

**Adopted Budget
Biennial Budget
2011-13**

City of Ontario





City of Ontario 2011-2013 Budget

TABLE OF CONTENTS

	Page
Contents	
Section I	
Table of Contents	I-1
Budget Message.....	I-4
Section II – Community Information	
City Council	II-1
Budget Process & Calendar	II-5
Overall Organizational Chart	II-8
City Department Directors.....	II-8
Budget Calendar.....	II-9
Community Information	II-10
Section III – Financial Policies & Overview	
Fund Structure and Descriptions.....	III-1
Financial Policy Excerpts.....	III-7
Section IV – General Fund	
General Revenues.....	IV-1
Administration.....	IV-3
Administrative Overhead.....	IV-5
Airport.....	IV-7
Aquatic.....	IV-10
Building	IV-13
Cemetery.....	IV-15
Community Development / Planning	IV-18
Finance	IV-20
Fire.....	IV-23
Parks.....	IV-26
Police.....	IV-29
Recreation.....	IV-33
Technology	IV-36
Section V –Public Works Fund	
Public Works Administration	V-1
Facility Maintenance	V-4
Utility Maintenance.....	V-6
Section VI –Capital Projects Fund	
Special Projects.....	VI-2
Utility Capitalization Fee (UCF).....	VI-3
System Development Charges (SDC).....	VI-4
East Idaho Transportation Project	VI-5
Washington / Oregon Realignment Project.....	VI-6



City of Ontario 2011-2013 Budget

Contents	Page
Section VII –Street Fund	
Revenue & Operations Budget.....	VII-1
Section VIII –Water Fund	
Revenue & Operations Budget.....	VIII-1
Section IX –Sewer Fund	
Revenue & Operations Budget.....	IX-1
Section X –Storm Sewer Fund	
Revenue & Operations Budget.....	X-1
Section XI –Miscellaneous Funds	
Summary	XI-1
Golf Fund.....	XI-2
Grant Fund	XI-5
9-1-1.....	XI-7
Debt Service Fund	XI-9
Trust Fund.....	XI-10
Cemetery Perpetual Maintenance	
Chamber of Commerce	
OSS Trust	
V & C Grants	
Reserve Fund.....	XI-15
Bike Path Reserve	
Building Inspection Reserve	
Emergency Equipment Reserve	
Facility Maintenance & Repair Reserve	
Public Works Reserve	
Business Loan Fund.....	XI-22
Section XII –Capital Improvement Plan	
Overview.....	XII-1
2011-13 Capital Budget Requests.....	XII-1A
Summary	
General	
Golf	
Grant	
Water	
Sewer	
Transportation	
Section XIII –Personnel	
Personnel Summary	XIII-1
Section XIV –Debt Service	
Debt Policies	XIV-1



CITY COUNCIL

Form of Government

The City of Ontario was incorporated in 1899. Organized under a Council-Manager form of government, the City is served by a six member City Council and an elected Mayor and all elected to terms of four years. A full-time City Manager administers the affairs of the City for the Council.

The Council meets twice a month to conduct city business, exercising legislative, quasi-judicial and administrative powers. They vote on budgets, ordinances and resolutions (legislative), hear various appeals of administrative decisions (quasi-judicial), and provide direction to management staff (administrative).

The Mayor presides over Council meetings but, like the other Councilors, has only one vote on Council matters. In this respect, the council form of government places the duties and responsibilities of directing the City in the hands of a group of elected officials of equal rank and power. Municipal leaders are elected at large and are accountable to the voting public citywide.



Mayor Joe Dominick

Term Expires: 12/14

Ontario Development Corporation; GEODC Representative; Education Liaison; Public Works Committee Liaison; Snake River Transit Representative; Sister City Representative; Budget Board; Hospital Facility Authority; Administration Liaison



Council President

Councilor Norm Crume

Term Expires: 12/12

Airport Board Liaison; Budget Board; Hospital Facility Authority; Public Works Department Liaison



Councilor Ron Verini

Term Expires: 12/14

Planning Commission; Budget Board; V&C Board; Police Board; Hospital Facility Authority; Police Department Liaison



Community Information



Councilor Charlotte Fugate

Term Expires: 12/12

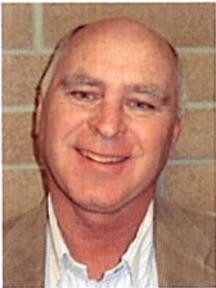
Recreation Board; Audit Committee Representative; Business Loan Fund Representative; Four Rivers Cultural Center Representative; Budget Board; Hospital Facility Authority; Fire Department Liaison



Councilor David Sullivan

Term Expires: 12/12

Golf Committee Liaison; Audit Committee Representative; Business Loan Fund Representative; SREDA Representative; Budget Board; Hospital Facility Authority; Aquatic/Recreation/Parks/Cemetery Department Liaison



Councilor Jackson Fox

Term Expires: 12/14

Audit Committee; Budget Board; Hospital Facility Authority; Finance Department Liaison



Councilor Dan Jones

Term Expires: 12/14

Budget Board; Hospital Facility Authority; Fire Department Liaison

Meetings

The Council meets the first and third Monday of each month at 7:00 pm. Meetings are held in the Council Chambers at City Hall. If a Council meeting day falls on a legal holiday, the meeting will be held on the next regular business day. All Council meetings are open to the public. Additional meetings may be held as necessary and are advertised as to time, place, and agenda prior to the meeting.



Community Information

vote of the people through the initiative process. Ontario citizens can offer their opinion on pending Council actions through testimony and communication with decision-makers and by voting on referendums. Citizens can also create laws through these processes:

- ❖ Before an ordinance becomes a law, it may be referred to a vote of the people through the referendum process. Any registered voter may do this by sponsoring a petition. A certain number of valid signatures must be gathered and verified within thirty days of the passage of the ordinance. Check with the City Recorder for specific instructions on sponsoring a petition for a referendum, the number of signatures necessary, and the time allotted.
- ❖ If an ordinance has already gone into effect, an initiative drive can be brought before the voters to repeal the ordinance. In this case, more time is allotted to gather signatures. However, more names are required for the petition to be valid. Again, check with the Recorder's office for the specifications of the process.

The City Council may refer any proposed ordinance to the voters.



BUDGET PROCESS & CALENDAR

The budget process followed in the preparation of the budget complies with local budget law established by the State of Oregon.

The process and calendar of events leading up to adoption of this budget are as follows:

Budget Calendar

- January
 - ❖ Budget Kick Off: the budget calendar for the new year is reviewed, and any changes or key issues to address in preparation of the budget are discussed.
 - ❖ Begin Capital Improvement Program (CIP) process.
- February
 - ❖ New year proposed personnel requirements and estimated salary and benefits changes are prepared by the Human Resource Manager and provided to the Finance Director.
 - ❖ Revenue projections for new year are completed by Finance Director.
 - ❖ First draft of CIP completed.
- March
 - ❖ Anticipated personnel requirements, updated according to the approved factors (CPI), and growth projections for long-range budgets two to three years into the future are completed by the Finance Director.
 - ❖ Department budget proposals for the new year are entered into system.
 - ❖ Finance Director completes and distributes proposed department budgets for new year and long-range budgets to Department Heads and City Manager.
 - ❖ City Manager reviews the budget and CIP with Finance Director and Department Heads
 - ❖ Finance Director updates budgets reflecting changes made during department review.
- April
 - ❖ Final review of the budget by City Manager, Finance Director and Department Heads.
 - ❖ Publish first notice of Budget Committee meeting.
- May
 - ❖ The new year budget document is completed.



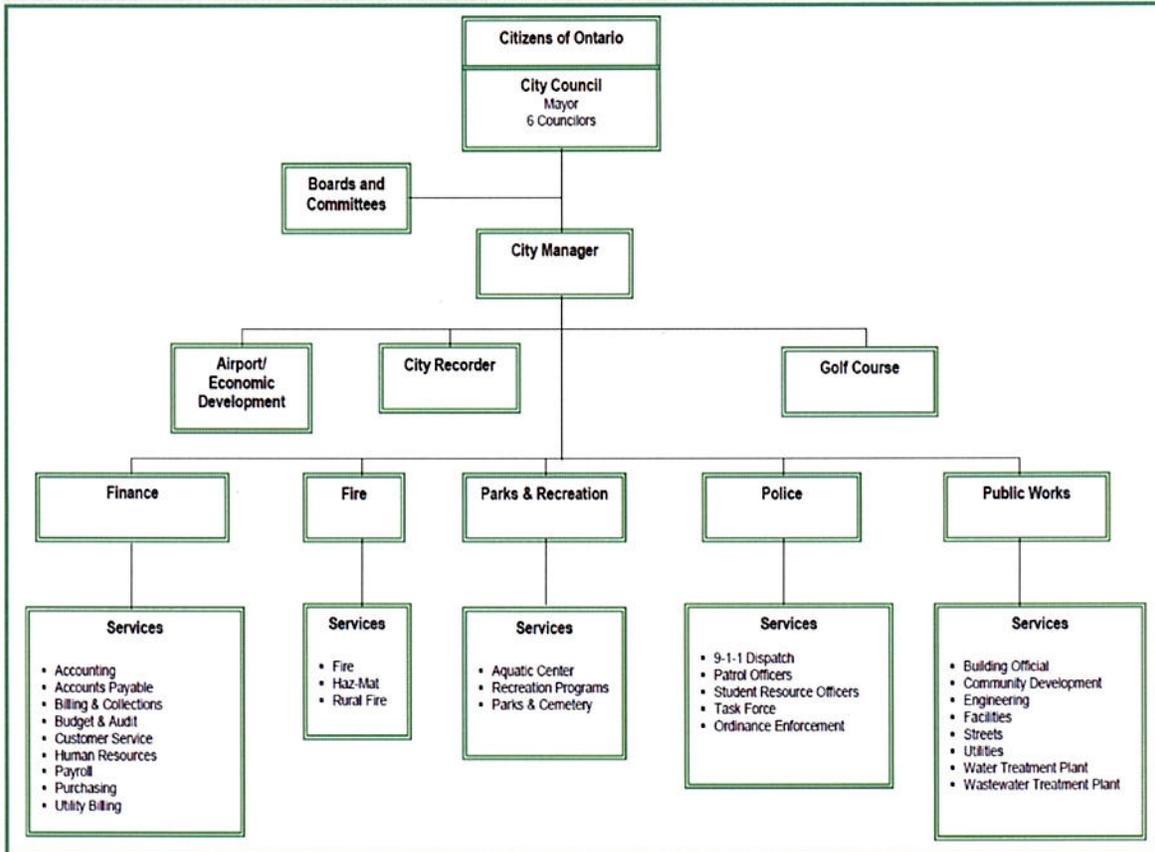
Community Information

Most other budget changes after budget adoption require a supplemental budget. A supplemental budget can be acted on by the Council at a regularly scheduled meeting. If, however, the supplemental budget includes any changes greater than ten percent of the total fund balance in any fund, notice of the supplemental budget must be published prior to the meeting. If written requests are received from at least ten taxpayers, within ten days of the notice, the Council must refer the supplemental budget to the Budget Committee prior to Council consideration and action.



Community Information

ORGANIZATIONAL CHART



CITY STAFF

Henry Lawrence	City Manager
Rachel Hopper	Finance Director
Al Higinbotham	Fire Chief
Mark Alexander	Police Chief
Chuck Mickelson	Public Works Director
Kathy Daly	Aquatic & Recreation Director



Community Information

2011-13 BUDGET CALENDAR

	DATE	ACTIVITY
Internal Staff Process	17-Feb	Council Goal/Priority Setting Session (During Regular Work Session)
	28-Feb	CM Reviewed/Modified 'Proposed' Budgets to Dept Heads for Internal Review
	28-Feb	Dept Heads Begin work on Program Budget Language per Draft 'Proposed' Budget Numbers
	1-Mar	1st Draft of CIP Budget Requests Due to Finance by 5:00 PM - Electronic Format CM to Review
	17-Mar	1st Draft of Program Budgets Due to Finance by 5:00 PM - Electronic Format CM to Review
	17-Mar	Draft CM Approved CIP Request Summary Distributed to Dept Heads
	25-Mar	Final Draft of Program Budgets Due to Finance by 5:00 PM - Electronic Format
	28-Mar	Capital 09-11 Project Estimates & Carry-Forward Budget Information Due
	1-Apr	Cash Carry-Forward Information Due on Approved Forms
	Apr 1-8	Proposed Budget Document Assembled by Finance
	11-Apr	Notice of Budget Committee Meeting to Argus for 4/17 & 4/27 Publication State Revenue Sharing Public Hearing Notice
	14-Apr	Draft Proposed Budget Completed for Internal Review – Dept Manager Final Review
	20-Apr	Close of Internal Review Period – Proposed Budget Considered Final Draft - Budget to Print
	27-Apr	Proposed Budget Available to the Budget Committee/Public (6 Days Prior to Meeting)
Budget Comm Involvement	1 ST – 3 RD WEEK OF MAY	Budget Committee Meetings – Consecutive Meetings Held Until Review Completed
	TUES 5/3, 6-9 PM	Budget Message, Fund Review: Grant, Debt Service, Trust, & Revolving Loan Funds
	WEDS 5/4, 6-9 PM	(Carry-forward Items from Previous Mtg) Fund Review: Golf, Grant, Debt Service
	THURS 5/5, 6-9 PM	(Carry-forward Items from Previous Mtg) Fund Review: Public Works Operating Budgets (PW Administration, Facility & Utility), Water, Sewer & Storm Operating
	TUES 5/10, *7-9 PM	(Carry-forward Items from Previous Mtg) Fund Review: Water, Sewer & Storm Fund Continued & Capital Improvement Requests
	WEDS 5/11, 6-9 PM	(Carry-forward Items from Previous Mtg) Fund Review: Capital Projects & Street Funds, Transportation Capital Requests/Needs
	THURS 5/12, 6-9 PM	(Carry-forward Items from Previous Mtg) Fund Review: Reserve Fund, General Fund Outline, General Fund Review by Dept: General Revenues, (008) Aquatic, (025) Recreation, (011) Cemetery & (020) Parks
	TUE 5/17, 6-9 PM	(Carry-forward Items from Previous Mtg) General Fund Review by Dept cont.: Administration, % Administrative Overhead, Building, Community Development, Fire & Technology
	WED 5/18, 6-9 PM	(Carry-forward Items from Previous Mtg) General Fund Review by Department cont: Police & Fund Review: 9-1-1 Fund; General Fund Wrap Up: % Admin Overhead & General Fund Capital Requests
	THURS 5/19, 6-9 PM	(Carry-forward Items from Previous Mtg) Finalize Motion Actions to Approve Budgets, Review Remaining Budget Schedule & Debrief (Comments, Concerns, Suggestions)
	TUES 5/24, 6-9 PM	Reserve for Possible Extended Public Hearing
	WED 5/25, 6-9 PM	Reserve for Possible Extended Public Hearing
Staff/Council	May 26 - 31	Finalize Updates per Budget Committee Adoption & Draft Notice of Budget Hearing LB Forms
	1-Jun	Notice of Budget Hearing & Proposed Budget to Argus for 6/12 Publication
	12-Jun	Notice of Budget Hearing & Proposed Budget Published (At least 5 Days Prior to Hearing)
	20-Jun	Council Public Hearing & Budget Adopted by Resolution Action
	30-Jun	Adopted Budget Document & Final Budget Message Distributed
	5-Jul	Copies of LB Forms & Budget Resolution to County Assessor (Due No Later than 7/15/11)
	20-Jul	Copy of Budget Document to the County Clerk (Due No Later than 9/30/11)



ONTARIO HISTORIC AND COMMUNITY INFORMATION

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

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

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

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

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

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

Morfitt built a store, the first store in town, and his father built the first residence in Ontario in 1883. A year later, a post office was granted south of town in 1884. The first Ontario City Hall was located directly west of where the post office is today.



Community Information

Ten years later, the first schoolhouse was erected in 1894 with about 50 children in attendance.

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

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

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

In 1899, it was estimated more than \$1.5 million worth of cattle was shipped from Ontario. It was also during this year that a fire swept through Ontario, destroying the town's seven original buildings – a total estimated loss of \$12,050. Ontario became incorporated February 11, 1899.

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

The first library was started with \$75, and with help from the State Library Board new books were ordered, however, there was no place to put them. A small shop was offered to house the library and was furnished with a small homemade table and chairs. The library was held there for 7 years. The first librarian was named Miss. Locey. For years, one of the highlights of the social season was the "Library Ball," a formal affair with the only admission being the gift of a book or two for the library.

City streets used to be notoriously muddy in the winter and sandy in the summer. Freight teams hauling cargo from Ontario to Burns during the winter could hardly



Community Information

make it through the streets, and every available horse was added to the team to get supplies from the railroad depot.

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

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

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



The Snake River is the Eastern Boundary of Ontario

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

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

Ontario has five major highways. Interstate 80 North with two interchanges into Ontario carries a surprisingly large percentage of the tourists to the west and north. Traffic into Ontario from both the east and west is the heaviest in the state per population.



Community Information

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

Today, Ontario remains a leader in produce packing and agriculture.

Ontario Public Schools has five elementary schools, one state-sponsored charter school, one junior high and one high school. Treasure Valley Community College, established in 1962, serves youth, adults and seniors with its myriad of programs on its 90-acre campus.

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

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

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

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

Today, our population is 11,460 and Ontario serves as a commercial hub for the Treasure Valley. The City limits take in 4.53 square miles and the urban growth boundary 7.3 square miles. While Ontario has steadily grown over the last 103 years, and will see future growth, it maintains its small-town character and continues to be a great place to live and raise a family.



Community Information

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

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



Financial Policies & Fund Overview

BALANCED BUDGET

The City defines a balanced budget as one in which expenditures do not exceed available resources. Available resources are defined as projected revenues plus beginning fund balance.

The goal of the City is to balance ongoing revenues with ongoing expenses and utilize one-time revenues or cash reserves to fund one-time capital expenditures, thereby protecting the fund balance resources of the City to be utilized in times of temporary revenue shortfalls.

FUND ORGANIZATION

The City uses funds to maintain its financial records during the year. A fund is defined as a fiscal and accounting entity with a set of self-balancing accounts. There are three categories of funds: governmental, proprietary, and fiduciary.

FUND STRUCTURE

Governmental Fund Type

These funds are accounted for using the Modified Accrual Basis of Accounting for both financial reporting and budgeting. Revenues are recognized when earned with the exception of property taxes, which includes actual taxes received in the fiscal year plus amounts received within sixty days of the fiscal year-end. Expenditures are recognized when incurred. Fixed assets are recorded as expenditures in the year acquired and are accounted for as assets within the general fixed asset account group.

General Fund

The General Fund accounts for administrative and financial services, risk management, computer and phone services, police, fire, community development, and parks and recreation services provided by the City, and funding of programs so desired by the Council.

Special Revenue Fund Type

These funds are accounted for in the same manner as the governmental fund type, i.e., they use the modified accrual basis of accounting for both financial reporting and budgeting.

Grant Fund

This fund accounts for revenue and expenditures from programs funded wholly or partially by other government agencies.



Financial Policies & Fund Overview

Library Fund

This fund is now closed, however, it continues to record historical data for the required period. The Library was transferred to an independent Library District on July 1, 2009.

911 Fund

This fund accounts for the operation and maintenance of emergency communications and dispatch operations. Revenues are received from State telephone tax, intergovernmental agreements for dispatch services, and a transfer from the General Fund.

Street Fund

The Street Fund provides the accounting for all street related activity of the City funded by the state highway gas tax, and some franchise taxes.

Engineering, project oversight, and Public Works administration and support services costs are currently not charged to the Street Fund. It is anticipated that in the future, those costs will be paid through a transfer from the Street Fund to the Public Works Fund.

Reserve Fund

Bike Path Reserve Department – This is a budgetary department whose purpose is to account for the setting aside of 1% of State highway gas tax revenues for the construction of bike path facilities. This reserve was established as a result of State requirements.

Building Inspection Reserve Department – This is a budgetary department whose purpose is to account for the setting aside of excess revenues from building operations for future use in operating the building portion of the Community Development Department. This fund was established during Fiscal Year 2000-2001 as a result of requirements established through the passage of Senate Bill 587.

Emergency Equipment Replacement/Repair Reserve Department – This is a budgetary department whose purpose is to account for the setting aside for and purchase of emergency equipment. This fund was established during Fiscal Year 2005-2007 as a result of a grant issued to the City specifically for funding of emergency equipment.

Facility Maintenance/Repair Reserve Department – This is a budgetary department whose purpose is to account for the setting aside of funds for



Financial Policies & Fund Overview

future use in the maintenance of the City's non-Enterprise Fund facilities. This fund was established during Fiscal Year 2005-2007.

Franchise Liability Reserve Department – This is a budgetary department whose purpose was to account for the setting aside of franchise revenues collected pending the outcome of litigation that may require the City to return the funds. This fund was established during Fiscal Year 2005-2007 as a result of the Malheur Bell and Qwest franchise litigation and was closed out to the General Fund in Fiscal Year 2007-2009 as the litigation was settled.

Revolving Loan Fund

The Revolving Loan Fund existed a number of years ago and was merged into the General Fund during the 1999-2000 Budget. This Fund was separated from the General Fund within the 2003-2004 Budget in order to provide the accounting for the Revolving/Business Loans that are made and the repayments received.

Debt Service Fund Type

These funds utilize the modified accrual basis of accounting for both financial reporting and budgeting.

Debt Service Fund

This fund accounts for the debt service associated with Special Assessment Debt with governmental commitment (Local Improvement Districts). The principal source of revenue is collections from the property owners on bonded and unbonded liens. The revenue is used to redeem improvement bonds and coupons maturing during the fiscal year. Assessments receivable are recorded as deferred revenue.

Capital Project Fund Type

These funds utilize the modified accrual basis of accounting for both financial reporting and budgeting.

Capital Projects Fund

The purpose of this fund is to account for the recoverable portion of improvement work (paving streets, parking lots, sidewalks, etc.) completed by the City at the request of property owners or as directed by the City Council. The principal source of revenue is bond proceeds to finance construction for improvements. Revenues are also collected through a Utility Capitalization Fee, which is made up of a percentage of



Financial Policies & Fund Overview

the monthly water bill, and System Development Charges which are utilized for completion of previously identified projects.

Effective with the 2009-2011 Budget, these funds were separated as individual departments for ease of tracking and reporting on multiple types of projects with varying funding sources.

Proprietary Fund Type – Enterprise Funds

These funds utilize the modified accrual basis of accounting for both financial reporting and budgeting. Transactions are recognized as revenues or expenses when they occur, regardless of the timing of the related cash flows.

Golf Course Fund

This fund accounts for the operation and maintenance of the City's Municipal Golf Course. User fees are the primary source of revenue, with the City's General Fund transferring funds to cover the annual debt service obligations until the course is able to be maintained through user fees alone.

Public Works Fund

Public Works Administration Department – This department accounts for the overhead administration of the Public Works Fund. The department contains the engineering division and does not receive revenues directly, it is paid for through the various utility fees.

Facility Maintenance Department – This department accounts for the maintenance of the City's various structures and parking. It too is an administrative department funded through the various utility fees.

Utility Maintenance Department – This department accounts for the costs associated with maintaining the City's existing utility lines. The department is an internal service department to the Public Works Fund and is funded through the various utility fees.

Water Fund

Water Department – This department accounts for the operation of the City's water utility. The principal source of revenue is user fees. Expenditures are for the administration, maintenance and expansion of the system.



Financial Policies & Fund Overview

Sewer Fund

Sewer Department – This department accounts for the operation of the City’s sewage utility. The principal source of revenue is user fees. Expenditures are for administration, maintenance and new construction.

Storm Sewer Fund

Storm Department – This department accounts for the operation of the City’s storm sewer utility. The principal source of revenue is user fees. Expenditures are for the administration, maintenance and expansion of the system.

Public Works Reserve Fund

This is a budgetary fund whose purpose is to account for the setting aside of utility revenues for the construction of major utility improvements, the replacement of sewer plant equipment as required by the Oregon Department of Environmental Quality (ODEQ), and debt service reserve funds as required by ODEQ to cover one year of debt service for the existing sewer system loans.

Fiduciary Fund Type

These funds account for resources received and held by the City in a fiduciary capacity. Disbursements from these funds are made in accordance with the trust or other agreements or conditions of the trust for the particular fund or department.

Trust Fund

Cemetery Perpetual Trust Department – This is an expendable trust fund that accounts for revenues from interest income and perpetual care services charged on cemetery operations, and expenditures for the repurchase of plots and transfers of earnings to the Parks/Cemetery Department for operations.

Chamber of Commerce Trust Department – This is a pass-through trust that accounts for revenues from Transient Occupancy Tax collections for the benefit of the Ontario Chamber of Commerce.

Ontario Sanitary Service (OSS) Trust Department – This is a restricted trust accounting for funds collected from Ontario Sanitary Service based on an agreement relative to mitigating clean-up costs for the City’s old dump site owned by Ontario Sanitary Service or its affiliates. Interest earnings on this account are added to the Trust balance.



Financial Policies & Fund Overview

Turnbull (Library) Trust Department – This was a restricted trust that accounted for the original gift to the City for the benefit of the Library. This Department was closed to a zero balance and liquidated to the Library District July 1, 2009. The Department remains reported for historic purposes only until 2013-15.

Visitor’s & Convention Bureau Trust Department – This is a pass-through trust that accounts for revenues from Transient Occupancy Tax collections for the benefit of the Visitor’s & Convention Bureau, the Visitor’s & Convention Bureau grant program, and the Four Rivers Cultural Center.



CITY OF ONTARIO FINANCIAL POLICIES

(excerpts)

The following section identifies the financial policies that are pertinent to the overall development and implementation of the budget document. These are excerpted from the City’s Financial Policy Manual, adopted by the City Council in 2004.

Financial Management Goals

The following goals and policies for the City are intended to guide the City in its financial matters. The goals consist of five significant goal statements (I through V), which provide the basic guiding parameters for financial management of the City. The policies of the City provide more specific direction on how to achieve the goals and are the basis for consistent actions that move the community and organization toward sound financial management decisions. Detailed policy descriptions and narratives are included in Section 1.

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

1.1 Resource Planning and Allocation

The purpose of this policy is to establish procedures for resource planning and allocation in accordance with long-range plans of the Council. This policy is applicable to all resource allocation and planning for the City.

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

The Mayor and Council have the legal authority and responsibility for the adoption of City goals and policies and an annual budget. The City organization is committed to carrying out Council goals and policies through service delivery.



Financial Policies

Funding for services should take into consideration whether demand exists for maintaining the service or whether funding is better used elsewhere.

2. The City will maintain financial systems, which will develop budgets, provide control, and report revenue and expenditures at the line-item detail.

Efficient use of public resources requires that budget estimates be developed from a detailed level. This ensures that changes in the cost of individual line items are reflected and are neither over nor under estimated. Upon adoption, the line-item budgets become the basis against which expenditure trends are measured. Spending control at this level provides the ability to measure experience against expectation, and as the budget year progresses, allows program managers to identify positive and negative trends. The evaluation of these trends will then allow for more precise estimates of future budget needs.

3. Revenues, operating and capital expenditures, and debt service will be projected each year for at least the succeeding four years. Future revenues and costs will be projected annually on an aggregate basis for four years beyond the current budget year. Based on assumed circumstances, including various economic, service, and inflationary factors, the forecast will attempt to portray whether community plans can be supported over the designated period. One of the essential attributes of these projections is the capability to project whether a new program or project can be supported over the long-term.

1.2 Accounting and Financial Practices

The purpose of this policy is to establish guidelines for which the City's financial reporting will be presented. This policy is applicable to all financial reporting and record keeping for the City.

1. The City will maintain an accounting and financial reporting system that conforms to Generally Accepted Accounting Principles and applicable Oregon Statutes, and will issue a Comprehensive Annual Financial Report (Audit Report) each fiscal year. Beginning with fiscal



Financial Policies

year 2004, the City will begin using the New Reporting Model required by the Governmental Accounting Standards Council (GASB).

The City utilizes an accounting system that conforms to Generally Accepted Accounting Principles, standards of the Governmental Accounting Standards Council, and Oregon Revised Statutes (ORS). Various Federal, State, and local statutes also govern financial practices and reporting. These standards and laws are intended to assure that city funds are appropriately budgeted, recorded, and reported.

2. The City will manage its funds as independent financial entities in accordance with legal, administrative, or Generally Accepted Accounting Principles and will ensure that one fund does not subsidize another fund.

The City's financial structure is composed of various funds; that is, self-balancing sets of accounts. Each fund is established as a result of statutory or administrative requirement. From a private sector perspective, each fund can be considered a wholly-owned subsidiary of the City. Accordingly, each fund can be considered a separate independent business, which must support all of the direct and indirect costs of operating services or capital maintenance and enhancement. Co-mingling of funds is generally prohibited by statute, administrative policy, or Generally Accepted Accounting Principles.

3. The General Fund will maintain a contingency account within the Administrative Overhead Department to meet unanticipated requirements during the budget year.

The budget is prepared prior to actual implementation. With the complexity of the organization and the dynamic environment in which the City provides services, it is not always possible to anticipate every expenditure requirement during the budget year. Therefore, contingency funds are established to meet emergency requirements necessary to maintain services and to meet unexpected requirements identified by Staff and approved by the Council. The target contingency amount within the General Fund will be no less than 5 to 15 percent of regular General Fund operating expenditures, or no less than two months of regular General Fund operating expenditures.

4. With the exception of grants or earmarked donations, the City will not normally earmark revenue for specific public purposes in general service funds such as the General Fund.



Earmarking or dedication of revenues can be a major deterrent to making best use of available resources. It may force the City to spend money in an area of lesser need, or no need, or to lose that source of revenue.

1.3 **Revenue and Collection**

The purpose of this policy is to establish procedures for resource planning and allocation in accordance with long-range plans of the Council. This policy is applicable to all resource allocation and planning for the City.

The City Council will review Staff proposals to establish cost recovery policies for fee supported services which consider the relative public/private benefits received from the services being provided and/or the desirability of providing access to services for specialized populations. These policies will determine the percentage of full service costs to be recovered through fees. The level of cost recovery will be routinely adjusted to ensure that rates are current, equitable, and competitive and cover that percentage of the total cost deemed appropriate.

Many services provided by the City directly benefit individuals and not the community as a whole. These services include building permits, recreational services, and many others. When services of this nature are subsidized by the general taxpayer, scarce resource dollars are not available for other City services. In these user-choice services, the customer has the opportunity to determine whether the service is used, with part of that decision being made through the normal pricing system.

In such cases, the City is committed to recovering the full cost of providing the service, including both direct and indirect costs, through a user fee or service charge.

It is important for the City to:

- develop broad policies concerning funding of services
- review all services to determine if a fee should be charged
- set fees that are comparable to other jurisdictions and/or that recover the partial or full costs of providing that service
- consider user's ability-to-pay and other social/community benefits of the service
- periodically evaluate fee amounts.



Financial Policies

In some cases, full cost recovery is not permitted because of statutory restrictions, and in other cases it may not be desirable for social/community benefit reasons. The Council shall determine when social/community benefits should be considered in the establishment of fees.

1.6

Investments

The purpose of this policy is to establish investment guidelines. This policy is applicable to all available cash for the City of Ontario.

1. Investment Objectives

When making investments, the City will follow State laws and local investment guidelines, and shall abide by the following criteria in priority order:

- Preservation of capital
- Maintenance of a liquid position
- Maximum yield

As a municipality, the City cannot make investments for the purpose of trading or speculation, such as anticipating an appreciation of capital value through changes in market interest rates.

The primary objective of the City of Ontario's investment activities is the preservation of capital.

In investing public funds, the City will not assume unreasonable investment risk to obtain current investment income.

The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating capital and debt service requirements, which might be reasonably anticipated. This need for investment liquidity will be tempered to the extent that the City is able to issue Tax Anticipation Notes, Bond Anticipation Notes, or other short-term notes under bank credit lines to meet its cash flow requirements.

The City will diversify its investments to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.

In managing its investment portfolio, the City is specifically limited to those investments consistent with the GFOA Policy Statement on State



Financial Policies

and Local Laws Concerning Investment Practices and authorized by ORS 294.035 and 294.810. Investment of any tax-exempt borrowing proceeds and of any debt service funds will comply with the “arbitrage” restrictions of Section 148 of the Internal Revenue Code of 1986.

The 90-day Treasury Bill is considered the performance yardstick.

1.7 **Debt**

The purpose of this policy is to establish debt issuance guidelines. This policy is applicable to all debt issuance for the City of Ontario.

1. The City will seek to maintain, and if possible, improve its current bond rating so its borrowing costs are minimized and its access to credit is preserved.

Sound financial practices, debt management and capacity, and competent management support the maintenance of the City’s current bond rating. In its relations with rating agencies and the investment community, the City will follow a policy of full disclosure, as required by legal and professional practices.

2. The City will have a specific set of debt issuance guidelines consistent with Federal, State, and local laws and policies.

The debt guidelines will recognize how much debt the community can support, not only based on debt of the City, but debt of overlapping jurisdictions as well. Debt should not be used for the provision of routine operation unless it is only for cash flow purposes or the borrowing costs are less than the rate of invested funds. Debt should never be issued for a period longer than the estimated useful life of an improvement or asset.

3. **Credit Worthiness**

The City will seek to maintain, and as possible, improve its current credit rating so its borrowing costs are minimized and its access to credit is preserved and enhanced.

The City will maintain good communications about its financial condition with bond and credit rating institutions.



Financial Policies

The City will follow a policy of full disclosure for all disclosure documents, which meets or exceeds the disclosure guidelines as developed by the Government Finance Officers Association.

