

CITY OF TOLEDO

EST. 1893

ADOPTED BUDGET
FISCAL YEAR
2019-2020



**CITY OF TOLEDO, OREGON
FISCAL YEAR 2019-2020
BUDGET**

BUDGET COMMITTEE

CITIZEN MEMBERS

Gregg Harrison
Karen Gerttula
Jim Chambers
Polly Chavarria
Larry Davis
Tracy Mix
Randy Getman

CITY COUNCIL

Mayor Rod Cross
Council President Joshua Smith
Jackie Kauffman
Heather Jukich
Stu Strom
Bill Dalbey
Betty Kamikawa



CITY MANAGEMENT STAFF

CITY MANAGER
CHIEF OF POLICE
FINANCE DIRECTOR
FIRE [CO]-CHIEFS
CITY RECORDER
LIBRARY DIRECTOR
PUBLIC WORKS DIRECTOR

Craig Martin
David Enyeart
Judy Richter
David Inman & Larry Robeson
Lisa Figueroa
Deborah Trusty
Michael J. Adams

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TOLEDO AT A GLANCE

CITY INFORMATION

Toledo is a city located on the Yaquina River and along U.S. Route 20 in Lincoln County, in the U.S. state of Oregon. Toledo is located on the Oregon Central Coast. It is the western terminus of a Portland and Western Railroad line, once part of the Oregon Pacific Railroad, which linked the city to Albany in the Willamette Valley. The city is also served by the port authority (the Port of Toledo).

POPULATION FACTS

Population Estimates (2017)*	5,298
Median Age (2017)*	42.4
High School Graduate or higher (2017)*	87.2%

COST OF LIVING FACTS

Median Household Income (2017)*	\$49,698
Unemployment Rate (2017)*	6.9%
Estimated Median House Value*	\$189,309

Total Housing units (2017)*	2,377
Average Household Size (2010)*	2.56
Average Family Size (2010)*	2.93

CLIMATE

Elevation*	59'
Average Summer High Temperature*	60°
Average Annual Rainfall*	78 inches

LAND USE

Total Area (Square Miles)*	2.41
Commercial/Industrial*	35.4%
Residential*	48.4%
Public Land*	9.7%
Other designated lands*	6.5%

*Sources: U.S. Census American FactFinder; Department of Land Conservation and Development; www.city-data.com; and City of Toledo

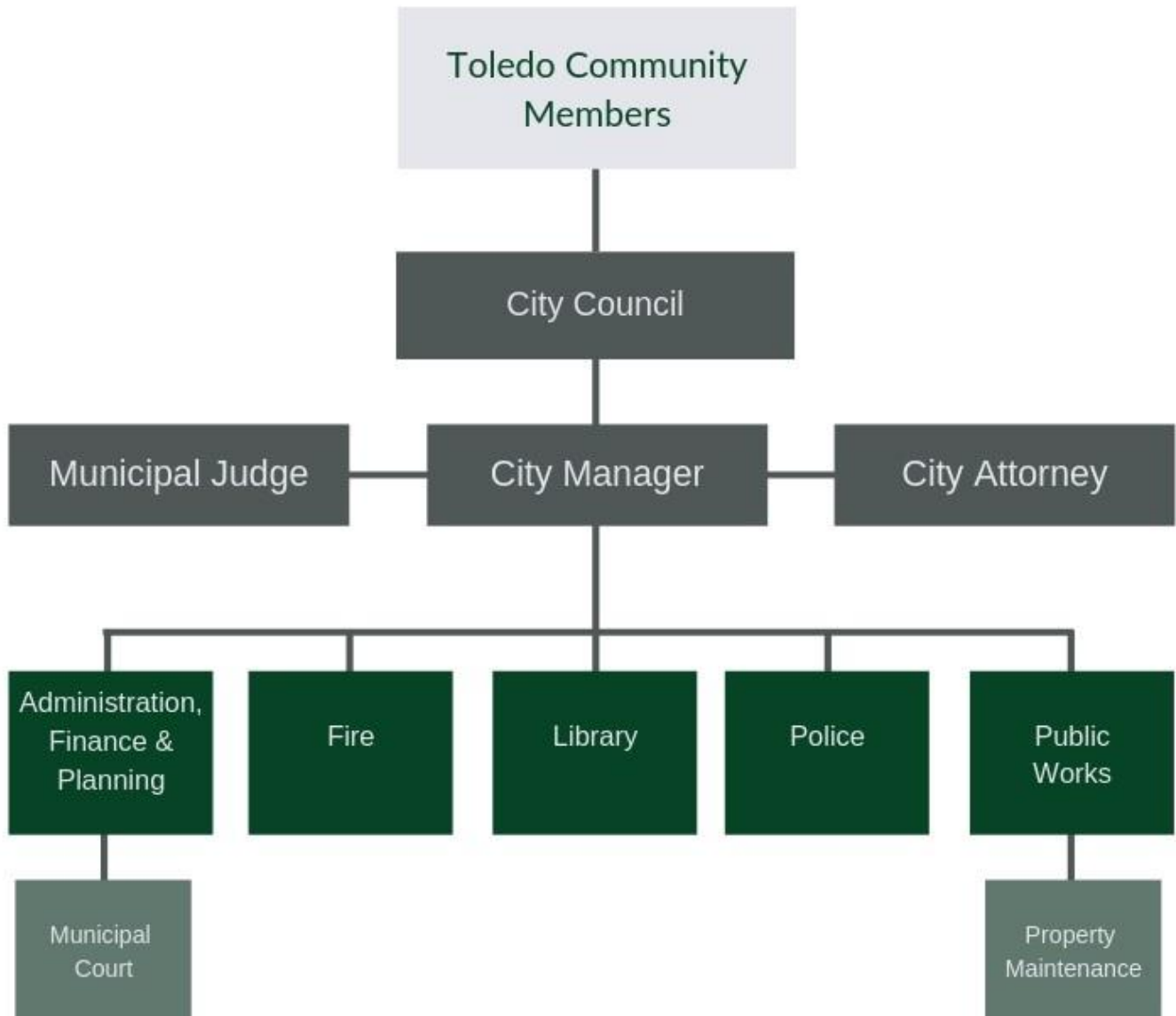
MISSION STATEMENT

The Mission of Toledo City Government is to provide efficient and necessary public services that protect and enhance the quality of life in Toledo, now and in the future, as determined by our citizens, the law and available economic resources.

May 10, 1993



TOLEDO AT A GLANCE



TOLEDO 2019-2020 BUDGET MESSAGE

May 1, 2019

Members of the Budget Committee:

In accordance with local Budget Law and Governmental Accounting Standards, I submit the Proposed Annual Operating Budget for the City of Toledo for the 2019 -2020 fiscal year.

The budget document represents the second year of a new presentation format that continues with several changes made previously, as well as some new changes to improve the ease of understanding the City Budget and how the information it contains translates into the services the City provides to the community throughout the year.

Following is a brief overview of some of the document and format changes previously implemented:

- Financial and Budgetary Policies and Guidelines – This section outlines the policies by which the City’s decision-makers must abide when making financial decisions. Including this information assures the public that the City of Toledo has policies in place to ensure that we are using public monies in as prudent a manner as possible.
- Comprehensive Budget Summary and Overview – This section includes charts and tables describing the City’s revenue streams, expenditures, staffing levels and other important information – all collected in one section for the convenience of the reader.
- Departments At A Glance – The divider pages for the departments include accomplishments from the previous year as well as the goals for this next year.
- Public Works Internal Service Fund – This fund is proposed as being closed and the funds it previously carried have been reallocated to existing Public Works Operating Funds.
- Personnel Allocation by Department – The Various Department funds now contain a detailed accounting of the personnel costs by category and position to further clarify personnel expenses.

BUDGET SUMMARY

The total budget for this fiscal year is \$17,900,165. This is approximately a 3% decrease over last year. As required, the proposed budget as presented in this document is balanced, in that expected revenues and anticipated expenditures offset each other. All funds will require monitoring should projected revenues decline, or anticipated expenditures increase. Ongoing City operations in all departments are fully funded with anticipated revenues and reserves. Some significant changes to the 2019 – 2020 Proposed Budget are as follows:

REVENUES

- The City's property tax revenues continue to show slight increases and are estimated to produce a majority of the revenue for general fund resources and programs. The City's permanent tax rate of \$5.18 per \$1,000 of assessed value is used to determine this revenue stream. Delinquent property taxes are projected to remain stable at 3-4% of total property tax revenue annually.
- Second to property tax revenue, franchise fees continue to provide a majority of revenue for General Fund programs and services. The Electricity Franchise revenues are expected to increase slightly due to a projected rate increase for Central Lincoln Public Utility ratepayers. Franchise fees are split 60/40% between the General Fund and Streets Fund respectively.
- Street Light Utility fee revenues are projected to increase subject to approval of a rate increase from the current \$7.50/month to \$8.00/month.
- State shared revenues continue to see an overall slight increase due in part to the City's continued eligibility to receive a portion of the State shared Marijuana Tax Revenue.
- The revenues received from the Lincoln County Library District are estimated to be stable after seeing a period of decline over the previous budget cycles.
- Revenue from the Toledo Rural Fire Protection District is projected for an increase as a result of the overall property tax value increases experienced within their District.
- The City continues to participate in the State of Oregon Fire Conflagration Act which provides reimbursement for personnel and equipment dispatched to qualifying fire suppression events. Revenue estimates for this particular source are dependent upon the declaration of qualifying conflagration events and the City's ability and desire to participate in the event. The revenue estimate proposed is a result of participation in the 2018 Camp Creek Fire conflagration, scheduled to be received in the upcoming fiscal year.
- Swimming Pool (Recreation) revenue is no longer received due to the transfer of swimming pool operations to the Greater Toledo Pool and Recreation District.
- Transfers from Streets, Sewer and Water Enterprise funds have been eliminated due to the reallocation of General Fund related expenses proportionately into their respective enterprise funds. This is the second budget prepared with this manner of expense allocations thereby eliminating the transfers shown in prior year's budgets to help make the actual expenses charged to these funds easier to understand.
- Expected revenue from the sale of water to Seal Rock Water District is based upon historical consumption data and is expected to decrease due to their projected purchase of less treated water and an erroneously calculated lower purchase rate. The revenue was projected based upon the current rate of \$3.24/1,000 gallons using the methodology established in the 2012 water purchase agreement between the entities.

- Wastewater revenue resulting from Sewer charges is projected to remain relatively stable at approximately \$1.0 million.
- No transfers to/from the Stabilization fund are proposed in this year's budget.

