ADVERTISING & MARKETING	6,629	-	-	-	-	-
MANAGEMENT FEES	32,516	109,620	113,000	116,300	116,300	116,300
REPAIRS-BUILDINGS & MAINTENANC	1,000	-	-	-	-	-
MATERIALS & SERVICES	122,170	344,069	423,232	354,000	354,000	354,000
BRIDGE LOAN PRINCIPAL	-	244,456	235,950	-	-	-
BRIDGE LOAN INTEREST	-	14,124	22,630	-	-	-
DEBT SERVICE	-	258,580	258,580	-	-	-
TOTAL EOTEC OPERATIONS FUND	230,033	916,021	976,812	659,000	659,000	659,000

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	38,272	148,212	-	-	-	-
INTEREST	38,272	148,212	-	-	-	-
LOCAL GRANTS	455,000	234,493	-	-	-	-
FEDERAL GRANTS-DIRECT	295,157	170,268	285,000	2,007,900	2,007,900	2,007,900
STATE GRANTS	156,887	358,435	-	-	-	-
FROM OTHER AGENCIES	1,502,044	763,195	285,000	2,007,900	2,007,900	2,007,900
WATER SDC'S	27,072	43,980	20,000	20,000	20,000	20,000
SANITARY SEWER SDC'S	18,341	27,687	15,000	15,000	15,000	15,000
PARK SDC'S	27,200	43,600	20,000	20,000	20,000	20,000
ALORA HEIGHTS SDC	4,643	-	-	-	-	-
AIRPORT HANGAR LEASE	-	-	2,400	-	-	-
SERVICE CHARGES	77,255	115,267	57,400	55,000	55,000	55,000
MISCELLANEOUS REVENUE	6,565	100,000	-	-	-	-
CAPITAL DONATIONS	28,490	-	-	-	-	-
FUNLAND DONATIONS	-	7,960	118,000	52,094	52,094	52,094
REIMB. FEES- VADATA/AMAZON	-	-	56,179	-	-	-
MISCELLANEOUS REVENUES	35,055	107,960	174,179	52,094	52,094	52,094
LOAN PROCEEDS	-	1,391,013	4,000,000	450,000	450,000	450,000
LOAN PROCEEDS-FUNLAND	-	-	-	405,000	405,000	405,000
FUNLAND INSURANCE CLAIM	-	-	450,000	100,000	100,000	100,000
FEDERAL REIMBURSEMENT-FEM	-	-	-	112,500	112,500	112,500
SPECIAL PAYMENTS	-	1,391,013	4,450,000	1,067,500	1,067,500	1,067,500
TRANSFER FROM GENERAL FUND	727,450	918,115	639,000	791,106	791,106	791,106
TRANSFER FROM STREET FUND	360,214	170,214	411,550	608,150	608,150	608,150
TRANSFER FROM UTILITY FUND	170,000	348,000	1,221,500	2,142,000	2,142,000	2,142,000
TRANSFER FROM HES FUND	500,000	-	-	-	-	-
TRANSFER FROM COMM. CTR. FUND	32,743	-	-	-	-	-
TRANS FROM REGIONAL WATER	-	-	200,000	200,000	200,000	200,000
TRANS FROM 23-ENTERPRISE ZONE	-	-	-	100,000	100,000	100,000
TRANSFER FROM TRT-TOURISM	59,733	59,988	58,500	49,000	49,000	49,000
TRANSFER FROM TRT-PARK DEVELOPMENT	59,733	59,988	58,500	49,000	49,000	49,000
TRANSFER FROM TRT-HFAC	9,955	9,998	9,750	9,000	9,000	9,000
TRANS FROM REC SPEC REV FUND	-	-	28,500	-	-	-
TRANS FROM LIBRARY SPEC REV	-	-	90,000	-	-	-
TRANSFERS IN	1,919,827	1,622,483	2,717,300	3,948,256	3,948,256	3,948,256
CASH FORWARD	4,365,479	5,864,602	5,907,966	5,300,100	5,300,100	5,300,100
CASH FORWARD	4,365,479	5,864,602	5,907,966	5,300,100	5,300,100	5,300,100
TOTAL RESERVE FUND	7,937,933	10,012,734	13,591,845	12,430,850	12,430,850	12,430,850

CONSOLIDATED RESERVE EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
OFFICE EQUIP	40,594	-	-	-	-	-
AIRPORT IMPROVEMENTS	264,537	210,542	300,000	2,205,000	2,205,000	2,205,000
DISC GOLF COURSE	11,136	5,864	-	-	-	-
FUNLAND PLAYGROUND	17,881	8,175	582,350	816,800	816,800	816,800
HERMISTON FAMILY AQUATIC CTR	-	-	70,000	95,000	95,000	95,000
TRT/TOURISM	34,860	29,791	50,000	190,000	190,000	190,000
TRT/PARK DEVELOPMENT	11,952	25,000	90,000	185,000	185,000	185,000
BICYCLE TRAILS	-	-	59,500	220,000	220,000	220,000
PARKS SDC	-	-	60,000	50,000	50,000	50,000
SKATE PARK	(15)	27,242	230,000	240,000	240,000	240,000
VICTORY SQUARE PARK	-	-	-	-	-	-
SOUTH 2ND ST GATEWAY	-	-	12,085	-	-	-
SUNSET PARK	23,928	-	-	-	-	-
WEST HIGHLAND TRAIL	58,470	379,522	-	-	-	-
STREET EQUIPMENT	-	249,567	370,000	150,000	150,000	150,000
STREET MAINTENANCE	-	-	-	39,453	39,453	39,453
CIP STREET CONSTRUCTION	330,872	409,650	1,275,000	325,000	325,000	325,000
TRAFFIC CONTROL - 11TH & ELM	773,710	-	-	-	-	-
PW ELM ENTRANCE	-	-	-	2,630	2,630	2,630
NEW STREET BUILDING	-	-	-	55,650	55,650	55,650
HES GAS UTILITY	-	-	208,843	208,843	208,843	208,843
LIBRARY CAPITAL	-	-	90,000	-	-	-
SANITARY SEWER DEPT EQUIP	424,772	-	353,000	330,000	330,000	330,000
SANITARY SEWER- SDC	-	100,000	32,000	60,000	60,000	60,000
CIP WATER PROJECTS	-	136,069	700,000	780,000	780,000	780,000
NE WATER TANK	59,363	1,944,560	4,000,000	450,000	450,000	450,000
WATER DEPT EQUIPMENT	29,066	3,691	196,000	214,000	214,000	214,000
WATER - SDC	-	7,057	410,000	400,000	400,000	400,000
HIGHLAND SUMMIT BOOSTER	-	-	100,000	100,000	100,000	100,000
CIP-RWTP PROJECTS	232,378	419,879	505,000	1,455,525	1,455,525	1,455,525
REPAIR/REPLACE - REGIONAL	130,506	75,187	685,000	685,000	685,000	685,000
HES IMPROVEMENTS	101,411	60,927	1,423,750	1,173,765	1,173,765	1,173,765
TPA/ MARKETING	-	21,355	-	100,000	100,000	100,000
EOTEC EQUIPMENT	117,816	167,939	912,000	583,000	583,000	583,000
HCC MAINTENANCE & REPAIRS	32,743	-	21,300	21,340	21,340	21,340
COMMUNITY ENHANCEMENTS	100,000	29,230	150,000	200,450	200,450	200,450
CITY HALL IMPROVEMENTS	156,989	6,396	123,000	-	-	-
BELT PARK SUPP ENV PROJ	16,800	-	-	-	-	-
RESERVE FOR FUTURE EXPEND	-	-	583,017	1,094,394	1,094,394	1,094,394
TOTAL RESERVE FUND	2,969,770	4,317,642	13,591,845	12,430,850	12,430,850	12,430,850