4. **Borrowing Purposes**

The City will not fund current operations from the proceeds of borrowed funds, except for short-term cash flow borrowing such as Tax Anticipation Notes.

The City will confine long-term borrowing to capital improvements, projects, or equipment, which cannot be funded from current revenues.

5. **Debt Repayment**

When the City uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.

Whenever possible, debt shall be self-supporting, and will be revenue debt, or revenue-backed with a general obligation pledge.

The general obligation pledge will be used only for projects, which have a general benefit to City residents, which cannot be self-supporting.

Neighborhood Improvement Bonds may be issued for extra-territorial assessments. Such bonds shall be secured by the assessment payments and be reserves funded from other payments made by the benefited parties. The term of the bonds shall match the projected cash flow from assessment payments and foreclosure sales.

Advance refunding will be undertaken only when the net present value savings exceeds 4% or when the restructuring of debt is in the City's financial interest.

Lease purchase debt, including certificates of participation, will be considered as an alternative to long-term vendor leases when cost effective. Such debt will be subject to annual appropriation and administered by the Finance Department.

Long-term lease purchases for buildings and facilities will be used when the cost of a lease purchase is lower than other options or if deemed appropriate because of time constraints, etc.



6. Key Debt Ratios

There are several key debt ratios that investors and financial analysts use when reviewing a City’s credit worthiness. The City of Ontario has established a set of guidelines which are to be used when reviewing the key debt ratios. These numbers are indicators of financial stability. Below is a listing of the City’s key debt ratios:

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

7. Conduit Financing

Recognizing that the City is able to issue debt for broad purposes, it may be appropriate to issue on behalf of another party when the City Council, after a complete review process, determines that the proposed project will provide a general benefit to City residents.

The City will consider issuing conduit financing which will not impair the City’s credit rating. Any financing issued through the City shall qualify for an investment grade rating by one or both of the two top rating agencies.

All expenses related to conduit financing will be borne by the applicants. The City shall establish review procedures for projects, including public contracting and financial fees.

8. Other Financing

Entities associated with the City may issue debt subject to the same criteria listed above. Debt issued by City agencies shall be approved by the City Council.

3.1 Budgeting

This section has been developed to provide City staff involved with budget preparation with a conceptual framework in which to prepare the Executive Budget Recommendation. Whenever possible, specific policies, procedures, and parameters have been outlined to enable the user to operationally develop a particular aspect of the budget. There



Financial Policies

may be instances when an unusual situation that might affect a department is not addressed in this manual; in that case, the department should contact the Finance Director for specific instructions to address the situation.

3.2 Budget Process Timeline

July	Prior Fiscal year-end financial evaluation begins
August	Year-end financial adjustments continue
September	Financial Audit by external firm begins
October	Prepare evaluation for Amended Budget for new Fiscal Year Financial Audit by external firm completed
November	Send out request forms to Department/Division Heads for new Fiscal Year Adjustments Receive Notice of Assessment Data from County Assessor – prepare preliminary tax base evaluation
December	Receive Mid-Year Adjustment Requests City Manager and Finance Director evaluate impact and make recommendations to Council Receive Certified copy of Assessment Data from County Assessor
January	Amended Budget is prepared, Council approval Publish mid-year financial condition by January 31
February	Hold Mid-Year Budget Committee Meeting Fee and rate updates are prepared by Departments Revenue projections are prepared for next Fiscal Year Dept/Division Heads Prepare Next Fiscal year’s Budget Requests
March	Budget requests due to City Manager and Finance Director Team Budgeting Meetings occur to Balance the Budget
April	Prepare draft Proposed Tax Rate Resolution – Public Hearing Publication by the first Council Meeting in June City Manager recommendations & narrative update is prepared Budget books are prepared and distributed to Mayor, Council, and balance of Budget Committee Budget Meetings between Mayor, Council, Budget Committee, and City Staff scheduled and advertised
May	Budget Meetings between Mayor, Council, Budget Committee, and City Staff continue
June	Publish the notice for Public Hearing on Budget Public Hearing on Budget Recommendations 2nd mtg in June Final passage by second Council Meeting in June/ Council Approval of Annual Budget Next fiscal year budget entered into the system upon adoption



Financial Policies

Current year operating expense cut-off and encumbrance entry deadline are the last working day of the month

By September 30, send copy of Resolution (Tax Levy) to County Clerk

3.3 Department Responsibility

This section describes the responsibilities of departments related to the budget document, budget activities, and designation of a Budget Coordinator.

1. Departments are responsible for the following materials for the budget document:
 1. Standard narrative including goals and objectives (created on Word for Windows by departments)
 2. Functional Organizational chart updating (reviewed by departments from hard copy supplied by Finance)
 3. Financial Summary Requests: Information regarding historical and current financial line item allocations will be provided to each department. The information will be presented in such a format that the department will update the request column and then return the final document to the Finance Director.
2. In addition to the preparation of budget document materials, departments participate in the following activities:
 1. Revenue projections
 2. Full-time employee (FTE) reconciliation
 3. Capital project and encumbrance reserve estimates
3. Each Department Head will have the following responsibilities:
 1. Act as liaison between the department and the Finance Director
 2. Disseminate information from Finance within the department
 3. Attend Team Budget meetings
 4. Coordinate departmental budget activities and ensure that deadlines are met
 5. Review all budget materials for accuracy, content, and style

Department information is confidential until released by the City Manager, or his designees.



3.4 Budget Review Process

This section describes the Budget Review Process.

The framework for municipal budgeting is established by Oregon Local Budget Law as set forth in Chapter 294 of the Oregon Revised Statutes. The law has four major objectives.

1. It establishes standard procedures for preparing, presenting and administering the budgets of Oregon's local government;
2. It encourages citizen involvement in the preparation of the budget before its formal adoption.
3. It provides a method of estimating revenues, expenditures and proposed taxes.
4. It offers a way of outlining the programs and services provided by local governments and the fiscal policy used to carry them out.

The City Council adopts an annual budget on the modified accrual basis of accounting for all governmental fund types. The procedures outlined below are followed in establishing the allocation of resources and determination of expenditures.

The Finance Director, with the assistance of the department heads, prepares a budget of estimated revenues and expenditures for the forthcoming year. The proposed budget is delivered to the City Manager. The City Manager reviews the proposed revenues and expenditures with the Finance Director and each department head. After necessary revisions have been made, the Finance Director, on behalf of the City Manager submits the budget to the Mayor and City Council in late April, early May of each year.

The Budget Committee then conducts budget work sessions with the City Manager, Finance Director and staff to make final revisions to the proposed budget. Notice of the scheduled Budget Committee Meetings must be published twice, five to 30 days before the committee meeting. Publications must be separated by at least five days. Public Budget Committee Meetings, commencing with the introduction of the budget document, will be held until all fund and department budgets are recommended for approval.

No more than thirty days after the Budget Committee Meetings end, the Budget is presented in an advertised publication, as required by law, before the City Council by the Finance Director. This usually occurs at the second City Council meeting in June. The Budget Summary is available to the public promptly after adoption for review or purchase.



Financial Policies

The city reviews the budget appropriations and actual financial requirements at mid-year. The City Council may, by adoption of a budget resolution, make adjustments to revenues and expenditures during that time up to the limits allowed by State budget law.

At the end of each budget period, all positive unencumbered appropriated balances lapse expenditures are not carried forward unless budgeted to do so. The level of budgetary controls, the level at which expenditures cannot legally exceed the appropriated amount, are established at the fund level. Effective budgetary control is also aided in the general fund by establishing controls at the department level.

During the budget year, the City Manager may transfer any unencumbered balance or portion thereof from the expenditure authorization of one account to another.

3-5 **Taxing Authority**

The Council shall levy and cause to be assessed and collected ad valorem property taxes.

Each year the Finance Director shall present to the Council the following information for each tax rate to be levied:

1. The estimated assessed valuation by category of real property in the city as entered in the tax book for the fiscal year kept which the tax is to be levied.
2. The assessed valuation by category of real property in the City for the preceding taxable year.
3. The amount of revenue required to be provided from the property tax as set forth in the annual budget adopted.
4. The proposed tax rate to be set.

The Finance Director shall forward the estimate to the County Clerk on or before September first of each year. The Council shall also conduct at least one public hearing on the estimate and the proposed tax rate.

2.8 **Financial Monitoring**

This section outlines the general financial monitoring responsibilities of principal City entities involved in the management and use of the City's resources.



Financial Policies

1. **City Manager** - The City Manager is ultimately responsible for the implementation and management of the budget and for the proper use and preservation/protection of the City's assets.
2. **Finance Department, Finance Director** - The Finance Director is charged with the primary responsibility for monitoring the fiscal and program implementation of the approved budget. The Finance Director will report monthly to the City Manager on various aspects of budget implementation and management. In addition, the Finance Department will work closely with other departments to apprise them of their financial status and of any potential issues that may affect their budgets. The Finance Department may review fiscal issues affecting any part of the City organization. This activity supports the monitoring role and focuses on the protection of City assets and the legal, efficient, and effective use of City resources.
3. **Departments** - Departments are responsible for monitoring and managing their resources to ensure that the legal and administrative appropriation to the department is not overspent and that all expenditures and uses of City resources are in conformity with City, State, and Federal ordinances, statutes, policies, and regulations.
4. **Legal Appropriation** – Each department is responsible for ensuring that expenditures do not exceed the legal appropriation level for their department within each fund. The legal appropriation level for operating requirements is at the fund/department level. The legal appropriation for capital requirements is at the fund level. Each department is responsible for ensuring that expenditures do not exceed their department's portion of capital appropriation within the fund.
5. **Revenues** - Departments are responsible for monitoring revenues that are collected as a result of programs administered by their departments. If a significant change in the estimate for the current or future fiscal years results, the department must contact the Finance Director to advise of the change.



City of Ontario Biennial Budget 2011-2013

GENERAL FUND

The General Fund is the general operational fund of the City of Ontario. It is used to account for resources that are generally associated with governmental activity and which are not required to be accounted for in another fund.

The City's biennial budget for the General Fund is prepared on a modified accrual basis. Under the modified accrual basis, Governmental funds are accounted for using a current financial resources measurement focus. Revenues are recognized when they become both measurable and available. "Measurable" means the amount of the transaction that can be determined and "available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the related fund liability is incurred.

On average, half of the General Fund revenues consist of property tax revenue. Various administrative departments within the General Fund generate revenues; however, none of them generate enough revenue to operate without property tax assistance. The General Fund transfers funds on an annual basis to assist in the operations of the 9-1-1 Fund, and the City's Golf Fund.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			001	GENERAL FUND					
				GEN REVENUES					
-	2,572,240	2,587,881	406000	AVAILABLE CASH ON HAND		2,587,881	2,587,881	2,587,881	2,587,881
269,773	45,000	24,351	441000	INTEREST ON DEPOSIT STATE REVENUE		30,000	30,000	30,000	30,000
178,905	176,000	190,226	455400	SHARING		191,000	191,000	191,000	191,000
62,918	37,400	56,780	456100	TRAFFIC SAFETY COORD GRANT		33,000	42,710	42,710	42,710
419,800	-	-	458160	TRANS FR CLSD RESERVE FUND		-	-	-	-
1,251,461	1,251,461	1,251,461	458550	TRANS FROM PUBLIC WORKS		1,251,461	1,251,461	1,251,461	1,251,461
174,130	174,130	174,130	458560	TRANS FROM STREET FUND		174,130	174,130	174,130	174,130
2,228	2,800	1,721	468000	LATE FEES & PENALTIES		2,800	2,800	2,800	2,800
951	600	622	468100	BAD DEBT RECOVERY		800	800	800	800
1,580	-	-	469190	MISC APARTMENT RENTS		-	-	-	-
22,818	2,500	16,067	469200	MISC COLLECTIONS		2,500	2,500	2,500	2,500
633	-	1,680	469201	MISC EXPENSE REIMBURSEMENTS		-	-	-	-
253	150	4	469215	CUSTOMER COPIES		50	50	50	50
810	1,600	855	469220	HEALTHY BENEFITS GRANT		500	500	500	500
2,386,263	4,263,881	4,305,779		GEN REVENUES		4,274,122	4,283,832	4,283,832	4,283,832
				TAXES					
5,546,826	5,733,578	5,734,834	409000	PROPERTY TAXES CURRENT		5,730,318	6,041,534	6,041,534	6,041,534
172,218	260,728	227,518	409200	PROPERTY TAXES - DELINQUE		311,216	311,216	311,216	311,216
18,176	16,000	15,826	411200	PYMT IN LEIU OF TAXES		16,000	16,000	16,000	16,000
559,290	537,000	665,336	417000	MOTEL OCCUPANCY TAX		587,846	587,846	587,846	587,846



City of Ontario Biennial Budget 2011-2013

133,167	127,000	134,932	417100	MOTEL OCC TAX - AQU/REC	139,964	139,964	139,964	139,964
				ALCOHOL BVG LICENSE & FEE				
290,813	277,197	265,310	455700		279,377	279,377	279,377	279,377
36,920	30,074	33,264	455800	CIGARETTE TAX	32,604	32,604	32,604	32,604
6,757,413	6,981,577	7,077,023		TAXES	7,097,325	7,408,541	7,408,541	7,408,541
				FRANCHISE FEE				
103,964	96,800	97,672	411500	CABLE TV	92,800	92,800	92,800	92,800
368,225	344,000	316,926	412000	CASCADE NATURAL GAS	314,000	314,000	314,000	314,000
1,212,062	1,192,000	1,730,379	413000	IDAHO POWER FRANCHISE	1,972,464	2,000,000	2,000,000	2,000,000
129,592	166,880	157,529	414000	MALHEUR HOME TELEPHONE	128,060	128,060	128,060	128,060
199,121	192,000	168,064	415000	ONTARIO SANITARY SERVICE	169,688	169,688	169,688	169,688
2,012,965	1,991,680	2,470,572		FRANCHISE FEE	2,677,012	2,704,548	2,704,548	2,704,548
11,156,641	13,237,138	13,853,374		TOTAL GENERAL REVENUES	14,048,459	14,396,921	14,396,921	14,396,921



City of Ontario Biennial Budget 2011-2013

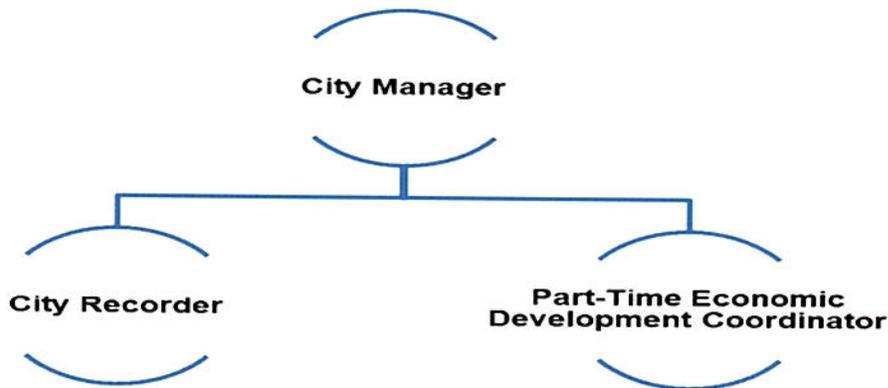
Administration

The Administration Department is responsible, through the City Manager, for overseeing, organizing and managing the executive affairs of the City in a manner consistent with Council policy, local, state, and federal law. Additionally, the Department oversees the administration of City records and oversight of citywide information technology issues (although actual budget resources for information technology are accounted for separately). Specific functions provided through the Administration Department include:

City Management. Pursuant to the Council-Manager form of government, the City Manager is the Chief Executive Officer of the City, charged with oversight of all City operations.

City Recorder. Created by City Charter, the position of City Recorder oversees day-to-day record management for the City, City Council operations, and all aspects of local elections, serving as the City's Elections Officer.

Economic Development. The Economic Development Coordinator was a half-time position within the Budget.



City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Bien. Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			002	ADMINISTRATION					
				PAYROLL RELATED EXPENSES					
400,505	367,578	373,712	511000	WAGES & SALARIES	2.50	371,056	319,036	371,056	371,056
2,694	960	1,006	512000	PART TIME EMPLOYEES		960	-	-	-
34,319	20,000	38,028	512100	PART TIME - TRAFFIC SAFETY		24,389	24,389	24,389	24,389
-	280	-	513000	OVERTIME		280	280	280	280
22,080	6,808	4,425	513100	VACATION/SICK BUYOUT		6,698	5,696	6,698	6,698
1,653	1,730	832	514000	EMPLR-PAID EMPLR BENEFITS		1,460	1,164	1,470	1,470
59,573	51,558	59,738	514100	MEDICAL INSURANCE		62,643	53,751	62,643	62,643
8,067	7,800	7,800	514200	CO-PAY DEFERRED COMPENSATION		7,800	7,200	7,800	7,800
1,064	1,202	793	515000	WORKMANS COMP		1,282	1,037	1,277	1,277
59,589	55,442	47,255	516000	RETIREMENT		56,408	46,934	56,408	56,408



City of Ontario Biennial Budget 2011-2013

-	-	11,495	516005	RETIREMENT - EMPLOYEE SHARE		11,860	11,860	11,860	11,860
32,220	29,376	31,531	516500	SOCIAL SECURITY		30,858	26,729	30,786	30,786
621,770	542,734	576,618		PAYROLL RELATED EXPENSES	2.50	575,694	498,076	574,667	574,667
				MATERIALS & SUPPLIES					
946	1,680	1,590	610850	CELL PHONE		1,680	1,680	1,680	1,680
6,170	2,680	1,915	611100	MEETING MEAL EXPENSE		2,680	1,000	1,000	1,000
-	-	972	611900	DATA PROCESSING		-	-	-	-
2,017	1,800	2,503	612300	DONATIONS & OTHER CONTRIBUTION		2,200	600	1,600	1,600
1,557	1,700	1,439	613500	GENERAL SUPP & MAINT		2,500	1,500	1,500	1,500
-	500	100	613501	ECONOMIC DEV SUPPLIES		200	-	-	-
7,824	6,500	6,649	614900	OFFICE SUPPLIES		7,000	5,000	5,000	5,000
-	200	-	614910	Y.A.C. SUPPLIES		-	-	-	-
21,503	15,922	18,730	614920	TRAFFIC SAFETY SUPPLIES		12,150	16,370	16,370	16,370
84	-	-	615100	PETROLEUM		-	-	-	-
523	400	325	615200	POSTAGE		400	300	300	300
7,694	8,980	3,468	615300	PRINT / AD / RECORD		8,290	2,980	2,980	2,980
240	-	-	615550	CONTRACT SERVICES		-	-	-	-
21,123	24,638	20,952	618000	TRAVEL DUES & SCHOOL		25,440	18,990	18,990	18,990
-	3,000	4,557	618005	ECONOMIC DEV TRAVEL/DUES		3,000	2,000	2,000	2,000
-	7,000	7,000	618010	ECONOMIC DEV MARKETING		3,000	-	-	-
69,687	75,000	70,205		MATERIALS & SUPPLIES		68,540	50,420	51,420	51,420
				CAPITAL OUTLAY					
-	-	-	712100	EQUIP PURCHASE		-	-	-	-
-	-	-		CAPITAL OUTLAY		-	-	-	-
691,457	617,734	646,824	002	ADMINISTRATION	2.50	644,234	548,496	626,087	626,087



City of Ontario Biennial Budget 2011-2013

Administrative Overhead

There are, by nature, costs of various governmental activities, which are assessed to the General Fund. For example, there are activities, such as financial audit services, which are typically managed by one Department yet benefit a larger group of Departments. The costs for these activities are assessed to the portion of the budget referred to as Administrative Overhead. Likewise, certain Departments within the General Fund provide a significant amount of service for other funds such as the Public Works Fund. In order to provide a close assessment of the costs of providing services such as Water and Sewer, those Departments is assessed the Administrative costs, which are transferred into the Administrative Overhead portion of the budget.

Some typical activities that are included in Administrative Overhead are auditing costs, casualty and liability insurance, general maintenance supplies, ordinance codification, certain seminars/training that benefit all employees, and operational transfers out to various Funds, such as the transfer to the Library and 9-1-1 Funds.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Bien. Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			004	ADMINISTRATIVE OVERHEAD					
				MATERIALS & SUPPLIES					
-	-	-	610300	APPRAISAL		-	-	-	-
53,332	67,400	58,744	610400	AUDITOR		67,700	73,000	73,000	73,000
35,601	22,548	27,876	610500	BANK CHARGES		30,300	30,300	30,300	30,300
140,897	94,375	76,555	610600	BLDG MAINT & REPAIR		83,350	62,775	62,775	62,775
2,292	1,000	851	610605	APT BLDG MAINT & REPAIR		1,100	-	-	-
83	200	200	610610	TECHNOLOGY MAINT & REPAIR		-	200	200	200
1,850	350	-	610660	MEDICAL EXAMS		-	350	350	350
-	-	-	611400	ALCOHOL/DRUG REHAB		-	-	-	-
18,145	21,402	12,924	611900	DATA PROCESSING		20,705	20,705	20,705	20,705
97	4,845	4,278	612300	CITY HALL ELEVATOR MAINT		1,800	1,800	1,800	1,800
81,373	73,400	91,352	612400	ELECTRICITY		56,916	56,916	56,916	56,916
-	-	-	613300	FUEL HEAT		15,542	19,142	19,142	19,142
7,013	6,800	8,379	613400	GARBAGE SERVICE		7,800	7,800	7,800	7,800
9,950	7,384	12,382	613500	GENERAL SUPPLIES & MAINT		4,016	5,400	5,400	5,400
-	7,200	6,436	613700	HVAC MAINTENANCE CONT		12,390	12,390	5,000	5,000
-	-	-	613850	IMAGING SYSTEM		-	-	-	-
138,943	128,150	125,199	613900	INS PREM & SURETY		114,345	114,345	114,345	114,345
18,093	17,520	15,664	614800	OFFICE MACHINE CONTRACT		14,400	14,400	14,400	14,400
10,440	9,000	9,849	614900	OFFICE SUPPLIES		8,150	8,150	8,150	8,150
12,948	14,700	17,249	615000	IMAGING/ORDINANCE CODIFICATION		6,200	5,200	5,200	5,200
7,328	6,850	5,402	615200	POSTAGE		6,400	6,400	6,400	6,400
17,128	14,900	14,365	615300	PRINT / AD / RECORD		16,030	16,030	16,030	16,030



City of Ontario Biennial Budget 2011-2013

1,000	-	1,099	615500	PROPERTY TAXES	-	-	-	-
47,125	27,000	22,755	615550	CONTRACT SERVICES	23,000	25,600	25,600	25,600
30,000	60,000	60,000	615553	TRANSIT PROGRAM CONTRIBUTION	50,000	50,000	-	30,000
-	-	-	615555	SREDA PROGRAM CONT	20,000	20,000	20,000	20,000
55,901	60,000	42,717	615600	LEGAL SERVICES	55,000	55,000	55,000	55,000
720	735	-	616600	SISTER CITY	760	760	-	-
3,059	3,600	1,966	616700	SAFETY COMMITTEE	1,200	1,200	1,200	1,200
-	-	5	617100	MOTEL OCC DELINQ DISB	-	-	-	-
52,902	52,800	50,106	617300	TELEPHONE	50,000	50,000	50,000	50,000
-	-	-	617330	INTERNET SERVICES	-	-	-	-
7,830	3,020	40,010	617510	RECRUITMENT/CONTRACT SETTLEMEN	10,500	10,500	10,500	10,500
7,522	9,000	25,469	617520	UNEMPLOYMENT CLAIMS	20,000	20,000	20,000	20,000
16,830	17,842	19,782	618000	TRAVEL DUES & SCHOOL	15,959	19,750	19,750	19,750
463	1,560	534	618300	VEHICLE REPAIR	1,748	840	840	840
778,876	733,581	752,160		MATERIALS & SUPPLIES	715,311	708,953	633,303	663,303
				CAPITAL OUTLAY				
-	10,000	8,259	712100	EQUIP PURCHASE	10,000	10,000	10,000	10,000
-	5,000	5,000	713000	DISCRETIONARY	5,000	5,000	5,000	5,000
-	-	-	713050	13CYH-01 ASBESTOS ABATEMENT	-	-	15,000	15,000
-	-	-	713100	12AQU-01 AQUATIC CNTR RENOV.	-	-	500,000	500,000
				CAPITAL OUTLAY	15,000	15,000	530,000	530,000
				TRANSFERS				
294,742	250,508	492,799	828000	TRANS TO GOLF COURSE FUND	308,234	263,085	248,785	248,785
-	40,000	90,000	828100	TRANS TO GOLF COURSE FUND-CIP5	-	-	15,000	15,000
60,452	-	15,440	829000	TRANS TO GRANT FUND	-	-	-	-
222,215	-	536	830000	TRANS TO LIBRARY FUND	-	-	-	-
759,880	764,198	865,049	831000	TRANS TO 9-1-1	934,718	922,249	922,249	922,249
62,400	35,400	35,400	835100	TRANSF TO RESRV - FACIL MAINT	35,000	35,000	35,000	35,000
-	-	-	839100	TRANS TO RSRV FUND-EMERG EQUIP	-	-	-	-
1,399,689	1,090,106	1,499,224		TRANSFERS	1,277,952	1,220,334	1,221,034	1,221,034
				CONTINGENCY OPERATING				
-	2,103,284	-	871000	CONTINGENCY EQUIP REPL	780,219	2,409,499	1,568,401	1,538,401
-	-	-	871100	CONTINGENCY	150,000	150,000	150,000	150,000
-	2,103,284	-		CONTINGENCY	930,219	2,559,499	1,718,401	1,688,401
				UNAPPROPRIATED				
-	-	-	999800	UNAPPROPRIATED ENDING BAL	850,000	850,000	850,000	850,000
				UNAPPROPRIATED	850,000	850,000	850,000	850,000
2,178,565	3,941,971	2,264,643	004	ADMINISTRATIVE OVERHEAD	3,788,482	5,353,786	4,952,738	4,952,738



City of Ontario Biennial Budget 2011-2013

Airport

The Airport Department provides for the day-to-day operations of the Ontario Municipal Airport. The City's part time Airport Manager oversees all Airport operations, including planning, organizing, and administering of operations and maintenance of the Airport; administering projects; administering leases; providing assistance to tenants, the general public, and the FBO; providing general staff support to the Airport Committee; researching and applying for grant funding; and, development of policies and procedures for the Airport.



The Ontario Municipal Airport is used by a number of area businesses, their suppliers, and parent companies.

The airport is used for training operations and for access to the eastern part of the State. In addition to businesses, recreational, and training flights, there are a significant number of less obvious activities that take place at the airport that contribute to the wellbeing of the region. The airport provides FBO services, aircraft restoration, aerial photography agricultural spraying, forest fire fighting and observation, and news reporting. Area search and rescue operations are occasionally staged out of the airport.





City of Ontario Biennial Budget 2011-2013

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
AIRPORT									
29,580	33,229	33,000	441100	HANGAR SPACE RENTALS		36,047	36,047	36,047	36,047
402	1,240	1,300	441200	TIE DOWN FEES (ANNUAL & TEMP)		1,540	1,540	1,540	1,540
21,076	24,744	24,744	441300	OTHER RENT/USE FEES		34,300	50,300	50,300	50,300
9,000	10,000	12,000	441400	COMMERCIAL AIRPORT USE FEE		10,000	10,000	10,000	10,000
10,808	16,000	16,000	471500	FUEL GAS SALES		16,000	16,000	16,000	16,000
70,867	85,213	87,044		AIRPORT REVENUE		97,887	113,887	113,887	113,887
006 AIRPORT PAYROLL RELATED EXPENSES									
42,325	51,500	53,039	511000	WAGES & SALARIES	0.5	52,020	52,000	52,000	52,000
-	2,000	1,000	512000	PART-TIME EMPLOYEES		2,000	2,000	2,000	2,000
-	-	-	513000	OVERTIME		-	-	-	-
-	980	-	513100	VACATION/SICK BUYOUT		1,000	-	1,000	1,000
(700)	406	-	514000	EMPLR-PAID EMPLR BENEFITS		296	-	296	296
3,704	8,892	9,058	514100	MEDICAL INSURANCE CO-PAY		8,892	-	8,892	8,892
250	600	599	514200	DEFERRED COMPENSATION		600	-	600	600
341	266	714	515000	WORKMANS COMP		278	278	278	278
6,726	7,040	7,407	516000	RETIREMENT		9,474	9,292	9,474	9,474
3,690	4,054	3,941	516500	SOCIAL SECURITY		4,210	4,132	4,210	4,210
56,338	75,738	75,760		PAYROLL RELATED EXPENSES	0.5	78,770	67,702	78,770	78,770
MATERIALS & SUPPLIES									
-	100	-	610660	MEDICAL EXAMS		50	-	-	-
8,714	11,100	10,000	610900	CHEMICAL / FERT/ SEED		11,800	11,800	11,800	11,800
-	-	324	611900	DATA PROCESSING		-	-	-	-
60	70	137	612000	LICENSES / PERMITS / FEES		70	1,770	1,770	1,770
2,340	4,730	2,400	612400	ELECTRICTY		4,640	4,640	4,640	4,640
5,310	5,540	4,500	613500	GENERAL SUPPLIES		5,770	5,770	5,770	5,770
479	800	600	614900	OFFICE SUPPLIES		500	500	500	500
974	751	1,700	615100	PETROLEUM SUPPLIES		1,865	1,865	1,865	1,865
-	1,700	3,285	615550	CONTRACT SERVICES		1,800	1,800	1,800	1,800
-	400	-	615600	RADIO MAINT.		300	300	300	300
2,058	2,400	2,400	617300	TELEPHONE		2,400	2,400	2,400	2,400
399	500	500	618300	VEHICLE REPAIR		1,000	1,000	1,000	1,000
568	600	750	618310	EQUIPMENT REPAIR		800	800	800	800
2,400	3,000	2,400	618950	LAND LEASES		3,600	3,600	3,600	3,600
1,197	3,000	3,468	619000	MINOR AIRPORT IMPROVEMENTS		3,000	3,000	3,000	3,000
24,503	34,691	32,464		MATERIALS & SUPPLIES		37,595	39,245	39,245	39,245



City of Ontario Biennial Budget 2011-2013

CAPITAL OUTLAY									
-	-	25,034	711000	AIRPORT IMPROVEMENT	-	-	-	-	-
-	5,000	4,890	712100	EQUIP PURCHASE	-	-	-	-	-
-	5,000	29,924		CAPITAL OUTLAY	-	-	-	-	-
80,841	115,429	138,148	006	AIRPORT EXPENSES	0.5	116,365	106,947	118,015	118,015

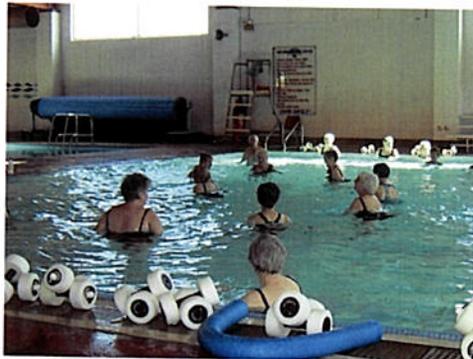


Aquatic

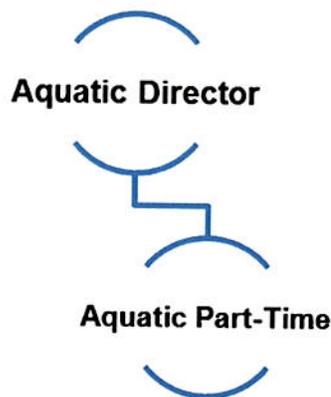
The Ontario **Aquatic Center** is a year round facility with a 25-meter pool, training pool, hydrotherapy spa, weight room and aerobic room. It serves over 70,000 people during the year through swim lessons, open swims, family swims, lap swims, school reward swims and end of the year school parties, water exercise classes, step and weight classes, pool rentals, physical therapy and swim team. The center operates 6 days a week. Customers who live in the City of Ontario receive a 10% discount on any membership or punch card purchased.