EXPENDITURES

- Staffing levels are proposed to remain the same level as 2018 – 2019 with no additional position or personnel proposed in the budget.
- Overall personnel expenditures are estimated to increase approximately 8% due to an increase in benefit coverage costs and anticipated wage increases required by collective bargaining agreements and/or other cost of living wage adjustments.
- Materials and Services expenses are estimated to increase by approximately 3% due to increases in utility costs, fuel and other routine operating expenses.
- Capital Outlay is projected to increase approximately 16% due to the proposed completion of capital projects and expenditures not completed in previous years.
- Transfers out are reduced due to reallocation of expenses and elimination of the Public Works Internal Service Fund.
- A \$5,000 abatement expense line has been added to the General Services expenditures to allow for payment of abatement activities the city may undertake throughout the year.

CITY COUNCIL GOALS AND GUIDING FINANCIAL POLICIES

The proposed budget reflects the anticipated regular work plan for this next year and as such is aligned with the City Council's Adopted 2019–2020 Goals. The City Council goals and priorities in part, determine how the city spends its available additional resources beyond the funds necessary for the provision of continued primary and routine City services. This proposed 2019–2020 operating budget is intended to be responsive to the ongoing needs and desires of the community as well as reflecting the priority issues of the City as it move forward with improved services and projects. I would like to especially thank all City staff that had a role in developing this budget, and in particular the City Department heads for their assistance with our ongoing efforts towards making the City of Toledo such a great place to live, work, and play.

Sincerely,

Craig Martin
City Manager

CITY COUNCIL GOALS – FY 2019-2020



Financial and Budgetary Guidelines

The Budget document is an important accounting document for the City of Toledo. It establishes guidelines the City uses to monitor expenditures and to track its revenues. It identifies work programs and goals to be achieved by each City department or division in the upcoming fiscal year.

GENERAL POLICIES

- Financial statements of the City are to be prepared in accordance with Generally Accepted Accounting Principles (GAAP).
- The budget is to be prepared in accordance with Oregon local budget law. The budget must be adopted, by resolution annually, no later than June 30. In accordance with state law, the budget shall be balanced, in that expected revenues and anticipated expenditures align with each other.
- An external audit shall be completed annually and submitted to the state no later than December 31 of the following fiscal year.
- The City's basis of accounting is modified accrual. The budget and audited financial statements shall be prepared in the modified accrual basis for all funds. This means that revenues are recorded when earned and expenses are recorded when incurred, regardless of the timing of related cash flows.

REVENUES

- 15% of State shared liquor and cigarette tax receipts as well as a portion of the marijuana tax will be made available to social service and civic organizations that provide direct services to Toledo citizens.
- All franchise fees received will be divided with 60% designated toward General Fund purposes and 40% allocated for Street purposes.
- One time revenues will be used for one time expenditures.

EXPENDITURES

- Budget control is maintained at the Department level. The City Manager has the authority to approve expenditures up to \$25,000. Expenditures exceeding \$25,000 must be approved by City Council.
- All fixed assets purchased and capital projects completed for and/or by the City of Toledo with a cost of \$2,500 or more and with a useful life of more than two years will be capitalized.
- Oregon Local Budget Law establishes procedures to revise the budget as events occur after budget adoption.

DEBT

- Long term debt shall not be issued to finance ongoing operations.
- Short term borrowing or lease purchase contracts should only be considered to finance major operating equipment when it is determined to be in the City's best financial interest.
- Any project funded through the issuance of debt must have a useful life equal or greater than the term of financing.

CAPITAL PLANNING

- A Capital Improvement Plan (CIP) shall be developed to allow for appropriate planning.
- The CIP shall be reviewed each year by City management staff and by the City Council, as a part of the goal setting and work plan process.
- Capital Improvement Projects should:
 - Support City Council goals and objectives
 - Prevent the deterioration of the City's existing infrastructure and protect its investments in parks, streets, building and utilities
 - Encourage and sustain economic development in Toledo
 - Respond to and anticipate future growth in the City
 - Increase the efficiency and productivity of City operations
- The impact of capital projects on the operating budget should always be an important consideration when evaluating projects to include in the CIP.
- On-going operating and maintenance costs will be a consideration when making a capital purchase.

THE BUDGET PROCESS

The budget process is governed by the City Charter, City Ordinances, and State of Oregon Budget Laws. The annual budget preparation process begins several months prior to adoption.

- In January, Department Directors prepare budget information regarding-personnel changes, proposed capital improvement projects and purchases, for the upcoming fiscal year.
- This information is reviewed and discussed with the City Manager and City Finance Director. Following initial reviews, the information is used to create a requested budget.
- After departments submit their requested budgets, the City Manager and the Finance Director review the requested budgets with Department Directors to discuss the requests and determine whether any additional information is needed. In April and into May, the City Manager makes decisions on the submitted budgets, which are then incorporated into the proposed budget.
- The City Manager presents the proposed budget and budget message to the Budget Committee. The Budget Committee, in accordance with Oregon Budget Law is comprised of the City Council and an equal number of citizen members.

All Budget Committee meetings are open to the public and required to be advertised. Time is allowed at each meeting for public comment and input.

- After all input has been received, the Budget Committee approves the budget with any changes and forwards it to the City Council for adoption.

In June, the City Council holds another Public Hearing to allow for public comment. Following the Public Hearing, the City Council adopts the budget by resolution. The adopted budget takes effect on July 1; in accordance with Oregon Budget Law, a budget must be adopted prior to July 1.

BUDGET REVISION PROCEDURES

Budget Amendment

As allowed by Oregon Budget Law, contingencies cannot be used unless transferred to a specific appropriation by Council Resolution. Budget amendments within a fiscal year cannot exceed 15% of fund appropriations without approval of a supplemental budget.

Supplemental Budget

In accordance with Oregon Budget Law, a supplemental budget is required to appropriate increased resources within a fund (except for gifts, grants and donations), or if total amendments in a fund exceed 15% of the original adopted appropriations.

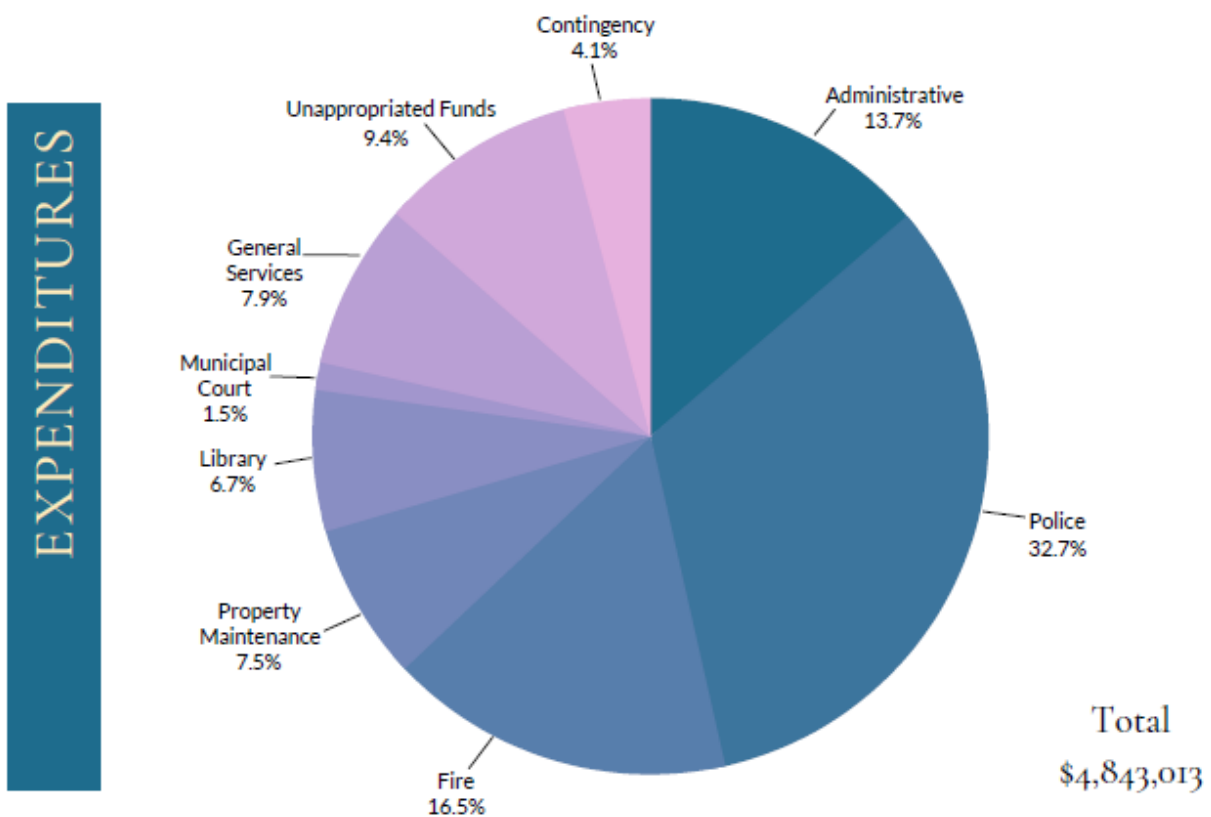
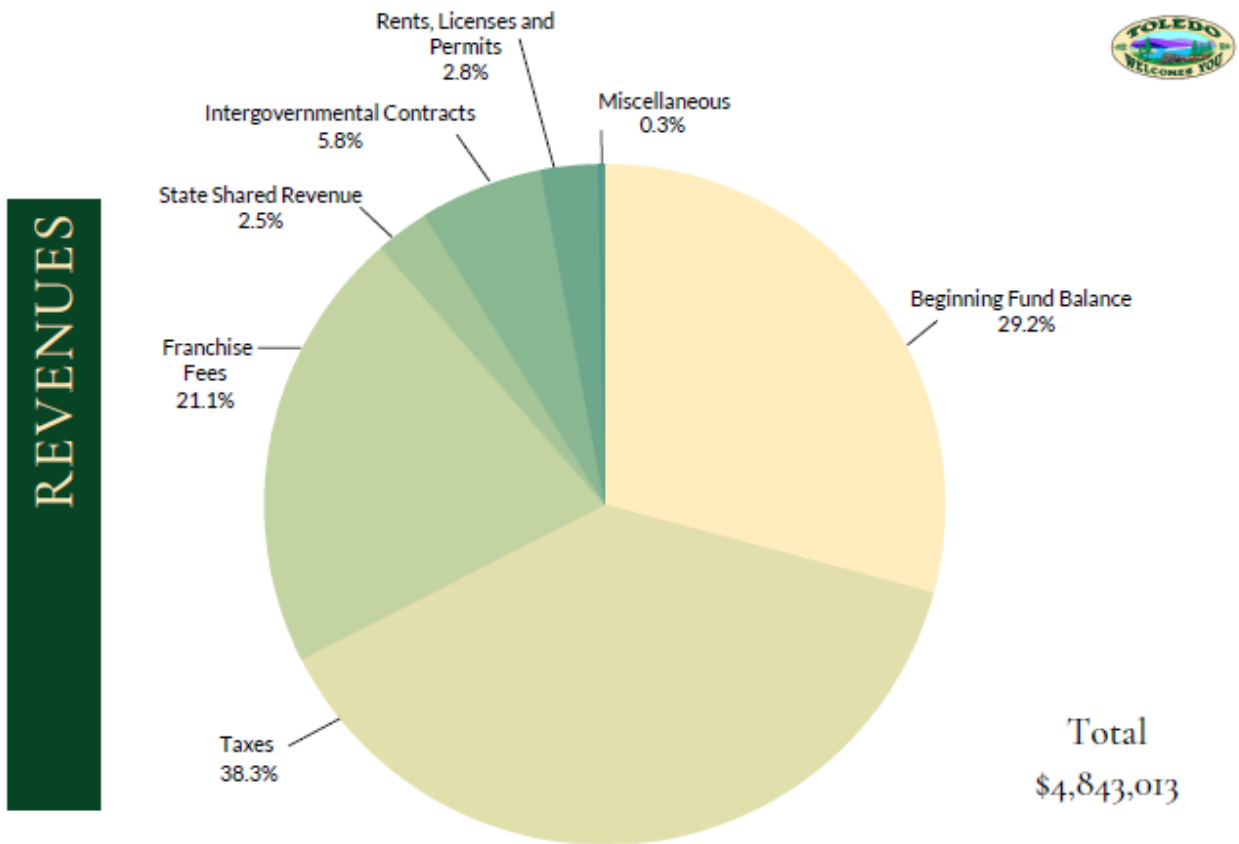
Personnel Allocation by Fund