RESERVE FUND EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	436,376	879,289	1,466,343	866,473	866,473	866,473
CAPITAL OUTLAY	2,518,394	3,428,352	10,615,400	8,092,480	8,092,480	8,092,480
TRANSFERS:						
HES FUND	-	-	250,000	500,000	500,000	500,000
STREET FUND	-	-	-	39,453	39,453	39,453
DEBT SERVICE	15,000	10,000	-	-	-	-
CONTINGENCY	-	-	677,085	1,838,050	1,838,050	1,838,050
RESERVE FOR FUTURE EXPENDITURE	-	-	583,017	1,094,394	1,094,394	1,094,394
TOTAL RESERVE FUND	2,969,770	4,317,642	13,591,845	12,430,850	12,430,850	12,430,850

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
RES- FUT EXP OFFICE EQUIPMENT	-	-	10,005	10,009	10,009	10,009
RES- FUT EXP TRT/TOURISM	-	-	126,000	-	-	-
RES- FUT EXP TRT/PARK DEVELOP	-	-	20,000	-	-	-
RES- FUT EXP BICYCLE TRAILS	-	-	11,517	-	-	-
RES- FUT EXP PARKS SDC	-	-	6,000	-	-	-
RES- FUT EXP S. 2ND ST GATEWAY	-	-	-	12,085	12,085	12,085
RES- FUT EXP STREET EQUIPMENT	-	-	-	30,000	30,000	30,000
RES- FUT EXP AIRPORT HANGAR	-	-	2,400	7,800	7,800	7,800
RES- FUT EXP STREET MAINTENANC	-	-	39,450	-	-	-
RES- FUT EXP CIP STREET CONST	-	-	300,000	715,000	715,000	715,000
RES- FUT EXP LIBRARY CAPITAL	-	-	-	90,000	90,000	90,000
RES- FUT EXP HPD VEH UPFITTING	-	-	20,000	40,000	40,000	40,000
RES- FUT EXP HPD EQUIPMENT	-	-	4,000	8,000	8,000	8,000
RES- FUT EXP SANIT SEWER EQUIP	-	-	-	180,000	180,000	180,000
HIGHLAND/KENNISON FIELD	-	-	1,500	1,500	1,500	1,500
RES- UNALLOCATED	-	-	42,145	-	-	-
TOTAL RESERVE FOR FUTURE EXP	-	-	583,017	1,094,394	1,094,394	1,094,394

CONTINGENCY

08 RESERVE FUND
6000 CONTINGENCY

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Expended	Expended	Budget	Proposed	Approved	Adopted
HERMISTON FAMILY AQUATIC CTR	-	-	-	85,000	85,000	85,000
TRT/TOURISM	-	-	20,000	150,000	150,000	150,000
TRT/PARK DEVELOPMENT	-	-	-	35,000	35,000	35,000
BICYCLE TRAILS	-	-	-	135,000	135,000	135,000
PARKS SDC	-	-	-	50,000	50,000	50,000
SOUTH 2ND ST GATEWAY	-	-	12,085	-	-	-
STREET EQUIPMENT	-	-	120,000	-	-	-
LIBRARY CAPITAL	-	-	45,000	-	-	-
SANITARY SEWER DEPT EQUIP	-	-	323,000	300,000	300,000	300,000
SANITARY SEWER- SDC	-	-	32,000	60,000	60,000	60,000
CIP WATER PROJECTS	-	-	100,000	110,000	110,000	110,000
WATER DEPT EQUIPMENT	-	-	-	14,000	14,000	14,000
WATER - SDC	-	-	-	290,000	290,000	290,000
HIGHLAND SUMMIT BOOSTER	-	-	-	100,000	100,000	100,000
CIP-RWTP PROJECTS	-	-	25,000	193,600	193,600	193,600
REPAIR/REPLACE - REGIONAL	-	-	-	285,000	285,000	285,000
COMMUNITY ENHANCEMENTS	-	-	-	30,450	30,450	30,450
TOTAL CONTINGENCY	-	-	677,085	1,838,050	1,838,050	1,838,050

OFFICE EQUIPMENT

08 RESERVE FUND
7210 OFFICE EQUIPMENT

This reserve is for money set aside for Office Equipment.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 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 2020-21 request covers the bulk of a long-anticipated Apron Rehab project. This project will remove and repave nearly all of the “Apron” area (aka Airplane parking/moving) at the airport. The FAA currently has this earmarked for \$1.98M in grant funding, with the City expected to produce the remaining 10% as local match. This will technically occur as two separate FAA grant awards, with one being a “Design” project in Federal Fiscal Year 2020 and the other being a “Construction” project in Federal Fiscal Year 2021. Therefore, some of this work will have already begun in City Fiscal Year 2020, will carry on through City Fiscal Year 2021 and may very well extend into City Fiscal Year 2022.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
AIRPORT IMPROVEMENTS	264,537	210,542	300,000	2,205,000	2,205,000	2,205,000
CAPITAL OUTLAY	264,537	210,542	300,000	2,205,000	2,205,000	2,205,000
TOTAL AIRPORT IMPROVEMENTS	264,537	210,542	300,000	2,205,000	2,205,000	2,205,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	11,136	5,864	-	-	-	-
MATERIALS & SERVICES	11,136	5,864	-	-	-	-
TOTAL DISC GOLF COURSE	11,136	5,864	-	-	-	-

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 2020-21

- Rebuild Funland Playground

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL IMPROVEMENTS	17,881	8,175	582,350	816,800	816,800	816,800
CAPITAL OUTLAY	17,881	8,175	582,350	816,800	816,800	816,800
TOTAL FUNLAND PLAYGROUND	17,881	8,175	582,350	816,800	816,800	816,800

AQUATIC CENTER MAINTENANCE & REPAIR

08 RESERVE FUND
 7229 AQUATIC CENTER
 MAINTENANCE & REPAIR

DEPARTMENT DESCRIPTION

The Hermiston Family Aquatic Center opened in 2003. Now over fifteen 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 2020-21

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	-	10,000	10,000	10,000
MATERIALS & SERVICES	-	-	-	10,000	10,000	10,000
CAPITAL IMPROVEMENTS	-	-	70,000	-	-	-
CAPITAL OUTLAY	-	-	70,000	-	-	-
CONTINGENCY	-	-	-	85,000	85,000	85,000
CONTINGENCY	-	-	-	85,000	85,000	85,000
TOTAL HFAC	-	-	70,000	95,000	95,000	95,000

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 2020-21

- Allocate \$40,000 in community tourism grants.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
OTHER REPAIRS	-	-	-	-	-	-
MISCELLANEOUS CONTRACTUAL	19,860	19,791	30,000	40,000	40,000	40,000
MATERIALS & SERVICES	19,860	19,791	30,000	40,000	40,000	40,000
INTERFUND LOAN REPAYMENT	15,000	10,000	-	-	-	-
DEBT SERVICE	15,000	10,000	-	-	-	-
CONTINGENCY	-	-	20,000	150,000	150,000	150,000
CONTINGENCY	-	-	20,000	150,000	150,000	150,000
TOTAL TRT/TOURISM	34,860	29,791	50,000	190,000	190,000	190,000

