



2018-2019 ADOPTED BUDGET

ONTARIO, OREGON





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BUDGET COMMITTEE

City Council

Ronald Verini, Mayor
Norm Crume, Council President
Dan Capron
Ramon Palomo
Tessa Winebarger
Marty Justus
Betty Carter

Lay Members

Darin Bell
Michael Braden
David Armstrong
LeRoy Cammack
John Hall
Bob Quinn
Judy Snyder

CITY OFFICIALS

Adam Brown, Budget Officer
Tori Barnett
Terry Leighton
Cal Kunz
Debbie Jeffries
Dan Cummings
Sheri Smith

Cliff Leeper
Betsy Roberts

Kari Ott

City Manager
City Recorder
Fire Chief
Police Chief
Recreation Manager
Community Development Director
Technology Supervisor

CH2M, Public Works Director
CH2M, Engineer

Finance Director

CITY OF ONTARIO, OREGON
444 SW FOURTH STREET
ONTARIO, OREGON 97914



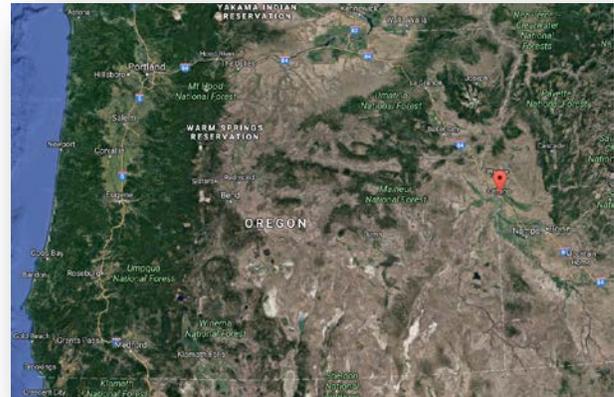
Ontario Historic and Community Information

Population: 11,465

Date of Incorporation: 1899

Form of Government: Council/Manager

The City is served by a six-member City Council and Mayor that are all elected to four year terms. A full-time City Manager administers the affairs of the City for the Council. The Council meets 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 city wide.



Historic: 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, sidewalks were made of boards, and the town was a major shipping point for stock. Cattlemen and their employees availed themselves of the handful of saloons, two stores, and 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 town site on the railroad's right of way. He also recognized the town needed water, and negotiated with the stockholders of the Nevada Ditch Company to extend their ditch to the new town site for its first crops of hay and grain. The town soon outgrew the supply, and it was not until the spring of 1897 that ditches were made down both sides of Oregon Street, and trees were planted alongside them to shade the street.



Community Description

The Oregon Short Line was built from Granger to Huntington in 1883. A station was established in Ontario in the winter of 1884-85. The largest stockyards were established on the Ontario Short Line 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, so two or three trainloads were forwarded daily and cattle came from as far inland as Crook County.



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

Morfitt built a store, the first in town, and his father built the first residence in Ontario in 1883. The following year, 1884, a post office was granted south of town. The first Ontario City Hall was located directly west of where the post office sits today. Ten years later, in 1894, the first schoolhouse was

erected with about 50 children in attendance.

With each coming year, the town continued to grow in size. In January 1895, the Ontario News reported: Ontario has made the most growth, in proportion to population, than any other town on the Oregon Short Line. Just a year earlier the population was 105, but now, in 1895, it exceeded 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. The first city officials elected were Mayor E.H. Test, along with Councilmen J.T. Clement, H.T. Husted, J.A. Lackey, G.A. Pogue, E.C. Bunch and J.M. Brown. Also elected was City Recorder was G.W. Mellinger, A.W. Porter as Treasurer, and L.H. Moore was named City Marshall. With no city building available, most of the meetings were held in available business locations. During Test's administration, the first jail was built for \$100. The first order of business was passage of Ordinance No. 1, regulating the sale of alcohol in 'less quantity than one gallon.' Ordinance No. 2, adopted October 29, 1896, established the date, time and location of City Council Meetings. Ontario became incorporated February 11, 1899.

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



Community Description

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

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 remained at that location for seven years. The first librarian was 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 barely 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. Horses were the only ones still able to make it through the town's muddy streets.

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.

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. There is a mean temperature of 53° that seldom drops below zero in winter or above 100° in the summer months.



The Snake River is the Eastern Boundary of Ontario

Water collected in the streams and reservoirs from higher watersheds now provides irrigation, 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. Even today, Ontario remains a leader in produce packing and agriculture.



Community Description

Ontario has five major highways. Interstate 84 North with three 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.

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.

The Ontario public school system has five elementary schools, one state-sponsored charter school, one middle school 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, and is located in the center of the City.

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 recreation program, parks, baseball parks, lighted baseball fields and a 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%), and 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, Ontario's population is 11,465 and the City serves as a commercial hub for the Treasure Valley. The City Limits take in 4.53 square miles, and the Urban Growth Boundary covers 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.

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.)



City of Ontario, Oregon Budget Message

Fiscal Year 2018-2019

To the Honorable City Council and Budget Committee:

On behalf of the staff of the City of Ontario, I present to you a budget for the fiscal year (FY) beginning July 1, 2018 and concluding on June 30, 2019. The City continues to live within its means. A sales tax initiative was voted down by the citizens and we are therefore required to continue to live within existing revenues, which means cuts to services. Budget preparation was difficult this year. Staff produced four full budgets and an outline for a fifth based on potential revenue changes. Our philosophy in creating the budget was to use the fund balance over our minimum reserve to pay down debt and fund a budget that could be sustained in future years.

At a point where we are in need of adding to essential services like police and fire protection, we are in a position where we cannot sustain even what we have under the current revenue structure. We began the 2017-2018 fiscal year with a structural operating debt of \$900,000 in the General Fund and \$600,000 in the Street Fund. Property tax revenues were a little better than anticipated which improved our financial position coming out of FY 2018 and going into FY 2019.

Personnel Changes

Original proposed cuts to balance out the 2018-2019 Budget included eliminating one Police Officer position, one and one-half Code Enforcement Officers, and one Firefighter, along with the entire Recreation Department. The Budget Committee recommended to the Council that one Police Officer position and both the full and part time Code Enforcement Officers be eliminated. In lieu of the Firefighter position, it worked out, through attrition, we would reduce the Fire Department Administrative Assistant to part-time. Two Police Officers are being saved by the addition of a \$5 public safety fee.

The Recreation Department was initially cut by the Budget Committee. A request was made by a citizen, and honored by the Budget Committee, to fund the Recreation Department for six months so that a ballot initiative could be voted on in November to create a Recreation District.

Additionally, the Human Resources Manager position was moved under City Administration and the job description restructured to reduce the cost by \$21,000. The idea is to get an early career professional that can not only manage the HR functions, but also assist the City Manager in other data gathering, research, grant writing, staffing of Revitalize Ontario, and programmatic opportunities.



PERS

Recognizing a significant challenge in both state and local government, the State Legislature and Governor worked to approve Senate Bills 1529 and 1566 which authorized a program to match local government contributions to a PERS side account by 25% from the State of Oregon. The Fiscal Year 2017-2018 wrapped up with \$438,000 in savings. With the 25% match the city could pay down the PERS liability by \$547,500 with just FY2017 carryover. The Budget Committee met in February of 2018 to discuss the FY2017 carryover and agreed to support using the \$438,000 toward the state matching program.

To increase the amount of funds matched by the State of Oregon, we recommended using our fund balance over \$1.5 million, which is \$511,000, to also be placed in the PERS Side Account which would generate another \$638,750 to pay down the \$10.9 million PERS liability. In total our contribution of \$949,000 will generate a total pay down of our debt by \$1,186,250. We have been told that commitment of funds to the side account could have an impact on our next biennium estimates. That could be manifest in a reduction of our annual required contribution or in a smaller increase than projected.

Additionally, over the past year and a half we have talked about the unintended consequence of PERS costs attributable to former Public Works employees. The burden of these employees has been transferred to remaining employees in the general fund as a result of privatization. The retirement commitment to former Public Works is still required to be made for those vested in PERS. Consequently our rate increases over the last biennium were the largest in the state.

We have come up with a formula to defend the percentage of PERS debt attributable to former Public Works employees. That debt costs can be paid to the General Fund to pay for the annual required contribution to PERS. As we pay down debt and make annual required contributions, we can track payments so that they are shared fairly across funds.

Capital Plan

With a lurking increase to the Public Employees Retirement System of \$230,000 in FY 2020, the Budget Committee recommended using approximately that much out of current year's revenues for capital, so that we had a sustainable General Fund budget that could continue in the next fiscal year. Consequently an appropriation of \$198,000 was designated toward the South Oregon Street ADA Compliance and Resurfacing Project. This project includes repaving of the roadway and replacement of old crosswalk ramps to ADA compliant replacements. Funds were used from the Public Safety Fund to cover the cost of the ADA compliant ramps. This road has already started to develop grooves in the roadway and is near a point of degradation where the base would need to be replaced.



Completing this project this year will save significant future costs that would otherwise be required if delayed.

To grow our tax base steadily, we must continue to add amenities people want in a community. We have planned to use multi-purpose trail money, designated specifically by state law for this use, to fund the Treasure Valley Connector Trail which will connect Lions Park to SW 14th Avenue. We will use approximately \$104,000 in trail money to leverage other grants. We are working with Treasure Valley Community College and the Ontario 8C School District to maximize the trail funds.

There are exciting changes at the Ontario Municipal Airport that will return dividends for Ontario in years to come. Treasure Valley Community College is completing their first year of a new aviation program. Enrollment for the second year looks promising. For the college, the Airport Manager has been creating a glider turf landing strip that will be used by not only the college, but will also draw in back country pilots. With revenue derived from the sale of fuel at the Airport, the more planes we have using the airport, the more sustainable it can operate. We are also working on a way to cash flow leasable hangers to answer the current demand.

In terms of Capital, it is important to note what is not accomplished in this budget. We are not keeping up with street maintenance, chip sealing, and curb replacement at a sustainable level. Not keeping up with the present maintenance will multiply the costs in the future.

Transparency

We continued our effort to be more transparent to the public this past year by multiple initiatives. The Civic Clerk platform has allowed for video coverage of all of our meetings. Our packets and materials are more accessible to the public, the Council, and staff with the Civic Clerk agenda system.

This past spring the city rolled out OpenGov, a platform that provides total financial transparency from a computer or mobile device to our entire citizenry. This platform provides greater access to department finances for Managers, which they did not have previously.

Lastly, we kicked off the NextDoor App. NextDoor is growing in use across the country. It's a way to connect neighbors and also public agencies. Since I established my neighborhood, three other neighborhoods have been established. The hope is that the entire city will connect and the City of Ontario can work with neighbors as issues arise. Already in one neighborhood, they have talked about lost dogs, speeding, car burglaries, and gas line installs. This could be a very promising way to connect with people in homes and businesses throughout the city.



The City Council established a Diversity Advisory Committee to improve conversations with members of our community that are not currently involved. Several non-profit agencies collaborated with us to create this new committee which launched in June of 2018.

Efficiency

We have saved money in a variety of ways this year. We have saved money by delaying the refilling of positions for extended periods. We refunded bonds in the Water and Waste-Water Funds to save about \$40,000 a year or \$600,000 over the remaining life of the loans. We saved over \$60,000 by rewriting the Parks Master Plan in house and by doing so also made ourselves eligible for several hundreds of thousands of dollars in future grants by having an updated plan.

We applied for a grant, but were rejected from the Oregon Parks and Recreation Department, for assistance on the splash pad project in 2017 because our City Parks Plan was 15 years old. We completed a revision with city staff and the public to become eligible for this year’s funding saving the city \$60-\$80,000. We have, once again, applied for a \$283,200 grant to build bathrooms at the splash pad. This project will be completed without the use of any General Fund money.

Strategic Planning

We picked back up on the strategic planning efforts in October of 2017. We collaborated with an extensive list of partners from organizations and businesses around our community. Pairs of individuals from the steering team conducted over 30 focus groups between October and February. This engaged several hundred members of our community in a visioning process for Ontario. Work plans are now being created.

Lastly we have demonstrated our CORE values of efficiency and openness by strengthening our performance measurement. Each department has identified performance measures to be accountable to the public. We will continue to do all we can to keep this community safe, prosperous, and enjoyable for all who live, work, or play here.

Sincerely,

Adam J. Brown
City Manager

Strategic Planning Partners

- Ontario 8C School District
- Four Rivers Cultural Center
- Oregon Food Bank
- Malheur County Fair
- Euvalcree
- St Alphonsus Hospital
- Lifeways
- State Department of Human Services
- Faith Community
- Malheur Co. Department on Aging
- Worksource Oregon
- Revitalize Ontario
- Private Business
- Community in Action
- Chamber of Commerce
- Four Rivers Charter School
- Boys and Girls Club
- Treasure Valley Community College



The Budget Process

1. **Appoint Budget Officer.** As designated in the City’s Charter, the budget officer is the City Manager. **ORS 294.331**
2. **Prepare Proposed Budget.** The budget is prepared under the direction of the City Manager. **ORS 294.331**
3. **Publish Notice of Budget Committee Meeting.** The notice of budget committee meeting is published twice in The Argus Observer separated by no less than 5 days with the first publication being no later than 30 days prior to the meeting and the final publication being no earlier than 5 days prior to the first meeting. Alternatively, one publication in The Argus Observer not more than 30 days prior plus posting on the City’s website not more than 10 days prior to the budget committee meeting. Newspaper notice must contain Internet Website address at which the notice is posted. **ORS 294.426**
4. **Budget Committee Meets.** When the proposed budget is provided to the budget committee members, it then becomes a public record and a copy is available for public inspection at City Hall (444 SW 4th Street). The proposed document can be distributed at any point prior to the first meeting. The budget message, which is delivered at the first meeting, explains the proposed budget and significant changes in the City’s financial position. The budget committee may meet as many times as necessary to go through the budget and make any revisions they deem appropriate. Budget committee meetings are open to the public. **ORS 294.426**
5. **Budget Committee Approves Budget and Authorizes the Levy of Taxes.** When the budget committee is satisfied with the proposed budget, including any revisions, it is then approved. **ORS 294.428**
6. **Budget Summary & Notice of Budget Hearing Published.** After the budget has been approved by the budget committee, a budget hearing must be held and a summary of the budget must be published in The Argus Observer 5 to 30 days prior to the scheduled hearing date. **ORS 294.438 & ORS 294.448**
7. **Budget Hearing.** The purpose of the budget hearing is to listen to citizens’ testimony on the budget approved by the budget committee. **ORS 294.453**
8. **Adopt Budget, Make Appropriations & Levy Tax.** The resolution to formally adopt the budget must occur no later than June 30. This resolution, when signed, gives the City the authority to spend the funds appropriated in the Adopted Budget beginning with the new fiscal year (July 1). **ORS 294.456**
9. **File Budget & Certify Levy.** The City must deliver two copies of the Adopted Budget to the County Assessor for filing and certification of the tax levy by July 15.
10. **File Complete Budget Document.** The City must deliver a complete copy of budget document to the Malheur County Clerk by September 30. **ORS 294.458**

When the above steps are completed and the new fiscal year has begun, the City is limited to spending only the amounts appropriated in the Adopted Budget. If it becomes necessary to exceed those amounts, the City will either need to make appropriation transfers or prepare a supplemental budget.

TRANSFERS – Appropriation transfers enacted by a Resolution must be 15% or less of appropriations and can be made from any fund to another fund.

SUPPLEMENTAL BUDGETS – The City may amend the current budget by adopting a supplemental budget at a regular public meeting which was published not less than 5 day prior if the expenditures being adjusted are 10% or less than the annual budget of the fund being adjusted. If the expenditures are greater than 10%, the supplemental budget must be published and a special hearing held. **ORS 294.471**

The final phase of the budget process is an audit of the previous fiscal year. The auditor examines the financial record and activities of the City and prepares an audit report. The audit report includes financial statements and the auditor’s opinion of the financial statements. The report also contains the auditor’s comments on the City’s compliance with legal requirements.

City of Ontario, Oregon

2018-2019 Budget Calendar

Departments Prepare Requested Budget Documents	January 2 through February 9, 2018
Preliminary budget committee meeting	January 2018
Departments Turn in Budget Documents to Finance	February 9, 2018
Finance Prepare Requested/Proposed Budget	February 9 through March 9, 2018
Proposed Budget Reviewed with Departments	March 10 through March 24, 2018
Proposed Budget' prepared by City Manager and Finance for Budget Committee	March 25 through April 10, 2018
Publish First Notice of Budget Committee Meeting (5 to 30 days before meeting)	April 10, 2018
Proposed Budget made available to Budget Committee and Public	April 20, 2018
Publish Second Notice of Budget Committee Meeting (5 days before meeting)	April 17, 2018
Budget Committee Meetings (Budget Committee approves budget) (Budget Committee approves state revenue sharing)	April 24 through April 26, 2018
Prepare Budget Summary	April 27, 2018 through May 25, 2018
Publish Budget Summary and Notice of Budget Hearing (5 to 30 days before hearing)	May 28, 2018
Public Hearing by City Council	June 7, 2018
City Council Adopts Budget, Makes Appropriations, Imposes Taxes, and Categorizes Taxes, Election to Receive State Revenues	June 7, 2018
Certify Taxes to County Assessor	By July 15, 2018
File Budget Document with County Clerk	By September 30, 2018



City of Ontario

Description of Budgeted Categories

<i>Budget Category</i>	<i>Description with actual examples and/or (definition)</i>
<u>REQUIREMENTS</u>	
Personnel Services	Salaries, Overtime, Seasonal & Temporary, and associated Fringe benefits such as Social Security, PERS Retirement, Health and Life Insurance.
Materials & Services	Costs such as Utilities, Parts & Supplies, Professional Services, Training & Education, Insurance, Postage, Small Tools & Equipment, Repairs & Maintenance, etc.
Capital Outlay	Acquisition or construction of buildings, improvements, machinery, equipment and land with a cost of \$5,000 or more and a life expectancy of more than one year.
Debt Services	Dollars set aside for repayment of principal and interest obligations.
Interfund Transfers	Amounts distributed from one fund to finance activities in another fund shown as an expenditure in the originating fund and as a revenue in the receiving fund.
Contingency	Money budgeted and appropriated and must be transferred to another appropriation by resolution or supplemental budget before it can be spent.



Description of Budgeted Categories

Reserved for Future

Dollars that are not appropriated that identifies funds to be “saved” for use in future years. A supplemental budget is required to expend these funds in the current budget year.

Unappropriated

Dollars that cannot be spent or appropriated until the following budget year, except in an emergency situation created by civil disturbance or natural disaster.

Debt

DEBT SERVICE 2018-2019						
FUND	DESCRIPTON	ORGINAL AMOUNT	BALANCE JULY 1	2018-2019 PAYMENT	BALANCE JUNE 30	LAST PAYMENT DUE
WATER FUND	OECD WTP Upgrade	2,717,515.00	2,717,515.00	252,375.17	2,567,199.00	12/1/2033
SEWER FUND	State Revolving Fund # 70612	2,728,386.00	290,660.00	201,960.00	98,649.00	7/1/2019
	OECD WW Improvement Project	2,772,333.00	2,772,333.00	272,815.95	2,601,398.00	12/1/2031
	Total Sewer Fund	5,500,719.00	3,062,993.00	474,775.95	2,700,047.00	
DEBT FUND	LID 44 & 45	830,650.00	83,065.09	58,664.66	27,688.43	9/1/2019
STREET FUND	STREET SWEEPER LEASE	298,850.00	121,118.38	63,175.54	61,394.71	4/18/2020
	Total Debt	9,347,734.00	5,984,691.47	848,991.32	5,356,329.14	

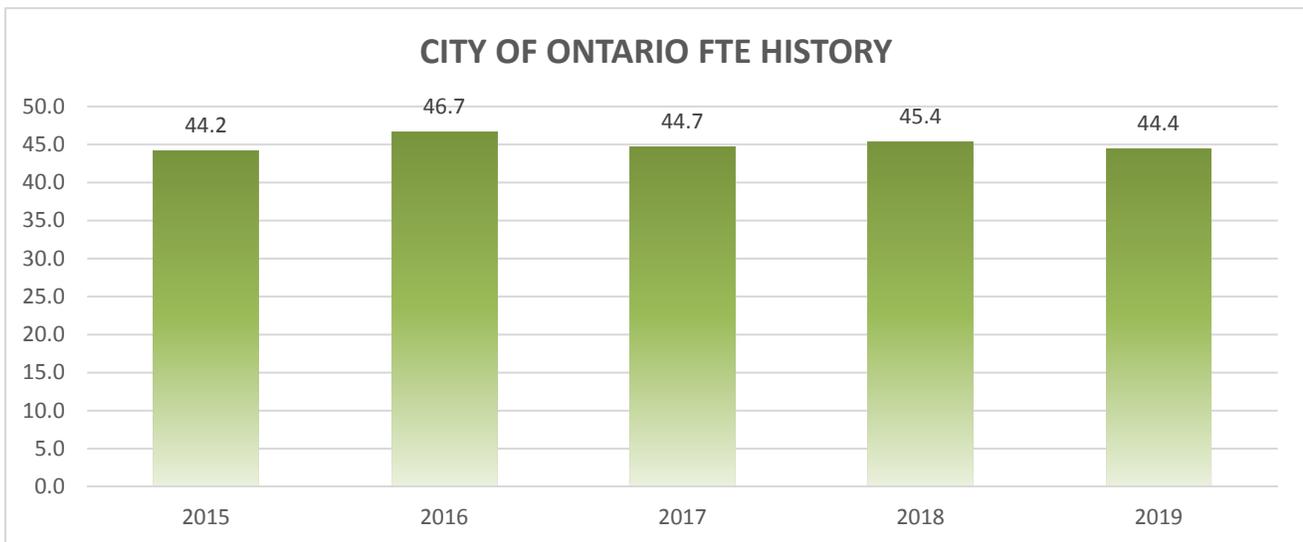


Personnel Summary

Department	2016	2017	2018	2019
Administration	1.5	3	3	4
Human Resources	1	1	1	0
Community Development	1.1	1.1	1.1	1.1
Finance	3	0	0	0
Fire	10	10	10	9.5
Code Enforcement	1.5	1.5	1.5	1
Police	24.15	24.15	24.15	24.15
Recreation	1.5	2	2	2
Technology	1.05	1.05	1.05	1.05
Total General Fund	44.8	43.8	43.8	42.8

Building Fund	0.9	0.9	0.9	0.9
Airport Fund	0	0	0.7	0.7
Public Works	1	0	0	0

Grand Total	46.7	44.7	45.4	44.4
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RESOLUTION 2018-123

A RESOLUTION ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2018-2019

WHEREAS, The City of Ontario Budget Committee held advertised public hearings on April 24, 25, 26 and May 8, 2018 to review the proposed budget; and

WHEREAS, The Budget Committee approved a revised budget to review by the Ontario City Council; and

WHEREAS, The City Council having held an advertised public hearing on June 7, 2018, wishes to adopt the approved budget as recommended.

NOW THEREFORE, BE IT HEREBY RESOLVED that the Ontario City Council hereby adopts the annual budget for Fiscal Year 2018-2019 in the total of \$29,515,585 now on file at Ontario City Hall.

BE IT RESOLVED that amounts for the annual budget for the fiscal year beginning July 1, 2018, and for the purposes shown below are hereby appropriated as follows:

001 - GENERAL FUND	Appropriated Budget 2018-2019
Personnel Services	\$4,954,105
Materials & Services	2,486,747
Capital Outlay	12,500
Interfund Transfers	294,557
Contingencies	205,653
TOTAL REQUIREMENTS.....	\$7,953,562
* <i>Unappropriated Ending Fund Balance</i>	<i>\$1,500,000</i>

005 - GOLF COURSE FUND	Appropriated Budget 2018-2019
Interfund Transfers	\$6,000
TOTAL REQUIREMENTS.....	\$6,000

010 - GRANT FUNDS	Appropriated Budget 2018-2019
Capital Outlay	\$386,476
TOTAL REQUIREMENTS.....	\$386,476

027 – BUILDING FUND	Appropriated Budget 2018-2019
Personnel Services	\$89,981
Materials & Services	63,494
Contingencies	39,000
TOTAL REQUIREMENTS.....	\$192,475

030 - CAPITAL PROJECTS FUND	Appropriated Budget 2018-2019
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Materials & Services	\$2,000
Capital Outlay	1,477,704
Contingencies	2,395,832
TOTAL REQUIREMENTS.....	\$3,875,536

031 - SDC FUND	Appropriated Budget 2018-2019
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Capital Outlay	\$340,221
TOTAL REQUIREMENTS.....	\$340,221

035 - DEBT SERVICE FUND	Appropriated Budget 2018-2019
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Debt Service	\$58,665
Contingencies	22,715
TOTAL REQUIREMENTS.....	\$81,380

045 - STREET FUND	Appropriated Budget 2018-2019
--------------------------	----------------------------------

Materials & Services	\$1,734,609
Capital Outlay	447,200
Debt Service	63,176
TOTAL REQUIREMENTS.....	\$2,244,985

050 - TRUST FUNDS	Appropriated Budget 2018-2019
--------------------------	----------------------------------

Materials & Services	\$623,075
Interfund Transfers	13,750
TOTAL REQUIREMENTS.....	\$636,825
* <i>Unappropriated Ending Balance</i>	<i>\$156,655</i>

055 - RESERVE FUNDS	Appropriated Budget 2018-2019
----------------------------	----------------------------------

Personnel Services	\$149,682
Capital Outlay	506,818
Interfund Transfers	11,784
Contingencies	1,389,863
TOTAL REQUIREMENTS.....	\$2,058,147
* <i>Reserved for Future Expenditures</i>	<i>\$302,429</i>

060 - REVOLVING LOAN FUND	Appropriated Budget 2018-2019
----------------------------------	----------------------------------

Materials & Services	\$546,834
TOTAL REQUIREMENTS.....	\$546,834

065 – AQUATIC DONATIONS FUND		Appropriated Budget 2018-2019
Transfers		\$25,814
TOTAL REQUIREMENTS.....		\$25,814

105 - WATER FUND		Appropriated Budget 2018-2019
Personnel Services		\$600
Materials & Services		2,040,314
Capital Outlay		532,000
Debt Service		270,816
Interfund Transfers		312,334
Contingencies		1,360,394
TOTAL REQUIREMENTS.....		\$4,516,458

110 - SEWER FUND		Appropriated Budget 2018-2019
Personnel Services		\$600
Materials & Services		2,032,659
Capital Outlay		335,950
Debt Service		454,336
Interfund Transfers		284,340
Contingencies		2,230,725
TOTAL REQUIREMENTS.....		\$5,338,610

115 - STORM SEWER FUND		Appropriated Budget 2018-2019
Personnel Services		\$25
Materials & Services		85,202
Capital Outlay		138,000
Interfund Transfers		10,493
Contingencies		382,261
TOTAL REQUIREMENTS.....		\$615,981

120 – AIRPORT FUND		Appropriated Budget 2018-2019
Personnel Services		\$50,739
Materials & Services		\$50,505
Capital Outlay		17,568
Transfers		4,164
TOTAL REQUIREMENTS.....		\$122,976

125 – AQUATIC FUND		Appropriated Budget 2018-2019
Materials & Services		\$60,000
Capital Outlay		513,305
TOTAL REQUIREMENTS.....		\$573,305

Total Appropriations, All Funds	\$29,515,585
*Total Unappropriated and Reserve Amounts, All Funds	\$1,959,084
TOTAL ADOPTED BUDGET	\$31,474,669

IMPOSING THE TAX

BE IT RESOLVED THAT THE Ontario City Council hereby imposes the taxes provided for in the adopted budget at the of \$4.8347 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for tax year 2018-2019 upon the assessed value of all taxable property within the district.

CATEGORIZING THE TAX

BE IT FURTHER RESOLVED that the Ontario City Council categorizes the taxes as follows:

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

EFFECTIVE DATE: Effective July 1, 2018.

PASSED AND ADOPTED by the City Council of the City of Ontario this 7th day of June, 2018, by the following vote:

AYES: CAPRON, CRUME, VERINI, PALOMO

NAYES: NONE

ABSENT: WINEBARGER, CARTER, JUSTUS

APPROVED by the Mayor this 7th day of June, 2018.

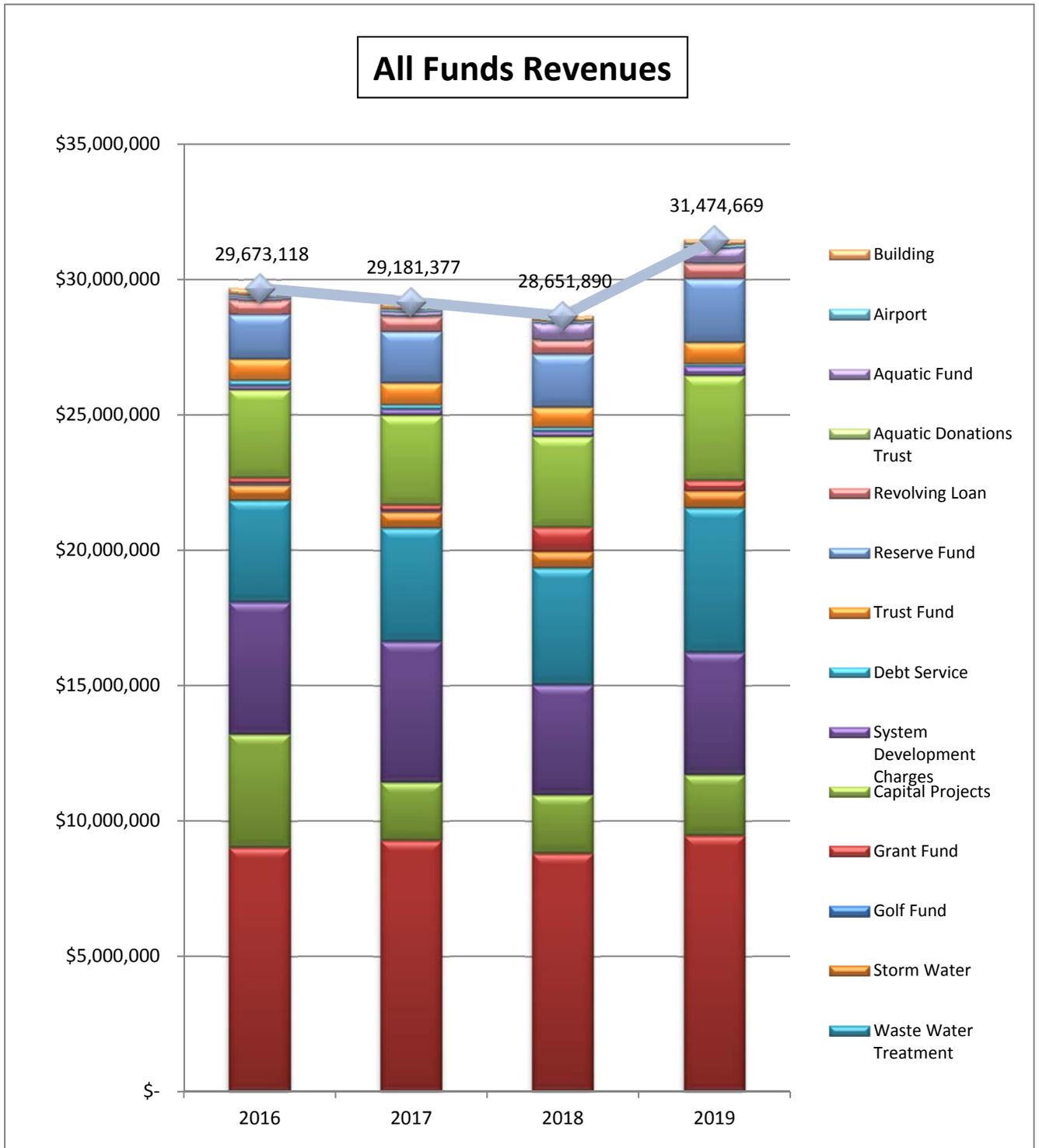
Ronald Verini, Mayor

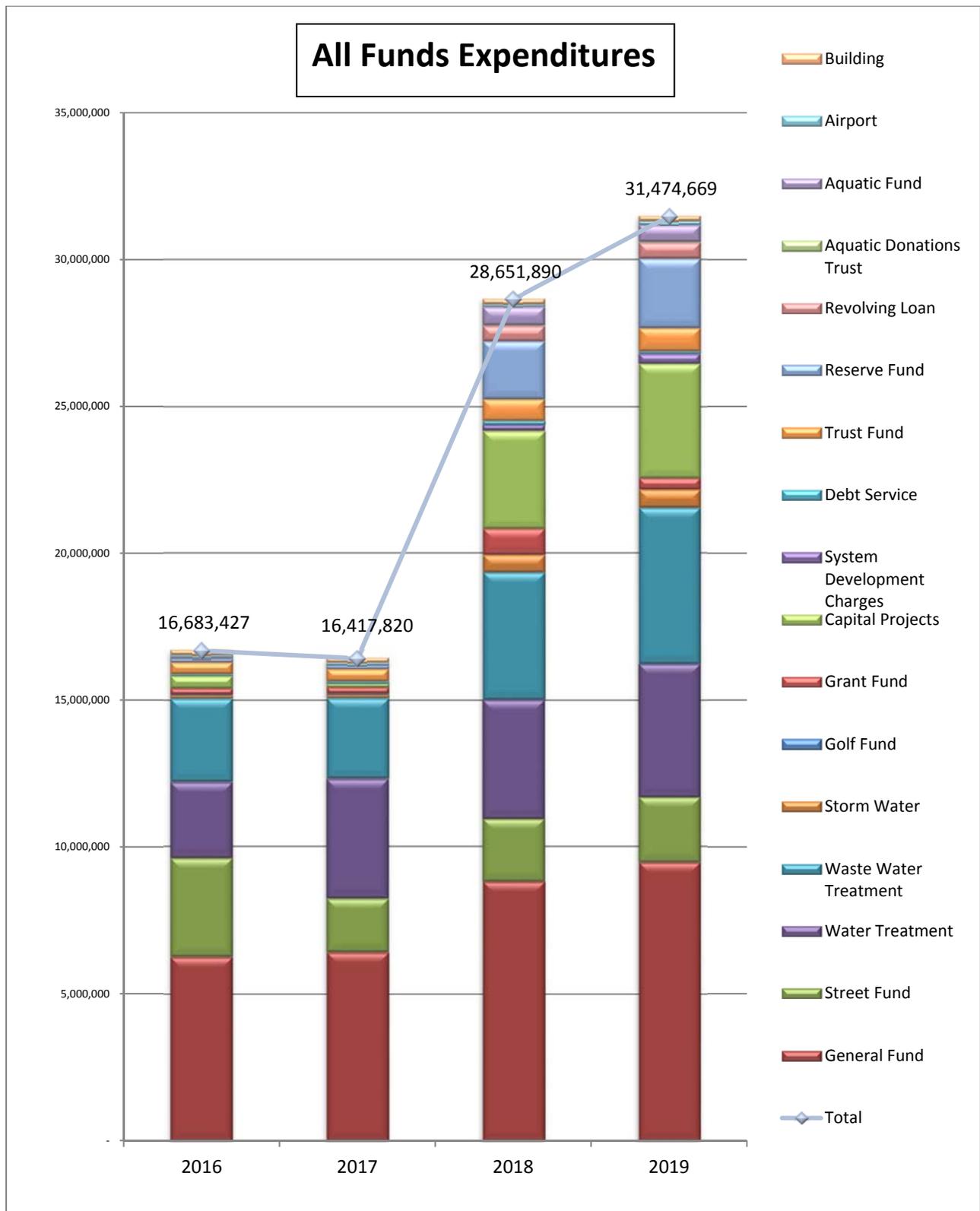
ATTEST:

Tori Barnett, MMC, City Recorder



CITY OF ONTARIO 2018-2019 BUDGET



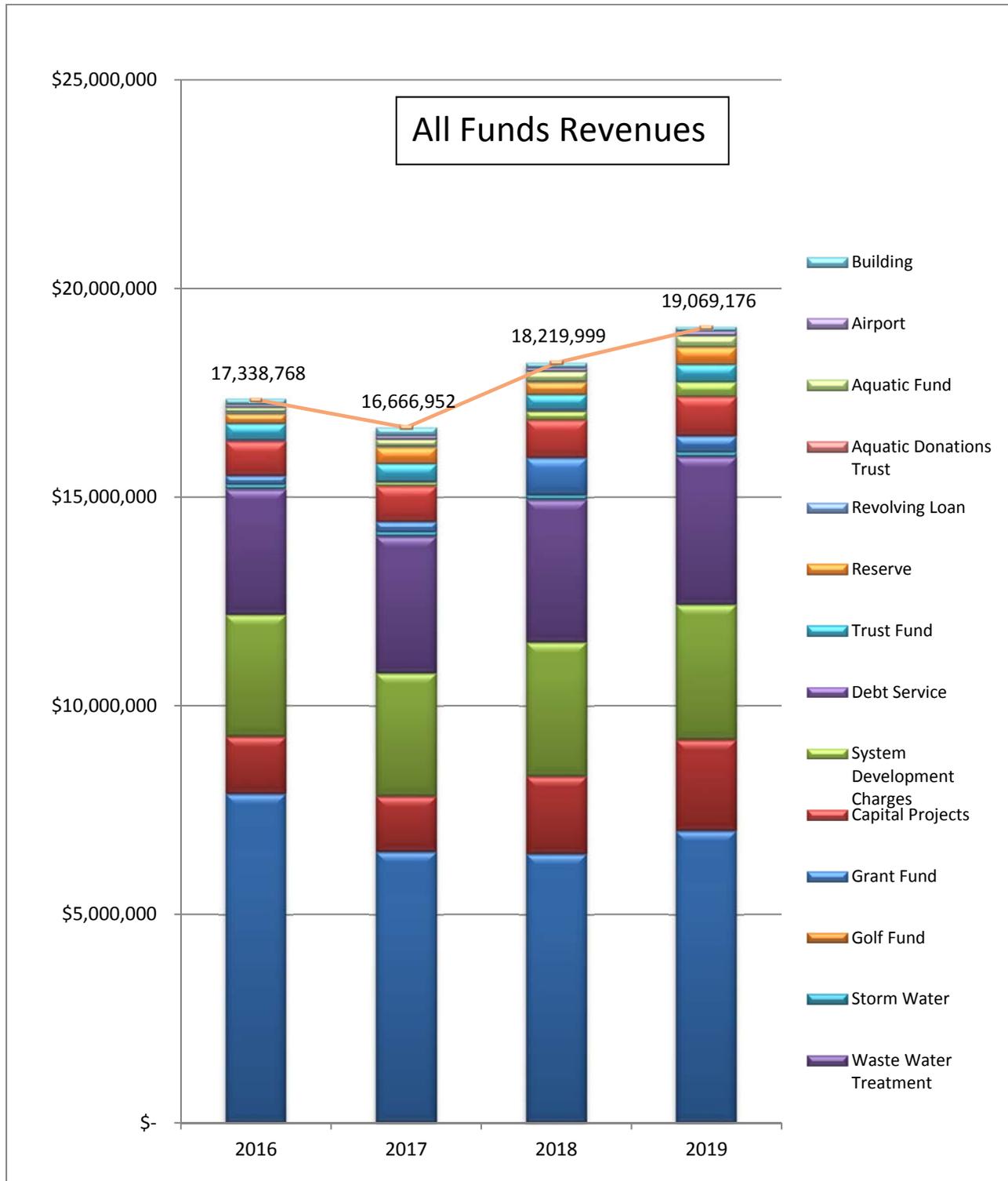


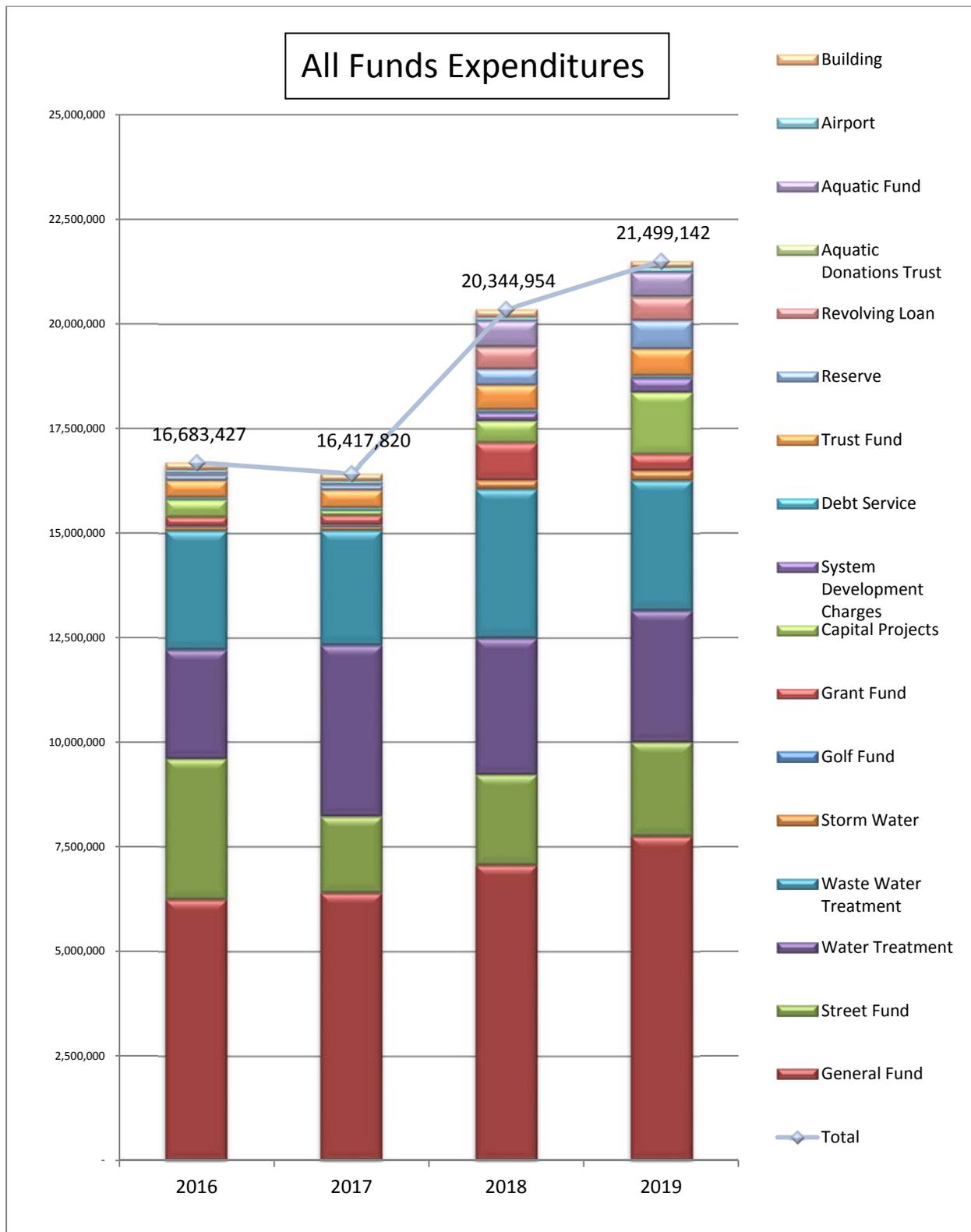


All Funds

Fund	Revenues				Expenses			
	2016	2017	2018	2019	2016	2017	2018	2019
General Fund	9,015,257	9,277,942	8,798,087	9,453,562	6,235,102	6,392,434	8,798,087	9,453,562
Street Fund	4,179,877	2,147,376	2,160,861	2,244,985	3,363,299	1,828,550	2,160,861	2,244,985
Water Treatment	4,862,772	5,195,177	4,054,788	4,516,458	2,618,590	4,106,191	4,054,788	4,516,458
Waste Water Treatment	3,760,460	4,198,865	4,313,783	5,338,610	2,838,161	2,736,702	4,313,783	5,338,610
Storm Water	558,831	581,652	599,123	615,981	85,522	94,389	599,123	615,981
Golf Fund	67,953	46,802	803	6,000	21,150	40,000	803	6,000
Grant Fund	197,862	216,511	895,719	386,476	219,387	224,608	895,719	386,476
Capital Projects	3,258,820	3,308,865	3,343,956	3,875,536	418,303	119,166	3,343,956	3,875,536
System Development Charges	138,574	223,024	202,001	340,221	-	-	202,001	340,221
Debt Service	205,076	167,620	142,330	81,380	55,377	64,084	142,330	81,380
Trust Fund	786,196	802,480	741,012	793,480	406,055	424,910	741,012	793,480
Reserve Fund	1,652,728	1,906,716	1,959,484	2,360,576	119,130	113,697	1,959,484	2,360,576
Revolving Loan	526,682	540,647	516,977	546,834	11,287	7,982	516,977	546,834
Aquatic Donations Trust	25,814	25,814	25,814	25,814	-	-	25,814	25,814
Aquatic Fund	102,052	165,572	623,297	573,305	43,723	17,578	623,297	573,305
Airport	72,447	90,114	85,255	122,976	72,935	75,560	85,255	122,976
Building	261,717	286,201	188,600	192,475	175,405	171,969	188,600	192,475
Total	29,673,118	29,181,377	28,651,890	31,474,669	16,683,427	16,417,820	28,651,890	31,474,669