2019-2020														
	Water		WWTR		Gas Tax	Storm	General Fund							Total
	Treat	Dist	Treat	Coll			Propert y	Muni	IT	Police	Fire	Library	Admin	
PWD	0.15	0.15	0.15	0.15	0.30		0.10							1.00
Operations Supervisor	0.00	0.30	0.00	0.30	0.30		0.10							1.00
Muni/Grounds	0.00	0.50	0.00	0.50	1.00									2.00
Muni/Maintenance II	0.00	0.50	0.00	0.50	0.00									1.00
Maint worker IV Equip Op	0.00	0.35	0.00	0.35	0.30									1.00
PW Crewleader	0.00	0.30	0.00	0.30	0.30		0.10							1.00
Equipment Maint Mechanic	0.00	0.25	0.00	0.25	0.50									1.00
														0.00
														0.00
Utility Billing Clerk	0.20	0.30	0.20	0.30										1.00
Facility Ops Trainee	0.50		0.50											1.00
Facility Ops -WW	0.00		1.00											1.00
Senior Treatment Op - WW	0.00		1.00											1.00
Facility Ops - WTR	1.00		0.00											1.00
Senior Treatment Op - WT	1.00		0.00											1.00
														0.00
Muni/Grounds							1.00							1.00
Muni/Grounds Maint P/T							0.50							0.50
Custodial Technician							0.80							0.80
														0.00
City Manager	0.01	0.01	0.01	0.01	0.02	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.94	1.00
City Attorney	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Finance Director	0.04	0.04	0.04	0.04	0.04								0.80	1.00
City Planner	0.01	0.01	0.01	0.01	0.02								0.94	1.00
Information Systems Mgr	0.04	0.04	0.04	0.04	0.04				0.43				0.00	0.63
Accounting Clerk	0.04	0.04	0.04	0.04	0.04			0.30					0.50	1.00
Executive Assistant/City R	0.01	0.01	0.01	0.01	0.02								0.94	1.00
Planning Asst (0.80 FTE)	0.05	0.10	0.05	0.10	0.10								0.40	0.80
														0.00
Fire Chief											1.00			1.00
Division Chief											3.00			3.00
Wildland Firefighter											1.00			1.00
Fire Fighter											0.00			0.00
														0.00
Library Director												1.00		1.00
Library Assistant Director												1.00		1.00
Library Tech Services Op												1.00		1.00
Library Clerk												0.50		0.50
														0.00
Police Chief										1.00				1.00
Police Sergeant										1.00				1.00
Police Officer										5.00				5.00
Head Dispatcher										1.00				1.00
Dispatcher										5.00				5.00
Sub Totals														
	3.05	2.90	3.05	2.90	2.98	0.00	2.60	0.30	0.43	13.00	5.00	3.50	4.52	
	5.95		5.95											

Grand Total **44.23**

2019-2020 Position	FTE			
	FY 2017-18	FY 2018-19	FY2019-2020	Inc (Dec)
City Manager	1.00	1.00	1.00	0.00
City Recorder	1.00	0.00	0.00	0.00
Asst to City Recorder	0.80	0.00	0.00	0.00
Executive Asst / Recorder	0.00	1.00	1.00	0.00
Attorney	1.00	0.00	0.00	0.00
Finance Director	1.00	1.00	1.00	0.00
City Planner	0.00	1.00	1.00	0.00
Planning Technician	0.80	0.80	0.80	0.00
Accounting Clerk	1.00	1.00	1.00	0.00
Utility Clerk	0.80	1.00	1.00	0.00
Police Chief	1.00	1.00	1.00	0.00
Police Detective	1.00	0.00	0.00	0.00
Police Sergeant	1.00	1.00	1.00	0.00
Police Officer	4.00	5.00	5.00	0.00
Head Dispatcher	1.00	1.00	1.00	0.00
Dispatcher	5.00	5.00	5.00	0.00
Fire Chief	1.00	1.00	1.00	0.00
Asst Fire Chief/Facilities Manager	1.00	0.00	0.00	0.00
Division Chief	2.00	3.00	3.00	0.00
Wildland Firefighter	1.00	1.00	1.00	0.00
Fire Fighter	0.00	0.00	0.00	0.00
Aquatics/Recreation Director	0.00	0.00	0.00	0.00
Aquatics Manager	0.85	0.00	0.00	0.00
Lifeguards	2.25	0.00	0.00	0.00
Custodian	0.80	0.80	0.80	0.00
Grounds Maintenance	1.60	1.50	1.50	0.00
Library Director	1.00	1.00	1.00	0.00
Library Assistant Director	1.00	1.00	1.00	0.00
Library Tech Services Op	1.00	1.00	1.00	0.00
Library Clerk	0.40	0.40	0.50	0.10
Informations Systems Manager	0.50	0.63	0.63	0.00
Public Works Director	1.00	1.00	1.00	0.00
Superintendent / Ops Supervisor	1.00	1.00	1.00	0.00
Lead Worker	1.00	1.00	1.00	0.00
Equipment Mechanic	1.00	1.00	1.00	0.00
PW Maintenance Worker	4.00	4.00	4.00	0.00
Lead Plant Operator	2.00	2.00	2.00	0.00
Junior Plant Operator	2.00	2.00	2.00	0.00
Operator Trainee	0.00	1.00	1.00	0.00
Total	46.80	44.13	44.23	0.10

2019-2020 General Fund Revenue & Expenditures



2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND								
Revenues								
1,346,761	1,554,875	1,271,656	400100	Beginning Fund Balance	-	1,412,813	2,002,246	2,002,246
1,736,929	1,941,985	1,768,173	400200	Current Taxes	-	1,800,000	1,900,000	1,900,000
53,075	60,809	54,553	400300	Delinquent Taxes	-	55,000	60,000	60,000
16,226	14,254	11,826	400400	Interest	-	15,000	15,000	15,000
83,500	99,370	8,760	400450	Transfer from Streets	-	-	-	-
160,500	163,400	8,760	400500	Transfer from Sewer	-	-	-	-
255,500	250,750	8,760	400600	Transfer from Water	-	-	-	-
-	32,000	-	401280	Transfer from Stabilization	-	-	-	-
24,392	21,699	21,865	401300	Natural Gas Franchise	-	24,000	24,000	24,000
3,847	4,497	4,666	401400	Telephone Franchise	-	4,000	4,000	4,000
4,705	2,244	3,876	401450	Telecommunications Franchise	-	3,500	3,500	3,500
22,942	17,295	21,780	401500	Television Franchise	-	22,000	22,000	22,000
20,534	66,879	33,775	401600	Garbage Franchise	-	40,000	50,000	50,000
846,675	891,602	801,864	401700	Electric Franchise	-	805,000	850,000	850,000
113,279	113,759	113,647	401750	Street Light Utility Fees	-	124,000	37,500	37,500
375	350	308	401900	Liquor Licenses	-	300	300	300
18,127	17,170	19,139	402000	Business License	-	19,000	19,000	19,000
563	382	724	402100	Building Permits	-	500	500	500
48,498	55,109	51,534	402200	State Liquor Fees	-	64,000	64,000	64,000
4,435	3,948	4,479	402300	Cigarette Tax	-	4,100	4,100	4,100
-	10,660	15,000	402350	Marijuana Tx State Shared Rev	-	10,000	10,000	10,000
45,110	34,729	47,883	402500	State Revenue Sharing	-	45,000	45,000	45,000
29,455	22,304	-	402600	Swim Pool Receipts	-	-	-	-
28,553	28,695	12,000	402700	Refunds & Misc	-	25,000	25,000	25,000
2,080	1,900	1,500	402710	Lien Searches	-	2,000	2,000	2,000
3,860	1,000	2,000	402750	Land Use Fees	-	1,000	1,000	1,000
161,225	165,395	170,000	402800	Toledo Rural Fire Protect	-	175,000	175,000	175,000
4,431	64,347	10,000	402825	Fire Protection Services	-	23,300	23,300	23,300
88,563	81,706	66,412	403000	Municipal Court Fines	-	60,000	60,000	60,000
1,000	2,500	1,700	403050	Towing Fees	-	2,000	2,000	2,000
1,694	1,418	1,500	403100	Library Receipts	-	1,500	1,500	1,500
89,136	83,358	87,603	403140	Library Service District	-	85,000	85,000	85,000
1,061	16,595	10,000	405250	Grants	-	10,000	10,000	10,000
9,600	9,701	7,800	405380	Rents and Leases	-	10,000	10,000	10,000
5,226,630	5,836,684	4,643,543	REVENUE TOTAL			4,843,013	5,505,946	5,505,946

ADMINISTRATION

The Administration Department budget section reflects the costs associated with the day-to-day business operations of the City. The Administration Department includes the City Manager's office, the City Recorder, the Finance Director and Planning Services. The Administration Department strives to provide excellent customer service to the public as well as other City Departments.