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 OBJECTIVES 2020-21

- Develop a Teen Adventure Park and Skateboard Park

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	11,952	25,000	90,000	150,000	150,000	150,000
MATERIALS & SERVICES	11,952	25,000	90,000	150,000	150,000	150,000
CONTINGENCY	-	-	-	35,000	35,000	35,000
CONTINGENCY	-	-	-	35,000	35,000	35,000
TOTAL TRT/PARKS & REC	11,952	25,000	90,000	185,000	185,000	185,000

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 2020-21

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	59,500	85,000	85,000	85,000
MATERIALS & SERVICES	-	-	59,500	85,000	85,000	85,000
CONTINGENCY	-	-	-	135,000	135,000	135,000
TOTAL CONTINGENCY	-	-	-	135,000	135,000	135,000
TOTAL BICYCLE TRAILS	-	-	59,500	220,000	220,000	220,000

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 2020-21

- Restore flood damage at Riverfront Park.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	60,000	-	-	-
MATERIALS & SERVICES	-	-	60,000	-	-	-
CONTINGENCY	-	-	-	50,000	50,000	50,000
CONTINGENCY	-	-	-	50,000	50,000	50,000
TOTAL PARKS SDC	-	-	60,000	50,000	50,000	50,000

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 and teen adventure programming. The design was completed in Fiscal year 2018-19 for the new facility.

DEPARTMENT OBJECTIVES 2020-21

- Apply for matching Grants with ORPD for a total of \$1.2 million construction.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISC CONTRACTUAL	-	27,242	-	-	-	-
MATERIALS & SERVICE	-	27,242	-	-	-	-
CAPITAL IMPROVEMENTS	(15)	-	230,000	240,000	240,000	240,000
CAPITAL OUTLAY	(15)	-	230,000	240,000	240,000	240,000
TOTAL SKATE PARK	(15)	27,242	230,000	240,000	240,000	240,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CONTINGENCY	-	-	12,085	-	-	-
CONTINGENCY	-	-	12,085	-	-	-
TOTAL SOUTH 2ND ST GATEWAY	-	-	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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL IMPROVEMENTS	23,928	-	-	-	-	-
CAPITAL OUTLAY	23,928	-	-	-	-	-
TOTAL SUNSET PARK	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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	58,470	379,522	-	-	-	-
MATERIALS & SERVICES	58,470	379,522	-	-	-	-
TOTAL WEST HIGHLAND TRAIL	58,470	379,522	-	-	-	-

STREET EQUIPMENT

08 RESERVE FUND
7240 STREET EQUIPMENT

This reserve is to replace equipment in the Street department.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
STREET CLEANING EQUIPMENT	-	249,567	250,000	150,000	150,000	150,000
CAPITAL OUTLAY	-	249,567	250,000	150,000	150,000	150,000
CONTINGENCY	-	-	120,000	-	-	-
CONTINGENCY	-	-	120,000	-	-	-
TOTAL STREET EQUIPMENT	-	249,567	370,000	150,000	150,000	150,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANSFER TO STREET FUND	-	-	-	39,453	39,453	39,453
TRANSFERS OUT	-	-	-	39,453	39,453	39,453
TOTAL STREET MAINTENANCE	-	-	-	39,453	39,453	39,453

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	-	100,000	100,000	100,000
MATERIALS AND SERVICES	-	-	-	100,000	100,000	100,000
EAST NEWPORT AVENUE	321,140	-	-	-	-	-
S. 1ST BOX CULVERT	9,733	308,879	-	-	-	-
W. HERMISTON AVE OVERLAY	-	57,918	600,000	-	-	-
GEER & HARPER INTERSECTION	-	23,853	50,000	125,000	125,000	125,000
E. THEATER LANE ROAD	-	19,000	625,000	-	-	-
N. 1ST PLACE RECONSTRUCTION	-	-	-	100,000	100,000	100,000
CAPITAL OUTLAY	330,872	409,650	1,275,000	225,000	225,000	225,000
TOTAL CIP STREET CONSTRUCTION	330,872	409,650	1,275,000	325,000	325,000	325,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL IMPROVEMENTS	773,710	-	-	-	-	-
CAPITAL OUTLAY	773,710	-	-	-	-	-
TOTAL TRAFFIC CONTROL	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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	-	2,630	2,630	2,630
MATERIALS & SERVICES	-	-	-	2,630	2,630	2,630
TOTAL PW ELM ENTRANCE	-	-	-	2,630	2,630	2,630

NEW STREET BUILDING

08 RESERVE FUND
7245 NEW STREET BUILDING

This reserve is for tracking the costs associated with a new Street Department building.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL IMPROVEMENTS	-	-	-	55,650	55,650	55,650
CAPITAL OUTLAY	-	-	-	55,650	55,650	55,650
TOTAL NEW STREET BUILDING	-	-	-	55,650	55,650	55,650

HES GAS UTILITY

08 RESERVE FUND
7250 HES GAS UTILITY

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	45,000	-	-	-
MATERIALS & SERVICES	-	-	45,000	-	-	-
CONTINGENCY	-	-	45,000	-	-	-
TOTAL CONTINGENCY	-	-	45,000	-	-	-
TOTAL LIBRARY CAPITAL	-	-	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 2020-21

- Ten years for membrane replacement

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SAN SEWER DEPT EQUIPMENT	424,772	-	-	-	-	-
RWTP-PUMP & MOTOR REPLACEMENT	-	-	30,000	30,000	30,000	30,000
CAPITAL OUTLAY	424,772	-	30,000	30,000	30,000	30,000
CONTINGENCY	-	-	323,000	300,000	300,000	300,000
CONTINGENCY	-	-	323,000	300,000	300,000	300,000
TOTAL SANITARY SEWER EQUIPMENT	424,772	-	353,000	330,000	330,000	330,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SANITARY SEWER EQUIPMENT	-	100,000	-	-	-	-
CAPITAL OUTLAY	-	100,000	-	-	-	-
CONTINGENCY	-	-	32,000	60,000	60,000	60,000
CONTINGENCY	-	-	32,000	60,000	60,000	60,000
TOTAL SANITARY SEWER SDC	-	100,000	32,000	60,000	60,000	60,000

CIP-WATER PROJECTS

08 RESERVE FUND
7268 CIP-WATER PROJECTS

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SCADA IMPROVEMENTS	-	136,069	190,000	-	-	-
GEER RD WATER LINE	-	-	50,000	-	-	-
WELL 6 COATING & CATH	-	-	60,000	-	-	-
WELL 6 RESERVOIR #1	-	-	300,000	-	-	-
RIDGEWAY WATERLINE	-	-	-	320,000	320,000	320,000
LEAK DETECTION	-	-	-	30,000	30,000	30,000
WELL #6 B/U GENERATOR	-	-	-	320,000	320,000	320,000
CAPITAL OUTLAY	-	136,069	600,000	670,000	670,000	670,000
CONTINGENCY	-	-	100,000	110,000	110,000	110,000
CONTINGENCY	-	-	100,000	110,000	110,000	110,000
TOTAL CIP WATER PROJ	-	136,069	700,000	780,000	780,000	780,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
OTHER PROFESSIONAL SERVICES	59,292	364,890	600,000	-	-	-
MISCELLANEOUS CONTRATUAL	72	-	-	-	-	-
MATERIALS & SERVICES	59,363	364,890	600,000	-	-	-
CAPITAL IMPROVEMENTS	-	1,579,670	3,400,000	450,000	450,000	450,000
CAPITAL OUTLAY	-	1,579,670	3,400,000	450,000	450,000	450,000
TOTAL NE WATER TANK	59,363	1,944,560	4,000,000	450,000	450,000	450,000