Members of Area Swim Clubs Compete at an Annual Ontario Swim Meet – A Local Swim Team OSCARs Use the Pool Facility



Adults Utilize the Pool Facility During the Day for a Variety of Exercise Opportunities, Including Water Aerobics and Physical Therapy





City of Ontario Biennial Budget 2011-2013

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
AQUATIC									
46,012	50,000	29,341	460700	LESSONS		30,000	30,000	21,000	21,000
9,666	7,600	5,000	462300	SWIM POOL RENTALS		7,600	7,600	3,800	3,800
14,492	14,000	1,800	469211	AQUATIC MISC REVENUE		2,000	2,000	1,500	1,500
109,702	130,000	100,000	477200	SEASONS TICKETS		115,000	115,000	57,358	57,358
119,175	56,000	70,170	478000	GENERAL ADMISSIONS		66,500	66,500	49,875	49,875
-	8,000	905	478005	AQU-TRIATHLON		1,600	1,600	1,600	1,600
-	3,000	1,000	478010	AQU-BIRTHDAY PARTY RENTALS		1,200	1,200	900	900
-	3,600	3,600	478015	AQU-SWIM TEAM POOL RENTAL		3,600	3,600	1,800	1,800
-	21,000	50,870	478020	AQU-PUNCH CARD SALES		47,300	47,300	33,110	33,110
299,049	293,200	262,686		AQUATIC REVENUES		274,800	274,800	170,943	170,943
008 AQUATIC PAYROLL RELATED EXPENSES									
68,831	70,196	72,293	511000	WAGES & SALARIES	0.7	70,906	99,268	99,268	99,268
191,880	200,000	238,500	512000	PART-TIME EMPLOYEES	2	200,000	200,000	48,000	48,000
129	-	147	513000	OVERTIME		-	-	-	-
2,569	1,634	681	513100	VACATION/SICK BUYOUT		1,364	1,909	1,909	1,909
368	334	406	514000	EMPLR-PAID EMPLR BENEFITS		296	414	414	414
12,156	12,408	11,866	514100	MEDICAL INSURANCE CO-PAY		12,408	17,372	17,372	17,372
1,800	1,800	1,799	514200	DEFERRED COMPENSATION		1,800	2,520	2,520	2,520
12,469	11,388	7,229	515000	WORKMANS COMP		11,690	7,454	3,940	3,940
28,325	22,638	24,626	516000	RETIREMENT		25,914	31,080	25,664	25,664
20,988	20,638	21,574	516500	SOCIAL SECURITY		20,828	23,040	11,412	11,412
339,519	341,036	379,126		PAYROLL RELATED EXPENSES	2.7	345,206	383,057	210,499	210,499
MATERIALS & SUPPLIES									
575	2,000	694	610050	TANK,BOILER,COMPRESS PERMIT		1,992	1,992	1,992	1,992
-	56,400	14,400	610600	BLDG MAINT & REPAIR		4,875	4,875	2,875	2,875
228	800	-	610660	MEDICAL EXAMS		400	-	-	-
197	470	1,035	610850	CELL PHONES		890	890	890	890
5,651	6,000	6,200	610900	CHEMICAL / FERT/ SEED		6,248	6,248	4,248	4,248
-	2,500	1,773	611900	DATA PROCESSING		8,850	2,850	2,850	2,850
42,963	51,000	64,414	612400	ELECTRICITY		72,000	72,000	48,000	48,000
60,719	61,000	60,000	613300	FUEL HEAT		65,000	65,000	43,000	43,000
13,482	9,000	8,000	613500	GENERAL SUP & MAINT		10,511	6,910	4,410	4,410
-	21,400	8,342	613700	HVAC MAINTENANCE CONT		9,550	9,550	9,550	9,550
508	528	528	614800	OFFICE MACHINES CONTRACT		984	984	984	984



City of Ontario Biennial Budget 2011-2013

1,368	750	1,300	614900	OFFICE SUPPLIES		1,000	900	700	700
337	500	200	615200	POSTAGE		500	300	300	300
1,911	2,000	1,250	615300	PRINT / AD / RECORD		1,000	700	525	525
-	24,000	19,030	615550	CONTRACT SERVICES	6	18,150	18,150	97,425	97,425
234	500	300	616300	REFUND		1,000	-	-	-
2,047	1,980	1,980	617300	TELEPHONE		1,980	1,980	1,780	1,780
2,092	5,500	3,000	617500	TRAINING SUPPLIES		5,500	4,000	4,000	4,000
2,804	800	1,505	617520	UNEMPLOYMENT CLAIMS		-	-	-	-
817	850	1,160	618000	TRAVEL DUES & SCHOOL		1,050	800	800	800
144	500	400	618310	EQUIPMENT REPAIR		2,000	800	800	800
-	-	-	618400	SKI-SWAP -OWNERS		-	-	-	-
136,086	248,478	195,512		MATERIALS & SUPPLIES	6	213,480	198,929	225,129	225,129
				CAPITAL OUTLAY					
-	75,000	97,000	714120	AQU-50 SITE					
-	75,000	97,000		IMPROVEMENTS		10,951	-	-	-
				CAPITAL OUTLAY		10,951	-	-	-
475,605	664,514	671,639	008	AQUATIC EXPENSES	8.7	569,637	581,986	435,628	435,628



City of Ontario Biennial Budget 2011-2013

Building Department

The Building Department is under the immediate direction of the Public Works Director. The services of a contracted building official were procured in 2005 based upon an agreement with the City of Fruitland, Idaho. Inspection fees are paid out on a percentage of permit revenue basis and labor charges for this department now include a percentage of the Planning Technician position as it provides administrative support to the department.

The Building Department inspects construction activities, and enforces state and local building code regulations and related codes and ordinances. The Building Code sets minimum construction standards for new buildings as well as for additions to and remodeling of existing buildings. Every building permit application is reviewed to ensure compliance with the appropriate building code.

**Building Official
(Contracted Out)**

Planning Tech (.75)

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
				BUILDING					
				BUILDING PERMITS & FEES					
446,057	299,700	280,000	424000			138,000	138,000	138,000	138,000
			458200	TRANS FROM BLDG RESRV		47,919	47,919	47,919	47,919
1,100	2,000	200	469205	MISC BUILDING REVENUE		-	-	-	-
447,157	301,700	280,200		BUILDING		185,919	185,919	185,919	185,919
			010	BUILDING PAYROLL RELATED EXPENSES					
23,044	37,150	38,600	511000	WAGES & SALARIES	0.75	56,286	56,286	56,286	56,286
434	-	555	513000	OVERTIME		-	-	-	-
-	712	-	513100	VACATION/SICK BUYOUT EMPLOYER PAID		1,082	1,082	1,082	1,082
97	326	296	514000	BENEFITS		444	444	444	444
6,664	12,408	12,411	514100	MEDICAL INSURANCE CO-PAY		18,612	18,612	18,612	18,612
23	138	83	515000	WORKMANS COMP		186	186	186	186
2,736	4,472	4,797	516000	RETIREMENT		8,226	8,226	8,226	8,226
1,364	2,814	2,679	516500	SOCIAL SECURITY		4,388	4,388	4,388	4,388
34,364	58,020	59,424		PAYROLL RELATED EXPENSES	0.75	89,224	89,224	89,224	89,224
				MATERIALS & SUPPLIES					
-	-	1,000	610500	BANK FEES / CHARGES		1,000	1,000	1,000	1,000
-	3,425	2,000	610600	BUILDING MAINT & REPAIR		2,610	2,610	2,610	2,610



City of Ontario Biennial Budget 2011-2013

477	-	-	610850	CELL PHONE	-	-	-	-
-	3,000	3,648	611900	DATA PROCESSING	2,200	2,200	2,200	2,200
-	2,000	6,600	612800	PROFESSIONAL SERVICES	4,500	4,500	4,500	4,500
3,726	2,200	2,700	613500	GENERAL SUPPLIES	2,375	2,375	2,375	2,375
-	150	100	614800	OFFICE MACHINE CONTRACT	1,200	1,200	1,200	1,200
1,154	2,380	1,100	614900	OFFICE SUPPLIES	2,380	2,380	2,380	2,380
229	200	450	615200	POSTAGE	400	400	400	400
24	500	100	615300	PRINT / AD / RECORD	300	300	300	300
-	1,000	47	616300	REFUND	1,000	1,000	-	-
25,681	36,204	16,500	617000	STATE ASSESSMENT INSPECTION SERVICES	16,560	16,560	16,560	16,560
207,322	150,850	123,500	617100	AGMT	60,720	60,720	60,720	60,720
990	2,450	2,450	618000	TRAVEL DUES & SCHOOL MATERIALS & SUPPLIES	2,450	2,450	2,450	2,450
239,607	204,359	160,195			97,695	97,695	96,695	96,695
				TRANSFERS				
140,301	39,321	60,580	824020	TRANS TO RESERVE - BLDG INSP	-	-	-	-
140,301	39,321	60,580		TRANSFERS	-	-	-	-
414,272	301,700	280,199	010	BUILDING	0.75	186,919	186,919	185,919

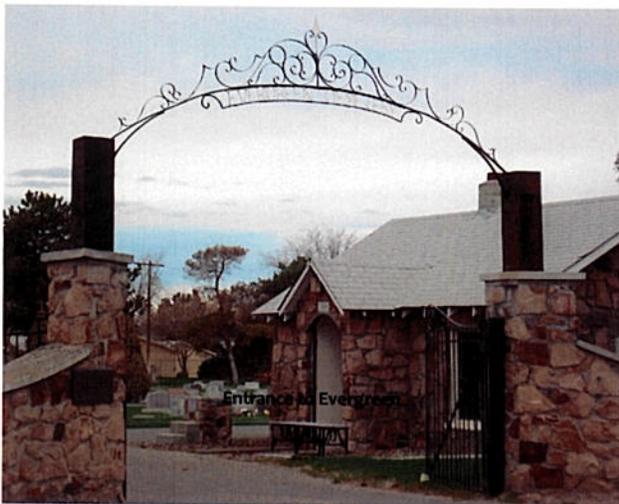


Cemetery Department

Cemetery staff, under the supervision of the Parks and Recreation Director, maintains Evergreen Cemetery at 19.95 acres and Sunset Cemetery with 2.78 acres. Evergreen averages 66 burials a year and Sunset averages only 7 burials a year. Approximately 1,050 spaces remain at Evergreen Cemetery, which should last about 16 years. Staff maintains the trees, irrigation, chemical spraying, grave digging, burial arrangements, trash collection and all mowing.

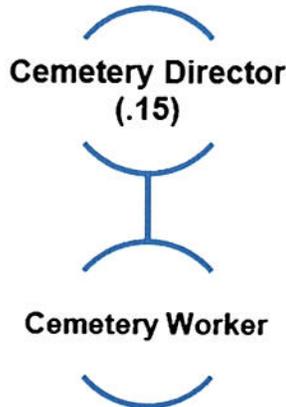


Evergreen Cemetery



Entrance to Evergreen

Cemetery personnel of the department number 1 Full-time equivalent, a shared supervisor with the Aquatic and Parks Department, and varying levels of seasonal part-time labor that is hired to help with maintenance. Staff also utilizes the help of the inmate work crews at SRCI and volunteer labor through the Training and Employment Consortium.





City of Ontario Biennial Budget 2011-2013

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
CEMETERY									
15,000	15,000	15,000	458150	TRANS FROM CEMETERY PERP		15,000	15,000	15,000	15,000
				CEM-OPENING & CLOSING					
54,697	71,000	75,000	479600	SPACES		73,000	89,550	89,550	89,550
69,697	86,000	90,000		CEMETERY		88,000	104,550	104,550	104,550
011 CEMETERY PAYROLL RELATED EXPENSES									
-	111,805	110,763	511000	WAGES & SALARIES	1.15	111,315	97,136	97,136	97,136
-	10,000	15,337	512000	PART-TIME EMPLOYEES		-	-	-	-
-	1,092	1,097	513000	OVERTIME		1,642	1,642	1,642	1,642
-	2,699	340	513100	VACATION/SICK BUYOUT		2,140	1,868	1,868	1,868
-	294	739	514000	EMPLR-PAID EMPL		148	88	88	88
-	31,812	32,144	514100	MEDICAL INSURANCE CO-PAY		34,648	32,166	32,166	32,166
-	900	900	514200	DEFERRED COMPENSATION		900	540	540	540
-	3,714	4,344	515000	WORKMANS COMP		3,704	3,650	3,650	3,650
-	16,610	15,908	516000	RETIREMENT		20,568	17,986	17,986	17,986
-	4,607	4,390	516005	RETIREMENT - EE SHARE		4,650	4,650	4,650	4,650
-	9,454	9,215	516500	SOCIAL SECURITY		8,806	7,700	7,700	7,700
-	192,987	195,183		PAYROLL RELATED EXPENSES	1.15	188,521	167,426	167,426	167,426
MATERIALS & SUPPLIES									
-	2,992	2,000	610600	BUILDING MAINT & REPAIR		575	575	575	575
-	460	200	610660	MEDICAL EXAMS		490	490	490	490
-	1,180	910	610850	CELL PHONE		940	940	940	940
-	6,225	10,000	610900	CHEMICAL / FERT/SEED		6,735	6,735	6,735	6,735
-	-	324	611900	DATA PROCESSING		-	-	-	-
-	5,100	1,194	612100	LICENSES / PERMITS / FEES		2,460	2,460	2,460	2,460
-	6,960	4,613	612400	ELECTRICITY		9,480	9,480	9,480	9,480
-	500	100	613000	EQUIPMENT RENTAL		780	440	440	440
-	4,170	4,000	613400	GARBAGE SERVICE		4,350	4,350	4,350	4,350
-	2,250	7,473	613500	GENERAL SUP & MAINT		5,350	5,350	5,350	5,350
-	300	751	614900	OFFICE SUPPLIES		400	400	400	400
-	6,500	5,034	615100	PETROLEUM SUPPLIES		7,606	6,000	6,000	6,000
-	100	10	615200	POSTAGE		50	50	50	50
-	1,750	12,770	615550	CONTRACT SERVICES	0.5	38,090	36,160	36,160	36,160
-	150	150	615600	RADIO MAINT		300	991	991	991
-	1,560	2,000	617300	TELEPHONE		1,800	1,800	1,800	1,800
-	360	360	617330	INTERNET SERVICES		360	360	360	360



City of Ontario Biennial Budget 2011-2013

-	1,600	655	617520	UNEMPLOYMENT CLAIMS	-	-	-	-
-	688	785	618000	TRAVEL DUES & SCHOOL	738	688	688	688
-	1,200	825	618200	UNIFORMS	1,200	1,200	1,200	1,200
-	1,180	3,500	618300	VEHICLE REPAIR	1,980	1,980	1,980	1,980
-	15,000	15,000	618310	EQUIPMENT REPAIR	16,500	15,000	15,000	15,000
-	60,225	72,654		MATERIALS & SUPPLIES	0.5	100,184	95,449	95,449
CAPITAL OUTLAY								
-	-	-	712100	EQUIP PURCHASE	-	-	-	-
965	2,000	422	713550	PURCHASE OF LOTS	-	-	-	-
-	15,500	-	714120	SITE IMPROVEMENTS	-	-	-	-
965	17,500	422		CAPITAL OUTLAY	-	-	-	-
TRANSFERS								
-	-	-		%13STR-01 CHIPSEAL @	-	-	-	-
-	-	-	719350	CEMETERY	-	-	15,500	15,500
-	-	-		TRANSFERS	-	-	15,500	15,500
965	270,712	268,259	011	CEMETERY	1.65	288,705	262,875	278,375



City of Ontario Biennial Budget 2011-2013

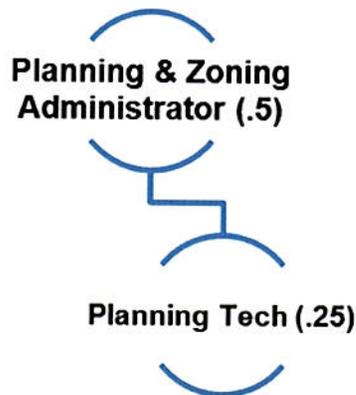
Community Development

The Department of Community Development is under the immediate direction of the Public Works Director. It consists of 1 half-time Planner and a percentage of the Planning Technician. The department administers and coordinates the activities of the Planning Commission and the Hearing Officer. The Department's major functions are Planning and Zoning.

Planning and Zoning. The Department is responsible for short and long range planning including the development and updating of a comprehensive plan for the development of the community.

Zoning classifies various parcels of land into specific classifications within the city. Each classification represents a list of permitted uses along with regulations on what the land can or cannot be used for. Following a comprehensive plan, zoning regulations are enacted to protect property within the community from negative economic, physical, social impacts of other neighboring land uses.

Zoning Designation	Total Acres
Residential	808.07
Industrial	464.46
Commercial	511.69
Airport	261.23
Public Facilities	341.09
Total	2,386.54



City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
COMM DEVELOPMENT/PLANNING									
6,059	6,000	3,700	427500	P & Z HEARINGS		4,000	5,000	5,000	5,000
6,059	6,000	3,700		COMM DEVELOPMENT REVENUES		4,000	5,000	5,000	5,000
012 COMM DEV/PLANNING PAYROLL RELATED EXPENSES									
115,837	72,646	74,155	511000	WAGES & SALARIES	0.75	72,842	72,842	72,842	72,842
423	3,122	300	513000	OVERTIME		3,248	3,248	3,248	3,248
1,884	366	-	513100	VACATION/SICK BUYOUT		360	360	360	360
781	302	148	514000	EMPLOYER PAID BENEFITS		148	148	148	148
17,655	6,204	6,481	514100	MEDICAL INSURANCE CO-PAY		6,204	6,204	6,204	6,204
1,050	-	-	514200	DEFERRED COMPENSATION		-	-	-	-
361	316	160	515000	WORKMANS COMP		324	324	324	324
12,880	9,192	9,069	516000	RETIREMENT		10,964	10,964	10,964	10,964



City of Ontario Biennial Budget 2011-2013

9,569	5,782	5,485	516500	SOCIAL SECURITY		5,848	5,848	5,848	5,848
				PAYROLL RELATED					
160,442	97,930	95,800		EXPENSES	0.75	99,938	99,938	99,938	99,938
				MATERIALS & SUPPLIES					
-	-	324	611900	DATA PROCESSING		-	-	-	-
100	-	-	612800	PROFESSIONAL SERVICES		-	-	-	-
1,881	1,000	450	613500	GENERAL SUPPLIES		1,350	850	850	850
1,524	2,400	300	614900	OFFICE SUPPLIES		1,500	1,000	1,000	1,000
1,542	6,240	3,200	615200	POSTAGE		5,120	5,120	5,120	5,120
3,961	4,800	4,800	615300	PRINT / AD / RECORD		2,880	2,880	2,880	2,880
41,604	12,300	4,000	615550	CONTRACT SERVICES		6,800	800	800	800
-	600	-	616300	REFUND		600	600	600	600
802	3,000	3,000	618000	TRAVEL DUES & SCHOOL		3,800	2,000	2,000	2,000
-	-	-	618300	VEHICLE & EQUIPMENT		-	-	-	-
51,416	30,340	16,074		REPAIR		-	-	-	-
				MATERIALS & SUPPLIES		22,050	13,250	13,250	13,250
				COMM DEV/PLANNING					
211,859	128,270	111,874	012	EXPENSES	0.75	121,988	113,188	113,188	113,188



City of Ontario Biennial Budget 2011-2013

Finance

The Finance Department is responsible for managing the budget and financial activities of the City in a manner consistent with Council policy, local, state, and federal law. The Finance Department activities include the following:

Budget. The Finance Director establishes the budget calendar, internal schedule and compiles the biennial budget under the direction of the City Manager. The Director also provides ongoing management of the general ledger for the City's various funds and departments, providing departments with monthly revenue and expense reports.

Audit. The Finance Director oversees the closing of the fiscal year and assists and directs staff in preparing the various schedules and reconciliation in preparation for the annual audit. The Director serves as the primary contact between the City and its contracted financial auditors, working directly with them during the annual on-site testing. The City's Audit Committee utilizes the Director as a resource when reviewing the details of the City's Comprehensive Annual Financial Report.

Accounts Receivable. The City's Utility Billing function is managed through the Finance Department, while funded 100% from the Public Works Fund. The City's 3,600+ utility accounts are billed monthly using only one billing cycle. Other Accounts Receivable functions for items such as Local Improvement District assessments, Revolving Loan Fund accounts, Transient Occupancy Tax collection, and miscellaneous billings are carried out by the Accounting Assistant.

Accounts Payable. The Finance Department, through a part-time Accounts Payable Clerk, processes payments in conjunction with scheduled City Council Meetings. The City's purchase order policy is an integral part of the accounts payable process and is managed by the Department and reviewed by the Accounts Payable Clerk. The department issues approximately 400 checks to vendors paying approximately 625 invoices each month.

Human Resources and Risk Management. This position, created during Fiscal Year 2001, has proven extremely valuable. This position heads up the Safety Committee and handles all insurance matters of the City. Recruitment, new hire intake, compensation surveys/studies, evaluations, exit interviews, supervisor training, risk management, risk management training, and labor negotiations, and more recently, payroll, are some of the tasks managed by the Human Resources Manager.

Information Technology. The City's technology services are outsourced through an agreement with the Ontario 8C School District. The technology budget is managed within the Finance Department. Contracted services include tracking and maintaining all city-owned computers, maintaining the local area network and connectivity between City Hall and outlying facilities, maintaining the city's website, developing specialty applications to make other employees more productive and able to focus on their primary job tasks, and researching technology-related issues that impact the organization and the community.



City of Ontario Biennial Budget 2011-2013



City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number 014	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
FINANCE									
PAYROLL RELATED EXPENSES									
349,373	507,144	540,709	511000	WAGES & SALARIES	6.00	541,300	541,300	541,300	541,300
8,598	17,586	13,980	512000	PART-TIME EMPLOYEES		-	-	-	-
3,064	2,908	3,307	513000	OVERTIME		4,362	4,362	4,362	4,362
13,740	13,160	14,607	513100	VACATION/SICK BUYOUT EMPLR-PAID EMPL		13,442	13,442	13,442	13,442
1,088	2,788	1,938	514000	BENEFITS		2,128	2,128	2,128	2,128
86,010	111,744	95,562	514100	MEDICAL INSURANCE		110,016	110,016	110,016	110,016
3,600	4,800	4,800	514200	CO-PAY DEFERRED COMPENSATION		4,800	4,800	4,800	4,800
927	1,859	1,166	515000	WORKMANS COMP		1,952	1,952	1,952	1,952
55,710	68,460	72,148	516000	RETIREMENT		88,600	88,600	88,600	88,600
27,116	41,371	40,865	516500	SOCIAL SECURITY		42,684	42,684	42,684	42,684
549,230	771,820	789,084		PAYROLL RELATED EXPENSES	6.00	809,284	809,284	809,284	809,284
MATERIALS & SUPPLIES									
-	-	-	610600	BUILDING MAINT & REPAIR		-	-	-	-
327	400	1,093	611900	DATA PROCESSING		750	750	750	750
7,279	4,830	4,750	613500	GENERAL SUPPLIES & MAINT		3,600	3,600	3,600	3,600
-	1,200	600	614800	OFFICE MACHINE CONTRACTS		600	600	600	600
2,218	3,700	3,700	614900	OFFICE SUPPLIES		3,000	3,000	3,000	3,000
104	320	100	615200	POSTAGE		200	200	200	200
1,320	3,600	2,000	615550	CONTRACT SERVICES		1,800	1,800	1,800	1,800
Section IV				General Fund					



City of Ontario Biennial Budget 2011-2013

8,193	13,875	13,875	618000	TRAVEL DUES & SCHOOL		9,950	9,950	9,950	9,950
19,442	27,925	26,118		MATERIALS & SUPPLIES		19,900	19,900	19,900	19,900
568,673	799,745	815,203	014	FINANCE	6.00	829,184	829,184	829,184	829,184



City of Ontario Biennial Budget 2011-2013

Fire and Rescue

Ontario Fire and Rescue consists of the following components: Emergency Response and Operations, Administration, Fire, Fire EMS, Fire Safety Prevention & Education, and Haz-Mat.

Emergency Response and Operations. Responds to emergencies caused by fire, floods, explosions, accidents, illness, hazardous material releases, and storms. To affect the saving of lives, property, and the environment; Ontario Fire provides EMS / rescue services, fire suppression, and mitigation of hazardous materials. To insure the proper functioning and performance which may be required at any time during both routine & emergency functions the department is responsible for maintaining, servicing, and testing all fire, rescue, EMS, & haz-mat vehicles and equipment. The department's apparatus, equipment, and vehicle inventory is valued at approximately \$3,500,000.00. Current staffing is 9 full-time, 1 part-time secretary, & 30 part-time (volunteer) personnel. Call volumes have been increasing every year, with the last 4 years increasing at an average of 8.1% each year.



Controlled Structure Fire for Training Purposes



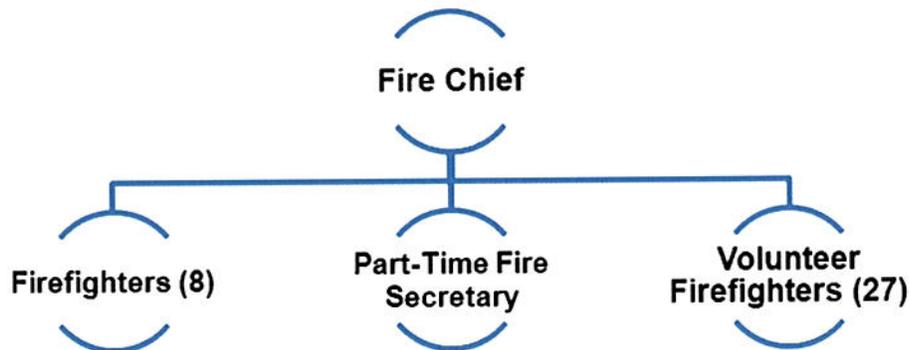
Haz Mat Crew Works to Clean Fuel Spill on River Bank

Administration. Responsible for overall performance of Ontario Fire & Rescue, and Ontario Rural Fire Protection District, which contracts with City of Ontario for manpower, facilities, & other services. Responsible for analyzing, planning, & managing the community's fire & rescue defense systems. Employee management & development, determining the extent of fire, rescue, EMS, & haz-mat concerns, planning, preventing fire, and reducing life & property loss. Provide executive services to the Ontario Rural Fire Protection District, as well as command services at major emergency incidents.

Fire and Life Safety Prevention & Education. Responsible for fire & life safety, education, knowledge, prevention, & enforcement of City Fire Ordinances, International Fire Code (adopted state wide) & National Fire Protection Standards; as well as knowledge & implementation of Insurance Service Office standards as they pertain to community fire risk reduction.



City of Ontario Biennial Budget 2011-2013



City of Ontario

ADOPTED 2011-2013 BIENNIAL BUDGET

2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
				FIRE					
1,815	1,400	1,626	424500	FD-BURNING/BURN BARREL PERMI		1,100	1,100	1,100	1,100
251,037	273,144	195,251	462500	RURAL FIRE CONTRACT		223,144	223,144	223,144	223,144
7,869	8,000	22,328	463000	HAZMAT REV		16,000	64,200	64,200	64,200
19,833	14,000	5	463100	CONFLAGRATION FIRES		4,000	1,800	1,800	1,800
3,808	10,000	2,127	463200	MEDICAL CALLS - OODP		1,600	1,600	1,600	1,600
26,526	8,000	19,233	469100	MISC FIRE REV		14,000	14,000	14,000	14,000
310,890	314,544	240,571		FIRE REVENUES		259,844	305,844	305,844	305,844
			016	FIRE PAYROLL RELATED EXPENSES					
1,017,382	1,155,761	1,121,017	511000	WAGES & SALARIES	9.8	1,160,202	1,160,202	1,160,202	1,160,202
140,135	153,140	157,140	512000	PART-TIME EMPLOYEES	3.13	149,260	149,260	149,260	149,260
-	-	-	512100	HAZ MAT WAGES		34,200	34,200	34,200	34,200
135,047	112,970	121,920	513000	OVERTIME		118,500	100,000	100,000	100,000
25,511	3,654	-	513100	VACATION/SICK BUYOUT		2,914	2,914	2,914	2,914
6,224	12,128	5,504	514000	EMPLR-PAID EMPLE BENEFITS		10,928	10,928	10,928	10,928
207,595	224,719	200,485	514100	MEDICAL INSURANCE CO-PAY		249,877	214,464	214,464	214,464
3,300	3,600	3,600	514200	DEFERRED COMPENSATION		3,600	3,600	3,600	3,600
27,622	49,649	36,111	515000	WORKMANS COMP		50,388	50,908	50,908	50,908
254,111	176,596	164,985	516000	RETIREMENT		213,893	216,698	216,698	216,698
-	56,415	61,462	516005	RETIREMENT- EE SHARE		57,903	62,955	62,955	62,955
97,270	107,185	104,177	516500	SOCIAL SECURITY		109,462	110,663	110,663	110,663
1,914,202	2,055,817	1,976,405		PAYROLL RELATED EXPENSES	12.9	2,161,127	2,116,792	2,116,792	2,116,792
				MATERIALS & SUPPLIES					



City of Ontario Biennial Budget 2011-2013

2,253	2,800	1,800	610650	MEDICAL TRAINING	2,970	2,570	2,570	2,570
1,598	4,368	1,568	610660	MEDICAL EXAMS	4,020	3,120	3,120	3,120
2,971	3,222	3,022	610850	CELL PHONE	2,682	2,682	2,682	2,682
2,221	2,000	2,000	611900	DATA PROCESSING	1,400	600	600	600
29,172	29,356	29,356	613500	GENERAL SUP & MAINT FIRE	14,894	13,073	13,073	13,073
-	-	-	613600	EQUIP/REPLACEMENT	33,554	26,754	26,754	26,754
4,988	5,310	5,310	614900	OFFICE SUPPLIES	5,310	4,800	4,800	4,800
21,085	24,197	21,197	615100	PETROLEUM SUPPLIES	24,564	24,004	24,004	24,004
593	600	400	615200	POSTAGE	600	400	400	400
3,555	9,700	9,700	615600	RADIO SUPPLY & MAINTENANCE	15,900	15,020	15,020	15,020
1,686	2,230	2,230	617500	TRAINING SUPPLIES	2,230	2,000	2,000	2,000
2,287	3,040	3,040	617600	EDUCATION SUPPLIES	3,048	2,002	2,002	2,002
9,518	7,030	7,030	618000	TRAVEL DUES & SCHOOL	7,030	6,500	6,500	6,500
21,248	33,220	33,020	618200	UNIFORMS	18,195	17,505	17,505	17,505
15,469	16,636	11,636	618300	VEHICLE REPAIR	17,741	15,000	15,000	15,000
14,662	15,900	15,900	618310	EQUIPMENT REPAIR	15,900	12,370	12,370	12,370
2,890	3,780	3,760	618500	VOLUNTEER DINNER	3,960	2,000	2,000	2,000
-	4,000	4,000	618700	CONFLAGRATION FIRES	1,800	1,800	1,800	1,800
-	-	-	618800	HAZ MAT EXPENSE	20,000	20,000	20,000	20,000
-	-	-	618950	LAND LEASE/RENT MATERIALS & SUPPLIES	1,756	1,756	1,756	1,756
133,684	167,389	154,969			197,554	173,956	173,956	173,956
				DEBT SERVICE				
-	138,256	69,128	811500	DEBT SERVICE - FIRE BUILDING	138,000	138,000	138,000	138,000
-	138,256	69,128		DEBT SERVICE	138,000	138,000	138,000	138,000
				TRANSFERS				
64,000	58,560	58,550	824040	TRNSF TO RSRV FUND-EMERG EQUIP	58,560	58,560	58,560	58,560
-	69,128	69,128	824050	TRNSF TO CAP PROJ-FIR1 BLDG	-	-	-	-
-	-	3,045	829000	TRANS TO GRANT FUND	-	-	-	-
64,000	127,688	130,723		TRANSFERS	58,560	58,560	58,560	58,560
2,111,886	2,489,150	2,331,225	016	FIRE	12.9	2,555,241	2,487,308	2,487,308



City of Ontario Biennial Budget 2011-2013

Parks

Parks staff, under the supervision of the Parks & Recreation Director, maintain 45 acres of turf parks, 17 acres of undeveloped natural areas, landscaping around public facilities, East Idaho parkways and island, and the skate park. Duties include mowing, trash pickup, restroom cleaning, irrigating and playground equipment repair.

Parks staff also provides some maintenance and repairs at the aquatic center. Total personnel of the department number 2 Full-time equivalents, a shared supervisor with the Aquatic and Cemetery Department, and varying levels of seasonal part-time labor that is hired to help with maintenance, including inmate work crews and community volunteer groups.



Park, Recreation and Open Space Areas	Total Land (Acres)	Park Number of Sites
City of Ontario		
Mini-Parks	0.00	0
Neighborhood Parks	5.31	2
Community Parks	6.26	1
Large Urban Parks	30.96	1
Regional Parks	0.00	0
Special Use Areas	203.58	6
Linear Parks	0.00	0
Natural Open Space/Greenways	747.78	1
Undeveloped Parkland	18.20	2
Total City Areas	1,012.09	13



City of Ontario Biennial Budget 2011-2013

Parks Director (.15)

Parks Worker (2)

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
PARKS									
6,013	3,300	3,500	469212	PARKS MISC REVENUE		3,300	3,300	3,300	3,300
6,013	3,300	3,500		PARKS REVENUES		3,300	3,300	3,300	3,300
020 PARKS PAYROLL RELATED EXPENSES									
247,333	192,713	189,983	511000	WAGES & SALARIES	2.15	190,874	176,692	176,692	176,692
52,371	40,000	32,972	512000	PART-TIME EMPLOYEES		-	-	-	-
4,105	3,500	4,600	513000	OVERTIME		2,511	4,296	4,296	4,296
2,537	4,502	1,931	513100	VACATION/SICK BUYOUT		3,670	3,398	3,398	3,398
2,744	1,678	2,536	514000	EMPLYR-PAID EMPLYE BENEFITS		1,332	1,272	1,272	1,272
73,368	57,418	59,574	514100	MEDICAL INSURANCE CO-PAY		63,092	60,612	60,612	60,612
720	900	900	514200	DEFERRED COMPENSATION		900	540	540	540
7,700	9,446	7,893	515000	WORKMANS COMP		7,872	7,384	7,384	7,384
57,367	31,003	30,156	516000	RETIREMENT		35,213	32,950	32,950	32,950
-	9,546	9,236	516005	RETIREMENT - EE SHARE		9,476	9,584	9,584	9,584
22,377	18,184	16,817	516500	SOCIAL SECURITY		15,075	14,106	14,106	14,106
470,626	368,890	356,601		PAYROLL RELATED EXPENSES	2.15	330,015	310,834	310,834	310,834
MATERIALS & SUPPLIES									
-	6,215	4,734	610600	BUILDING MAINT & REPAIR		4,175	2,725	2,725	2,725
922	950	600	610660	MEDICAL EXAMS		1,470	1,470	1,470	1,470
2,789	1,180	1,180	610850	CELL PHONE		890	890	890	890
13,576	7,156	8,670	610900	CHEMICAL / FERT/ SEED		10,560	9,360	9,360	9,360
24,875	14,232	27,681	612400	ELECTRICITY		21,360	21,360	21,360	21,360
1,265	880	300	613000	EQUIPMENT RENTAL		1,042	490	490	490
15,432	8,375	13,000	613400	GARBAGE SERVICE		8,375	8,375	8,375	8,375
30,430	20,000	20,000	613500	GENERAL SUP & MAINT		20,014	16,000	16,000	16,000
489	200	440	614900	OFFICE SUPPLIES		250	200	200	200
19,686	12,839	13,839	615100	PETROLEUM SUPPLIES		17,740	15,000	15,000	15,000



City of Ontario Biennial Budget 2011-2013

28	-	21	615200	POSTAGE		20	20	20	20
5,050	1,750	15,445	615550	CONTRACT SERVICES	1.00	70,656	70,656	70,656	70,656
188	300	10	615600	RADIO MAINT		400	400	400	400
-	-	35	616300	REFUND		-	-	-	-
3,517	-	1,119	617300	TELEPHONE		-	-	-	-
239	-	-	617330	INTERNET SERVICES		-	-	-	-
10,087	6,400	15,333	617520	UNEMPLOYMENT CLAIMS		7,200	7,200	7,200	7,200
3,625	3,660	3,660	618000	TRAVEL DUES & SCHOOL		3,600	3,400	3,400	3,400
2,163	2,100	2,100	618200	UNIFORMS		2,100	1,680	1,680	1,680
2,362	4,000	3,500	618300	VEHICLE REPAIR		4,264	4,264	4,264	4,264
24,327	6,720	14,000	618310	EQUIPMENT REPAIR		7,960	7,960	7,960	7,960
682	725	723	618950	LAND LEASES		700	700	700	700
161,739	97,682	146,392		MATERIALS & SUPPLIES	1	182,776	172,150	172,150	172,150
CAPITAL OUTLAY									
6,400	10,000	10,000	712100	EQUIPMENT PURCHASE		-	-	-	-
6,400	10,000	10,000		CAPITAL OUTLAY		-	-	-	-
638,765	476,572	512,994		Expense		512,791	482,984	482,984	482,984
638,765	476,572	512,994	020	PARKS EXPENSES	3.15	512,791	482,984	482,984	482,984



City of Ontario Biennial Budget 2011-2013

Police

The police department enforces local, State and Federal laws within the boundaries of the City of Ontario. Our policing philosophy recognizes that a safe and healthy community is a shared responsibility and connection between the police and local citizens. Specific functions of the Police Department are as follows:

Patrol. The patrol division is responsible for enforcing traffic laws and taking initial criminal complaints.