Accomplishments

- Celebrated the 25th anniversary of the City's Tree City designation
- Recruited a Finance Director
- Filled the City Recorder position
- Updated the online billing system, providing City customers with a secure website to make payments online
- Migrated to a new website that is more user friendly for citizens
- Enhanced Contributions policy by adding marijuana state shared revenues
- Negotiated successor agreement with the Toledo Employees Association
- Entered into a Mutual Agreement and Order agreement with the Department of Environmental Quality
- Initiated Quarterly Consolidated Financial Reporting
- Participated in the Department of Conservation and Land Development Housing Study
- Expanded Code Enforcement program and coordination
- Participated in Yaquina Bay Area Brownfields re-mediation program
- Initiated consideration for alternatives for biosolids management
- Applied for grant funding for seismic upgrade of future Public Safety Building
- Supported effort to review and update City Council rules
- Secured professional services for City Attorney
- Increased support for Employee safety and wellness

Goals

- Enhance planning services and staffing
- Secure audit services
- Secure services for Municipal Court Judge
- Pursue financing options for public safety building
- Secure successor leadership for Public Safety Departments (Police and Fire)
- Complete successor agreement with Toledo Public Safety Association
- Re-establish local/regional housing rehabilitation loan program
- Revise City personnel policies
- Increase City participation in community events
- Continue to increase communications through the City website and social media
- Complete Seal Rock Water District Successor Purchasing Agreement
- Implement a City wide survey on City services
- Complete a wage and classification study

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND								
Expenditures								
Administrative								
-	-	93,549	001-000					
-	-	54,050	500010	City Manager	0.94	96,820	96,820	96,820
-	-	-	500018	Finance Director	0.80	58,900	58,900	58,900
-	-	-	500024	Information Systems Admin		-	-	-
320,169	258,960	-	500028	City Recorder	0.94	57,129	57,129	57,129
-	-	-	500050	Full Time		-	-	-
80,798	74,723	21,096	500053	Accounting Clerk 3	0.50	23,008	23,008	23,008
-	-	-	500055	Three-Quarter Time	-			
-	-	64,296	500082	City Planner	0.94	84,385	84,385	84,385
-	-	21,684	500084	Assistant Planner	0.40	15,056	18,500	18,500
-	-	-	501500	Overtime		2,500	2,500	2,500
30,781	25,541	23,372	504700	Social Security		20,000	26,400	26,400
106,158	71,586	98,625	504800	Health Insurance		89,000	89,000	89,000
886	777	1,000	504900	Workers' Comp		7,600	7,600	7,600
37,956	38,386	41,902	505000	Retirement		37,650	37,650	37,650
2,100	3,886	3,600	505100	Auto Allowance		3,600	3,600	3,600
578,848	473,859	474,018		Personnel Services	4.52	495,648	505,492	505,492
5,278	6,290	6,000	600100	Office Supplies		6,000	6,000	6,000
7,429	7,842	7,300	600210	Electricity		8,000	8,000	8,000
2,422	3,268	2,500	600220	Communication Services		3,000	3,000	3,000
			600230	Advertising & Notices		1,500	1,500	1,500
449	587	800	600240	Natural Gas		600	600	600
478	798	750	600300	Equipment Maint & Repair		750	750	750
1,994	3,379	6,000	600600	Travel & Training		7,000	7,000	7,000
2,254	2,137	2,500	600700	Membership & Subscription		3,500	3,500	3,500
-	3,622	5,000	607500	Special Purchases		5,000	5,000	5,000
129	743	1,200	608000	Supplies		1,200	3,200	3,200
36,939	55,393	120,000	608100	Contract & Other Services		130,000	130,000	130,000
57,371	84,060	152,050		Materials & Services		166,551	168,550	168,550
-	-	-	620500	Equipment		2,000	-	-
				Capital Outlay		2,000		
636,219	557,918	626,068		ADMINISTRATIVE TOTAL	4.52	664,199	674,042	674,042

POLICE

The Toledo Police Department is responsible for developing and managing the law enforcement, crime prevention, and code enforcement programs for the City of Toledo. The department also provides dispatch services to the Police Department, Fire Department and the Rural Fire Protection District.

Accomplishments

- Continue to research and obtain funding for the new Toledo Public Safety Building and use the basement of the building for several community meetings
- Update Oregon Accreditation Alliance for the Toledo Police Department and also Toledo Police Telecommunication Center
- Continue a strong Police Explorer program for youth, conducting community service events and projects throughout the year
- Continue community events with National Night Out, Safety Town, and Toledo Summer festival
- Continued active use of social media as a tool to reach the community with emergent information, as well as training the Public Information Officer (PIO) for the department
- Concentrate on succession leadership training by sending supervisors to training for their next position
- Continue to improve the City wide camera plan, for City hall looking North and South along Main Street, Fire Department and at the Library
- Received grants for Pedestrian Safety Enforcement, Driving Under Influence of Intoxicants concentration, seatbelt enforcement, Oregon Executive Development Institute. Totaling over \$15,000
- Trained a new Code Enforcement Officer to provide code enforcement services for the City of Toledo, 16 hours a week
- Continue the Neighborhood Watch program and expanding throughout the City
- Recruited and trained three dispatchers to fill existing vacancies

Goals

- Add Automatic External Defibrillators in all department vehicles and one at the Police Department
- Continue City wide camera program
- Vehicle repeater system in one command/incident vehicle for major incidents
- Update dispatch technology using 911 Public Safety Answering Point (PSAP) funds
- Explore cooperative funding opportunities to fund a full time School Resource Officer
- Work with all county agencies for Street Crimes Task Force
- Transition to a new Police Chief
- Research and plan for grant funding for Electronic Fingerprint System
- Continue grant research for new building improvements
- Continue grants for traffic education and enforcement
- Educate and enforce code enforcement
- Concentrate on traffic problems, trucks and speeding
- Complete transition of test to 911 PSAP
- Plan and conduct Table Top Exercises on emergency management drills

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND								
Expenditures								
Police								
-	-	85,116	001-400					
-	-	70,122	500012	Police Chief	1.0	89,857	89,857	89,857
-	-	277,671	500022	Police Sergeant	1.0	73,308	73,308	73,308
-	-	56,629	500036	Police Officer	5.0	339,414	339,414	339,414
673,780	723,200	-	500040	Head Dispatcher	1.0	59,489	59,489	59,489
-	-	210,196	500050	Full Time	-	-	-	-
87,097	109,926	84,000	500056	Dispatcher	5.0	224,897	224,897	224,897
1,130	5,461	10,000	501500	Overtime	-	84,000	90,000	90,000
56,427	61,785	62,824	501600	Grant Overtime	-	10,000	10,000	10,000
211,193	215,964	253,472	504700	Social Security	-	56,149	68,900	68,900
-	-	27,500	504800	Health Insurance	-	262,231	262,231	262,231
12,309	11,488	15,000	504850	Personal Holiday	-	19,224	19,224	19,224
78,336	108,847	107,500	504900	Workers' Comp	-	18,480	18,480	18,480
1,120,272	1,236,671	1,260,030	505000	Retirement	-	107,500	107,500	107,500
Personnel Services					13.0	1,344,549	1,363,300	1,363,300
3,931	3,126	6,000	600100	Office Supplies		6,000	6,000	6,000
6,008	10,948	13,200	600210	Electricity		13,000	13,000	13,000
40,669	37,463	52,250	600220	Communication Services		50,000	50,000	50,000
402	-	-	600230	LEDS System		-	-	-
556	465	700	600240	Natural Gas		700	700	700
1,872	1,233	2,900	600300	Equipment Maint & Repair		2,900	2,900	2,900
4,743	10,047	5,700	600350	Vehicle Maint & Repair		6,500	6,500	6,500
10,987	13,447	10,600	600600	Travel & Training		10,600	10,600	10,600
1,372	1,852	2,750	600700	Membership & Subscriptions		2,750	2,750	2,750
13,883	15,072	14,800	601500	Gas, Oil & Tires		15,500	16,500	16,500
202	357	650	606500	Youth Program Support		800	800	800
12,363	12,199	26,300	607000	Code Enforcement		26,300	26,300	26,300
-	-	13,000	607500	Special Purchases		12,000	12,000	12,000
11,283	15,671	11,200	608000	Supplies		12,600	12,600	12,600
10,713	14,593	12,500	608100	Contract & Other Services		12,500	12,500	12,500
118,985	136,473	172,550	Materials & Supplies			172,150	173,150	173,150
-	-	-	620520	Systems		28,500	28,500	28,500
Capital Outlay						28,500	28,500	28,500
16,500	16,500	20,000	631600	Transfer to General Reserve		20,000	20,000	20,000
-	-	20,000	631960	Trans to Bldg & Property Res		20,000	20,000	20,000
16,500	16,500	40,000	Transfers			40,000	40,000	40,000
1,255,757	1,389,644	1,472,580	POLICE TOTAL		13.0	1,585,199	1,604,950	1,604,950

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
911 SYSTEM								
			034-000	Revenues				
55,242	66,175	71,761	400100	Beginning Fund Balance		75,708	73,723	73,723
648	1,292	500	400400	Interest		1,500	1,500	1,500
13,120	22,259	15,000	402550	911 Excise Tax		23,400	18,900	18,900
-	-	-	402700	Refunds & Misc		-	-	-
69,010	89,727	87,261		Revenue Totals		100,608	94,123	94,123
Expenditures								
1,687	6,153	15,000	034-340	Contract & Other Services		15,000	15,000	15,000
1,687	6,153	15,000	608100	Materials & Services		15,000	15,000	15,000
1,148	2,698	72,261	620500	Equipment		85,608	79,123	79,123
1,148	2,698	72,261		Capital Outlay		85,608	79,123	79,123
69,010	89,727	87,261		FUND REVENUES		100,608	94,123	94,123
2,835	8,851	87,261		FUND EXPENDITURES		100,608	94,123	94,123
66,175	80,876	-		FUND TOTALS		-	-	-

FIRE

Toledo Fire Department continues to provide skilled professional Fire and Emergency Medical Services to the citizens and visitors of Toledo, our rural district, and the county through mutual aid response. Being primarily a volunteer department, (four paid positions) of about 40 volunteers, we must train 4,000 hours per year to be proficient in the many aspects of the fire Life Safety. We continue to look for ways to enhance Firefighter safety, health and wellness. This will bring greater positive impacts to the budget in the future.

Accomplishments

- Installed new MSA™ Self Contained Breathing Apparatus (SCBA) to replace outdated equipment
- Updated Air Monitoring equipment (OSHA Required Equipment)
- Responded to 748 local incidents.
- Mobilized to five State conflagrations, Substation Fire, Garner/Tylor Fire, Sugarpine/Miles Fire and the Ramsey Fire. Reimbursable dollars -\$63,442.43
- Mobilized to Camp Fire in Northern California Reimbursable dollars - \$47,066.75
- As part of our effort to reduce cancer exposure to responders, a closet was remodeled into a shower room accessible from the truck bay for responders to decontaminate their bodies prior to going home.
- Increased capabilities of the Emergency Operations Center by installing A/V equipment i.e.; video conferencing to include live trainings, webinars, etc.