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 2020-21

- Replace backhoe.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
WATER DEPARTMENT EQUIPMENT	29,066	3,691	196,000	200,000	200,000	200,000
CAPITAL OUTLAY	29,066	3,691	196,000	200,000	200,000	200,000
CONTINGENCY	-	-	-	14,000	14,000	14,000
CONTINGENCY	-	-	-	14,000	14,000	14,000
TOTAL WATER EQUIPMENT	29,066	3,691	196,000	214,000	214,000	214,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
WATER CONST PROJECTS	-	7,057	410,000	110,000	110,000	110,000
CAPITAL OUTLAY	-	7,057	410,000	110,000	110,000	110,000
CONTINGENCY	-	-	-	290,000	290,000	290,000
CONTINGENCY	-	-	-	290,000	290,000	290,000
TOTAL WATER SDC	-	7,057	410,000	400,000	400,000	400,000

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 into this fund toward the installation.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISC CONTRACTUAL	-	-	100,000	-	-	-
MATERIALS & SERVICES	-	-	100,000	-	-	-
CONTINGENCY	-	-	-	100,000	100,000	100,000
CONTINGENCY	-	-	-	100,000	100,000	100,000
TOTAL HIGHLAND BOOSTER	-	-	100,000	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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
UTILITY CONSTRUCTION-RWTP	153,887	53,398	-	-	-	-
UTILITY CONSTRUCTION EOTEC WELL	78,490	-	-	-	-	-
MOTOR VEHICLES	-	309,481	-	-	-	-
UNDERGROUND FUEL STORAGE REPL/	-	-	40,000	8,855	8,855	8,855
7TH ST MANHOLE REPLACEMENT	-	-	20,000	20,000	20,000	20,000
LIFT STATION#1 UPGRADES/REPLACE	-	-	260,000	107,550	107,550	107,550
SEWER COLLECTION SYS EVALUATION	-	-	160,000	115,520	115,520	115,520
7TH ST SEWER REPLACEMENT	-	-	-	610,000	610,000	610,000
LIFT #3 ALTERNATIVE	-	-	-	400,000	400,000	400,000
OTHER IMPROVEMENTS	-	57,000	-	-	-	-
CAPITAL OUTLAY	232,378	419,879	480,000	1,261,925	1,261,925	1,261,925
CONTINGENCY	-	-	25,000	193,600	193,600	193,600
TOTAL CONTINGENCY	-	-	25,000	193,600	193,600	193,600
TOTAL CIP-WATER PROJECTS	232,378	419,879	505,000	1,455,525	1,455,525	1,455,525

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 2020-21

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
REPAIR & REPLACEMENT-REGIONAL	130,506	75,187	685,000	400,000	400,000	400,000
CAPITAL OUTLAY	130,506	75,187	685,000	400,000	400,000	400,000
CONTINGENCY	-	-	-	285,000	285,000	285,000
CONTINGENCY	-	-	-	285,000	285,000	285,000
TOTAL REGIONAL REP & REPLACEMENT	130,506	75,187	685,000	685,000	685,000	685,000

HES IMPROVEMENTS

08 RESERVE FUND
7290 HES IMPROVEMENTS

This fund is for future Hermiston Energy System improvements.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
HES IMPROVEMENTS	101,411	60,927	1,173,750	673,765	673,765	673,765
CAPITAL OUTLAY	101,411	60,927	1,173,750	673,765	673,765	673,765
TRANSFER TO HES FUND	-	-	250,000	500,000	500,000	500,000
TRANSFERS OUT	-	-	250,000	500,000	500,000	500,000
TOTAL HES IMPROVEMENTS	101,411	60,927	1,423,750	1,173,765	1,173,765	1,173,765

TPA/ MARKETING FUNDS

08 RESERVE FUND
 7293 TPA/ MARKETING

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	-	21,355	-	100,000	100,000	100,000
MATERIALS & SERVICES	-	21,355	-	100,000	100,000	100,000
TOTAL TPA/ MARKETING	-	21,355	-	100,000	100,000	100,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
EOTEC EQUIPMENT	117,816	167,939	912,000	583,000	583,000	583,000
CAPITAL OUTLAY	117,816	167,939	912,000	583,000	583,000	583,000
TOTAL EOTEC EQUIPMENT	117,816	167,939	912,000	583,000	583,000	583,000

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
HCC MAINTENANCE & REPAIRS	32,743	-	21,300	21,340	21,340	21,340
CAPITAL OUTLAY	32,743	-	21,300	21,340	21,340	21,340
TOTAL HCC MAINT & REPAIRS	32,743	-	21,300	21,340	21,340	21,340

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 2020-21

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

- Project #2 “Pedestrian Pathways throughout the City” Use \$120,000 of these funds to leverage as match against a Safe Routes to School grant application for a pedestrian path on NE 10th between Elm Ave and Diagonal Blvd.
- Project #5 “Directional Signage” Use \$50,000 of these funds to leverage as match against outside grant funds to fabricate and install decorative wayfinding signage.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approve	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	100,000	29,230	150,000	170,000	170,000	170,000
MATERIALS & SERVICES	100,000	29,230	150,000	170,000	170,000	170,000
CONTINGENCY	-	-	-	30,450	30,450	30,450
CONTINGENCY	-	-	-	30,450	30,450	30,450
TOTAL COMMUNITY ENHANCEMENT	100,000	29,230	150,000	200,450	200,450	200,450

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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MISCELLANEOUS CONTRACTUAL	135,000	6,396	123,000	-	-	-
MATERIAL & SERVICES	135,000	6,396	123,000	-	-	-
CAPITAL IMPROVEMENTS	21,989	-	-	-	-	-
CAPITAL OUTLAY	21,989	-	-	-	-	-
TOTAL CITY HALL IMPROVEMENT:	156,989	6,396	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.

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 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:

<u>2011 Utility Ref Bonds</u>	<u>Due Date</u>	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
Principal	Aug	270,000	285,000	295,000	300,000	130,000
Interest	Aug/Feb	<u>45,800</u>	<u>34,700</u>	<u>23,100</u>	<u>11,200</u>	<u>2,600</u>
Total		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:

<u>2013 Ref Pool Bonds</u>	<u>Due Date</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>2026-27</u>
Principal	Dec.	130,000	140,000	145,000	155,000	170,000	185,000	195,000
Interest	Dec/June	<u>78,820</u>	<u>73,420</u>	<u>67,720</u>	<u>61,720</u>	<u>56,070</u>	<u>50,744</u>	<u>45,044</u>
Total		208,820	213,420	212,720	216,720	226,070	235,744	240,044

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:

<u>2016A FF&C HES</u>	<u>Due Date</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>2026-27</u>
Principal								
Interest	Dec/June	<u>160,200</u>						
Total		160,200	160,200	160,200	160,200	160,200	160,200	160,200

<u>2016B FF&C HES</u>	<u>Due Date</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>2026-27</u>
Principal	Dec	625,000	640,000	660,000	680,000	700,000	720,000	745,000
Interest	Dec/June	<u>284,212</u>	<u>270,550</u>	<u>251,050</u>	<u>230,950</u>	<u>210,250</u>	<u>188,950</u>	<u>163,250</u>
Total		909,212	910,550	911,050	910,950	910,250	908,950	908,250