Officers Working Traffic Control



Sgt Glen Kee Works a
Cross Walk Operation on Oregon Street

Ordinance. The ordinance division enforces City Ordinances dealing with animals, garbage, parking, and overgrown vegetation. Ordinance Officers were eliminated due to budget constraints during Fiscal Year 2005 and a 1 FTE Ordinance Officer was added back during Fiscal Year 2005-2007 with 50% funding from the Public Works Fund.

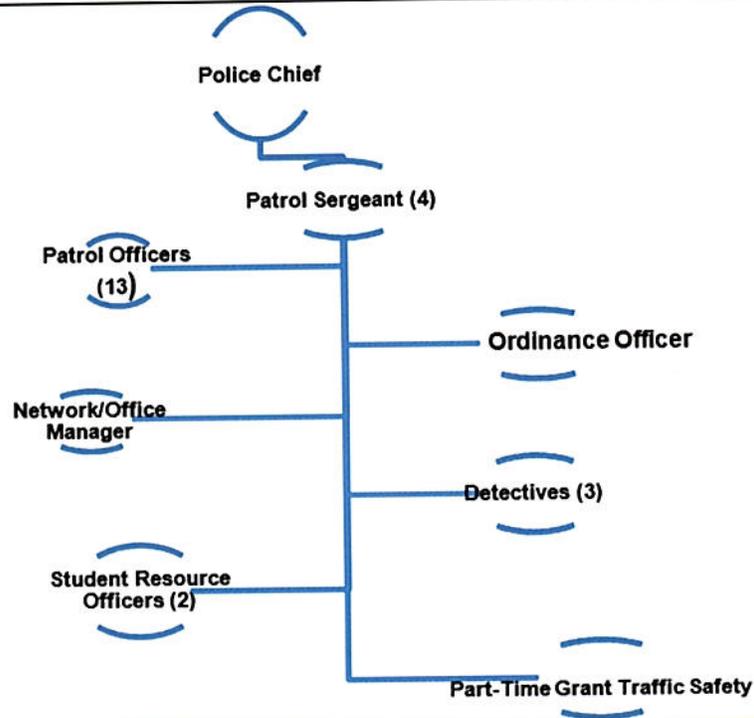
Investigation. The investigation division follows up on all serious criminal offenses.

Administration. Administration is responsible for the daily direction of the entire police department.

Other. The police department also partners with the school district and provides an officer for the middle school and the high school. The Police Department educates citizens on all aspects of crime prevention, and work to establish relationships to form community partners with collective efforts toward public safety.



City of Ontario Biennial Budget 2011-2013



City of Ontario ADOPTED 2011-2013 BIENNIAL BUDGET

2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
POLICE									
14,648	11,000	4,800	426000	PD-DOG LICENSES		3,600	3,600	3,600	3,600
-	-	-	426100	PD-DOG IMPOUNDING		-	3,600	3,600	3,600
191,264	187,000	187,000	430000	PD-SRO PROGRAMS REV PD-IMPOUNDMENT FEE/ SALES		-	248,924	248,924	248,924
32,700	30,000	12,000	430300	PD-MEDICAL EXAMINER FUNDS		10,000	10,000	10,000	10,000
-	1,000	1,000	434005	PD-FALSE ALARM FEES		1,000	1,000	1,000	1,000
-	2,000	200	434010	PD-FINGERPRINTING		800	400	400	400
14,319	11,000	12,700	434500	PD-ABATEMENT REV		11,000	12,000	12,000	12,000
-	-	6,000	434700	VEST GRANT		3,000	3,000	3,000	3,000
1,024	-	-	456131	POLICE GRANTS		-	-	-	-
35,936	29,450	29,450	456150	PD-TRAFFIC SCHOOL REVENUE		34,920	34,920	34,920	34,920
50,575	42,000	32,000	456190	PD-FORFEITURE REVENUES		34,000	34,000	34,000	34,000
-	3,000	3,616	456195	COURT CONTRACT-COUNTY		3,000	1,000	1,000	1,000
275,740	230,000	210,000	462700	MISC POLICE REVENUE		230,000	240,000	210,000	210,000
42,733	11,300	11,300	469210	MISC POLICE REV-FERAL		8,840	8,840	8,840	8,840
-	-	8,117	469299	CAT		-	-	-	-
658,942	557,750	518,183		POLICE REVENUES		340,160	601,284	571,284	571,284
POLICE PAYROLL RELATED EXPENSES									
2,421,147	2,596,701	2,605,438	511000	WAGES & SALARIES	25	2,777,442	2,584,592	2,688,238	2,688,238
1,483	9,600	7,167	512000	PART TIME EMPLOYEES		10,560	-	-	-



City of Ontario

Biennial Budget 2011-2013

240,212	209,600	220,500	513000	OVERTIME	272,000	200,000	220,000	220,000
71,380	62,001	80,793	513100	VACATION/SICK BUYOUT	56,296	34,366	35,362	35,362
9,926	7,928	11,317	514000	EMPLOYER PAID BENEFITS	5,088	5,088	5,088	5,088
580,307	624,546	701,881	514100	MEDICAL INSURANCE CO-PAY	796,217	734,024	765,465	765,465
5,301	4,800	3,300	514200	DEFERRED COMPENSATION	4,800	4,800	4,800	4,800
73,503	107,137	76,145	515000	WORKMANS COMP	85,768	79,234	82,531	82,531
569,945	401,870	407,571	516000	RETIREMENT	551,332	499,078	521,356	521,356
-	118,948	143,686	516005	RETIREMENT - EE SHARE	132,600	116,710	124,130	124,130
202,023	219,059	215,383	516500	SOCIAL SECURITY	237,992	215,651	225,189	225,189
4,175,231	4,362,190	4,473,186		PAYROLL RELATED EXPENSES	25	4,930,095	4,473,543	4,672,159
				MATERIALS & SUPPLIES				
1,646	2,000	2,957	610660	MEDICAL EXAMS	1,560	1,560	1,560	1,560
4,111	8,900	11,785	610850	CELL PHONE	17,480	14,840	14,840	14,840
212	300	383	611300	DOG LICENSE EXPENSE	100	50	50	50
4,169	8,800	7,500	611900	DATA PROCESSING	12,438	5,130	5,130	5,130
-	250	1,500	612000	ABATEMENT	3,146	1,500	1,500	1,500
24,070	24,600	26,940	612200	DOG LODGING	29,280	28,080	28,080	28,080
-	-	11,810	612210	FERAL CAT PROJECT	-	-	-	-
1,283	-	-	613050	EXPLORER PROGRAM	-	-	-	-
15,206	15,000	20,000	613500	GENERAL SUP & MAINT	16,485	11,585	11,585	11,585
19,629	28,000	28,000	613550	PATROL SUPPLIES	41,540	27,000	30,000	30,000
-	6,000	4,000	613555	PERSONAL PROTECTIVE DEVICES	9,320	5,500	5,500	5,500
1,591	1,440	1,440	614680	NARC DOG	-	-	-	-
693	1,500	1,000	614700	NARCOTICS & INVESTIGATION	2,300	2,000	2,000	2,000
336	1,100	1,700	614750	CRIME PHOTO/FILM	1,200	1,200	1,200	1,200
5,382	8,346	11,000	614800	OFFICE MACHINE CONTRACT	15,086	15,086	15,086	15,086
7,002	3,500	3,700	614900	OFFICE SUPPLIES	3,900	3,000	3,000	3,000
75,547	79,000	73,000	615100	PETROLEUM SUPPLIES	126,400	90,000	90,000	90,000
7,570	7,200	5,500	615190	TRAFFIC SCHOOL EXPENSE	5,600	5,600	5,600	5,600
6,252	5,980	5,300	615200	POSTAGE	6,280	5,000	5,000	5,000
1,182	920	3,400	615300	PRINTING & ADVERTISING	1,150	1,150	1,150	1,150
1,100	11,300	400	615550	CONTRACT SERVICES	1,000	1,000	1,000	1,000
4,937	12,754	10,000	615600	RADIO MAINT	7,000	5,000	5,000	5,000
42	160	315	616300	REFUNDS	-	-	-	-
26,824	28,050	27,000	618000	TRAVEL DUES & SCHOOL	28,000	28,000	28,000	28,000
14,932	16,960	17,500	618200	UNIFORMS	17,180	15,000	15,000	15,000
2,125	4,800	1,000	618250	UNIFORM CLEANING	2,500	1,250	1,250	1,250
46,930	40,000	40,000	618300	VEHICLE & EQUIP REPAIR	38,860	36,000	36,000	36,000



City of Ontario Biennial Budget 2011-2013

-	-	616	618320	FORFEITURE EXPENSES	-	-	-	-
1,275	960	-	618680	IMPOUNDING	640	640	640	640
274,056	317,820	317,748		MATERIALS & SUPPLIES	388,445	305,171	308,171	308,171
				CAPITAL OUTLAY				
151,483	146,934	117,604	711200	AUTOMOTIVE EQUIP	-	-	49,780	49,780
-	3,500	3,400	712100	EQUIP PURCHASING	13,200	-	-	-
151,483	150,434	121,004		CAPITAL OUTLAY	13,200	-	49,780	49,780
4,600,771	4,830,444	4,911,938	024	POLICE EXPENSES	25	5,331,740	4,778,714	5,030,110



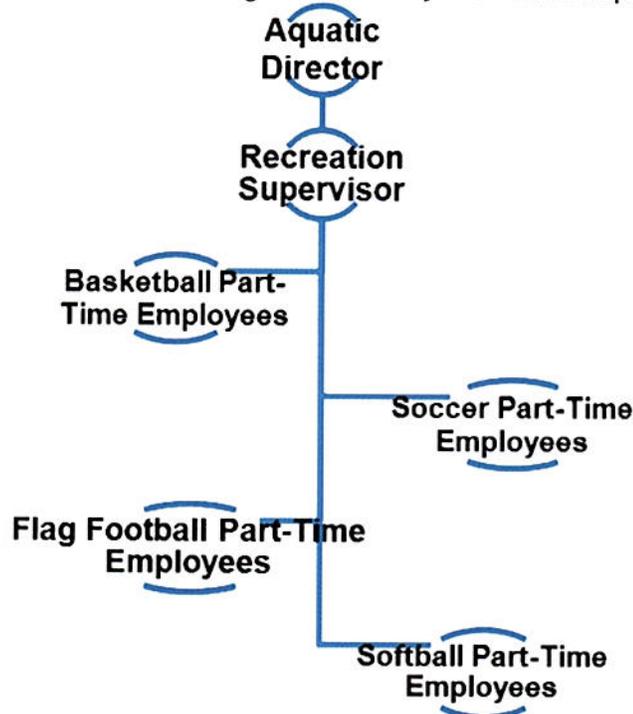
City of Ontario Biennial Budget 2011-2013

Recreation

The Ontario Recreation Department serves over 4,000 customers who are repeat participants in any one registered activity or that participate in any team sporting activity. The department also offers arts and craft activities, community education classes, youth and adult team sports and youth individual sporting activities. The department is proud of its Youth Soccer Program in which over 850 children from Ontario, Vale, Nyssa, Willow Creek, Fruitland, and Payette participate.



The Recreation Youth Soccer Program Serves Over 850 Area Youth Each Spring





City of Ontario Biennial Budget 2011-2013

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
RECREATION									
RECREATION PROGRAM FEES									
108,548	-	-	462000	RECREATION PROGRAM FEES		-	-	-	-
-	90,694	90,000	462005	REC-YOUTH SPORTS PROGRAMS		90,000	90,000	90,000	90,000
-	6,650	3,300	462010	REC-ADULT SPORTS PROGRAMS		3,300	3,300	3,300	3,300
-	3,000	3,000	462015	REC-CRAFT PROGRAMS		3,000	3,000	3,000	3,000
-	7,120	4,265	462020	REC-SKI BUS REVENUES		-	-	-	-
24,272	25,000	23,700	462100	REC-UNIFORM SPONSOR FEES		25,000	25,000	25,000	25,000
-	700	200	469213	REC MISC REVENUE		700	700	700	700
132,821	133,164	124,465		RECREATION REVENUES		122,000	122,000	122,000	122,000
025 RECREATION PAYROLL RELATED EXPENSES									
121,420	80,544	83,805	511000	WAGES & SALARIES	1.00	81,356	-	81,356	81,356
42,545	50,000	48,000	512000	PART-TIME EMPLOYEES		-	-	-	-
139	-	1,534	513000	OVERTIME		-	-	-	-
3,768	1,808	-	513100	VACATION/SICK BUYOUT		1,564	-	1,564	1,564
845	620	705	514000	EMPLR-PAID EMPLR BENEFITS		592	-	592	592
31,680	24,816	25,200	514100	MEDICAL INSURANCE		24,816	-	24,816	24,816
2,280	1,200	1,200	514200	CO-PAY DEFERRED COMPENSATION		1,200	-	1,200	1,200
224	2,686	4,400	515000	WORKMANS COMP		2,680	-	304	304
22,619	24,048	13,128	516000	RETIREMENT		14,818	-	14,818	14,818
11,425	9,946	8,740	516500	SOCIAL SECURITY		6,344	-	6,344	6,344
236,949	195,668	186,716		PAYROLL RELATED EXPENSES	1.00	133,370	-	130,994	130,994
MATERIALS & SUPPLIES									
-	-	1,000	610600	BLDG MAINT & REPAIR		250	250	250	250
304	800	-	610660	MEDICAL EXAMS		-	-	-	-
900	2,700	-	610700	BUS RENTAL		-	-	-	-
30	890	800	610850	CELL PHONES		890	890	890	890
-	2,500	2,500	611900	DATA PROCESSING		2,850	2,850	2,850	2,850
8,839	1,550	2,824	612400	ELECTRICITY		1,600	1,600	1,600	1,600
2,060	3,000	1,800	613100	SPORTS FACILITY FIELD PREP		2,500	1,600	1,600	1,600
8,421	1,950	8,985	613300	FUEL HEAT		2,100	2,100	2,100	2,100
36,027	15,000	14,999	613500	GENERAL SUP & MAINT		18,195	14,000	14,000	14,000
-	21,000	27,200	613525	UNIFORMS - RECREATION TEAMS		30,600	25,000	25,000	25,000
-	-	1,200	613700	HVAC MAINTENANCE CONT		1,380	1,380	1,380	1,380
508	408	500	614800	OFFICE MACHINES CONTRACT		888	888	888	888
470	1,000	975	614900	OFFICE SUPPLIES		1,500	700	700	700



City of Ontario Biennial Budget 2011-2013

1,650	1,700	2,675	615100	PETROLEUM SUPPLIES		600	600	600	600
2,622	2,900	2,830	615200	POSTAGE		2,900	2,900	2,900	2,900
3,958	3,000	1,000	615300	PRINT / AD / RECORD		2,500	2,500	2,500	2,500
-	-	350	615550	CONTRACT SERVICES	0.68	68,000	118,000	60,000	60,000
724	1,000	1,400	616300	REFUND		1,500	-	-	-
1,835	1,980	1,980	617300	TELEPHONE UNEMPLOYMENT		1,920	1,920	1,920	1,920
545	200	-	617520	CLAIMS		14,000	14,000	-	-
947	1,760	1,400	618000	TRAVEL DUES & SCHOOL		1,140	1,140	1,140	1,140
2,253	2,000	2,911	618300	VEHICLE REPAIR		500	500	500	500
72,099	65,338	77,331		MATERIALS & SUPPLIES	0.68	155,813	192,818	120,818	120,818
309,048	261,006	264,047	025	RECREATION EXPENSES	1.68	289,183	192,818	251,812	251,812



City of Ontario Biennial Budget 2011-2013

Information Technology

The City's technology services are outsourced through an agreement with the Ontario 8C School District. The technology budget is managed within the Finance Department. Contracted services include tracking and maintaining all city-owned computers, maintaining the local area network and connectivity between City Hall and outlying facilities, maintaining the city's website, developing specialty applications to make other employees more productive and able to focus on their primary job tasks, and researching technology-related issues that impact the organization and the community.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			026	TECHNOLOGY MATERIALS & SUPPLIES					
3,142	9,040	8,500	610610	NETWORK SUPPLIES		12,250	12,250	12,250	12,250
82	-	-	610850	CELL PHONE		-	-	-	-
17,119	15,050	18,380	611900	DATA PROCESSING		18,310	18,310	18,310	18,310
142,438	143,600	143,600	615550	CONTRACT SERVICES		142,440	142,440	142,440	142,440
339	10,200	6,771	618300	EQUIPMENT REPAIR MATERIALS & SUPPLIES		4,800	3,200	3,200	3,200
163,121	177,890	177,251				177,800	176,200	176,200	176,200
				CAPITAL OUTLAY EQUIPMENT PURCHASE					
19,393	12,000	12,000	712100	NETWORK EQUIPMENT PURCHASE		12,100	12,100	12,100	12,100
2,005	-	-	712110	CAPITAL OUTLAY		-	-	-	-
21,398	12,000	12,000				12,100	12,100	12,100	12,100
184,520	189,890	189,251	026	TECHNOLOGY		189,900	188,300	188,300	188,300
690,909	(69,128)	2,078,734	001	GENERAL FUND		-	-	-	-



City of Ontario Biennial Budget 2011-2013

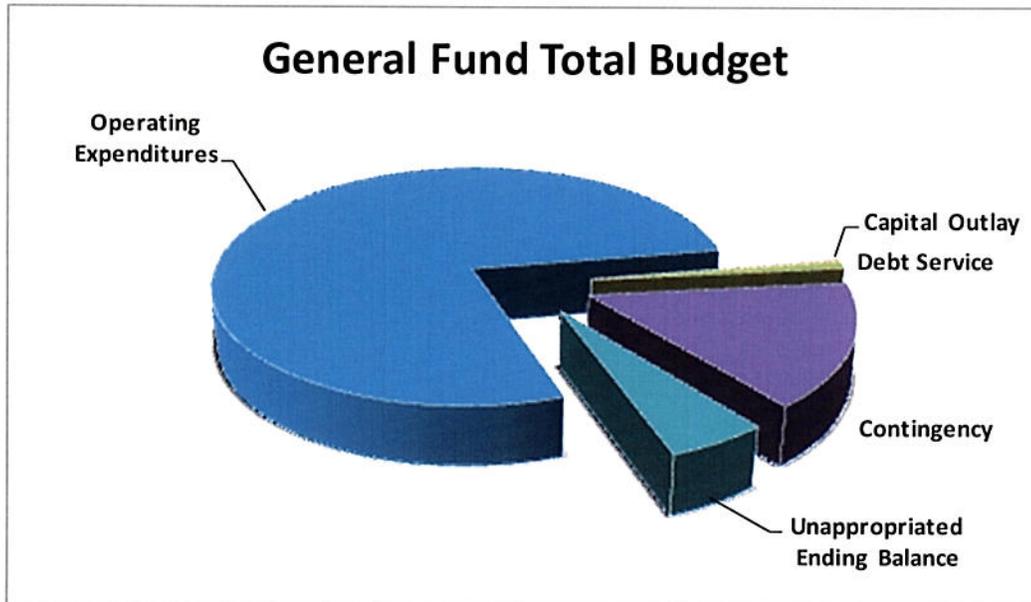
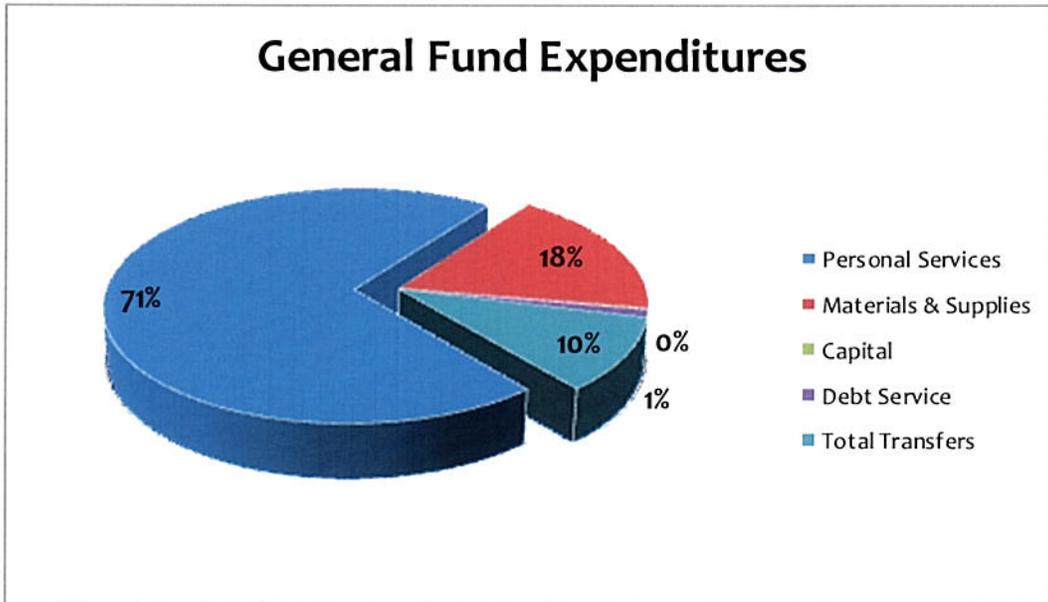
The overall Proposed General Fund budget for the 2011-2013 Biennium is as follows and represents a reduction of 5.65% from the 2009-2011 Biennium projected ending actual numbers.

General Fund	
Budget 11-13 Expenditures	TOTALS
Personal Services	\$ 9,260,587.00
Materials & Supplies	\$ 2,125,686.00
Capital	\$ 591,880.00
Debt Service	\$ 138,000.00
Total Transfers	\$ 1,221,034.00
<i>Transfer to Golf Fund</i>	248,785
<i>Transfer to Golf Fund-CIPs</i>	15,000
<i>Transfer to '9-1-1 Fund</i>	922,249
<i>Transfer to Reserve Fund - Equipment Debt</i>	-
<i>Transfer to Reserve Fund - Facility Maintenance</i>	35,000
Total Budget 11-13 Expenditures	\$ 12,704,006.00
% Change from 09-11 - Est Actual	-5.65%
Operating Expenditures	\$ 12,538,906.00
Capital Outlay	\$ 27,100.00
Debt Service	\$ 138,000.00
Contingency	\$ 1,688,401.00
Unappropriated Ending Balance	\$ 850,000.00
Total Budget	\$ 16,113,505.00



City of Ontario Biennial Budget 2011-2013

The breakdown of General Fund expenditures by type demonstrates the majority of General Fund costs are related to personal services and additional capital expenditure requests will be reviewed by the Budget Committee and included in the Adopted Budget if approved.





City of Ontario Biennial Budget 2011-2013

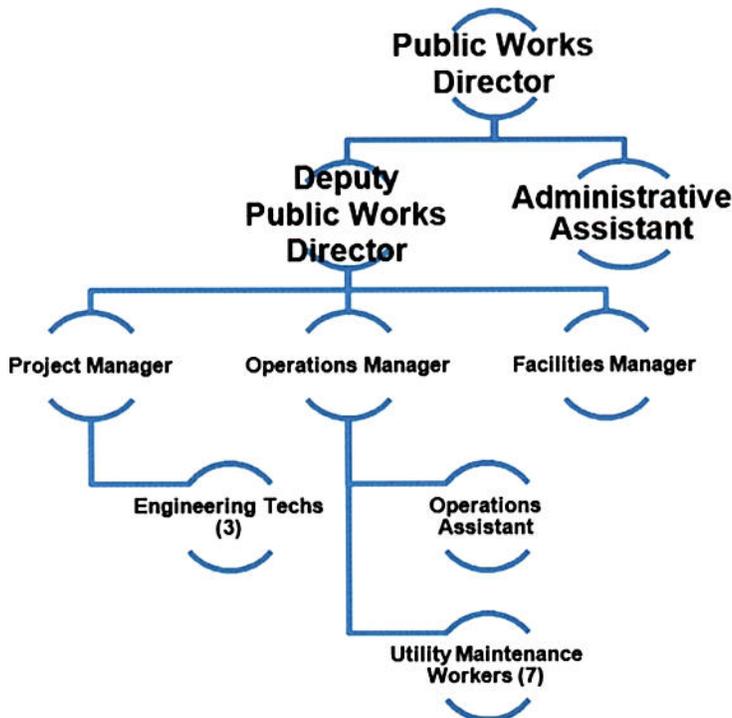
PUBLIC WORKS FUND

The Public Works Fund is an Enterprise Fund, which means it records the resources and expenses of acquiring, operating, and maintaining a self-supporting facility or service. Revenues of the Public Works Fund are made up primarily of water, sewer and storm utility revenues. Each utility function must generate enough revenues to fund the operation of the individual utility service. The Public Works Fund receives no property tax revenues and the Public Works Fund can only transfer funds to the General Fund based upon reasonable operating overhead costs that are generally recalculated each year.

PUBLIC WORKS ADMINISTRATION

Ontario Public Works Administration oversees the supervisors of the Water Treatment Plant, Wastewater Treatment Plant, Street Department, Utilities and Facilities, Engineering, Planning, and Building Departments.

The Engineering Department's 3 technicians maintain records of all City owned utilities, easements and rights of way, works with the development process from design through construction and acceptance. They provide engineering support to other city divisions and departments and the City Council, issue permits and work orders for work in the public rights of way and perform project management and inspection for public works projects.



City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			025	PUBLIC WORKS FUND					
				GEN REVENUES					
			406000	AVAILABLE CASH ON HAND					
				Public Works Fund					



City of Ontario Biennial Budget 2011-2013

487,448	350,000	153,367	441000	INTEREST ON DEPOSIT	-	150,000	150,000	150,000	150,000
-	1,961,658	1,961,658	467100	FEEES FOR SERVICES - WATER	2,194,097	2,124,073	2,124,073	2,124,073	2,124,073
-	1,961,658	1,961,658	467200	FEEES FOR SERVICES - SEWER	2,194,097	2,124,072	2,124,072	2,124,072	2,124,072
-	156,632	156,632	467300	FEEES FOR SERVICES - STORM	177,904	157,137	157,137	157,137	157,137
-	5,001	5,530	469100	ROW INSPECTION FEES	7,000	7,000	7,000	7,000	7,000
-	5,000	4,000	469200	MISC COLLECTIONS	5,000	5,000	5,000	5,000	5,000
614,899	4,550,349	4,351,473		GEN REVENUES	4,578,098	4,567,282	4,567,282	4,567,282	4,567,282
			055	PW ADMINISTRATION					
				PAYROLL RELATED EXPENSES					
602,780	804,637	815,617	511000	WAGES & SALARIES	8.3	817,294	798,532	798,532	798,532
15,419	18,119	15,169	512000	PART-TIME EMPLOYEES	0.5	18,392	30,672	30,672	30,672
10,274	9,959	7,655	513100	VACATION/SICK BUYOUT		9,080	8,718	8,718	8,718
3,002	2,996	2,759	514000	EMPLOYER-PAID EMPLOYEE BE		3,408	3,260	3,260	3,260
122,140	150,442	159,418	514100	MEDICAL INSURANCE CO-PAY		165,390	152,748	152,748	152,748
600	-	-	514200	DEFERRED COMPENSATION		-	-	-	-
6,392	5,320	1,805	515000	WORKMANS COMP		5,952	6,086	6,086	6,086
97,391	115,066	108,127	516000	RETIREMENT-EMPLYR EXP		139,146	140,360	140,360	140,360
-	14,409	13,881	516005	RETIREMENT-EE SHARE		14,582	14,582	14,582	14,582
47,186	63,134	60,687	516500	SOCIAL SECURITY		64,816	64,292	64,292	64,292
913,918	1,186,418	1,187,057		PAYROLL RELATED EXPENSES	8.8	1,240,556	1,221,746	1,221,746	1,221,746
				MATERIALS & SUPPLIES					
2,477	4,000	4,000	610400	AUDITOR		4,000	4,000	4,000	4,000
-	-	33,592	610500	BANK CHARGES		32,400	32,400	32,400	32,400
10,116	3,300	2,011	610600	BLDG MAINT & REPAIR		3,620	2,713	2,713	2,713
1,693	1,800	1,800	610610	TECHNOLOGY MAINT & REPAIR		3,080	280	280	280
677	674	377	610660	MEDICAL EXAMS		360	360	360	360
1,617	1,904	3,119	610850	CELL PHONE		3,120	3,120	3,120	3,120
-	4,000	3,371	611700	CUSTODIAL CONTRACT		5,650	4,238	4,238	4,238
30,149	22,045	24,500	611900	DATA PROCESSING		28,351	24,395	24,395	24,395
45,453	71,000	20,000	612800	PROFESSIONAL SERVICES		70,000	60,000	60,000	60,000
21,816	16,493	15,682	613500	GENERAL SUPP & MAINT		23,470	18,000	18,000	18,000
-	1,350	-	613700	HVAC MAINT CONTRACT		1,170	878	878	878
3,077	3,030	3,030	613900	INSURANCE PREM & SURETY B		3,030	3,800	3,800	3,800
24,170	24,660	25,800	614800	OFFICE MACH CONTRACT		24,480	24,480	24,480	24,480
7,817	8,400	6,208	614900	OFFICE SUPPLIES		8,000	6,500	6,500	6,500



City of Ontario Biennial Budget 2011-2013

1,148	4,480	1,684	615100	PETROLEUM SUPPLIES	2,000	2,600	2,600	2,600
34,141	47,045	35,314	615200	POSTAGE	38,625	38,625	38,625	38,625
10,773	23,002	17,033	615300	PRINT / AD / RECORD	26,163	26,163	26,163	26,163
34,980	21,140	16,363	615550	CONTRACT SERVICES	-	-	-	-
153	400	200	615600	RADIO MAINT	1,705	1,550	1,550	1,550
-	-	10,000	617510	RECRUITMENT/CONTRACT STLMT	-	-	-	-
4,639	-	7,395	617520	UNEMPLOYMENT CLAIMS	-	-	-	-
9,111	15,183	15,183	618000	TRAVEL DUES & SCHOOL	14,810	14,810	14,810	14,810
3,291	5,310	2,510	618200	UNIFORMS	1,200	3,030	3,030	3,030
175	2,560	604	618300	VEHICLE REPAIR	3,400	2,500	2,500	2,500
-	-	489	662000	BAD DEBT EXPENSE	-	-	-	-
247,483	281,776	250,265		MATERIALS & SUPPLIES	298,634	274,442	274,442	274,442
CAPITAL OUTLAY								
9,153	-	-	712600	OFFICE EQUIP	-	-	-	-
9,153	-	-		CAPITAL OUTLAY	-	-	-	-
TRANSFERS								
30,000	-	-	823000	TRANSFER TO CAPITAL PROJECTS	-	-	-	-
1,251,461	1,251,461	1,251,461	827000	TRANSFER TO GENERAL FUND	1,164,536	1,251,461	1,251,461	1,251,461
68,300	-	-	829000	TRANSFER TO GRANT FUND	-	-	-	-
1,349,761	1,251,461	1,251,461		TRANSFERS	1,164,536	1,251,461	1,251,461	1,251,461
CONTINGENCY								
-	55,312	-	871000	OPERATING CONTINGENCY	6,300	-	-	-
-	55,312	-		CONTINGENCY	6,300	-	-	-
2,520,316	2,774,967	2,688,784	055	PW ADMINISTRATION	8.8	2,710,026	2,747,649	2,747,649



City of Ontario Biennial Budget 2011-2013

FACILITY MAINTENANCE

The Facility Maintenance Division is responsible for the operation and maintenance of municipal facilities. This includes general maintenance and repair work, the implementation of preventive maintenance programs, and the administering of service contracts (janitorial, HVAC, electrical, elevator, etc.). This Division is also charged with the oversight of facility-related projects, including remodels and systems upgrades.