FUNDS WITHOUT BEGINNING FUND BALANCE, CONTINGENCIES AND UNAPPROPRIATED







All Funds

Fund	Revenues				Expenses			
	2016	2017	2018	2019	2016	2017	2018	2019
General Fund	7,889,788	6,497,786	6,448,087	7,004,117	6,235,102	6,392,434	7,059,384	7,747,909
Street Fund	1,359,564	1,330,798	1,859,013	2,181,985	3,363,299	1,828,550	2,160,861	2,244,985
Water Treatment	2,920,429	2,950,995	3,212,498	3,227,498	2,618,590	4,106,191	3,274,297	3,156,064
Waste Water Treatment	3,008,254	3,276,582	3,417,322	3,543,922	2,838,161	2,736,702	3,554,390	3,107,885
Storm Water	109,027	108,343	107,300	108,300	85,522	94,389	211,795	233,720
Golf Fund	(6,502)	-	-	-	21,150	40,000	803	6,000
Grant Fund	208,238	238,036	895,719	386,476	219,387	224,608	895,719	386,476
Capital Projects	829,148	856,199	907,328	949,399	418,303	119,166	524,923	1,479,704
System Development Charges	-	84,450	202,001	340,221	-	-	202,001	340,221
Debt Service	33,439	29,209	33,475	4,043	55,377	64,084	61,433	58,665
Trust Fund	388,819	422,340	372,900	417,900	406,055	424,910	586,072	636,825
Reserve	232,205	390,899	291,754	417,613	119,130	113,697	383,810	678,284
Revolving Loan	45,668	25,252	24,950	1,034	11,287	7,982	516,977	546,834
Aquatic Donations Trust	814	-	-	-	-	-	25,814	25,814
Aquatic Fund	102,052	165,572	233,297	263,692	43,723	17,578	613,000	573,305
Airport	72,534	90,602	85,255	122,976	72,935	75,560	85,255	122,976
Building	145,292	199,889	129,100	100,000	175,405	171,969	188,420	153,475
Total	17,338,768	16,666,952	18,219,999	19,069,176	16,683,427	16,417,820	20,344,954	21,499,142



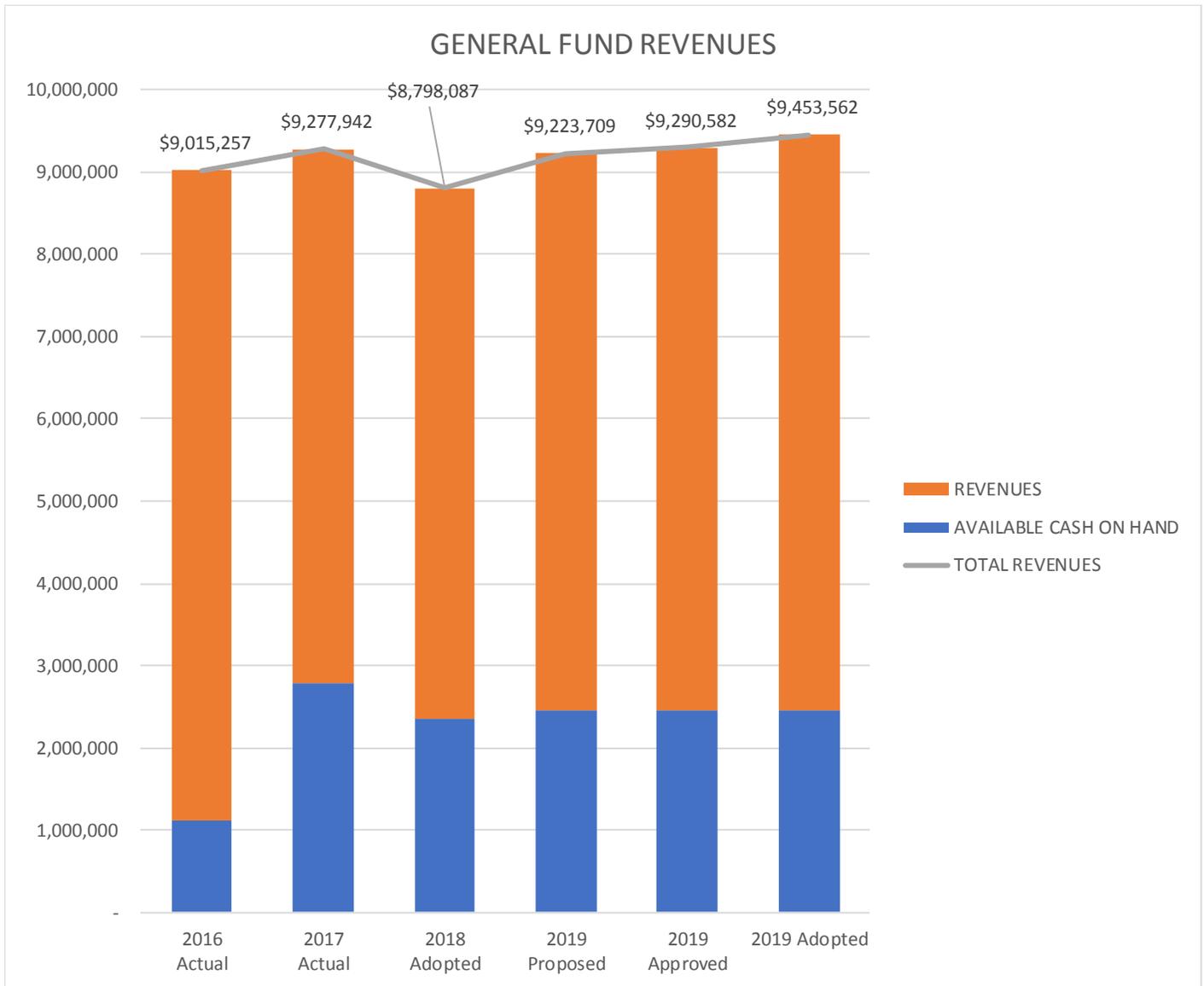
General Fund

Departments

- ✓ Administration
- ✓ Admin Overhead
- ✓ City Council
- ✓ Human Resources
- ✓ Business Registrations
- ✓ Community Development
- ✓ Finance
- ✓ Fire
- ✓ Police Reserves
- ✓ Code Enforcement
- ✓ Police
- ✓ Recreation
- ✓ Information Technology

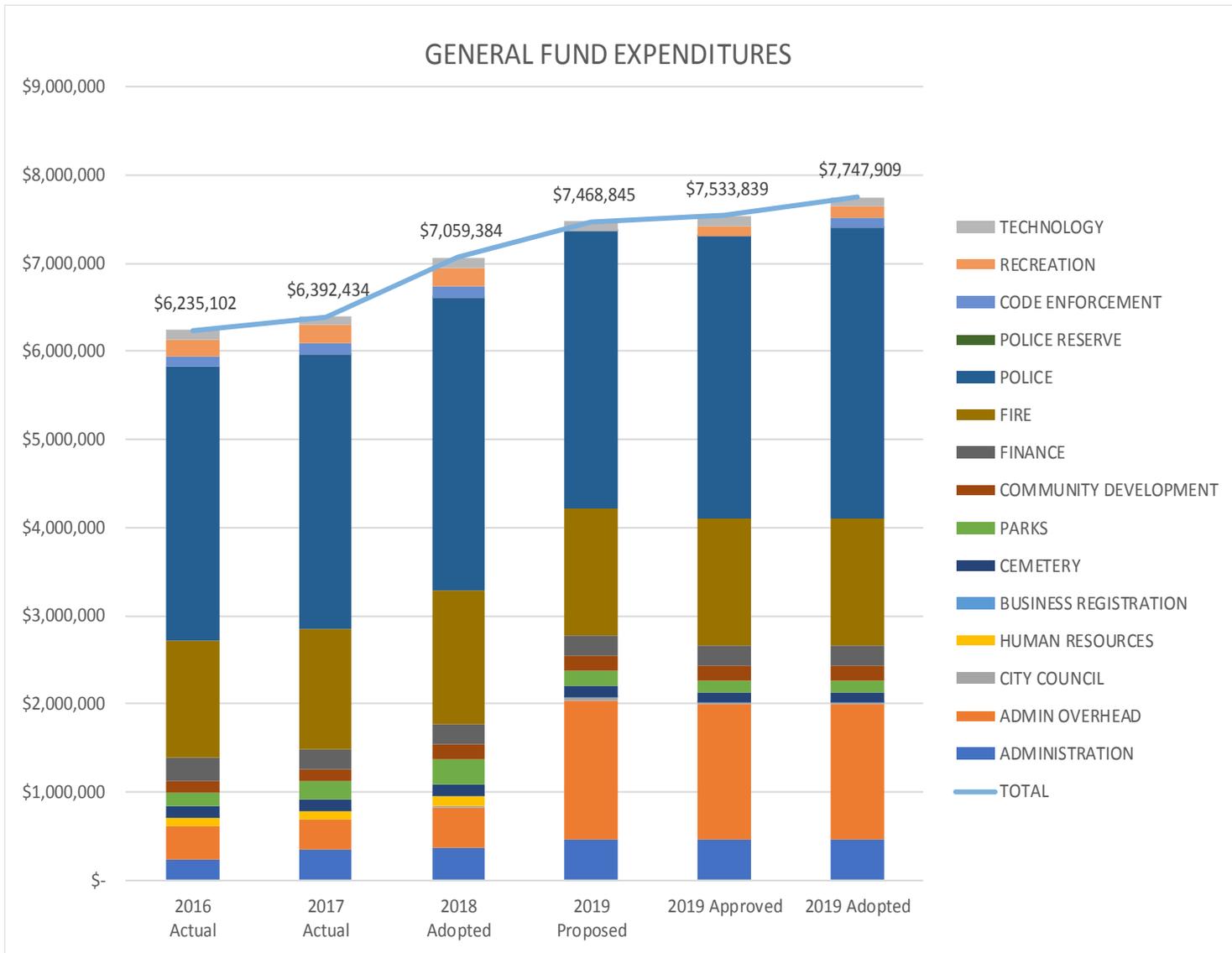
Activities

The General Fund is used to account for programs that are not self-funded. These are services that are provided by the City to its citizens paid by property and other taxes, franchise fees, and other general revenues.





General Fund



Note: Chart above doesn't contain contingencies or unappropriated funds.



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
TOTAL GENERAL FUND						
GENERAL REVENUES	8,439,259	8,788,439	8,225,492	8,605,127	8,605,127	8,751,607
BUSINESS REGISTRATIONS	2,985	2,065	1,700	1,700	1,700	1,700
CEMETERY	75,475	59,185	45,500	51,750	51,750	51,750
PARKS	3,292	1,667	101,900	1,900	51,900	51,900
COMMUNITY DEVELOPMENT	3,370	3,847	1,500	4,300	4,300	4,300
FIRE	139,050	138,224	133,622	134,372	134,372	134,372
POLICE	228,724	194,138	202,475	420,010	420,010	420,010
CODE ENFORCEMENT	12,341	11,495	10,998	4,550	4,550	21,050
RECREATION	110,761	78,882	74,900	-	16,873	16,873
Grand Total	\$ 9,015,257	\$ 9,277,942	\$ 8,798,087	\$ 9,223,709	\$ 9,290,582	\$ 9,453,562
EXPENDITURES						
ADMINISTRATION	230,804	342,988	365,910	470,084	470,084	470,084
ADMIN OVERHEAD	389,662	343,440	448,448	1,570,738	1,526,268	1,526,268
CITY COUNCIL	-	-	25,791	25,292	25,292	25,292
HUMAN RESOURCES	89,069	94,324	106,708	-	-	-
BUSINESS REGISTRATION	609	426	1,100	1,100	1,100	1,100
CEMETERY	123,653	135,415	146,808	138,653	116,418	116,418
PARKS	150,195	209,379	279,252	174,845	130,374	130,374
COMMUNITY DEVELOPMENT	143,863	131,602	171,751	163,760	163,760	163,760
FINANCE	271,514	223,345	228,956	234,857	234,857	234,857
FIRE	1,310,109	1,361,336	1,512,788	1,436,598	1,436,598	1,436,598
POLICE	3,117,116	3,110,791	3,305,140	3,135,112	3,191,666	3,286,782
POLICE RESERVE	-	10,886	2,000	2,000	2,000	2,000
CODE ENFORCEMENT	118,869	120,446	142,829	7,200	7,200	126,154
RECREATION	175,003	208,639	211,129	-	119,616	119,616
TECHNOLOGY	114,636	99,418	110,774	108,606	108,606	108,606
CONTINGENCY	-	-	238,703	254,864	256,743	205,653
ENDING FUND BALANCE	-	-	1,500,000	1,500,000	1,500,000	1,500,000
EXPENDITURE TOTAL	\$ 6,235,102	\$ 6,392,434	\$ 8,798,087	\$ 9,223,709	\$ 9,290,582	\$ 9,453,562



General Fund Revenues

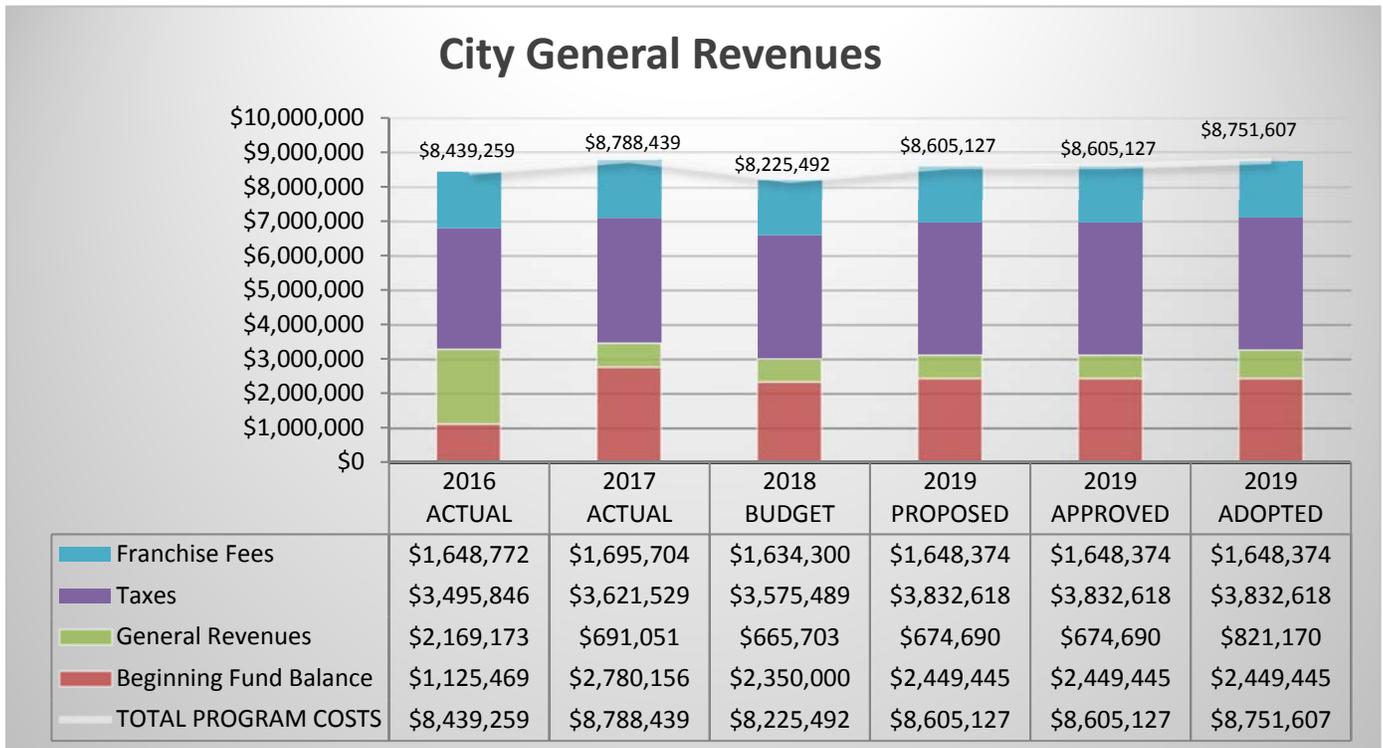
Programs

- ✓ Franchise Fees
- ✓ Property Taxes
- ✓ Alcohol & Cigarette Taxes
- ✓ Administrative Charges
- ✓ Beginning Fund Balance
- ✓ Transfers In
- ✓ Miscellaneous

Activities

The General Revenues are received from miscellaneous local and state sources but are not restricted for specific purposes. These funds are used to finance services provided to citizens by the City of Ontario.

Budget Adjustments

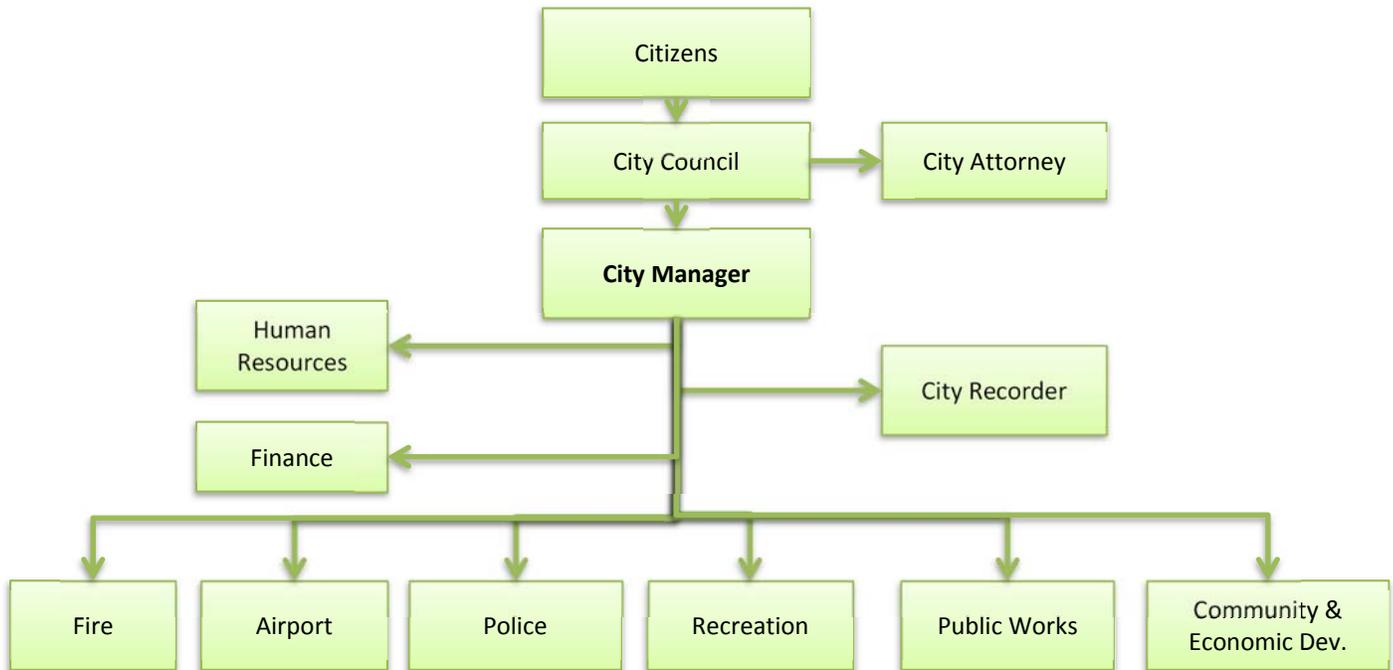




General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
GENERAL REVENUES						
AVAILABLE CASH ON HAND	1,125,469	2,780,156	2,350,000	2,449,445	2,449,445	2,449,445
BAD DEBT RECOVERY	436	-	-	-	-	-
CUSTOMER COPIES	-	6	5	5	5	5
GAMING ADMINISTRATIVE FEE	-	200	100	100	100	100
INTEREST ON DEPOSIT	15,949	26,956	20,000	35,000	35,000	35,000
LAND SALES	13,843	4,219	8,000	5,000	5,000	5,000
LATE FEES & PENALTIES	772	931	750	750	750	750
MISC COLLECTIONS	11,799	28,801	10,000	10,000	10,000	10,000
PUBLIC WORKS REVENUE--FUND 001	431,524	431,524	431,524	431,524	431,524	431,524
STATE REVENUE SHARING	138,917	120,635	128,500	124,887	124,887	124,887
STREET FUND REVENUE-FUND 001	65,624	65,624	65,624	65,624	65,624	65,624
TRANSFER IN	1,489,178	9,920	-	-	-	-
YARD SALE PERMITS	1,130	2,235	1,200	1,800	1,800	1,800
PERS ALLOCATION TRANSFER IN	-	-	-	-	-	146,480
GENERAL REVENUE TOTAL	\$ 3,294,642	\$ 3,471,207	\$ 3,015,703	\$ 3,124,135	\$ 3,124,135	\$ 3,270,615
TAXES						
ALCOHOL BVG LICENSE & FEE	166,942	177,543	173,500	188,355	188,355	188,355
CIGARETTE TAX	16,369	14,570	14,530	14,362	14,362	14,362
MOTEL OCCUPANCY TAX	-	5	-	-	-	-
PROPERTY TAXES - DELINQUE	124,840	118,088	105,000	120,000	120,000	120,000
PROPERTY TAXES CURRENT	3,183,924	3,308,143	3,278,959	3,506,401	3,506,401	3,506,401
PYMT IN LEIU OF TAXES	3,771	3,180	3,500	3,500	3,500	3,500
TAXES TOTAL	\$ 3,495,846	\$ 3,621,529	\$ 3,575,489	\$ 3,832,618	\$ 3,832,618	\$ 3,832,618
FRANCHISE FEE						
CABLE T V	56,552	53,698	48,500	46,000	46,000	46,000
CASCADE NATURAL GAS	161,471	175,604	143,700	150,658	150,658	150,658
IDAHO POWER FRANCHISE	1,293,974	1,314,890	1,303,000	1,305,583	1,305,583	1,305,583
LS NETWORKS FRANCHISE	2,214	4,050	3,100	4,355	4,355	4,355
MALHEUR HOME TELEPHONE	51,328	58,639	53,000	48,000	48,000	48,000
ONTARIO SANITARY SERVICE	83,233	88,822	83,000	93,778	93,778	93,778
FRANCHISE FEE TOTAL	\$ 1,648,772	\$ 1,695,704	\$ 1,634,300	\$ 1,648,374	\$ 1,648,374	\$ 1,648,374
Grand Total	\$ 8,439,259	\$ 8,788,439	\$ 8,225,492	\$ 8,605,127	\$ 8,605,127	\$ 8,751,607

City Administration



Programs

City Manager and City Recorder

Administrative Overhead

Human Resources

City Administration

Activities

The City Manager is hired by the City Council, and serves as the Chief Executive Officer, or head of the executive branch of the local government. He directs, manages, and supervises the administration of city government, following policies established by the City Council. He makes recommendations to the Council, and keeps them up to date on the city's business and financial condition. He is responsible for the day to day operations of the city, for the operation of all city services, personnel, equipment, and resources, and carrying out the policy and direction set by the City Council. He is responsible for hiring and managing all employees, including departmental directors, to carry out Council-directed goals.



The City Recorder is responsible for elections; administers Oaths of Office; is Co-administrator of the city's website; receives and processes public inquires and complaints; responsible for the City Charter; records management; preparing City Council agendas; transcribing/proofing minutes; processing city documents; updates the Ontario Municipal Code and Planning & Zoning Code; is the custodian of official city records and public documents; administers city-wide records management and retention programs; maintains storage of records; attests all city documents; prepares resolutions or ordinances; oversees storage of records; serves as the Agent of Record for the City of Ontario; is the Clerk to the City Council; and assists in preparing the annual departmental budget for the Administration Department and City Council. Processes, files, and distributes cemetery deeds and receipts for Evergreen and Sunset Cemetery; creates and manages documents for transfers, sales, and buy-back of all cemetery deeds; maintains master file database for both cemeteries for all cemetery records. Processes, files, and distributes necessary documentation for the annual Business Registrations; Maintains database for registrations; updates registration data on website. Creates or updates permit application forms and licenses (i.e. Sidewalk Food Vendors, Gaming, Yard Sale, etc.); maintains database for all city committees; prepares notifications for vacancies and subsequent reports for Council for appointment; distributes letters of appointment/reappointment.

The Front Desk Receptionist/Customer Service Clerk performs various customer service and accounting tasks primarily related to utility billing receipts; posts payments to customer accounts; processes permits for park reservations, events, food vendors, and yard sales; processes county burn permits; administers calendars for meetings in city facilities; schedules use of travel vehicles; answers and transfers calls for City Hall; distributes incoming mail; and assists City Hall departments as requested.

Core Values Impact

- ✓ Collaboration
- ✓ Openness and Transparency
- ✓ Respect
- ✓ Efficiency

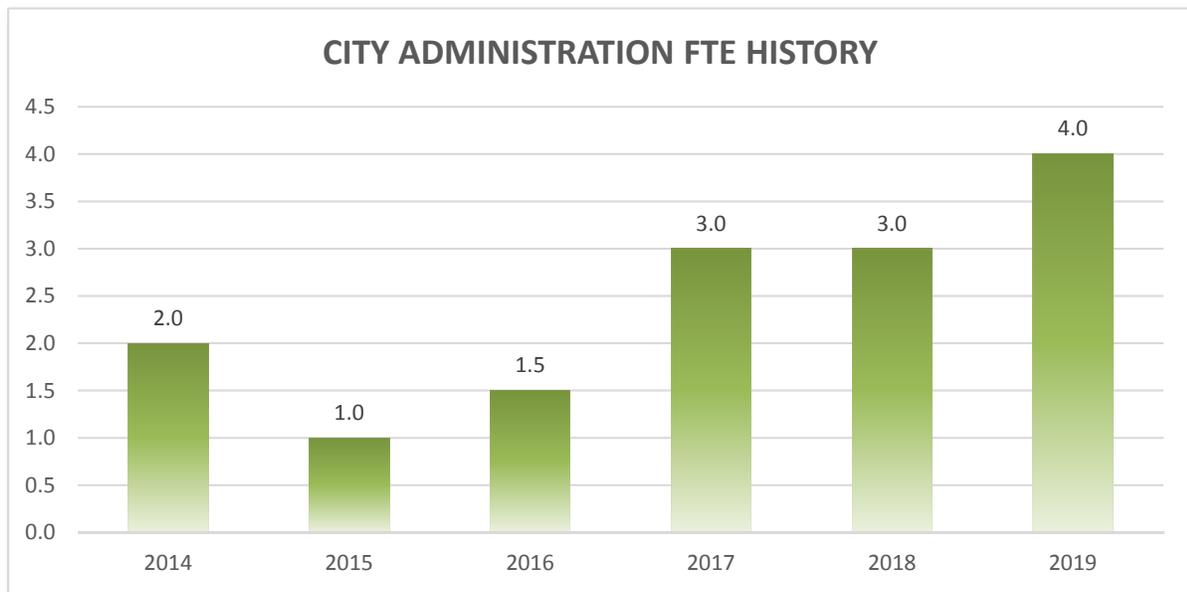
Accomplishments

- ✓ Unmodified independent auditor's report
- ✓ Implemented OpenGov a government transparency initiative and data platform.
- ✓ Re-wrote the city Parks Master Plan
- ✓ Created and Implemented the Housing Incentive Program
- ✓ Began the City Manager's Public Update
- ✓ Began a bi-weekly article in the newspaper

Budget Adjustments

- ✓ Two positions have historically been budgeted in city administration, but with the absence of a permanent city manager, City Administration operated with 1 FTE parts of 2014, one in 2015, and 1.5 in 2016.

- ✓ In 2016-2017 when the finance department was contracted with an outside firm, the front desk employee was moved to administration.
- ✓ The .5 FTE was moved from the City Manager's office to the Recreation Department in July of 2016 to assist with the Recreation programming.
- ✓ The Human Resources Manager position was moved under the City Administration budget for Fiscal Year 2019 to reduce it from a Department Head for a savings in the FY 2018-2019 budget. Re-organizing the job description will result in a lower salaried position with more flexible responsibilities. The net increase will correspond with a decrease in both the previous human resources budget.



City Administration Expenditures



Other Key Indicators

Indicator	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Resolutions Prepared and Approved by City Council	33	48	34	35	30	30
Meetings of the City Council	49	51	28	23	30	30
Ordinances Prepared and Approved by City Council	10	13	8	9	12	10
New Business Registrations Received	0	89	122	23	50	50
Cemetery Documents Prepared	42	57	44	89	55	45
Committee Appointments	11	18	11	10	12	12
Oaths Administered	6	5	10	9	5	5
Special Event Permits Issued	111	67	165	58	70	70
Yard Sale Permits Issued	238	250	275	447	300	300



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,800	3,750	3,600	3,600	3,600	3,600
EMPLR-PAID EMPLR BENEFITS	-	-	10,577	12,887	12,887	12,887
MEDICAL INSURANCE CO-PAY	13,043	42,688	41,460	70,479	70,479	70,479
OVERTIME	-	53	-	-	-	-
PART TIME EMPLOYEES	10,575	10,900	-	-	-	-
RETIREMENT	27,506	27,424	48,147	60,508	60,508	60,508
SOCIAL SECURITY	11,286	16,641	17,670	21,494	21,494	21,494
VACATION/SICK BUYOUT	6,209	2,269	5,266	5,794	5,794	5,794
WAGES & SALARIES	130,662	209,824	211,529	257,729	257,729	257,729
WORKMANS COMP	858	3,040	3,011	525	525	525
PERSONNEL SERVICES TOTAL	\$ 201,940	\$ 316,588	\$ 341,260	\$ 433,016	\$ 433,016	\$ 433,016
MATERIALS & SERVICES						
CELL PHONE	512	698	750	1,220	1,220	1,220
CONTRACT LABOR	-	-	-	-	-	-
DATA PROCESSING	3,661	1,287	1,200	2,000	2,000	2,000
DONATIONS & OTHER CONTRIBUTION	611	213	-	-	-	-
GENERAL SUPP & MAINT	1,101	1,118	1,350	2,850	2,850	2,850
MEDICAL EXAMS	70	-	-	1,948	1,948	1,948
MEETING MEAL EXPENSE	893	995	1,100	1,100	1,100	1,100
OFFICE SUPPLIES	1,967	1,283	2,900	2,900	2,900	2,900
PETROLEUM	22	245	400	400	400	400
POSTAGE	91	154	300	300	300	300
PRINT / AD / RECORD	1,665	3,413	1,500	1,500	1,500	1,500
PROFESSIONAL DEVELOPMENT	18,273	16,955	15,000	17,700	17,700	17,700
RECRUITMENT	-	-	-	5,000	5,000	5,000
VEHICLE REPAIR	-	38	150	150	150	150
MATERIALS & SERVICES TOTAL	\$ 28,865	\$ 26,400	\$ 24,650	\$ 37,068	\$ 37,068	\$ 37,068
Grand Total	\$ 230,804	\$ 342,988	\$ 365,910	\$ 470,084	\$ 470,084	\$ 470,084

Administrative Overhead

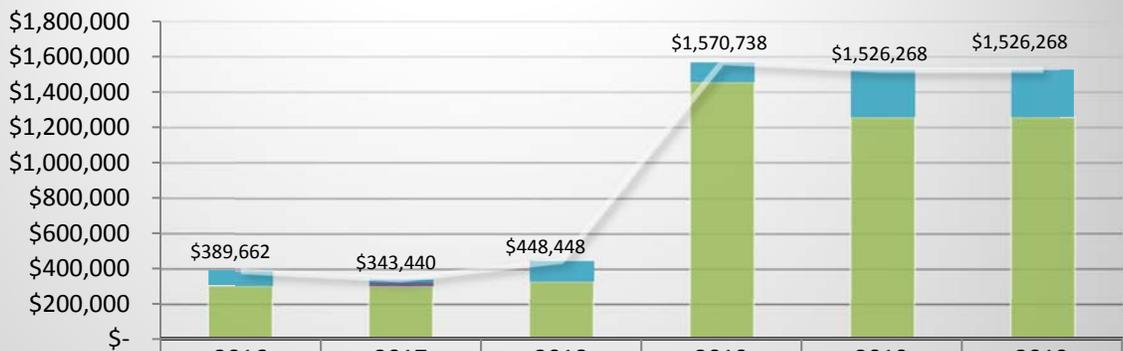
Activities

The administrative overhead department consists of expenses that are used for the entire city or the entire general fund. Items consist of things like liability insurance, legal services and utilities.

Budget Adjustments

- ✓ \$31,332 transfer to Airport Fund
- ✓ \$235,825 transfer to Street Fund
- ✓ \$1,500,000 ending fund balance budgeted
- ✓ \$256,743 operating contingency budgeted
- ✓ \$949,445 to pay down PERS unfunded liability.

Administrative Overhead Expenditures



	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
TRANSFERS	\$83,839	\$17,600	\$117,273	\$112,927	\$267,157	\$267,157
CAPITAL OUTLAY	\$-	\$20,951	\$-	\$-	\$-	\$-
MATERIALS & SERVICES	\$305,823	\$304,889	\$331,175	\$1,457,811	\$1,259,111	\$1,259,111
TOTAL PROGRAM COSTS	\$389,662	\$343,440	\$448,448	\$1,570,738	\$1,526,268	\$1,526,268



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
MATERIALS & SERVICES						
APPRAISAL	-	-	2,000	-	-	-
APT BLDG MAINT & REPAIR	-	-	495	495	495	495
AUDITOR	19,660	20,045	21,350	25,530	25,530	25,530
BAD DEBT EXPENSE	25	120	-	-	-	-
BANK CHARGES	779	696	630	600	600	600
BLDG MAINT & REPAIR	13,694	24,708	30,000	32,000	32,000	32,000
CONTRACT SERVICES	800	25,426	4,556	4,595	4,595	4,595
CONTRACT SETTLEMENT	-	-	5,000	5,000	5,000	5,000
DATA PROCESSING	-	-	-	1,500	1,500	1,500
DUES & MEMBERSHIPS	9,489	10,117	10,862	11,114	11,114	11,114
ELECTRICITY	31,315	34,642	36,000	36,000	36,000	36,000
FUEL HEAT	3,375	4,174	4,000	4,000	4,000	4,000
GARBAGE SERVICE	3,634	3,683	3,800	3,800	3,800	3,800
GENERAL SUPPLIES & MAINT	1,355	2,630	680	1,200	1,200	1,200
INS PREM & SURETY	76,986	77,011	82,000	84,000	84,000	84,000
LEGAL SERVICES	35,413	15,515	40,000	30,000	30,000	30,000
OFFICE MACHINE CONTRACT	8,057	19,365	19,422	26,052	26,052	26,052
OFFICE SUPPLIES	4,817	4,643	4,280	4,280	4,280	4,280
ORDINANCE CODIFICATION	4,494	2,621	3,000	3,000	3,000	3,000
POSTAGE	1,581	624	2,500	4,000	4,000	4,000
POVERTY TO PROSPERITY DONATION	5,000	5,000	-	-	-	-
PRINT / AD / RECORD	1,849	176	4,000	4,000	4,000	4,000
RECORDS	198	-	-	-	-	-
RECRUITMENT/CONTRACT SETTLEMEN	30,000	-	-	-	-	-
SAFETY COMMITTEE	-	-	500	500	500	500
SISTER CITY	-	303	200	200	200	200
SREDA PROGRAM CONT	10,000	10,000	10,000	10,000	10,000	10,000
TELEPHONE	26,296	27,788	28,900	15,800	15,800	15,800
TRANSIT PROGRAM CONTRIBUTION	15,000	15,000	15,000	-	-	-
UNEMPLOYMENT CLAIMS	2,005	602	2,000	2,000	2,000	2,000
PERS SIDE ACCOUNT	-	-	-	438,700	438,700	438,700
PERS RESERVE	-	-	-	709,445	510,745	510,745
MATERIALS & SERVICES TOTAL	\$ 305,823	\$ 304,889	\$ 331,175	\$ 1,457,811	\$ 1,259,111	\$ 1,259,111



General Fund

CONTINGENCY

OPERATING CONTINGENCY	-	-	238,703	254,864	256,743	205,653
CONTINGENCY TOTAL	\$ -	\$ -	\$ 238,703	\$ 254,864	\$ 256,743	\$ 205,653

CAPITAL OUTLAY

EQUIP/CAPITAL PURCHASE	-	20,951	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ 20,951	\$ -	\$ -	\$ -	\$ -

TRANSFERS OUT

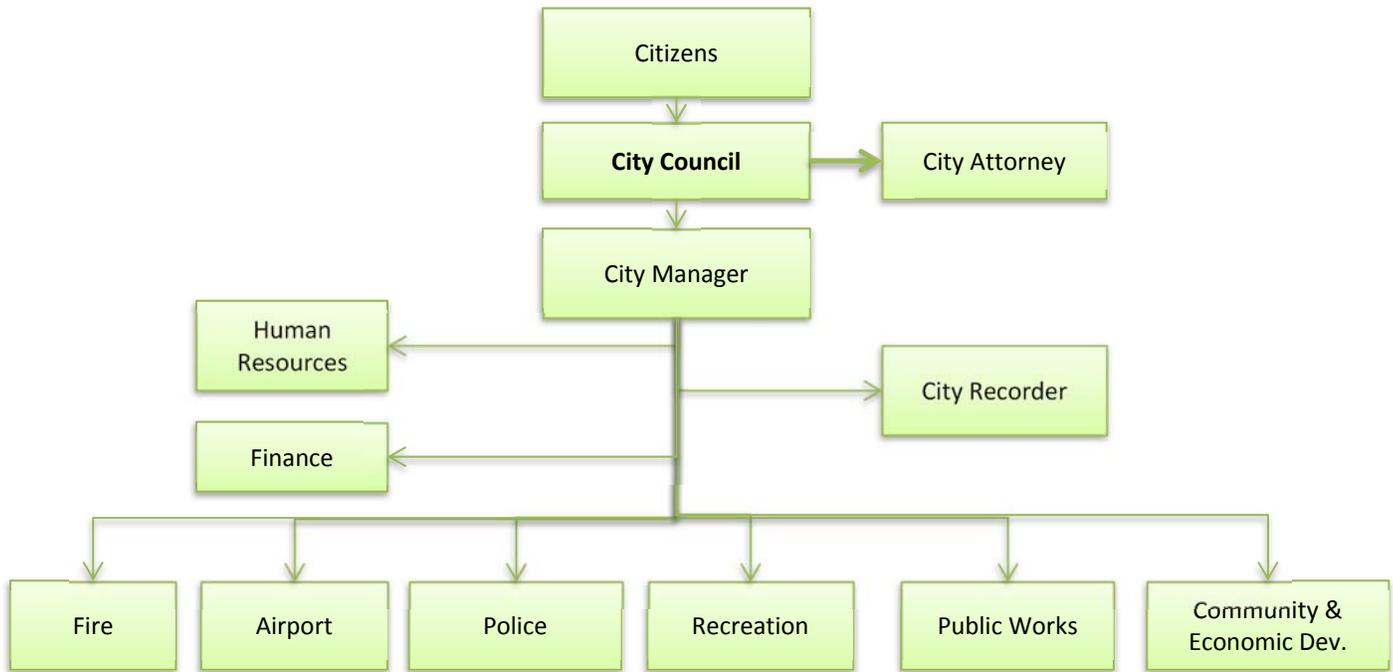
GOLF COURSE EXPENSE - FUND 001	40,000	-	-	-	-	-
TRANS TO GRANT FUND	24,319	17,600	-	-	-	-
TRANSFER TO AIRPORT FUND	19,520	-	31,332	31,332	31,332	31,332
TRANSFER TO STREET FUND	-	-	85,941	81,595	235,825	235,825
TRANSFERS OUT TOTAL	\$ 83,839	\$ 17,600	\$ 117,273	\$ 112,927	\$ 267,157	\$ 267,157

UNAPPROPRIATED

UNAPPROPRIATED ENDING BAL	-	-	1,500,000	1,500,000	1,500,000	1,500,000
ENDING FUND BALANCE TOTAL	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000

Grand Total	\$ 389,662	\$ 343,440	\$ 2,187,151	\$ 3,325,602	\$ 3,283,011	\$ 3,231,921
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City Council



Programs

All City Services as shown in the organizational chart above.

Activities

The Ontario City Council is the elected governing body for the City of Ontario. As such, they set strategic direction and policy for the organization. The City Manager is the agent of the City Council to carry out the policies and strategic direction of services. The City Council annually approves a budget, prepared by the City Manager with a recommendation from the Budget Committee. The City Council appoints individuals to boards and commissions of the City Council, such as the Public Works Committee, Airport Committee, and the Planning Commission.

Strategic Planning

The Ontario City Council initiated a strategic planning session. The process is still underway, but the focal areas of the initial sessions were Communication, Revenues, Safety, and a Vision for our Community.