Goals

- Replace GMC Top Kick multi use rescue vehicle as per vehicle replacement plan
- Replace 1991 Pierce Aerial (Ladder) truck
- Enhance responder wellness through fitness development and health evaluations
- Work with the Georgia Pacific on Emergency Response Team development and training.
Collaborate with other local industry on specific needs
- Continue to develop Oregon fire code occupancy and Inspection program
- Partner with American Red Cross and the State Fire Marshal on Smoke Alarm program
- Purchase additional Commercial grade Turnout gear washer/extractor to decontaminate gear after each event in a timely manner and to prepare for next event

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND								
Expenditures								
Fire								
			001-500					
-	-	85,116	500014	Fire Chief	1.0	85,946	85,946	85,946
-	-	-	500032	Asst Fire Chief	-	-	-	-
-	-	178,319	500034	Division Fire Chief	3.0	185,172	185,172	185,172
225,043	185,314	-	500050	Full Time		-	-	-
-	45,810	-	500070	Part Time	-	-	-	-
-	-	10,000	500088	Wildland Firefighter	1.0	15,000	15,000	15,000
4,380	2,862	8,000	501400	Call Time		8,000	8,000	8,000
19,152	24,377	25,000	501500	Overtime		30,000	30,000	30,000
-	-	-	501501	Overtime Wildland Firefighters	-	10,000	10,000	10,000
18,416	19,652	23,442	504700	Social Security		25,012	25,012	25,012
59,350	63,612	83,628	504800	Health Insurance		96,237	96,237	96,237
-	-	-	504850	Personal Holiday	-	3,600	3,600	3,600
14,012	15,362	20,000	504900	Workers' Comp		20,000	20,000	20,000
33,386	39,367	49,067	50500	Retirement		55,312	55,312	55,312
373,738	396,357	482,572		Personnel Services	5.0	534,279	534,279	534,279
1,166	661	1,800	600100	Office Supplies		1,800	1,800	1,800
7,697	8,393	8,500	600210	Electricity		9,000	9,000	9,000
889	896	1,200	600220	Communication Services		2,825	2,825	2,825
4,203	3,784	4,000	600240	Natural Gas		4,000	4,000	4,000
8,258	5,061	10,000	600300	Equipment Maint & Repair		10,000	10,000	10,000
19,274	17,369	16,700	600350	Vehicle Maint & Repair		16,700	16,700	16,700
13,310	8,082	13,500	600600	Travel & Training		13,500	13,500	13,500
688	699	1,150	600700	Membership & Subscription		1,150	1,150	1,150
8,771	11,013	16,000	601500	Gas, Oil & Tires		14,000	14,000	14,000
8,183	8,089	11,200	607500	Special Purchases		7,500	7,500	7,500
26,050	22,657	25,400	608000	Supplies		25,500	25,500	25,500
5,294	43,388	10,000	608100	Contract & Other Services		10,000	10,000	10,000
38,000	42,000	42,000	608150	Volunteer Program		42,000	42,000	42,000
141,782	172,090	161,450		Materials & Supplies		157,975	157,975	157,975
-	-	-	620500	Equipment	-	12,000	12,000	12,000
				Capital Outlay		12,000	12,000	12,000
90,000	115,000	95,000	631600	Transfer to General Reserve	-	95,000	95,000	95,000
-	-	-	631960	Trans to Bldg & Property Res	-	-	-	-
90,000	115,000	95,000		Transfers		95,000	95,000	95,000
605,520	683,448	739,022		FIRE TOTAL	5.0	799,254	799,254	799,254

Capital Expenditure Detail

Department: Fire Department

Purchase item: Turnout Extractor/Washer

Cost of item: \$12,000

Budget line item: 001-500-620500

Replacement (Y/N) N **If yes, item being replaced:**

Explanation of need for purchase:

In an effort to continue moving forward with increasing firefighter health and safety especially as it applies to cancer exposure and reduction, the department is seeking to purchase a Turnout gear washer/extractor.

This type of washer is commercial in grade, front loading and designed for heavy turnout garments. Fire department gear is costly and should be washed carefully according to manufacturer's guidelines to prevent damage. That means, the gear is cleaned automatically and properly every time with the right mix of chemicals water temperatures and levels, extract speeds- measured in G-Force (no more than 100 Gs), baths and cycle times must be programmable. Using different programs, the fire department can wash a variety of items – turnout suit shells and linings, truck towels, Emergency Medical Services jump suits and more.

The department currently has a small commercial grade washer that is nearly 15 years old. Although it should last another 5-10 years, technology has advanced to a point where parts will become obsolete. More importantly, as firefighters return from events and need to decontaminate their gear in a timely manner, a second extractor will allow us to get more gear deconed (washed) and ready for the next event.

The National Fire Protection Agency (NFPA) recommends fire departments clean dirty gear as soon as possible after exposure to fire, body fluids or hazardous materials in order to preserve the protective qualities of gear. According to the NFPA, soiled gear reflects less radiant heat and is more likely to ignite and conduct electricity. [A.7.1.1] The NFPA advises against cleaning gear in home or public laundries to prevent contaminating others. [7.1.7]

Residential washers are a poor choice for washing turnout gear. Top load washers accelerate wear and tear on the turnout gear because of their relatively small sized tub and agitator. Top load washers hold onto and preserve blood borne pathogens and other contaminants in residual unseen water left below the tub and in the scratches of porcelain coated tubs and other plastic parts. Residential front load washers with more sanitary stainless steel tubs are only slightly better because most still have exposed plastic and rubber parts. What's more, residential front load washers are most often "Energy Star" compliant machines meaning they use very little water and spin very fast in the extraction part of the cycle. Neither of these features are what you want for laundering turnout gear.

Ongoing Impact(s):

Occasional Maintenance costs. Power and water consumption.

Capital Expenditure Detail

Department: Fire Department

Purchase item: Various Building improvements, equipment and/or maintenance improvements

Budgeted Funds: \$25,000

Budget line item: 035-350-621500 Building & Property Reserve Fund

Replacement (Y/N) N **If yes, item being replaced:**

The following is a list of improvements and/or items planned to be purchased/acquired/completed this proposed budget year that can be considered "Capital". The list is not necessarily inclusive of all capital expenditures as the need for unexpected items may come up throughout the operating year and may take precedent over some planned acquisitions.

Creation of additional parking for staff and visitors:

On the north side of the Fire Department facility is a patch of lawn that has been a maintenance issue for many years. This area of lawn does not drain well and gets limited sun for grass to do well. It has been excavated several times, drainage material was added as well and the elevation was re-contoured, with no success. Many man hours and money has been spent over the past 12 years to try and maintain this area.

This proposed additional parking will be staff parking that is out of the way and will allow for improved short term visitor parking in the current lot closer to the front entrance of the Fire Hall. City Public Works labor will be primary in the construction work creating the parking lot as time/resources allow. It is intended the funds allocated herein will be combined with other funds as available and approved on larger street improvement projects such as street overlay(s).

Storage addition to training room:

Creation of storage space attached to the existing training/community meeting room. The room is often used for functions not related to fire training and there is no place to store the tables and chairs when not in use. Additionally, there are times when meeting and training needs require different configurations of set-up and as such there is a lack of room configuration flexibility due to the lack of storage needs that have exceeded the current storage room.

It is planned the project will be built on the east wall where there is currently a planter and when completed, should provide approximately 130 square feet of storage area.

Ongoing Impact(s):

General long-term maintenance and upkeep will continue to be necessary as assets age. This space will continue to have some landscape plants around the outside edges as to not take away all of the green scape.

Capital Expenditure Detail

Department: Fire
Purchase item: Technical Rescue/Support
Cost of item: 80,000
Budget line item: 036-360-621800 General Reserve Fund
Replacement (Y/N) Y **If yes, item being replaced:** Hazmat/Air truck

Explanation of need for purchase:

The Vehicle we want to replace was purchased in 1986 as a rescue/ambulance for Toledo Fire. Sometime in the 90s it was not being used as an ambulance and became more of a troop transport Rescue. The chassis was replaced in 2003 with a 1992, GMC Top Kick now with 99,000 miles on it. It has a manual transmission with a splitter, making it have 10 forward gears and not safe for all drivers. The existing service body was placed onto this Top Kick as it was being pulled from its existing original chassis. One large change will be the removal and retirement of the Cascade air system inside which was used for filling our breathing air tanks, which is now obsolete. These tanks will not go back onto whatever we purchase.

We want to replace this with a vehicle that is more versatile, easier to drive and better organized for what we are asking it to do now. Its current primary roll is carrying all of our technical rescue and Hazmat equipment. Technical rescue equipment includes; Rope rescue gear, Vehicle/structural stabilization equipment and patient packaging, Spare air bottles for breathing air, Medical supplies and Rehab supplies. As well as miscellaneous tools and equipment.

We need the truck to be 4x4 and able to respond around the city and remote areas in any weather conditions. A crew cab design which would double the amount of responders. Replacing our current, limited capability vehicle, would dramatically increase our rescue capabilities for many years.

Ongoing Impact(s):

Capital Expenditure Detail

Department: Fire

Purchase item: Ladder Truck

Cost of item: 180,000.00

Budget line item: 036-360-621800 General Reserve Fund

Replacement (Y/N) Yes **If yes, item being replaced:** 4151. Ladder Truck

Explanation of need for purchase:

The department is seeking to replace our 1990, 65ft Pierce ladder truck. This was received by Toledo through the 1033 federal program in 2005. This has been responding in Toledo for nearly 15 years and is now reached the end of its useful life. This apparatus is 30 years old and the cost of maintaining it will out way its usefulness.

The department is seeking a replacement of a significantly newer Ariel apparatus with at least 15 years of use before its next replacement. Our current ladder is 65-foot, we are looking to replace with at least a 65-foot ladder with a truck size that fits our local needs. Having this type of apparatus has proven to be an asset in both fire attack and improving our ISO rating for the city.

The Ariel apparatus is used to deliver water from above the fire and has been used in the city for single family resident fires, marine vessel fires and multi-story dwellings. Toledo down town district has great potential need for this type of Ariel device for fire protection and rescue. Georgia Pacific and the new Port facility, as well as the school facilities, carry great potential and need where a standard ground level fire attack will be ineffective.

Ongoing Impact(s):

PROPERTY MAINTENANCE

As a function within the Public Works Department, Property Maintenance provides overall maintenance and management of municipal buildings, parks/facilities, and open spaces with goals of protecting the health and safety of our residents, environment, and employees while providing clean, safe, and reliable essential services.

Personnel allocation for this portion of the General Fund reflects 2.70 Full-Time Equivalent and other associated staffing costs necessary to provide adequate maintenance and services to the public parks, open spaces, and municipal buildings including custodial services.

The 2019-2020 proposed budget for this fund reflects an overall expenditure INCREASE from the prior year by about \$7,000. Highlights within this fund for Fiscal Year 2019-2020 include increase in personnel services and transfer to reserve funds.