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>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>
<u>UTILITY</u>								
Principal	March	130,000	130,000	135,000	140,000	145,000	150,000	155,000
Interest	Sept/Mar	<u>88,122</u>	<u>84,112</u>	<u>80,312</u>	<u>76,262</u>	<u>72,062</u>	<u>67,713</u>	<u>63,213</u>
Total		<u>218,112</u>	<u>214,112</u>	<u>215,312</u>	<u>216,262</u>	<u>217,062</u>	<u>217,713</u>	<u>218,213</u>

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>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>
Principal	March	60,000	60,000	65,000	65,000	65,000	70,000	70,000
Interest	Sept/Ma	<u>41,162</u>	<u>39,362</u>	<u>37,562</u>	<u>35,612</u>	<u>33,662</u>	<u>31,713</u>	<u>29,613</u>
Total		<u>101,162</u>	<u>99,362</u>	<u>102,562</u>	<u>100,612</u>	<u>98,662</u>	<u>101,713</u>	<u>99,613</u>

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>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>
Principal	March	85,000	90,000	90,000	95,000	95,000	100,000	105,000
Interest	Sept/Ma	<u>59,050</u>	<u>56,500</u>	<u>53,800</u>	<u>51,100</u>	<u>48,250</u>	<u>45,400</u>	<u>42,400</u>
Total		<u>144,050</u>	<u>146,500</u>	<u>143,800</u>	<u>146,100</u>	<u>143,250</u>	<u>145,400</u>	<u>147,400</u>

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	Due Date	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Utility								
Principal	Nov	140,000	145,000	155,000	160,000	160,000	170,000	180,000
Interest	Nov/May	<u>181,900</u>	<u>176,200</u>	<u>170,200</u>	<u>163,900</u>	<u>157,400</u>	<u>150,700</u>	<u>143,700</u>
Total		321,900	321,200	325,200	323,900	322,400	320,700	323,700

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

R43770	Due Date	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Principal	Oct/Apr	179,372	184,484	189,748	195,151	200,712	206,432	212,316
Interest	Oct/Apr	<u>108,175</u>	<u>102,154</u>	<u>95,959</u>	<u>89,589</u>	<u>83,039</u>	<u>76,301</u>	<u>69,370</u>
Total		287,547	286,638	285,702	284,740	283,751	282,733	281,686

R43771	Due Date	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
Principal	Oct/Apr	763,315	783,677	804,582	826,045	826,045	870,703	893,930
Interest	Oct/Apr	<u>429,541</u>	<u>405,311</u>	<u>380,436</u>	<u>354,897</u>	<u>328,677</u>	<u>301,757</u>	<u>274,119</u>
Total		1,192,856	1,188,988	1,185,018	1,180,942	1,176,757	1,172,460	1,168,049

GO/FF&C-BONDED DEBT RESOURCES

02

GO/FF&C BONDED DEBT FUND

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Received	Received	Budget	Proposed	Approved	Adopted
BOND TAXES	312,831	305,345	311,400	310,800	310,800	310,800
DELINQUENT TAXES	6,805	8,030	5,000	5,000	5,000	5,000
PROPERTY TAXES	319,637	313,375	316,400	315,800	315,800	315,800
TRANS FM GENERAL	198,873	196,634	203,219	208,819	208,819	208,819
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	1,606,113	196,634	203,219	208,819	208,819	208,819
HURA PYMT ON 2017 FF&C	92,398	-	-	-	-	-
NON-REVENUE RECEIPTS	92,398	-	-	-	-	-
CASH FORWARD	180,000	180,000	176,001	167,581	167,581	167,581
CASH FORWARD	180,000	180,000	176,001	167,581	167,581	167,581
TOTAL	2,198,147	690,009	695,620	692,200	692,200	692,200

GO/FF&C-BONDED DEBT REQUIREMENTS

02

GO/FF&C BONDED DEBT FUND

		Due	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
		Date	Expended	Expended	Budget	Proposed	Approved	Adopted
PRINCIPAL								
2011 Utility (Refunding)	Aug		250,000	255,000	260,000	270,000	270,000	270,000
Pool Refunding	Dec		110,000	110,000	120,000	130,000	130,000	130,000
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			1,185,000	365,000	380,000	400,000	400,000	400,000
TOTAL PRINCIPAL			1,185,000	365,000	380,000	400,000	400,000	400,000
INTEREST								
2011 Utility (Refunding)	Aug/Feb		73,000	65,425	56,400	45,800	45,800	45,800
Pool Refunding	Dec/June		88,873	86,634	83,219	78,819	78,819	78,819
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			836,511	152,059	139,619	124,619	124,619	124,619
TOTAL INTEREST			836,511	152,059	139,619	124,619	124,619	124,619
UNAPPROP BALANCE			-	-	176,001	167,581	167,581	167,581
TOTAL BONDED DEBT			2,021,511	517,059	695,620	692,200	692,200	692,200

REVENUE BONDED DEBT RESOURCES

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REVENUE BONDED DEBT FUND

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 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	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
		Date	Expended	Expended	Budget	Proposed	Approved	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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTERFUND LOANS	15,000	10,000	-	-	-	-
NON-REVENUE RECEIPTS	15,000	10,000	-	-	-	-
CASH FORWARD	53,000	35,000	28,500	-	-	-
CASH FORWARD	53,000	35,000	28,500	-	-	-
TOTAL RECREATION FUND	68,000	45,000	28,500	-	-	-

EXPENDITURES

07

RECREATION SPECIAL REVENUE FUND

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL IMPROVEMENTS	5,000	-	-	-	-	-
CAPITAL OUTLAY	5,000	-	-	-	-	-
TRANSFER TO RESERVE FUND	-	-	28,500	-	-	-
TRANSFER TO GENERAL FUND	-	45,000	-	-	-	-
TRANSFER TO RESERVE FUND	-	45,000	28,500	-	-	-
TOTAL RECREATION FUND	5,000	45,000	28,500	-	-	-

RECREATION EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL OUTLAY	5,000	-	-	-	-	-
TRANSFERS OUT	-	45,000	28,500	-	-	-
TOTAL RECREATION FUND	5,000	45,000	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

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MUNICIPAL COURT SPECIAL REVENUE FUND

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
FINES & PENALTIES	179,457	145,563	-	-	-	-
SALES & SERVICE	417	-	-	-	-	-
FINES & PENALTIES	179,874	145,563	-	-	-	-
INTEREST ON INVESTMENTS	93	461	-	-	-	-
INTEREST	93	461	-	-	-	-
CASH FORWARD	35,000	34,400	-	-	-	-
CASH FORWARD	35,000	34,400	-	-	-	-
TOTAL MUNI COURT FUND	214,967	180,424	-	-	-	-

EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	21,797	13,506	-	-	-	-
TRANSFERS:						
LAW ENF FUND	13,015	11,632	-	-	-	-
GENERAL FUND	4,408	13,994	-	-	-	-
SPECIAL PAYMENTS	154,309	117,774	-	-	-	-
TOTAL MUNI COURT FUND	193,529	156,906	-	-	-	-