 Communication

- Changing the narrative of Ontario from negative to positive
- Engaging partners to be successful
- Communicating positive aspects of Ontario
- Engaging individuals to be active in solving community challenges

 Revenues

- Fiscal Responsibility
- Pursue a sales tax or other feasible revenue to continue providing critical services
- Pursue revenue to sustain public safety service levels

 Safety

- Create a feeling of safety
- Keep our school traffic zones safe
- Serve special needs populations (e.g. homeless, low income housing)

 Vision

- Sustainability of critical services such as Fire, Police, Roads, and Water
- Create community amenities (e.g. park system, pool, and clean public spaces)
- Sustainable city organization

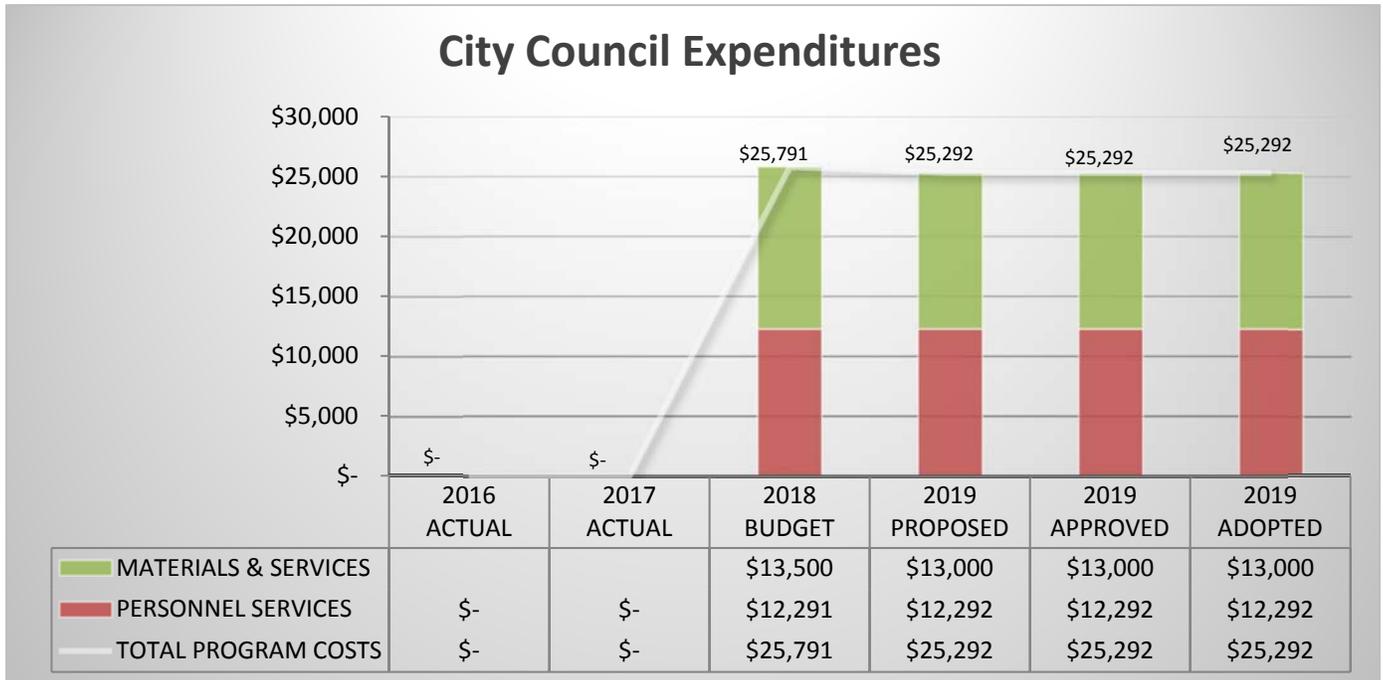
Accomplishments

- ✓ One Councilor appointed to fill a vacancy
- ✓ Approved Housing Incentive Program
- ✓ Stabilized the water and sewer funds to continue operations and fund a capital plan for five years.
- ✓ Implemented Civic Plus Electronic Agenda system for greater transparency to the public
- ✓ Capture and cast video of City Council meetings for the public





Budget Adjustments



Other Key Indicators

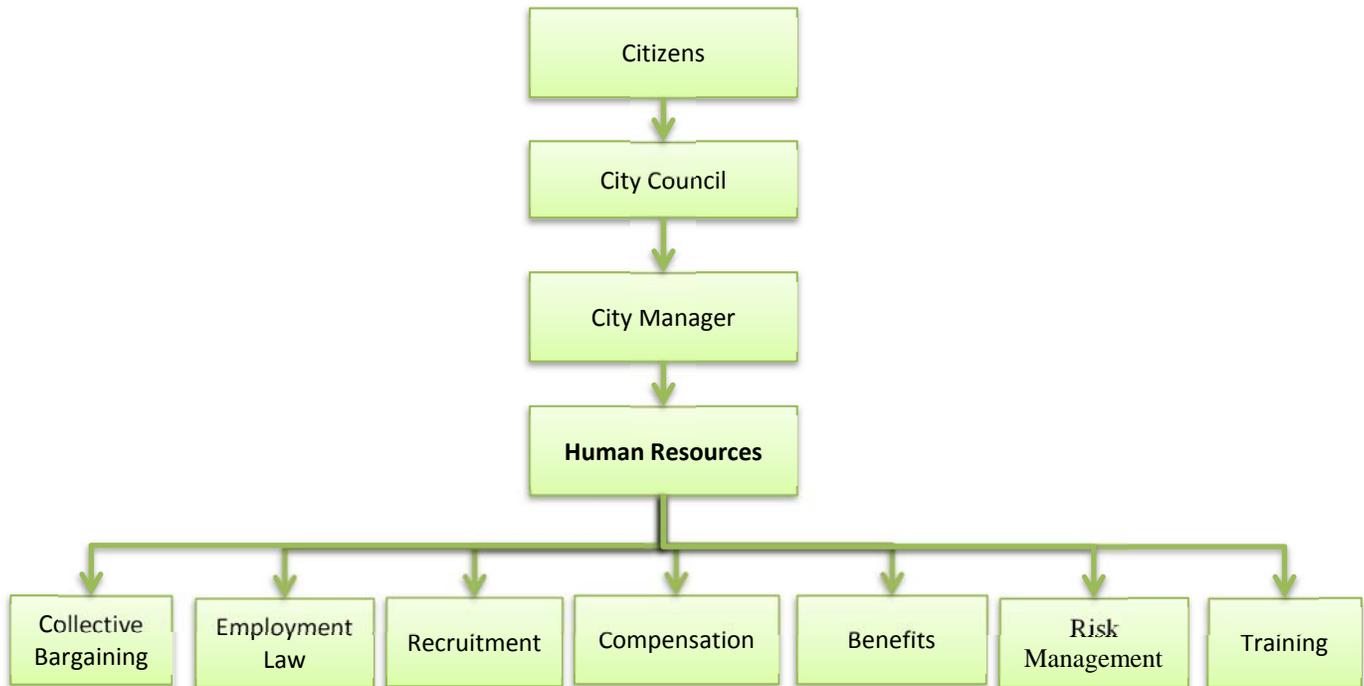
<u>Indicator</u>	<u>2014 Actual</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Projected</u>	<u>2019 Target</u>
Resolutions Prepared and Approved by City Council	33	48	34	35	30	30
Meetings of the City Council	49	51	28	23	30	30
Ordinances Prepared and Approved by City Council	10	13	8	9	12	10



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PERSONNEL SERVICES						
PART TIME EMPLOYEES	-	-	11,400	11,400	11,400	11,400
SOCIAL SECURITY	-	-	872	873	873	873
WORKMAN'S COMPENSATION	-	-	19	19	19	19
PERSONNEL SERVICES TOTAL	\$ -	\$ -	\$ 12,291	\$ 12,292	\$ 12,292	\$ 12,292
MATERIALS & SERVICES						
DONATIONS & OTHER CONTRIBUTION	-	-	1,000	1,000	1,000	1,000
GENERAL SUPPLIES & MAINTENANCE	-	-	500	500	500	500
MEETING MEAL EXPENSE	-	-	1,000	800	800	800
OFFICE SUPPLIES	-	-	300	300	300	300
PETROLEUM SUPPLIES	-	-	200	200	200	200
POSTAGE	-	-	-	200	200	200
PRINT / AD / RECORD	-	-	1,000	1,000	1,000	1,000
PROFESSIONAL DEVELOPMENT	-	-	9,500	9,000	9,000	9,000
MATERIALS & SUPPLIES TOTAL	\$ -	\$ -	\$ 13,500	\$ 13,000	\$ 13,000	\$ 13,000
Grand Total	\$ -	\$ -	\$ 25,791	\$ 25,292	\$ 25,292	\$ 25,292

Human Resources



Programs

Day to day operations of Human Resource functions which include collective bargaining, employment laws, recruitment, compensation, risk management, benefits, and training for all city personnel.

Activities

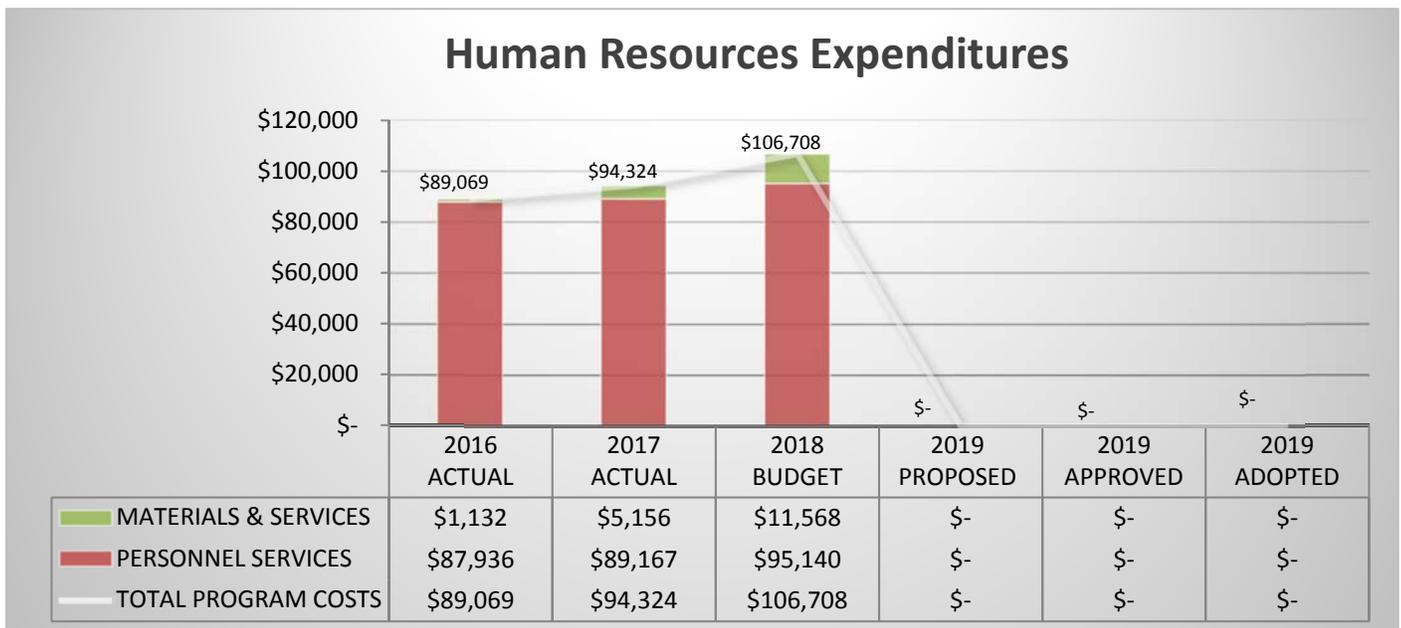
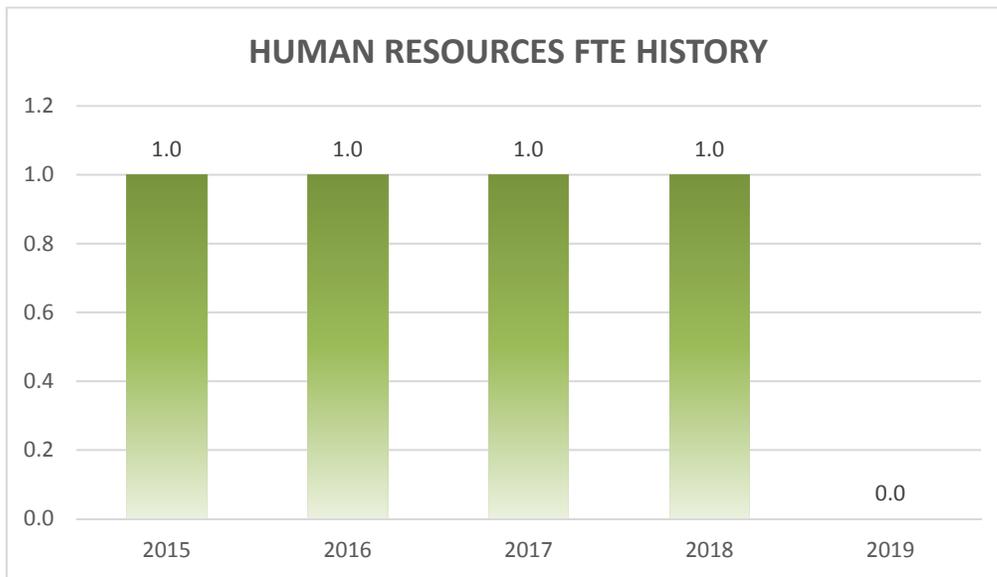
The Human Resource Department is responsible for the administration and implementation of all Human Resource activities for the City which include policies and procedures, collective bargaining, employment law, recruitment, compensation, risk management, workers compensation, record management, employee relations and training for all city personnel.

Core Values Impact

- ✓ Openness and Transparency
- ✓ Performing jobs to the best ability possible
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

- ✓ The human resources department was moved to administration in the 2018-2019 budget. We will approach human resources with a mixture of spreading work to department heads, having backup consultation, and using limited administrative support for Human Resources.





General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,800	1,800	1,800	-	-	-
EMPLR PAID EMPLR BENEFITS	-	-	2,798	-	-	-
MEDICAL INSURANCE CO-PAY	15,834	16,992	17,751	-	-	-
RETIREMENT	8,801	8,804	10,921	-	-	-
SOCIAL SECURITY	4,161	4,212	4,715	-	-	-
VACATION/SICK BUYOUT	-	-	1,076	-	-	-
WAGES & SALARIES	57,307	57,328	55,952	-	-	-
WORKMANS COMP	33	31	127	-	-	-
PERSONNEL SERVICES TOTAL	\$ 87,936	\$ 89,167	\$ 95,140	\$ -	\$ -	\$ -
MATERIALS & SERVICES						
CELL PHONE	-	175	420	-	-	-
GENERAL SUPP & MAINT	539	955	1,500	-	-	-
MEDICAL EXAMS	78	394	1,948	-	-	-
PROFESSIONAL DEVELOPMENT	515	2,134	2,700	-	-	-
RECRUITMENT	-	1,498	5,000	-	-	-
MATERIALS & SERVICES Total	\$ 1,132	\$ 5,156	\$ 11,568	\$ -	\$ -	\$ -
Grand Total	\$ 89,069	\$ 94,324	\$ 106,708	\$ -	\$ -	\$ -



Business Registrations

Programs

- ✓ Business Registration

Activities

In fiscal year ended 2016, the City of Ontario adopted Ordinance 2702-2015, requiring each business within the Ontario city limits to register with the City. This is not a license, but rather a registration process that will provide important information to the city's public safety personnel. Currently, the city has 137 businesses registered.

As a benefit, the city lists registered businesses on our website both alphabetically and by business type.

Core Values Impact

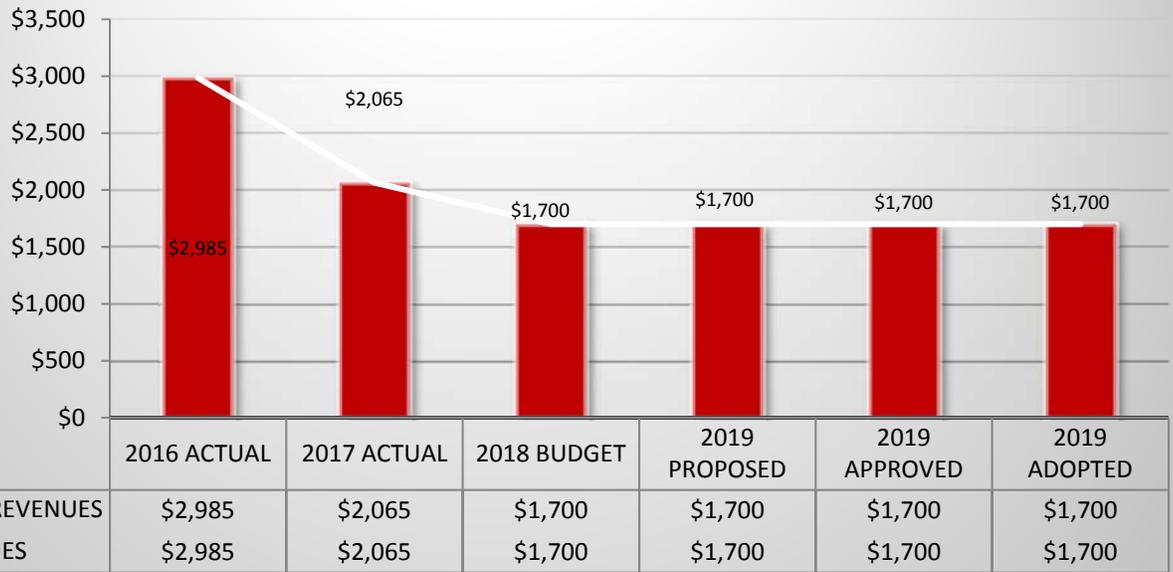
- ✓ Openness and Transparency
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

- ✓ No substantial budget adjustments.



Business Registration Revenues



Business Registration Expenditures





Other Key Indicators

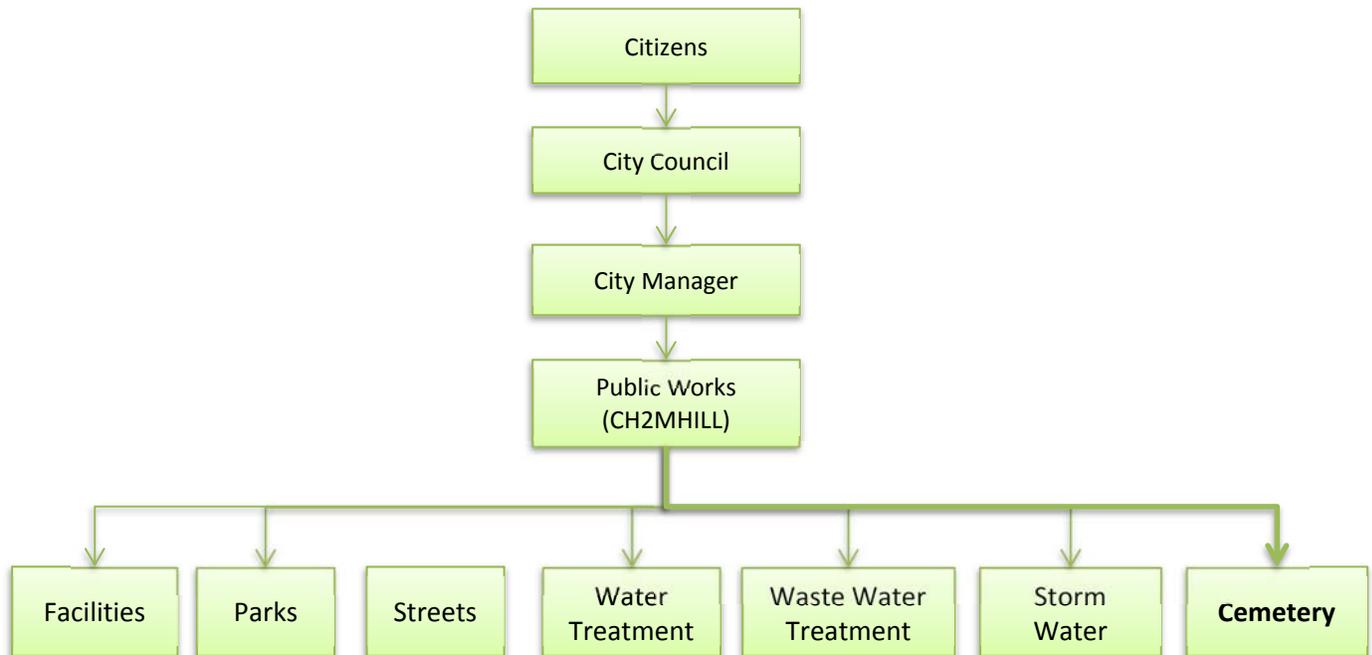
<u>Indicator</u>	<u>2014 Actual</u>	<u>2015/16 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Target</u>
Business Registrations	0	158	69	137	300



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
GENERAL REVENUE						
BUSINESS REGISTRATION REVENUE	2,985	2,065	1,700	1,700	1,700	1,700
Grand Total	\$ 2,985	\$ 2,065	\$ 1,700	\$ 1,700	\$ 1,700	\$ 1,700
MATERIALS & SERVICES						
GENERAL SUP & MAINT	570	225	750	750	750	750
POSTAGE	39	201	350	350	350	350
MATERIALS & SERVICES TOTAL	\$ 609	\$ 426	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100
Grand Total	\$ 609	\$ 426	\$ 1,100	\$ 1,100	\$ 1,100	\$ 1,100

Cemetery



Programs

The cemetery department is responsible for all the care and maintenance of the two cemeteries owned by the city.

Activities

CH2M Hill provides direct oversight and operation including maintenance of Sunset and Evergreen cemetery's. The scope includes mowing, watering, and general landscape. Also included are grave excavation and cemetery management services.

Core Values Impact

- ✓ Provided well-groomed and maintained cemetery's for citizens and families of those interned
- ✓ Respect for our fellow citizens we serve and commitment to provide superior quality and service



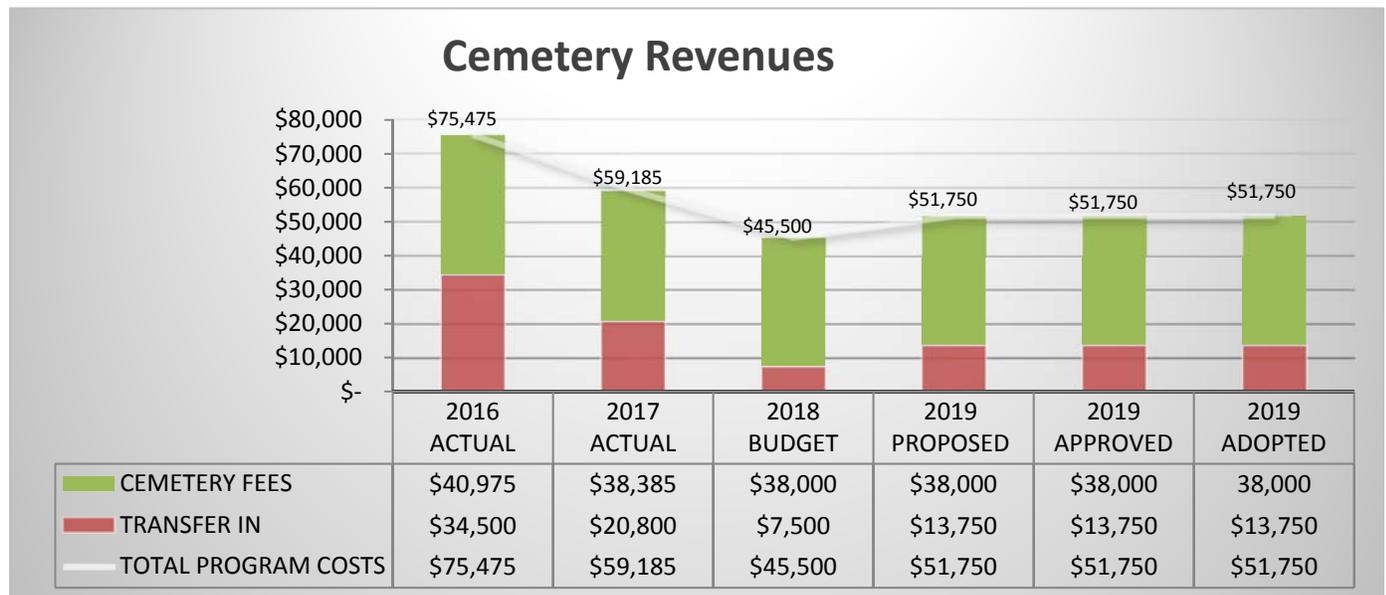
- ✓ Efficiency in providing services to the public

Accomplishments

- ✓ Provided grass trimming around tombstones
- ✓ Helped facilitate a statue that was rebuilt in Sunset Cemetery
- ✓ Assisted in the rebuild of the Veteran’s Memorial at Sunset Cemetery
- ✓ No delay in interments during snow events
- ✓ Created Standard Operating Procedures (SOP), Activity Hazard Analysis (AHA) and Pre Task Plans (PTP) for each task that is completed in the system.
- ✓ Refinished and repainted picnic tables and benches
- ✓ No lost time or recordable incidents

Budget Adjustments

- ✓ Capital outlay for a replacement of a thirty-year-old riding mower to share with parks department \$12,500.
- ✓ \$13,750 transfer in from cemetery perpetual maintenance fund.
- ✓ Reduction in cemetery maintenance



Cemetery Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CAPITAL OUTLAY	\$-	\$10,298	\$-	\$6,250	\$6,250	\$6,250
MATERIALS & SERVICES	\$123,653	\$125,117	\$146,808	\$132,403	\$110,168	\$110,168
TOTAL PROGRAM COSTS	\$123,653	\$135,415	\$146,808	\$138,653	\$116,418	\$116,418

Other Key Indicators

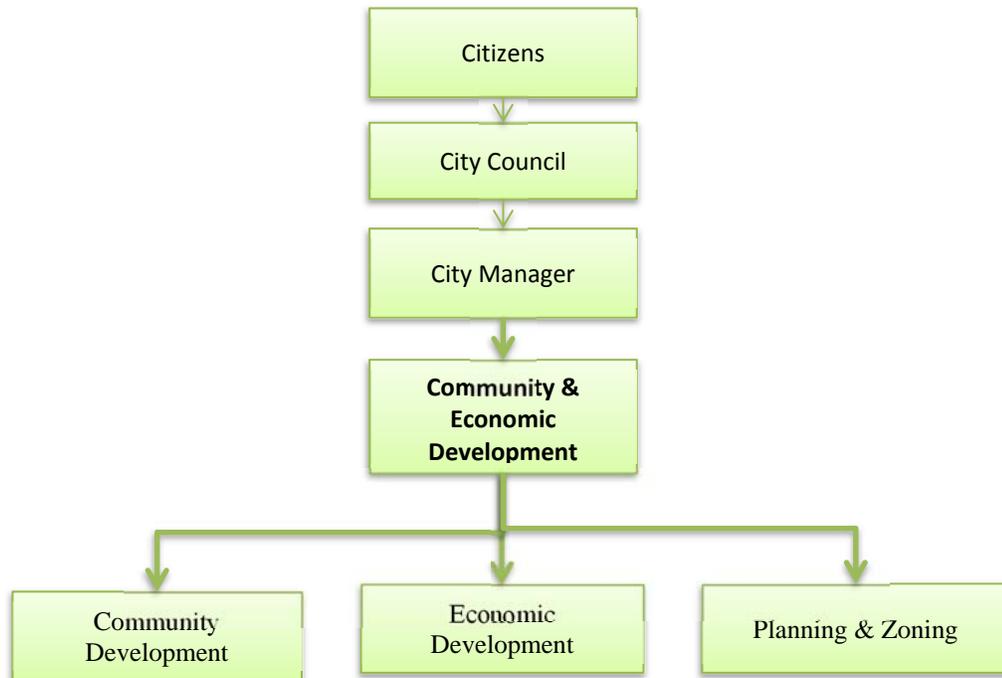
Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Burials	73	71	79	70	70



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
CEMETERY REVENUES						
CEMETERY PERP REV - FUND 001	\$ 34,500	\$ 20,800	\$ 7,500	\$ 13,750	\$ 13,750	\$ 13,750
CEM-OPENING & CLOSING SPACES	40,975	37,985	38,000	38,000	38,000	38,000
DISINTERMENT	-	400	-	-	-	-
Grand Total	\$ 75,475	\$ 59,185	\$ 45,500	\$ 51,750	\$ 51,750	\$ 51,750
MATERIALS & SERVICES						
CONTRACT LABOR	-	-	17,820	-	-	-
CONTRACT SERVICES	121,505	125,105	128,983	132,378	110,143	110,143
GENERAL SUP & MAINT	2,142	-	-	-	-	-
POSTAGE	-	9	-	20	20	20
TELEPHONE	6	4	5	5	5	5
MATERIALS & SERVICES TOTAL	\$ 123,653	\$ 125,117	\$ 146,808	\$ 132,403	\$ 110,168	\$ 110,168
CAPITAL OUTLAY						
EQUIP PURCHASE	-	10,298	-	6,250	6,250	6,250
CAPITAL OUTLAY TOTAL	\$ -	\$ 10,298	\$ -	\$ 6,250	\$ 6,250	\$ 6,250
Grand Total	\$ 123,653	\$ 135,415	\$ 146,808	\$ 138,653	\$ 116,418	\$ 116,418

Community & Economic Development



Programs

The Community Development department is responsible for the planning, building oversight, and economic development of the City. This includes: development review, land use action processing, zoning ordinance enforcement, comprehensive plan and zoning ordinance review and updates and building code enforcement end updates.

Activities

The Community Development Center:

- ✓ Plans, organizes, and administers economic development marketing activities for business expansion, attraction and job development.
- ✓ Pursues leads and promotes Ontario as a good place to do business, serving as the single-point of contact to ensure prospective business and developers are receiving permitting and city services in a prompt, efficient and customer-friendly manner.
- ✓ Communicate official plans, policies and procedures to staff and the general public.
- ✓ Makes presentations to employees, City Council, civic groups, and the general public.



- ✓ Works with department directors and managers on selected projects as assigned by the City Manager.
- ✓ Answers public questions regarding building within the City and Urban Growth Area, and assist in the preparation of the Building Department budget.
- ✓ Ensures that new or prospective businesses and developers get fast, efficient city services, and that permits are being processed in a timely manner.
- ✓ Ensures that City and State regulations are being followed.
- ✓ Meets with prospective developers and businesses, outlining the advantages of becoming a part of the Ontario community, and working with other Economic Development Agencies within the Treasure Valley to promote a healthy community.
- ✓ Assists in the preparation and administration of the Community Development/Planning Division budget.
- ✓ Assists the City Council, Planning Commission, residents, developers, contractors, business owners and other public agencies with land-use actions, planning policies, planning and zoning codes, building codes, permits and procedures.

Core Values Impact

- ✓ Adhering to the highest quality public service, while performing our jobs through knowledge and continuing education
- ✓ Showing openness and transparency in every aspect of our duty
- ✓ Maintaining the highest order of respect for all the citizens, along with fellow staff
- ✓ Responding to questions effectively and in a fast and efficient manner, while maintaining professionalism.

Accomplishments

- ✓ For FY 2016-17, staff reviewed and processed 298 building permits valued at \$13.26 million.
- ✓ Staff met with and handled many calls and permit applications concerning the previous winter's snow damage. Several building permits resulted from damaged and collapsed buildings.
- ✓ Staff attended over 30 PDAC (Pre Design Advisory Committee) meetings on proposed developments.
- ✓ Staff attended several continuing education and training seminars.
- ✓ Staff helped redevelop the West Park Plaza Mall site including Ashley's Furniture and several new proposed businesses within the mall.
- ✓ Staff worked with over 5 Proposed Industrial site developers.
- ✓ Staff reviewed and processed 23 land use actions in 2017.



- ✓ Staff completed an Oregon Brownfield Grant to create an inventory of possible brownfield sites for redevelopment.
Staff received an EPA Brownfield Grant for site assessments and redevelopment of properties with Malheur County, and Ontario, Nyssa, and Vale cities

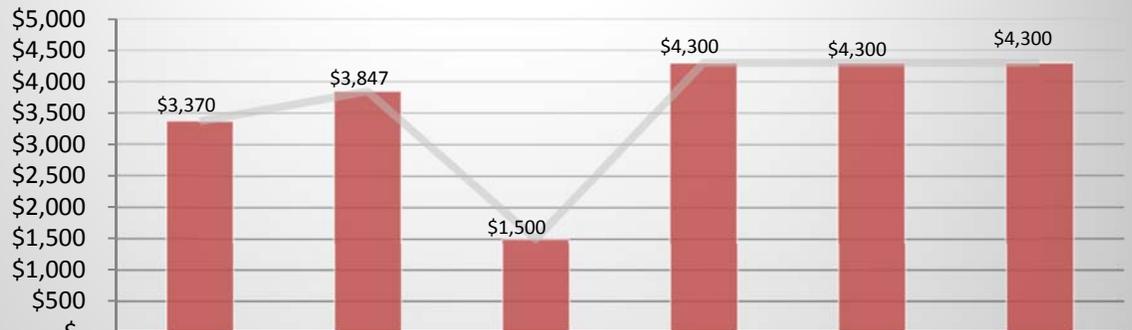
Budget Adjustments

- ✓ Reduction in Professional Services by \$500
- ✓ Reduction in general supplies by \$100
- ✓ Reduction in postage fees by \$200
- ✓ Data Processing increased to \$250





Community & Economic Development Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
REVENUE	\$3,370	\$3,847	\$1,500	\$4,300	\$4,300	\$4,300
TOTAL REVENUE	\$3,370	\$3,847	\$1,500	\$4,300	\$4,300	\$4,300

Community & Economic Development Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CAPITAL OUTLAY	\$-	\$-	\$9,100	\$-	\$-	\$-
MATERIALS & SERVICES	\$21,481	\$3,892	\$18,365	\$17,815	\$17,815	\$17,815
PERSONNEL SERVICES	\$122,383	\$127,710	\$144,286	\$145,945	\$145,945	\$145,945
TOTAL PROGRAM COSTS	\$143,863	\$131,602	\$171,751	\$163,760	\$163,760	\$163,760



Other Key Indicators						
Indicator	2015-16 Actual	2016-17 Actual	2017-18 Actual/Target	2018 Target	2019 Target	2020 Target
Subdivisions	0	0	0/0	0	1	1
Comprehensive Plan Amendments	0	0	0/1	1	1	1
Rezones	1	1	0/1	1	1	1
Lot Line Adjustments	4	9	0/4	5	6	6
Variances	1	4	0/1	1	1	1
Conditional Use Permits	0	2	3/2	3	2	2
Annexations	0	1	2/0	1	0	0
Temporary Use Permits	5	1	2/2	2	3	3
Partitions	3	4	1/2	3	2	2
Zone Code Amendments	0	0	1/2	2	1	1
Site Developments	15	4	4/5	5	5	5
Grants	3	2	0/1	2	3	3
Economic	1	0	1/2	2	2	2
Appeals	1	0	0/0	0	0	0
Vacations	4	0	1/2	1	2	2
Non-conforming Uses	1	0	1/0	0	0	0
Right of Ways	0	1	0/1	1	1	1

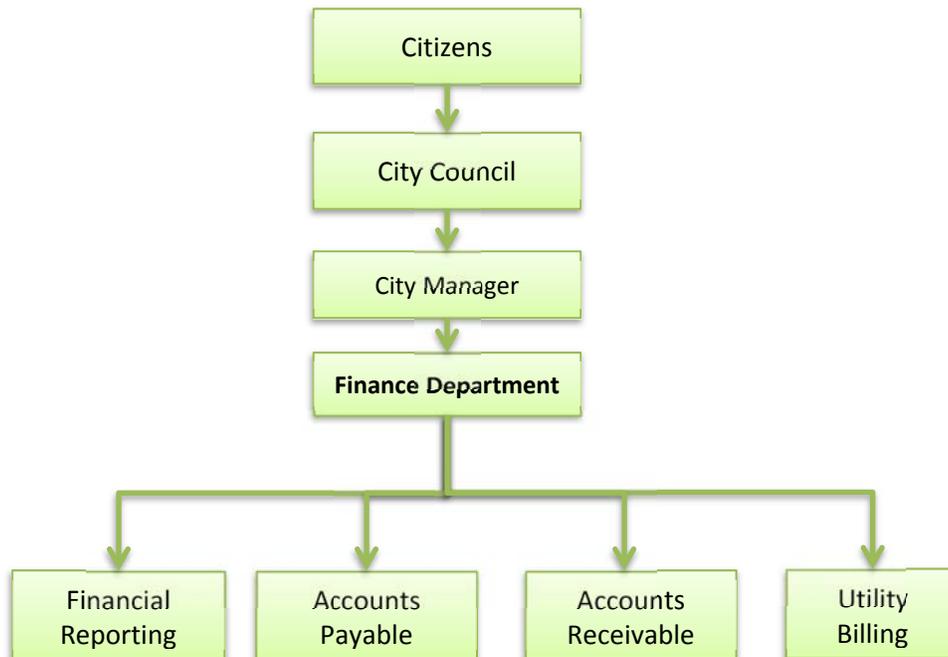


General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
COMMUNITY DEVELOPMENT REVENUES						
APPLICATION FEES	600	-	-	300	300	300
P & Z HEARINGS	2,770	3,847	1,500	4,000	4,000	4,000
Grand Total	\$ 3,370	\$ 3,847	\$ 1,500	\$ 4,300	\$ 4,300	\$ 4,300
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,530	1,530	1,530	1,530	1,530	1,530
EMPLOYER PAID BENEFITS	-	-	4,168	4,221	4,221	4,221
MEDICAL INSURANCE CO-PAY	16,098	17,050	17,820	18,196	18,196	18,196
OVERTIME	778	136	3,000	3,000	3,000	3,000
RETIREMENT	17,676	18,441	24,447	24,771	24,771	24,771
SOCIAL SECURITY	6,056	6,268	6,953	7,040	7,040	7,040
VACATION/SICK BUYOUT	-	234	1,850	1,871	1,871	1,871
WAGES & SALARIES	80,206	84,019	83,341	84,406	84,406	84,406
WORKMANS COMP	39	34	1,177	910	910	910
PERSONNEL SERVICES TOTAL	\$ 122,383	\$ 127,710	\$ 144,286	\$ 145,945	\$ 145,945	\$ 145,945
MATERIALS & SERVICES						
BUILDING MAINT & REPAIR	-	53	100	100	100	100
CELL PHONE	462	462	465	465	465	465
DATA PROCESSING	995	25	-	250	250	250
DOWNTOWN CODE CHANGES	-	-	2,700	2,700	2,700	2,700
ECONOMIC DEVELOPMENT MARKETING	12,500	94	1,000	1,000	1,000	1,000
FUEL	120	264	600	600	600	600
GENERAL SUPPLIES	4,068	678	1,000	900	900	900
MEDICAL EXAMS	13	-	-	-	-	-
OFFICE MACHINE CONTRACTS	470	196	400	400	400	400
OFFICE SUPPLIES	753	536	600	600	600	600
POSTAGE	189	139	1,000	800	800	800
PRINT / AD / RECORD	852	337	2,000	2,000	2,000	2,000
PROFESSIONAL DEVELOPMENT	1,058	1,107	6,000	6,000	6,000	6,000
PROFESSIONAL SERVICES	-	-	2,500	2,000	2,000	2,000
MATERIALS & SERVICES TOTAL	\$ 21,481	\$ 3,892	\$ 18,365	\$ 17,815	\$ 17,815	\$ 17,815
CAPITAL OUTLAY						
BUILDING IMPROVEMENTS	-	-	9,100	-	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 9,100	\$ -	\$ -	\$ -
Grand Total	\$ 143,863	\$ 131,602	\$ 171,751	\$ 163,760	\$ 163,760	\$ 163,760

City of Ontario 2018 - 2019 Budget

Finance



Programs

Financial Reporting

Accounts Payable

Accounts Receivable

Utility Billing

Activities

The Finance Department is responsible for the control of all financial activities of the City, including the disbursement of financial resources, ensuring adequate resources are available and recording and invoicing financial resources. The City contracts with Oster Professional Group, CPA's to manage the finance department.



Core Values Impact

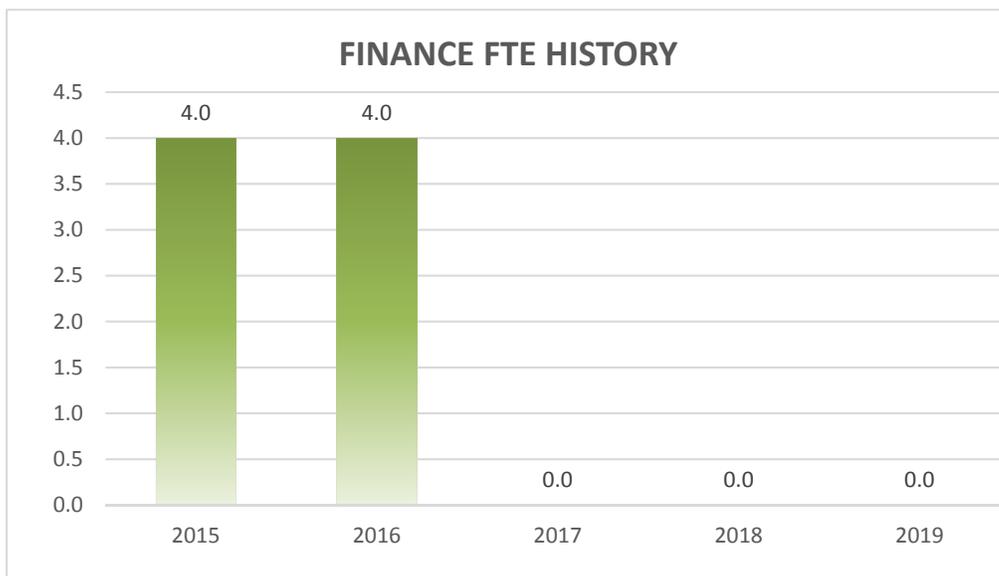
- ✓ Openness and Transparency
- ✓ Performing jobs to the best ability possible
- ✓ Accurate reporting to answer questions effectively

Accomplishments

- ✓ Unmodified independent auditor’s report
- ✓ Provide accurate monthly reports to departments and City Council
- ✓ OpenGov software increased transparency of City finances
- ✓ Implemented electronic liens which saves the city lien filing fees

Budget Adjustments

- ✓ The Finance Department formerly had a Director, Accounts Payable Clerk, Accounts Receivable Clerk, and a Utility Billing Clerk. In the 2017 fiscal year, the City Council outsourced the entire Finance Department to Oster Professional Group, CPA’s (OPG).
- ✓ Oster contract increased by 1.5%
- ✓ OpenGov purchase increased software costs





Finance Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
MATERIALS & SERVICES	\$120,202	\$221,673	\$228,956	\$234,857	\$234,857	\$234,857
PERSONNEL SERVICES	\$151,312	\$1,672	\$-	\$-	\$-	\$-
TOTAL PROGRAM COSTS	\$271,514	\$223,345	\$228,956	\$234,857	\$234,857	\$234,857

Other Key Indicators

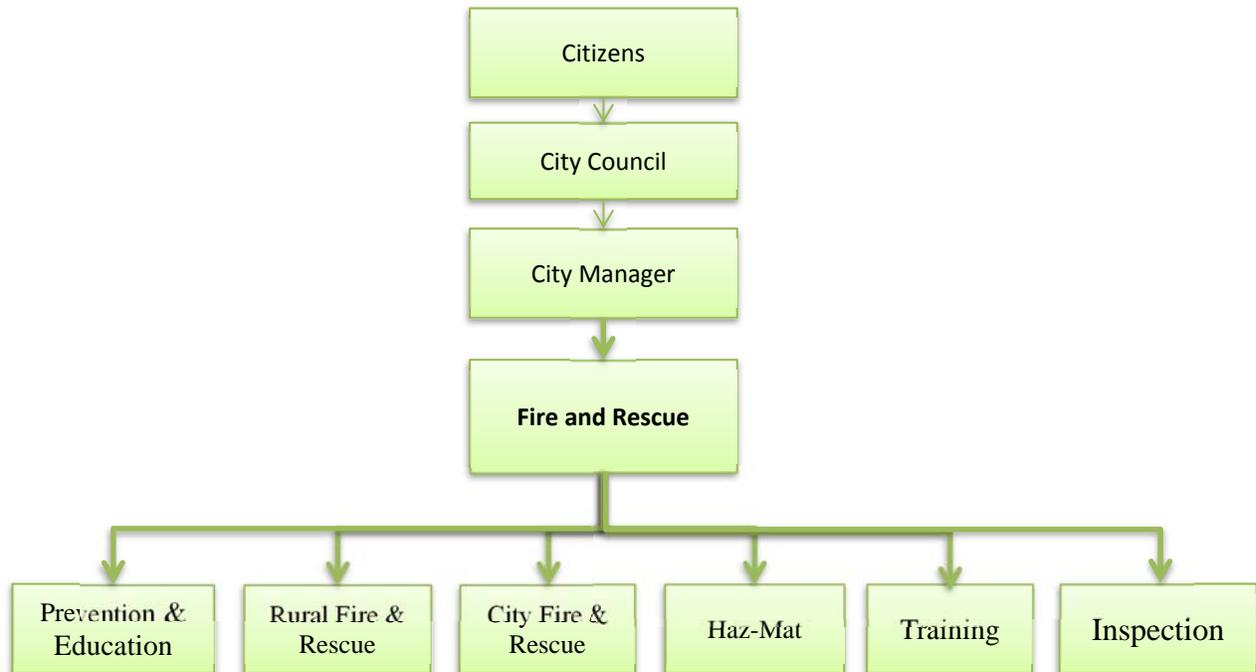
<u>Indicator</u>	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Actual</u>	2018 <u>Target</u>	2019 <u>Target</u>
Number of accounts payable checks	2,002	2,119	1,657	1,700	1,700
Number of W2's issued	81	92	116	130	130
1099's issued	28	22	19	25	25



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PERSONNEL SERVICES						
MEDICAL INSURANCE CO-PAY	29,032	-	-	-	-	-
RETIREMENT	12,486	203	-	-	-	-
SOCIAL SECURITY	7,348	104	-	-	-	-
VACATION/SICK BUYOUT	2,055	-	-	-	-	-
WAGES & SALARIES	99,533	1,364	-	-	-	-
WORKMANS COMP	859	-	-	-	-	-
PERSONNEL SERVICES TOTAL	\$ 151,312	\$ 1,672	\$ -	\$ -	\$ -	\$ -
MATERIALS & SERVICES						
CONTRACT SERVICES	83,780	208,243	212,456	214,308	214,308	214,308
DATA PROCESSING	21,526	12,158	15,000	19,049	19,049	19,049
GENERAL SUPPLIES & MAINT	1,828	-	-	-	-	-
MEDICAL EXAMS	237	-	-	-	-	-
OFFICE SUPPLIES	1,021	-	-	-	-	-
POSTAGE	72	-	-	-	-	-
PRINT / AD / RECORD	1,431	1,272	1,500	1,500	1,500	1,500
PROFESSIONAL DEVELOPMENT	484	-	-	-	-	-
UNEMPLOYMENT CLAIMS	9,823	-	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ 120,202	\$ 221,673	\$ 228,956	\$ 234,857	\$ 234,857	\$ 234,857
Grand Total	\$ 271,514	\$ 223,345	\$ 228,956	\$ 234,857	\$ 234,857	\$ 234,857

Fire and Rescue



Programs

Fire Prevention of Commercial properties, Residential homes, and open land, and educating the community in the hazards of fire.

Fire and Medical responses to properties and occupants that are outside of the City limits.

Fire and Medical responses to the properties and occupants that reside or come into the City.

Hazardous Material response covering southwestern portion of the state.

Training for our staff and other firefighters in the Snake River Valley area.

Inspections of new construction and annual inspections of businesses and facilities where there may be hazards to life and safety.

Preventing hazards, training the community, and mitigating the emergencies that arise on a daily basis.