The Division consists of one full-time employee, the Facilities Manager. This position is responsible for evaluating the needs for contracted services, implementing necessary service agreements, developing energy management strategies, and formulating short- and long-term facility plans. Duties include the performance of basic maintenance and repair tasks, management of the computerized maintenance management system, and oversight of daily facility operations. The Facilities Manager is also responsible for the development and management of facility improvement projects.

Estimated Value of City Facilities:		
1. City Hall: 17,900 sq. ft. @ \$100/sq. ft.		= \$1,790,000
2. Permit Application Center: 1,708 sq. ft. @ \$60/sq. ft.		= \$ 102,480
3. Aquatic Center: 17,933 sq. ft. @ \$125/sq. ft.		= \$2,241,625
4. Wastewater Plant: 8,500 sq. ft. @ \$95/sq. ft.		= \$ 807,500
5. Water Treatment Plant: 21,158 sq. ft. @ \$95/sq. ft.		= \$2,010,010
6. Golf Club House: 10,240 sq. ft. @ \$110/sq. ft.		= \$1,126,400
7. Fire Station 2: 6,768 sq. ft. @ \$70/sq. ft.		= \$ 473,760
8. Cemetery Office: 500 sq. ft. @ \$100/sq. ft.		= \$ 50,000
9. Recreation Center: 3,383 sq. ft. @ \$70/sq. ft.		= \$ 236,810
10. Apartment Building: 6,048 sq. ft. @ \$70/sq. ft.		= \$ 423,360
11. City Shop: 15,000 sq. ft. @ \$60/sq. ft.		= \$ 900,000
Total		\$10,161,945

City of Ontario

PROPOSED 2011-2013 BIENNIAL BUDGET

2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed
			075	FACILITY MAINTENANCE			
				PAYROLL RELATED EXPENSES			
93,133	97,026	99,504	511000	WAGES & SALARIES		98,006	98,006
-	1,982	-	513100	VACATION/SICK BUYOUT		1,884	1,884
600	692	592	514000	EMPLOYER-PAID EMPLOYEE BE		592	592
24,315	24,816	14,204	514100	MEDICAL INSURANCE CO-PAY		24,816	24,816
1,200	1,200	1,200	514200	DEFERRED COMPENSATION		1,200	1,200
1,039	3,016	2,428	515000	WORKMANS COMP		3,202	3,202
15,055	13,282	13,989	516000	RETIREMENT		17,850	17,850
6,878	7,358	7,402	516500	SOCIAL SECURITY		7,642	7,642
142,223	149,372	139,322		PAYROLL RELATED EXPENSES		155,192	155,192



City of Ontario Biennial Budget 2011-2013

MATERIALS & SUPPLIES						
219	1,000	882	610600	BUILDING MAINT & REPAIR	500	500
662	1,730	1,471	610850	CELL PHONES	1,490	1,490
3,606	3,000	2,332	613500	GENERAL SUPP & MAINT	2,000	1,000
571	725	299	613900	INSURANCE PREM & SURETY	-	-
516	950	900	614900	OFFICE SUPPLIES	1,200	800
779	990	741	615100	PETROLEUM SUPPLIES	1,000	700
40,670	800	800	615550	CONTRACT SERVICES	800	800
5,067	3,161	2,810	618000	TRAVEL/DUES/SCHOOL	2,705	3,000
319	530	435	618200	UNIFORMS	300	300
949	1,880	1,818	618300	VEHICLE REPAIR	1,140	540
53,361	14,766	12,493		MATERIALS & SUPPLIES	11,135	9,130
195,584	164,138	151,815	075	FACILITY MAINTENANCE	166,327	164,322



City of Ontario Biennial Budget 2011-2013

Utility Maintenance Department

The Utility Maintenance Department of Public Works is staffed with 7 full-time employees and one supervisor and is responsible for water distribution, wastewater collection, and storm drain maintenance.

Staff ensures the water being delivered to customers meets the Oregon State Drinking Water Standards. This is done through maintenance of 96.47 miles of distribution lines and approximately 3,625 metered service connections. Staff also maintains 611 fire hydrants, 78.88 miles of wastewater collection lines, and 9 wastewater lift stations, which allow waste generated by each house and business in the City to arrive at the wastewater treatment facility within DEQ regulations.

Utility Maintenance staff maintains approximately 56.14 miles of storm sewer collection lines and 1,457 catch basins within the City limits and the municipal airport facility. The facilities staff maintains eight major facilities within the City for use by the City employees and the public.

Replacement Value of Assets:		
Water Pipe = 96.47 miles = 509,362 LF @ \$35.00/LF		= \$17,827,670
Water Meters = 3,625 @ \$2,600/EA		= \$ 9,425,000
Fire Hydrants = 611 @ \$4,000/EA		= \$ 2,444,000
Wastewater Pipe = 78.88 miles = 416,486 LF @ \$100/LF		= \$41,648,600
Lift Stations = 9 @ \$1,000,000/EA		= \$ 9,000,000
Storm Water Pipe = 56.14 miles = 296,419 LF @ \$100/LF		= \$29,641,900
Storm Inlets = 1,457 @ \$1,000/EA		= \$ 1,457,000
TOTAL		\$111,444,170



City of Ontario Biennial Budget 2011-2013

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			085	UTILITY MAINTENANCE PAYROLL RELATED EXPENSES					
597,665	623,226	609,646	511000	WAGES & SALARIES	7.92	629,222	620,780	620,780	620,780
-	10,400	1,935	512000	PART-TIME EMPLOYEES		-	-	-	-
37,906	46,207	39,825	513000	OVERTIME		40,817	40,817	40,817	40,817
8,125	13,151	10,257	513100	VACATION/SICK BUYOUT		12,038	12,038	12,038	12,038
4,143	4,226	4,723	514000	EMPLOYER-PAID EMPLOYEE BE		3,256	3,256	3,256	3,256
164,312	200,551	192,848	514100	MEDICAL INSURANCE CO- PAY		220,410	217,566	217,566	217,566
1,200	1,200	1,199	514200	DEFERRED COMPENSATION		1,200	1,200	1,200	1,200
17,345	22,776	24,623	515000	WORKMANS COMP		20,716	20,410	20,410	20,410
128,005	89,145	89,345	516000	RETIREMENT-EMPLYR EXP		115,038	113,528	113,528	113,528
-	32,664	30,832	516005	RETIREMENT-EE SHARE		33,244	32,738	32,738	32,738
46,946	51,579	47,342	516500	SOCIAL SECURITY PAYROLL RELATED EXPENSES	7.92	52,179	51,533	51,533	51,533
1,005,651	1,095,125	1,052,580				1,128,120	1,113,866	1,113,866	1,113,866
				MATERIALS & SUPPLIES					
4,372	7,968	23,363	610600	BLDG MAINT & REPAIR		16,200	14,520	14,520	14,520
3,602	4,290	2,279	610660	MEDICAL EXAMS		3,000	3,000	3,000	3,000
5,159	7,160	5,400	610850	CELL PHONE		5,500	5,500	5,500	5,500
775	1,335	-	610950	ANALYTICAL TESTING		1,000	1,000	1,000	1,000
739	12,680	12,690	611900	DATA PROCESSING		13,800	12,700	12,700	12,700
41,363	39,648	61,200	612400	ELECTRICITY		72,700	72,700	72,700	72,700
1,021	3,400	640	613000	EQUIPMENT RENTAL		3,400	3,400	3,400	3,400
11,126	12,000	11,880	613300	FUEL HEAT		13,800	13,800	13,800	13,800
8,652	8,464	4,750	613400	GARBAGE SERVICE		7,000	7,000	7,000	7,000
25,971	20,291	13,645	613500	GENERAL SUPP & MAINT		27,800	27,800	27,800	27,800
7,707	15,300	8,050	613600	GRAVEL		8,600	8,600	8,600	8,600
2,628	1,960	1,400	613700	HVAC MAINTENANCE CONT		2,400	2,400	2,400	2,400
9,988	9,390	12,350	613900	INSURANCE PREM & SURETY		13,300	13,300	13,300	13,300
6,481	15,190	8,300	614650	SEWER MAINT PARTS		12,000	12,000	12,000	12,000
236	396	670	614800	OFFICE MACH CONTRACT		240	240	240	240
1,990	1,900	2,700	614900	OFFICE SUPPLIES		2,300	2,300	2,300	2,300
78,248	86,473	73,500	615100	PETROLEUM SUPPLIES		113,000	95,000	95,000	95,000
718	1,272	1,272	615200	POSTAGE		1,200	1,200	1,200	1,200
583	702	500	615300	PRINTING		700	700	700	700
26,199	12,550	4,000	615550	CONTRACT SERVICES		21,900	21,900	21,900	21,900



City of Ontario Biennial Budget 2011-2013

205	2,950	350	615600	RADIO MAINT		4,800	4,800	4,800	4,800
-	750	91	616550	UTILITY DAMAGE		700	700	700	700
4,759	3,600	4,100	617300	TELEPHONE		3,600	3,600	3,600	3,600
6,266	1,600	482	617520	UNEMPLOYMENT CLAIMS		485	485	485	485
10,718	11,254	5,600	618000	TRAVEL DUES & SCHOOL		9,500	9,500	9,500	9,500
8,762	10,800	5,900	618200	UNIFORMS		9,900	9,900	9,900	9,900
15,782	14,556	9,800	618300	VEHICLE REPAIR		10,300	10,900	10,900	10,900
50,778	36,880	52,000	618310	EQUIPMENT REPAIR		42,100	42,100	42,100	42,100
39,773	54,334	50,700	618350	LIFT STATION MAINTENANCE		55,400	55,400	55,400	55,400
167,387	117,026	40,000	618800	WATER MAINT PARTS		97,000	85,000	85,000	85,000
542,001	516,119	417,613		MATERIALS & SUPPLIES		573,625	541,445	541,445	541,445
				CAPITAL OUTLAY					
-	-	-	711200	AUTOMOTIVE EQUIP		-	-	-	-
-	-	-	712100	EQUIP PURCH		-	-	-	-
-	-	-	714120	SITE IMPROVEMENTS		-	-	-	-
-	-	-		CAPITAL OUTLAY		-	-	-	-
1,547,652	1,611,244	1,470,194	085	UTILITY MAINTENANCE	7.92	1,701,745	1,655,311	1,655,311	1,655,311



City of Ontario Biennial Budget 2011-2013

The overall Proposed Public Works Fund budget for the 2011-2013 Biennium is as follows and represents a 1.02% increase from the 2009-11 Budget.

Public Works Fund	
Budget 11-13 Expenditures	TOTALS
Personal Services	\$2,490,804.00
Materials & Supplies	\$822,973.00
Capital	\$0.00
Debt Service	\$0.00
Total Transfers	\$1,227,300.00
Total Budget 11-13 Expenditures	\$4,541,077.00
% Change from 09-11 - Budget	1.02%
Operating Expenditures	\$4,541,077.00
Capital Outlay	\$0.00
Debt Service	\$0.00
Contingency	\$6,300.00
Total Budget	\$4,547,377.00



City of Ontario Biennial Budget 2011-2013

CAPITAL PROJECTS FUND

The Capital Projects Fund receives the Utility Capitalization Fee revenues billed to all utility billing customers. The revenues are based upon 17% of the water consumption billings. The Fund exists to complete and track Local Improvement District projects in the event the design and construction costs are to be fronted by the Capital Projects Fund and repaid upon project and assessment completion. The monies in this fund pay for repair, replacement, and over-sizing costs of water, sewer and storm lines, as well as streets.

The Capital Projects Fund is divided into multiple departments to assist in tracking specific project revenues with project expenses outside of the normal operating budgets of the City.

The Departments include Special Projects, Utility Capitalization Fee, System Development Charges, East Idaho Transportation Project and the Washington / Oregon Realignment Project.



City of Ontario Biennial Budget 2011-2013

During 2009-11 the Special Projects Department was utilized for the construction of the Fire Substation.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			030	CAPITAL PROJECTS FUND					
				CP SPECIAL PROJECTS DEPARTMENT					
-	155,431	-	406086	AVAILABLE CASH - SPECIAL PROJ		-	-	-	-
24,390	14,000	7,000	427000	ANNEXATION FEES		2,500	2,500	2,500	2,500
1,647,765	-	-	435700	LOAN PROCEEDS - WW SYS PROJ		-	-	-	-
-	361,172	361,172	435800	LOAN PROCEEDS - FIRE BLDG PROJ		-	-	-	-
50,455	-	-	436400	PROPERTY OWNER REIMBURSEMENTS		-	-	-	-
17,229	-	5,444	436405	SEWER ASSMNT-N BELTLINE		-	-	-	-
23,109	-	-	436410	SEWER ASSMNT-REG LS		-	-	-	-
18,777	-	-	436455	WATER ASSMNT-N BELTLINE		-	-	-	-
-	105,000	105,000	456500	RURAL FIRE DISTRICT CONTRIBUTI		-	-	-	-
-	69,128	69,128	458105	TRNSF FROM GEN FUND FIRE DEPT		-	-	-	-
90,000	-	-	458550	TRANSFER FROM PUBLIC WORKS		-	-	-	-
12,766	-	-	469200	MISC COLLECTIONS		-	-	-	-
1,884,492	704,731	547,744		CP SPECIAL PROJECTS DEPARTMENT		2,500	2,500	2,500	2,500
			086	SPECIAL PROJECTS DEPT					
				CAPITAL OUTLAY					
-	-	535,300	714100	FIR-1-SUBSTATION PROJECT		-	-	-	-
1,579,128	-	-	714120	NW REGIONAL LIFT STN PROJ		-	-	-	-
1,502,313	-	-	714121	SANITARY SEWER REPL PROJ.		-	-	-	-
10,000	-	-	714123	OPERATIONS BLDG PROJ		-	-	-	-
4,061	-	-	714400	ODOT N INTRCHG SEWER PROJECT		-	-	-	-
1,414	-	-	714550	WTP UPGRADE		-	-	-	-
40,064	-	-	715300	GOODFELLOW PROJECT		-	-	-	-
96,057	-	-	715355	WW COLLECTION PIPELINE-SE 2ND		-	-	-	-
3,233,039	-	535,300		CAPITAL OUTLAY		-	-	-	-
				CONTINGENCY					
-	169,431	-	871000	SPEC PROJECT CONTINGENCY		2,500	2,500	2,500	2,500
-	169,431	-		CONTINGENCY		2,500	2,500	2,500	2,500
3,233,039	169,431	535,300	086	SPECIAL PROJECTS DEPT		2,500	2,500	2,500	2,500



City of Ontario Biennial Budget 2011-2013

Utility Capitalization Fees are charged based upon water billings, a total of 17% is assessed to the monthly water billing amount. Revenues collected are utilized for expansion of the City infrastructure.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account		2011-13	2011-13	2011-13	2011-13	
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			030	CAPITAL PROJECTS FUND					
				CP UCF DEPARTMENT					
-	1,269,287	-	406087	AVAILABLE CASH - UCF DEPT		1,800,000	1,800,000	1,800,000	1,800,000
912,574	970,700	959,429	435400	UTILITY CAPITALIZATION FEE REV		1,918,858	1,918,858	1,918,858	1,918,858
-	-	-	442200	REPAYMT OF LOAN (PRIN & INT)		-	-	-	-
912,574	2,239,987	959,429		CP UCF DEPARTMENT		3,718,858	3,718,858	3,718,858	3,718,858
			087	UCF DEPARTMENT					
				CAPITAL OUTLAY					
6,873	-	-	714122	WATER MAIN EXT- W ID & DORIAN		-	-	-	-
81,772	-	-	714125	N VERDE DRIVE IMPROVEMENTS		-	-	-	-
137,900	-	-	715315	MASTER PLAN UPDATES		-	-	-	-
-	-	-	715335	AERIAL PHOTO UPGRADE		-	-	-	-
79,670	-	-	715350	HYDRANT UPGRADE PROJECT		-	-	-	-
-	220,000	205,400	719105	WAT-1 N OR ST WATER UPGRADE		-	-	-	-
-	40,000	40,000	719110	WAT-2 NEW WELL #15		-	-	-	-
-	20,000	20,000	719115	WAT-3 WELL INSPECTIONS		-	-	-	-
-	110,000	110,000	719120	WAT-4 NEW WELL #16		-	-	-	-
-	60,000	6,600	719125	WAT-9 #3 SLUDGE POND UPGRADE		-	-	53,400	53,400
-	327,000	-	719130	WAT-10 PW OPERATIONS WA/SEW		-	-	325,000	325,000
-	19,500	7,000	719135	WAT-11 WATER SYSTEM SECURITY		-	-	-	-
-	-	-	719140	11WAT-12 NEW FIRE HYDRANT INST		-	-	75,000	75,000
-	-	-	719145	13WAT-01 WESTSIDE RESRV IMPR		-	-	100,000	100,000
-	-	-	719150	13WAT-02 NEW WELL #17		-	-	125,000	125,000
-	-	-	719155	13WAT-07 SERVICE PUMP #3 UPGRD		-	-	30,000	30,000
-	-	-	719160	%11STR-06 NW WASHINGTON AV INF		-	-	250,000	250,000
306,215	796,500	389,000		CAPITAL OUTLAY		-	-	958,400	958,400
				CONTINGENCY					
-	1,443,487	-	871000	UCF DEPT CONTINGENCY		3,718,858	3,718,858	2,760,458	2,760,458
-	1,443,487	-		CONTINGENCY		3,718,858	3,718,858	2,760,458	2,760,458
306,215	2,239,987	389,000	087	UCF DEPARTMENT		3,718,858	3,718,858	3,718,858	3,718,858



City of Ontario Biennial Budget 2011-2013

The System Development Department was created to track system development charges collected according to City Code when building permits are issued within the City limits.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			030	CAPITAL PROJECTS FUND					
				CP SDC DEPARTMENT					
				AVAILABLE CASH - SDC					
-	45,000	-	406088	DEPT		90,000	90,000	90,000	90,000
7,707	10,000	13,925	435505	SYS DEV - WATER		2,000	2,000	2,000	2,000
				SYSTEM					
3,790	5,000	4,000	435510	SYS DEV - SEWER SYSTEM		2,000	2,000	2,000	2,000
				SYS DEV - TRANSP					
24,603	50,000	35,000	435515	SYSTEM		7,000	7,000	7,000	7,000
				SYS DEV - STORM					
-	-	-	435520	SYSTEM		-	-	-	-
36,100	110,000	52,925		CP SDC DEPARTMENT		101,000	101,000	101,000	101,000
			088	SDC DEPARTMENT					
				CAPITAL OUTLAY					
				SDC METHODOLOGY					
2,062	-	-	714126	STUDY		-	-	-	-
				STR-7 % SE 2ND ST FREIGHT RTE		-	-	12,500	12,500
-	35,000	-	719145						
				WAT-4 % RIVER INTAKE SCREENS		-	-	5,000	5,000
2,062	41,000	1,025	719165	CAPITAL OUTLAY		-	-	17,500	17,500
				CONTINGENCY					
				SDC DEPT CONTINGENCY		101,000	101,000	83,500	83,500
				CONTINGENCY		101,000	101,000	83,500	83,500
2,062	110,000	1,025	088	SDC DEPARTMENT		101,000	101,000	101,000	101,000



City of Ontario Biennial Budget 2011-2013

The East Idaho Transportation Project Department was created to track transportation impact fees paid to the City for future improvements along East Idaho Avenue.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			030	CAPITAL PROJECTS FUND					
				CP E ID TRANSP PROJ DEPARTMENT					
-	840,340	-	406089	AVAILABLE CASH - E ID TRN PROJ		880,000	880,000	880,000	880,000
-	-	27,324	441389	INTEREST REV - E IDAHO TSP		-	-	-	-
-	840,340	27,324		CP E ID TRANSP PROJ DEPARTMENT		880,000	880,000	880,000	880,000
			089	E IDAHO TRANSP PROJECT					
				MATERIALS & SUPPLIES					
6,640	-	-	616300	REFUND - TRANSP IMPACT FEE		-	-	-	-
6,640	-	-		MATERIALS & SUPPLIES		-	-	-	-
				CAPITAL OUTLAY					
-	750,000	-	715310	STR-5 E IDAHO AVE		-	-	797,000	797,000
-	750,000	-		CAPITAL OUTLAY		-	-	797,000	797,000
				CONTINGENCY					
-	90,340	-	871000	E ID PROJ CONTINGENCY		880,000	880,000	83,000	83,000
-	90,340	-		CONTINGENCY		880,000	880,000	83,000	83,000
6,640	840,340	-	089	E IDAHO TRANSP PROJECT		880,000	880,000	880,000	880,000



City of Ontario Biennial Budget 2011-2013

The Washington / Oregon Realignment Project Department was Created to track the City's contribution to the overall project that is to be completed in cooperation with the Oregon Department of Transportation.

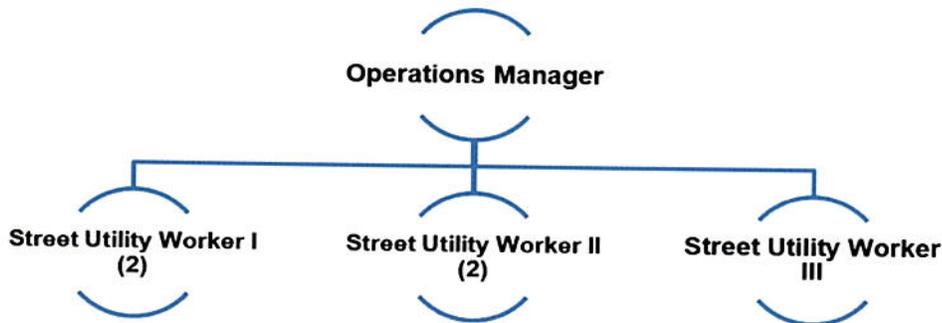
City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			030	CAPITAL PROJECTS FUND					
				CP WA/OR REALIGNMENT PROJ DEP					
-	746,500	-	406091	AVAILABLE CASH - WA/OR REALIGN		795,000	795,000	795,000	795,000
-	-	375,200	456260	ODOT J/T N ORE & NW WASH		-	-	-	-
149,627	-	-	456400	ODOT N INTERCHANGE		-	-	-	-
149,627	746,500	375,200		CP WA/OR REALIGNMENT PROJ DEP		795,000	795,000	795,000	795,000
			091	WA/OR REALIGNMENT PROJ DEPT					
				CAPITAL OUTLAY					
				%STR-1-E ID UNDERPASS PROJ					
-	-	54,250	714360	STR-6 WA/OR ST REALIGNMENT		-	-	-	-
421,330	250,000	82,125	714560	%NW WASHINGTON AVE PROJECT		-	-	-	-
-	-	-	714570	CAPITAL OUTLAY		-	-	795,000	795,000
421,330	250,000	136,375						795,000	795,000
				TRANSFERS					
-	310,490	310,490	834000	TRANSF TO STREET FUND - N OREG		-	-	-	-
-	310,490	310,490		TRANSFERS		-	-	-	-
				CONTINGENCY					
				WA/OR PROJ					
-	496,500	-	871000	CONTINGENCY		795,000	795,000	-	-
-	496,500	-		CONTINGENCY		795,000	795,000	-	-
421,330	1,056,990	446,865	091	WA/OR REALIGNMENT PROJ DEPT		795,000	795,000	795,000	795,000



City of Ontario Biennial Budget 2011-2013

STREET MAINTENANCE

Staffed with six employees, this division maintains the City's largest capital investment—122.58 lane miles of improved streets, 1.76 lane miles of unimproved streets and 9.05 miles of alleys. Routine maintenance includes street sign repair and installation, repainting all established pavement markings, excavation and repair of deteriorating streets, gravel road grading, street sweeping, tree trimming, crack sealing, chip sealing, storm drainage maintenance, and sanding and plowing snow covered streets during the winter months.



City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			045	STREET FUND					
				GEN REVENUES					
				AVAILABLE CASH ON					
				HAND					
-	115,430	-	406000			270,000	270,000	270,000	270,000
11,463	-	81	441000	INTEREST ON DEPOSIT		-	-	-	-
925,520	952,293	954,571	455500	STATE TAX STREET REV		1,299,729	1,299,729	1,299,729	1,299,729
				COUNTY ROAD DIST PROJ					
-	-	-	456145	REIMB		-	-	4,500	4,500
				ODOT JURISDICTIONAL					
-	376,400	-	456260	TRANSFER		-	-	-	-
-	615,743	415,211	456270	ODOT STP FUNDS		440,185	440,185	440,185	440,185
				TRANS FM GEN FUND-					
				CEMETERY					
-	-	-	458170			-	-	15,500	15,500



City of Ontario

Biennial Budget 2011-2013

794,258	816,900	802,718	458550	TRANSFER FROM PUBLIC WORKS		787,428	802,720	802,720	802,720
-	310,490	310,490	458605	TRANSF FRM CAP PROJ - N OREGON		-	-	-	-
20,061	-	38,688	469200	MISC COLLECTIONS		-	-	-	-
1,751,304	3,187,256	2,521,761		GEN REVENUES		2,797,342	2,812,634	2,832,634	2,832,634
1,751,304	3,187,256	2,521,761	000	STREET FUND REVENUES		2,797,342	2,812,634	2,832,634	2,832,634
			090	STREET PAYROLL RELATED EXPENSES					
447,705	478,316	477,100	511000	WAGES & SALARIES	6	480,016	480,016	480,016	480,016
75,829	83,200	58,717	512000	PART-TIME EMPLOYEES		-	-	-	-
43,759	50,012	36,083	513000	OVERTIME		51,722	51,722	51,722	51,722
8,275	10,857	22,372	513100	VACATION/SICK BUYOUT		9,170	9,170	9,170	9,170
1,788	2,722	2,401	514000	EMPLOYER-PAID EMPLOYEE BE MEDICAL INSURANCE		2,072	2,072	2,072	2,072
129,391	140,444	146,434	514100	CO-PAY DEFERRED COMPENSATION		163,522	163,522	163,522	163,522
1,200	1,200	1,200	514200	COMPENSATION		1,200	1,200	1,200	1,200
20,362	39,001	32,732	515000	WORKMANS COMP RETIREMENT-EMPLYR EXP		31,448	31,448	31,448	31,448
110,353	70,180	65,647	516000	RETIREMENT-EE SHARE		87,500	87,500	87,500	87,500
-	24,510	22,055	516005	RETIREMENT-EE SHARE		24,946	24,946	24,946	24,946
45,064	43,792	43,105	516500	SOCIAL SECURITY PAYROLL RELATED EXPENSES	6	41,380	41,380	41,380	41,380
883,730	944,234	907,851		EXPENSES	6	892,976	892,976	892,976	892,976
-	-	-		MATERIALS & SUPPLIES		-	-	-	-
4,322	7,014	25,402	610600	BLDG/MAINT/REPAIR		16,200	16,200	16,200	16,200
1,581	1,590	1,495	610660	MEDICAL EXAMS		1,100	1,100	1,100	1,100
1,110	2,744	1,700	610850	CELL PHONE		2,500	2,500	2,500	2,500
389	390	1,295	611900	DATA PROCESSING		1,400	400	400	400
171,632	171,960	191,000	612400	ELECTRICITY		186,600	186,600	186,600	186,600
445	1,600	500	613000	EQUIPMENT RENTAL		1,400	1,400	1,400	1,400
11,126	9,000	11,880	613300	FUEL HEAT		13,800	13,800	13,800	13,800
21,091	22,000	11,150	613400	GARBAGE SERVICE		18,100	18,100	18,100	18,100
13,449	13,500	13,500	613500	GENERAL SUPP & MAINT		16,000	16,000	16,000	16,000
9,307	12,000	5,000	613600	GRAVEL HVAC MAINTENANCE		7,800	7,800	7,800	7,800
2,446	-	1,400	613700	CONT INSURANCE PREM & SURETY B		2,400	2,400	2,400	2,400
34,393	23,900	20,200	613900	OFFICE MACHINE CONTRACT		14,950	14,950	14,950	14,950
236	396	670	614800	CONTRACT		240	240	240	240
1,890	1,800	2,300	614900	OFFICE SUPPLIES		2,300	2,300	2,300	2,300
86,742	94,000	72,250	615100	PETROLEUM SUPPLIES		107,700	107,700	107,700	107,700
78	200	100	615200	POSTAGE		200	200	200	200
811	700	480	615300	PRINTING		600	600	600	600
12,828	12,500	26,110	615550	CONTRACT SERVICES		113,000	129,000	129,000	129,000
1,286	2,950	300	615600	RADIO MAINT		3,400	3,400	3,400	3,400



City of Ontario Biennial Budget 2011-2013

168,362	190,000	170,529	616200	ROAD MAINT & SUPPLIES	199,900	199,900	199,900	199,900
30,177	30,000	18,850	616500	SIGNAL MAINT	24,000	24,000	24,000	24,000
-	-	91	616550	UTILITY DAMAGE	-	-	-	-
3,768	3,600	3,400	617300	TELEPHONE	3,600	3,600	3,600	3,600
13,334	7,000	27,822	617520	UNEMPLOYMENT CLAIMS	16,600	16,600	16,600	16,600
4,123	8,339	4,500	618000	TRAVEL DUES & SCHOOL	7,800	7,800	7,800	7,800
5,206	7,500	4,000	618200	UNIFORMS	7,000	7,000	7,000	7,000
17,460	15,920	6,962	618300	VEHICLE REPAIR	11,700	11,700	11,700	11,700
107,231	80,000	90,000	618310	EQUIPMENT REPAIR	86,400	86,400	86,400	86,400
724,836	721,103	712,887		MATERIALS & SUPPLIES	866,690	881,690	881,690	881,690
				CAPITAL OUTLAY				
			712100	EQUIP PURCH	-	-	-	-
			%13STR-08 ROAD					
			712101	GRADER	-	-	25,000	25,000
			712102	%13STR-09 HYDRAULIC BREAKER	-	-	6,750	6,750
			%13STR-10 EQUIP					
			712103	TRAILER	-	-	12,500	12,500
			%13STR-11 MESSAGE BOARD -					
			712104	SRVC	-	-	8,300	8,300
			714120	SITE IMPROVEMENTS	-	-	-	-
			13STR-01 STREET					
333,013	328,000	256,165	714350	SEALING	-	-	317,500	317,500
			E IDAHO UNDERPASS					
5,849	30,000	20,490	714360	PROJ	-	-	-	-
			N OREGON					
	220,000	219,986	719140	RECONSTRUCT	-	-	-	-
			%STR-7 SE 2ND ST FREIGHT					
	140,000	10,000	719145	ROUTE	-	-	102,500	102,500
			STR-3 DEICER STORAGE					
	38,000	28,790	719150	TANK/EQU	-	-	-	-
			STR-8 PAVEMENT MGMT					
	35,000	-	719155	PROGRAM	-	-	-	-
			STR-9 N OREGON - 1ST ST					
	150,000	129,987	719160	TO WA	-	-	-	-
			STR-10 SW 4TH ST					
		32,955	719165	LANDSCAPING	-	-	-	-
			13STR-03 NE 4TH ST					
			719170	CONCRETE	-	-	99,000	99,000
			%13STR-05 OPS BLDG PAVING					
			719175	PROJ	-	-	7,108	7,108
			%13STR-06 OPS BLDG					
			719176	LANDSCAPING	-	-	1,667	1,667
			%13STE-07 OPS BLDG PARKING					
			719177	LIGHTS	-	-	5,407	5,407
435,789	941,000	698,374		CAPITAL OUTLAY	-	-	585,732	585,732
				TRANSFERS				
			823000	TRANSFER TO CAPITAL PROJECTS	-	-	-	-
			827000	TRANSF TO GENERAL FUND	174,130	174,130	174,130	174,130
174,130	174,130	174,130		TRANSFERS	174,130	174,130	174,130	174,130
				CONTINGENCY				
	96,299	-	871000	OPERATING CONTINGENCY	863,546	863,838	298,106	863,838
	96,299	-		CONTINGENCY	863,546	863,838	298,106	298,106
2,218,486	2,876,766	2,493,243	090	STREET	2,797,342	2,812,634	2,832,634	2,832,634



City of Ontario Biennial Budget 2011-2013

WATER (WATER TREATMENT PLANT)

The Ontario Water Treatment Plant is classified as a conventional surface water treatment system for potable water production. This conventional treatment process can be briefly described as a rapid chemical injection/mix, slow mix flocculation/coagulation, gravity clarification and gravity filtration through two mixed media filters.

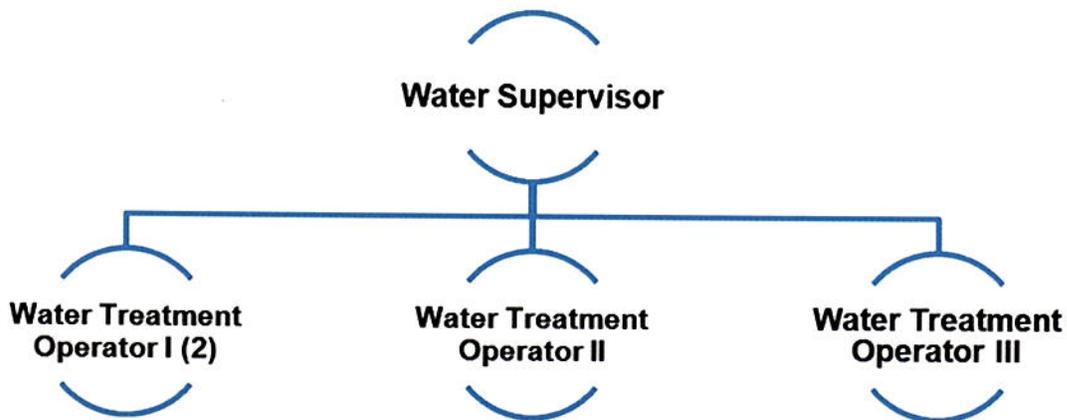
Snake River water is blended with a series of shallow surface water influenced groundwater sources. Treatment is required for iron and manganese reduction, sediment/color removal, taste/odor control, and chlorine disinfection/filtration for microscopic pathogenic organism destruction and removal.