MUNICIPAL COURT DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
SECURITY, TRAINING & EQUIPMENT	22,358	13,531	-	-	-	-
OVER/SHORT	(561)	(25)	-	-	-	-
MATERIALS & SERVICES	21,797	13,506	-	-	-	-
TRANS TO LAW ENF. FUND	13,015	11,632	-	-	-	-
TRANS TO GENERAL FUND	4,408	13,994	-	-	-	-
TRANSFERS OUT	17,423	25,626	-	-	-	-
SPECIAL PAYMENTS	154,309	117,774	-	-	-	-
SPECIAL PAYMENTS	154,309	117,774	-	-	-	-
TOTAL MUNI COURT FUND	193,529	156,906	-	-	-	-

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

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MISCELLANEOUS SPECIAL REVENUE FUND

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	1,107	2,831	-	1,000	1,000	1,000
INTEREST ON INVESTMENTS	1,107	2,831	-	1,000	1,000	1,000
CIS WELLNESS GRANT	-	750	-	-	-	-
FROM OTHER AGENCIES	-	750	-	-	-	-
COURT FINES & PENALTIES	-	-	180,000	164,000	164,000	164,000
FINES & PENALTIES	-	-	180,000	164,000	164,000	164,000
CONST PERMIT SURCHARGE	29,783	28,620	32,000	32,000	32,000	32,000
SERVICE CHARGES	29,783	28,620	32,000	32,000	32,000	32,000
CASH FORWARD	471,145	65,000	94,700	58,000	58,000	58,000
CASH FORWARD	471,145	65,000	94,700	58,000	58,000	58,000
TOTAL	502,034	97,201	306,700	255,000	255,000	255,000

EXPENDITURES

By category

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	5,441	-	15,000	15,000	15,000	15,000
TRANSFERS	456,145	50,000	95,700	44,000	44,000	44,000
SPECIAL PAYMENTS	30,709	28,464	196,000	196,000	196,000	196,000
TOTAL	492,295	78,464	306,700	255,000	255,000	255,000

MISCELLANEOUS SPECIAL REVENUE FUND DETAILED EXPENDITURES

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Expended	Expended	Budget	Proposed	Approved	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	304,145	50,000	80,700	44,000	44,000	44,000
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	-	-	-
TRANSFERS	456,145	50,000	95,700	44,000	44,000	44,000
COURT SPECIAL PAYMENTS	-	-	164,000	164,000	164,000	164,000
CONST PERMIT SURCHARGE	30,709	28,464	32,000	32,000	32,000	32,000
SPECIAL PAYMENTS	30,709	28,464	196,000	196,000	196,000	196,000
TOTAL	492,295	78,464	306,700	255,000	255,000	255,000

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	92	-	-	-	-	-
INTEREST ON INVESTMENTS	92	-	-	-	-	-
EVENT REVENUE	95,463	-	-	-	-	-
SERVICE CHARGES	95,463	-	-	-	-	-
MISC. REVENUE	5,420	-	-	-	-	-
MISCELLANEOUS REVENUES	5,420	-	-	-	-	-
TRANSFER FROM GENERAL FUND	90,965	-	-	-	-	-
TRANSFERS FROM	90,965	-	-	-	-	-
CASH FORWARD	63,350	-	2,373	-	-	-
CASH FORWARD	63,350	-	2,373	-	-	-
TOTAL COMM CTR FUND	255,291	-	2,373	-	-	-

EXPENDITURES

By category

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Expended	Expended	Budget	Proposed	Approved	Adopted
MATERIALS & SERVICES	201,991	-	-	-	-	-
TRANSFERS:						
RESERVE FUND	32,743	-	2,373	-	-	-
TOTAL COMM CTR FUND	234,734	-	2,373	-	-	-

COMMUNITY CENTER DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
EVENT EXPENSES - JANITORIAL	25,169	-	-	-	-	-
EVENT EXPENSES - LINEN	3,147	-	-	-	-	-
EVENT EXPENSES - SECURITY	13,192	-	-	-	-	-
EVENT EXPENSES - FOOD & MISC	53	-	-	-	-	-
NON-EVENT EXP. - ADVERTISING	812	-	-	-	-	-
NON-EVENT EXP- MINOR/SAFETY	792	-	-	-	-	-
NON-EVENT EXP. - JANITORIAL	10,267	-	-	-	-	-
NON-EVENT EXP. - LINEN	2,118	-	-	-	-	-
NON-EVENT EXP.-MANAGEMENT FEI	76,917	-	-	-	-	-
NON-EVENT EXP.-REPAIR & MAINT.	15,350	-	-	-	-	-
NON-EVENT EXP. - SECURITY	1,589	-	-	-	-	-
NON-EVENT EXP. - SUPPLIES	22,527	-	-	-	-	-
NON-EVENT EXP. - UTILITIES	3,695	-	-	-	-	-
DIST. OF PROFITS - CHAMBER	-	-	-	-	-	-
CITY PD- PROPERTY & LIABILITY	7,774	-	-	-	-	-
CITY PD- UTILITIES	14,643	-	-	-	-	-
CITY PD- MISC CONTRACTUAL	760	-	-	-	-	-
CITY PD- FUEL-OTHER THAN VEHIC	3,186	-	-	-	-	-
MATERIALS & SERVICES	201,991	-	-	-	-	-
TRANS TO RES - HCC	32,743	-	-	-	-	-
TRANSFER TO GENERAL FUND	-	-	2,373	-	-	-
TRANSFERS OUT	32,743	-	2,373	-	-	-
TOTAL COMM CTR FUND	234,734	-	2,373	-	-	-

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	63	361	-	-	-	-
INTEREST	63	361	-	-	-	-
DONATIONS	15,851	14,425	15,000	15,000	15,000	15,000
MISC REVENUES	15,851	14,425	15,000	15,000	15,000	15,000
CASH FORWARD	24,000	24,000	25,000	25,000	25,000	25,000
CASH FORWARD	24,000	24,000	25,000	25,000	25,000	25,000
TOTAL REV FUND	39,914	38,786	40,000	40,000	40,000	40,000

EXPENDITURES

By category

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	14,458	16,360	35,000	35,000	35,000	35,000
RESERVE FOR FUTURE EXPEND	-	-	5,000	5,000	5,000	5,000
TOTAL XMAS EXPRESS FUND	14,458	16,360	40,000	40,000	40,000	40,000

CHRISTMAS EXPRESS SPECIAL REVENUE FUND DETAILED EXPENDITURES

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2017-18	2018-19	2019-20	2020-21	2020-21	2020-21
	Expended	Expended	Budget	Proposed	Approved	Adopted
FOOD & MISCELLANEOUS	14,458	16,360	35,000	35,000	35,000	35,000
MATERIALS & SERVICES	14,458	16,360	35,000	35,000	35,000	35,000
RESERVE FOR FUTURE EXPEND	-	-	5,000	5,000	5,000	5,000
RESERVE FOR FUTURE EXPEND	-	-	5,000	5,000	5,000	5,000
TOTAL XMAS EXPRESS FUND	14,458	16,360	40,000	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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTERST ON INVESTMENTS	221	1,387	-	-	-	-
INTEREST ON INVESTMENTS	221	1,387	-	-	-	-
GRANT-JUVENILE CRIME (CAB)	-	5,000	5,000	5,000	5,000	5,000
GRANTS - FEDERAL INDIRECT	13,422	7,174	18,000	10,000	10,000	10,000
GRANTS - FEDERAL DIRECT	3,878	1,058	2,400	4,125	4,125	4,125
GRANTS - STATE	-	-	-	10,000	10,000	10,000
GRANTS - LOCAL	5,000	16,126	16,500	1,000	1,000	1,000
FROM OTHER AGENCIES	22,300	29,358	41,900	30,125	30,125	30,125
MISC REVENUE	-	-	-	-	-	-
DONATIONS	4,055	1,000	-	-	-	-
MISC REVENUES	4,055	1,000	-	-	-	-
TRANSFER FROM MUNICIPAL CC	13,015	11,632	15,000	-	-	-
TRANSFERS IN	13,015	11,632	15,000	-	-	-
CASH FORWARD	62,500	60,000	51,000	69,000	69,000	69,000
CASH FORWARD	62,500	60,000	51,000	69,000	69,000	69,000
TOTAL LAW ENF FUND	102,091	103,377	107,900	99,125	99,125	99,125