Activities

The Fire Department's main goal is to be able to serve the public safely, promptly and professionally. The best way we can do this is through education and therefore preventing dangerous situations. We educate by getting out into the elementary schools twice a year. In the spring, along with BLM, we focus on outside-type fires with second graders, but still get the message out there on all fire safety. In the fall, during fire prevention month, we visit the schools again to teach the first graders. We also do a lot of the educating at several community events during that time of year. In addition, we educate the public on having good defensible space around their properties to protect from fire spread. Our annual smoke detector program supplies and installs detectors for those in our area that have a need. This gives us a great opportunity to educate them as well. We host weekly training for the staff, and also host numerous other training classes for all of the departments in the Snake River Fire Association. The human factor comes into play, and because of that we are there to respond to about any type of emergency. Medical emergencies are the greatest amounts of calls we respond on; approximately 85 percent. Fire calls represent the majority of the rest of our calls, with Haz-Mat finishing out the remainder. Our Haz-Mat response is of great importance to Malheur, Baker, and Harney counties. We have many highways, railroads and waterways that have great potential for disastrous exposures to the environment if there is any type of a release of hazardous materials. We are the only unit on this side of the state, with Hermiston being the next closest.

Core Values Impact

- ✓ Commitment to train often to be prepared to do quality work in all types of emergency situations.
- ✓ Willingness to share our knowledge to make others jobs or lives safer.
- ✓ Show others respect and protect their dignity when they may not have control of a bad situation. Do everything possible to make situations better.
- ✓ Efficiently handle all tasks as promptly and professionally with limited personnel as possible

Accomplishments

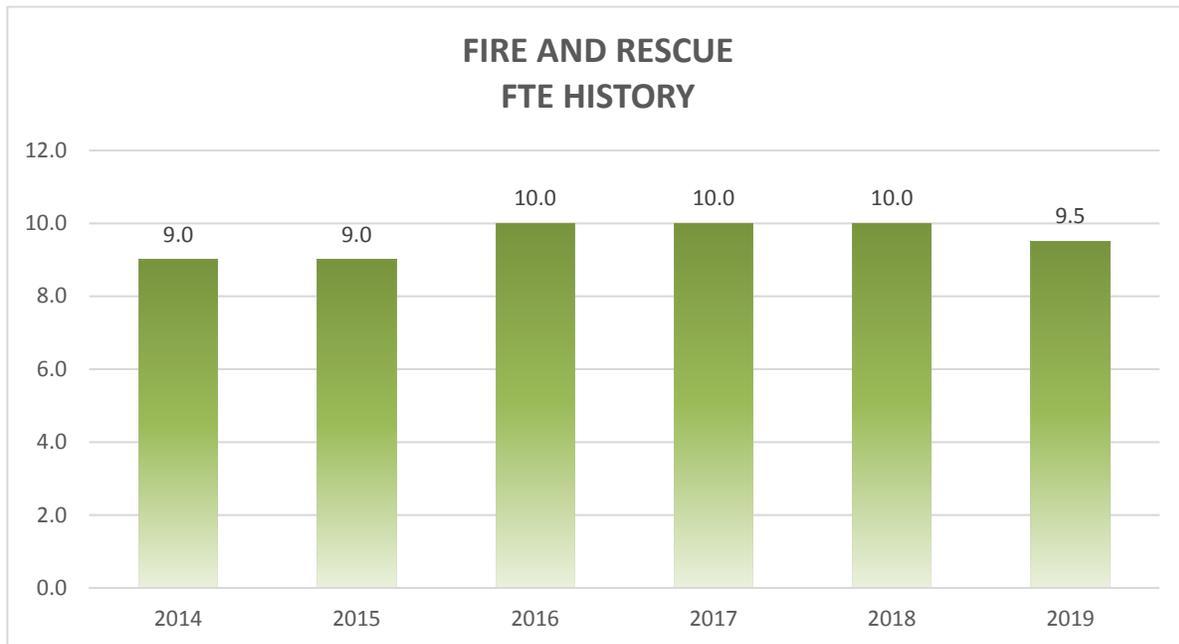
- ✓ Station tours: 11
- ✓ School visits: 13
- ✓ Children reached by tours and school visits: 807
- ✓ Community events: 40 (TVCC and OHS Trunk or Treat, OHS bonfire, Home Depot Safety Fair, etc.)
- ✓ Rural fire calls: 89 Rural medical calls: 171



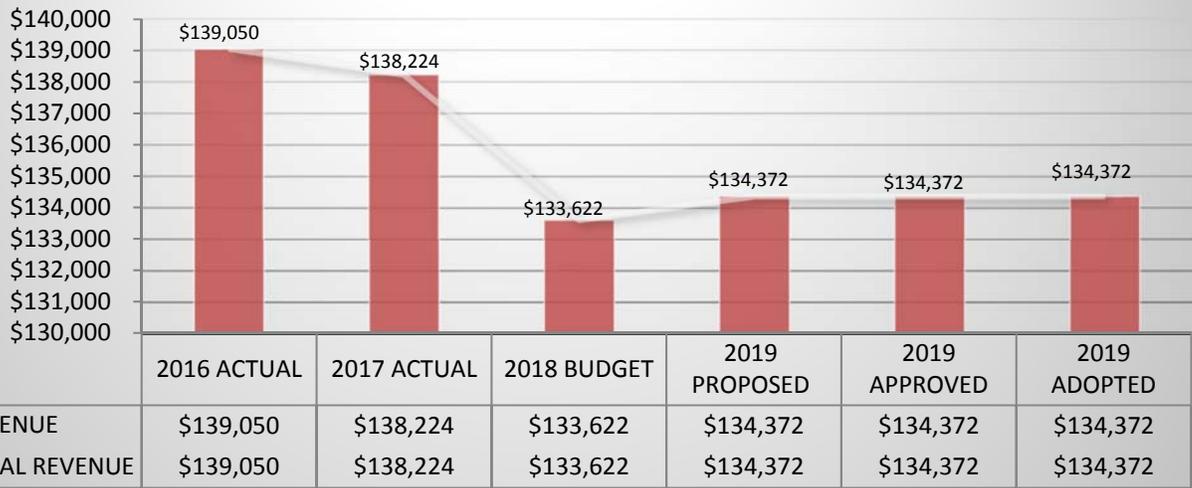
- ✓ City fire calls: 279 City medical calls: 1,925
- ✓ Haz-Mat calls: 4
- ✓ Burn permits issued: City 54 Rural 711
- ✓ Smoke Detector campaign: 253 Homes visited
- ✓ Training events: 63 (Weekly drills, Essentials, Community Haz-Mat, Ice Rescue, Trauma Conference, Leadership Classes)
- ✓ Commercial inspections: 92
- ✓ Reduced insurance rates by dropping ISO rating to City 3 and Rural 4/8

Budget Adjustments

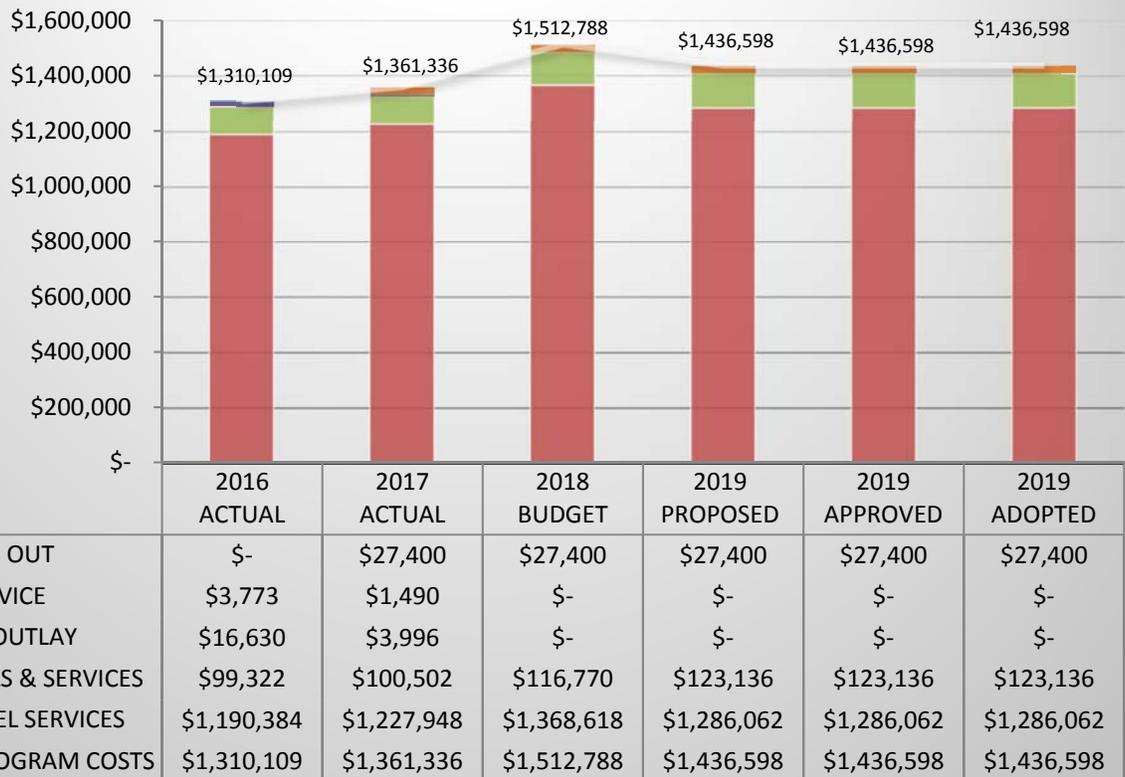
- ✓ Rural Fire Department is paying for ½ of the cost to install vehicle exhaust system into City Hall Fire Station.



Fire and Rescue Revenues



Fire and Rescue Expenditures

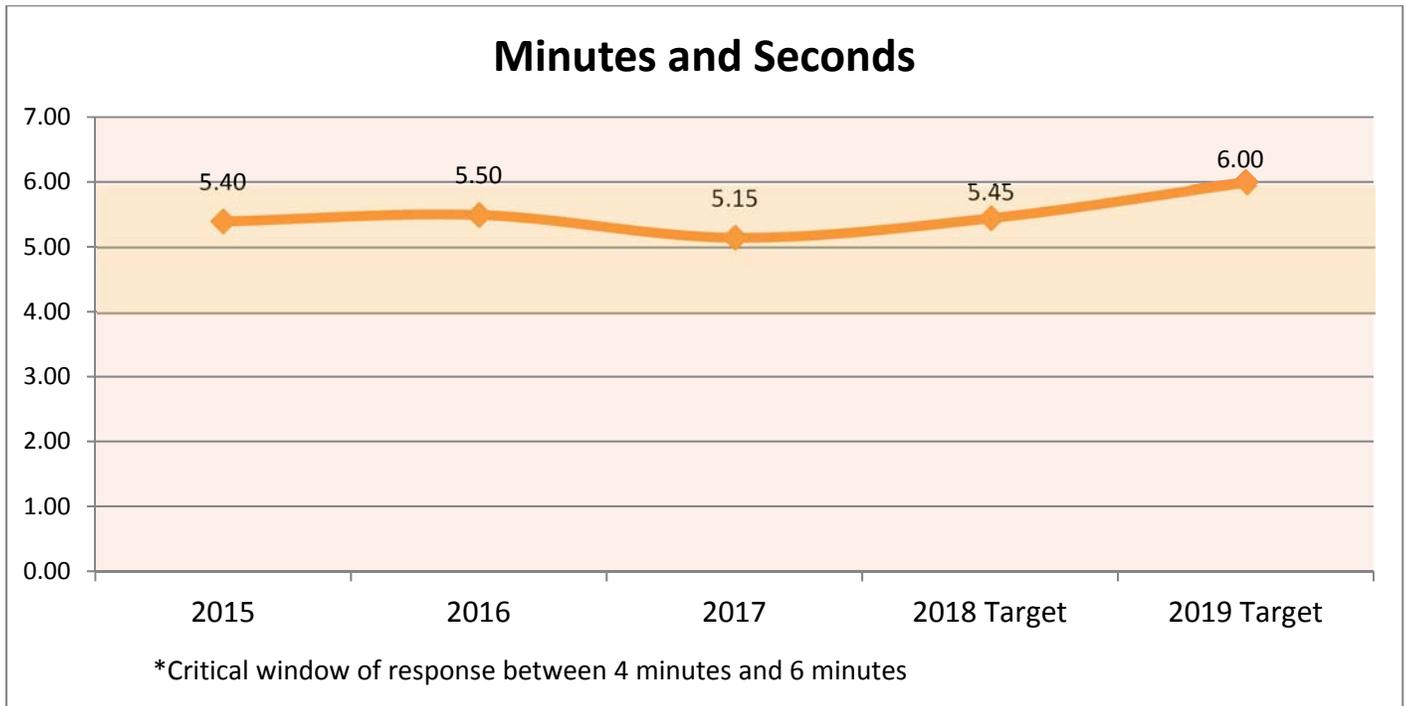




Other Key Indicators

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Target	2019 Target
Total call volume	2211	2175	2468	2450	2470
Total Medical call volume	1934	1892	2096	2100	2125
Total Fire call volume	267	276	368	350	350
City Response times	5:40	5:50	5:15	5:45	6:00
Total Call times	*	22:29	27:10	22:00	22:00
Children reached through Public education	*	833	875	900	900
Smoke Detector visits	*	204	253	250	250
Commercial Inspections	48	36	92	95	95

*Data unavailable





General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
FIRE REVENUES						
ASD REIMBURSEMENT	6,717	3,259	4,500	5,000	5,000	5,000
FD-BURNING/BURN BARREL PERMI	720	720	550	800	800	800
HAZMAT REV	9,587	21,885	16,000	16,000	16,000	16,000
MISC FIRE REV	10,454	787	1,000	1,000	1,000	1,000
RURAL FIRE CONTRACT	111,572	111,572	111,572	111,572	111,572	111,572
Grand Total	\$ 139,050	\$ 138,224	\$ 133,622	\$ 134,372	\$ 134,372	\$ 134,372
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,800	1,800	1,800	1,800	1,800	1,800
EMPLR-PAID EMPLR BENEFITS	300	1	5,671	5,800	4,111	4,111
HAZ MAT WAGES	14,138	7,264	15,000	15,000	15,000	15,000
MEDICAL INSURANCE CO-PAY	139,874	148,133	193,544	174,393	182,663	182,663
OVERTIME	40,470	52,507	60,000	77,213	60,000	60,000
PART-TIME EMPLOYEES	49,488	55,389	80,375	102,862	80,375	80,375
RETIREMENT	140,424	138,211	182,618	161,916	175,503	175,503
RETIREMENT- EE SHARE	36,143	35,924	36,144	31,736	35,891	35,891
SOCIAL SECURITY	60,240	62,199	55,498	50,089	53,916	53,916
VACATION/SICK BUYOUT	-	15,909	18,055	5,451	4,802	4,802
WAGES & SALARIES	686,453	688,896	699,939	641,701	651,856	651,856
WORKMANS COMP	21,054	21,716	19,974	18,101	20,145	20,145
PERSONNEL SERVICES TOTAL	\$ 1,190,384	\$ 1,227,948	\$ 1,368,618	\$ 1,286,062	\$ 1,286,062	\$ 1,286,062



General Fund

MATERIALS & SERVICES

BLDG MAINT & REPAIR	1,169	704	500	1,000	1,000	1,000
CELL PHONE	1,219	1,621	2,136	2,136	2,136	2,136
CONFLAGRATION FIRES	89	-	-	-	-	-
DATA PROCESSING	2,018	1,636	2,300	2,300	2,300	2,300
DISPATCHING SERVICES	28,478	27,180	28,039	34,360	34,360	34,360
EDUCATION SUPPLIES	1,068	348	500	500	500	500
EQUIPMENT REPAIR	8,234	9,730	11,934	11,734	11,734	11,734
FIRE EQUIP/REPLACEMENT	7,368	8,277	7,735	7,735	7,735	7,735
GENERAL SUP & MAINT	3,642	3,765	3,531	3,531	3,531	3,531
HAZ MAT EXPENSE	146	-	1,000	1,000	1,000	1,000
LAND LEASE/RENT	870	-	870	870	870	870
MEDICAL EXAMS	1,805	6,121	2,268	2,268	2,268	2,268
MEDICAL TRAINING	-	1,933	1,650	425	425	425
OFFICE MACHINE CONTRACT	-	6	-	-	-	-
OFFICE SUPPLIES	1,097	1,591	1,636	2,386	2,386	2,386
PETROLEUM SUPPLIES	5,921	7,744	15,875	15,875	15,875	15,875
POSTAGE	40	24	200	200	200	200
PROFESSIONAL DEVELOPMENT	4,355	6,199	5,689	5,689	5,689	5,689
RADIO SUPPLY & MAINTENANCE	5,509	7,344	5,410	5,430	5,430	5,430
RECORDS FEE	-	15	-	-	-	-
TRAINING SUPPLIES	339	134	1,195	1,195	1,195	1,195
UNEMPLOYMENT CLAIMS	1,125	63	1,000	1,000	1,000	1,000
UNIFORMS	9,606	11,754	11,342	11,342	11,342	11,342
VEHICLE REPAIR	14,580	3,567	11,310	11,310	11,310	11,310
VOLUNTEER DINNER	642	744	650	850	850	850
MATERIALS & SERVICES TOTAL	\$ 99,322	\$ 100,502	\$ 116,770	\$ 123,136	\$ 123,136	\$ 123,136

CAPITAL OUTLAY

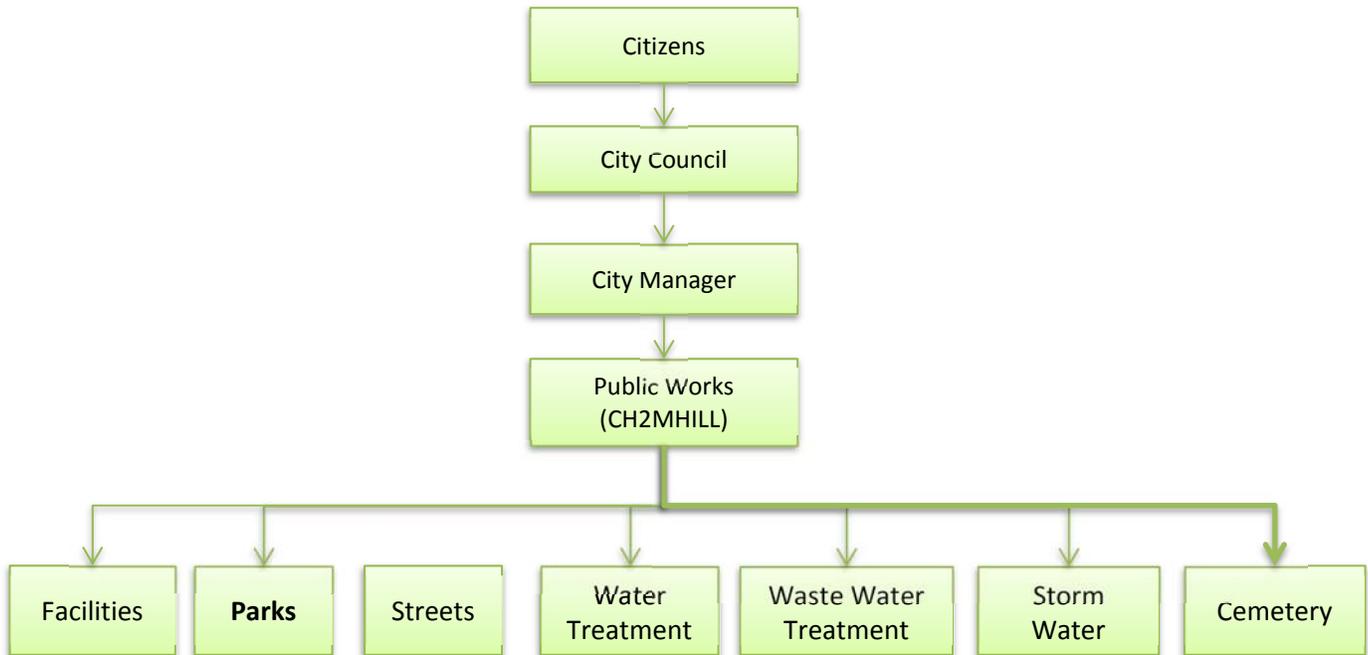
CABINET AND COUNTER TOP	4,963	-	-	-	-	-
EQUIP PURCH	11,667	3,996	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ 16,630	\$ 3,996	\$ -	\$ -	\$ -	\$ -



General Fund

DEBT SERVICE							
DEBT SERVICE - FIRE BUILDING		3,773	1,490	-	-	-	-
DEBT SERVICE TOTAL	\$	3,773	\$	1,490	\$	-	\$
TRANSFERS OUT							
RSRV FUND EMERG EQUIP-FUND 001		-	27,400	27,400	27,400	27,400	27,400
TRANSFERS OUT TOTAL	\$	-	\$	27,400	\$	27,400	\$
Grand Total	\$	1,310,109	\$	1,361,336	\$	1,512,788	\$
				\$	1,436,598	\$	1,436,598
					\$	1,436,598	\$
						\$	1,436,598

Parks



Programs

The parks department is responsible for all the care and maintenance of the parks owned by the city.

Activities

CH2M Hill provides oversight and maintenance management of all of the City’s Parks, this includes mowing, landscaping, playground equipment inspections and trash removal.

Core Values Impact

- ✓ Commitment to providing superior quality and service.
- ✓ Respect for fellow citizens.
- ✓ Efficiency in provided services to the public and getting answers to the public.



Accomplishments

- ✓ Won 2017 Sustainability Practice Award for State of Oregon, American Public Works Association.
- ✓ Trimmed trees at all Parks.
- ✓ Performed weed abatement services throughout the City based on Ordinance Control work orders.
- ✓ Weekly inspection and repairs to playground equipment.
- ✓ Coordinated with organizations and the City throughout the year for City park community celebrations including Mother’s Day, Easter Extravaganza, 4th of July, Global Village, C&M Car Show, Summer Food Service Program, Saturday Market, Family Fun Day, Movie Night and the Annual Kiwanis Chicken BBQ Dinner.
- ✓ Created Standard Operating Procedures (SOP), Activity Hazard Analysis and Pre-task Plans for each task that is completed in the system.
- ✓ No lost time or recordable incidents.
- ✓ Sidewalk and parking lot snow removal.

Budget Adjustments

- ✓ The reduction to the revenue in the Parks Program is for a smaller donation budget.
- ✓ Capital outlay for a replacement of a thirty-year-old riding mower to share with cemetery department \$12,500.
- ✓ Backhoe lease from water and sewer departments.
- ✓ Reduction in park maintenance services to cut costs.
- ✓ \$50,000 in motel occupancy tax allocated to parks in 18-19.





Parks Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CAPITAL OUTLAY	\$-	\$54,879	\$120,000	\$6,250	\$6,250	\$6,250
MATERIALS & SERVICES	\$149,595	\$153,899	\$158,652	\$167,995	\$123,524	\$123,524
PERSONNEL SERVICES	\$600	\$600	\$600	\$600	\$600	\$600
TOTAL PROGRAM COSTS	\$150,195	\$209,379	\$279,252	\$174,845	\$130,374	\$130,374

Other Key Indicators

Indicator	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Actual</u>	2018 <u>Projected</u>	2019 <u>Target</u>
Mowing hours	*	1,008	933	1,000	1,000
Special Event permits	67	165	58	70	70

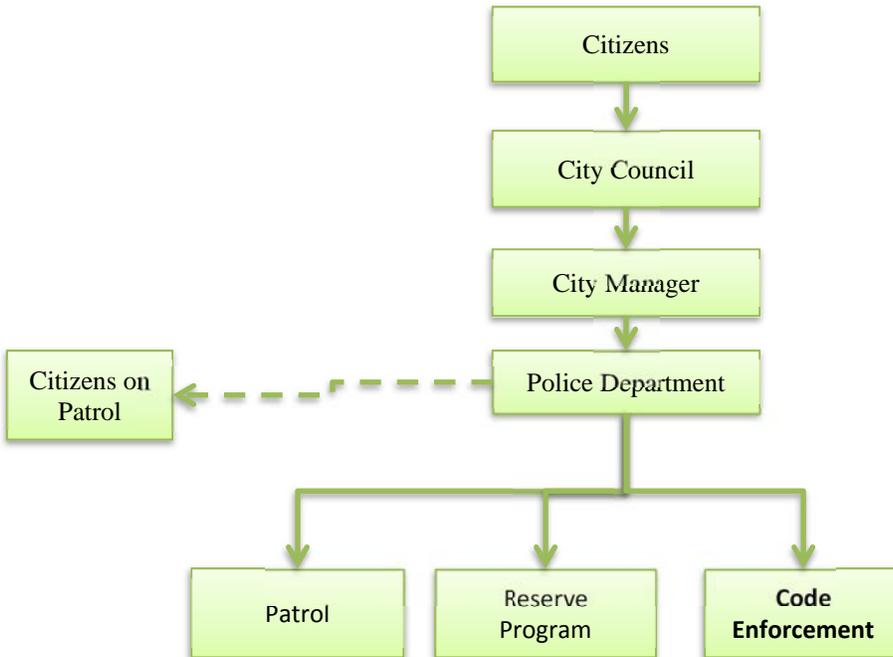
*Not Available



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PARKS REVENUES						
PARKS MISC REVENUE	3,292	1,667	101,900	1,900	1,900	1,900
MOTEL OCCUPANCY TAX	-	-	-	-	50,000	50,000
Grand Total	\$ 3,292	\$ 1,667	\$ 101,900	\$ 1,900	\$ 51,900	\$ 51,900
PERSONNEL SERVICES						
EMPLYR-PAID EMPLYE BENEFITS	600	600	600	600	600	600
PERSONNEL SERVICES TOTAL	\$ 600					
MATERIALS & SERVICES						
CONTRACT LABOR	506	540	540	540	540	540
CONTRACT SERVICES	148,658	152,916	157,657	161,975	117,504	117,504
LAND LEASES	426	438	450	475	475	475
TELEPHONE	5	4	5	5	5	5
EQUIPMENT LEASE	-	-	-	5,000	5,000	5,000
MATERIALS & SERVICES TOTAL	\$ 149,595	\$ 153,899	\$ 158,652	\$ 167,995	\$ 123,524	\$ 123,524
CAPITAL OUTLAY						
EQUIPMENT PURCHASE	-	-	120,000	6,250	6,250	6,250
UNDERGROUND IRRIGATION	-	54,879	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ 54,879	\$ 120,000	\$ 6,250	\$ 6,250	\$ 6,250
Grand Total	\$ 150,195	\$ 209,379	\$ 279,252	\$ 174,845	\$ 130,374	\$ 130,374

Code Enforcement



Programs

Enforcement of City laws and ordinances

Activities

The Code Enforcement Officers are responsible for animal control, weed/garbage concerns, abandoned vehicles, parking, building code enforcement. Code Enforcement also assists Patrol with duties such as; traffic control, graffiti complaints and found property cases.

Core Values Impact

- ✓ Commitment to providing superior and quality service and to doing what is right and acting decisively on what is wrong.
- ✓ Respect for the citizens we serve.
- ✓ Efficiency in providing services to the public.

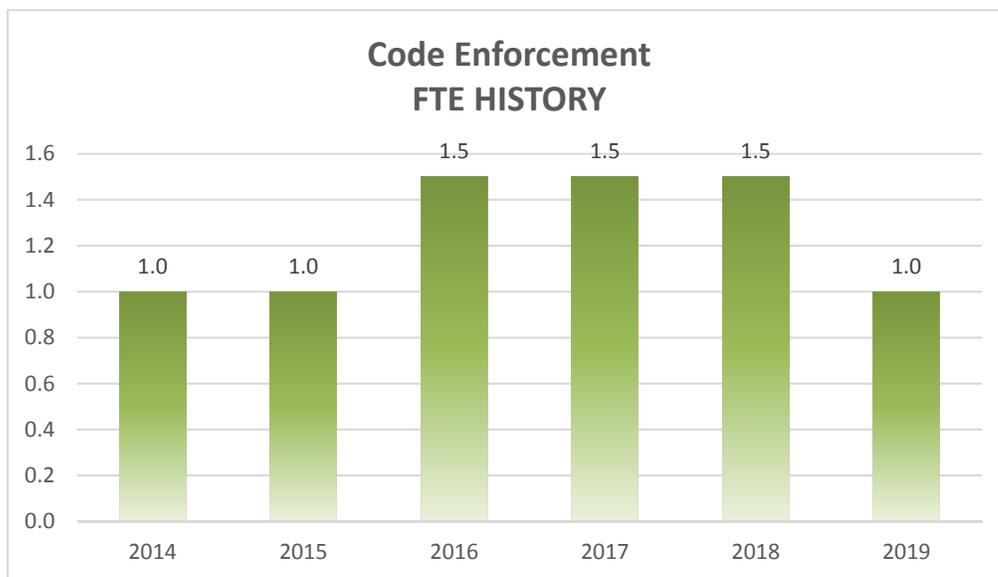


Accomplishments

- ✓ Completed 1,530 cases which included calls for service and proactive patrols.
- ✓ Obtained a surplus ordinance vehicle from a larger agency for the use of our part-time ordinance officer. The vehicle was donated to the city. It is now clearly marked to enhance visibility of second ordinance officer in our neighborhoods.
- ✓ Conducted seven saturation operations (focused enforcement in designated areas.)
- ✓ Reviewed and improved several forms/documents used for code enforcement.
- ✓ Researched, prepared and presented to the Council a proposal for a new civil penalty process. The new process has been implemented.

Budget Adjustments

- ✓ Elimination of .5 Code Enforcement Personnel



Code Enforcement Revenues



Code Enforcement Expenditures



Other Key Indicators

Indicator	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Total Call Volume	757	1,348	1,376	1,530	1,600	1,600
Total Weeds/Garbage/Junk Vehicles	281	589	488	400	650	650
Dogs to Ani-Care	68	104	108	53	105	100

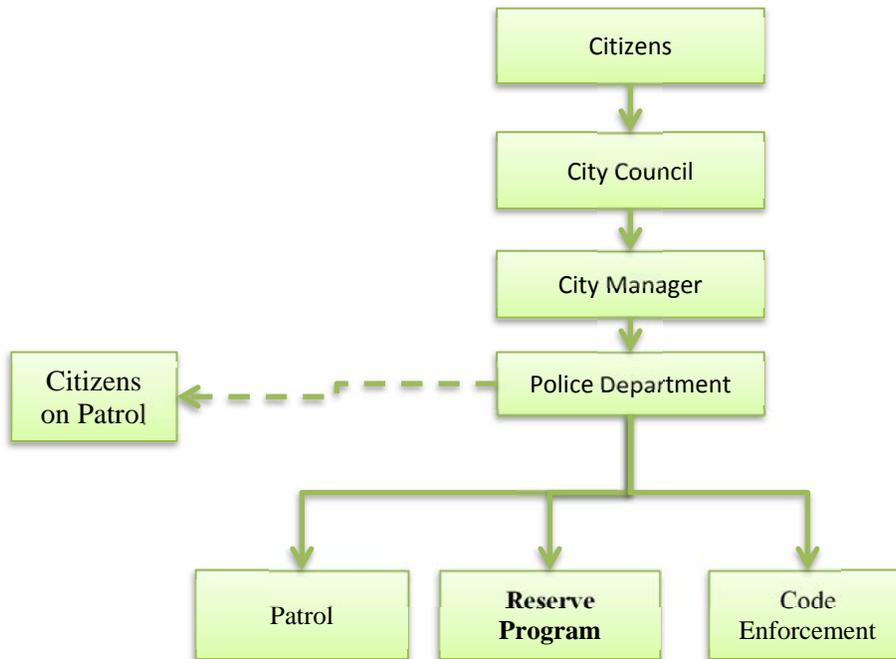


General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
CODE ENFORCEMENT REVENUES						
GAMING FEES	-	1,050	1,050	1,050	1,050	1,050
MANDATORY GARGABE	476	1,479	1,548	2,000	2,000	2,000
PD-ABATEMENT REV	8,117	5,853	6,000	-	-	15,000
PD-DOG IMPOUNDING	1,120	1,575	1,200	-	-	1,500
PD-DOG LICENSES	2,629	1,538	1,200	1,500	1,500	1,500
Grand Total	\$ 12,341	\$ 11,495	\$ 10,998	\$ 4,550	\$ 4,550	\$ 21,050
PERSONNEL SERVICES						
MEDICAL INSURANCE CO-PAY	7,762	7,607	8,070	-	-	8,289
OVERTIME	1,255	3,249	-	-	-	4,000
RETIREMENT	7,982	4,861	8,197	-	-	8,491
RETIREMENT -EE SHARE	2,406	2,695	2,776	-	-	2,875
SOCIAL SECURITY	4,301	4,722	4,940	-	-	3,666
VACATION/SICKBUYOUT	-	-	873	-	-	904
WAGES & SALARIES	55,132	58,801	63,700	-	-	47,008
WORKMANS COMP	54	639	752	-	-	552
PERSONNEL SERVICES TOTAL	\$ 78,892	\$ 82,575	\$ 89,308	\$ -	\$ -	\$ 75,785
MATERIALS & SERVICES						
ABATEMENT	18,319	6,161	18,428	-	-	14,876
CONTRACT SERVICES	84	91	250	-	-	250
DATA PROCESSING	-	7,200	7,200	7,200	7,200	7,200
DOG LODGING	16,801	16,741	18,063	-	-	18,063
GENERAL SUPPLIES & MAINT	121	397	480	-	-	480
MEDICAL EXAMS	53	-	-	-	-	-
PETROLEUM SUPPLIES	1,181	1,934	1,600	-	-	2,000
POSTAGE	1,542	1,413	1,350	-	-	1,350
PRINTING & ADVERTISING	109	296	300	-	-	300
PROFESSIONAL DEVELOPMENT	185	-	2,900	-	-	2,900
UNIFORMS	581	771	1,650	-	-	1,650
VEHICLE EQUIP & REPAIR	1,001	2,867	1,300	-	-	1,300
MATERIALS & SERVICES TOTAL	\$ 39,977	\$ 37,872	\$ 53,521	\$ 7,200	\$ 7,200	\$ 50,369
Grand Total	\$ 118,869	\$ 120,446	\$ 142,829	\$ 7,200	\$ 7,200	\$ 126,154

City of Ontario 2018 - 2019 Budget

Police Reserve



Programs

To provide an opportunity for citizens to become involved with the Police Department.

Activities

The Reserve Officers are trained, volunteer, sworn Police Officers that supplement the day to day work of the full-time staff and assist the Department in; patrol duties, assisting with special events, warrant service, community and school events, investigations and emergency situations.

Core Values Impact

- ✓ Commitment to providing superior and quality service and to doing what is right and acting decisively on what is wrong.
- ✓ Respect for the citizens we serve.
- ✓ Efficiency in providing services to the public.

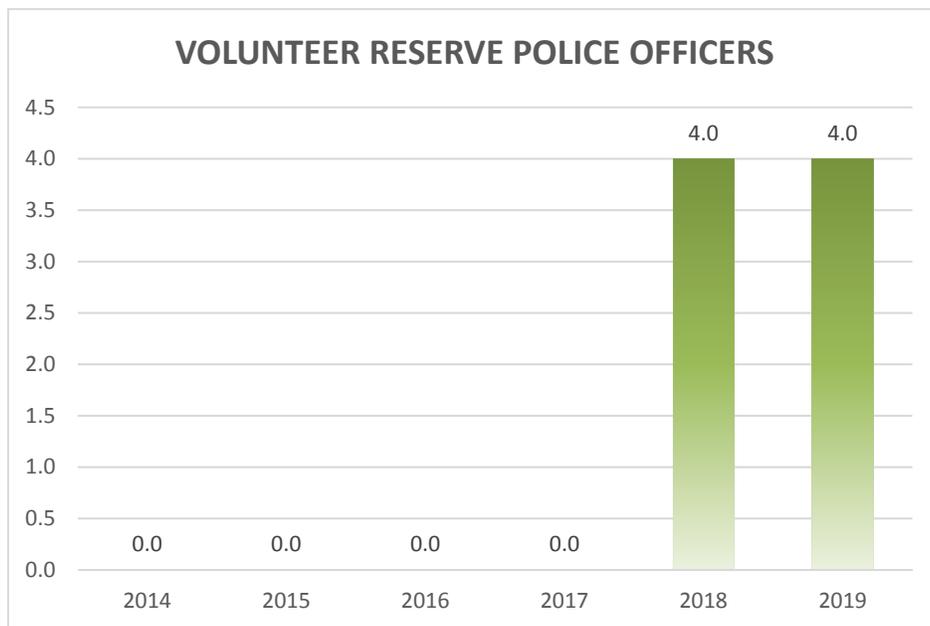


Accomplishments

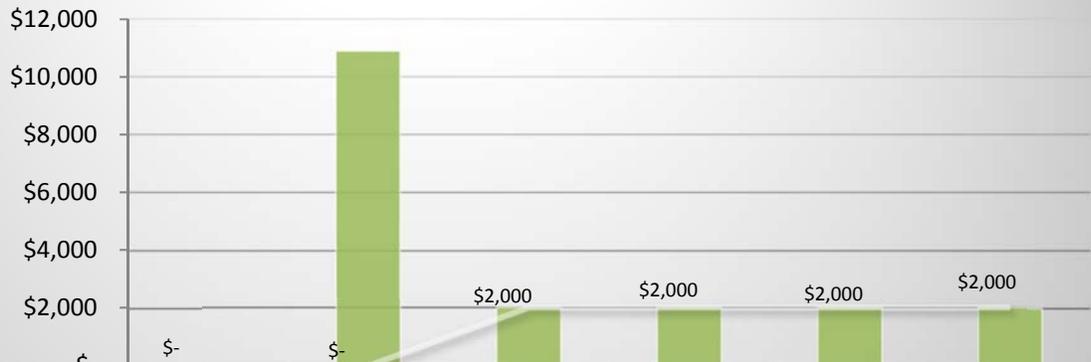
- ✓ Selected four reserve officers after conducting recruitment/hiring process.
- ✓ Obtained uniforms and gear necessary to equip the reserve officers.
- ✓ Planned and conducted a multi-agency police reserve officer academy in cooperation with Nyssa Police Department. All four of the Ontario Police Reserves completed their initial training and are currently deployed in the patrol unit.

Budget Adjustments

- ✓ New program authorized in Fiscal Year 2017.
- ✓ Ongoing costs are anticipated to be minimal.
- ✓ Four reserve officer positions were all filled.



Police Reserve Officer Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
MATERIALS & SERVICES	\$-	\$10,886	\$2,000	\$2,000	\$2,000	\$2,000
TOTAL PROGRAM COSTS	\$-	\$-	\$2,000	\$2,000	\$2,000	\$2,000

Other Key Indicators

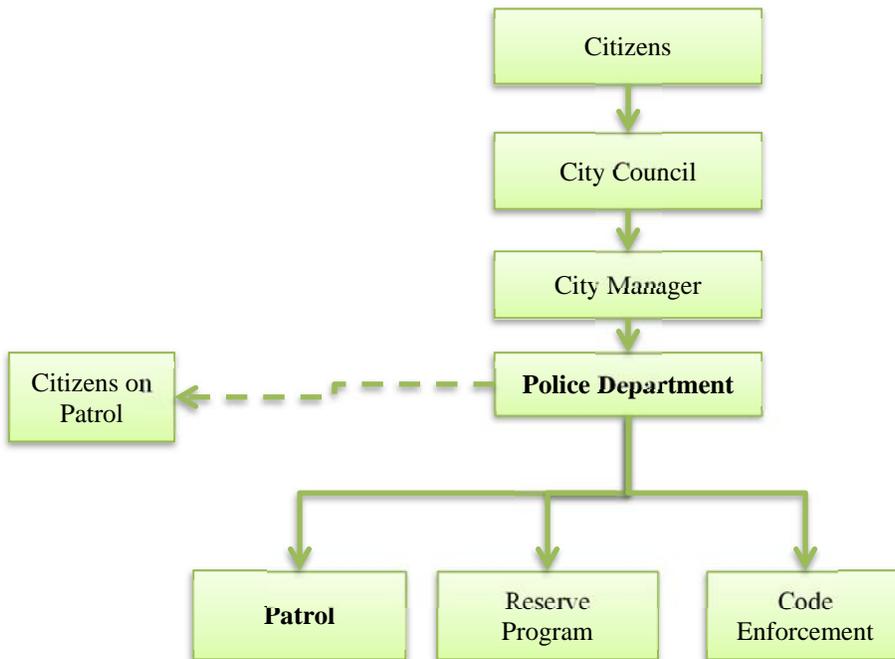
Indicator	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Target	2019 Target
Number of Trained/Working Reserve Officers	N/A	N/A	N/A	4	4	4
Hours Volunteer Service	N/A	N/A	N/A	215	600	600



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
MATERIALS & SERVICES						
PATROL SUPPLIES	-	7,594	2,000	2,000	2,000	2,000
PERSONAL PROTECTIVE DEVICES	-	171	-	-	-	-
PROFESSIONAL DEVELOPMENT	-	260	-	-	-	-
RADIO MAINTENANCE	-	2,737	-	-	-	-
UNIFORMS	-	123	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ -	\$ 10,886	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Grand Total	\$ -	\$ 10,886	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000

Police



Programs

Perform law enforcement and crime prevention work including patrol, drug taskforce, school resource officers and ordinance. Enforce federal, state and local laws. Provide public information and education activities. Maintain police records and evidence. Work with community volunteers such as; Citizens on Patrol and the Reserve Officer Program.

Activities

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

Our daily activities include enforcing laws, protecting life/property, providing education and prevention, and service and assistance to our community members.



Core Values Impact

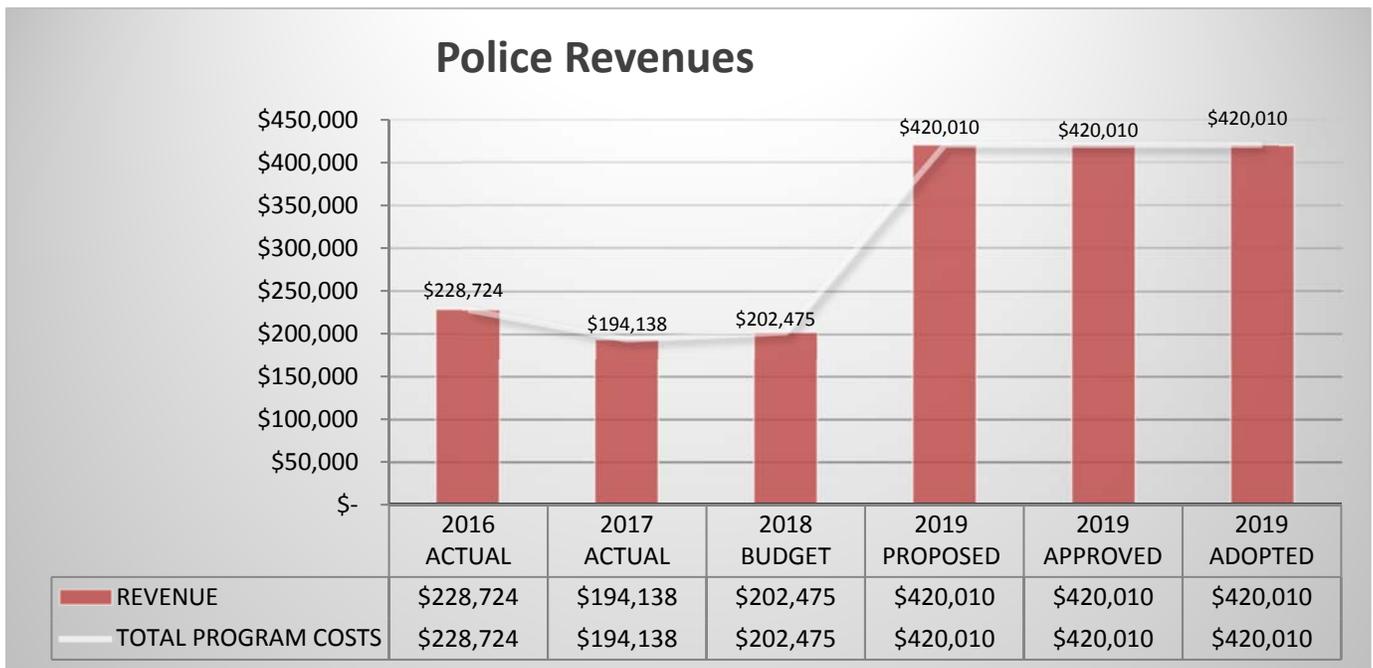
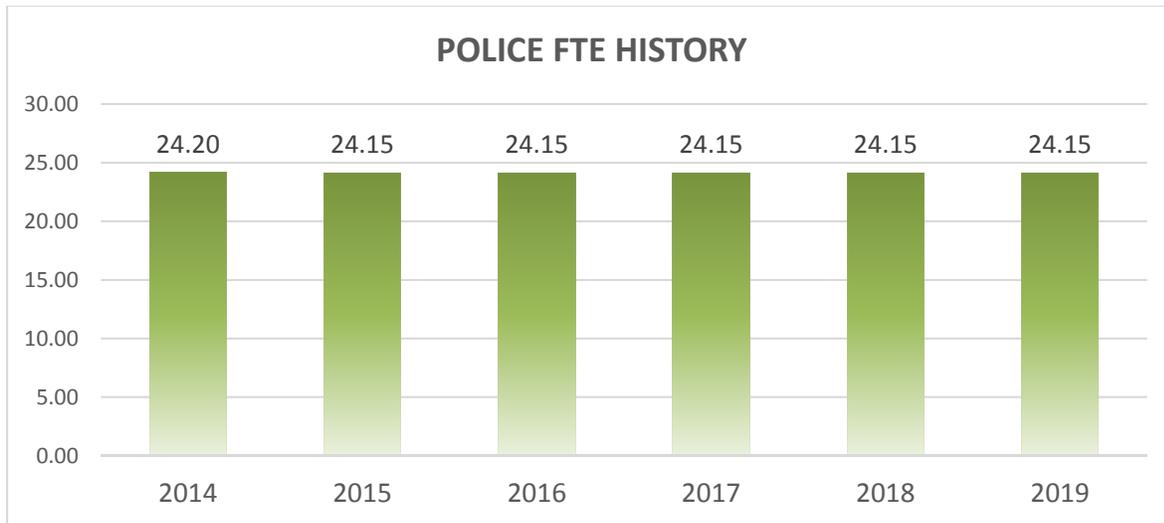
- ✓ Commitment to providing superior and quality service and to doing what is right and acting decisively on what is wrong.
- ✓ Respect for the citizens we serve.
- ✓ Efficiency in providing services to the public.