Plant production capacity is limited to approximately 10 million gallons per day. Production capacity is governed by the need to backwash filters with varying source water quality changes and stringent updated potable water regulations mandated by the USEPA for public water systems.

The operational staff consists of one supervisor that splits time between the Water and Wastewater facilities, and four State of Oregon certified operators. The staff is responsible for the 365-day operation and maintenance activities necessary to sustain the demands required by the community for water and ensure that water quality meets all of Oregon and USEPA regulations and sampling schedules for drinking water. The Ontario Plant has been converted over the years into an automated system. The plant will start and stop automatically based upon water storage reservoir levels and system demands. This feature does require one operator to be on 24-hour call-out per week to respond to and make corrections to conditions that create alarms. Weekly operational duties and call-out are assigned and scheduled on a rotational basis.

Staff also maintains seven storage reservoirs with a total capacity of 12.5 million gallons and four water distribution booster-pumping stations.

In the event of a major electrical power failure, Ontario's potable water supply has a considerable amount of protection with the recent installation of a permanent 500 KW capacity diesel powered electrical generation system at the Water Plant site. This along with two auxiliary booster pumps, one of each located in the two main water booster pumping stations, should sustain potable water needs for the community in most emergency situations.





City of Ontario Biennial Budget 2011-2013

Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			105	WATER FUND					
				WATER					
				AVAILABLE CASH ON					
-	1,371,717	-	406000	HAND		1,011,350	1,011,350	1,011,350	1,011,350
				CONNECTIONS & OTHER					
77,164	80,000	23,000	463500	RECEI		28,000	30,000	30,000	30,000
				WATER BILLING REV					
5,512,059	5,710,000	5,643,701	464000			5,364,000	5,643,701	5,643,701	5,643,701
				MISC WATER REVENUE					
22,093	-	12,000	469220			8,000	12,000	12,000	12,000
				WATER-PROCEEDS FR LAND SALE					
95,555	-	-	469221	WATER		-	-	-	-
5,706,872	7,161,717	5,678,701				6,411,350	6,697,051	6,697,051	6,697,051
5,706,872	7,161,717	5,678,701	000	WATER FUND REVENUES		6,411,350	6,697,051	6,697,051	6,697,051
			160	WATER					
				PAYROLL RELATED EXPENSES					
				WAGES & SALARIES	4.5				
364,210	384,763	381,586	511000			384,528	384,528	384,528	384,528
				PART-TIME EMPLOYEES					
-	-	-	512000			-	-	-	-
				OVERTIME					
27,597	30,760	31,091	513000			46,584	46,584	46,584	46,584
				VACATION/SICK BUYOUT					
10,198	8,703	5,206	513100			7,394	7,394	7,394	7,394
				EMPLOYER-PAID EMPLOYEE BE					
1,457	1,172	1,886	514000	MEDICAL INSURANCE CO-		592	592	592	592
				PAY					
96,743	111,321	115,931	514100	DEFERRED		122,670	122,670	122,670	122,670
				COMPENSATION					
591	600	599	514200			600	600	600	600
				WORKMANS COMP					
16,620	19,181	14,088	515000			17,066	17,066	17,066	17,066
				RETIREMENT-EMPLR EXP					
82,432	57,796	58,742	516000			78,362	78,362	78,362	78,362
				RETIREMENT-EE SHARE					
-	21,158	20,484	516005			21,362	21,362	21,362	21,362
				SOCIAL SECURITY					
29,005	32,016	30,080	516500	PAYROLL RELATED		33,546	33,546	33,546	33,546
628,856	667,470	659,698		EXPENSES	4.5	712,704	712,704	712,704	712,704
				MATERIALS & SUPPLIES					
				BLDG MAINT & REPAIR					
3,777	5,000	8,300	610600			11,000	8,750	8,750	8,750
				MEDICAL EXAMS					
1,204	1,692	1,000	610660			1,400	1,400	1,400	1,400
				CELL PHONE					
2,550	2,680	3,300	610850			2,900	2,900	2,900	2,900
				CHEMICAL / FERT/ SEED					
251,849	325,000	300,000	610900			320,000	300,000	300,000	300,000
				ANALYTICAL TESTING					
36,073	89,472	30,000	610950			65,000	39,000	39,000	39,000
				DATA PROCESSING					
1,344	1,600	1,600	611900			8,500	6,850	6,850	6,850
				DISCHARGE PERMIT FEE					
1,348	3,525	3,525	612100			3,600	3,600	3,600	3,600
				ELECTRICITY					
465,654	490,000	526,000	612400	ELECTRICAL MAINT		550,000	570,000	570,000	570,000
				CONTRACT					
-	3,500	1,000	612500			2,000	2,000	2,000	2,000
				PROFESSIONAL SERVICES					
22,469	6,500	12,000	612800			10,000	20,000	20,000	20,000
				FILTER MATERIALS					
29,999	39,500	30,000	613250			35,000	40,000	40,000	40,000
				FUEL HEAT					
17,556	18,000	18,000	613300			16,500	16,500	16,500	16,500
				GARBAGE SERVICE					
3,126	3,360	3,300	613400			3,550	3,550	3,550	3,550
				GENERAL SUPP & MAINT					
9,043	10,841	10,841	613500	HVAC MAINTENANCE		10,500	12,100	12,100	12,100
				CONT					
3,796	4,800	3,930	613700	INSURANCE PREM &		4,400	4,400	4,400	4,400
				SURETY B					
63,927	61,500	80,000	613900			125,750	125,750	125,750	125,750



City of Ontario Biennial Budget 2011-2013

125	500	-	614800	OFFICE MACH CONTRACT	2,050	1,650	1,650	1,650
1,059	1,250	1,300	614900	OFFICE SUPPLIES	1,300	1,300	1,300	1,300
7,163	18,865	7,000	615100	PETROLEUM SUPPLIES	16,500	10,000	10,000	10,000
94	300	250	615200	POSTAGE	250	250	250	250
1,820	3,500	1,000	615300	PRINT / AD / RECORD	4,000	2,000	2,000	2,000
-	-	5,300	615500	PROPERTY TAXES	-	-	-	-
14,236	21,500	16,500	615550	CONTRACT SERVICES	53,000	43,500	43,500	43,500
-	175	-	615600	RADIO MAINT	1,605	1,605	1,605	1,605
5,004	5,600	4,900	617300	TELEPHONE	4,000	4,000	4,000	4,000
-	2,640	-	617330	INTERNET SERVICES	1,440	1,440	1,440	1,440
4,831	7,100	7,100	618000	TRAVEL DUES & SCHOOL	7,800	7,800	7,800	7,800
2,151	3,740	2,800	618200	UNIFORMS	3,880	3,880	3,880	3,880
1,461	6,440	1,700	618300	VEHICLE REPAIR	4,000	4,000	4,000	4,000
115,357	100,100	145,600	618310	EQUIPMENT REPAIR	160,000	115,500	115,500	115,500
-	1,079,642	1,079,642	693200	OH PYMT TO PW FUND	1,303,413	1,303,413	1,303,413	1,303,413
-	82,069	82,069	693300	FACILITY MAINT PYMT TO PW FUND	82,311	82,311	82,311	82,311
-	799,947	799,947	693400	COLLECTION/DIST PYMT TO PW FND	808,373	794,549	794,549	794,549
1,067,028	3,200,338	3,187,904		MATERIALS & SUPPLIES	3,624,022	3,533,998	3,533,998	3,533,998
CAPITAL OUTLAY								
10,116	-	-	712100	EQUIP PURCH	-	-	-	-
-	337,500	356,574	719130	WAT-10 %PW OPS BLDG	-	-	-	-
-	74,000	2,879	719165	WAT-5 %RIVER INTAKE SCREENS	-	-	-	-
-	77,600	20,000	719170	WAT-6 VALVE REPL PROJECT	-	-	-	-
-	100,000	46,335	719175	WAT-7 WATER MAINLINE REPL	-	-	-	-
-	100,000	28,438	719180	WAT-8 WATER INLINE VALVES	-	-	-	-
-	150,000	116,659	719185	WAT-12 NEW/RPL FIRE HYDRANTS	-	-	-	-
-	75,000	-	719190	WAT-13 WESTSIDE RESRVR #4	-	-	-	-
-	-	119,000	719195	WAT-14-SODIUM HYPOCHLORITE EQU	-	-	-	-
10,116	914,100	689,886		CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE								
212,436	196,785	196,758	814500	BENCH RESERVOIR DEBT	181,161	181,161	181,161	181,161
504,165	592,849	592,842	814600	WTP UPGRADE DEBT SRVC	598,242	598,242	598,242	598,242
716,602	789,634	789,600		DEBT SERVICE	779,403	779,403	779,403	779,403
TRANSFERS								
143,593	-	-	824010	TRANS TO PW RESRV - WATER	-	-	-	-
-	-	17,500	829000	TRANSF TO GRANT FUND	-	-	-	-
383,335	399,700	395,059	834000	TRANSF TO STREET FUND	395,060	395,060	395,060	395,060
526,928	399,700	412,559		TRANSFERS	395,060	395,060	395,060	395,060
CONTINGENCY								
-	1,190,475	-	871000	OPERATING CONTINGENCY	900,161	1,275,886	1,275,886	1,275,886
-	1,190,475	-		CONTINGENCY	900,161	1,275,886	1,275,886	1,275,886



City of Ontario Biennial Budget 2011-2013

2,949,532	7,161,717	5,739,649	160	WATER	6,411,350	6,697,051	6,697,051	6,697,051
-----------	-----------	-----------	-----	-------	-----------	-----------	-----------	-----------



City of Ontario Biennial Budget 2011-2013

SEWER (WASTEWATER TREATMENT PLANT)

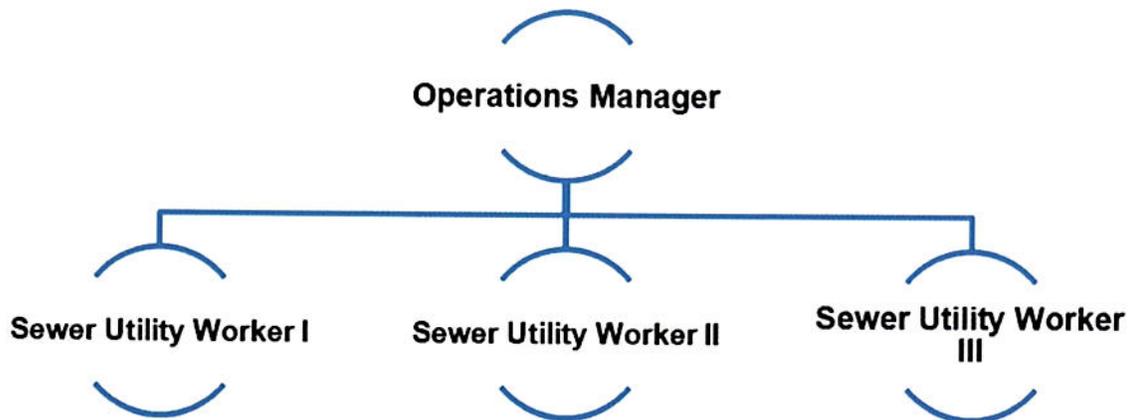
The Wastewater Treatment Plant is located on Malheur Drive, west of Verde Drive and adjacent to the Malheur River. The 5-cell lagoon system uses mechanical aerators to assist with the biological treatment process. The primary cell provides the highest percentage of treatment and the other four cells operate as facultative lagoons for further treatment, with a small amount of aeration. The other four lagoons are used primarily for storage during the irrigation season. The plant receives an average of 653 million gallons of wastewater per year. Approximately 550 million gallons of wastewater come from the City and 103 million gallons of wastewater come from SRCI. The prison accounts for approximately 16 percent of the flow to the treatment plant. At the same time, the prison accounts for approximately 32 percent to 33 percent of the Bio-Chemical Oxygen Demand load on the treatment system.

The treatment system consists of a bar screen for pretreatment: twelve 25 hp aerators on the primary lagoon, ten 15 hp aerators on the secondary lagoons and three 10 hp aerators on the final lagoon. The plant uses a contact chamber where chlorine is added. During the winter months when the City discharges to the Snake River, a dechlorination system uses sulfur dioxide.

During the irrigation season, all of the City's treated wastewater is pumped to the Skyline disposal site. The Wastewater Treatment Plant has approximately 65 million gallons of storage available during the irrigation season. At the present time, there is not enough treated wastewater to irrigate all of the City property. The disposal site adjacent to the plant is irrigated with Malheur River water.

During an average irrigation season, 252 million gallons of treated wastewater are pumped to the Skyline disposal site. During the winter months, 254 million gallons are discharged to the Snake River. There are nine center pivot irrigators at the Malheur disposal site and six center pivot irrigators at the Skyline disposal site. The pivots can be controlled on site or by the computer system at the wastewater plant.

The treatment plant is run by three full-time operators and a supervisor who splits time between the Water and Wastewater facilities. The operators monitor the treatment process and make the necessary changes, make repairs, and perform routine testing. The operators now are also responsible for running the storm water monitoring and testing program. The operator that runs the in-house laboratory performs all the regulatory testing and handles the quality control and quality assurance program. The lab operator also completes the testing for the groundwater-monitoring program. The supervisor oversees the operation as well as submitting all the required regulatory reports.





City of Ontario Biennial Budget 2011-2013

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number 110	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
SEWER FUND									
SEWER									
-	3,057,382	-	406000	AVAILABLE CASH ON HAND		2,358,975	2,358,975	2,358,975	2,358,975
4,081	3,000	200	463600	SEWER CONNECTIONS		4,000	200	200	200
5,624,632	5,750,000	5,618,678	467500	SEWER SERVICE REV		5,680,000	5,618,678	5,618,678	5,618,678
90,066	70,000	70,000	468200	CROP SALES		60,000	70,000	70,000	70,000
-	-	2,000	468210	PASTURE RENT		-	2,000	2,000	2,000
5,100	10,200	10,200	468300	HUNTING REVENUE		10,200	10,200	10,200	10,200
10,873	2,000	1,600	469230	MISC SEWER REVENUE		4,000	1,600	1,600	1,600
5,734,752	8,892,582	5,702,678		SEWER		8,117,175	8,061,653	8,061,653	8,061,653
5,734,752	8,892,582	5,702,678	000	SEWER FUND REVENUES		8,117,175	8,061,653	8,061,653	8,061,653
SEWER									
PAYROLL RELATED EXPENSES									
287,823	305,564	286,107	511000	WAGES & SALARIES	3.42	301,050	292,608	292,608	292,608
10,407	22,100	-	512000	PART-TIME EMPLOYEES		-	-	-	-
34,868	29,997	32,428	513000	OVERTIME		30,210	30,210	30,210	30,210
5,642	6,548	6,914	513100	VACATION/SICK BUYOUT		5,790	5,790	5,790	5,790
1,348	1,052	1,488	514000	EMPLOYER-PAID EMPLOYEE BE		592	592	592	592
74,267	85,714	83,697	514100	MEDICAL INSURANCE CO- PAY		94,224	91,380	91,380	91,380
591	600	600	514200	DEFERRED COMPENSATION		600	600	600	600
16,609	13,703	10,724	515000	WORKMANS COMP		11,828	11,522	11,522	11,522
67,187	49,883	45,395	516000	RETIREMENT-EMPLR SHARE		60,230	58,720	58,720	58,720
-	16,523	15,054	516005	RETIREMENT-EE SHARE		15,370	14,864	14,864	14,864
24,971	27,633	23,920	516500	SOCIAL SECURITY		25,784	25,138	25,138	25,138
523,717	559,317	506,331		PAYROLL RELATED EXPENSES	3.42	545,678	531,424	531,424	531,424
MATERIALS & SUPPLIES									
3,639	9,570	6,800	610600	BLDG MAINT & REPAIR		9,100	6,850	6,850	6,850
1,023	3,522	2,500	610660	MEDICAL EXAMS		3,600	3,520	3,520	3,520
2,986	3,420	2,940	610850	CELL PHONE		3,225	3,225	3,225	3,225
17,095	33,731	21,600	610900	CHEMICAL / FERT/ SEED		24,000	24,000	24,000	24,000
23,230	42,000	61,350	610950	ANALYTICAL TESTING		78,750	50,740	50,740	50,740
1,833	900	972	611900	DATA PROCESSING		5,000	3,000	3,000	3,000
16,780	11,500	17,060	612100	DISCHARGE PERMIT FEE		22,000	24,000	24,000	24,000
231,781	244,070	275,600	612400	ELECTRICITY		257,000	300,000	300,000	300,000
1,392	3,000	-	612500	ELECTRICAL MAINT CONTRACT		-	-	-	-
26,423	11,000	20,000	612800	PROFESSIONAL SERVICES		37,000	37,000	37,000	37,000
-	500	50	613000	EQUIPMENT RENTAL		1,000	1,000	1,000	1,000
8,834	12,900	8,200	613300	FUEL HEAT		6,500	6,500	6,500	6,500



City of Ontario Biennial Budget 2011-2013

7,021	7,800	8,400	613400	GARBAGE SERVICE	8,750	8,750	8,750	8,750
18,991	15,544	8,200	613500	GENERAL SUPP & MAINT	15,600	10,000	10,000	10,000
2,130	5,440	2,400	613600	GRAVEL	20,000	20,000	20,000	20,000
3,306	5,400	3,000	613700	HVAC MAINTENANCE CONT	3,400	3,400	3,400	3,400
64,510	43,870	49,245	613900	INSURANCE PREM & SURETY B	95,000	95,000	95,000	95,000
19,723	16,800	18,060	614100	IRRIGATION WATER PURCHASE	17,500	17,500	17,500	17,500
29,686	27,394	21,000	614710	LAB SUPPLIES	26,500	20,000	20,000	20,000
552	425	-	614800	OFFICE MACH CONTRACT	350	350	350	350
3,167	3,394	1,500	614900	OFFICE SUPPLIES	1,500	1,500	1,500	1,500
15,157	13,349	8,550	615100	PETROLEUM SUPPLIES	12,600	10,000	10,000	10,000
477	720	720	615200	POSTAGE	700	700	700	700
96	600	720	615300	PRINT / AD / RECORD	600	600	600	600
36	200	3,586	615500	PROPERTY TAX	225	225	225	225
24,383	20,000	19,300	615550	CONTRACT SERVICES	18,500	10,000	10,000	10,000
234	100	-	615600	RADIO MAINT	1,350	1,350	1,350	1,350
8,453	9,200	7,500	617300	TELEPHONE	8,500	7,500	7,500	7,500
660	960	720	617330	INTERNET SERVICES	1,440	1,440	1,440	1,440
6,880	10,150	7,600	618000	TRAVEL DUES & SCHOOL	12,000	10,000	10,000	10,000
2,412	4,500	3,200	618200	UNIFORMS	5,300	3,500	3,500	3,500
5,949	8,800	3,900	618300	VEHICLE REPAIR	11,500	7,500	7,500	7,500
69,162	59,030	28,000	618310	EQUIPMENT REPAIR	49,800	40,000	40,000	40,000
17,517	16,346	7,000	618800	MAINTENANCE PARTS	29,000	16,050	16,050	16,050
-	1,079,642	1,079,642	693200	OVERHEAD PYMT TO PW FUND	1,303,413	1,303,413	1,303,413	1,303,413
-	82,069	82,069	693300	FACILITY MAINT PYMNT TO PW FND	82,311	82,311	82,311	82,311
-	799,947	799,947	693400	COLLECTION/DIST PYMNT TO PW FD	808,373	794,549	794,549	794,549
635,532	2,607,793	2,581,331		MATERIALS & SUPPLIES	2,981,387	2,925,473	2,925,473	2,925,473
CAPITAL OUTLAY								
22,871	-	-	712100	EQUIP PURCH	-	-	-	-
-	337,500	356,574	719130	WAT-10 % PW OPS BLDG- SEWER	-	-	-	-
-	14,200	14,200	719195	SEW-1 CLEANER TRUCK NOZZLES	-	-	-	-
-	12,000	12,000	719200	SEW-3 SANITARY SEWER LINE CCT	-	-	-	-
-	361,000	350,921	719205	SEW-4 COMBINATION SEWER CLNR	-	-	-	-
-	200,000	2,180	719210	SEW-5 SEWER LINE REPLACEMENTS	-	-	-	-
-	44,000	-	719215	SEW-6 MALHEUR RIVER PROJ MATC	-	-	-	-
-	240,000	9,833	719220	SEW-11 SEPTAGE RECEIVING PROJ	-	-	-	-
-	120,000	29,580	719225	SEW-12 REHAB 19" FORCE MAIN	-	-	-	-
-	47,000	16,091	719230	SEW-14 W ID LIFT STN RELOCATN	-	-	-	-
-	103,000	16,039	719235	SEW-15 UPDATE TAPADERA LS	-	-	-	-
-	-	28,738	719255	SEW-18-STORM/SEWER LINE SEPRTN	-	-	-	-



City of Ontario Biennial Budget 2011-2013

-	-	54,942	719260	SEW-19-SW 4TH AVE/SW 33 RD ST	-	-	-	-
-	-	26,654	719265	SEW 20-SKYLINE RESERVOIR REPAI	-	-	-	-
22,871	1,478,700	917,756		CAPITAL OUTLAY	-	-	-	-
DEBT SERVICE								
1,209,575	1,149,250	1,149,222	810000	RLF #R70610 -- 1995-2015	1,088,869	1,088,869	1,088,869	1,088,869
260,279	258,570	258,542	811000	RFL#R70611 -- 1998-2018	256,663	256,663	256,663	256,663
420,654	417,975	417,940	812000	RLF #R70612 -- 2000-2020	415,021	415,021	415,021	415,021
208,306	519,860	471,688	813000	OECD WW IMPR LOAN -	544,806	544,806	544,806	544,806
2,098,815	2,345,655	2,297,393		2008	2,305,359	2,305,359	2,305,359	2,305,359
DEBT SERVICE								
TRANSFERS								
60,000			823000	TRANSF TO CAPITAL PROJECTS	-	-	-	-
460,263	-	-	833000	TRANS TO RESERVE-PUB WKS	-	-	-	-
				RESRV	-	-	-	-
		12,000	833900	TRANSF TO STORM FUND	-	-	-	-
				(LN)	-	-	-	-
396,576	402,500	393,307	834000	TRANSF TO STREET-FRAN	397,600	393,308	393,308	393,308
916,839	402,500	405,307		FEE	397,600	393,308	393,308	393,308
TRANSFERS								
CONTINGENCY								
-	1,498,617	-	871000	OPERATING CONTINGENCY	1,887,151	1,906,089	1,906,089	1,906,089
-	1,498,617	-		CONTINGENCY	1,887,151	1,906,089	1,906,089	1,906,089
4,197,777	8,892,582	6,708,119	165	SEWER	8,117,175	8,061,653	8,061,653	8,061,653



City of Ontario Biennial Budget 2011-2013

STORM

The Storm Drainage system is maintained by the Utility Maintenance Department and Street Department as there are no employees budgeted directly into the Storm Drain Department, hours worked for storm projects are coded directly to the department. The shared responsibility maintains approximately 45.68 miles of storm drainage pipe and approximately 1,250 catch basins.



City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			115	STORM SEWER FUND					
				STORM					
-	58,000	-	406000	AVAILABLE CASH ON HAND		-	-	-	-
-	-	12,000	458130	TRANSF FR SEWER FUND (LN)		-	-	-	-
202,652	210,000	205,026	466000	STORM WATER REV		204,978	205,026	205,026	205,026
-	-	-	469200	MISC COLLECTIONS		51,778	41,961	41,961	41,961
202,652	268,000	217,026		STORM		256,756	246,987	246,987	246,987
202,652	268,000	217,026	000	STORM FUND REVENUES		256,756	246,987	246,987	246,987
			170	STORM PAYROLL RELATED EXPENSES					
24,324	38,800	30,000	511000	WAGES & SALARIES	0.15	16,884	16,884	30,000	30,000
-	-	4,420	512000	PART-TIME EMPLOYEES		-	-	-	-
-	-	594	513000	OVERTIME		-	-	-	-
-	-	38	514000	EMPLOYER-PAID EMPLOYEE BE		-	-	-	-
7,753	6,000	11,746	514100	MEDICAL INSURANCE CO-PAY		5,688	5,688	5,688	5,688
26	700	28	515000	WORKMANS COMP		610	610	1,065	1,065
5,369	8,150	5,047	516000	RETIREMENT-EMPLYR EXP		3,018	3,018	5,355	5,355
-	-	2,122	516005	RETIREMENT-EE SHARE		1,012	1,012	1,798	1,798
1,601	3,000	2,650	516500	SOCIAL SECURITY		1,292	1,292	2,292	2,292
39,075	56,650	56,650		PAYROLL RELATED EXPENSES	0.15	28,504	28,504	46,198	46,198
				MATERIALS & SUPPLIES					
2,785	4,024	1,800	610950	ANALYTICAL TESTING		2,400	2,400	2,400	2,400
1,168	1,200	1,530	612100	DISCHARGE PERMIT FEE		1,700	-	-	-
1,000	2,500	2,500	613400	GARBAGE SERVICE		2,500	2,500	2,500	2,500
12,558	12,458	7,905	613900	INSURANCE PREM & SURETY		-	-	-	-



City of Ontario Biennial Budget 2011-2013

225	-	-	615550	CONTRACT SERVICES	10,000	5,000	5,000	5,000
-	500	-	616550	UTILITY DAMAGE	500	500	500	500
1,609	2,000	1,609	617200	STORM DITCH MAINTENANCE	1,400	1,400	1,400	1,400
10,991	8,140	9,540	618300	VEHICLE REPAIR	9,000	9,000	9,000	9,000
6,470	9,196	3,969	618800	MAINTENANCE PARTS	8,500	8,500	8,500	8,500
-	89,970	89,970	693200	OH PAYMENT TO PW FUND	108,618	108,618	90,924	90,924
-	66,662	66,662	693400	COLLECTION/DIST PYMNT TO PW FD	69,286	66,213	66,213	66,213
36,807	196,650	185,485		MATERIALS & SUPPLIES	213,904	204,131	186,437	186,437
				CAPITAL OUTLAY				
-	-	11,520	719300	STRM-1-EMERGENCY REPAIR (FRCC)	-	-	-	-
-	-	11,520		CAPITAL OUTLAY	-	-	-	-
				TRANSFERS				
48,500	-	-	824012	TRANSF TO PW RESRV - STORM	-	-	-	-
14,346	14,700	14,352	834000	TRANSF TO STREET-FRAN FEE	14,348	14,352	14,352	14,352
62,846	14,700	14,352		TRANSFERS	14,348	14,352	14,352	14,352
				CONTINGENCY				
-	-	-	871000	OPERATING CONTINGENCY	-	-	-	-
-	-	-		CONTINGENCY	-	-	-	-
138,728	268,000	268,008	170	STORM	256,756	246,987	246,987	246,987



City of Ontario Biennial Budget 2011-2013

MISCELLANEOUS FUNDS

The City utilizes a number of non-major Funds for accounting purposes and for the purposes of this budget document, they are grouped as Miscellaneous Funds.



City of Ontario Biennial Budget 2011-2013

			469400	UTILITY REIMBURSEMENTS		3,000	3,000	3,000
88,961	162,001	107,768	477200	SEASONS TICKETS	108,000	112,000	112,000	112,000
31,554	48,000	60,042	477300	CART STORAGE	62,400	66,000	66,000	66,000
4,023	-	-	477350	CART PATH FEES	-	-	-	-
18,036	15,600	24,328	477500	CART RENTAL	24,440	28,000	28,000	28,000
10,969	15,000	7,360	477600	TOURNAMENT FEES	7,611	10,000	25,000	25,000
4,716	24,300	-	477700	TRAIL FEES	-	-	-	-
43,162	25,992	65,682	477800	GREEN FEES	65,000	65,000	65,000	65,000
547,670	617,401	909,074		GEN REVENUES	613,535	581,835	605,535	605,535
547,670	617,401	909,074	000 034	Total Golf Fund Revenues	613,535	581,835	605,535	605,535
				GOLF COURSE FUND PAYROLL RELATED EXPENSES				
			511000	WAGES & SALARIES PART-TIME EMPLOYEES				
60,221	128,000	238,624	512000	0.7	122,900	122,900	122,900	122,900
		177	513000	OVERTIME				
66	400	5,367	515000	WORKMANS COMP	913	913	913	913
1,145		12,414	516000	RETIREMENT	17,624	17,624	17,624	17,624
4,749	8,750	17,824	516500	SOCIAL SECURITY	9,402	9,402	9,402	9,402
66,183	137,150	274,409		PAYROLL RELATED EXPENSES	0.7	150,839	150,839	150,839
				MATERIALS & SUPPLIES				
3,097		4,425	610500	BANK CHARGES	4,400	4,400	4,400	4,400
5,439	13,625	10,275	610600	BLDG MAINT & REPAIR	10,550	6,850	6,850	6,850
21,452	40,000	52,223	610900	CHEMICAL / FERT/ SEED	44,000	44,000	44,000	44,000
			611900	DATA PROCESSING				
		3,960	612100	LICENSES / PERMITS / FEES	2,700	2,550	2,550	2,550
	38,000	45,000	612400	ELECTRICITY	43,200	43,200	43,200	43,200
7,311	1,900	9,418	613000	EQUIPMENT LEASE	17,600	2,300	12,000	12,000
	7,200	10,800	613300	FUEL HEAT	9,200	8,000	8,000	8,000
	1,200	1,216	613400	GARBAGE SERVICE	1,500	1,500	1,500	1,500
17,521	12,000	37,400	613500	GENERAL SUPPLIES & MAINT	37,200	14,200	14,200	14,200
2,703	5,000	5,000	613600	COURSE MAINTENANCE	5,000	11,000	11,000	11,000
2,699		3,350	613700	HVAC MAINTENANCE	3,160	3,160	3,160	3,160
10,386	7,175	7,750	613900	CONT INS PREM & SURETY BOND	8,000	11,600	11,600	11,600
1,700	700	1,860	614900	OFFICE SUPPLIES	2,200	800	800	800
18,117	20,000	20,000	615100	PETROLEUM SUPPLIES	20,000	20,000	20,000	20,000
2,722	3,000	3,519	615300	SALES & MARKETING	3,000	3,000	3,000	3,000
5,803	2,800	2,800	615410	COURSE OPERATIONS EXPENSE	3,550			
5,895		21,986	615420	PURCHASE OF GOODS FOR SALE	1,000	1,000		



City of Ontario Biennial Budget 2011-2013

5,360	1,700	41,929	615550	CONTRACT SERVICES	2.79	154,080	154,080	154,080	154,080	
60,724	3,000	12,000	617100	COURSE UTILITIES		-	-	-	-	
-	5,160	6,000	617300	TELEPHONE		6,000	3,000	3,000	3,000	
-	-	19,393	617520	UNEMPLOYMENT CLAIMS - GOLF		6,300	6,300	6,300	6,300	
36,351	24,000	58,000	618310	EQUIPMENT REPAIR		44,000	54,000	54,000	54,000	
16,056	16,054	16,054	618950	LAND LEASES		16,056	16,056	16,056	16,056	
223,344	202,514	394,362		MATERIALS & SUPPLIES	2.79	442,696	410,996	419,696	419,696	
CAPITAL OUTLAY										
81,082	-	-	712100	EQUIP PURCH		-	-	20,000	20,000	
-	-	-	712105	13GLF-01 SPRINKLER BACKFLOW		-	-	15,000	15,000	
16,100	-	-	712750	ECE GRANT PROJECT		-	-	-	-	
808	50,000	97,233	714120	SITE IMPROVEMENTS		-	-	-	-	
97,990	50,000	97,233		CAPITAL OUTLAY		-	-	35,000	35,000	
DEBT SERVICE										
207,511	-	153,662	810000	DEBT SERVICE EXPENSE		-	-	-	-	
207,511	-	153,662		DEBT SERVICE		-	-	-	-	
CONTINGENCY										
-	227,737	-	871000	CONTINGENCY		20,000	20,000	-	-	
-	227,737	-		CONTINGENCY		20,000	20,000	-	-	
595,029	617,401	919,666	034	GOLF COURSE EXPENSES		613,535	581,835	605,535	605,535	