EXPENDITURES

By category

20 LAW ENFORCEMENT FUND
7600

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PERSONNEL SERVICES	5,000	-	15,000	10,000	10,000	10,000
MATERIALS & SERVICES	21,173	28,978	56,000	20,000	20,000	20,000
CONTINGENCY	-	-	-	20,125	20,125	20,125
RESERVE FOR FUTURE EXPEND	-	-	36,900	49,000	49,000	49,000
TOTAL LAW ENF FUND	26,173	28,978	107,900	99,125	99,125	99,125

LAW ENFORCEMENT FUND DETAILED EXPENDITURES

20 LAW ENFORCEMENT FUND 7600

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
OVERTIME	5,000	-	15,000	10,000	10,000	10,000
PERSONNEL SERVICES	5,000	-	15,000	10,000	10,000	10,000
PROFESSIONAL DEVELOPMENT	4,955	7,290	10,000	10,000	10,000	10,000
MISCELLANEOUS CONTRACTUAL	4,718	15,240	11,000	5,000	5,000	5,000
MINOR SAFETY EQUIPMENT	11,500	6,448	35,000	5,000	5,000	5,000
MATERIALS & SERVICES	21,173	28,978	56,000	20,000	20,000	20,000
CONTINGENCY	-	-	-	20,125	20,125	20,125
CONTINGENCY	-	-	-	20,125	20,125	20,125
RESERVE FOR FUTURE EXPEND.	-	-	36,900	49,000	49,000	49,000
RESERVE FOR FUTURE EXPEND	-	-	36,900	49,000	49,000	49,000
TOTAL LAW ENF FUND	26,173	28,978	107,900	99,125	99,125	99,125

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
FINES & FEES	14,367	13,376	-	-	-	-
FINES & PENALTIES	14,367	13,376	-	-	-	-
INTEREST ON INVESTMENTS	217	1,561	-	-	-	-
INTEREST	217	1,561	-	-	-	-
GRANTS - PRIVATE	120	-	7,500	20,000	20,000	20,000
GRANTS - STATE	3,158	3,159	3,100	3,300	3,300	3,300
FROM OTHER AGENCIES	3,278	3,159	10,600	23,300	23,300	23,300
WINDMILL DISTRICT	1,294	-	-	-	-	-
RENTAL	1,630	2,185	-	-	-	-
SERVICE CHARGES	2,924	2,185	-	-	-	-
SALES & SERVICE	619	372	-	-	-	-
DONATIONS & CONTRIBUTIONS	535	868	2,000	10,000	10,000	10,000
MISCELLANEOUS REVENUES	1,154	1,240	2,000	10,000	10,000	10,000
CASH FORWARD	32,000	52,000	100,000	10,500	10,500	10,500
CASH FORWARD	32,000	52,000	100,000	10,500	10,500	10,500
TOTAL LIBRARY FUND	53,939	73,521	112,600	43,800	43,800	43,800

EXPENDITURES

By category

21 LIBRARY FUND
7700

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	3,009	4,885	11,100	2,300	2,300	2,300
CAPITAL OUTLAY	-	-	1,500	1,000	1,000	1,000
TRANSFER TO RESERVE	-	-	90,000	-	-	-
CONTINGENCY	-	-	10,000	40,500	40,500	40,500
TOTAL LIBRARY FUND	3,009	4,885	112,600	43,800	43,800	43,800

LIBRARY FUND DETAILED EXPENDITURES

21 LIBRARY FUND
7700

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRAVEL & TRAINING	70	-	-	-	-	-
MISCELLANEOUS CONTRACTUAL	-	1,018	6,000	700	700	700
LICENSES & PERMITS	-	-	100	-	-	-
OFFICE SUPPLIES	386	1,077	5,000	-	-	-
FOOD & MISCELLANEOUS	2,553	2,790	-	1,600	1,600	1,600
MATERIALS & SERVICES	3,009	4,885	11,100	2,300	2,300	2,300
BOOKS	-	-	1,500	1,000	1,000	1,000
CAPITAL OUTLAY	-	-	1,500	1,000	1,000	1,000
TRANS TO RES- LIBRARY CAPITAL	-	-	90,000	-	-	-
TRANSFERS OUT	-	-	90,000	-	-	-
CONTINGENCY	-	-	10,000	40,500	40,500	40,500
CONTINGENCY	-	-	10,000	40,500	40,500	40,500
TOTAL LIBRARY FUND	3,009	4,885	112,600	43,800	43,800	43,800

GREATER-HERMISTON ENTERPRISE ZONE PROJECT FUND

The Greater-Hermiston Enterprise Zone (“GHEZ”) is a unique resource/opportunity for businesses growing or locating in the Hermiston area, which is authorized by ORS 285C. Enterprise zones exempt businesses from all local property taxes on new investments for a specified amount of time, which varies among different zone programs.

Basic Enterprise Zone Exemptions are guaranteed by right for eligible businesses which meet minimum job creation thresholds. The Basic Exemption exempts taxes for three years.

Extended Enterprise Zone Exemptions allow businesses to qualify for up to two additional years of benefit if minimum salary thresholds are met for the jobs created. The Zone Sponsors have the ability to negotiate fees to the zone from the business in exchange for the additional exemption time.

Long Term Rural Enterprise Zone (LTREZ) Exemptions allow for businesses which invest very large amounts of capital in to qualifying rural zones to qualify for property tax exemptions of between 7 & 15 years. The Zone Sponsors have the ability to negotiate fees to the zone from the business in exchange for the additional exemption time

The GHEZ is co-sponsored by the City of Hermiston and Umatilla County. All Enterprise Zone exemptions, including negotiated fee payments, must be approved by both sponsors. It is the intent of the Sponsors to manage fees paid to the zone for long-term economic and community growth.

The fees paid to the GHEZ for any Extended, or Long Term, exemptions are not taxes.