Accomplishments

- ✓ The Police Department received over 11,000 calls for service from members of our community.
- ✓ The Police Department hired two police officers to replace positions vacated by officers separating employment with the city. This required significant time in recruitment as well as training.
- ✓ A joint agency reserve police officer academy was planned and conducted. All four Ontario Police Reserves have now completed their initial training and are currently deployed in the patrol unit.
- ✓ An annual, voluntary fitness challenge was conducted which encouraged employee physical well-being.
- ✓ Ontario Police Department has participated with establishing a multi police agency peer support team. The team will be used to provide emotional support, in times of need, to police employees. The procedures are in place and the forming of the team is currently in progress.
- ✓ Several grants were obtained to include; Shop with a Cop, Bullet Proof Vest Grant, Traffic Safety Grant, and Car Seat Grant.
- ✓ Continued to upgrade the gun range to provide opportunities to conduct our own training.
- ✓ One used police vehicle was purchased and equipped at very low cost and two vehicles were donated from other agencies to supplement the police department fleet.
- ✓ A police drug detection dog program was established. This included purchasing a detection dog and equipment, handler training and outfitting a K9 Tahoe purchased at low cost from a larger agency. The K9 team has been certified and deployed in our community.
- ✓ Staff was able to purchase \$100,000 of used surplus light equipment for \$100.

Budget Adjustments

- ✓ Increase in 911 contract.
- ✓ \$5 Public Safety Fee.





Police Expenditures

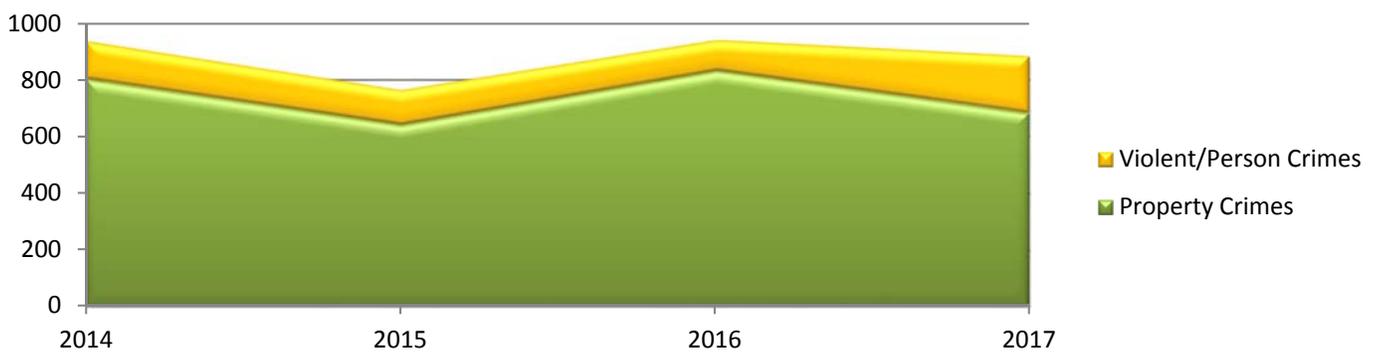


	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
DEBT SERVICE	\$-	\$21,883	\$22,051	\$-	\$-	\$-
CAPITAL OUTLAY	\$-	\$-	\$-	\$33,000	\$-	\$-
MATERIALS & SERVICES	\$344,532	\$379,424	\$406,373	\$440,326	\$440,326	\$440,326
PERSONNEL SERVICES	\$2,772,584	\$2,709,485	\$2,876,716	\$2,661,786	\$2,751,340	\$2,846,456
TOTAL PROGRAM COSTS	\$3,117,116	\$3,110,791	\$3,305,140	\$3,135,112	\$3,191,666	\$3,286,782

Other Key Indicators

Indicator	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Target
Total Call Volume	9,798	10,028	10,198	11,009	11,000
Property Crimes (Burglary/Larceny)	803	639	831	681	630
Violent/Person Crimes	133	123	109	201	180

Violent and Property Crimes in Ontario





General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
POLICE REVENUES						
COURT CONTRACT- COUNTY	57,579	42,638	51,500	51,500	51,500	51,500
MISC POLICE REVENUE	30,405	15,069	6,500	3,346	3,346	3,346
PD-FALSE ALARM FEES	-	-	100	100	100	100
PD-FINGERPRINTING	2,505	1,155	1,500	1,800	1,800	1,800
PD-IMPOUNDMENT FEE/ SALES	1,100	1,900	1,500	1,750	1,750	1,750
PD-MEDICAL EXAMINER FUNDS	525	525	500	500	500	500
PD-SRO PROGRAMS REV	119,871	120,094	125,000	125,000	125,000	125,000
PD-TRAFFIC SCHOOL REVENUE	6,030	4,995	4,000	5,750	5,750	5,750
PD-WINDOW SERVICES	4,481	4,285	3,500	4,150	4,150	4,150
POLICE GRANTS	6,227	3,477	5,000	5,000	5,000	5,000
RECRUITMENT TESTING	-	-	400	200	200	200
VEST GRANT	-	-	2,975	3,414	3,414	3,414
PUBLIC SAFETY FEE	-	-	-	217,500	217,500	217,500
Grand Total	\$ 228,724	\$ 194,138	\$ 202,475	\$ 420,010	\$ 420,010	\$ 420,010
PERSONNEL SERVICES						
DEFERRED COMPENSATION	750	1,950	1,800	1,800	1,800	1,800
EMPLOYER PAID BENEFITS	1,800	1,800	6,755	6,819	6,819	6,819
MEDICAL INSURANCE CO-PAY	456,379	460,037	492,437	444,009	467,747	491,486
OVERTIME	125,476	147,414	115,000	126,214	126,214	115,000
PART TIME EMPLOYEES	17,652	20,770	43,535	57,434	57,434	57,434
REIMBURSABLE PAYROLL	77,627	73,593	-	-	-	-
RETIREMENT	346,128	320,724	417,244	368,643	376,188	389,810
RETIREMENT - EE SHARE	90,041	84,101	87,609	76,903	78,774	82,408
SOCIAL SECURITY	129,136	127,503	122,965	114,829	117,215	121,848
VACATION/SICK BUYOUT	119,417	29,948	58,826	63,333	63,333	63,333
WAGES & SALARIES	1,373,447	1,408,441	1,496,471	1,371,649	1,424,523	1,483,948
WORKMANS COMP	34,732	33,203	34,074	30,153	31,293	32,570
PERSONNEL SERVICES TOTAL	\$ 2,772,584	\$ 2,709,485	\$ 2,876,716	\$ 2,661,786	\$ 2,751,340	\$ 2,846,456



General Fund

MATERIALS & SERVICES

CELL PHONE	12,787	13,971	14,800	14,800	14,800	14,800
CITIZENS ON PATROL SUPPLIES	1,436	1,100	1,000	1,000	1,000	1,000
CONTRACT SERVICES	172,903	165,022	170,234	208,711	208,711	208,711
CRIME PHOTO/FILM	2,448	1,755	3,000	3,000	3,000	3,000
DATA PROCESSING	4,717	8,061	10,190	8,890	8,890	8,890
GENERAL SUP & MAINT	4,380	4,314	4,723	4,723	4,723	4,723
IMPOUNDING	171	418	600	600	600	600
MEDICAL EXAMS	468	1,200	2,025	2,054	2,054	2,054
NARCOTICS & INVESTIGATION	620	2,435	4,900	4,900	4,900	4,900
OFFICE SUPPLIES	1,828	2,219	2,100	2,100	2,100	2,100
PATROL SUPPLIES	31,692	28,359	27,729	31,119	31,119	31,119
PERSONAL PROTECTIVE DEVICES	1,017	6,463	7,140	8,540	8,540	8,540
PETROLEUM SUPPLIES	21,740	21,333	30,000	30,000	30,000	30,000
POSTAGE	1,826	1,807	1,650	1,650	1,650	1,650
PRINTING & ADVERTISING	658	134	1,025	1,025	1,025	1,025
PROFESSIONAL DEVELOPMENT	26,047	28,032	33,510	32,010	32,010	32,010
RADIO MAINT	10,170	11,919	12,720	12,272	12,272	12,272
RECRUITMENT/CONTRACT SETTLEMEN	467	1,491	2,400	2,780	2,780	2,780
REFUNDS	-	-	400	400	400	400
TELEPHONE	3,378	-	-	-	-	-
UNIFORM CLEANING	1,221	747	950	500	500	500
UNIFORMS	9,143	18,522	15,775	15,779	15,779	15,779
VEHICLE & EQUIP REPAIR	18,033	27,327	26,000	20,000	20,000	20,000
NARCOTIC DOG	-	-	-	2,150	2,150	2,150
MATERIALS & SERVICES TOTAL	\$ 344,532	\$ 379,424	\$ 406,373	\$ 440,326	\$ 440,326	\$ 440,326

CAPITAL OUTLAY

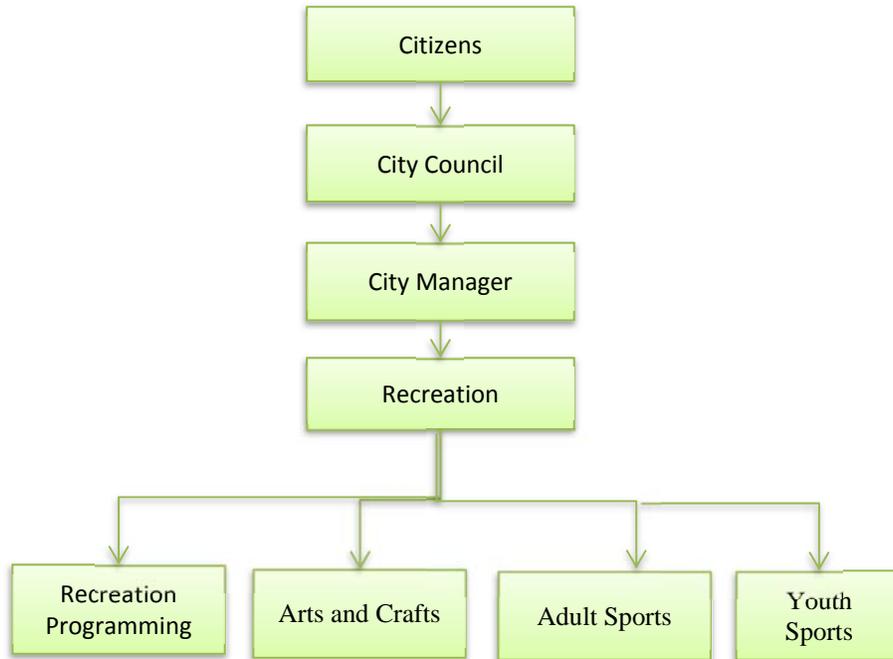
AUTOMOTIVE EQUIP	-	-	-	33,000	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ -	\$ 33,000	\$ -	\$ -

DEBT SERVICE

CAR LEASE	-	21,883	22,051	-	-	-
DEBT SERVICE TOTAL	\$ -	\$ 21,883	\$ 22,051	\$ -	\$ -	\$ -

Grand Total	\$ 3,117,116	\$ 3,110,791	\$ 3,305,140	\$ 3,135,112	\$ 3,191,666	\$ 3,286,782
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Recreation



Programs

Recreation Programming

Activities

The Ontario Recreation Department plans and carries out year-round activities for primarily youth and some adult programs. They include soccer; adult co-ed volleyball; youth volleyball Camp; youth tackle football; NFL youth flag football; Girls softball; kendo; arts and crafts; NFL Punt, Pass, and Kick Competition; youth co-ed dodgeball league; girls and boys basketball; track and field; and tennis & pickleball lessons.

Core Values Impact

The Ontario Recreation Department offers superior programs and services to our citizens. We work many hours to make sure each and every participant is provided with a top-quality experience. We respect the needs of our customers and accommodate them to the best of our ability. The service



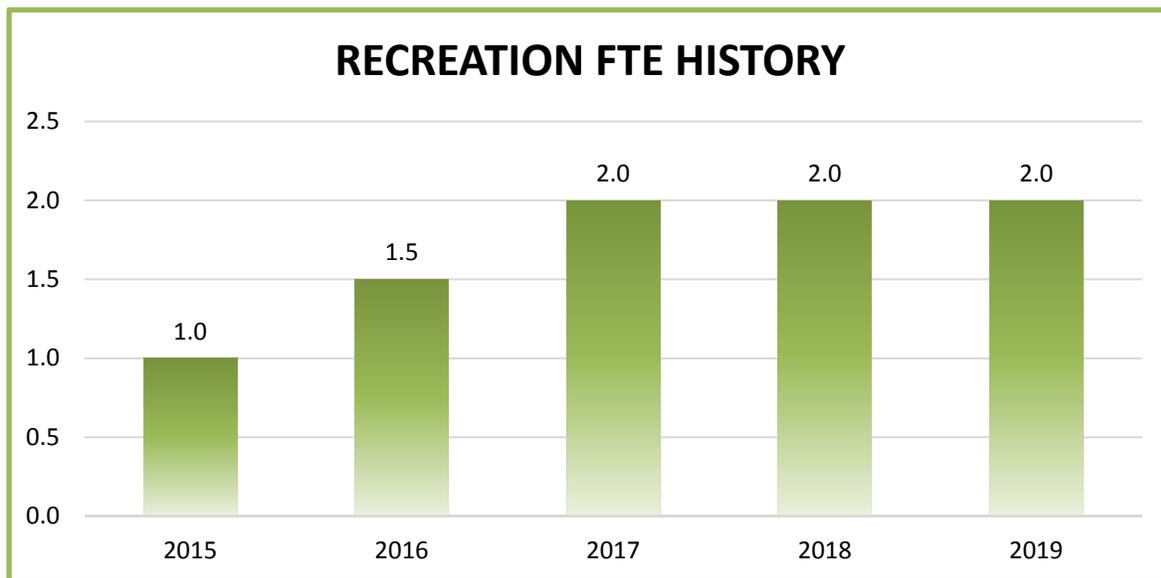
that the Ontario Recreation Department provides is efficient and we are always looking out for our customer and City’s best interest.

Accomplishments

Great improvement has been made to the Ontario Recreation Department with the addition of a full-time staff person in July of 2016. Our service is much more efficient and our office coverage is better. We have been able to offer a better-quality service and get tasks accomplished in a timely manner. Our fall soccer program is a good example of being able to offer a more streamline program and add additional age groups to our existing program. It is proven that the citizens like our programs with the number of participants and revenue that remains consistent each year.

Budget Adjustments

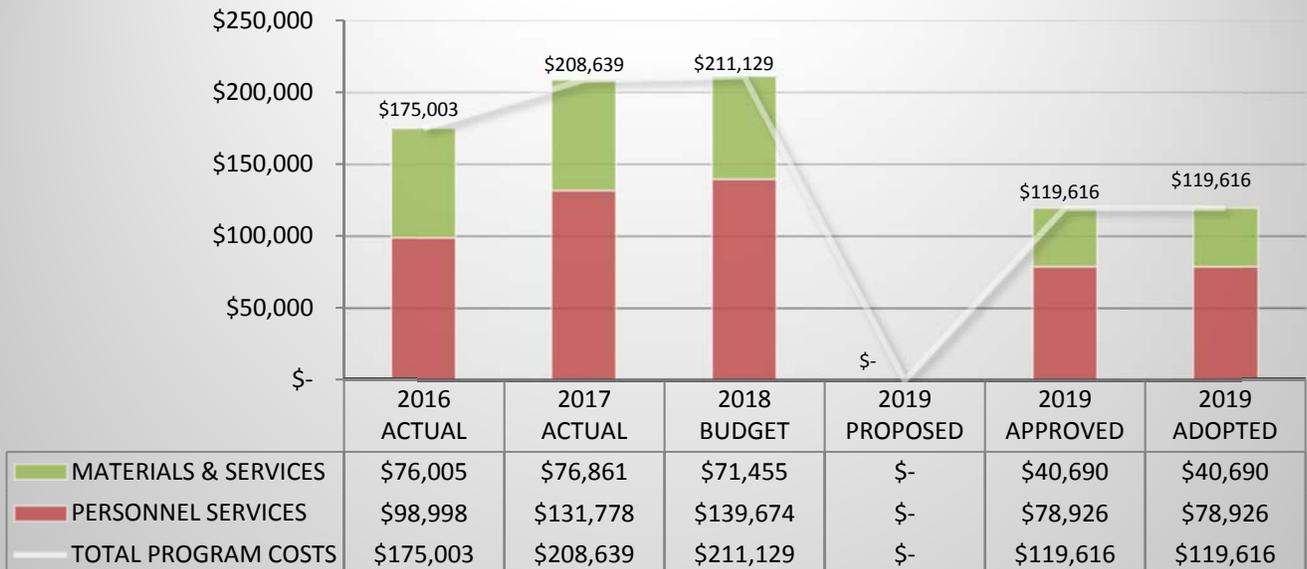
- ✓ Recreation programming funded only until December 31, 2018.



Recreation Revenues



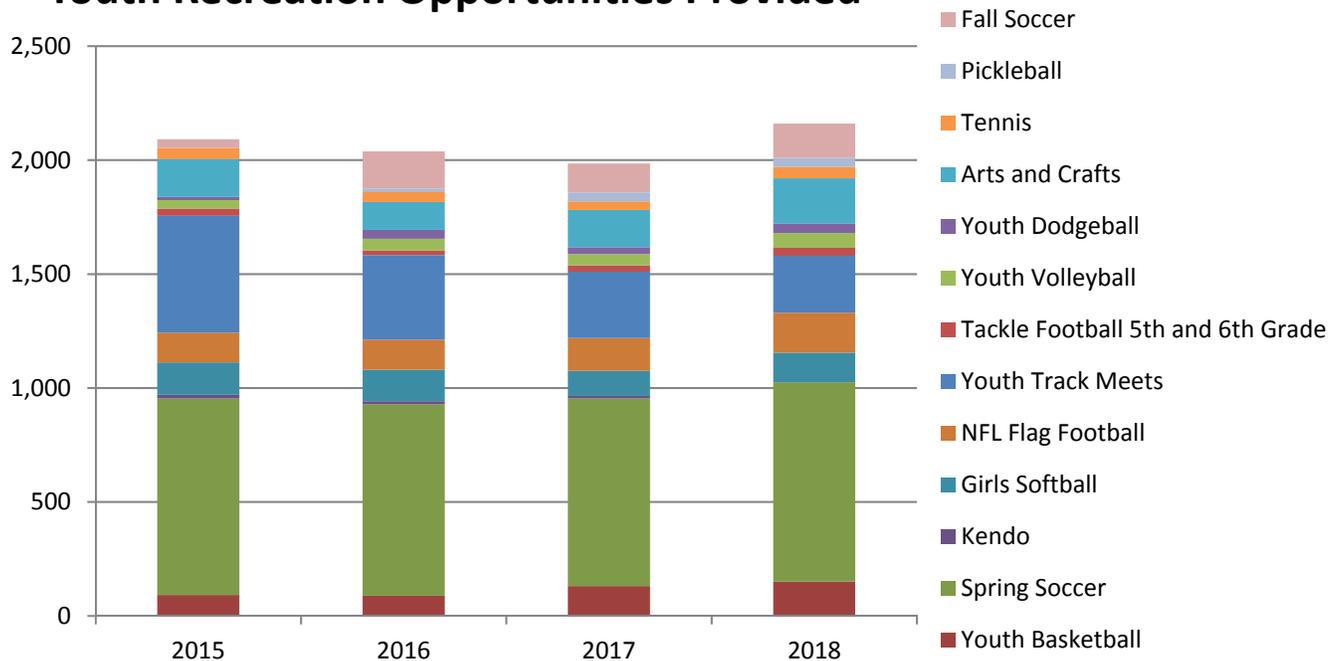
Recreation Expenditures



Other Key Indicators

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected
Youth Basketball	92	88	131	150
Spring Soccer	862	841	823	875
Kendo	16	13	11	N/A
Girls Softball	142	138	110	130
NFL Flag Football	131	132	144	175
Youth Track Meets	512	371	291	250
Tackle Football 5 th and 6 th Grade	32	21	28	35
Youth Volleyball	37	51	50	65
Adult Coed Volleyball	4 teams	6 teams	7 teams	10
Youth Dodgeball	14	39	30	40
Arts and Crafts	166	122	163	200
Tennis	49	43	38	50
Pickleball	N/A	16	39	40
Fall Soccer	38	163	127	150
NFL Punt, Pass & Kick	27	31	N/A	N/A
Tackle Football Gate Admissions	N/A	N/A	719	360

Youth Recreation Opportunities Provided





General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
RECREATION REVENUES						
REC - GATE RECEIPTS	1,548	936	800	-	800	800
REC MISC REVENUE	2,626	1,887	1,000	-	500	500
REC-ADULT SPORTS PROGRAMS	1,513	1,275	2,100	-	-	-
REC-CRAFT PROGRAMS	3,934	2,234	2,000	-	2,056	2,056
REC-UNIFORM SPONSOR FEES	19,811	20,576	19,000	-	3,379	3,379
REC-YOUTH SPORTS PROGRAMS	51,329	51,974	50,000	-	10,138	10,138
REC-TOT REVENUES	30,000	-	-	-	-	-
Grand Total	\$ 110,761	\$ 78,882	\$ 74,900	\$ -	\$ 16,873	\$ 16,873
PERSONNEL SERVICES						
DEFERRED COMPENSATION	1,800	1,800	1,800	-	900	900
EMPLR-PAID EMPLE BENEFITS	-	-	3,791	-	3,754	3,754
MEDICAL INSURANCE CO-PAY	18,110	26,102	27,096	-	19,047	19,047
PART-TIME EMPLOYEES	-	451	-	-	-	-
RETIREMENT	12,532	16,229	20,174	-	10,749	10,749
SOCIAL SECURITY	4,535	5,874	6,412	-	3,412	3,412
VACATION/SICK BUYOUT	2,706	1,822	2,420	-	2,392	2,392
WAGES & SALARIES	57,966	77,668	75,804	-	37,546	37,546
WORKMANS COMP	1,349	1,832	2,177	-	1,126	1,126
PERSONNEL SERVICES TOTAL	\$ 98,998	\$ 131,778	\$ 139,674	\$ -	\$ 78,926	\$ 78,926

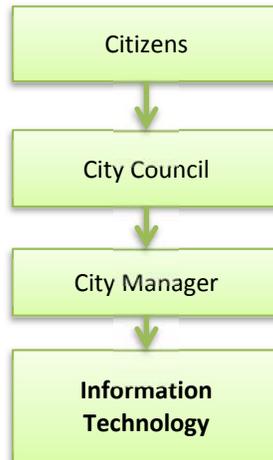


General Fund

MATERIALS & SERVICES

BLDG MAINT & REPAIR	69	39	200	-	100	100
CELL PHONES	562	1,044	1,540	-	770	770
CONTRACT LABOR	36,549	33,183	27,500	-	15,750	15,750
CONTRACT SERVICES	-	820	-	-	-	-
DATA PROCESSING	3,883	789	1,100	-	875	875
ELECTRICITY	1,180	1,533	1,100	-	1,100	1,100
FUEL HEAT	629	697	1,200	-	1,200	1,200
GENERAL SUP & MAINT	11,063	14,098	13,575	-	7,000	7,000
MEDICAL EXAMS	53	-	-	-	-	-
OFFICE MACHINES CONTRACT	-	3	-	-	-	-
OFFICE SUPPLIES	2,194	1,444	2,000	-	1,000	1,000
PETROLEUM SUPPLIES	103	23	300	-	-	-
POSTAGE	1,657	1,819	1,800	-	900	900
PRINT / AD / RECORD	992	-	300	-	150	150
PROFESSIONAL DEVELOPMENT	241	774	740	-	740	740
REFUND	2	-	-	-	-	-
SPORTS FACILITY FIELD PREP	730	640	1,100	-	650	650
TELEPHONE	466	467	1,000	-	480	480
UNIFORMS - RECREATION TEAMS	15,519	19,440	17,500	-	9,725	9,725
VEHICLE REPAIR	112	47	500	-	250	250
MATERIALS & SERVICES TOTAL	\$ 76,005	\$ 76,861	\$ 71,455	\$ -	\$ 40,690	\$ 40,690
Grand Total	\$ 175,003	\$ 208,639	\$ 211,129	\$ -	\$ 119,616	\$ 119,616

Information Technology



Programs

The Department of Information Technology provides secure, reliable, high quality technology-based services, in the most cost-effective manner, while delivering excellence in customer service in alignment with the City of Ontario's mission and core values.

Activities

The IT Department provides support services for all City departments, contract agencies, and employees. These services include miscellaneous desktop/server applications, backup services, virus protections, system wide updates and patches, disaster recovery planning, project review and planning, network infrastructure planning and support, active directory migration, as well as GroupWise e-mail services and mobile device support.

The IT Department maintains the city website, a virtual server environment, as well as a hybrid ESI phone system which includes six VoIP connections to outer locations via wireless backbone.



Core Values Impact

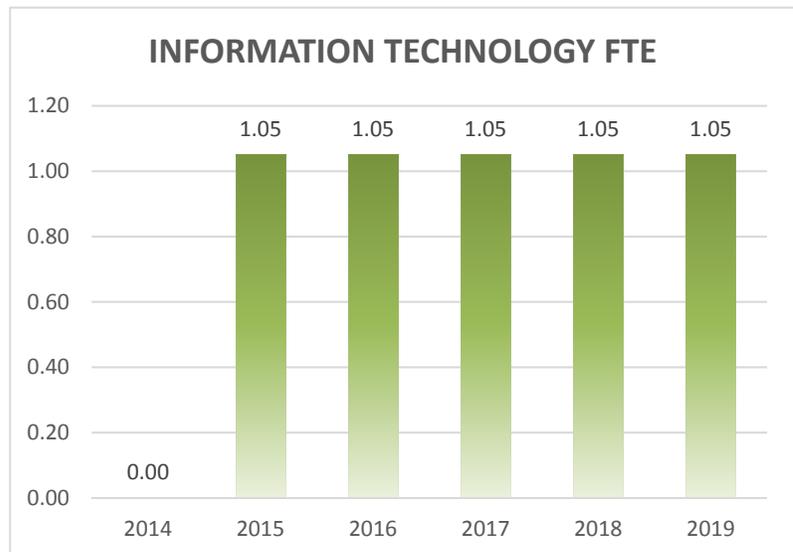
- ✓ Commitment to providing a high level of service quality to all city employees and contract agencies in a respectful and timely manner
- ✓ Performing tasks to the best ability possible

Accomplishments

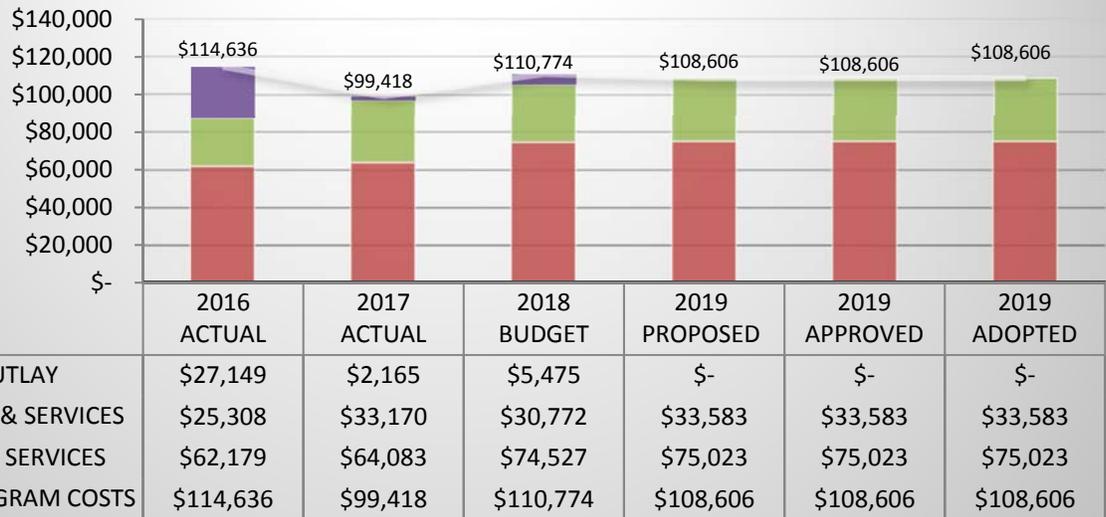
- ✓ New routers at Water and Wastewater Treatment Plants provided ability to implement redundant connectivity
- ✓ Helped with implementation of Civic Clerk (laptop and iPad setups) for council and staff
- ✓ Deployed new wireless network at cemetery office
- ✓ Expanded and updated wireless access points in city hall
- ✓ Support for various departmental moves and remodels
- ✓ Helped DCS with work on Council Camera system replacement for video capture and replay of council meetings on internet
- ✓ Worked with Spyglass and CenturyLink to terminate phone lines no longer needed or in service saving a large monthly phone bill.

Budget Adjustments

- ✓ During Fiscal Year 2014, the City of Ontario moved from IT contract services to a full-time information technology specialist position.
- ✓ No significant budget amendments are recommended for 2018.



Information Technology Expenditures



Other Key Indicators

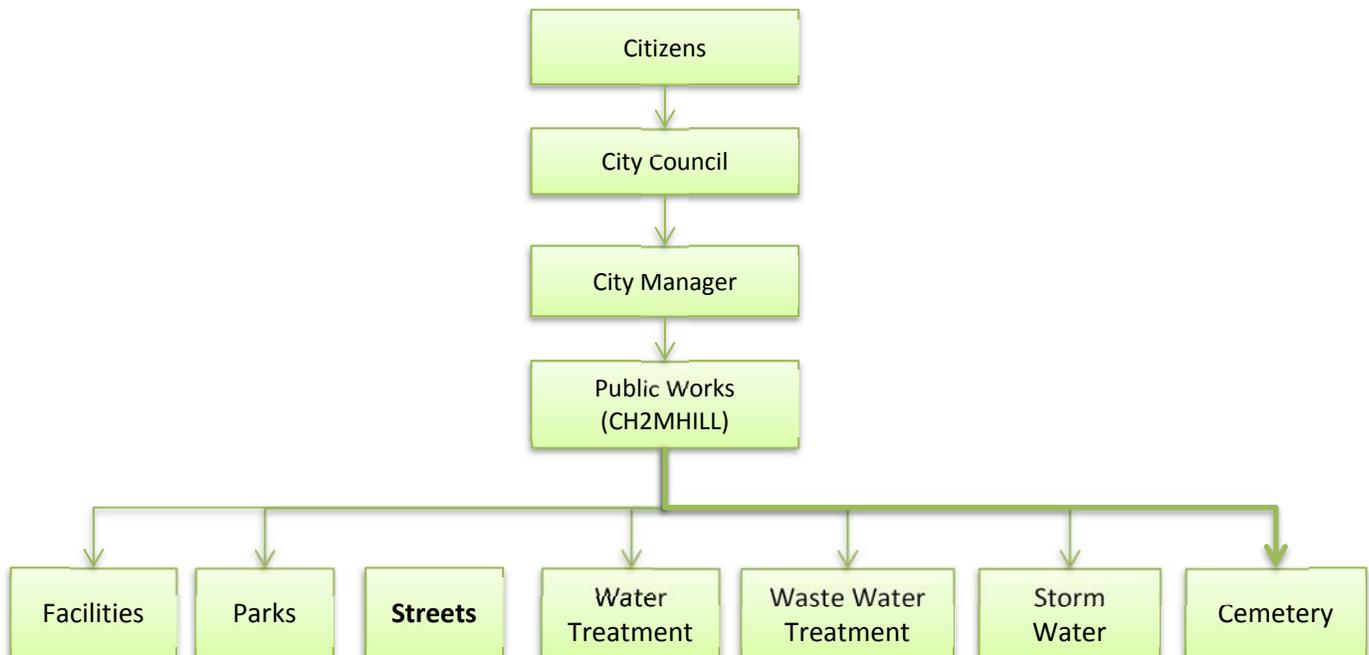
<u>Indicator</u>	2014 <u>Actual</u>	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Actual</u>	2018 <u>Target</u>	2019 <u>Target</u>
Staff	1.05	1.05	1.05	1.05	1.05	1.05
Computers/Laptops	59/12	58/13	57/14	57/18	57/18	57/18
Virtual Servers	15	20	20	20	20	20
Smart Phones	4	4	6	6	6	6
Push To Talk cell phones (police)	13	13	13	13	13	13
Tablets, iPads	14	22	25	33	33	33
MiFis	2	2	4	3	3	3
Website (Pages/Documents)	91/400	100/250	113/400	120/450	120/500	120/500
VoIP Phones	0	0	6	6	6	6
Incidents/Tickets	274	410	369	340	450	450
Incidents/Tickets - Closed	219	412	369	294	450	450



General Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PERSONNEL SERVICES						
EMPLYR-PAID EMPLYE BENEFIT	-	-	2,317	2,487	2,487	2,487
MEDICAL INSURANCE CO-PAY	7,155	7,537	8,684	8,997	8,997	8,997
RETIREMENT	6,691	6,877	9,096	9,096	9,096	9,096
SOCIAL SECURITY	3,361	3,449	3,795	3,795	3,795	3,795
TECH OVERTIME	459	1,180	3,245	3,245	3,245	3,245
VACATION/SICK BUYOUT	-	-	944	945	945	945
WAGES & SALARIES	44,478	45,008	46,336	46,335	46,335	46,335
WORKMANS COMP	34	32	110	123	123	123
PERSONNEL SERVICES TOTAL	\$ 62,179	\$ 64,083	\$ 74,527	\$ 75,023	\$ 75,023	\$ 75,023
MATERIALS & SERVICES						
CELL PHONE	190	622	940	780	780	780
DATA PROCESSING	102	-	810	810	810	810
EQUIPMENT REPAIR	1,812	1,286	3,000	3,000	3,000	3,000
GENERAL SUPPLIES & MAINTENANCE	85	25	150	150	150	150
INTERNET	3,574	3,575	4,680	3,900	3,900	3,900
LICENSES/PERMITS/FEES	9,391	8,147	15,252	19,003	19,003	19,003
NETWORK SUPPLIES	9,210	18,964	3,340	3,340	3,340	3,340
OFFICE SUPPLIES	109	-	100	100	100	100
PROFESSIONAL DEVELOPMENT	835	551	2,500	2,500	2,500	2,500
MATERIALS & SERVICES TOTAL	\$ 25,308	\$ 33,170	\$ 30,772	\$ 33,583	\$ 33,583	\$ 33,583
CAPITAL OUTLAY						
EQUIPMENT PURCHASE	-	2,165	-	-	-	-
NETWORK EQUIPMENT PURCHASE	27,149	-	-	-	-	-
WEBSITE UPGRADE	-	-	5,475	-	-	-
CAPITAL OUTLAY TOTAL	\$ 27,149	\$ 2,165	\$ 5,475	\$ -	\$ -	\$ -
Grand Total	\$ 114,636	\$ 99,418	\$ 110,774	\$ 108,606	\$ 108,606	\$ 108,606

Streets



Programs

The Street Fund accounts for all of the care and maintenance of the street system in city limits.

Activities

CH2M Hill provides direct oversight and management of all streets located within the City limits. The scope of this service includes asphalt repair, chip seal, pot whole repair, cross walk and signs, and right of way maintenance. Also included is snow removal and curb and gutter and sidewalk maintenance.

Core Values Impact

- ✓ Provide safe streets and traffic areas for citizens of the community and visitors.
- ✓ Commitment to providing superior quality of service.
- ✓ Efficiency in providing services to the public.
- ✓ Respect for our fellow citizens we serve.



Accomplishments

- ✓ Won 2017 Sustainability Practice Award for State of Oregon, American Public Works Association.
- ✓ No Safety incidents.
- ✓ Plowed snow 1 time in December. Pre-treated the primary and secondary routes throughout the winter months as the storms came into the area.
- ✓ Swept the town for a total of 3 times including the downtown core area weekly throughout the year. The primary and secondary routes were swept between the full town sweepings.
- ✓ Crack Sealed 13.45 lane miles of streets.
- ✓ Chip Sealed 13.45 lane miles of streets.
- ✓ Right of way Maintenance including weed abatement.
- ✓ Hauled 65 dump truck loads of leaves from our fall cleanup event.
- ✓ Painted 9.5 miles of curb and gutter yellow throughout town.
- ✓ Installed 60 new Welcome to Ontario banners the Chamber purchased.
- ✓ Put up holiday decorations on street lights for the Ontario Chamber of Commerce.
- ✓ Provided event traffic control for the Veteran and Holiday parades.
- ✓ E. Idaho Tree/Planter project – removed existing ground cover and trees. Installed 33 new tree wells and grates, 33 trees, irrigations system and crushed rock.
- ✓ All crosswalks were painted and new Thermo plastic installed where needed.
- ✓ New banner connection was made in the E. Idaho Underpass.
- ✓ Attended the emergency management meeting for the Eclipse.

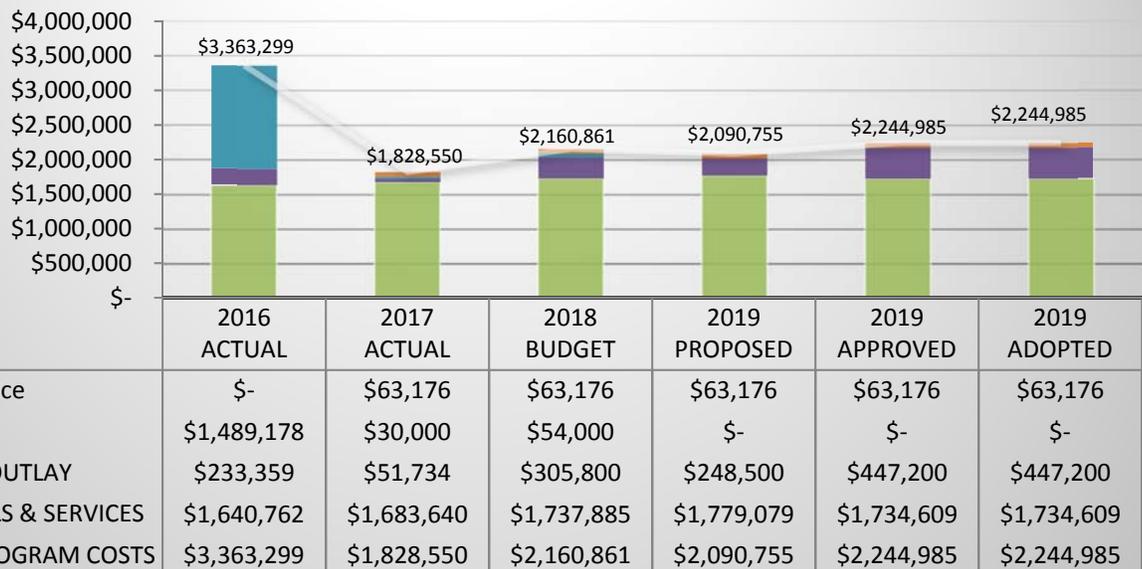
Budget Adjustments

- ✓ CH2M Hill contract increased 2.9%.
- ✓ Street services were reduced resulting in a \$44,470 cost reduction.
- ✓ \$8 transportation utility fee continues to be charged.
- ✓ Increase in revenues due to the transportation bill passed.
- ✓ ADA compliance project.

Streets Revenues



Streets Expenditures





Other Key Indicators					
Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Fall Clean Up – Truck loads of Leaves picked up	*	59	65	65	65
Miles of curb painted	*	9	9.5	9	9
Lane miles of city street sweeping	*	632	632	632	632
Miles of primary and secondary routes swept between city-wide cycles	*	42	42	42	42
Curb miles of sweeping downtown each night	*	2.7	2.7	2.7	2.7
Weeks of trash patrolled every around the Marketplace (East Idaho Avenue)	*	52	52	52	52
Broken or frozen water meters repaired	*	25	22	20	20
New fire hydrant installations	*	1	1	1	1
New or upgraded certifications	*	2	2	2	2
Amount of lost time for recordable incidents	*	0	0	0	0
Number of lane miles chip sealed	*	17	13.45	0	0
Number of times entire town swept plus the primary and secondary roads in between those the main sweeps of town.	*	6	6	6	6
Number of lane miles crack sealed	*	22.3	13.45	13	13
Feet of curb and gutter replaced in preparation for chip seal	*	660	0	0	0

*Data unavailable



Street Fund

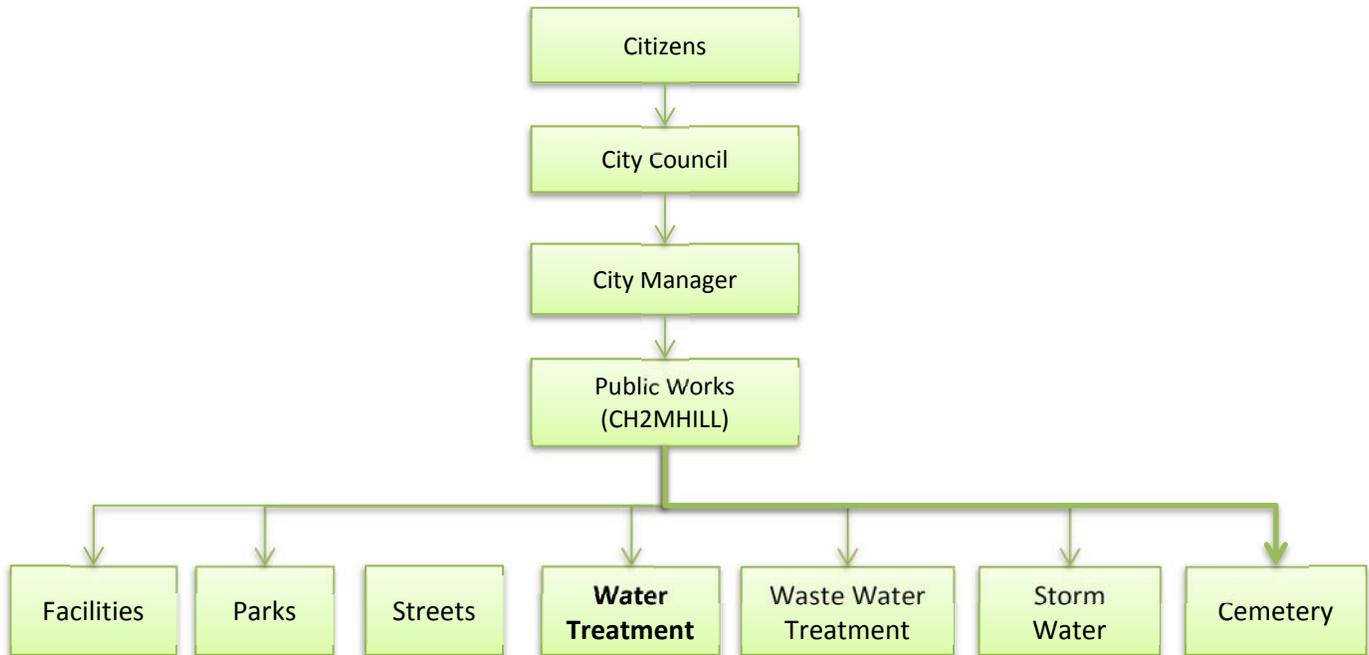
Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
STREET REVENUES						
AVAILABLE CASH ON HAND	2,820,312	816,577	301,848	63,000	63,000	63,000
INTEREST ON DEPOSIT	67	148	85	300	300	300
MISC COLLECTIONS	3,015	10,138	1,000	1,000	1,000	1,000
ODOT STP FUNDS	-	-	54,000	100,000	100,000	100,000
PUBLIC WORKS REVENUE-FUND 045	412,535	412,535	460,687	460,687	460,687	460,687
ROW INSPECTION FEES	4,479	3,753	2,500	3,500	3,500	3,500
STATE TAX STREET REV	732,442	679,014	695,000	822,673	822,673	822,673
TRANSF FROM GEN FUND	-	-	85,941	81,595	235,825	235,825
STREET MAINTENANCE FEE	-	-	364,800	348,000	348,000	348,000
MOTEL OCCUPANCY TAX 26.25%	207,025	225,210	195,000	210,000	210,000	210,000
Grand Total	\$ 4,179,877	\$ 2,147,376	\$ 2,160,861	\$ 2,090,755	\$ 2,244,985	\$ 2,244,985
MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	65,624	65,624	65,624	65,624	65,624	65,624
CONTRACT LABOR	-	-	3,240	-	-	-
CONTRACT SERVICES	1,541,929	1,586,895	1,635,663	1,679,482	1,635,012	1,635,012
INSURANCE PREM & SURETY B	14,453	14,627	15,358	15,973	15,973	15,973
OFFICE MACHINE CONTRACT	261	109	-	-	-	-
ROAD MAINT & SUPPLIES	18,495	16,386	18,000	18,000	18,000	18,000
MATERIALS & SERVICES TOTAL	\$ 1,640,762	\$ 1,683,640	\$ 1,737,885	\$ 1,779,079	\$ 1,734,609	\$ 1,734,609



Street Fund

CAPITAL OUTLAY						
13STR-01 STREET SEALING	169,363	26,586	166,800	85,500	-	-
CAPITAL OUTLAY	-	148	139,000	-	-	-
DUMP TRUCK	118	-	-	-	-	-
SE 5TH COUNTY PROJECT	-	25,000	-	-	-	-
STREET SWEEPER	63,879	-	-	-	-	-
DOWNTOWN CONCRETE WORK	-	-	-	18,000	18,000	18,000
CRACKFILL	-	-	-	45,000	45,000	45,000
ADA COMPLIANCE PROJECT	-	-	-	-	284,200	284,200
SE 2ND ODOT PROJECT	-	-	-	50,000	50,000	50,000
SE 5TH ODOT PROJECT	-	-	-	50,000	50,000	50,000
CAPITAL OUTLAY Total	\$ 233,359	\$ 51,734	\$ 305,800	\$ 248,500	\$ 447,200	\$ 447,200
DEBT SERVICE						
CAPITAL LEASE REPAYMENT	-	63,176	63,176	63,176	63,176	63,176
DEBT SERVICE Total	\$ -	\$ 63,176				
TRANSFERS OUT						
GENERAL FUND EXP - FUND 045	1,489,178	-	-	-	-	-
TRANSFER TO GRANT FUND	-	30,000	54,000	-	-	-
TRANSFERS OUT TOTAL	\$ 1,489,178	\$ 30,000	\$ 54,000	\$ -	\$ -	\$ -
Grand Total	\$ 3,363,299	\$ 1,828,550	\$ 2,160,861	\$ 2,090,755	\$ 2,244,985	\$ 2,244,985

Water Treatment



Programs

The Water Fund accounts for all of the care and maintenance of the water treatment plant system.