City of Ontario Biennial Budget 2011-2013

GRANT FUND

The Grant Fund consists of the various non-payroll grants received by the City. Project matching funds, when required, are transferred from the operating fund that sponsors or applies for the individual grant. This fund was established for ease of tracking grant revenues and expenditures and keeps the City's various department budgets from fluctuating from year to year due to grant awards and expenditures.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			010	GRANT FUND					
				GEN REVENUES					
				AVAILABLE CASH OH					
-	50,549	47,878	406000	HAND		-	-	-	-
2,353	124,168	124,168	456100	FAA AIRPORT GRANT - FAA #008		-	-	-	-
186,127	-	-	456101	FAA AIRPORT GRANT- FENCING		-	-	-	-
834,446	-	-	456102	ODOT CONNECT OR GRANT- RUNWAY		-	-	-	-
88,000	-	-	456124	TRANSIT PLANNING GRANT		-	-	-	-
17,643	-	47,878	456130	LIBRARY GRANTS		-	-	-	-
-	17,500	17,500	456137	ODE LIGHTING PROJECT GRANT REV		-	-	-	-
-	728,000	352,037	456138	OR DEP OF ENERGY PROJECT		376,000	376,000	376,000	376,000
38,075	5,000	1,542	456160	POLICE GRANT PROJECTS		-	-	-	-
-	-	11,997	456169	STREET PROJECT - BLM		-	-	-	-
80,493	276,626	232,001	456170	OWEB MALHEUR RIVER PROJ		-	-	-	-
-	-	-	456171	%13STR-02 PED GRANT - RFB		-	-	207,680	207,680
-	4,500,000	-	456172	ODOT DTA 09-NW WA PROJ		4,500,000	4,500,000	4,500,000	4,500,000
-	-	-	456173	13STR-04 UNDERPASS ENGINEERING		-	-	292,250	292,250
11,810	-	-	456181	POL HOMELAND SECURITY PROJ		-	-	-	-
4,771	7,500	7,500	456182	POLICE SAFE KIDS PROJECT		-	-	-	-
2,795	-	-	456183	POLICE BICYCLE SAFETY GRANT		-	-	-	-
2,047	5,000	5,000	456184	POLICE SPEED ENFRMNT GRANT		-	-	-	-
-	75,157	75,157	456185	PD - JAG PROJECT #1		-	-	-	-
-	18,246	18,246	456186	PD - JAG PROJECT #2		-	-	-	-
-	1,700	1,700	456187	ODOT BIKE SAFETY EQUIP GRANT		-	-	-	-
-	22,682	22,682	456188	PD - JAG PROJECT #3		-	-	-	-
-	60,900	60,900	456192	FIRE FEMA EQUIP GRANT		-	-	-	57,855
-	19,960	19,960	456510	PetSmart FERAL CAT GRANT REV		-	-	9,980	9,980
-	-	700	456600	MISC PARK GRANTS		-	-	-	-
60,452	45,346	15,440	458100	TRANSFER FROM GENERAL FUND		-	-	-	-
-	168,913	168,913	458103	AIRPORT GRANT - FAA #009		-	-	-	-
-	3,536,471	1,561,471	458104	ODOT CONNECT OR II - AIRPORT		1,975,000	1,975,000	1,975,000	1,975,000



City of Ontario Biennial Budget 2011-2013

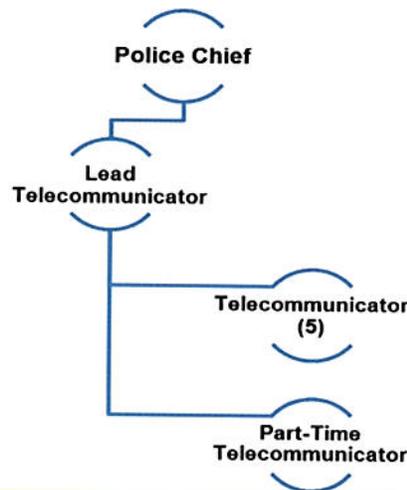
-	582,282	82,282	458105	AIRPORT GRANT - FAA #010	500,000	500,000	500,000	500,000
-	17,500	17,500	458700	TRANSFER FROM WATER FUND	-	-	-	-
1,329,015	10,263,500	2,892,452		GEN REVENUES	7,351,000	7,351,000	7,860,910	7,918,765
1,329,015	10,263,500	2,892,452	000	GRANT FUND REVENUES	7,351,000	7,351,000	7,860,910	7,918,765
			038	GRANT FUND MATERIALS & SUPPLIES				
-	19,960	19,960	613510	PetSmart FERAL CAT GRANT EXP	-	-	9,980	9,980
-	-	700	614600	MISC PARK GRANT EXPENSE	-	-	-	-
16,000	-	-	662000	BAD DEBT EXPENSE	-	-	-	-
16,000	-	20,666		MATERIALS & SUPPLIES	-	-	9,980	9,980
				CAPITAL OUTLAY				
81,516	130,718	130,718	711100	AIRPORT GRANT - FAA #008	-	-	-	-
186,127	-	-	714101	FAA AIRPORT GRANT-FENCING	-	-	-	-
834,446	-	-	714102	ODOT CONNECT OR GRANT-RUNWAY	-	-	-	-
-	177,803	177,803	714103	AIRPORT GRANT - FAA #009	-	-	-	-
-	3,566,377	1,591,377	714104	AIRPORT GRANTS - CONNECT OR II	1,975,000	1,975,000	1,975,000	1,975,000
-	582,282	82,282	714105	AIRPORT GRANT - FAA #010	500,000	500,000	500,000	500,000
88,000	-	-	714124	TRANSIT PLANNING GRANT	-	-	-	-
17,742	50,549	47,878	714130	LIBRARY PROJECTS	-	-	-	-
-	17,500	17,500	714137	WAT-15 ODE WTP LIGHTING UPGRAD	-	-	-	-
-	728,000	352,037	714138	CHL-1 ODE CITY HALL HVAC&L	376,000	376,000	376,000	376,000
35,339	5,000	1,542	714160	POLICE GRANT PROJECTS	-	-	-	-
-	-	11,997	714169	STREET PROJECT - BLM	-	-	-	-
80,493	276,626	232,001	714170	OWEB MALHEUR RIVER PROJ	-	-	-	-
-	-	-	714171	%13STR-02 PED GRANT - RFB	-	-	207,680	207,680
-	4,500,000	-	714172	ODOT JTA 09-NW WA PROJ EXP	4,500,000	4,500,000	4,500,000	4,500,000
-	-	-	714173	13STR-04 UNDERPASS ENGINEERING	-	-	292,250	292,250
11,810	-	-	714181	POL HOMELAND SECURITY PROJ	-	-	-	-
4,771	7,500	7,500	714182	POLICE SAFE KIDS PROJECT	-	-	-	-
2,795	-	-	714183	POLICE BICYCLE SAFETY GRANT	-	-	-	-
2,047	5,000	5,000	714184	POLICE SPEED ENFRMNT GRANT	-	-	-	-
-	75,157	75,157	714185	PD - JAG PROJECT #1 EXP	-	-	-	-
-	18,246	18,246	714186	PD - JAG PROJECT #2 EXP	-	-	-	-
-	1,700	1,700	714187	ODOT BIKE SAFETY EQUIP GRANT	-	-	-	-
-	22,682	22,682	714188	PD - JAG PROJECT #3 EXPENSE	-	-	-	-
-	60,900	60,900	714192	FIRE FEMA EQUIP GRANT	-	-	-	57,855
1,345,091	10,226,040	2,836,320		CAPITAL OUTLAY	7,351,000	7,351,000	7,850,930	7,908,785
1,361,091	10,226,040	2,836,320	038	GRANT EXPENSES	7,351,000	7,351,000	7,860,910	7,918,765



City of Ontario Biennial Budget 2011-2013

9-1-1

ONTARIO Ontario Police dispatch is operational 7 days a week, 24 hours a day. One part-time and six full-time telecommunicators staff the dispatch center. Dispatch answers 911 emergency telephone calls, business calls to the police department and radio traffic for all City departments and the rural fire department. They also handle all records for the City Police Department, process reports and assist citizens at a courtesy counter within the City Hall.



City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
			020	9-1-1 FUND GEN REVENUES					
			406000	AVAILABLE CASH ON HAND		-	-	-	-
134,185	115,950	114,000	455980	9-1-1 REV TRANS FROM GENERAL FUND		112,310	112,310	112,310	112,310
759,880	764,198	764,198	458100	REVENUES FROM COUNTY DISPATCH WINDOW SERVICES		934,718	922,249	922,249	922,249
24,000	24,000	24,000	462700	MISC REVENUE		24,000	24,000	24,000	24,000
6,250	6,500	5,168	464600			6,000	6,000	6,000	6,000
3,070	-	-	469200			-	-	-	-
17,805	19,040	19,116	486150	CONTRACT REVENUES		20,784	20,784	20,784	20,784
945,190	929,688	926,482		GEN REVENUES		1,097,812	1,085,343	1,085,343	1,085,343
945,190	929,688	926,482	000	Total 9-1-1 Revenue		1,097,812	1,085,343	1,085,343	1,085,343
			048	9-1-1 PAYROLL RELATED EXPENSES					
438,963	441,457	491,120	511000	WAGES & SALARIES	6	511,990	511,990	511,990	511,990
51,973	56,200	56,200	512000	PART-TIME EMPLOYEES	0.75	46,783	52,010	52,010	52,010
48,326	64,800	64,800	513000	OVERTIME		78,070	60,000	60,000	60,000
6,578	5,964	8,515	513100	VACATION/SICK BUYOUT		4,922	9,846	9,846	9,846
3,408	2,788	2,791	514000	EMPLOYER-PAID EMPLOYEE BE MEDICAL INSURANCE		2,128	1,888	1,888	1,888
135,879	123,353	175,726	514100	CO-PAY		186,577	185,886	185,886	185,886
1,575	2,316	1,346	515000	WORKMANS COMP		2,315	2,270	2,270	2,270



City of Ontario Biennial Budget 2011-2013

118,023	90,520	83,677	516000	RETIREMENT		113,593	112,124	112,124	112,124
-	32,400	32,542	516005	RETIREMENT - EE SHARE		37,166	37,440	37,440	37,440
39,874	43,484	44,758	516500	SOCIAL SECURITY		49,095	48,488	48,488	48,488
844,603	863,282	961,479		PAYROLL RELATED EXPENSES	6.75	1,032,639	1,021,942	1,021,942	1,021,942
-	-	-		MATERIALS & SUPPLIES		-	-	-	-
350	500	200	610660	MEDICAL EXAMS		200	200	200	200
1,048	500	1,500	611900	DATA PROCESSING		4,812	3,840	3,840	3,840
14,203	9,000	5,000	613500	GENERAL SUPP & MAINT		3,300	2,500	2,500	2,500
1,455	1,650	1,530	613900	INSURANCE PREM & INS		1,540	1,540	1,540	1,540
7,004	8,840	10,873	614800	OFFICE MACH CONTRACT		14,885	14,885	14,885	14,885
4,297	1,000	1,700	614900	OFFICE SUPPLIES		1,050	1,050	1,050	1,050
301	700	68	615300	PRINT / AD / RECORDING		700	700	700	700
14,350	18,672	21,000	615600	RADIO MAINT		18,666	18,666	18,666	18,666
-	120	-	616300	REFUND		200	200	200	200
12,020	10,584	10,584	617300	TELEPHONE		10,680	10,680	10,680	10,680
-	1,500	-	617310	TELETYPE		-	-	-	-
6,606	6,800	6,800	618000	TRAVEL DUES & SCHOOL		6,840	6,840	6,840	6,840
1,238	1,600	1,800	618200	UNIFORMS		1,300	1,300	1,300	1,300
1,106	1,440	1,300	618250	UNIFORM CLEANING		1,000	1,000	1,000	1,000
63,982	62,906	62,355		MATERIALS & SUPPLIES		65,173	63,401	63,401	63,401
				CAPITAL OUTLAY					
-	3,500	3,500	712100	EQUIP PURCH		-	-	-	-
-	3,500	3,500		CAPITAL OUTLAY		-	-	-	-
908,586	929,688	1,027,334	048	9-1-1 EXPENSES	6.75	1,097,812	1,085,343	1,085,343	1,085,343



City of Ontario Biennial Budget 2011-2013

DEBT SERVICE

This fund is used to make principal and interest payments for existing Local Improvement District debt. Revenues are derived from property owner assessment repayments. Debt service requirements for Enterprise Funds (Public Works) are found within a debt service category in the individual departments.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account		2011-13	2011-13	2011-13	2011-13	
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			035	DEBT SERVICE FUND					
				GEN REVENUES					
				AVAILABLE CASH ON					
-	375,000	-	406000	HAND		192,186	192,186	192,186	192,186
59,668	54,500	38,406	441000	INTEREST ON		36,000	36,000	36,000	36,000
722	550	2,413	487430	REPAYMENTS		-	-	-	-
				LID 43					
64,007	44,610	42,156	487440	LID 44		-	-	-	-
117,823	48,330	90,728	487450	LID 45		68,205	68,205	68,205	68,205
242,221	522,990	173,705		GEN REVENUES		296,391	296,391	296,391	296,391
242,221	522,990	173,705	000	DEBT SERVICE FUND REVENUES		296,391	296,391	296,391	296,391
			080	DEBT SERVICE					
64,714	60,776	60,772	814000	LID 44 - 2001		-	-	-	-
107,856	101,294	101,287	814100	LID 45 - 2004		151,525	151,525	151,525	151,525
2,603	360,920	304,980	816100	AVAIL FOR DEBT		-	-	-	-
175,174	522,990	467,040		OBLIGATIONS		151,525	151,525	151,525	151,525
				DEBT SERVICE					
				CONTINGENCY					
-	-	-	871000	OPERATING		144,866	144,866	144,866	144,866
-	-	-		CONTINGENCY		144,866	144,866	144,866	144,866
				CONTINGENCY					
175,174	522,990	467,040	080	DEBT SERVICE		296,391	296,391	296,391	296,391



City of Ontario Biennial Budget 2011-2013

TRUST FUNDS

Trust funds account for money for a specific purpose that we hold in trust for someone else, or are paid to the City but are subject to repayment, as in the case of the Malheur Bell franchise fees. These funds are not available for City use for any purpose other than that specifically stated at the time of donation, bequeath, or Ordinance, or are unavailable for use pending legal review.



City of Ontario Biennial Budget 2011-2013

CEMETERY PERPETUAL MAINTENANCE

The cemetery charges perpetual maintenance fees at the time of burial and those funds are placed in a reserve fund for future maintenance needs. This fund budgets for an annual operating transfer to the General Fund for the benefit of the Parks & Cemetery department to offset the costs of cemetery maintenance.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			050	TRUST FUNDS					
				CEMETERY PERP					
				AVAILABLE CASH - CEM					
-	268,794	-	406050	PERP		304,097	304,097	304,097	304,097
18,495	5,000	13,495	441030	INTEREST ON DEP - CEM		5,000	5,000	5,000	5,000
19,483	18,000	10,750	479300	PERP					
				PERPETUAL					
37,979	291,794	24,245		MAINTENANCE		10,000	10,000	10,000	10,000
				CEMETERY PERP		319,097	319,097	319,097	319,097
			095	CEMETERY PERP					
				TRANSFERS					
15,000	15,000	15,000	832000	TRANSFER TO CEMETERY DEPT		15,000	15,000	15,000	15,000
15,000	15,000	15,000		TRANSFERS		15,000	15,000	15,000	15,000
				UNAPPROPRIATED					
-	276,794	-	999800	UNAPPROPRIATED ENDING BAL		304,097	304,097	304,097	304,097
-	276,794	-		UNAPPROPRIATED		304,097	304,097	304,097	304,097
15,000	291,794	15,000	095	CEMETERY PERP		319,097	319,097	319,097	319,097



City of Ontario Biennial Budget 2011-2013

CHAMBER OF COMMERCE

The City currently receives a transient occupancy tax through the rental of local hotel and motel rooms. A portion of the revenues is earmarked for the Chamber of Commerce and is passed through to the Chamber on a monthly basis.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			050	TRUST FUNDS					
				CHAMBER OF COMMERCE					
			406060	AVAILABLE CASH - C OF C		-	-	-	-
179,701	169,586	182,758	417100	MOTEL OCCUPANCY TAX-C OF C		191,850	191,850	191,850	191,850
-	-	-	441035	INTEREST ON DEP - C OF C		-	-	-	-
-	-	-	469200	MISC COLLECTIONS - C OF C		-	-	-	-
179,701	169,586	182,758		CHAMBER OF COMMERCE		191,850	191,850	191,850	191,850
			100	CHAMBER OF COMMERCE					
				MATERIALS & SUPPLIES					
				CHAMBER OF COM TOT					
179,580	169,586	182,825	616000	DISTR		191,850	191,850	191,850	191,850
179,580	169,586	182,825		MATERIALS & SUPPLIES		191,850	191,850	191,850	191,850
179,580	169,586	182,825	100	CHAMBER OF COMMERCE		191,850	191,850	191,850	191,850



City of Ontario Biennial Budget 2011-2013

ONTARIO SANITARY SERVICE TRUST

The City currently holds funds paid under an agreement with Ontario Sanitary Service, the City's garbage service franchisee, to insure against the cost of mitigation and cleanup of the City's former dumpsite. The funds have been sitting as a liability account in the General Fund and this Trust Department was created during Fiscal Year 2005-2007 to better account for the trust.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account	Description	FTE	2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number			Requested	Proposed	Approved	Adopted
			050	TRUST FUNDS					
				OSS TRUST					
				AVAILABLE CASH - OSS					
-	264,840	-	406200	TRUST		260,642	260,642	260,642	260,642
18,703	8,400	8	441200	INTEREST ON DEP - OSS		-	-	-	-
18,703	273,240	8		OSS TRUST		260,642	260,642	260,642	260,642
			103	OSS TRUST					
-	-	-		MATERIALS & SUPPLIES		-	-	-	-
-	-	-	615900	RESERVED FOR FUTURE		-	-	-	-
-	-	-		EXP		-	-	-	-
-	273,240	-	616000	OSS MITIGATION EXPENSES		260,642	260,642	260,642	260,642
-	273,240	-		MATERIALS & SUPPLIES		260,642	260,642	260,642	260,642
-	273,240	-	103	OSS TRUST		260,642	260,642	260,642	260,642



City of Ontario Biennial Budget 2011-2013

VISITOR'S & CONVENTION BUREAU

The City currently receives a transient occupancy tax through the rental of local hotel and motel rooms. A portion of those revenues is earmarked for the Visitor's & Convention's Bureau grants program and the Four Rivers Cultural Center and is passed through to them on a monthly basis.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009 Actual	2009-2011 Budget	2009-2011 Est. Actual	Account Number	Description	FTE	2011-13 Requested	2011-13 Proposed	2011-13 Approved	2011-13 Adopted
			050	TRUST FUNDS V & C					
-	7,500	-	406190	AVAILABLE CASH - V & C		13,502	13,502	13,502	13,502
324,613	313,450	328,093	417200	MOTEL OCCUPANCY TAX - V & C		338,146	338,146	338,146	338,146
-	-	-	441090	INTEREST ON DEP - V & C		-	-	-	-
6,672	-	1,620	469216	MISC GRANT REFUNDS		-	-	-	-
331,285	320,950	329,713		V & C		351,648	351,648	351,648	351,648
			110	V & C MATERIALS & SUPPLIES					
427	1,800	637	611100	MEETING EXPENSES		1,440	1,440	1,440	1,440
56	360	-	615200	POSTAGE		240	240	240	240
255,715	253,450	139,090	617000	FOUR RIVERS TOT DISTR GRANT PROJECT		278,146	278,146	278,146	278,146
79,750	65,340	62,244	636000	DISBURSEMENTS		71,822	71,822	71,822	71,822
335,949	320,950	201,972		MATERIALS & SUPPLIES		351,648	351,648	351,648	351,648
335,949	320,950	201,972	110	V & C		351,648	351,648	351,648	351,648



City of Ontario Biennial Budget 2011-2013

RESERVE FUNDS

The Reserve Fund accumulates money to pay for any service, project, property, or equipment that the City of Ontario can legally perform or acquire. It functions as a savings account. The Reserve Fund must have a specific purpose, such as the purchase of road maintenance equipment.

Once money is placed in a reserve fund, it can only be spent for the specific purpose of the fund or department. Purchases are made directly out of the reserve fund by establishing an expense line item within the Reserve Fund and specific department. Money cannot be transferred out of the reserve fund to another fund.



City of Ontario Biennial Budget 2011-2013

BIKE PATH

The Bike Path Reserve was established for the construction and maintenance of bike paths. Revenues for this fund are received from the Street Fund and represent a required transfer of 1% of gas tax receipts from the State of Oregon.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account		2011-13	2011-13	2011-13	2011-13	
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			055	RESERVE FUNDS					
				BIKE PATH					
				AVAILABLE CASH - BIKE					
-	68,600	-	406010	PATH		59,603	59,603	59,603	59,603
				INTEREST ON DEP - BIKE					
-	200	380	441010	PATH		200	200	200	200
9,348	9,523	9,903	455500	1% STATE TAX STREET REV		13,114	13,114	13,114	13,114
				TRANSFER FROM STREET					
-	-	-	458140	BIKE PATH		-	-	-	-
9,348	78,323	10,283				72,917	72,917	72,917	72,917
			115	BIKE PATH					
				CAPITAL OUTLAY					
				SITE IMPROVEMENTS					
-	78,323	19,439	714120	CAPITAL OUTLAY		72,917	72,917	72,917	72,917
-	78,323	19,439				72,917	72,917	72,917	72,917
-	78,323	19,439	115	BIKE PATH		72,917	72,917	72,917	72,917



City of Ontario Biennial Budget 2011-2013

BUILDING INSPECTION

The Building Inspection Reserve was created as a result of Senate Bill 587 that became effective July 1, 2000. The Bill restricted fees collected for administration and enforcement of the state specialty codes to support only those costs of administration and enforcement of the state specialty codes assumed by the municipality. During years when building inspection activity revenues exceed building activity expenses, a transfer will be made from the Building Department to the Building Inspection Reserve. Those funds will then be made available to cover revenue shortfalls in future years.

The Building Department earned more fee revenue than actual departmental costs for the first time since the Senate Bill became effective in 2007, due in large part to outsourcing building inspection services as a percentage of permit revenues received. The Proposed 2011-2013 Budget includes a transfer from the Building Inspection Reserve Fund to the General Fund Building Department to cover anticipated revenue shortfalls.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
-	-	-	055	RESERVE FUNDS		-	-	-	-
-	-	-		BLDG INSPECTION RESRV		-	-	-	-
-	241,350	-	406020	AVAILABLE CASH-BLDG					
-	-	-	441015	INSPECTION		293,960	293,960	293,960	293,960
-	-	-		INTEREST ON DEP-BLDG					
-	-	-		INSPECTN		-	-	-	-
140,301	39,321	60,580	458102	TRANS FR COMMUNITY DEV DEPT		-	-	-	-
140,301	280,671	60,580		BLDG INSPECTION RESRV		293,960	293,960	293,960	293,960
			125	BLDG INSPECTION					
				CAPITAL OUTLAY					
-	25,000	27,781	711800	SITE IMPROVEMENTS		-	-	-	-
				EQUIPMENT					
9,900	15,000	10,091	712100	REPLACEMENT		10,000	10,000	10,000	10,000
9,900	40,000	37,872		CAPITAL OUTLAY		10,000	10,000	10,000	10,000
				TRANSFERS					
-	-	-	831800	TRANSFER TO BUILDING					
-	-	-		DEPT		47,919	47,919	47,919	47,919
-	-	-		TRANSFERS		47,919	47,919	47,919	47,919
				CONTINGENCY					
-	140,671	-	871000	CONTINGENCY		136,041	136,041	136,041	136,041
-	140,671	-		CONTINGENCY		136,041	136,041	136,041	136,041
				RESERVE					
-	100,000	-	916000	RESRV FOR FUTURE CAP		100,000	100,000	100,000	100,000
-	100,000	-		EXP		100,000	100,000	100,000	100,000
				RESERVE		100,000	100,000	100,000	100,000
9,900	280,671	37,872	125	BLDG INSPECTION		293,960	293,960	293,960	293,960



City of Ontario Biennial Budget 2011-2013

EMERGENCY EQUIPMENT REPAIR/REPLACEMENT

This department was created in Fiscal Year 2005-2007 to accept funds from the Ambulance Service District for use in the future purchase of emergency response equipment. Additionally, it is proposed for use to set aside funds for the necessary repair and replacement of emergency equipment within the City's public safety departments.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
-	-	-	055	RESERVE FUNDS		-	-	-	-
-	-	-		EMERGENCY EQUIP REPAIR/REPL		-	-	-	-
-	15,765	-	406090	AVAILABLE CASH - EMERG EQUIP		18,118	18,118	18,118	18,118
64,000	58,560	58,550	458110	TRANS FR GEN FUND - EM EQ		58,560	58,560	58,560	58,560
15,000	20,000	2,600	469150	DONATIONS/CONTRIBUTIONS		5,000	5,000	5,000	5,000
79,000	94,325	61,150		EMERGENCY EQUIP REPAIR/REPL		81,678	81,678	81,678	81,678
			132	EMERGENCY EQUIPMENT					
-	-	-		MATERIALS & SUPPLIES		-	-	-	-
-	-	-	618300	VEHICLE REPAIR		-	-	-	-
-	-	-	618310	EQUIPMENT REPAIR		-	-	-	-
-	-	-		MATERIALS & SUPPLIES		-	-	-	-
				CAPITAL OUTLAY					
107,750	58,560	58,550	711200	EMERGENCY EQUIP-RESCUE 1		58,551	58,551	58,551	58,551
-	35,765	-	712100	EQUIPMENT PURCHASE		23,127	23,127	-	-
-	-	-	714135	SITE IMPROVEMENTS-GOLF COURSE		-	-	-	-
107,750	94,325	58,550		CAPITAL OUTLAY		81,678	81,678	58,551	58,551
				CONTINGENCY					
-	-	-	871111	EMERGENCY EQUIP CONTINGENCY		-	-	23,127	23,127
-	-	-		CONTINGENCY		-	-	23,127	23,127
				RESERVE					
-	-	-	912000	RESERVE FOR FUTURE EXPENDITURE		-	-	-	-
-	-	-		RESERVE		-	-	-	-
107,750	94,325	58,550	132	EMERGENCY EQUIPMENT		81,678	81,678	81,678	81,678



City of Ontario Biennial Budget 2011-2013

FACILITY MAINTENANCE AND REPAIR

Another new Department created in Fiscal Year 2005-2007 was the Facility Maintenance and Repair Reserve. The department assists the City's Facility Maintenance Supervisor in tracking the City's expenditures for emergency repairs and allows for identifying the costs of maintaining the City's facilities more readily.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
-	-	-	055	RESERVE FUNDS		-	-	-	-
-	-	-		FACILITY MAINT/REPAIR		-	-	-	-
-	-	-		AVAILABLE CASH - FAC		-	-	-	-
-	-	-	406100	MAINT		12,228	12,228	12,228	12,228
-	-	-		TRANS FR GEN FUND - FAC		-	-	-	-
62,400	35,400	35,400	458120	MAINT		35,000	35,000	35,000	35,000
-	-	-		GRANTS - FACILITY		-	-	-	-
-	-	452	469160	MAINTENANCE		-	-	-	-
-	-	-		FACILITY INSURANCE CLAIM		-	-	-	-
125	-	11,775	469170	PYMTS		-	-	-	-
62,525	35,400	47,627		FACILITY MAINT/REPAIR		47,228	47,228	47,228	47,228
			134	FACILITY MAINT/REPAIR RSRV					
				MATERIALS & SUPPLIES					
				BUILDING MAINT &					
52,997	35,400	35,400	610600	REPAIR		47,228	47,228	47,228	47,228
52,997	35,400	35,400		MATERIALS & SUPPLIES		47,228	47,228	47,228	47,228
				CAPITAL OUTLAY					
				SITE IMPROVEMENTS -					
-	-	-	714120	OAC		-	-	-	-
-	-	-	714130	SITE IMPROVEMENTS - CITY HALL		-	-	-	-
-	-	-	714135	SITE IMPROVEMENTS - GOLF COURSE		-	-	-	-
-	-	-	714140	SITE IMPROVEMENTS - LIBRARY		-	-	-	-
-	-	-		CAPITAL OUTLAY		-	-	-	-
				CONTINGENCY					
				FACILITY MAINT/REP					
-	-	-	871100	CONTINGENCY		-	-	-	-
-	-	-	871110	FRANCHISE LIAB CONTINGENCY		-	-	-	-
-	-	-		CONTINGENCY		-	-	-	-
				RESERVE					
				RESERVE FOR FUTURE					
-	-	-	912000	EXPENDITURE		-	-	-	-
-	-	-		RESERVE		-	-	-	-
52,997	35,400	35,400	134	FACILITY MAINT/REPAIR RSRV		47,228	47,228	47,228	47,228



City of Ontario

Biennial Budget 2011-2013

PUBLIC WORKS RESERVE

The Public Works Reserve consists of the required debt service reserve for our DEQ Sewer Treatment Plant loans, a water system improvement reserve, and the replacement of sewer treatment plant equipment. Sewer Department equipment replacement is required by DEQ and is completed on an annual basis from the Public Works Reserve.

During Fiscal Year 2005-2007 the City began using the Public Works Reserve Fund for a majority of large project expenditures for repairs and replacements, previously saved up and then expensed in individual departments within the Public Works Fund. New construction and extension projects continue to be completed through the Capital Projects Fund.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			055	RESERVE FUNDS					
				PUBLIC WKS RESERVE					
-	2,120,580	-	406140	AVAILABLE CASH - PW RESERVE		1,142,176	1,142,176	1,142,176	1,142,176
652,356	-	-	458560	TRANS FR PUB WKS FUND-PW		-	-	-	-
-	-	-	458600	TRANS FR CAP PROJ FUND-PW		-	-	-	-
				RES		-	-	-	-
652,356	2,120,580	-		PUBLIC WKS RESERVE		1,142,176	1,142,176	1,142,176	1,142,176
			140	PUBLIC WKS RESERVE					
				CAPITAL OUTLAY					
				SEWER EQUIP					
-	220,000	94,965	711710	REPLACEMENT		-	-	-	-
44,750	-	-	711800	SITE IMPROVEMENTS -		-	-	-	-
				WATER		-	-	-	-
382,442	260,000	24,945	711805	SITE IMPROVEMENTS -		-	-	-	-
				SEWER		-	-	-	-
94,347	-	-	711810	SITE IMPROVEMENTS -		-	-	-	-
				STORM		-	-	-	-
-	-	43,708	719110	% WAT-2 NEW WELL #15		-	-	-	-
-	-	38,572	719115	% WAT-3 REHAB WELLS 1		-	-	-	-
				& 2		-	-	-	-
-	-	-	719120	13WAT-03 REHAB WELL		-	-	36,000	36,000
				#4		-	-	-	-
-	-	-	719125	13WAT-04 SH TANK		-	-	33,000	33,000
				REPLACEMENT		-	-	-	-
-	-	-	719130	13WAT-05 CLEAN/INSPECT		-	-	25,000	25,000
				RESRVRS		-	-	-	-
-	-	-	719135	13WAT-06 W/E-SIDE HARMONIC		-	-	40,000	40,000
				FIL		-	-	-	-
-	-	-	719140	13WAT-08 RIVER PUMP STN		-	-	12,000	12,000
				UPGRD		-	-	-	-
521,540	480,000	202,190		CAPITAL OUTLAY		-	-	146,000	146,000
				CONTINGENCY					
				WATER SYSTEM					
-	377,880	-	871000	CONTINGENCY		175,412	175,412	29,412	29,412
-	295,936	-	871100	SEWER SYSTEM		-	-	-	-
				CONTINGENCY		-	-	-	-
-	-	-	871200	STORM SYSTEM		-	-	-	-
				CONTINGENCY		-	-	-	-
-	673,816	-		CONTINGENCY		175,412	175,412	29,412	29,412
				RESERVE					
				RESRV FOR EQUIP REPL		-	-	-	-
-	-	-	913000			-	-	-	-
-	966,764	-	914000	RESRV FOR SEWER DEBT SERVC		966,764	966,764	966,764	966,764



City of Ontario Biennial Budget 2011-2013

-	-	-	915000	RESRV FOR WATER SYSTEM IMPR	-	-	-	-
-	-	-	916000	RESRV FOR SEWER SYSTEM IMPR	-	-	-	-
-	-	-	918000	RESRV FOR STORM SYSTEM IMPR	-	-	-	-
-	966,764	-		RESERVE	966,764	966,764	966,764	966,764
521,540	2,120,580	202,190	140	PUBLIC WKS RESERVE	1,142,176	1,142,176	1,142,176	1,142,176



City of Ontario

Biennial Budget 2011-2013

REVOLVING LOAN FUND

Formerly its own department within the General Fund, this Fund exists for the sole purpose of administering the Revolving Loan Fund program and the recently established Economic and Community Enhancement Grant program. The Revolving Loan program was established through a grant from the Oregon Economic Development Department and loan funds become available for lending as principal balances of existing loans are paid.

Grant funds are available through interest repayments on existing Revolving Loan Fund loans. New grants and loans are requested through the Business Loan Fund Committee and approved by City Council on a first-come, first-served basis.