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
General Fund								
Expenditures								
Property Maintenance								
-	-	-	001-650					
-	-	-	500016	Public Works Director	0.10	8,778	8,778	8,778
-	-	-	500026	Public Works Op Supervisor	0.10	6,178	6,178	6,178
-	-	-	500030	PW Crewleader	0.10	6,062	6,062	6,062
26,520	48,007	-	500050	Full Time	-	-	-	-
81,150	54,429	-	500055	Three-Quarter Time	-	-	-	-
-	-	41,287	500057	Muni/Grounds Maint Worker	1.00	40,588	40,588	40,588
-	-	19,227	500067	PT Muni/Grounds Maint Worker	0.50	18,480	18,480	18,480
-	-	26,724	500068	Custodian	0.80	23,595	23,595	23,595
1,083	3,326	1,500	501500	Overtime	-	1,500	1,500	1,500
8,112	7,662	6,788	504700	Social Security	-	8,046	8,046	8,046
27,643	14,137	24,424	504800	Health Insurance	-	32,577	32,577	32,577
3,553	3,264	2,592	504900	Worker's Comp	-	3,707	3,707	3,707
12,411	14,792	11,243	505000	Retirement	-	11,437	11,437	11,437
160,473	145,616	133,785		Personnel Services	2.60	160,948	160,948	160,948
25	-	100	600100	Office Supplies	-	650	650	650
2,718	2,574	3,110	600210	Electricity	-	4,200	4,200	4,200
1,699	1,668	1,300	600220	Communication Services	-	3,200	3,200	3,200
-	-	-	600250	Alarms	-	50	50	50
1,859	3,464	2,000	600300	Equipment Maint & Repair	-	2,000	2,000	2,000
1,270	578	1,500	600350	Vehicle Maint & Repair	-	1,500	1,500	1,500
39,222	19,986	40,500	600400	Facility Needs	-	25,000	25,000	25,000
909	-	2,070	600600	Travel & Training	-	2,600	2,600	2,600
-	-	175	600700	Memberships & Subscriptions	-	1,300	1,300	1,300
3,532	3,959	5,900	601500	Gas, Oil & Tires	-	5,500	5,500	5,500
1,799	9,175	30,000	607500	Special Purchases	-	15,000	15,000	15,000
14,016	13,357	16,000	608000	Supplies	-	15,000	15,000	15,000
5,430	3,885	6,000	608050	Janitorial Supplies	-	6,000	6,000	6,000
30,424	37,504	36,000	608100	Contract & Other Services	-	36,000	36,000	36,000
161	-	-	608250	Appraisals & Advertising	-	-	-	-
103,065	96,150	144,655		Materials & Supplies		118,000	118,000	118,000
952	-	52,000	620520	Systems	-	40,000	40,000	40,000
952	-	52,000		Capital Outlay		40,000	40,000	40,000
18,000	30,000	22,500	631600	Transfer to General Reserve	-	22,500	22,500	22,500
128,000	382,345	17,500	631960	Trans to Bldg & Property Res	-	22,500	22,500	22,500
146,000	412,345	40,000		Transfers		45,000	45,000	45,000
410,490	654,112	370,440		PROPERTY MAINT TOTAL	2.60	363,948	363,948	363,948

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
				BUILDING & PROPERTY RESERVE				
				Revenues				
644,953	770,100	534,180	035-000					
			400100	Beginning Fund Balance		450,296	546,261	546,261
7,661	8,035	8,000	400400	Interest		35	7,000	7,000
-	-	17,500	400650	Trans from Property Maint Fund		22,500	-	-
128,000	382,345	20,000	401000	Transfer from General		40,000	62,500	62,500
-	-	-	401290	Transfer from General Reserve		-	-	-
-	456	-	402700	Refunds & Misc		-	-	-
-	-	-	405475	Sale of Property		-	-	-
780,614	1,160,936	579,680		Revenue Totals		512,831	615,761	615,761
				Expenditures				
-	149,720	65,000	035-350					
			621000	City Hall		50,000	50,000	50,000
500	-	157,000	621400	Police Department		81,000	81,000	81,000
-	-	10,000	621500	Fire Department		25,000	25,000	25,000
-	135,000	-	621600	Pool		-	-	-
14	7,213	167,700	621660	Parks		60,000	94,000	94,000
-	2,840	77,000	621700	Library		100,000	160,000	160,000
-	-	-	621800	Public Spaces		-	-	-
10,000	213,441	102,980	621900	Other Buildings & Properties		196,831	205,761	205,761
-	-	-	629600	Legal Settlement		-	-	-
10,514	508,214	579,680		Capital Outlay		512,831	615,761	615,761
780,614	1,160,936	579,680		FUND REVENUES		512,831	615,761	615,761
10,514	508,214	579,680		FUND EXPENDITURES		512,831	615,761	615,761
770,100	652,722	-		FUND TOTALS		-	-	-

Capital Expenditure Detail

Department: Property Maintenance

Purchase item: Various building, equipment and/or maintenance improvements

Budgeted Funds: \$801,000

Budget line item: Capital Outlay – Various funds (see below)

Replacement (Y/N) No **If yes, item being replaced:**

The following is a list of improvements and/or items planned to be purchased/acquired/completed this proposed budget year that can be considered “Capital”. The list is not necessarily inclusive of all capital expenditures as the need for unexpected items may come up throughout the operating year and may take precedent over some planned acquisitions.

All planned expenditures are accounted for throughout various funds as relevant to this particular work area:

- 001-650 Property Maintenance;
- 035-350 Building & Prop Reserve;
- 036-360 General Reserve;
- 040-400 Public Works Reserve;

City Hall –

- Building structure painting
- Parking lot mural maintenance
- Front entrance improvements
- Program needs concept planning

Police Station –

- General repair as necessary (current facility)
- Elevator approval for use (new facility)
- Continued advancement of improvements necessary for habitation

Parks –

- Memorial Field improvements/enhancements
- Parks/Facilities improvements per plan and/or Council direction

Public Works Maintenance –

- Maintenance yard improvements as necessary to continue enhanced responsiveness to Community.

Ongoing Impact(s):

General long-term maintenance and upkeep will continue to be necessary as assets age.

LIBRARY

The mission of the Toledo Public Library is to provide high quality library service and maintain an organized collection of resources that meet the recreational, educational, and informational needs of the community.

A library card offers our patrons the ability to search and discover the information they need regarding every facet of their lives. We offer specific databases regarding education, employment, personal finances, business, diet, investing, the environment, language acquisition, health and wellness, recreational reading plus much, much more. Our Interlibrary Loan system allows our patrons to access items across the county or across the world. Materials are available in physical or virtual formats.

Our facility functions as a community center as we regularly host a variety of community groups including the Lincoln County Genealogical Society, the Lincoln County 4H, the Girl Scouts, the East County Community Partnership, the Lincoln County Fiber Arts Guild, the Central Oregon Coast Trans Community, the East County Community Partnership, Toledo Community Foundation and Recess Outdoor Adventure LLC to name a few. We promote early literacy through our weekly Preschool Storyhour and a robust Summer Reading Program. **The Library prides itself as an essential resource that helps to insure equal access to information that results in a free, democratic, literate society.**

Because the facility, built in 1975, gets such heavy use and time and weather take a toll, there are improvements needed for the building and grounds that are listed in our goals.

Accomplishments

- Circulation 59,295 items, 65,176 patron visits, 3,225 items lent and 2250 items borrowed through the Interlibrary Loan system, over 600 hours of volunteer services, 6200 sessions on the in-house public computers and daily free Wi-Fi
- Provided our own Summer Reading Program as well as a satellite program for the summer school class at Yaquina View in Newport.
- Participated with the following in strategic partnerships: Sodexo Food, the Dolly Parton Imagination Library Program, 20th Century Schools afterschool program, Toledo HeadStart, Toledo Elementary School, YPHS museum, Toledo Food Pantry, Oregon Coast Therapy Animals, Dr. Tim Miller-Morgan through the International Piaba Project, and Christine Clapp of the Oregon Department of Fish and Wildlife
- Improved interior of library with flooring & window coverings
- Provided free technology by refurbishing donated and rescued laptops, VCRs, Blu Ray and Turn-table/Vinyl program, providing access to vintage recordings
- Provided OS Petting Zoo, open source operating systems so people can extend the life of their computers

Goals

- Paint Library inside and out
- Centralized heating control
- Purchase new fire detectors system, including new alarms
- Erect new sign and improve signage inside library
- Design community room for conference use including mounted A/V equipment

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND								
Expenditures								
Library								
-	-	54,440	001-700					
			500042	Library Director	1.0	60,000	60,000	60,000
83,681	86,206	-	500050	Full Time	-	-	-	-
33,014	34,490	-	500060	Half Time	-	-	-	-
-	-	38,688	500064	Library Assistant Director	1.0	40,200	40,200	40,200
9,420	7,716	-	500070	Part Time	-	-	-	-
-	-	30,158	500072	Library Tech Services Op	1.0	36,000	36,000	36,000
-	-	-	500074	Library Assistant	-	-	-	-
-	-	10,726	500076	Library Clerk	0.5	14,000	14,000	14,000
-	-	-	500078	Library Aide	-	-	-	-
9,551	9,815	10,252	504700	Social Security	-	12,500	12,500	12,500
51,745	24,815	26,104	504800	Health Insurance	-	50,000	50,000	50,000
418	320	400	504900	Workers' Comp	-	2,000	2,000	2,000
11,543	15,690	15,400	505000	Retirement	-	20,000	20,000	20,000
199,371	179,051	186,168		Personnel Services	3.5	234,700	234,700	234,700
3,276	3,240	3,000	600100	Office Supplies		5,950	5,950	5,950
-	909	3,600	600150	Data Processing Support		3,000	3,000	3,000
9,307	10,204	9,000	600210	Electricity		9,270	9,270	9,270
1,359	1,428	1,900	600220	Communication Services		2,500	2,500	2,500
333	-	-	600250	Alarms		-	-	-
1,201	-	2,200	600300	Equipment Maint & Repair		1,200	1,200	1,200
20	1,042	1,450	600600	Travel & Training		3,000	3,000	3,000
124	191	450	600700	Membership & Subscription		500	500	500
8,149	8,111	8,200	603000	Network Services		8,200	8,200	8,200
26,248	30,397	26,000	603500	Books & Materials		26,000	26,000	26,000
-	1,186	3,000	606500	Youth Program Support		3,000	3,000	3,000
			606550	Adult Program Support		1,000	1,000	1,000
708	960	2,000	607500	Special Purchases		2,600	2,600	2,600
1,523	1,757	5,100	608000	Supplies		3,000	3,000	3,000
501	354	500	608100	Contract & Other Services		2,500	2,500	2,500
52,751	59,779	66,400		Materials & Services		71,720	71,720	71,720
-	-	-	620500	Equipment		-	-	-
-	-	-		Capital Outlay		-	-	-
-	-	-	631960	Trans to Bldg & Property Res		20,000	20,000	20,000
-	-	-		Transfers		20,000	20,000	20,000
252,122	238,830	252,568		LIBRARY TOTAL	3.5	326,420	326,420	326,420