Activities

CH2M Hill provides direct operation and maintenance of the City’s water treatment plant, reservoirs and water distribution system. This includes providing safe drinking water to all citizens of the community. We use 2 sources on water, the Snake River and water wells located near the river.

Core Values Impact

- ✓ Provided safe and clean drinking water for our citizens
- ✓ Commitment to providing superior quality of service.
- ✓ Efficiency in providing services to the public.
- ✓ Respect for our fellow citizens we serve.



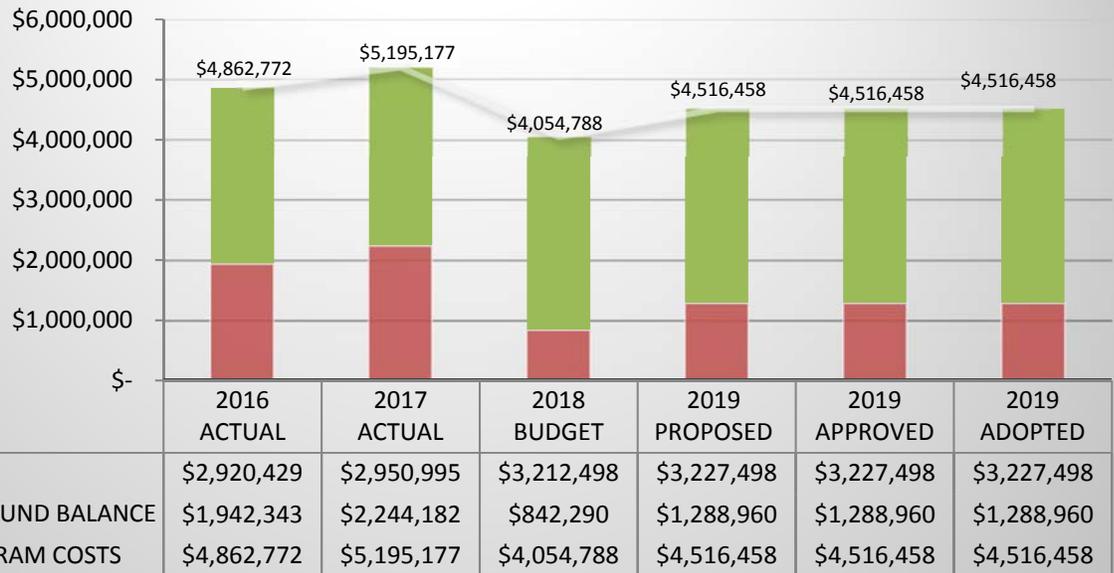
Accomplishments

- ✓ Won 2017 Sustainability Practice Award for State of Oregon, American Public Works Association.
- ✓ No safety incidents for the year.
- ✓ No non-compliance events for the year.
- ✓ Arsenic sampling throughout system in support of NPDES permit.
- ✓ Negotiated with DEQ on Draft NPDES permit.
- ✓ Trouble shot and repaired the sand filter underdrain system.
- ✓ Replaced the sand filter media.
- ✓ Replaced and modified the flocculation basin drive system.
- ✓ Supported and worked to the completion of the new Chemical Feed System Project.
- ✓ Completed the first and second phases of the Oregon Health authority mandated Contact Time studies.
- ✓ Implemented a new algae prediction model to help in treatment process optimization from the Snake River.
- ✓ Completed installation of new combined effluent turbidimeter for the Westech Treatment Plant.
- ✓ Increased Operator Certification levels.
- ✓ Completed an in-house Sanitary Survey of the entire system.
- ✓ Conducted an in-house evaluation of sampling compliance schedules on disinfection by products study.
- ✓ 33 new water services installed.
- ✓ 186 water meters changed out.
- ✓ 511 utility locates completed.
- ✓ 22 water meters froze and were replaced or repaired.
- ✓ All equipment and buildings inspected weekly.
- ✓ 2 rounds of 60 Lead and Copper Samples collected.
- ✓ 2 operators obtained certifications.
- ✓ Completed the piping and well house for Well #17.
- ✓ 98% of the customer owned Backflow devices were tested in the City of Ontario 1928 out of 1967 Total.

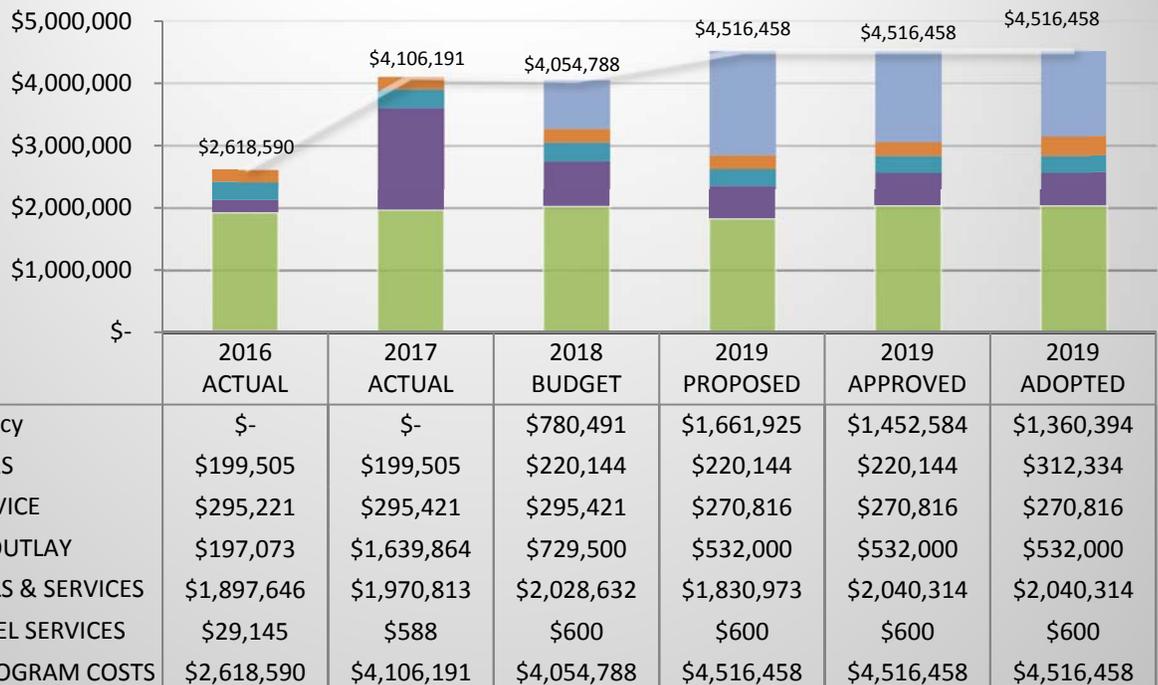
Budget Adjustments

- ✓ CH2M Hill Contract increased 2.9%
- ✓ Refinanced OECD loan.

Water Treatment Revenues



Water Treatment Expenditures





Other Key Indicators					
Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Lost time or recordable incidents	0	0	0	0	0
Treatment Violations	0	0	0	0	0
Fire Hydrant Inspection and Flushing (100 %)	647	647	647	647	647
New or upgraded certifications	*	2	2	2	2
Water Service Inspections (100%)	3845	3845	3845	3845	3845
Valve Exercising (100%)	1889	1889	1889	1889	1889

* Data unavailable



Water Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
WATER REVENUES						
AVAILABLE CASH ON HAND	1,942,343	2,244,182	842,290	1,288,960	1,288,960	1,288,960
BAD DEBT RECOVERY	1,481	37	-	-	-	-
CONNECTIONS & OTHER RECEI	16,812	34,796	21,580	21,580	21,580	21,580
INTEREST ON DEPOSIT	23,792	38,368	25,000	40,000	40,000	40,000
LATE FEE & PENALTIES	37,332	4,655	-	-	-	-
MISC COLLECTIONS	8,432	8,820	5,000	5,000	5,000	5,000
MISC WATER REVENUE	19,370	19,721	16,000	16,000	16,000	16,000
WATER BILLING REV	2,813,209	2,844,597	3,144,918	3,144,918	3,144,918	3,144,918
Grand Total	\$ 4,862,772	\$ 5,195,177	\$ 4,054,788	\$ 4,516,458	\$ 4,516,458	\$ 4,516,458
PERSONNEL SERVICES						
EMPLOYER-PAID EMPLOYEE BE	588	588	600	600	600	600
MEDICAL INSURANCE CO-PAY	6,252	-	-	-	-	-
OVERTIME	11	-	-	-	-	-
RETIREMENT-EMPLYR EXP	3,893	-	-	-	-	-
SOCIAL SECURITY	1,240	-	-	-	-	-
VACATION/SICK BUYOUT	686	-	-	-	-	-
WAGES & SALARIES	16,459	-	-	-	-	-
WORKMANS COMP	17	-	-	-	-	-
PERSONNEL SERVICES TOTAL	\$ 29,145	\$ 588	\$ 600	\$ 600	\$ 600	\$ 600



Water Fund

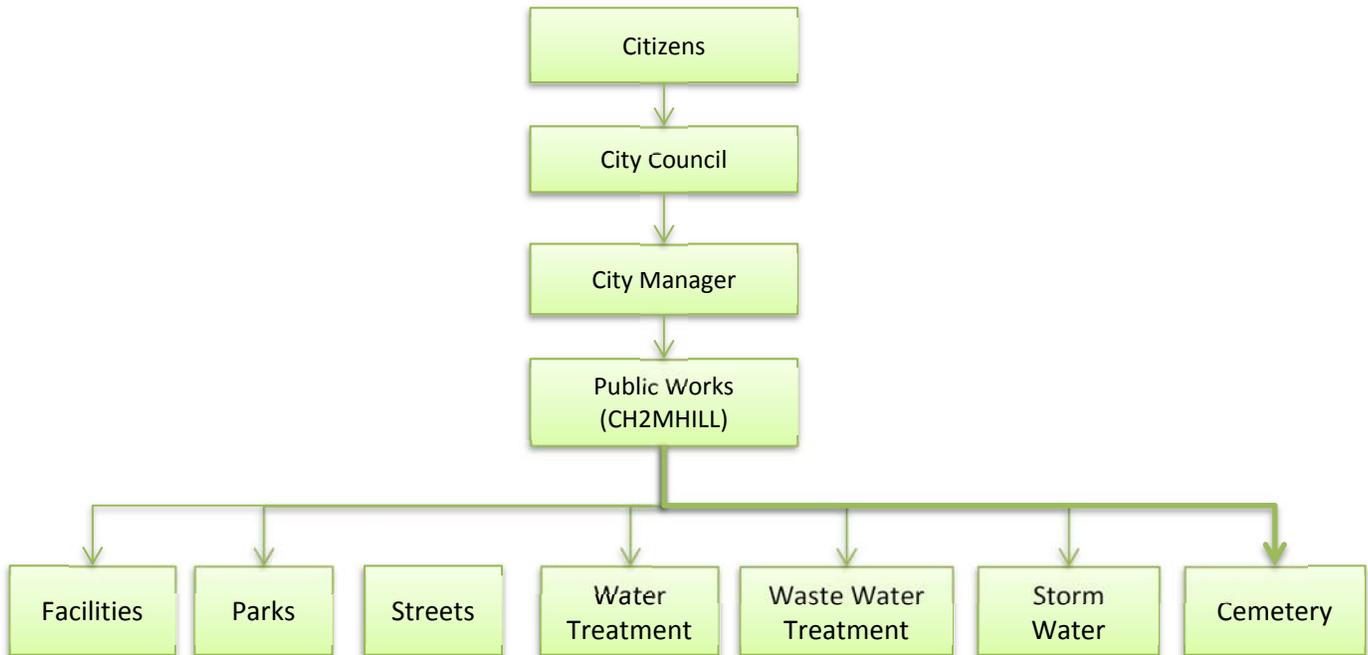
MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	209,341	209,341	209,341	209,341	209,341	209,341
BANK CHARGES	255	132	400	400	400	400
CONTRACT SERVICES	1,602,693	1,683,797	1,735,951	1,745,133	1,745,133	1,745,133
DATA PROCESSING	3,110	3,074	3,000	3,000	3,000	3,000
ELECTRICITY	1,886	1,499	2,577	2,577	2,577	2,577
GENERAL SUPP & MAINT	338	48	-	-	-	-
HVAC MAINTENANCE CONT	1,115	-	-	-	-	-
INSURANCE PREM & SURETY B	61,695	57,777	62,500	65,000	65,000	65,000
OFFICE MACH CONTRACT	886	54	-	-	-	-
OFFICE SUPPLIES	570	48	150	150	150	150
POSTAGE	8,705	8,347	9,163	9,163	9,163	9,163
PROPERTY TAXES	2,315	2,287	2,400	2,400	2,400	2,400
TELEPHONE	76	111	150	150	150	150
UTILITY BILLING	4,660	4,296	3,000	3,000	3,000	3,000
MATERIALS & SERVICES TOTAL	\$ 1,897,646	\$ 1,970,813	\$ 2,028,632	\$ 2,040,314	\$ 2,040,314	\$ 2,040,314
CAPITAL OUTLAY						
BAFFLE WALL REPLACEMENT	-	-	175,000	160,000	160,000	160,000
CHLORINE ANALYZER	-	-	15,000	-	-	-
EQUIP PURCH	-	525	162,500	80,000	80,000	80,000
MICROCHLOR CELL REPLACEMENT	-	-	27,000	27,000	27,000	27,000
SECURITY UPGRADE	-	-	15,000	-	-	-
SOLIDS REMOVAL	-	-	50,000	50,000	50,000	50,000
WASH ARMS	-	-	60,000	-	-	-
WATER MASTER PLAN	-	-	175,000	175,000	175,000	175,000
WATER RATE STUDY	4,521	10,747	-	-	-	-
WTP AUDIT PROJECTS	192,552	1,628,592	-	-	-	-
SKIDSTEER	-	-	50,000	-	-	-
RESERVOIR IMPROVEMENTS	-	-	-	10,000	10,000	10,000
WELL REHABS	-	-	-	10,000	10,000	10,000
CLEAN & REPAIR SLOUGH	-	-	-	20,000	20,000	20,000
CAPITAL OUTLAY TOTAL	\$ 197,073	\$ 1,639,864	\$ 729,500	\$ 532,000	\$ 532,000	\$ 532,000



Water Fund

DEBT SERVICE						
WTP UPGRADE DEBT SRVC	295,221	295,421	295,421	270,816	270,816	270,816
DEBT SERVICE TOTAL	\$ 295,221	\$ 295,421	\$ 295,421	\$ 270,816	\$ 270,816	\$ 270,816
TRANSFERS OUT						
STREET FUND EXP - FUND 105	199,505	199,505	220,144	220,144	220,144	220,144
PERS ALLOCATION - TRANSFER OUT	-	-	-	-	-	92,190
TRANSFERS OUT TOTAL	\$ 199,505	\$ 199,505	\$ 220,144	\$ 220,144	\$ 220,144	\$ 312,334
CONTINGENCY						
OPERATING CONTINGENCY	-	-	780,491	1,452,584	1,452,584	1,360,394
CONTINGENCY TOTAL	\$ -	\$ -	\$ 780,491	\$ 1,452,584	\$ 1,452,584	\$ 1,360,394
Grand Total	\$ 2,618,590	\$ 4,106,191	\$ 4,054,788	\$ 4,516,458	\$ 4,516,458	\$ 4,516,458

Wastewater Treatment



Programs

The Sewer Fund accounts for all of the care and maintenance of the wastewater treatment plant system.

Activities

Ch2mhill provides direct oversight and management of the City’s wastewater treatment plant and wastewater collection systems including 9 lift stations. We manage the treatment plant to meet all State and Federal regulations related to waste water treatment and discharge. Also included in this scope is the Skyline and Malheur farm operations.

Core Values Impact

- ✓ Commitment to providing superior quality of service.
- ✓ Efficiency in providing services to the public.
- ✓ Respect for our fellow citizens we serve.



Accomplishments

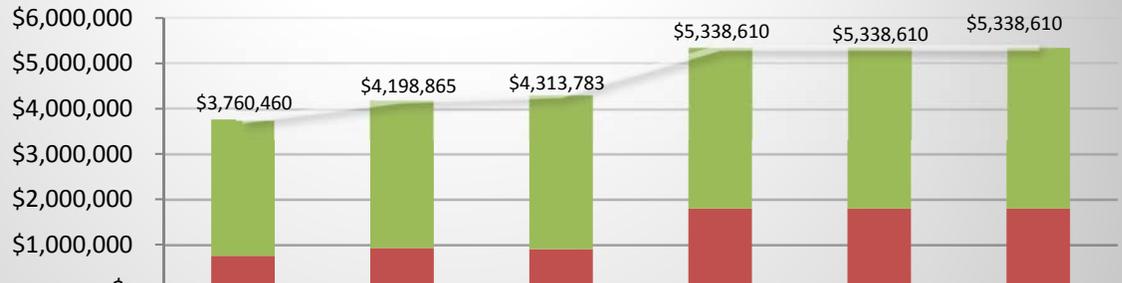
- ✓ Won 2017 Sustainability Practice Award for State of Oregon, American Public Works Association.
- ✓ No safety incidents for the year.
- ✓ No Non-Compliance Events.
- ✓ No Sanitary Sewer Overflows.
- ✓ 10 wet wells cleaned.
- ✓ All lift station pumps serviced and inspected annually.
- ✓ All Electrical/MMC panels inspected and thermo imaging inspected annually.
- ✓ All back up emergency power sources inspected and operated weekly.
- ✓ Cleaned approx. 98,880 ft. of the Collections system.
- ✓ Retrofitted and repaired the on-site aeration system located in the lagoons
- ✓ SCADA upgrades for the Collection system and the WWTP
- ✓ Continued work with Oregon Department of Environmental Quality to review and understand new NPDES permit requirements. We are reviewing and meeting with State regulatory staff to develop a path for arsenic and other potential permit parameters.
- ✓ Operators cross-trained for improvement efficiency.
- ✓ Implemented arsenic monitoring plan.

Budget Adjustments

- ✓ CH2M Contract increased by 2.9%.
- ✓ New requirements budgeted based on NPDES permit.
- ✓ OECD loan refinanced.

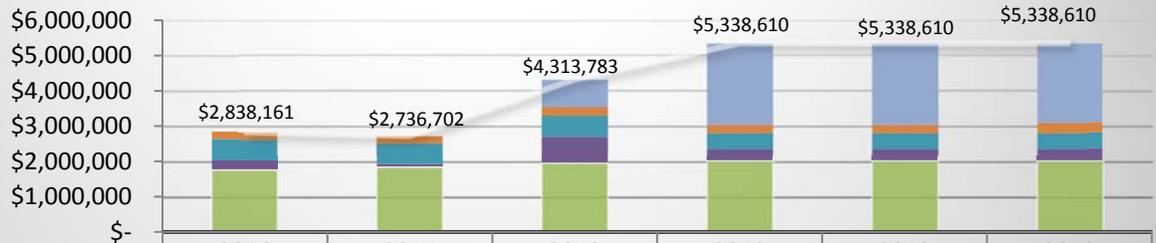


Waste Water Treatment Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
REVENUE	\$3,008,254	\$3,276,582	\$3,417,322	\$3,543,922	\$3,543,922	\$3,543,922
BEGINNING FUND BALANCE	\$752,206	\$922,283	\$896,461	\$1,794,688	\$1,794,688	\$1,794,688
TOTAL PROGRAM COSTS	\$3,760,460	\$4,198,865	\$4,313,783	\$5,338,610	\$5,338,610	\$5,338,610

Waste Water Treatment Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$759,393	\$2,281,942	\$2,281,942	\$2,230,725
TRANSFERS	\$205,632	\$205,632	\$233,123	\$233,123	\$233,123	\$284,340
DEBT SERVICE	\$602,852	\$602,604	\$602,101	\$454,336	\$454,336	\$454,336
CAPITAL OUTLAY	\$254,771	\$73,811	\$749,500	\$335,950	\$335,950	\$335,950
MATERIALS & SERVICES	\$1,745,777	\$1,854,067	\$1,969,066	\$2,032,659	\$2,032,659	\$2,032,659
PERSONNEL SERVICES	\$29,129	\$588	\$600	\$600	\$600	\$600
TOTAL PROGRAM COSTS	\$2,838,161	\$2,736,702	\$4,313,783	\$5,338,610	\$5,338,610	\$5,338,610



Other Key Indicators

<u>Indicator</u>	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>
New or upgraded certifications	*	2	0	0	0
Treatment Violations	*	0	0	0	0
Amount of lost time for recordable incidents	*	0	0	0	0
Gallons per day	*	*	1,391,506	1,400,000	1,400,000

**Data unavailable*



Sewer Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
SEWER REVENUES						
AVAILABLE CASH ON HAND	752,206	922,283	896,461	1,794,688	1,794,688	1,794,688
BAD DEBT RECOVERY	1,481	37	-	-	-	-
CROP SALES	90,521	105,000	25,000	127,000	127,000	127,000
INTEREST ON DEPOSIT	31,277	52,448	35,000	60,000	60,000	60,000
LATE FEE & PENALTIES	38,474	4,655	-	-	-	-
MISC COLLECTIONS	9,632	8,820	7,000	7,000	7,000	7,000
MISC SEWER REVENUE	675	1,054	1,000	1,000	1,000	1,000
PASTURE RENT	1,750	3,275	2,000	1,600	1,600	1,600
SEPTAGE RECEIVING REVENUE	3,913	23,035	15,000	15,000	15,000	15,000
SEWER CONNECTIONS	1,500	2,375	2,000	2,000	2,000	2,000
SEWER SERVICE REV	2,829,030	3,075,882	3,330,322	3,330,322	3,330,322	3,330,322
Grand Total	\$ 3,760,460	\$ 4,198,865	\$ 4,313,783	\$ 5,338,610	\$ 5,338,610	\$ 5,338,610
PERSONNEL SERVICES						
EMPLOYER-PAID EMPLOYEE BE	588	588	600	600	600	600
MEDICAL INSURANCE CO-PAY	6,252	-	-	-	-	-
OVERTIME	11	-	-	-	-	-
RETIREMENT-EMPLYR SHARE	3,893	-	-	-	-	-
SOCIAL SECURITY	1,240	-	-	-	-	-
VACATION/SICK BUYOUT	686	-	-	-	-	-
WAGES & SALARIES	16,459	-	-	-	-	-
WORKMANS COMP	17	-	-	-	-	-
PERSONNEL SERVICES TOTAL	\$ 29,129	\$ 588	\$ 600	\$ 600	\$ 600	\$ 600



Sewer Fund

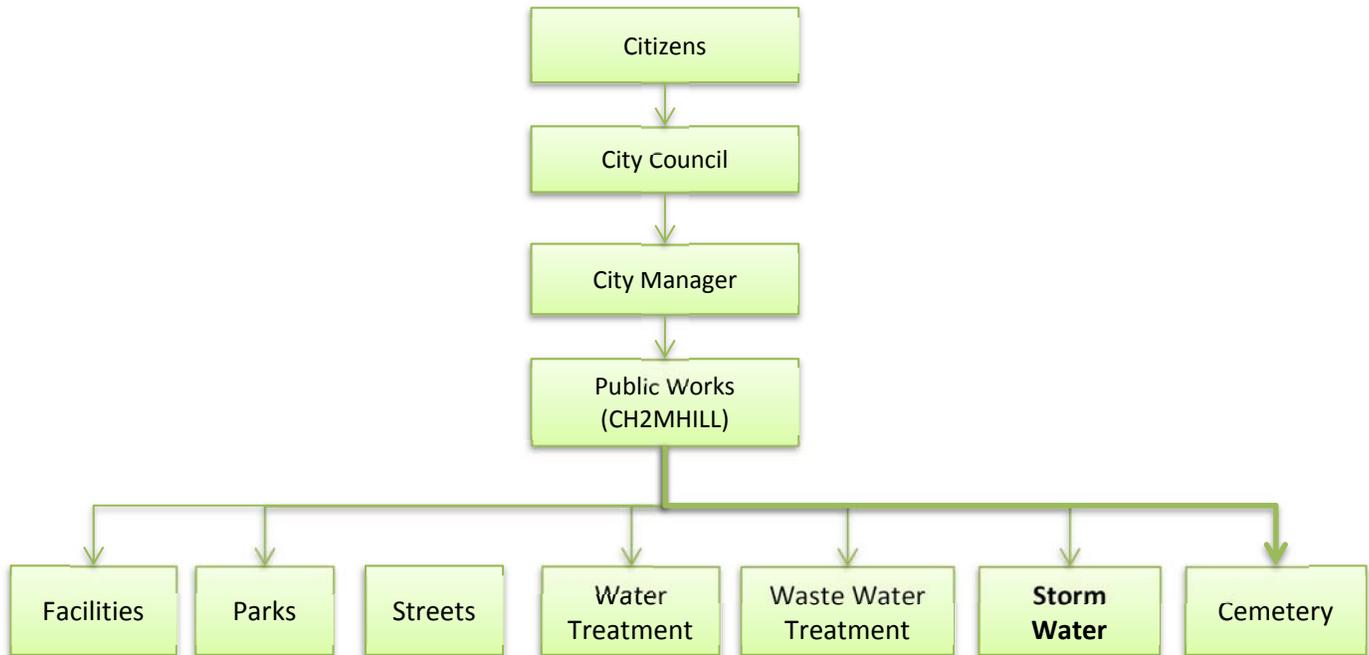
MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	218,361	218,361	218,361	218,361	218,361	218,361
BAD DEBT EXPENSE	1,876	-	-	-	-	-
BANK CHARGES	255	132	400	-	-	-
CONTRACT SERVICES	1,420,930	1,496,527	1,542,875	1,547,104	1,547,104	1,547,104
DATA PROCESSING	3,110	3,074	3,000	400	400	400
DEQ PERMIT	-	35,515	100,000	50,000	50,000	50,000
DISCHARGE PERMIT FEE	8,720	9,620	10,000	3,000	3,000	3,000
ELECTRICITY	4,589	3,626	3,291	10,000	10,000	10,000
GENERAL SUPP & MAINT	338	48	-	-	-	-
HVAC MAINTENANCE CONT	1,115	-	-	-	-	-
INSURANCE PREM & SURETY B	53,436	57,777	61,000	63,440	63,440	63,440
IRRIGATION WATER PURCHASE	12,071	11,207	12,500	12,500	12,500	12,500
OFFICE MACH CONTRACT	886	54	-	-	-	-
OFFICE SUPPLIES	570	49	-	-	-	-
POSTAGE	8,701	8,347	9,163	9,163	9,163	9,163
PRINT / AD / RECORD	711	-	-	-	-	-
PROFESSIONAL SERVICES	3,075	3,075	3,076	3,291	3,291	3,291
PROPERTY TAX	2,315	2,287	2,400	2,400	2,400	2,400
TELEPHONE	56	71	-	-	-	-
UTILITY BILLING	4,660	4,296	3,000	3,000	3,000	3,000
NPDES REPORTS	-	-	-	45,000	45,000	45,000
NPDES REQUIREMENTS	-	-	-	65,000	65,000	65,000
MATERIALS & SERVICES TOTAL	\$ 1,745,777	\$ 1,854,067	\$ 1,969,066	\$ 2,032,659	\$ 2,032,659	\$ 2,032,659
CAPITAL OUTLAY						
EQUIP PURCH	-	525	129,500	50,000	50,000	50,000
FACILITY PLAN	-	-	270,000	-	-	-
INTERIM FACILITY IMPROVEMENTS	-	-	250,000	50,000	50,000	50,000
MICROCHLOR CELL	-	-	10,000	-	-	-
RATE STUDY	4,521	10,747	-	-	-	-
SANITARY SEWER-HOT SPOTS	250,000	-	-	-	-	-
SRCI LOWER LIFT STATION	-	-	40,000	85,000	85,000	85,000
WASTEWATER REUSE PLAN UPDATE	-	62,539	50,000	-	-	-
WWTP MANHOLE REHAB	250	-	-	-	-	-
PUSH CAMERA	-	-	-	8,950	8,950	8,950
SKID CAMERA	-	-	-	85,000	85,000	85,000
SRCI 37 MH REPLACEMENT	-	-	-	37,000	37,000	37,000
SAN SEWER LINE EVALUATION	-	-	-	10,000	10,000	10,000
PHASE 2 SECURITY UPGRADE	-	-	-	10,000	10,000	10,000
CAPITAL OUTLAY TOTAL	\$ 254,771	\$ 73,811	\$ 749,500	\$ 335,950	\$ 335,950	\$ 335,950



Sewer Fund

DEBT SERVICE						
OECD WW IMPR LOAN - 2008	271,665	272,865	273,866	252,376	252,376	252,376
RFL#R70611 -- 1998-2018	126,500	125,928	125,333	-	-	-
RLF #R70612 -- 2000-2020	204,687	203,811	202,902	201,960	201,960	201,960
DEBT SERVICE TOTAL	\$ 602,852	\$ 602,604	\$ 602,101	\$ 454,336	\$ 454,336	\$ 454,336
TRANSFERS OUT						
STREET-FRAN FEE - FUND 110	205,632	205,632	233,123	233,123	233,123	233,123
PERS ALLOCATION - TRANSFER OUT	-	-	-	-	-	51,217
TRANSFERS OUT TOTAL	\$ 205,632	\$ 205,632	\$ 233,123	\$ 233,123	\$ 233,123	\$ 284,340
CONTINGENCY						
OPERATING CONTINGENCY	-	-	759,393	2,281,942	2,281,942	2,230,725
CONTINGENCY TOTAL	\$ -	\$ -	\$ 759,393	\$ 2,281,942	\$ 2,281,942	\$ 2,230,725
Grand Total	\$ 2,838,161	\$ 2,736,702	\$ 4,313,783	\$ 5,338,610	\$ 5,338,610	\$ 5,338,610

Storm Water



Programs

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

Activities

CH2M Hill provides direct oversight and management of the City’s storm water collection systems including storm drains and catch basins located throughout the City. Storm water is separate and distinct from sanitary sewer and waste systems.

Core Values Impact

- ✓ Commitment to providing superior quality of service.
- ✓ Efficiency in providing services to the public.
- ✓ Respect for our fellow citizens we serve.

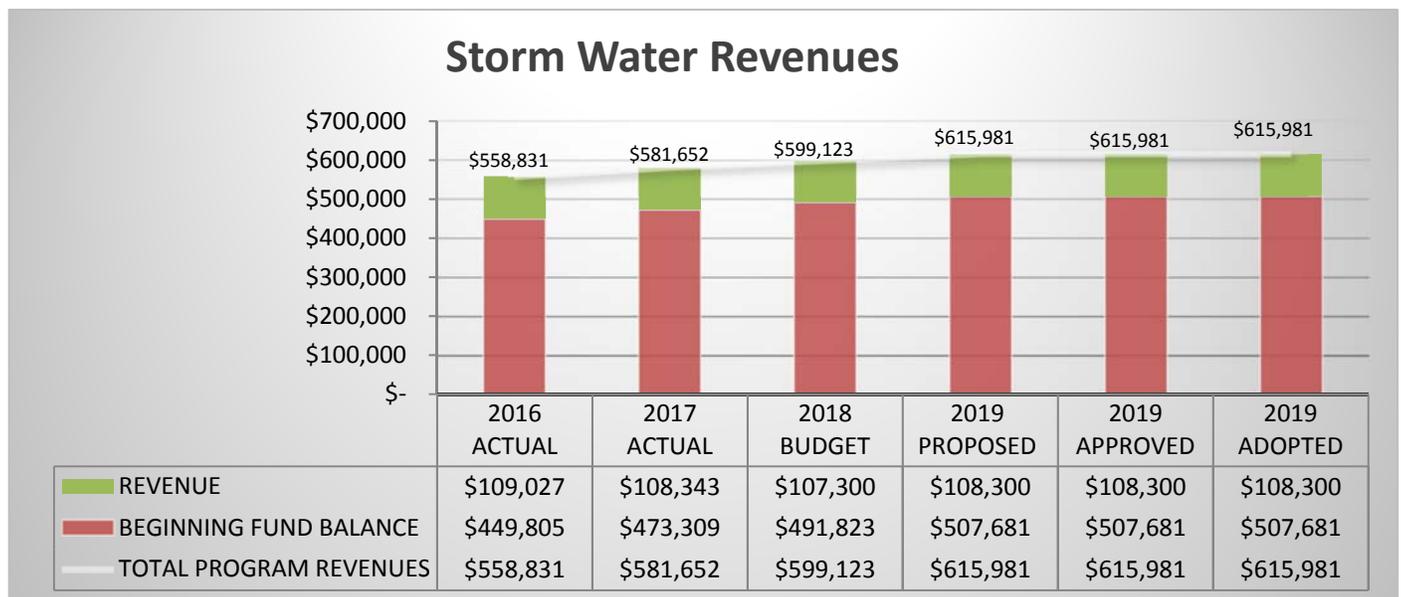


Accomplishments

- ✓ Cleaned all catch basins prior to winter.
- ✓ Cleared the catch basins during rain events that needed attention.
- ✓ Created Standard Operating Procedures (SOP), Activity Hazard Analysis (AHA) and Pre Task Plans (PTP) for each task that is completed in the system.

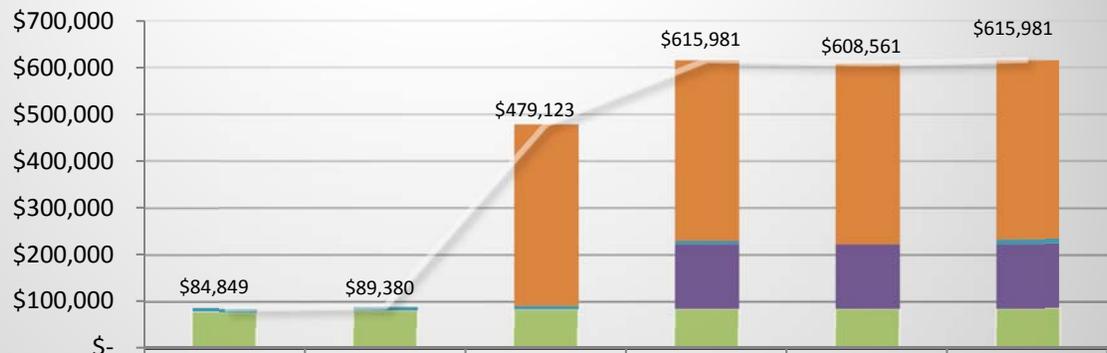
Budget Adjustments

- ✓ CH2M contract increased 2.9%
- ✓ Two storm drain capital projects in budget.





Storm Water Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$387,328	\$385,334	\$385,334	\$382,261
TRANSFERS	\$7,398	\$7,398	\$7,420	\$7,420	\$-	\$10,493
CAPITAL OUTLAY	\$-	\$-	\$-	\$138,000	\$138,000	\$138,000
MATERIALS & SERVICES	\$76,935	\$81,958	\$84,350	\$85,202	\$85,202	\$85,202
PERSONNEL SERVICES	\$517	\$24	\$25	\$25	\$25	\$25
TOTAL PROGRAM COSTS	\$84,849	\$89,380	\$479,123	\$615,981	\$608,561	\$615,981

Other Key Indicators

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Projected	2019 Target
Lost time or recordable incidents	*	0	0	0	0
Catch Basins Cleaned	*	1,339	1,339	1,339	1,339

*Data unavailable



Storm Water Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
STORM SEWER REVENUES						
AVAILABLE CASH ON HAND	449,805	473,309	491,823	507,681	507,681	507,681
BAD DEBT RECOVERY	60	2	-	-	-	-
INTEREST ON DEPOSIT	972	1,569	1,000	2,000	2,000	2,000
LATE FEE & PENALTIES	1,570	190	-	-	-	-
MISC COLLECTIONS	344	360	300	300	300	300
STORM WATER REV	106,079	106,223	106,000	106,000	106,000	106,000
Grand Total	\$ 558,831	\$ 581,652	\$ 599,123	\$ 615,981	\$ 615,981	\$ 615,981
PERSONNEL SERVICES						
EMPLOYER-PAID EMPLOYEE BE	24	24	25	25	25	25
MEDICAL INSURANCE CO-PAY	255	-	-	-	-	-
RETIREMENT-EMPLYR EXP	159	-	-	-	-	-
SOCIAL SECURITY	51	-	-	-	-	-
VACATION/SICK BUYOUT	28	-	-	-	-	-
WAGES & SALARIES	672	-	-	-	-	-
WORKMANS COMP	1	-	-	-	-	-
PERSONNEL SERVICES TOTAL	\$ 1,189	\$ 24	\$ 25	\$ 25	\$ 25	\$ 25



Storm Water Fund

MATERIALS & SERVICES						
ADMINISTRATIVE SERVICES	3,822	3,822	3,822	3,822	3,822	3,822
BAD DEBT EXPENSE	101	-	-	-	-	-
BANK CHARGES	10	5	15	15	15	15
CONTRACT SERVICES	71,640	75,026	77,276	78,028	78,028	78,028
DATA PROCESSING	127	113	110	110	110	110
ELECTRICITY	20	17	21	21	21	21
GENERAL SUPPLIES & MAINT	37	3	-	-	-	-
INSURANCE PREM & SURETY	496	2,358	2,477	2,577	2,577	2,577
OFFICE MACHINE CONTRACT	36	2	-	-	-	-
POSTAGE	355	341	374	374	374	374
PROPERTY TAXES	94	93	100	100	100	100
TELEPHONE	2	2	5	5	5	5
UTILITY BILLING	194	175	150	150	150	150
MATERIALS & SERVICES TOTAL	\$ 76,935	\$ 81,958	\$ 84,350	\$ 85,202	\$ 85,202	\$ 85,202
CAPITAL OUTLAY						
EQUIP PURCHASE	-	40	-	-	-	-
Storm Drainage Mainline Repair	-	4,968	120,000	120,000	120,000	120,000
DOWNTOWN STORM DRAINS	-	-	-	18,000	18,000	18,000
CAPITAL OUTLAY TOTAL	\$ -	\$ 5,008	\$ 120,000	\$ 138,000	\$ 138,000	\$ 138,000
TRANSFERS OUT						
STREET-FRAN FEE - FUND 115	7,398	7,398	7,420	7,420	7,420	7,420
PERS ALLOCATION - TRANSFER OUT	-	-	-	-	-	3,073
TRANSFERS OUT TOTAL	\$ 7,398	\$ 7,398	\$ 7,420	\$ 7,420	\$ 7,420	\$ 10,493
CONTINGENCY						
OPERATING CONTINGENCY	-	-	387,328	385,334	385,334	382,261
CONTINGENCY TOTAL	\$ -	\$ -	\$ 387,328	\$ 385,334	\$ 385,334	\$ 382,261
Grand Total	\$ 85,522	\$ 94,389	\$ 599,123	\$ 615,981	\$ 615,981	\$ 615,981

Golf Course Fund

Activities

The Golf Course was closed by the City Council in December 2015. The City has used the Golf Course Fund to maintain the golf course land. The Golf Course land belongs to the Airport and the funding was transferred to the Airport Fund in 2016-2017.

Core Values Impact

- ✓ Openness and Transparency

Accomplishments

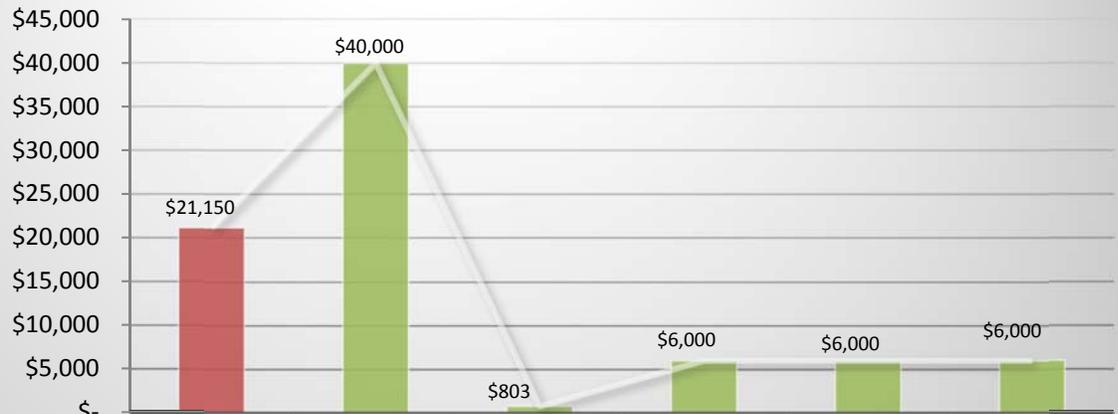
- ✓ The city saved over \$150,000 annually when making the decision to close the golf course.

Budget Adjustments

- ✓ The golf course fund had \$6,000 remaining, it should be transferred to the airport fund for maintenance of the land.