City of Ontario									
ADOPTED 2011-2013 BIENNIAL BUDGET									
2007-2009	2009-2011	2009-2011	Account			2011-13	2011-13	2011-13	2011-13
Actual	Budget	Est. Actual	Number	Description	FTE	Requested	Proposed	Approved	Adopted
			060	REVOLVING LOAN FUND					
				GEN REVENUES					
				AVAILABLE CASH ON HAND					
-	305,791	-	406000			345,466	345,466	345,466	345,466
74,022	42,110	45,601	440100	INTEREST ON RLF REPAYMENTS		48,397	48,397	48,397	48,397
				ECON DEV LOAN					
141,540	71,307	150,933	442500	PAYMENTS		119,848	119,848	119,848	119,848
215,563	419,208	196,534		GEN REVENUES		513,711	513,711	513,711	513,711
			145	REVOLVING/BUSINESS LOANS					
				MATERIALS & SUPPLIES					
291,225	365,703	-	614720	LOAN FUNDS AVAILABLE		428,324	428,324	428,324	428,324
				ECE GRANT					
16,100	51,005	11,810	614740	DISBURSEMENTS		85,387	85,387	85,387	85,387
1,786	2,500	505	615300	PRINT / AD / RECORDING		-	-	-	-
382	-	1,350	615550	CONTRACT SERVICES		-	-	-	-
-	-	5,161	662000	BAD DEBT EXPENSE		-	-	-	-
309,493	419,208	18,827		MATERIALS & SUPPLIES		513,711	513,711	513,711	513,711
309,493	419,208	18,827	145	REVOLVING/BUSINESS LOANS		513,711	513,711	513,711	513,711



City of Ontario Biennial Budget 2011-2013

CAPITAL IMPROVEMENT PLAN

City of Ontario Capital Improvement Project List

Fund	Dept	Project #	Project Description	2011-12	2012-13	Proposed Total 2011-13
General Fund						
1	4	13CYH-1	Asbestos Abatement - City Building	\$ 15,000	\$ -	\$ 15,000
1	8	13AQU-1a	OAC Renovation	\$ 1,980,000	\$ -	\$ 1,980,000
1	24	13POL-1	Police Vehicle Replacement	\$ 24,690	\$ 24,690	\$ 49,380
2011-13 BUDGET				\$ 2,019,690	\$ 24,690	\$ 2,044,380
Golf Fund						
5	34	13GLF-1	Clubhouse Fire Sprinkler Backflow	\$ 15,000	\$ -	\$ 15,000
2011-13 BUDGET				\$ 15,000	\$ -	\$ 15,000
Grant Fund						
10	13STR-02	%Rapid Flashing Beacons - SW 4th Street Grant		\$ 207,680	\$ -	\$ 207,680
10	13STR-04	Underpass Engineering		\$ 292,250	\$ -	\$ 292,250
2011-13 BUDGET				\$ 499,930	\$ -	\$ 499,930

City of Ontario Capital Improvement Project List

Fund	Dept	Project #	Project Description	2011-12	2012-13	Proposed Total 2011-13
Public Works						
25	85	13STR-05	%Operations Shop Paving & Curb Install	\$ 7,108	\$ -	\$ 7,108
25	85	13STR-06	%PW/Operations Shop Landscaping	\$ 1,667	\$ -	\$ 1,667
25	85	13STR-07	%Parking Lot Lighting/Equip Blockheater	\$ 5,407	\$ -	\$ 5,407
25	85	13STR-08	%Road Grader	\$ 25,000	\$ -	\$ 25,000
25	85	13STR-09	%Hydraulic Breaker	\$ 6,750	\$ -	\$ 6,750
25	85	13STR-10	%Equipment Trailer	\$ 12,500	\$ -	\$ 12,500
25	85	13STR-11	%Message Bd - Arrow Board Service Vehicles	\$ 8,300	\$ -	\$ 8,300
2011-13 BUDGET				\$ 66,732	\$ -	\$ 66,732
Capital Projects Fund						
UCF						
30	87	11WAT-09	#3 Sludge Pond Upgrade	\$ 53,400	\$ -	\$ 53,400
30	87	11WAT-10	N Park Blvd Infrastructure Improvements	\$ 325,000	\$ -	\$ 325,000
SDC						
30	88	11WAT-05	River Intake Screens	\$ -	\$ 5,000	\$ 5,000
30	88	11STR-07	%SE 2nd St. Freight Route N & S *Design*	\$ 12,500	\$ -	\$ 12,500
E IDAHO TRANSP PROJ						
30	89	11STR-05	E Idaho Ave Turn Lanes	\$ 797,000	\$ -	\$ 797,000
WA/OR REALIGNMENT PROJ						
30	91	11STR-06	NW Washington Ave	\$ 1,700,000	\$ 3,425,000	\$ 5,125,000
2011-13 BUDGET				\$ 2,887,900	\$ 3,430,000	\$ 6,317,900

City of Ontario Capital Improvement Project List

Fund	Dept	Project #	Project Description	2011-12	2012-13	Proposed Total 2011-13
Street Fund						
45	90	11WAT-05	%SE 2nd St. Freight Route N & S *Design*	\$ 102,500	\$ -	\$ 102,500
45	90	13STR-01	Chip Sealing	\$ 130,000	\$ 172,000	\$ 302,000
45	90	13STR-03	NE 4th St. Concrete Street Section	\$ 99,000	\$ -	\$ 99,000
45	90	13STR-05	%Operations Shop Paving & Curb Install	\$ 7,108	\$ -	\$ 7,108
45	90	13STR-06	%PW/Operations Shop Landscaping	\$ 1,667	\$ -	\$ 1,667
45	90	13STR-07	%Parking Lot Lighting/Equip Blockheater	\$ 5,407	\$ -	\$ 5,407
45	90	13STR-08	%Road Grader	\$ 25,000	\$ -	\$ 25,000
45	90	13STR-09	%Hydraulic Breaker	\$ 6,750	\$ -	\$ 6,750
45	90	13STR-10	%Equipment Trailer	\$ 12,500	\$ -	\$ 12,500
45	90	13STR-11	%Message Bd - Arrow Board Service Vehicles	\$ 8,300	\$ -	\$ 8,300
2011-13 BUDGET				\$ 398,232	\$ 172,000	\$ 570,232
Reserve Fund - Bike Path Reserve						
55	13STR-02		%Rapid Flashing Beacons - SW 4th Street Grant Match	\$ 32,300	\$ -	\$ 32,300
2011-13 BUDGET				\$ 32,300	\$ -	\$ 32,300
Reserve Fund - Building Inspection						
55	13STR-05		%Operations Shop Paving & Curb Install	\$ 7,108	\$ -	\$ 7,108
55	13STR-06		%PW/Operations Shop Landscaping	\$ 1,666	\$ -	\$ 1,666
2011-13 BUDGET				\$ 8,774	\$ -	\$ 8,774
Reserve Fund - Public Works Reserve						
55	11SEW-13		Parallel 20" Force Main	\$ 183,000	\$ -	\$ 183,000
55	13WAT-04		Sodium Hypochlorite Tank Replacement	\$ 33,000	\$ -	\$ 33,000
55	13WAT-07		Pump #3 Upgrade	\$ 30,000	\$ -	\$ 30,000
55	13SEW-01		Skyline Retention Pond Pump	\$ 33,000	\$ -	\$ 33,000
2011-13 BUDGET				\$ 279,000	\$ -	\$ 279,000

City of Ontario Capital Improvement Project List

Fund	Dept	Project #	Project Description	2011-12	2012-13	Proposed Total 2011-13
Water Fund						
105	160	11WAT-05	River Intake Screens	\$ 106,000	\$ -	\$ 106,000
105	160	11WAT-07	Water Mainline Replacement	\$ 50,000	\$ 50,000	\$ 100,000
105	160	11WAT-08	Install New & Replace Water Inline Valves	\$ 37,500	\$ 37,500	\$ 75,000
105	160	11WAT-12	Install New & Replace Fire Hydrants	\$ 37,500	\$ 37,500	\$ 75,000
105	160	13WAT-01	Westside Reservoir #4	\$ 100,000	\$ -	\$ 100,000
105	160	13WAT-02	New Well #17	\$ 125,000	\$ -	\$ 125,000
105	160	13WAT-03	Well #4 Rehab	\$ 36,000	\$ -	\$ 36,000
105	160	13WAT-05	Cleaning and Inspection of Reservoirs	\$ 25,000	\$ -	\$ 25,000
105	160	13WAT-06	Westside-Eastside Harmonic Filters	\$ 40,000	\$ -	\$ 40,000
105	160	13WAT-08	River Pump Station Upgrade	\$ 12,000	\$ -	\$ 12,000
2011-13 BUDGET				\$ 569,000	\$ 125,000	\$ 694,000
Sewer Fund						
110	165	11SEW-05	Sanitary Sewer Line Replacement	\$ 100,000	\$ 100,000	\$ 200,000
110	165	11SEW-11	Septage Receiving Facility	\$ 295,000	\$ -	\$ 295,000
110	165	11SEW-12	Rehabilitate 18" Force Main	\$ 30,000	\$ -	\$ 30,000
110	165	11SEW-14	W Idaho Ave/Tapadera LS	\$ 290,000	\$ -	\$ 290,000
110	165	13SEW-02	Prison Line Dosing	\$ 6,700	\$ 5,000	\$ 11,700
110	165	13SEW-03	Storm Drain Inlet Removal	\$ -	\$ 25,000	\$ 25,000
2011-13 BUDGET				\$ 721,700	\$ 130,000	\$ 851,700
TOTAL ALL PROJECTS				\$ 7,498,258	\$ 3,881,690	\$ 11,379,948

City of Ontario Capital Improvement Project List

Fund	Dept	Project #	Project Description	2011-12	2012-13	Proposed Total 2011-13
SUMMARY						
Water, Sewer, Street & Transportation Projects						
			Water Projects	\$ 1,010,400	\$ 130,000	\$ 1,140,400
			Sewer Projects	\$ 937,700	\$ 130,000	\$ 1,067,700
			Transportation Projects	\$ 3,515,468	\$ 3,597,000	\$ 7,112,468
			Water, Sewer, Street & Transportation Projects	\$	\$	\$ 9,320,568
Public Safety Projects						
			Fire	\$ -	\$ -	\$ -
			Police	\$ 24,690	\$ 24,690	\$ 49,380
			Public Safety Projects	\$	\$	\$ 49,380
Culture and Recreation Projects						
			Airport	\$ 1,980,000	\$ -	\$ 1,980,000
			Aquatic Center	\$ 15,000	\$ -	\$ 15,000
			Golf Course	\$ -	\$ -	\$ -
			Parks	\$ -	\$ -	\$ -
			Recreation	\$ -	\$ -	\$ -
			Culture and Recreation Projects	\$	\$	\$ 1,995,000
General Government Projects						
			City Hall	\$ 15,000	\$ -	\$ 15,000
			Cemetery	\$ -	\$ -	\$ -
			General Government Projects	\$	\$	\$ 15,000
			TOTAL ALL PROJECTS	\$ 7,498,258	\$ 3,881,690	\$ 11,379,948



All Funds PERSONNEL SUMMARY

DESCRIPTION

The following chart identifies the total number of personnel working for the City for the year 2007 through 2013. Specific positions for each department are identified within each department's organizational chart.

Personnel Summary - General Fund						
Administration						
	07-09	09-11	11-13			
Full-time	2.50	2.50	2.00			
Part-time	1.05	1.05	0.63			
Seasonal						
Aquatic						
	07-09	09-11	11-13			
Full-time	0.50	0.50	0.70			
Part-time	5.27	5.27	5.27			
Seasonal						
Cemetery						
	07-09	09-11	11-13			
Full-time	1.25	1.25	1.15			
Part-time						
Seasonal	0.21	0.50	0.50			
Finance						
	07-09	09-11	11-13			
Full-time	5.00	6.00	6.00			
Part-time	0.33	0.33				
Seasonal						
Parks						
	07-09	09-11	11-13			
Full-time	2.25	2.25	2.15			
Part-time						
Seasonal	0.82	1.01	1.01			
Recreation						
	07-09	09-11	11-13			
Full-time	1.00	1.00				
Part-time						
Seasonal	1.20	1.20	2.00			
Airport						
	07-09	09-11	11-13			
Full-time	0.50	0.50	0.50			
Part-time	0.10	0.10	0.10			
Seasonal						
Building						
	07-09	09-11	11-13			
Full-time	0.50	0.50	0.75			
Part-time						
Seasonal						
Community Dev/ Planning						
	07-09	09-11	11-13			
Full-time	0.83	0.83	0.75			
Part-time						
Seasonal						
Fire						
	07-09	09-11	11-13			
Full-time	9.80	9.80	9.80			
Part-time	3.13	3.13	3.13			
Seasonal						
Police						
	07-09	09-11	11-13			
Full-time	26.00	26.00	24.00			
Part-time	0.38	0.38				
Seasonal						



All Funds PERSONNEL SUMMARY

Personnel Summary - Other Funds					
Golf					
		07-09	09-11	11-13	
Full-time					
Part-time			1.47	1.47	
Seasonal			2.78	2.78	
Public Works - Administration					
		07-09	09-11	11-13	
Full-time		6.33	7.50	7.25	
Part-time		0.12	0.33	0.50	
Seasonal					
Public Works - Utility Maint					
		07-09	09-11	11-13	
Full-time		8.00	8.00	8.00	
Part-time					
Seasonal		0.25	0.25	0.25	
Water					
		07-09	09-11	11-13	
Full-time		4.50	4.50	4.50	
Part-time					
Seasonal					
Storm					
		07-09	09-11	11-13	
Full-time		0.15	0.15	0.15	
Part-time					
Seasonal					
9-1-1					
		07-09	09-11	11-13	
Full-time		6.00	6.00	6.00	
Part-time		1.02	1.08	0.75	
Seasonal					
Public Works - Fac Maint					
		07-09	09-11	11-13	
Full-time		1.00	1.00	1.00	
Part-time					
Seasonal					
Street					
		07-09	09-11	11-13	
Full-time		5.93	5.93	5.93	
Part-time					
Seasonal		2.00	2.00	2.00	
Sewer					
		07-09	09-11	11-13	
Full-time		3.43	3.43	3.43	
Part-time		0.50	0.40		
Seasonal					



All Funds PERSONNEL SUMMARY

Personnel Summary - Summary of All Funds							
General Fund				Other Funds			
	07-09	09-11	11-13		07-09	09-11	11-13
Full-time	50.13	51.13	47.80	Full-time	35.33	36.50	36.25
Part-time	10.26	10.26	9.13	Part-time	1.64	3.28	2.72
Seasonal	2.23	2.71	3.51	Seasonal	2.25	5.03	5.03
Total	62.62	64.10	60.44	Total	39.22	44.81	44.00

All Departments			
	07-09	09-11	11-13
Full-time	85.46	88.63	85.05
Part-time	11.90	13.54	11.85
Seasonal	4.48	7.74	8.54
Total	101.84	108.91	104.44



Debt Service DEBT POLICIES

DEBT POLICY

The following Debt Policy excerpt is taken from Section 1.7 of the City's Financial Policy Manual:

The purpose of this policy is to establish debt issuance guidelines. This policy is applicable to all debt issuance for the City of Ontario.

1. The City will seek to maintain, and if possible, improve its current bond rating so its borrowing costs are minimized and its access to credit is preserved.

Sound financial practices, debt management and capacity, and competent management support the maintenance of the City's current bond rating. In its relations with rating agencies and the investment community, the City will follow a policy of full disclosure, as required by legal and professional practices.

2. The City will have a specific set of debt issuance guidelines consistent with Federal, State, and local laws and policies.

The debt guidelines will recognize how much debt the community can support, not only based on debt of the City, but debt of overlapping jurisdictions as well. Debt should not be used for the provision of routine operation unless it is only for cash flow purposes or the borrowing costs are less than the rate of invested funds. Debt should never be issued for a period longer than the estimated useful life of an improvement or asset.

3. Credit Worthiness

The City will seek to maintain, and as possible, improve its current credit rating so its borrowing costs are minimized and its access to credit is preserved and enhanced.

The City will maintain good communications about its financial condition with bond and credit rating institutions.

The City will follow a policy of full disclosure for all disclosure documents, which meets or exceeds the disclosure guidelines as developed by the Government Finance Officers Association.

4. Borrowing Purposes

The City will not fund current operations from the proceeds of borrowed funds, except for short-term cash flow borrowing such as Tax Anticipation Notes.

The City will confine long-term borrowing to capital improvements, projects, or equipment, which cannot be funded from current revenues.

5. Debt Repayment

When the City uses long-term debt financing, it will repay the debt within a period not to exceed the useful life of the improvements or equipment.



Debt Service DEBT POLICIES

Whenever possible, debt shall be self-supporting, and will be revenue debt, or revenue-backed with a general obligation pledge.

The general obligation pledge will be used only for projects, which have a general benefit to City residents, which cannot be self-supporting.

Neighborhood Improvement Bonds may be issued for extra-territorial assessments. Such bonds shall be secured by the assessment payments and be reserves funded from other payments made by the benefited parties. The term of the bonds shall match the projected cash flow from assessment payments and foreclosure sales.

Advance refunding will be undertaken only when the net present value savings exceeds 4% or when the restructuring of debt is in the City's financial interest.

Lease purchase debt, including certificates of participation, will be considered as an alternative to long-term vendor leases when cost effective. Such debt will be subject to annual appropriation and administered by the Finance Department.

Long-term lease purchases for buildings and facilities will be used when the cost of a lease purchase is lower than other options or if deemed appropriate because of time constraints, etc.

6. Key Debt Ratios

There are several key debt ratios that investors and financial analysts use when reviewing a City's credit worthiness. The City of Ontario has established a set of guidelines which are to be used when reviewing the key debt ratios. These numbers are indicators of financial stability. Below is a listing of the City's key debt ratios:

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

7. Conduit Financing

Recognizing that the City is able to issue debt for broad purposes, it may be appropriate to issue on behalf of another party when the City Council, after a complete review process, determines that the proposed project will provide a general benefit to City residents.

The City will consider issuing conduit financing which will not impair the City's credit rating. Any financing issued through the City shall qualify for an investment grade rating by one or both of the two top rating agencies.



Debt Service DEBT POLICIES

All expenses related to conduit financing will be borne by the applicants. The City shall establish review procedures for projects, including public contracting and financial fees.

8. Other Financing

Entities associated with the City may issue debt subject to the same criteria listed above. Debt issued by City agencies shall be approved by the City Council.



Debt Service DEBT SCHEDULE – GENERAL FUND

GENERAL FUND DEBT DESCRIPTIONS

During 2008, the City entered into a lease agreement to purchase a Rescue 1 replacement unit for the Fire Department. Annual payments of \$29,275.35 are due in August, with the final payment being due August 2013.

Fiscal Year	Principal	Interest	Total
2012	\$25,296.38	\$3,978.97	\$29,275.35
2013	\$26,558.67	\$2,716.68	\$29,275.35
	\$27,883.94	Remaining Principal Balance at 6/30/13	

During 2011, the City entered into a financing agreement for a portion of the Fire Substation Project for the Fire Department. Annual payments of \$69,000 are due in June, with the final payment being due June 2017.

Fiscal Year	Principal	Interest	Total
2012	\$59,731.54	\$9,268.46	\$69,000.00
2013	\$61,858.10	\$7,141.90	\$69,000.00
	\$170,454.36	Remaining Principal Balance at 6/30/13	

All other General Fund equipment lease agreements have been paid in full.

Total General Fund Debt Service			
Fiscal Year	Principal	Interest	Total
2012	\$85,027.92	\$13,247.43	\$98,275.35
2013	\$88,416.77	\$9,858.58	\$98,275.35
	\$198,338.30	Remaining Principal Balance at 6/30/13	

The City's direct bonded indebtedness limit, based on 20% of the Assessed Valuation, \$644,395,970, is \$128,879,194. Since the General Fund has no bonded indebtedness, the entire debt limit is currently available.



Debt Service DEBT SCHEDULE – WATER FUND

WATER FUND DEBT DESCRIPTIONS

During 2002, the City entered into a loan agreement with US Bank for the Bench Reservoir Construction project. Payments of interest and principal are due semi-annually on June 15 and December 15, through December of 2012. Interest accrues at the rate of 4.5%.

Fiscal Year	Principal	Interest	Total
2012	\$86,679.90	\$5,850.90	\$92,530.80
2013	\$86,679.90	\$1,950.30	\$88,630.20
	\$ 0.00	Remaining Principal Balance at 6/30/13	

During 2007, the City entered into a loan agreement with the Oregon Economic and Community Development Department to complete an upgrade to the water treatment plant. Payments of interest and principal are due annually on December 1, through December of 2031. Interest accrues at the rate of 4.00% thru 2019, then increases to 4.125% in 2019, 4.2% in 2020, 4.25% in 2021, 4.30% in 2023, and finally to 4.375% in 2024 until the loan is paid. The City may prepay the loan without penalty after January 2017.

Fiscal Year	Principal	Interest	Total
2012	\$126,308.00	\$171,713.06	\$298,021.06
2013	\$132,160.00	\$166,660.74	\$298,820.74
	\$3,796,319.00	Remaining Principal Balance at 6/30/13	

Total Water Fund Debt Service			
Fiscal Year	Principal	Interest	Total
2011	\$212,988	\$177,564	\$390,551.86
2012	\$218,840	\$168,611	\$387,450.94
	\$3,796,319	Remaining Principal Balance at 6/30/13	

These loans are payable solely from revenues of the City's water utility system, specifically the Water Fund, after deduction of operating and maintenance costs. During the year ended June 30, 2011, net revenues of \$640,845.06 were available to pay annual debt service of \$393,450.49.



Debt Service DEBT SCHEDULE – SEWER FUND

SEWER FUND DEBT DESCRIPTIONS

During 1995, the City entered into a loan agreement R70610 with the Oregon Department of Environmental Quality to upgrade the wastewater treatment plant. Payments of interest and principal are due semi-annually on May 1 and November 1, through November of 2014. Interest accrues at the rate of 3.0%.

Fiscal Year	Principal	Interest	Total
2012	\$502,941.84	\$49,036.83	\$551,978.67
2013	\$502,941.84	\$33,948.58	\$536,890.42
	\$754,412.88	Remaining Principal Balance at 6/30/13	

During 1998, the City entered into a loan agreement R70611 with the Oregon Department of Environmental Quality to purchase property for land application of treated sewer effluent and to expand the storage lagoon system at the wastewater treatment plant. Payments of interest and principal are due semi-annually on February 1 and August 1, through February of 2018. Interest accrues at the rate of 3.98%.

Fiscal Year	Principal	Interest	Total
2012	\$95,828.50	\$32,747.17	\$128,575.67
2013	\$99,680.43	\$28,406.56	\$128,086.99
	\$561,823.12	Remaining Principal Balance at 6/30/13	

During 2000, the City entered into a loan agreement R70612 with the Oregon Department of Environmental Quality to purchase property for land application of treated sewer effluent and to expand the wastewater treatment plant capacity. Payments of interest and principal are due semi-annually on January 1 and July 1, through July of 2019. Interest accrues at the rate of 3.69%.

Fiscal Year	Principal	Interest	Total
2012	\$148,653.00	\$59,236.00	\$207,889.00
2013	\$154,188.00	\$52,944.00	\$207,132.00
	\$1,152,129.00	Remaining Principal Balance at 6/30/13	

During 2009, the City entered into a loan agreement with the Oregon Economic and Community Development Department to complete a sewer lift station project that would improve the sewer distribution system from the City to the wastewater treatment plant. Payments of interest and principal are due annually on December 1, through December of 2033. Interest accrues at a varying rate ranging from 3.0% to 5.25% throughout the life of the loan. The City may prepay the loan without penalty after January 2019.

Fiscal Year	Principal	Interest	Total
2012	\$103,081.00	\$168,309.66	\$271,390.66
2013	\$108,714.00	\$164,701.82	\$273,415.82
	\$3,468,662.00	Remaining Principal Balance at 6/30/13	



Debt Service DEBT SCHEDULE – SEWER FUND

Total Sewer Fund Debt Service			
Fiscal Year	Principal	Interest	Total
2012	\$850,504	\$309,330	\$1,159,834.00
2013	\$865,524	\$280,001	\$1,145,525.23
	\$5,937,027	Remaining Principal Balance at 6/30/13	

These loans are payable solely from revenues of the City's utility system and specifically the Sewer Fund, after deduction of operating and maintenance costs. During the year ended June 30, 2011, net revenues of \$885,720.72 were available to pay annual debt service of \$1,176,070.97.



Debt Service DEBT SCHEDULE – DEBT SERVICE FUND

DEBT SERVICE FUND DEBT DESCRIPTIONS

During 2004, the City completed a Limited Tax Improvement Bond for Local Improvement Districts No. 44 and No. 45. Annual payments of \$27,688.33 in fixed principal payments plus interest are due in September and March each year, with the final payment being due September 2019.

Fiscal Year	Principal	Interest	Total
2012	\$55,376.66	\$21,700.74	\$77,077.40
2013	\$55,376.66	\$19,070.34	\$74,447.00
	\$359,948.39	Remaining Principal Balance at 6/30/13	

All other Debt Service loans have been paid in full.

Total Debt Service Fund Debt Service			
Fiscal Year	Principal	Interest	Total
2012	\$55,376.66	\$21,700.74	\$77,077.40
2013	\$55,376.66	\$19,070.34	\$74,447.00
	\$359,948.39	Remaining Principal Balance at 6/30/13	



Glossary

Accrual Accounting: A basis of accounting in which revenues and expenditures are recorded at the time they are earned or incurred as opposed to when cash is actually received or spent. For example, in accrual accounting, revenue, which was earned in June, but not collected until July, is recorded as revenue of June rather than July.

ADA: Americans with Disabilities Act signed into law July 26, 1990, intending to make businesses more accessible to people with disabilities.

AMR: Automated Meter Reading.

Appropriation: An authorization of a specific amount of money made by the City Council which permits the City to incur obligations and to make expenditures of resources.

Appropriation Ordinance: The official enactment by the City Council to establish legal authority for City officials to obligate and expend resources.

Assessed Valuation: The value that is established for real or personal property by the County Assessor for the purpose of levying property taxes.

AWWA: American Water Works Association.

Budget: A fiscal plan for a specified period of time (fiscal year or biennium) that balances projected revenues and fund balance appropriations to estimated expenditures and operating transfer obligations.

Capital Improvement Plan: An annually updated plan of capital expenditures for public facilities, infrastructure and major fixed assets with estimated costs, sources of funding and timing of projects.

Capital Improvement Project: A permanent addition to the City's assets and includes design, construction and purchase of land, buildings and facilities.

Capital Expenditure: Represents expenditures which result in the acquisition or addition to fixed assets including: land; buildings; streets and street improvements; recreation facilities; electric and water lines; and machinery or equipment with an expected life of more than one year, a per unit cost of \$5,000 or more, and is used in operations.

Cash Accounting: A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

Contingency: An appropriation of funds to cover unforeseen events that occur during the fiscal year.

CIS: City Insurance Services. CIS provides Property/Casualty Insurance and Workers' Compensation Insurance for the City of Ontario.



Glossary

Debt Limit: The maximum amount of outstanding gross or net debt legally permitted. The City of Ontario's legal debt limit is 20% of the assessed property values in the city limits.

Debt Service: The payment of principal, interest and bond reserve requirements on borrowed funds such as notes and bonds.

Department: A department is the highest level organizational unit of municipal government operations. The City's departments include in the General Fund: Administration, Administrative Overhead, Airport, Aquatic, Building, Cemetery, Community Development / Planning, Finance, Fire, Parks, Police, Recreation and Technology; in the Public Works Fund: Public Works Administration, Facility Maintenance and Utility Maintenance; and the Street, Water, Sewer and Storm Funds each operating with a singular department respectively. The City's structure at the Department level is presented in the organizational chart.

Depreciation: Expiration in the service life of fixed assets because of wear and tear, deterioration, action of physical elements, inadequacy or obsolescence.

Division: A group which is comprised of a specific operation within a functional area. City Departments may contain one or more divisions.

Encumbrance: An administrative control under which a commitment of purchase an item or service is recorded; thus, the money is not available for new expenditure commitments. The use of encumbrances prevents overspending and permits officials to be certain of how much money is available for new commitments.

Enterprise Funds: Enterprise Funds are used to account for operations that are financed and operated similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures. Enterprise Funds in the City of Ontario include the Golf Fund, Water Fund, Sewer Fund and Storm Fund.

EPA: Environmental Protection Agency. A part of the US federal government that enforces environmental laws and provides information and guidance to policy makers.

Expenditure: Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service, capital outlays, intergovernmental grants, entitlements, and shared revenues. Note that an encumbrance is not an expenditure, but reserves funds to be expended.

Fiscal Year: The time period designated by the City signifying the beginning and ending period for recording financial transactions. For the City of Ontario, the fiscal year is July 1, through June 30.

FTE: Full-time equivalent. The hourly equivalent of a full-time employee. An FTE can be made up of either one full-time employee or two or more part-time employees whose total hours equal 2080 per year.



Glossary

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or governmental functions. Funds can be categorized into one of eleven fund types: general fund; special revenue funds; debt service funds; capital project funds; permanent funds; enterprise funds; internal service funds; investment trust funds; pension trust funds; private-purpose trust funds; investment trust funds; and agency funds.

Fund Balance: It is the difference between assets and liabilities of a government fund. Because assets may include non-cash items, fund balances may not represent liquid assets (cash balances).

GASB: Governmental Accounting Standards Board. GASB is to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports.

General Fund: The General Fund is the general operating fund of the City. It is used to account for all financial resources except those required to be accounted for in other funds. General Fund revenues include: property taxes; licenses and permits; intergovernmental; and other types of revenue. This fund includes most of the basic operating services including Police, Fire, Finance, Parks, Aquatic, Recreation, Building and Planning, and General Administration.

GFOA: Governmental Finance Officers Association. The purpose of the GFOA is to enhance and promote the professional management of governments for the public benefit. The GFOA accomplishes this by identifying and developing financial policies and practices and promoting them through education, training, and leadership. The City of Ontario will be submitting the 2011 Budget document for consideration in the GFOA Distinguished Budget Presentation Award Program.

GID: General Improvement District.

GIS: Geographic Information System. GIS is a specialized information system for capturing, storing, querying, analyzing, and displaying geographic data. Geographic data describes both the location and characteristics of features or objects on the earth's surface.

Governmental Funds: All governmental funds are accounted for on a spending or "financial flow" measurement focus. Only current assets and current liabilities are generally reported on their respective balance sheets. Their reported fund balance (net current assets) is considered a measure of "available spendable resources." Governmental fund operating statements report increases and decreases in net current assets and, accordingly, present a summary of sources and uses of "available spendable resources" during the period. The City of Ontario's governmental funds are the General Fund, 9-1-1 Fund, Capital Projects Fund, Debt Service Fund, Street Fund, Trust Fund, Reserve Fund, and Revolving Loan Fund.

Grant: A contribution made from either the private sector to the City or by one governmental unit to another. The contribution is usually made to support a specified program, function, or project.

Impact Fees: Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (i.e. parks, storm drainage)

Infrastructure: Facilities on which the continuance and growth of a community depend such as roads, waterlines, sewers, public buildings, and parks.



Glossary

Interfund Transfers: Amounts transferred from one fund to another. Transfers are not expenditures and must be appropriated for expenditures in the funds receiving the transfer.

Intergovernmental Revenue: Money received from federal, state, and other governmental bodies. Examples are Rural Fire District contract payments and Cigarette Tax.

Internal Service Fund: Proprietary funds used to account for the furnishing of goods or services by one department or agency to other departments or agencies on a cost reimbursement basis.

IT: Information Technology.

LED: Light Emitting Diode. LED is a light that uses from one-third to one-fifth of the energy of a conventional incandescent light bulb.

Levy: To impose taxes, special assessments, or service charges for the support of City activities.

Liability: Amounts owed for items received, services rendered, expenses incurred, assets acquired, construction performed, and amounts received but not yet earned. Liabilities are financial obligations or debts.

LOC: League of Oregon Cities. The LOC is an organization representing Oregon's cities and towns collectively in matters before the state and federal government. LOC also provides information services to assist municipal officials in managing their governments.

Major Fund: Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10 percent of the revenues or expenditures of the appropriated budget should be considered as major funds. The City of Ontario's major funds are the General Fund, Grant Fund, Capital Projects Fund, Water Fund, and Sewer Fund.

Modified Accrual: Under Modified Accrual Accounting, revenues are recognized in the accounting period when they become both measurable and available as net current assets.

Mill Levy: Rate by which assessed valuation is multiplied to determine property tax. A mill is 1/10 of one cent or 1 mill equals \$1 per \$1,000 of assessed value.

Non-major fund: Any fund whose revenues or expenditures, excluding other financing sources and uses, constitute less than 10 percent of the revenues or expenditures of the appropriated budget.

O & M: Operations and Maintenance.

Operating Budget: The portion of the budget that pertains to continuing every-day expenditures such as personal services, utilities, contractual services, debt service, and commodities.

Personal Services: Salaries, wages, federal and state withholding and fringe benefits such as pensions and insurance.



Glossary

Projection: Estimation of future revenues and expenditures based on past trends, current economic conditions and financial forecasts.

Property Tax: A tax which is levied on both real and personal property according to that property's valuation, assessment rate and mill levy.

Proprietary Funds: Proprietary Funds account for the acquisition, operation and maintenance of governmental facilities and services, which are self-supported by user charges. The City of Fountain has one proprietary fund type, Enterprise funds which are the Golf, Water, Sewer and Storm Funds.

PUC: Public Utilities Commission regulates electric, natural gas and telephone service. The Commission ensures that utilities provide safe, adequate, reliable service at fair, reasonable rates.

Reserve Fund Balance: The portion of a fund's balance that is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Revenue: The taxes, fees, charges, special assessments, grants, and other funds collected and received by the City in order to support the services provided.

Risk Management: An organized attempt to protect an entity's assets against accidental loss in the most economical manner, and programs to minimize worker injury and supervisory actions to limit City liability.

R-O-W: Right of Way.

SCADA: Supervisory Controlled and Data Acquisition System, is a computer system for gathering and analyzing real time data. SCADA systems are used to monitor and control a plant or equipment. The City of Ontario uses SCADA in the water and sewer utilities.

Special Assessment: A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

Special Revenue Fund: Special Revenue funds are used to account for resources and expenditures which are designated by law or contractual agreement for specified functions or activities and are legally required to be accounted for in a separate fund.

Tap Fee: The fee paid by new development to hook up to the City's water or sewer system to contribute to financing water and sewer facilities to meet the needs of increased population.

Transfers: Amounts distributed from one fund to finance activities in another fund. Transfers are shown as expenditures in the originating fund and as revenues in the receiving fund.

Unreserved Fund Balance: The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.