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
LIBRARY RESERVE								
Revenues								
15,987	16,218	6,392	045-000	Beginning Fund Balance		6,336	6,336	6,336
198	260	150	400100	Interest		150	150	150
-	-	-	400400	Refunds & Misc		-	-	-
6,680	5,654	10,000	402700	Gifts, Grants & Bequests		10,000	10,000	10,000
22,865	22,131	16,542	404900	Revenue Totals		16,486	16,486	16,486
Expenditures								
6,647	9,945	16,542	045-450	Books & Materials		16,486	16,486	16,486
-	-	-	603500	Equipment		-	-	-
6,647	9,945	16,542	620500	Materials & Services		16,486	16,486	16,486
22,865	22,131	16,542	FUND REVENUES			16,486	16,486	16,486
6,647	9,945	16,542	FUND EXPENDITURES			16,486	16,486	16,486
16,218	12,186	-	FUND TOTAL			-	-	-

Capital Expenditure Detail

Department: Library

Purchase item: Various Building improvements, equipment and/or maintenance improvements

Budgeted Funds: \$80,000

Budget line item: 035-350-621700 Building & Property Reserve Fund

Replacement (Y/N) No **If yes, item being replaced:**

The following is a list of improvements and/or items planned to be purchased/acquired/completed this proposed budget year that can be considered "Capital". The list is not necessarily inclusive of all capital expenditures as the need for unexpected items may come up throughout the operating year and may take precedent over some planned acquisitions.

Community room upgrade for conference use (mounted AV system and new furniture);

Increasingly, the library is getting requests for use of our meeting facilities by professional &/or other civic minded groups. This project will help us provide additional service capabilities to the general public and increase revenues collected for the service.

Centralized heating/air unit acquisition & installation;

Currently, the main floor of the library is controlled by five different thermostats located throughout the building layout. The current system is nearing its useful life and given the existing controls are independent of each other, heat/air efficiencies are non-existent. This project will provide improved automated control of facility heat/air needs throughout the year which in turn should provide improved electrical efficiencies and corresponding reduced electrical costs.

Building Paint (Inside & Out);

Time, weather, and overall use of this facility is taking its toll on the building and the current paint coverage. In an effort to ensure extended useful life of this critical public asset, it is time to provide new paint coverage.

Replacement of outdoor sign;

In an effort to provide increased visibility of the public library, there is a desire to replace the existing signage as the current one is low to the ground and visitors/patrons (new ones in particular) are unable see it appropriately.

Ongoing Impact(s):

General long-term maintenance and upkeep will continue to be necessary as assets age.

Completion of these projects will help meet the City goals of maintaining and improving public infrastructure and facilities; promotion of economic growth opportunities; as well as promoting a greener future.

MUNICIPAL COURT

The Municipal Court operates in conjunction with the Toledo Police Department by holding arraignments and trials for traffic and ordinance violations issued by Toledo Police Officers. Court sessions are held twice a month at City Hall. The Court has a part-time contract Municipal Judge, who is appointed by the City Council. The Accounting Clerk serves as the Court Clerk and is currently training the Utility Clerk to cover Court services, as needed. It is anticipated that the Municipal Court will generate approximately \$60,000 in fine revenue for the 2019-2020 fiscal year.

Accomplishments

- Compiled truck route information to improve judicial process.
- Updated Municipal Court page on City website
- Initiated cross training of additional staff
- L.E.D.S compliance audit successfully completed

Goals

- Purchase and transition to new Court software, increasing accuracy for revenue collection and streamlining Court transaction processes.
- Continuing education for Court Clerks
- Secure the services of a Municipal Court Judge. Adopt new rules for Municipal Court

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND								
Expenditures								
Municipal Court								
3,744	2,181	-	001-800					
-	-	12,659	500050	Full Time	-	-	-	-
-	-	-	500053	Accounting Clerk 3	0.30	14,420	14,420	14,420
281	165	968	500070	Part Time	-	-	-	-
701	354	2,278	504700	Social Security	-	1,056	1,056	1,056
18	12	15	504800	Health Insurance	-	2,750	2,750	2,750
576	417	2,224	504900	Workers' Comp	-	50	50	50
			505000	Retirement	-	2,740	2,740	2,740
5,321	3,129	18,144		Personnel Services	0.30	21,016	21,016	21,016
511	578	600	600100	Office Supplies		600	600	600
164	-	1,800	600600	Travel & Training		1,800	1,800	1,800
75	75	200	600700	Membership & Subscription		250	250	250
7,907	6,645	14,000	608100	Contract & Other Services		20,000	20,000	20,000
8,657	7,298	16,600		Materials & Supplies		22,650	22,650	22,650
-	-	-	620500	Equipment		20,000	25,000	25,000
				Capital Outlay		20,000	25,000	25,000
13,977	10,427	34,744		MUNICIPAL COURT TOTAL	0.30	63,666	68,666	68,666

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND								
Expenditures								
General Services								
-	-	34,273	001-900					
			500024	Information Systems Admin	0.43	35,600	35,600	35,600
38,864	-	-	500060	Half Time	-	-	-	-
2,973	-	2,622	504700	Social Security	-	2,725	2,725	2,725
6,774	8,352	5,700	504800	Health Insurance	-	7,330	7,330	7,330
18	57	41	504900	Workers' Comp	-	283	283	283
3,087	-	3,588	505000	Retirement	-	3,700	3,700	3,700
51,716	8,409	46,224		Personnel Services	0.43	49,638	49,638	49,638
13,740	6,219	15,338	600150	Data Processing Support		10,000	10,000	10,000
8,146	8,763	9,241	600700	Membership & Subscription		10,000	10,000	10,000
70,862	72,744	78,324	601700	Insurance		70,000	70,000	70,000
632	758	617	603600	Safety Committee		5,000	5,000	5,000
4,692	2,429	3,347	603700	City Council		3,500	3,500	3,500
899	427	823	603800	Planning Commission		1,000	1,000	1,000
2,000	9,010	4,671	603900	Economic Development		10,000	10,000	10,000
			603950	Abatement		5,000	5,000	5,000
8,400	9,595	9,126	603975	Contributions		10,500	10,500	10,500
4,786	18,426	20,000	604000	Unemployment		20,000	20,000	20,000
126,314	142,785	136,436	604400	Street Lights		132,000	132,000	132,000
1,503	733	1,542	600800	Supplies		1,500	1,500	1,500
24,355	123,323	40,000	608100	Contract & Other Services		40,000	40,000	40,000
8,200	12,900	14,000	608125	Audit Services		16,000	30,000	30,000
274,530	408,112	333,465		Materials & Services		334,500	348,500	348,500
-	-	-	630475	Trans to Property Maint Fund		-	-	-
8,000	9,000	-	631600	Transfer to General Reserve		-	-	-
24,000	-	-	631950	Transfer to Stabilization Fund		-	-	-
-	-	-	631960	Trans to Bldg & Property Res		-	-	-
32,000	9,000	-		Transfers		-	-	-
-	-	202,232	640100	Contingency		200,000	320,528	320,528
-	-	202,232		Contingency		200,000	320,528	320,528
-	-	566,200	801000	Unappropriated Surplus		456,189	950,000	950,000
-	-	566,200		Unappropriated		456,189	950,000	950,000
358,246	425,522	1,148,121		GENERAL SERVICES TOTAL	0.43	1,040,327	1,668,666	1,668,666
5,226,630	5,836,684	4,643,543		Fund Revenue		4,843,013	5,505,946	5,505,946
3,691,494	4,067,045	4,643,543		Fund Expenditures		4,843,013	5,505,946	5,505,946
1,535,136	1,769,639			Fund Total	29.35	(0)	0	(0)

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL RESERVE FUND								
			036-000	Revenues				
380,498	501,188	347,187	400100	Beginning Fund Balance		476,873	481,818	481,818
4,772	8,227	5,000	400400	Interest		55	5,000	5,000
-	-	22,500	400650	Trans from Property Maint Fund		22,500	-	-
132,500	170,500	115,000	401000	Transfer from General Fund		115,000	137,500	137,500
1,000	33,070	-	402700	Refunds & Misc		-	-	-
-	-	-	405475	Sale of Surplus Property		-	-	-
518,770	712,984	489,687		Revenue Totals		614,428	624,318	624,318
Expenditures								
			036-360	Expenditures				
7,873	81,392	250,187	621800	Fire Department Equipment		260,000	260,000	260,000
-	50,320	60,000	628000	Police Department Equipment		100,000	100,000	100,000
7,687	-	40,000	629000	City Hall Equipment		40,000	40,000	40,000
-	-	1,500	629160	Library Equipment		100,000	100,000	100,000
-	-	-	629350	Pool Equipment		-	-	-
-	-	91,000	629360	Property Maintenance Equipment		70,000	70,000	70,000
-	-	30,000	629375	Parks Plans & Improvements		44,428	44,428	44,428
2,022	4,868	17,000	629400	Disaster Preparedness		-	9,890	9,890
17,582	136,581	489,687		Capital Outlay		614,428	624,318	624,318
518,770	712,984	489,687		FUND REVENUES		614,428	624,318	624,318
17,582	136,581	489,687		FUND EXPENDITURES		614,428	624,318	624,318
501,188	576,403	-		FUND TOTALS		-	-	-

PUBLIC WORKS

The Public Works Department provides overall maintenance and management of public streets, water and wastewater infrastructure and facilities. The Department strives to protect the health and safety of our residents, environment, and employees while providing clean, safe, and reliable essential services.

Funding for Public Works has historically come from the Water, Wastewater (Sewer) and Streets funds. In exchange, the Public Works staff would provide services for Water Distribution, Wastewater Collection, Streets maintenance activities, and vehicle/equipment maintenance.

Beginning in Fiscal Year 2018-2019, this fund was reallocated equally within the specific operating funds listed above in an effort to provide more clarity and exact cost associated with operating the particular areas. As such, the budget document for this portion of the budget reflects a “zero balance” and will be reflective of such for two more years until such time as this portion of the budget can be eliminated in its entirety.