Golf Course Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
TRANSFERS	\$-	\$40,000	\$803	\$6,000	\$6,000	\$6,000
MATERIALS & SERVICES	\$21,150	\$-	\$-	\$-	\$-	\$-
TOTAL PROGRAM COSTS	\$21,150	\$40,000	\$803	\$6,000	\$6,000	\$6,000



Golf Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
GOLF REVENUES						
AVAILABLE CASH ON HAND	27,653	46,802	803	6,000	6,000	6,000
GENERAL FUND REV - FUND 005	40,000	-	-	-	-	-
MISC REVENUES	300	-	-	-	-	-
Grand Total	\$ 67,953	\$ 46,802	\$ 803	\$ 6,000	\$ 6,000	\$ 6,000
MATERIALS & SERVICES						
CONTRACT SERVICES	2,425	-	-	-	-	-
COURSE UTILITIES	250	-	-	-	-	-
ELECTRICITY	7,157	-	-	-	-	-
EQUIPMENT REPAIR	341	-	-	-	-	-
FUEL HEAT	1,042	-	-	-	-	-
GENERAL SUPPLIES & MAINT	9,934	-	-	-	-	-
POSTAGE	1	-	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ 21,150	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFERS OUT						
TRANSFER TO AIRPORT FUND	-	40,000	803	6,000	6,000	6,000
TRANSFERS OUT TOTAL	\$ -	\$ 40,000	\$ 803	\$ 6,000	\$ 6,000	\$ 6,000
Grand Total	\$ 21,150	\$ 40,000	\$ 803	\$ 6,000	\$ 6,000	\$ 6,000

Grant Fund

Programs

ODOT SE 2nd Grant

Federal Administration Aviation (FAA) Grant

Community Development Block Grant

Child Safety Grant

Activities

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

Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

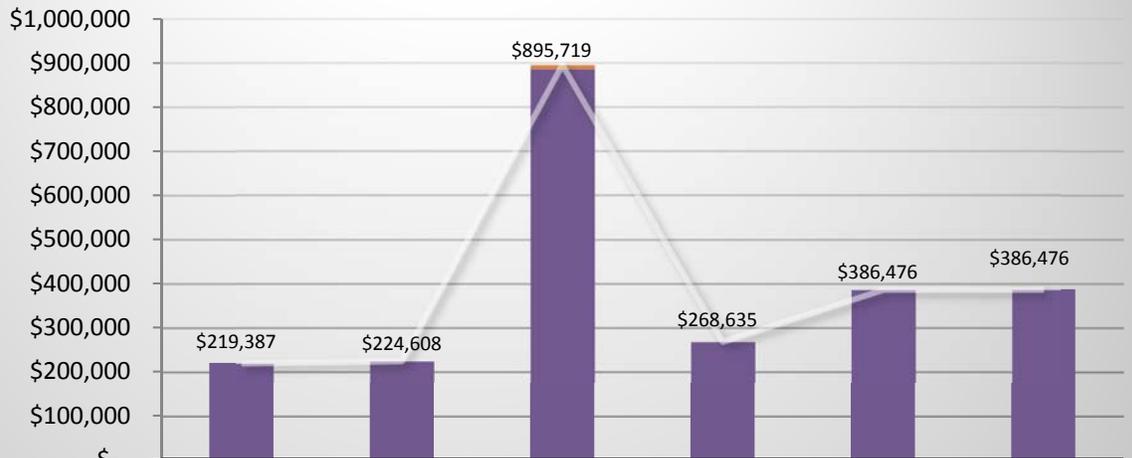
- ✓ Federal Aviation Administration (FAA) grant project of \$386,476 this will be funded by \$347,828 FAA grant, \$22,700 Oregon grant and \$15,948 city match.

Grant Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
REVENUES	\$208,238	\$238,036	\$878,119	\$268,635	\$386,476	\$386,476
BEGINNING FUND BALANCE	\$(10,376)	\$(21,525)	\$17,600	\$-	\$-	\$-
TOTAL REVENUES	\$197,862	\$216,511	\$895,719	\$268,635	\$386,476	\$386,476

Grant Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$9,110	\$-	\$-	\$-
CAPITAL OUTLAY	\$219,387	\$224,608	\$886,609	\$268,635	\$386,476	\$386,476
TOTAL PROGRAM COSTS	\$219,387	\$224,608	\$895,719	\$268,635	\$386,476	\$386,476



Grant Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
GRANT REVENUES						
AVAILABLE CASH OH HAND	(10,376)	(21,525)	17,600	-	-	-
CIS GRANT	7,495	-	-	-	-	-
COMM DEVELOPMENT BLOCK GRANT	-	132,227	-	-	-	-
FAA AIRPORT GRANT	172,749	22,722	748,817	241,771	347,828	347,828
GENERAL FUND REV - FUND 010	24,319	17,600	-	-	-	-
IFA BROWNSFIELD GRANT	-	24,410	-	-	-	-
POLICE SAFE KIDS PROJECT	1,675	1,500	590	-	-	-
SHOP WITH A COP GRANT	2,000	2,500	-	-	-	-
TRANSFER IN	-	-	54,000	4,164	15,948	15,948
OREGON AIRPORT GRANT	-	-	74,712	22,700	22,700	22,700
ODOT GRANT	-	7,077	-	-	-	-
TRANSFER FROM STREET FUND	-	30,000	-	-	-	-
Grand Total	\$ 197,862	\$ 216,511	\$ 895,719	\$ 268,635	\$ 386,476	\$ 386,476
CAPITAL OUTLAY						
AIRPORT GRANT - FAA #010	205,796	29,800	832,019	268,635	386,476	386,476
POLICE GRANT PROJECTS	2,000	-	-	-	-	-
POLICE SAFE KIDS PROJECT	1,601	1,500	590	-	-	-
CIS GRANT EXPENSE	9,990	-	-	-	-	-
ODOT SE 2ND GRANT EXPENSES	-	31,720	54,000	-	-	-
N Park R/S	-	4,950	-	-	-	-
CDBG EXPENSES	-	132,227	-	-	-	-
BROWNSFIELD GRANT	-	24,410	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ 219,387	\$ 224,608	\$ 886,609	\$ 268,635	\$ 386,476	\$ 386,476
CONTINGENCY						
OPERATING CONTINGENCY	-	-	9,110	-	-	-
CONTINGENCY TOTAL	\$ -	\$ -	\$ 9,110	\$ -	\$ -	\$ -
Grand Total	\$ 219,387	\$ 224,608	\$ 895,719	\$ 268,635	\$ 386,476	\$ 386,476



Capital Projects Fund

Programs

Special Projects Department

Utility Capitalization Fee Department

East Idaho Transportation Project Department

West Idaho Extension Project

Activities

The Capital Project Fund accounts for the funding that is set aside from specific capital project funding sources. The Capital Projects Fund has varying funding sources, some of these are as follows:

- ✓ Local Improvement District Reimbursements
- ✓ Stelling Property Proceeds
- ✓ Annexation Fees
- ✓ Oregon Department of Transportation Projects
- ✓ Utility Capitalization Fees (17% of water cost)
- ✓ Park Donations

Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

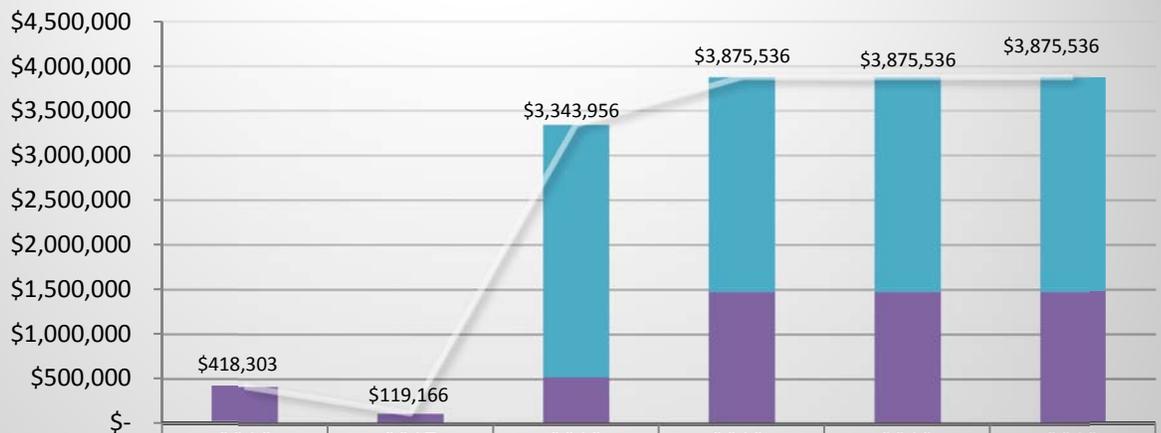
- ✓ New department for Parks Donations.

Capital Projects Fund Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
PARKS DONATIONS	-	-	-	2,000	2,000	2,000
SPECIAL PROJECTS	\$46,924	\$11,581	\$1,745	\$10,074	\$10,074	\$10,074
UCF	\$465,088	\$456,768	\$513,912	\$513,912	\$513,912	\$513,912
BEGINNING FUND BALANCES	\$2,746,808	\$2,840,517	\$2,828,299	\$3,349,550	\$3,349,550	\$3,349,550
Total Revenues	\$3,258,820	\$3,308,865	\$3,343,956	\$3,875,536	\$3,875,536	\$3,873,536

Capital Projects Fund Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$2,819,033	\$2,395,832	\$2,395,832	\$2,395,832
CAPITAL OUTLAY	\$398,216	\$119,099	\$523,923	\$1,477,704	\$1,477,704	\$1,477,704
MATERIALS & SERVICES	\$20,087	\$67	\$1,000	\$2,000	\$2,000	\$2,000
TOTAL PROGRAM COSTS	\$418,303	\$119,166	\$3,343,956	\$3,875,536	\$3,875,536	\$3,875,536



Capital Projects Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
W IDAHO EXTENSION PROJECT REVENUES						
AVAILABLE CASH - W. IDAHO EX	138,977	118,977	118,977	118,977	118,977	118,977
Grand Total	\$ 138,977	\$ 118,977				
W IDAHO EXTENSION PROJECT EXPENDITURES						
MATERIALS & SERVICES						
SETTLEMENT	20,000	-	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ 20,000	\$ -				
CONTINGENCY						
W IDAHO EXT CONTINGENCY	-	-	118,977	118,977	118,977	118,977
CONTINGENCY TOTAL	\$ -	\$ -	\$ 118,977	\$ 118,977	\$ 118,977	\$ 118,977
Grand Total	\$ 20,000	\$ -	\$ 118,977	\$ 118,977	\$ 118,977	\$ 118,977



Capital Projects Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
SPECIAL PROJECTS REVENUES						
ADMINISTRATIVE FEE	-	1,669	-	-	-	-
ANNEXATION FEES	24,642	851	1,745	1,500	1,500	1,500
AVAILABLE CASH - SPECIAL PROJ	341,778	388,702	393,416	422,913	422,913	422,913
INTEREST ON LOAN	3,773	1,490	-	-	-	-
LID 47 REIMBURSEMENTS	18,510	7,571	-	8,574	8,574	8,574
Grand Total	\$ 388,702	\$ 400,282	\$ 395,161	\$ 432,987	\$ 432,987	\$ 432,987
SPECIAL PROJECTS EXPENDITURES						
MATERIALS & SERVICES						
CONTRACT SERVICES	-	-	1,000	1,000	1,000	1,000
PRINT / AD / RECORD	-	67	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ -	\$ 67	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
CONTINGENCY						
SPEC PROJECT CONTINGENCY	-	-	394,161	431,987	431,987	431,987
CONTINGENCY TOTAL	\$ -	\$ -	\$ 394,161	\$ 431,987	\$ 431,987	\$ 431,987
Grand Total	\$ -	\$ 67	\$ 395,161	\$ 432,987	\$ 432,987	\$ 432,987



Capital Projects Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
UCF REVENUES						
AVAILABLE CASH - UCF DEPT	2,186,946	2,253,730	2,246,983	2,736,956	2,736,956	2,736,956
UTILITY CAPITALIZATION FEE REV	465,088	456,768	513,912	513,912	513,912	513,912
Grand Total	\$ 2,652,034	\$ 2,710,498	\$ 2,760,895	\$ 3,250,868	\$ 3,250,868	\$ 3,250,868
UCF EXPENDITURES						
MATERIALS & SERVICES						
BAD DEBT EXPENSE	87	-	-	1,000	1,000	1,000
MATERIALS & SERVICES TOTAL	\$ 87	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
CAPITAL OUTLAY						
13WAT-02 NEW WELL #17	2,000	28,861	-	-	-	-
14SEW-01 SEWER LINE REPLAC	200,544	-	-	-	-	-
14WAT-03 NEW FIRE HYDRANT IN	-	-	25,000	25,000	25,000	25,000
14WAT-11 EASTSIDE RESV #2	195,673	50,041	-	-	-	-
SANITARY SEWER HOT SPOTS	-	8,832	200,000	-	-	-
VALVE REPLACEMENT	-	-	30,000	-	-	-
WATER LINE REPLACEMENT	-	20,962	200,000	-	-	-
WATER/SEWER LINE REPLACEMENT	-	-	-	1,180,000	1,180,000	1,180,000
METER REGISTER REPLACEMENT	-	-	-	200,000	200,000	200,000
CAPITAL OUTLAY TOTAL	\$ 398,216	\$ 108,695	\$ 455,000	\$ 1,405,000	\$ 1,405,000	\$ 1,405,000
CONTINGENCY						
UCF DEPT CONTINGENCY	-	-	2,305,895	1,844,868	1,844,868	1,844,868
CONTINGENCY TOTAL	\$ -	\$ -	\$ 2,305,895	\$ 1,844,868	\$ 1,844,868	\$ 1,844,868
Grand Total	\$ 398,303	\$ 108,695	\$ 2,760,895	\$ 3,250,868	\$ 3,250,868	\$ 3,250,868



Capital Projects Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
E IDAHO TRANSPORTATION PROJECT REVENUES						
AVAILABLE CASH - E ID TRN PROJ	79,108	79,108	68,923	68,704	68,704	68,704
Grand Total	\$ 79,108	\$ 79,108	\$ 68,923	\$ 68,704	\$ 68,704	\$ 68,704
E IDAHO TRANSPORTATION PROJECT EXPENDITURES						
CAPITAL OUTLAY						
STR-5 E IDAHO AVE	-	10,404	68,923	68,704	68,704	68,704
CAPITAL OUTLAY TOTAL	\$ -	\$ 10,404	\$ 68,923	\$ 68,704	\$ 68,704	\$ 68,704
Grand Total	\$ -	\$ 10,404	\$ 68,923	\$ 68,704	\$ 68,704	\$ 68,704



Capital Projects Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PARKS DONATIONS REVENUES						
AVAILABLE CASH - PARKS DONATIONS	-	-	-	2,000	2,000	2,000
PARKS DONATIONS	-	-	-	2,000	2,000	2,000
Grand Total	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
PARKS DONATIONS EXPENDITURES						
CAPITAL OUTLAY						
PARK IMPROVEMENTS	-	-	-	4,000	4,000	4,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Grand Total	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
FUND REVENUE TOTALS	\$ 3,258,820	\$ 3,308,865	\$ 3,343,956	\$ 3,875,536	\$ 3,875,536	\$ 3,875,536
FUND EXPENDITURE TOTALS	\$ 418,303	\$ 119,166	\$ 3,343,956	\$ 3,875,536	\$ 3,875,536	\$ 3,875,536

SDC Fund

Programs

System Development Charges

- ✓ Transportation
- ✓ Water
- ✓ Sewer

Activities

The SDC fund accounts for the restricted System Development Charges that are required to be spent on specified approved capital projects. The system development charges are established by council resolution and assessed or collected at the time of increased usage of a capital improvement or issuance of a development permit, building permit or connection to the capital improvement. The charges are split between transportation, water and sewer. The projects in the capital improvement plan are restricted to use for projects that expand capacity.

Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

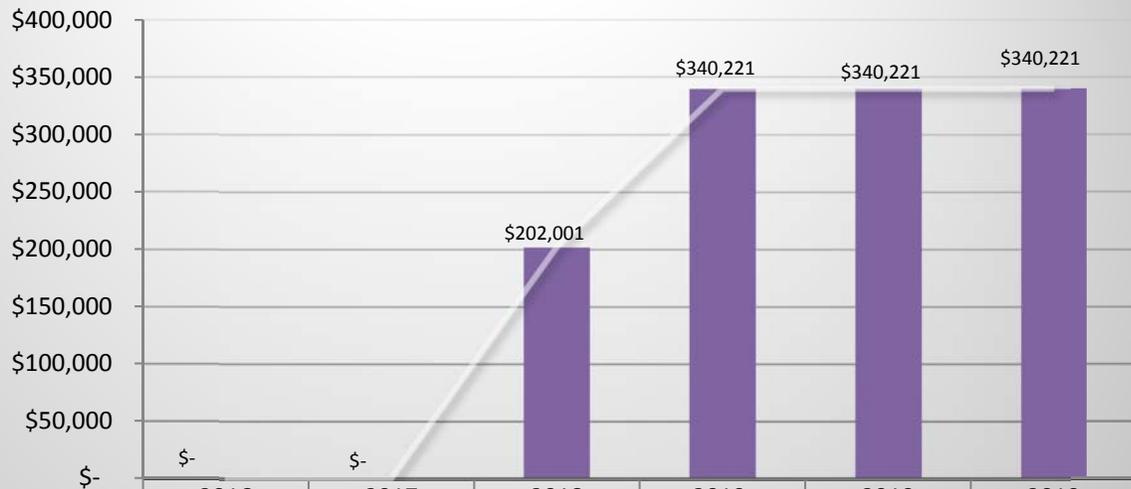
- ✓ The City Council imposed a suspension of SDC charges effective July 1, 2014 until July 1, 2016. The system development charges are back in place effective July 1, 2016.

SDC Fund Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
SDC CHARGES	\$-	\$84,450	\$15,000	\$55,000	\$55,000	\$55,000
BEGINNING FUND BALANCE	\$138,574	\$138,574	\$187,001	\$285,221	\$285,221	\$285,221
Total Revenues	\$138,574	\$223,024	\$202,001	\$340,221	\$340,221	\$340,221

SDC Fund Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CAPITAL OUTLAY	\$-	\$-	\$202,001	\$340,221	\$340,221	\$340,221
TOTAL PROGRAM COSTS	\$-	\$-	\$202,001	\$340,221	\$340,221	\$340,221



SDC Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
SDC REVENUES						
AVAILABLE CASH - SDC DEPT	138,574	138,574	187,001	285,221	285,221	285,221
SYS DEV - SEWER SYSTEM	-	8,658	5,000	15,000	15,000	15,000
SYS DEV - TRANSP SYSTEM	-	48,492	5,000	25,000	25,000	25,000
SYS DEV - WATER SYSTEM	-	27,300	5,000	15,000	15,000	15,000
Grand Total	\$ 138,574	\$ 223,024	\$ 202,001	\$ 340,221	\$ 340,221	\$ 340,221
CAPITAL OUTLAY						
CAPITAL OUTLAY	-	-	202,001	340,221	340,221	340,221
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 202,001	\$ 340,221	\$ 340,221	\$ 340,221
Grand Total	\$ -	\$ -	\$ 202,001	\$ 340,221	\$ 340,221	\$ 340,221



Debt Service Fund

Programs

U.S. Bank LID Loan

Activities

The Debt Service Fund accounts for the funding received from property owners on bonded and unbonded liens. The revenue is used to redeem improvement bonds and coupons maturing during the fiscal year. Assessments receivable are deferred until payment is due. Currently, there are 2 different Local Improvement District (LID) No. 45 loans.

Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

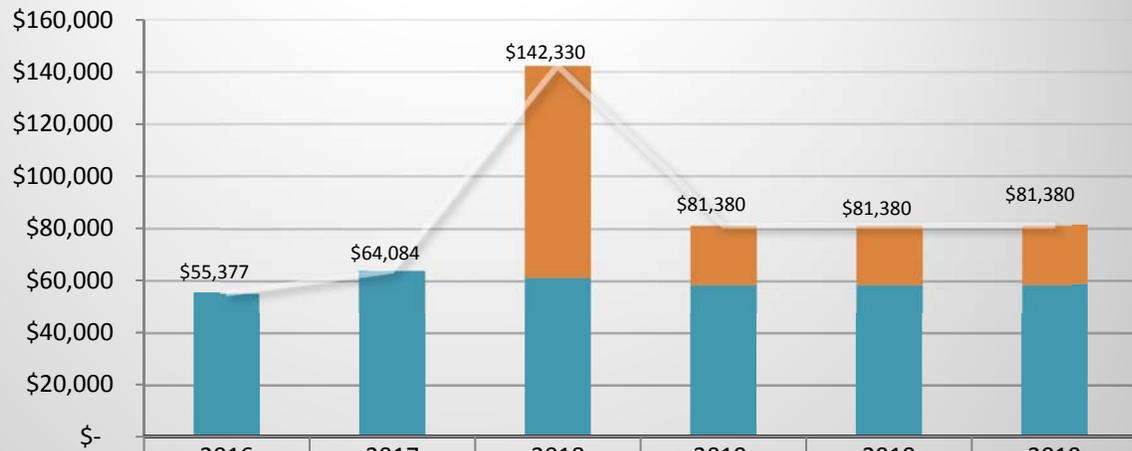
- ✓ One of the LID No. 45 Loans was paid off in 2016-2017.
- ✓ The last current LID No. 45 loan account will be paid off in 2018-2019.
- ✓ Next year the Debt Service Fund will be about \$5,631 short for the final payment.

Debt Service Fund Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
DEBT SERVICE REVENUES	\$33,439	\$29,209	\$33,475	\$4,043	\$4,043	\$4,043
BEGINNING FUND BALANCE	\$171,637	\$138,411	\$108,855	\$77,337	\$77,337	\$77,337
Total Revenues	\$205,076	\$167,620	\$142,330	\$81,380	\$81,380	\$81,380

Debt Service Fund Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$80,897	\$22,715	\$22,715	\$22,715
DEBT SERVICE	\$55,377	\$64,084	\$61,433	\$58,665	\$58,665	\$58,665
TOTAL PROGRAM COSTS	\$55,377	\$64,084	\$142,330	\$81,380	\$81,380	\$81,380



Debt Service Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
DEBT SERVICE REVENUES						
AVAILABLE CASH ON HAND	171,637	138,411	108,855	77,337	77,337	77,337
INTEREST ON REPAYMENTS	5,245	2,745	3,475	80	80	80
LID 45	28,193	26,464	30,000	3,963	3,963	3,963
Grand Total	\$ 205,076	\$ 167,620	\$ 142,330	\$ 81,380	\$ 81,380	\$ 81,380
DEBT SERVICE						
LID 45 - 2004	55,377	64,084	55,377	55,377	55,377	55,377
INTEREST ON DEBT	-	-	6,056	3,288	3,288	3,288
DEBT SERVICE Total	\$ 55,377	\$ 64,084	\$ 61,433	\$ 58,665	\$ 58,665	\$ 58,665
CONTINGENCY						
OPERATING CONTINGENCY	-	-	80,897	22,715	22,715	22,715
CONTINGENCY TOTAL	\$ -	\$ -	\$ 80,897	\$ 22,715	\$ 22,715	\$ 22,715
Grand Total	\$ 55,377	\$ 64,084	\$ 142,330	\$ 81,380	\$ 81,380	\$ 81,380

Trust Fund

Programs

Cemetery Perpetual Trust Department

Chamber of Commerce Trust Department

Ontario Sanitary Service (OSS) Trust Department

Visitors & Convention Bureau Trust Department

Activities

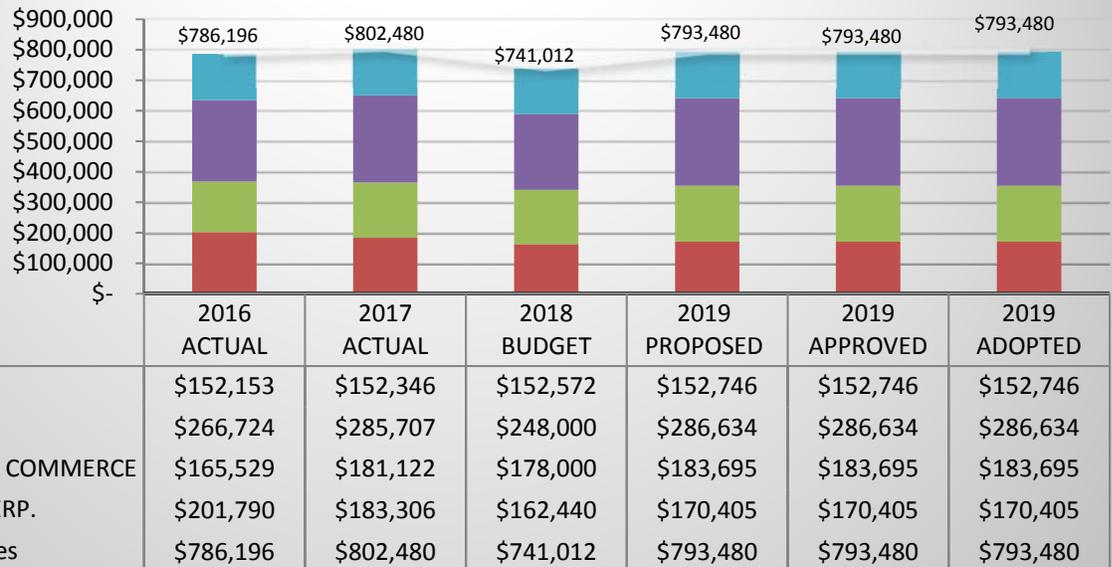
The Trust Fund accounts for restricted funds that are received by the city for restricted purposes and are mostly held for other organizations.

- ✓ Cemetery Perpetual Trust Department accounts for revenues from interest income and perpetual care services charged on cemetery operations, and expenditures for the repurchase of plots and transfers of earnings to the Parks/Cemetery Department for operations.
- ✓ Chamber of Commerce Trust Department is a pass-through fund that accounts for revenues from Transient Occupancy Tax collections for the benefit of the Ontario Chamber of Commerce.
- ✓ Ontario Sanitary Service (OSS) Trust Department accounts for restricted funds collected from Ontario Sanitary Service based on an agreement relative to mitigating clean-up costs for the City's old dump site owned by Ontario Sanitary Service or its affiliates. Interest earnings on this account are added to the Trust balance.
- ✓ Visitors & Convention Bureau Trust Department is a pass-through fund that accounts for revenues from Transient Occupancy Tax collections.

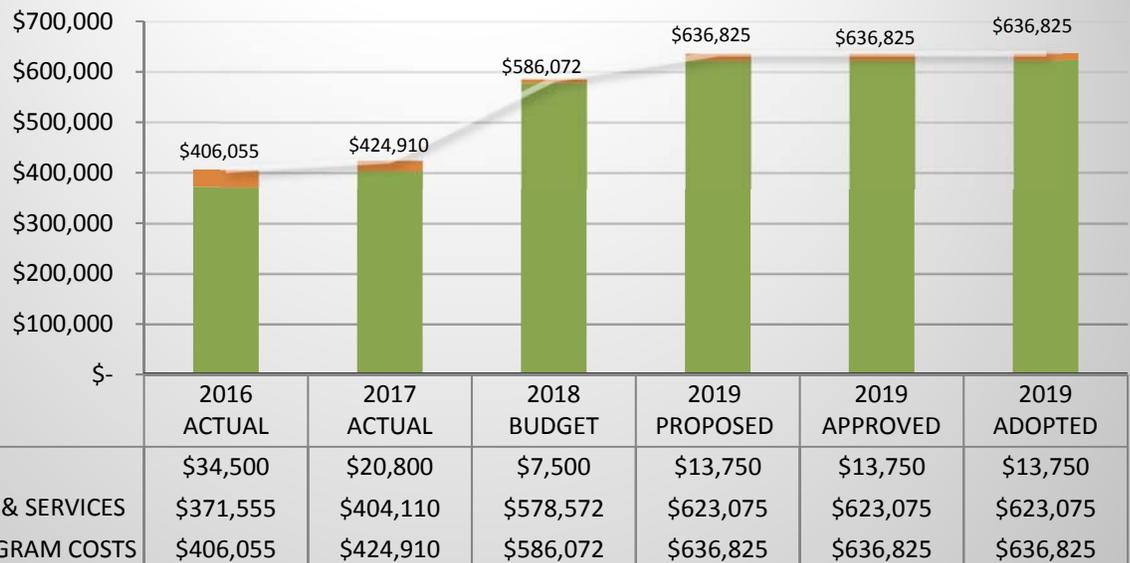
Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively

Trust Fund Revenues



Trust Fund Expenditures





Trust Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
CEMETERY PERPETUAL REVENUES						
AVAILABLE CASH - CEM PERP	187,873	167,290	154,740	162,705	162,705	162,705
INTEREST ON DEP - CEM PERP	617	216	200	200	200	200
PERPETUAL MAINTENANCE	13,300	15,800	7,500	7,500	7,500	7,500
Grand Total	\$ 201,790	\$ 183,306	\$ 162,440	\$ 170,405	\$ 170,405	\$ 170,405
CEMETERY PERPETUAL EXPENDITURES						
TRANSFERS OUT						
CEMETERY EXP - FUND 050	34,500	20,800	7,500	13,750	13,750	13,750
TRANSFERS OUT TOTAL	\$ 34,500	\$ 20,800	\$ 7,500	\$ 13,750	\$ 13,750	\$ 13,750
UNAPPROPRIATED						
UNAPPROPRIATED ENDING BAL	-	-	154,940	156,655	156,655	156,655
UNAPPROPRIATED TOTAL	\$ -	\$ -	\$ 154,940	\$ 156,655	\$ 156,655	\$ 156,655
Grand Total	\$ 34,500	\$ 20,800	\$ 162,440	\$ 170,405	\$ 170,405	\$ 170,405



Trust Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
CHAMBER OF COMMERCE REVENUES						
AVAILABLE CASH - C OF C	18,079	18,084	18,000	15,695	15,695	15,695
MOTEL OCCUPANCY TAX-C OF C	147,450	163,038	160,000	168,000	168,000	168,000
Grand Total	\$ 165,529	\$ 181,122	\$ 178,000	\$ 183,695	\$ 183,695	\$ 183,695
CHAMBER OF COMMERCE EXPENDITURES						
MATERIALS & SERVICES						
CHAMBER OF COM TOT DISTR	147,445	163,038	178,000	183,695	183,695	183,695
MATERIALS & SERVICES TOTAL	\$ 147,445	\$ 163,038	\$ 178,000	\$ 183,695	\$ 183,695	\$ 183,695
Grand Total	\$ 147,445	\$ 163,038	\$ 178,000	\$ 183,695	\$ 183,695	\$ 183,695



Trust Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
OSS TRUST						
AVAILABLE CASH - OSS TRUST	151,600	152,153	152,372	152,546	152,546	152,546
INTEREST ON DEP - OSS TRUST	554	193	200	200	200	200
Grand Total	\$ 152,153	\$ 152,346	\$ 152,572	\$ 152,746	\$ 152,746	\$ 152,746
OSS TRUST EXPENDITURES						
MATERIALS & SERVICES						
OSS MITIGATION EXPENSES	-	-	152,572	152,746	152,746	152,746
MATERIALS & SERVICES TOTAL	\$ -	\$ -	\$ 152,572	\$ 152,746	\$ 152,746	\$ 152,746
Grand Total	\$ -	\$ -	\$ 152,572	\$ 152,746	\$ 152,746	\$ 152,746



Trust Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
V&C						
AVAILABLE CASH - V & C	39,826	42,613	43,000	44,634	44,634	44,634
MOTEL OCCUPANCY TAX - V & C	225,898	243,093	205,000	242,000	242,000	242,000
V & C PROJECT REIMBURSEMENTS	1,000	-	-	-	-	-
Grand Total	\$ 266,724	\$ 285,707	\$ 248,000	\$ 286,634	\$ 286,634	\$ 286,634
V&C EXPENDITURES						
MATERIALS & SERVICES						
FOUR RIVERS TOT DISTR	195,888	213,093	175,000	212,000	212,000	212,000
GRANT PROJECT DISBURSEMENTS	27,872	27,560	71,320	72,954	72,954	72,954
MEETING EXPENSES	348	418	1,440	1,440	1,440	1,440
POSTAGE	2	2	240	240	240	240
MATERIALS & SERVICES TOTAL	\$ 224,110	\$ 241,072	\$ 248,000	\$ 286,634	\$ 286,634	\$ 286,634
Grand Total	\$ 224,110	\$ 241,072	\$ 248,000	\$ 286,634	\$ 286,634	\$ 286,634
FUND REVENUE TOTALS	\$ 786,196	\$ 802,480	\$ 741,012	\$ 793,480	\$ 793,480	\$ 793,480
FUND EXPENDITURE TOTALS	\$ 406,055	\$ 424,910	\$ 741,012	\$ 793,480	\$ 793,480	\$ 793,480

Reserve Fund

Programs

Insurance Reserve Department

Bike Path Reserve Department

Building Inspection Reserve Department

Emergency Equipment Replacement & Repair Reserve Department

Public Safety Reserve Department

Public Works Reserve Department

Activities

The Reserve Fund accounts for funds that are set aside by the city for specific purposes.

- ✓ The Insurance Reserve Department is used to account for a worker's compensation dividend received in the prior two fiscal years. This reserve is to be used for future insurance claims.
- ✓ The Bike Path Reserve Department is used to account for the setting aside of 1% of State highway gas tax revenues for the construction of bike path or footpath facilities. This reserve was established as a result of State requirements.
- ✓ The Building Inspection Reserve Department is used to account for the setting aside of excess revenues from building operations for future use in operating the building department. This fund was established during Fiscal Year 2000-2001 as a result of requirements established through the passage of Senate Bill 587.
- ✓ The Emergency Equipment Replacement/Repair Reserve Department is used to account for the setting aside for and purchase of emergency equipment. This fund was established during Fiscal Year 2005-2006 as a result of a grant issued to the City specifically for funding of emergency equipment. \$27,400 was transferred into the department from the General Fund in 2017-2018 and budgeted in 2018-2019 to set aside for turnouts and air pack replacements.
- ✓ The Public Safety Reserve Department is used to account for the 26.25% of motel occupancy tax to be set aside for public safety purchases approved by the city council.

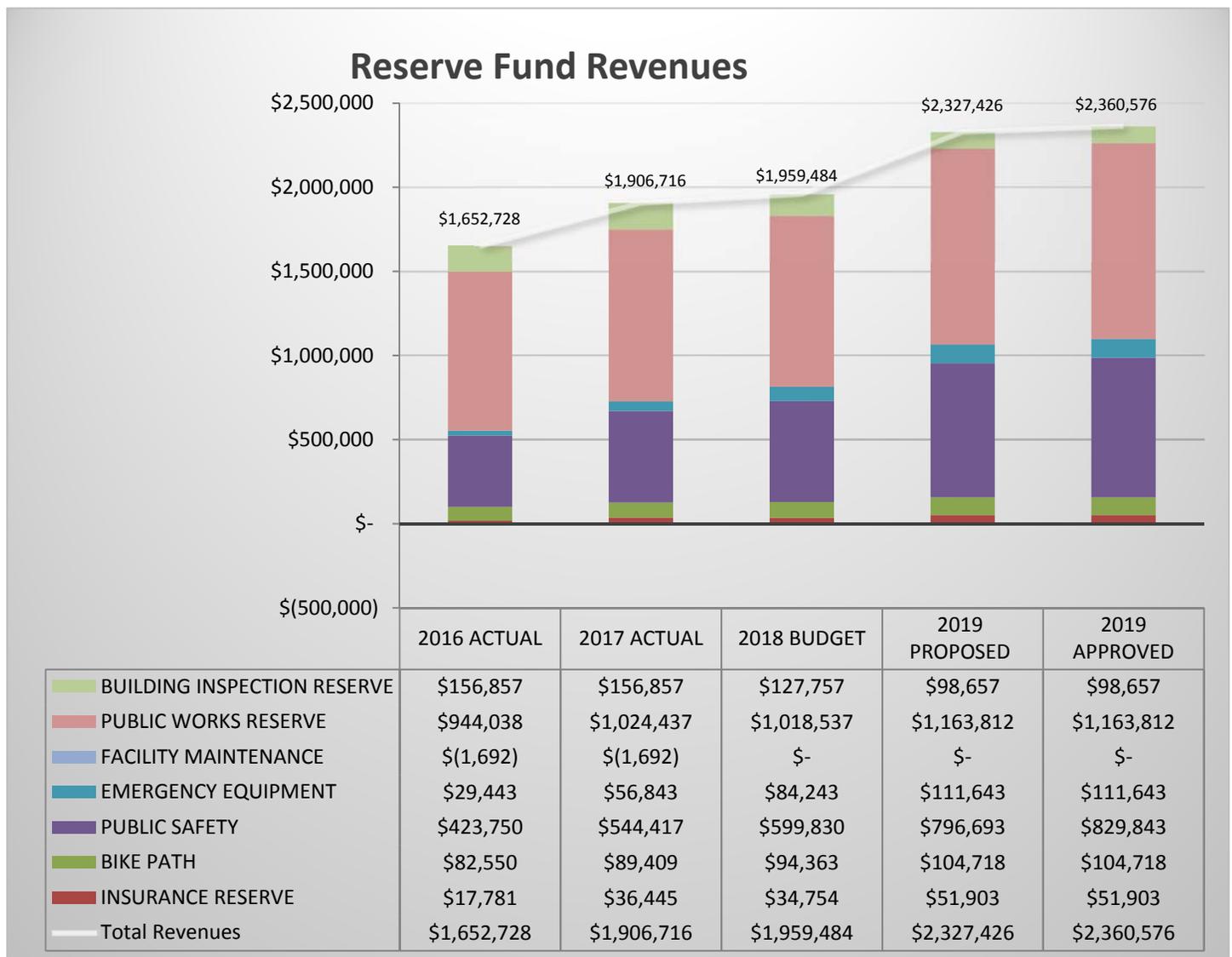


Reserve Fund

- ✓ The Public Works Reserve is used 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.

Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively



Reserve Fund Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$1,057,137	\$1,423,502	\$1,379,863	\$1,379,863
CAPITAL OUTLAY	\$119,130	\$102,130	\$152,400	\$494,018	\$516,818	\$516,818
MATERIALS & SERVICES	\$-	\$1,647	\$103,613	\$104,718	\$-	\$-
PERSONNEL SERVICES	\$-	\$-	\$98,697	\$107,477	\$149,682	\$149,682
TRANSFERS	\$-	\$9,920	\$29,100	\$-	\$11,784	\$11,784
TOTAL PROGRAM COSTS	\$119,130	\$113,697	\$1,440,947	\$2,129,715	\$2,058,147	\$2,058,147



Reserve Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
INSURANCE RESERVE REVENUES						
AVAILABLE CASH - INSURANCE RES	-	17,781	34,754	51,903	51,903	51,903
INSURANCE DIVIDEND	17,781	18,664	-	-	-	-
Grand Total	\$ 17,781	\$ 36,445	\$ 34,754	\$ 51,903	\$ 51,903	\$ 51,903
INSURANCE RESERVE EXPENDITURES						
CAPITAL OUTLAY						
LION'S SHELTER	-	-	-	-	10,000	\$ 10,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
CONTINGENCY						
CONTINGENCY	-	-	34,754	51,903	41,903	41,903
CONTINGENCY TOTAL	\$ -	\$ -	\$ 34,754	\$ 51,903	\$ 41,903	\$ 41,903
Grand Total	\$ -	\$ -	\$ 34,754	\$ 51,903	\$ 51,903	\$ 51,903



Reserve Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
BIKE PATH						
1% STATE TAX STREET REV	7,398	6,859	7,000	8,310	8,310	8,310
AVAILABLE CASH - BIKE PATH	75,152	82,550	87,363	96,408	96,408	96,408
Grand Total	\$ 82,550	\$ 89,409	\$ 94,363	\$ 104,718	\$ 104,718	\$ 104,718
BIKE PATH EXPENDITURES						
CAPITAL OUTLAY						
SITE IMPROVEMENTS	-	-	94,363	104,718	104,718	104,718
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 94,363	\$ 104,718	\$ 104,718	\$ 104,718
Grand Total	\$ -	\$ -	\$ 94,363	\$ 104,718	\$ 104,718	\$ 104,718



Reserve Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
BUILDING INSPECTION						
AVAILABLE CASH-BLDG INSPECTION	156,857	156,857	127,757	98,657	98,657	98,657
Grand Total	\$ 156,857	\$ 156,857	\$ 127,757	\$ 98,657	\$ 98,657	\$ 98,657
BUILDING INSPECTION EXPENDITURES						
TRANSFERS						
BUILDING DEPT EXP - FUND 055	-	-	29,100	-	-	-
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ 29,100	\$ -	\$ -	\$ -
CONTINGENCY						
CONTINGENCY	-	-	98,657	98,657	98,657	98,657
CONTINGENCY TOTAL	\$ -	\$ -	\$ 98,657	\$ 98,657	\$ 98,657	\$ 98,657
Grand Total	\$ -	\$ -	\$ 127,757	\$ 98,657	\$ 98,657	\$ 98,657



Reserve Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
EMERGENCY EQUIPMENT RESERVE REVENUES						
AVAILABLE CASH - EMERG EQUIP	29,443	29,443	56,843	84,243	84,243	84,243
GEN FUND REV -EM EQ- FUND 055	-	27,400	27,400	27,400	27,400	27,400
Grand Total	\$ 29,443	\$ 56,843	\$ 84,243	\$ 111,643	\$ 111,643	\$ 111,643
EMERGENCY EQUIPMENT RESERVE EXPENDITURES						
CONTINGENCY						
EMERGENCY EQUIP CONTINGENCY	-	-	84,243	111,643	111,643	111,643
CONTINGENCY TOTALS	\$ -	\$ -	\$ 84,243	\$ 111,643	\$ 111,643	\$ 111,643
Grand Total	\$ -	\$ -	\$ 84,243	\$ 111,643	\$ 111,643	\$ 111,643



Reserve Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
FACILITY MAINTENANCE REVENUES						
AVAILABLE CASH - FAC MAINT	(1,692)	(1,692)	-	-	-	-
Grand Total	\$ (1,692)	\$ (1,692)	\$ -	\$ -	\$ -	\$ -
FACILITY MAINTENANCE EXPENDITURES						
TRANSFERS OUT						
TRANSFER TO GENERAL FUND	-	-	-	-	-	-
TRANSFERS OUT TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Reserve Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PUBLIC SAFETY RESERVE						
AVAILABLE CASH-PUBLIC SAFETY R	216,725	304,620	404,830	553,543	553,543	553,543
RURAL FIRE REIMBURSEMENT	-	5,436	-	33,150	66,300	66,300
CAPITAL ASSET SALES	-	9,150	-	-	-	-
MOTEL OCCUPANCY TAX 26.25%	207,025	225,210	195,000	210,000	210,000	210,000
Grand Total	\$ 423,750	\$ 544,417	\$ 599,830	\$ 796,693	\$ 829,843	\$ 829,843
PUBLIC SAFETY RESERVE EXPENDITURES						
PERSONNEL SERVICES						
MEDICAL INSURANCE CO-PAY	-	-	23,106	23,739	23,739	23,739
RETIREMENT	-	-	12,283	13,622	13,622	13,622
RETIREMENT - EE SHARE	-	-	3,277	3,635	3,635	3,635
SOCIAL SECURITY	-	-	4,178	4,634	4,634	4,634
VACATION/SICK BUYOUT	-	-	1,031	1,143	1,143	1,143
WAGES & SALARIES	-	-	53,581	59,426	101,631	101,631
WORKMANS COMP	-	-	1,241	1,278	1,278	1,278
PERSONNEL SERVICES TOTAL	\$ -	\$ -	\$ 98,697	\$ 107,477	\$ 149,682	\$ 149,682
MATERIALS & SERVICES						
NARC DOG	-	-	9,250	-	-	-
MATERIALS & SERVICES TOTAL	\$ -	\$ -	\$ 9,250	\$ -	\$ -	\$ -



Reserve Fund

CAPITAL OUTLAY

CODE ENFORCEMENT SOFTWARE	10,440	-	-	-	-	-	-
FIRE EQUIPMENT	13,980	20,972	2,400	-	-	-	-
HOLDING CELL IMPROVEMENTS	-	16,552	-	-	-	-	-
PHONE SYSTEM	-	20,455	-	-	-	-	-
POLICE CAR PURCHASE	22,528	44,150	-	33,000	-	-	-
POLICE EQUIPMENT	8,786	-	-	-	-	-	-
POLICE JUSTICE SYSTEM	42,524	-	-	-	-	-	-
RADIO EQUIPMENT	20,872	-	-	-	-	-	-
SKIDSTEER	-	-	50,000	-	-	-	-
FIRE- EXHAUST SYSTEM	-	-	-	66,300	66,300	66,300	66,300
ADA CURB IMPROVEMENTS	-	-	-	-	45,800	45,800	45,800
AIRPORT SNOW EQUIPMENT	-	-	-	90,000	90,000	90,000	90,000
CAPITAL OUTLAY TOTAL	\$ 119,130	\$ 102,130	\$ 52,400	\$ 189,300	\$ 202,100	\$ 202,100	

TRANSFERS

TRANSFERS OUT	-	9,920	-	-	11,784	11,784	
TRANSFERS OUT TOTAL	\$ -	\$ 9,920	\$ -	\$ -	\$ 11,784	\$ 11,784	

CONTINGENCY

CONTINGENCY	-	-	439,483	499,916	466,277	466,277	
CONTINGENCY TOTAL	\$ -	\$ -	\$ 439,483	\$ 499,916	\$ 466,277	\$ 466,277	

Grand Total	\$ 119,130	\$ 112,050	\$ 599,830	\$ 796,693	\$ 829,843	\$ 829,843	
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Reserve Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
PUBLIC WORKS RESERVE REVENUES						
AVAILABLE CASH - PW RESERVE	944,038	944,038	990,937	1,110,112	1,110,112	1,110,112
BAD DEBT RECOVERY	-	2,532	1,100	2,200	2,200	2,200
INTEREST ON DEPOSIT-PW RESERVE	-	1,876	1,500	1,500	1,500	1,500
LATE FEE & PENALTIES	-	75,990	25,000	50,000	50,000	50,000
Grand Total	\$ 944,038	\$ 1,024,437	\$ 1,018,537	\$ 1,163,812	\$ 1,163,812	\$ 1,163,812
PUBLIC WORKS RESERVE EXPENDITURES						
MATERIALS & SERVICES						
BAD DEBT EXPENSE	-	1,647	-	-	-	-
MATERIALS & SERVICES TOTAL	\$ -	\$ 1,647	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY						
SITE IMPROVEMENTS - SEWER	-	-	50,000	100,000	100,000	100,000
SITE IMPROVEMENTS - WATER	-	-	50,000	100,000	100,000	100,000
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000
CONTINGENCY						
CONTINGENCY	-	-	400,000	661,383	661,383	661,383
CONTINGENCY TOTAL	\$ -	\$ -	\$ 400,000	\$ 661,383	\$ 661,383	\$ 661,383
UNAPPROPRIATED						
RESRV FOR SEWER DEBT SERVC	-	-	518,537	302,429	302,429	302,429
UNAPPROPRIATED TOTAL	\$ -	\$ -	\$ 518,537	\$ 302,429	\$ 302,429	\$ 302,429
Grand Total	\$ -	\$ 1,647	\$ 1,018,537	\$ 1,163,812	\$ 1,163,812	\$ 1,163,812
FUND REVENUE TOTALS	\$ 1,652,728	\$ 1,906,716	\$ 1,959,484	\$ 2,327,426	\$ 2,360,576	\$ 2,360,576
FUND EXPENDITURE TOTALS	\$ 119,130	\$ 113,697	\$ 1,959,484	\$ 2,327,426	\$ 2,360,576	\$ 2,360,576



Revolving Loan Fund

Programs

Economic Development Loans

Façade Grants

Revitalize Ontario

Housing Incentive Program

Activities

The Revolving Loan Fund accounts for the funding received from economic development loans and loans issued. In 2015-2016 the council approved a one-time allocation of \$50,000 for façade grants. The council approved a grant match of \$14,000 in 2017-2018 to be allocated for an executive director at Revitalize Ontario. In February 2018 Resolution 2018-111 was approved by the council to revise the Business Loan Fund to include a Housing Incentive Program. Currently there are three economic development loans outstanding. Interest received for economic development loans reduced by uncollectible loans is used for ECE grants.

Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

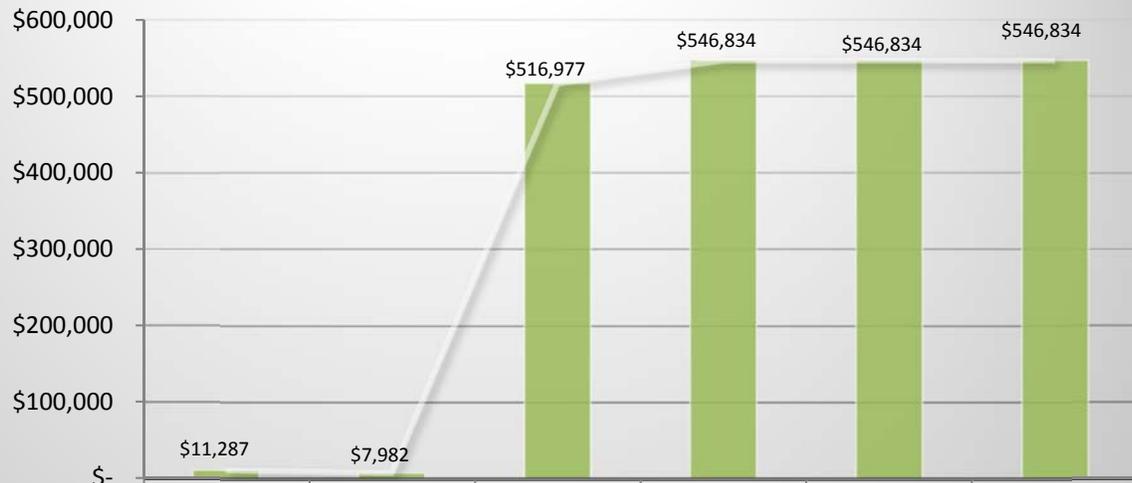
- ✓ Housing Incentive Program.

Revolving Loan Fund Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
REVENUES	\$45,668	\$25,252	\$24,950	\$1,034	\$1,034	\$1,034
BEGINNING FUND BALANCE	\$481,014	\$515,395	\$492,027	\$545,800	\$545,800	\$545,800
Total Revenues	\$526,682	\$540,647	\$516,977	\$546,834	\$546,834	\$546,834

Revolving Loan Fund Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
MATERIALS & SUPPLIES	\$11,287	\$7,982	\$516,977	\$546,834	\$546,834	\$546,834
TOTAL PROGRAM COSTS	\$11,287	\$7,982	\$516,977	\$546,834	\$546,834	\$546,834



Revolving Loan Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
REVOLVING LOAN FUND REVENUES						
AVAILABLE CASH ON HAND	481,014	515,395	492,027	545,800	545,800	545,800
ECON DEV LOAN PAYMENTS	33,955	18,373	19,800	1,028	1,028	1,028
INTEREST ON RLF REPAYMENTS	11,714	6,880	5,150	6	6	6
Grand Total	\$ 526,682	\$ 540,647	\$ 516,977	\$ 546,834	\$ 546,834	\$ 546,834
MATERIALS & SERVICES						
DOWNTOWN FACADE GRANTS	11,287	7,982	30,731	20,553	20,553	20,553
LOAN FUNDS AVAILABLE	-	-	472,246	516,281	516,281	526,281
REVITALIZE ONTARIO CONTRIBUTIO	-	-	14,000	10,000	10,000	-
MATERIALS & SERVICES Total	\$ 11,287	\$ 7,982	\$ 516,977	\$ 546,834	\$ 546,834	\$ 546,834
Grand Total	\$ 11,287	\$ 7,982	\$ 516,977	\$ 546,834	\$ 546,834	\$ 546,834

Aquatic Donations Fund

Activities

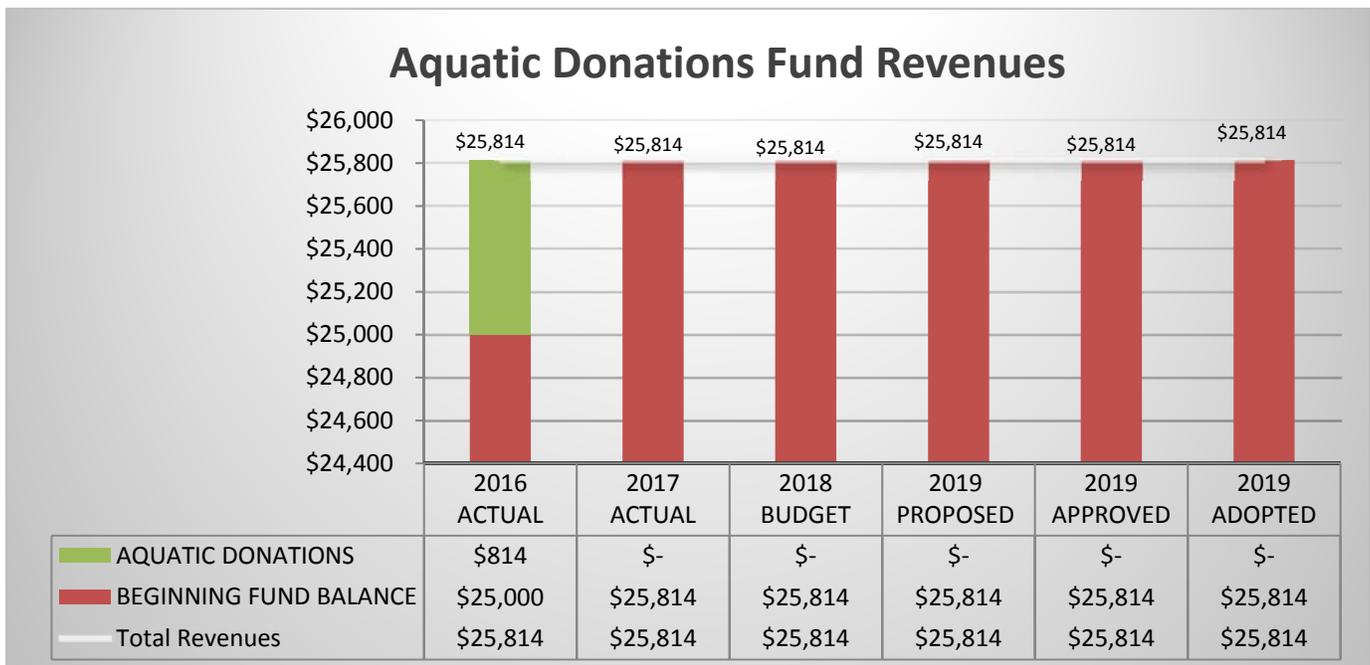
The Aquatic Donations Fund was created when the city received a \$25,000 donation from Saint Alphonsus Medical Center for the Aquatic Center. The Friends of the Aquatic Center have assisted the City with a grant application from Oregon Parks and Recreation and have initiated a fund-raising campaign for additional dollars.

Core Values Impact

- ✓ Openness and Transparency
- ✓ Efficient use of funding to provide quality services to the citizens.
- ✓ Accurate reporting to answer questions effectively

Budget Adjustments

- ✓ Donations will be transferred to the aquatic fund to fund the splash pad construction.



Aquatic Donations Fund Expenditures



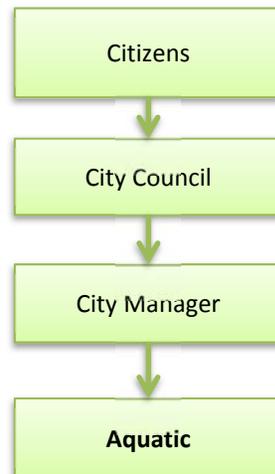
	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$25,814	\$-	\$-	\$-
TRANSFERS OUT	\$-	\$-	\$-	\$25,814	\$25,814	\$25,814
TOTAL PROGRAM COSTS	\$-	\$-	\$25,814	\$25,814	\$25,814	\$25,814



Aquatic Donations Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
AQUATIC DONATIONS FUND REVENUES						
AVAILABLE CASH ON HAND	25,000	25,814	25,814	25,814	25,814	25,814
DONATIONS	100	-	-	-	-	-
MISC COLLECTIONS	714	-	-	-	-	-
Grand Total	\$ 25,814					
TRANSFERS OUT						
TRANSFERS OUT	-	-	-	25,814	25,814	25,814
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 25,814	\$ 25,814	\$ 25,814
CONTINGENCY						
CONTINGENCY	-	-	25,814	-	-	-
CONTINGENCY TOTAL	\$ -	\$ -	\$ 25,814	\$ -	\$ -	\$ -
Grand Total	\$ -	\$ -	\$ 25,814	\$ 25,814	\$ 25,814	\$ 25,814

Aquatic Center



Programs

Aquatic Building

Future Splash Park

Activities

This fund accounts for the operation and maintenance of the City's Aquatic Center. Currently, the aquatic center is closed and motel tax distributions are used to pay for the overhead costs necessary. The city in combination with the Friends of the Aquatic Committee is working on building a splash park. Several grants and donations have been received. An application for a state grant has been submitted.

Core Values Impact

- ✓ Openness
- ✓ Providing superior quality and service

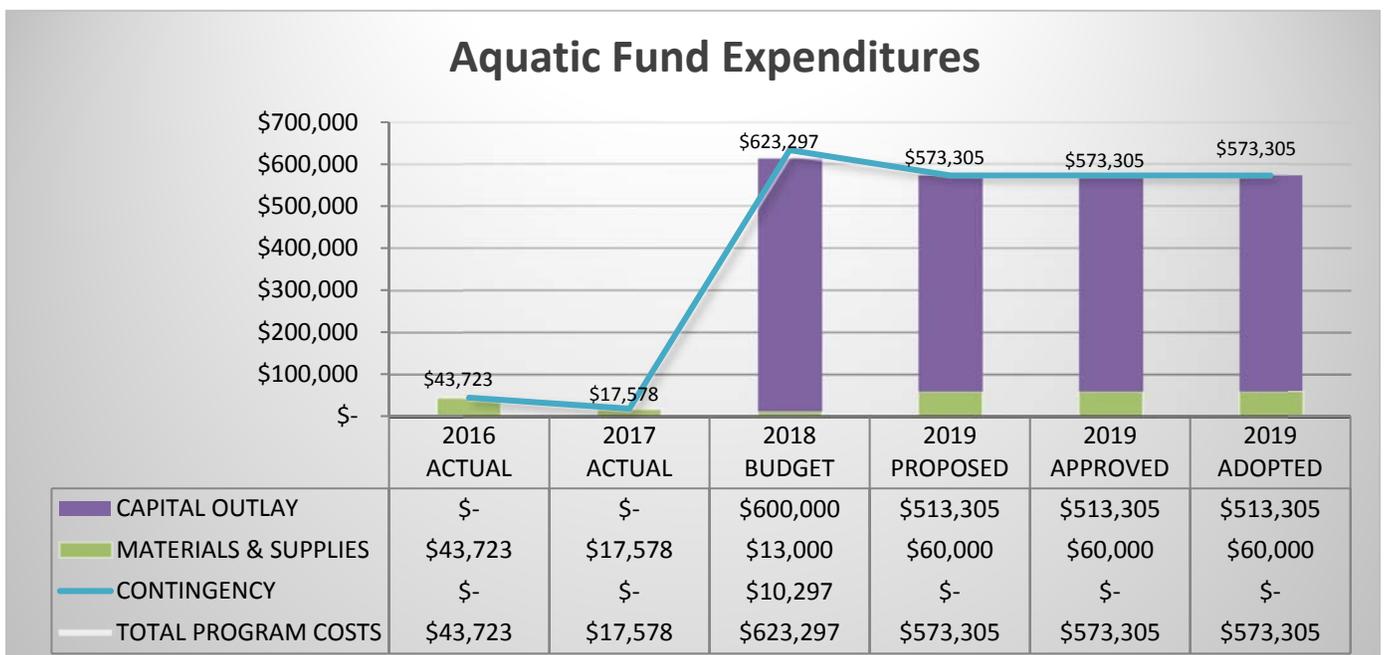
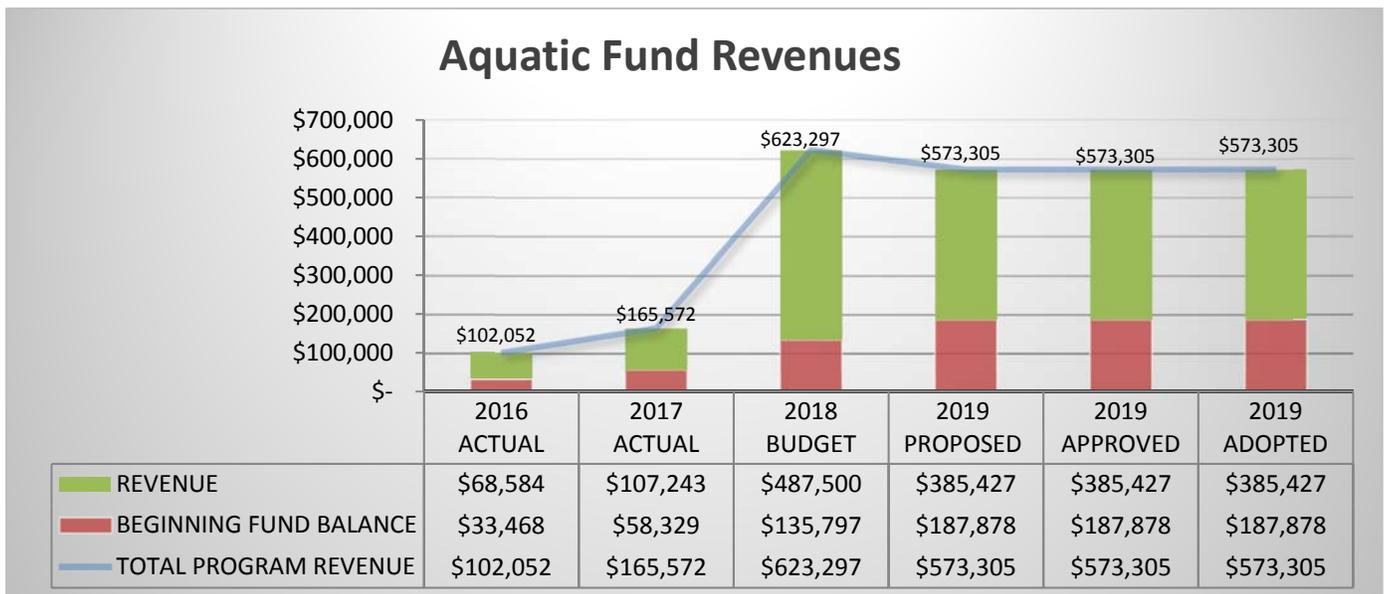
Accomplishments

- ✓ Submission of grant to Oregon Parks and Recreation Department
- ✓ Public support event with over 700 supporters

- ✓ Groundbreaking for the splash pad.

Budget Adjustments

- ✓ The Aquatic Fund is allocated half of the 12.5% of motel occupancy tax revenues. Revenues are being accumulated to use as match funds for grant applications and for splash pad operations.
- ✓ \$50,000 splash pad operations.





Aquatic Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
AQUATIC FUND REVENUES						
AVAILABLE CASH ON HAND	33,468	58,329	135,797	187,878	187,878	187,878
TRANSFERS IN	-	-	-	25,814	25,814	25,814
GRANTS & DONATIONS	-	-	390,000	309,613	309,613	309,613
MOTEL OCC TAX - AQUATIC	68,584	107,243	97,500	50,000	50,000	50,000
Grand Total	\$ 102,052	\$ 165,572	\$ 623,297	\$ 573,305	\$ 573,305	\$ 573,305
MATERIALS & SERVICES						
BLDG MAINT & REPAIR	3,243	130	-	-	-	-
CONTRACT LABOR	4,194	-	-	-	-	-
CONTRACT SERVICES	27,814	6,000	-	-	-	-
ELECTRICITY	3,925	3,737	5,000	5,000	5,000	5,000
FUEL HEAT	3,826	7,672	8,000	5,000	5,000	5,000
LICENSES/PERMITS/FEES	134	-	-	-	-	-
OFFICE MACHINE CONTRACT	498	39	-	-	-	-
POSTAGE	26	-	-	-	-	-
PRINT / AD / RECORD	62	-	-	-	-	-
SPLASH PAD OPERATIONS	-	-	-	50,000	50,000	50,000
MATERIALS & SERVICES TOTAL	\$ 43,723	\$ 17,578	\$ 13,000	\$ 60,000	\$ 60,000	\$ 60,000
CAPITAL OUTLAY						
AQU-50 SITE IMPROVEMENTS	-	-	600,000	513,305	513,305	513,305
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 600,000	\$ 513,305	\$ 513,305	\$ 513,305
CONTINGENCY						
OPERATING CONTINGENCY	-	-	10,297	-	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ -	\$ 10,297	\$ -	\$ -	\$ -
Grand Total	\$ 43,723	\$ 17,578	\$ 623,297	\$ 573,305	\$ 573,305	\$ 573,305

Airport



Programs

General Aviation Airport

Activities

The Airport Fund accounts for the operations of the airport and the maintenance of the land formerly used as the golf course. User fees are the main source of income within the airport.

Core Values Impact

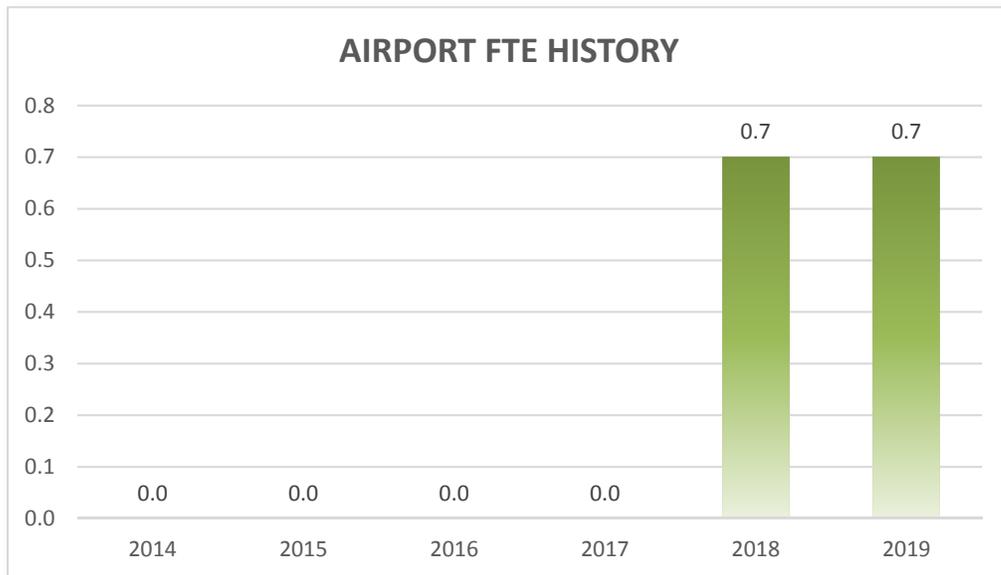
- ✓ Openness

Accomplishments

- ✓ Completed FAA funded project that updated runway markings and electric vault for over \$800,000 of improvements.
- ✓ Applied for and was awarded FAA funding to install a runway perimeter fence around the airport.
- ✓ Applied for and was awarded two COAR grants from the state to save the city over \$80,000 in matching funds.
- ✓ Rerouted irrigation ditch.

Budget Adjustments

- ✓ In the 2016-2017 Budget the maintenance at the former golf course (which is airport property) was moved to the Airport Fund.
- ✓ The Airport was previously managed by a contract with a temporary staffing agency. The City progressed through three part-time managers in the 2017 Fiscal Year. Currently a City employee of .7 FTE manages the Airport.
- ✓ An assessment by the Airport Committee determined that a full-time Airport Manager was required to maintain the service level needed by corporate and private customers at the Airport. Funding for this position is not available with the current revenues.
- ✓ There are two new leases consisting of storage annual lease of \$14,400 and a modular lease of \$886.

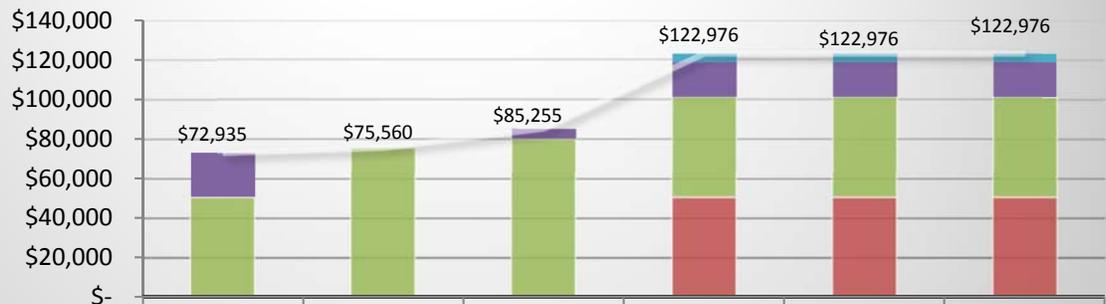


Airport Revenues



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
REVENUE	\$72,534	\$90,602	\$85,255	\$104,110	\$104,110	\$104,110
BEGINNING FUND BALANCE	\$(87)	\$(488)	\$-	\$18,866	\$18,866	\$18,866
TOTAL PROGRAM REVENUE	\$72,447	\$90,114	\$85,255	\$122,976	\$122,976	\$122,976

Airport Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
TRANSFERS OUT	\$-	\$-	\$-	\$4,164	\$4,164	\$4,164
CAPITAL OUTLAY	\$22,243	\$117	\$5,000	\$17,568	\$17,568	\$17,568
MATERIALS & SERVICES	\$50,692	\$75,443	\$80,255	\$50,505	\$50,505	\$50,505
PERSONNEL SERVICES	\$-	\$-	\$-	\$50,739	\$50,739	\$50,739
TOTAL PROGRAM COSTS	\$72,935	\$75,560	\$85,255	\$122,976	\$122,976	\$122,976

Other Key Indicators

Indicator	2015 Actual	2016 Actual	2017 Actual	2018 Actual	2019 Target
Hangar leases	48	46	49	49	49



Airport Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
AIRPORT REVENUES						
AVAILABLE CASH ON HAND	(87)	(488)	-	18,866	18,866	18,866
BLM LEASE	-	14,456	14,420	14,890	14,890	14,890
COMMERCIAL AIRPORT USE FEE	17,195	4,993	4,000	4,886	4,886	4,886
FUEL GAS SALES	12,356	8,375	12,000	8,000	8,000	8,000
HANGAR SPACE RENTALS	15,613	16,622	15,600	17,000	17,000	17,000
KITIMURA LEASE	-	-	800	1,202	1,202	1,202
MISC INCOME AIRPORT	1,500	1,500	1,500	1,500	1,500	1,500
OTHER RENT/USE FEES	5,900	4,210	4,200	18,600	18,600	18,600
TIE DOWN FEES (ANNUAL & TEMP)	450	447	600	700	700	700
TRANSFERS IN	19,520	40,000	32,135	37,332	37,332	37,332
Grand Total	\$ 72,447	\$ 90,114	\$ 85,255	\$ 122,976	\$ 122,976	\$ 122,976
PERSONNEL SERVICES						
RETIREMENT	-	-	-	10,526	10,526	10,526
SOCIAL SECURITY	-	-	-	2,827	2,827	2,827
WAGES & SALARIES	-	-	-	36,946	36,946	36,946
WORKMANS COMP	-	-	-	440	440	440
PERSONNEL SERVICES TOTAL	\$ -	\$ -	\$ -	\$ 50,739	\$ 50,739	\$ 50,739



Airport Fund

MATERIALS & SERVICES

CHEMICAL / FERT / SEED	2,363	7,176	7,500	7,500	7,500	7,500
CONTRACT LABOR	28,213	25,695	30,000	-	-	-
CONTRACT SERVICES	3,000	12,527	15,000	15,000	15,000	15,000
ELECTRICITY	1,718	8,757	8,000	8,000	8,000	8,000
EQUIPMENT REPAIR	1,149	140	400	2,400	2,400	2,400
FUEL HEAT	-	2,385	3,000	3,000	3,000	3,000
GARBAGE SERVICE	-	-	30	30	30	30
GENERAL SUPPLIES	220	894	1,500	1,500	1,500	1,500
INTERNET	-	-	-	665	665	665
LIABILITY INSURANCE	2,915	2,915	5,000	3,000	3,000	3,000
LICENSES / PERMITS / FEES	83	416	350	350	350	350
MINOR AIRPORT IMPROVEMENTS	3,100	6,280	-	-	-	-
OFFICE LEASES	5,100	5,350	5,100	5,100	5,100	5,100
OFFICE SUPPLIES	153	157	250	250	250	250
PETROLEUM SUPPLIES	736	947	1,000	1,000	1,000	1,000
POSTAGE	107	40	150	150	150	150
PRINT / AD / RECORD	184	-	275	275	275	275
RADIO MAINT.	37	-	300	300	300	300
TELEPHONE	1,615	1,765	1,900	1,235	1,235	1,235
VEHICLE REPAIR	-	-	500	500	500	500
UTILITIES	-	-	-	250	250	250
MATERIALS & SERVICES TOTAL	\$ 50,692	\$ 75,443	\$ 80,255	\$ 50,505	\$ 50,505	\$ 50,505

CAPITAL OUTLAY

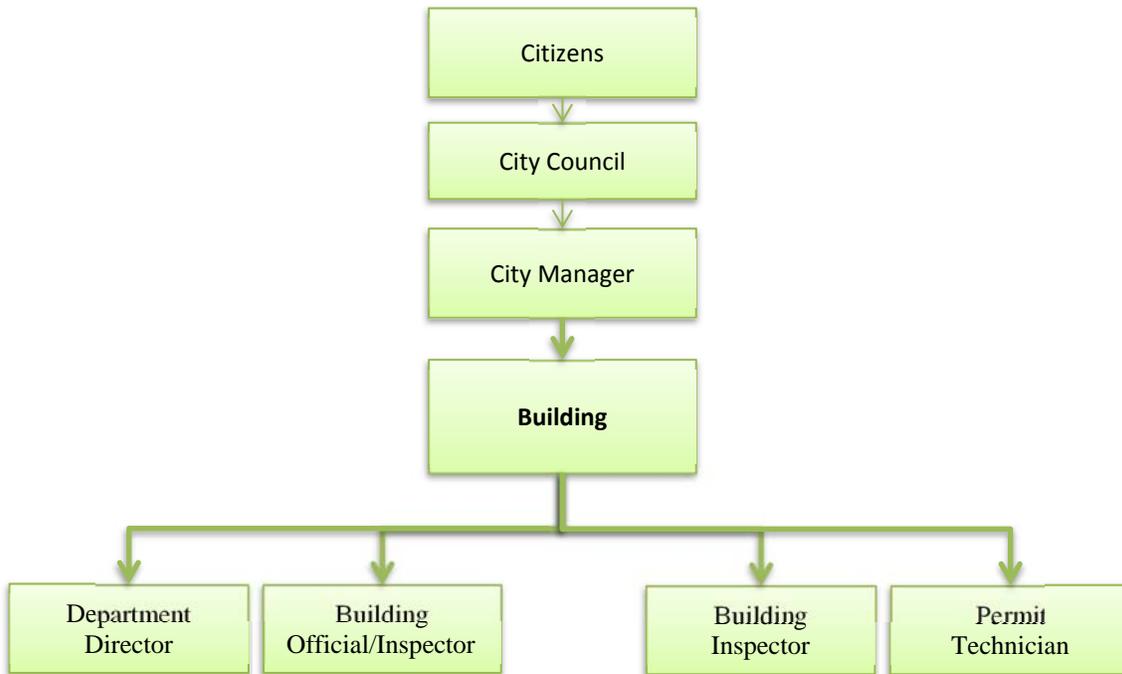
AIRPORT IMPROVEMENTS	22,243	-	5,000	-	-	-
CAPITAL OUTLAY	-	117	-	-	-	-
EQUIPMENT	-	-	-	17,568	17,568	17,568
CAPITAL OUTLAY TOTAL	\$ 22,243	\$ 117	\$ 5,000	\$ 17,568	\$ 17,568	\$ 17,568

TRANSFERS OUT

TRANSFER TO GRANT FUND	-	-	-	4,164	4,164	4,164
TRANSFERS OUT TOTAL	\$ -	\$ -	\$ -	\$ 4,164	\$ 4,164	\$ 4,164

Grand Total	\$ 72,935	\$ 75,560	\$ 85,255	\$ 122,976	\$ 122,976	\$ 122,976
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Building Fund



Programs

The City of Ontario operates the Building Department under a MOA (Memorandum Of Agreement) with the State of Oregon Building Division and provides for the Building Official, Oregon Inspector Certification (OIC), A-level Plan Examiner, Fire and Life Safety Plans Examiner, Residential Plans Examiner (Residential Structural Inspector Cert), A-level Mechanical Inspector, Residential Inspector, A-level Structural Inspector, Residential Structural Inspector and Manufacture Home Inspector. The Program operates under the umbrella of the Community Development Director.

Activities

The Building Department Director oversees the day to day operation of the department. This includes budgeting, code interpretations and dealing with the general public’s questions and concerns.

The Building Official provides interpretation of the Uniform Building Code in conformance with the intent and purpose of this code as adopted by Section 4-1-1 of the City Code. He adopts and



enforces rules and supplemental regulations in order to clarify the application of its provisions. He enforces the Dangerous Building Code adopted by the City of Ontario in Section 4-5-1.

The Plan Examiners review construction plans, blueprints, architectural drawings, design specifications and other documents for compliance on small and large commercial and Industrial structures along with all types of residential dwellings, mechanical, energy and fire protection codes. They provide code interpretation guidance and counseling on technical issues, technology, advice and problem-solving assistance to department staff, inspectors and general public.

The Structural/Mechanical Inspectors enforce the State Structural Safety, Mechanical and City Codes through plan reviews and inspections of all building types.

The Permit Technician helps the general public with questions regarding the permit process. She receives, distributes, and processes building permit applications and permits and compiles fees. She researches information for the Building Official and Inspectors and helps create and maintain building filing and record systems, database, and end of month reports.

Core Values Impact

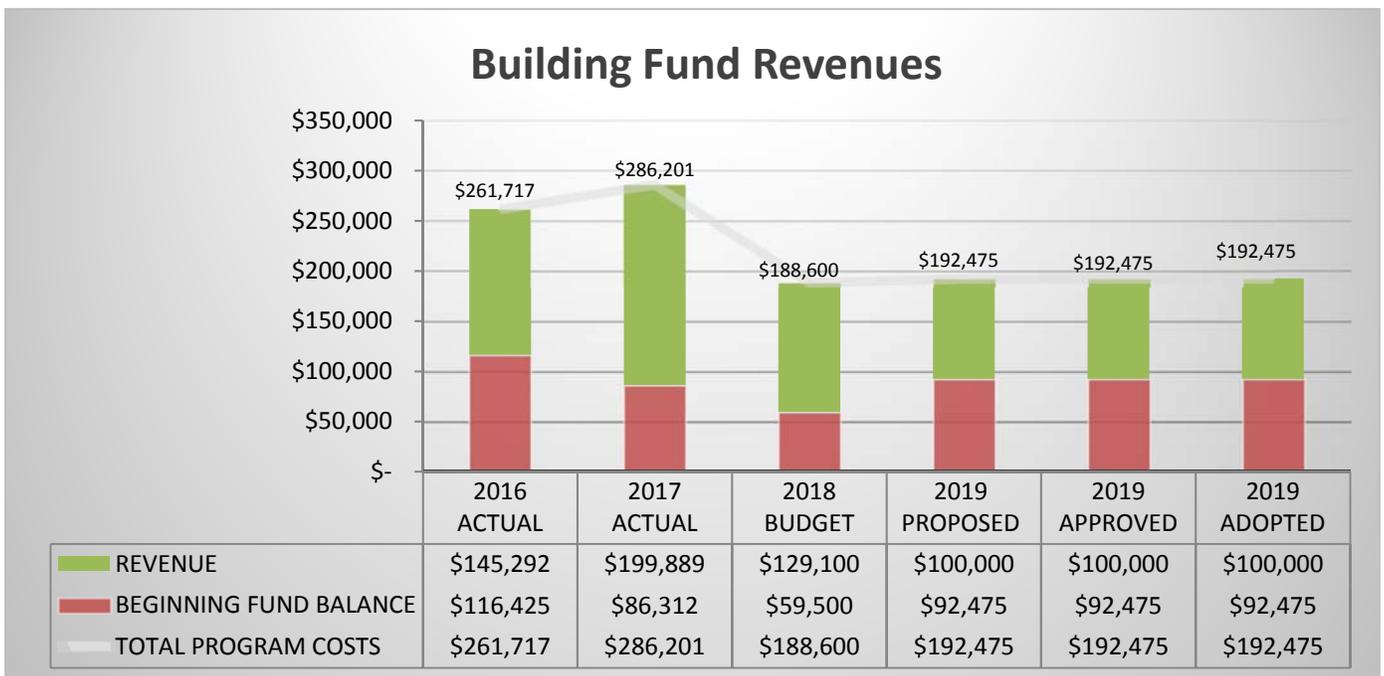
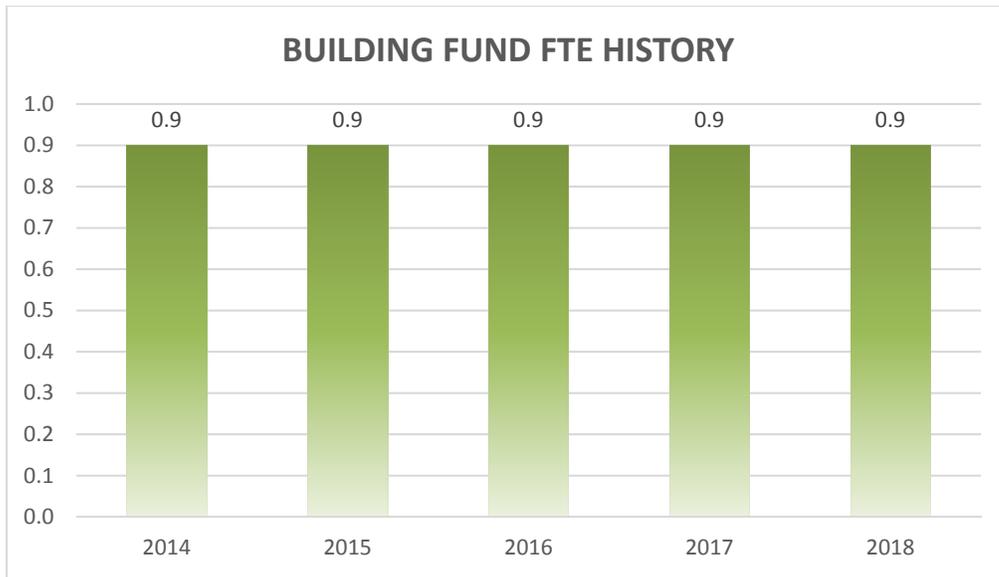
- ✓ Adhering to the highest quality public service, while performing our jobs through knowledge and continuing education
- ✓ Showing openness and transparency in every aspect of our duty
- ✓ Maintaining the highest order of respect for all the citizens, along with fellow staff
- ✓ Responding to questions effectively and in a fast and efficient manner, while maintaining professionalism.

Accomplishments

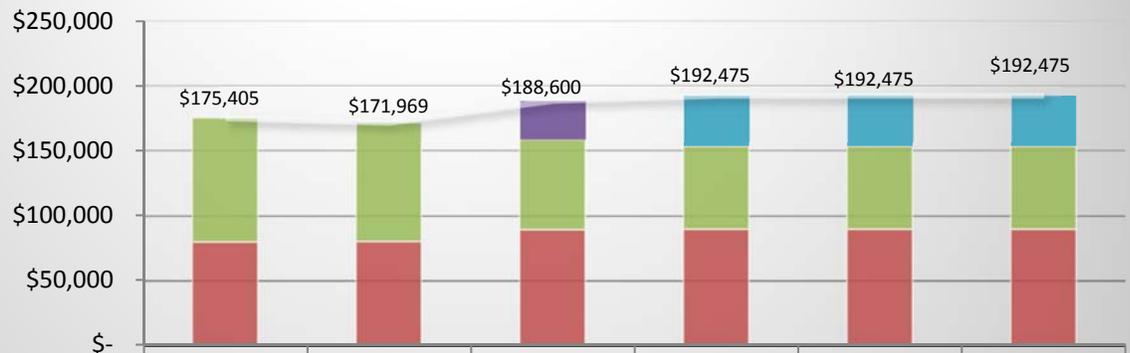
- ✓ For FY 2016-17, staff reviewed and processed 298 building permits.
- ✓ For FY 2016-17, the building department brought in \$162,852 in total revenue.
- ✓ For FY 2016-17, the building department construction valuation totaled \$13.26 million.
- ✓ Staff met with and handled many calls and permit applications concerning the previous winter's snow damage. Several building permits resulted from damaged and collapsed buildings.
- ✓ Staff attended several continuing education and training seminars.
- ✓ Staff helped redevelop the West Park Plaza Mall site including Ashley's Furniture and several new proposed businesses within the mall.

Budget Adjustments

- ✓ Postage fees reduced by \$100
- ✓ Print/Ad/Record fees reduced by \$100



Building Fund Expenditures



	2016 ACTUAL	2017 ACTUAL	2018 BUDGET	2019 PROPOSED	2019 APPROVED	2019 ADOPTED
CONTINGENCY	\$-	\$-	\$180	\$39,000	\$39,000	\$39,000
CAPITAL OUTLAY	\$-	\$185	\$29,100	\$-	\$-	\$-
MATERIALS & SERVICES	\$95,259	\$91,288	\$69,694	\$63,494	\$63,494	\$63,494
PERSONNEL SERVICES	\$80,146	\$80,496	\$89,626	\$89,981	\$89,981	\$89,981
TOTAL PROGRAM COSTS	\$175,405	\$171,969	\$188,600	\$192,475	\$192,475	\$192,475

Other Key Indicators

Indicator	2015-16 Actual	2016-17 Actual	2017-18 Actual/Target	2018-19 Target	2019-20 Target	2020-21 Target
Mechanical Permits	167	175	181/150	160	170	180
Residential Structural Permits	16	37	60/25	28	32	34
Commercial Structural Permits	74	73	84/65	70	75	77
New Residential Buildings	2	3	3/3	4	5	6
New Commercial Buildings	3	10	6/4	5	6	7
Total Mechanical & Structural Permits	262	298	334/247	267	288	304



Building Fund

Description	2016 Actual	2017 Actual	2018 Adopted	2019 Proposed	2019 Approved	2019 Adopted
BUILDING REVENUES						
AVAILABLE CASH ON HAND	116,425	86,312	59,500	92,475	92,475	92,475
BUILDING MISC REVENUE	50	200	-	-	-	-
BUILDING PERMITS & FEES	145,242	199,689	100,000	100,000	100,000	100,000
TRANS FROM BLDG RESRV	-	-	29,100	-	-	-
Grand Total	\$ 261,717	\$ 286,201	\$ 188,600	\$ 192,475	\$ 192,475	\$ 192,475
PERSONNEL SERVICES						
DEFERRED COMPENSATION	270	270	270	270	270	270
EMPLOYER PAID BENEFITS	-	-	2,486	2,487	2,487	2,487
MEDICAL INSURANCE CO-PAY	15,295	16,261	17,043	17,412	17,412	17,412
OVERTIME	2,333	408	3,000	3,000	3,000	3,000
RETIREMENT	8,758	8,650	10,974	11,017	11,017	11,017
SOCIAL SECURITY	3,633	3,495	4,145	4,145	4,145	4,145
VACATION/SICK BUYOUT	-	701	1,704	1,698	1,698	1,698
WAGES & SALARIES	49,826	50,684	49,716	49,724	49,724	49,724
WORKMANS COMP	31	27	288	228	228	228
PERSONNEL SERVICES TOTAL	\$ 80,146	\$ 80,496	\$ 89,626	\$ 89,981	\$ 89,981	\$ 89,981



Building Fund

MATERIALS & SERVICES

BANK FEES / CHARGES	-	-	25	25	25	25
BUILDING MAINT & REPAIR	-	24	250	250	250	250
CELL PHONE	378	378	396	396	396	396
CONTRACT SERVICES	-	518	390	390	390	390
DATA PROCESSING	2,068	1,460	-	968	968	968
GENERAL SUPPLIES	4,522	225	1,575	1,575	1,575	1,575
INSPECTION SERVICES AGMT	76,321	75,452	50,000	44,000	44,000	44,000
MEDICAL EXAMS	40	-	-	-	-	-
OFFICE MACHINE CONTRACT	470	196	400	400	400	400
OFFICE SUPPLIES	1,110	637	1,290	1,290	1,290	1,290
POSTAGE	55	11	400	300	300	300
PRINT / AD / RECORD	-	-	500	400	400	400
PROFESSIONAL DEVELOPMENT	-	1,418	1,500	1,500	1,500	1,500
PROFESSIONAL SERVICES	-	-	968	-	-	-
STATE ASSESSMENT	10,295	10,969	12,000	12,000	12,000	12,000
MATERIALS & SERVICES TOTAL	\$ 95,259	\$ 91,288	\$ 69,694	\$ 63,494	\$ 63,494	\$ 63,494

CAPITAL OUTLAY

BUILDING IMPROVEMENTS	-	-	29,100	-	-	-
EQUIP PURCHASE	-	185	-	-	-	-
CAPITAL OUTLAY TOTAL	\$ -	\$ 185	\$ 29,100	\$ -	\$ -	\$ -

CONTINGENCY

OPERATING CONTINGENCY	-	-	180	39,000	39,000	39,000
CONTINGENCY TOTAL	\$ -	\$ -	\$ 180	\$ 39,000	\$ 39,000	\$ 39,000

Grand Total	\$ 175,405	\$ 171,969	\$ 188,600	\$ 192,475	\$ 192,475	\$ 192,475
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