This fund is used to accumulate fee revenue received through multi-year GEZ agreements with businesses locating in the GHEZ. This fund allows for the accumulation of resources to accomplish the economic and community development goals of the Sponsors

RESOURCES

23 GHEZ PROJECT FUND

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CONTRIBUTION FROM LAMB WESTO	-	-	-	500,000	500,000	500,000
CONTRIBUTION FROM COUNTY	-	-	-	500,000	500,000	500,000
TRANSFER IN	-	-	-	1,000,000	1,000,000	1,000,000
CASH FORWARD	-	-	-	1,000,000	1,000,000	1,000,000
TOTAL CASH FORWARD	-	-	-	1,000,000	1,000,000	1,000,000
TOTAL REVENUE	-	-	-	2,000,000	2,000,000	2,000,000

EXPENDITURES

By category

23 GHEZ PROJECT
FUND

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANSFERS OUT	-	-	-	550,000	550,000	550,000
CONTINGENCY	-	-	-	1,450,000	1,450,000	1,450,000
TOTAL ENTERPRISE ZONE PROJECT	-	-	-	2,000,000	2,000,000	2,000,000

ENTERPRISE ZONE PROJECT FUND EXPENDITURES

23 GHEZ PROJECT
FUND

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANS TO UTILITY-NE WATER TOWE	-	-	-	450,000	450,000	450,000
TRANS TO RES-FUNLAND REBUILD	-	-	-	100,000	100,000	100,000
TRANSFERS OUT	-	-	-	550,000	550,000	550,000
CONTINGENCY	-	-	-	1,450,000	1,450,000	1,450,000
CONTINGENCY	-	-	-	1,450,000	1,450,000	1,450,000
TOTAL EXPENDITURES	-	-	-	2,000,000	2,000,000	2,000,000

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	694	1,261	-	-	-	-
INTEREST ON INVESTMENTS	694	1,261	-	-	-	-
LOCAL GRANTS	-	1,000	-	-	-	-
CDBG GRANT - FEDERAL	1,496,408	1,805	-	-	-	-
FROM OTHER AGENCIES	1,496,408	2,805	-	-	-	-
REIMBURSE DIRECT EXPENSE	-	3,866	-	-	-	-
NON REVENUE RECEIPTS	-	3,866	-	-	-	-
TRANSFER FROM GENERAL FUND	37,000	-	-	-	-	-
TRANSFERS	37,000	-	-	-	-	-
CASH FORWARD	858,710	50,000	68,185	-	-	-
CASH FORWARD	858,710	50,000	68,185	-	-	-
TOTAL SENIOR CTR FUND	2,392,812	57,932	68,185	-	-	-

EXPENDITURES

By category

32 HARKENRIDER CENTER CONSTRUCTION FUND 8300

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL OUTLAY	2,132,730	22,424	-	-	-	-
TRANSFERS OUT	-	-	68,185	-	-	-
TOTAL SENIOR CTR FUND	2,132,730	22,424	68,185	-	-	-

HARKENRIDER CONSTRUCTION FUND DETAILED EXPENDITURES

32 HARKENRIDER CENTER CONSTRUCTION FUND
8300

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANSFER TO GENERAL FUND	-	-	68,185	-		
TRANSFERS OUT	-	-	68,185	-	-	-
CAPITAL OUTLAY	2,132,730	14,624	-	-	-	-
CAPITAL OUTLAY-ARCH	-	7,800	-	-	-	-
CAPITAL OUTLAY	2,132,730	22,424	-	-	-	-
TOTAL	2,132,730	22,424	68,185	-	-	-

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	64,770	47,865	-	-	-	-
TOTAL INTEREST	64,770	47,865	-	-	-	-
CASH FORWARD	3,700,000	2,000,000	1,350,000	165,000	165,000	165,000
TOTAL CASH FORWARD	3,700,000	2,000,000	1,350,000	165,000	165,000	165,000
TOTAL REVENUE	3,764,770	2,047,865	1,350,000	165,000	165,000	165,000

EXPENDITURES

By category

33 2016 FF & C OBLIG-ELECTRIC FUND
8200

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
MATERIALS & SERVICES	1,200	1,200	-	-	-	-
CAPITAL OUTLAY	2,216,556	439,229	900,000	165,000	165,000	165,000
TRANSFERS OUT	-	450,000	450,000	-	-	-
TOTAL FF & C OBLIG.-ELECTRIC	2,217,756	890,429	1,350,000	165,000	165,000	165,000

2016 FF&C OBLIGATION-ELECTRIC DETAILED EXPENDITURES

33 2016 FF & C OBLIG-ELECTRIC FUND
8200

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
OTHER PROFESSIONAL SERVICES	1,200	1,200	-	-	-	-
MATERIALS & SERVICES	1,200	1,200	-	-	-	-
CAPITAL IMPROVEMENTS	2,216,556	439,229	900,000	165,000	165,000	165,000
CAPITAL OUTLAY	2,216,556	439,229	900,000	165,000	165,000	165,000
TRANSFER TO HES FUND 13	-	450,000	450,000	-	-	-
TRANSFERS OUT	-	450,000	450,000	-	-	-
TOTAL EXPENDITURES	2,217,756	890,429	1,350,000	165,000	165,000	165,000

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	19,301	13,193	-	-	-	-
TOTAL INTEREST	19,301	13,193	-	-	-	-
TRANSFER FROM UTILITY FUND	-	15,000	-	-	-	-
TRANSFERS IN	-	15,000	-	-	-	-
CASH FORWARD	3,200,000	1,410,800	1,488	-	-	-
CASH FORWARD	3,200,000	1,410,800	1,488	-	-	-
TOTAL REVENUE	3,219,301	1,438,993	1,488	-	-	-

EXPENDITURES

By category

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

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL OUTLAY	719,101	1,221,660	1,488	-	-	-
CAPITAL OUTLAY	719,101	1,221,660	1,488	-	-	-

2017 FF&C SEWER & WATER BONDS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
PLANT EQUIPMENT	326,818	1,221,660	-	-	-	-
TRANS TO UTILITY FUND	-	-	1,488	-	-	-
SEWER TOTAL	326,818	1,221,660	1,488	-	-	-
METERS	392,283	-	-	-	-	-
WATER TOTAL	392,283	-	-	-	-	-
TOTAL SEWER & WATER	719,101	1,221,660	1,488	-	-	-

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
INTEREST ON INVESTMENTS	24,588	648	-	-	-	-
TOTAL INTEREST	24,588	648	-	-	-	-
CASH FORWARD	1,500,000	-	-	25,000	25,000	25,000
CASH FORWARD	1,500,000	-	-	25,000	25,000	25,000
TOTAL REVENUE	1,524,588	648	-	25,000	25,000	25,000

EXPENDITURES

By category

35 2017 FF & C OBLIGATION-HURA FUND
8200

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL OUTLAY	1,500,000	-	-	-	-	-
NON-DEPARTMENTAL	-	-	-	25,000	25,000	25,000
TOTAL FF & C OBLIG-HURA	1,500,000	-	-	25,000	25,000	25,000

2017 FF&C HURA BONDS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CAPITAL IMPROVEMENTS	1,500,000	-	-	-	-	-
FESTIVAL STREET TOTAL	1,500,000	-	-	-	-	-
HURA REPYMT LGIP FUNDS 3066	-	-	-	25,000	25,000	25,000
NON-DEPARTMENTAL TOTAL	-	-	-	25,000	25,000	25,000
TOTAL EXPENDITURES	1,500,000	-	-	25,000	25,000	25,000

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

	2017-18 Received	2018-19 Received	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
CASH FORWARD	-	-	832	-	-	-
CASH FORWARD	-	-	832	-	-	-
TOTAL REVENUE	-	-	832	-	-	-

EXPENDITURES

By category

36 2017 FF & C OBLIGATION-TPA FUND
8200

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANSFERS OUT	-	-	832	-	-	-
TOTAL FF & C OBLIGATION-TPA	-	-	832	-	-	-

2017 FF&C TPA BONDS DETAILED EXPENDITURES

	2017-18 Expended	2018-19 Expended	2019-20 Budget	2020-21 Proposed	2020-21 Approved	2020-21 Adopted
TRANS TO EOTEC FUND 25	-	-	832	-	-	-
TRANSFERS OUT	-	-	832	-	-	-
TOTAL	-	-	832	-	-	-

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.