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	2018-2019 Discontinue	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
PUBLIC WORKS									
-	-	-	-	010-000	Revenues		-	-	-
-	-	-	-	400100	Beginning Fund Balance		-	-	-
123,685	165,231	-	-	400450	Transfer from Streets		-	-	-
164,849	220,223	-	-	400500	Transfer from Sewer		-	-	-
280,947	375,318	-	-	400600	Transfer from Water		-	-	-
-	-	-	-	400650	Transfer from Property Maint		-	-	-
-	-	-	-	401000	Transfer from General Fund		-	-	-
2,143	725	-	-	402700	Refunds & Misc		-	-	-
571,624	761,497	-	-		Revenue Total		-	-	-
010-100									
295,907	393,596	-	-	500050	Full Time		-	-	-
16,986	15,910	-	-	500055	Three-Quarter Time		-	-	-
9,984	9,043	-	-	501400	Call Time	-	-	-	-
2,314	1,415	-	-	501500	Overtime	-	-	-	-
24,153	31,388	-	-	504700	Social Security	-	-	-	-
83,072	105,980	-	-	504800	Health Insurance	-	-	-	-
18,973	17,007	-	-	504900	Workers' Comp	-	-	-	-
28,354	45,350	-	-	505000	Retirement	-	-	-	-
479,743	619,689	-	-		Personnel Services		-	-	-
756	988	-	-	600100	Office Supplies		-	-	-
9,337	10,573	-	-	600210	Electricity		-	-	-
4,028	3,974	-	-	600220	Communication Services		-	-	-
1,313	1,413	-	-	600250	Alarms		-	-	-
11,141	5,814	-	-	600300	Equipment Maint & Repair		-	-	-
1,721	2,806	-	-	600350	Vehicle Maint & Repair		-	-	-
2,882	9,805	-	-	600400	Facility Needs		-	-	-
2,904	2,963	-	-	600600	Travel & Training		-	-	-
-	194	-	-	600700	Membership & Subscription		-	-	-
16,336	22,608	-	-	601500	Gas, Oil & Tires		-	-	-
13,769	14,655	-	-	601700	Insurance		-	-	-
-	13,512	-	-	607500	Special Purchases		-	-	-
10,639	14,613	-	-	608000	Supplies		-	-	-
5,055	6,369	-	-	608100	Contract & Other Services		-	-	-
79,882	110,286	-	-		Materials & Services		-	-	-
-	14,843	-	-	620500	Equipment		-	-	-
-	14,843	-	-		Capital Outlay		-	-	-
12,000	-	-	-	631950	Transfer to Stabilization Fund		-	-	-
12,000	-	-	-		Transfers		-	-	-
-	-	-	-	640100	Contingency		-	-	-
-	-	-	-		Contingency		-	-	-
571,624	761,497	-	-		FUND REVENUE		-	-	-
571,624	744,818	-	-		FUND EXPENDITURES	-	-	-	-
-	16,679	-	-		FUND TOTAL	-	-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
PUBLIC WORKS RESERVE								
Revenues								
108,933	134,153	176,002	040-000	Beginning Fund Balance		11,916	167,403	167,403
1,154	1,751	1,000	400400	Interest		15	1,000	1,000
19,630	21,380	22,500	400600	Transfer from Water		100,000	22,500	22,500
23,310	25,000	25,000	401100	Transfer from Sewer Fund		-	25,000	25,000
22,060	28,050	30,000	401200	Transfer from Streets Fund		40,000	30,000	30,000
-	-	-	402700	Refunds & Misc		-	-	-
6,000	-	-	405475	Sale of Surplus Property		-	-	-
181,088	210,333	254,502		Total Revenues		151,931	245,903	245,903
Expenditures								
46,935	25,380	224,502	040-400	Equipment		121,931	205,903	205,903
-	4,050	30,000	620500	Buildings		30,000	40,000	40,000
46,935	29,430	254,502	620510	Capital Outlay		151,931	245,903	245,903
181,088	210,333	254,502		FUND REVENUES		151,931	245,903	245,903
46,935	29,430	254,502		FUND EXPENDITURES		151,931	245,903	245,903
134,153	180,903	-		FUND TOTALS		-	-	-

STREETS

This section of the budget assures that the 27 miles of Toledo streets and storm drainages are maintained. This includes street sweeping, patching, resurfacing, pavement markings, signs & signage, cleaning of storm drains, repair of grates, catch basins, and pipes.

Funding for Streets comes mostly from three sources: State gas tax subvention to cities and counties, franchise fees from utilities that operate within the right-of-way, and local road maintenance fees. The City is also eligible for a bi-annual grant that comes from a portion of federal gas tax.

Due to the staff reallocation found within the “Public Works” portion of this budget document, personnel allocation for this fund reflects 2.98 Full-Time Equivalent that includes associated staffing costs necessary to provide adequate operation of the Street Maintenance functions, including materials, supplies, and capital outlay.

The 2019-2020 proposed budget for this fund reflects an anticipated overall expenditure and revenue INCREASE from the prior year. This is primarily due to a larger than anticipated “estimated actuals” of revenue funds in the 2018-19 fiscal year, most of which is in the beginning fund balance. Highlights within the fund for Fiscal Year 2019-2020 include an increase in personnel services, capital outlay for specific projects, transfer to reserve funds, and fund contingency.

Accomplishments

- Awarded grant funds for Arcadia Road asphalt overlay
- Received “Traffic Control Device” inventory from Oregon State University
- Completed the State mandated “Pavement Condition Survey” as required by HB2017

Goals

- Americans with Disabilities Act (ADA) Ramp improvements
- Complete Storm Drainage Master Plan
- Street Sweeper Request for Proposals solicitation
- Apply for Special Cities Allotment Grant
- Update process to receive State Fund Exchange dollars
- Conduct an asset inventory – signs, ADA Ramps, Storm Catch-Basins, etc.
- Improved parking restriction clarifications
- Arcadia overlay improvement

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
STREETS								
Revenue								
1,407,647	1,591,312	1,305,643	011-000	Beginning Fund Balance	-	1,909,639	2,160,213	2,160,213
14,797	26,444	10,000	400400	Interest	-	1,300	25,000	25,000
16,262	14,626	13,477	401300	Natural Gas Franchise	-	16,800	16,800	16,800
2,565	2,998	2,977	401400	Telephone Franchise	-	3,000	2,000	2,000
3,137	1,496	2,056	401450	Telecommunications Franchise	-	2,000	2,000	2,000
15,295	11,530	12,342	401500	Television Franchise	-	12,000	12,000	12,000
13,690	44,586	17,921	401600	Garbage Franchise	-	20,000	33,000	33,000
564,450	550,107	508,251	401700	Electric Franchise	-	550,000	566,000	566,000
2,488	2,776	2,389	402050	Truck Permits	-	2,300	2,300	2,300
206,695	201,362	194,982	402400	Oregon State Highway Tax	-	198,000	257,500	257,500
8,080	120	4,961	402700	Refunds & Misc	-	1,500	1,500	1,500
-	-	-	402720	Public Works Inspection Fee	-	-	-	-
100,450	100,479	100,457	403600	Road Maintenance Fees	-	100,000	100,000	100,000
-	-	50,000	405250	Grants	-	50,000	50,000	50,000
2,355,554	2,547,837	2,225,456		REVENUE	-	2,866,539	3,228,313	3,228,313

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
STREETS								
Expenditures								
-	-	1,990	500010	City Manager	0.02	2,028	2,028	2,028
-	-	17,023	500016	Public Works Director	0.30	26,333	26,333	26,333
-	-	2,701	500018	Finance Director	0.04	2,945	2,945	2,945
-	-	1,694	500024	Information Systems Admin	0.04	1,726	1,726	1,726
-	-	14,906	500026	Public Works Op Supervisor	0.30	18,536	18,536	18,536
-	-	1,083	500028	City Recorder	0.02	1,216	1,216	1,216
-	-	18,582	500030	PW Crewleader	0.30	18,185	18,185	18,185
-	-	15,716	500045	Equipment Maint Mech	0.50	24,470	24,470	24,470
-	-	15,254	500046	Maint worker/Equip Op	0.30	14,681	14,681	14,681
-	-	1,688	500053	Accounting Clerk 3	0.04	1,600	1,600	1,600
-	-	29,355	500054	Muni Maint Worker II	-	-	-	-
-	-	13,830	500057	Muni/Grounds Maint Worker	1.00	50,604	50,604	50,604
-	-	1,368	500082	City Planner	0.02	1,795	1,795	1,795
-	-	1,769	500084	Assistant Planner	0.10	3,764	4,625	4,625
-	-	4,000	501400	Call Time	-	5,000	5,000	5,000
-	-	3,400	501500	Overtime	-	2,500	2,500	2,500
-	-	11,043	504700	Social Security	-	13,417	13,417	13,417
-	-	48,229	504800	Health Insurance	-	49,388	49,388	49,388
-	-	5,749	504900	Workers' Comp	-	5,844	5,844	5,844
-	-	16,255	505000	Retirement	-	20,690	20,690	20,690
-	-	225,635		Personnel Services	2.98	264,722	265,582	265,582
-	-	500	600100	Office Supplies		745	745	745
-	-	-	600150	Data Processing Support		-	-	-
2,570	2,921	5,567	600210	Electricity		6,300	6,300	6,300
-	-	1,450	600220	Communication Services		4,000	4,000	4,000
413	419	910	600250	Alarms		1,000	1,000	1,000
-	3,138	11,670	600300	Equipment Repair		13,000	13,000	13,000
-	-	1,700	600350	Vehicle Maint & Repair		2,500	2,500	2,500
-	-	350	600400	Facility Needs		200	200	200
77,067	18,025	85,000	600420	Systems Repair		85,000	85,000	85,000
-	-	2,500	600600	Travel & Training		2,980	2,980	2,980
-	-	200	600700	Memberships & Subscriptions		1,490	1,490	1,490
-	-	6,700	601500	Gas, Oil & Tires		4,500	4,500	4,500
5,898	6,047	15,000	601700	Insurance		20,000	12,600	12,600
-	-	6,700	607500	Special Purchases		6,700	6,700	6,700
8,661	11,358	19,400	600800	Supplies		20,000	20,000	20,000
5,768	8,252	8,000	608100	Contract & Other Services		34,000	12,000	12,000
41,436	37,983	45,000	608175	Street Sweeping		55,000	55,000	55,000
141,812	88,143	210,647		Materials & Supplies		257,415	228,015	228,015
359,415	160,995	1,210,507	620520	Systems		1,630,000	2,000,000	2,000,000
3,769	316,930	227,432	620540	Road Maintenance Expenditures		340,000	235,000	235,000
-	-	201,336	6206500	Arcadia Drive		202,000	202,000	202,000
363,185	477,925	1,639,275		Capital Outlay		2,172,000	2,437,000	2,437,000
83,500	99,370	8,760	630300	Transfer to General Fund		-	-	-
123,685	165,231	-	630500	Transfer to Public Works		-	-	-
22,060	28,050	30,000	631000	Transfer to PW Equip Reserve		40,000	30,000	30,000
30,000	40,000	40,000	631850	Transfer to Street Reserve		45,000	180,314	180,314
259,245	332,651	78,760		Transfers		85,000	210,314	210,314
-	-	71,139	640100	Contingency		87,402	87,402	87,402
-	-	71,139		Contingency		87,402	87,402	87,402
2,355,554	2,547,837	2,225,456		FUND REVENUE		2,866,539	3,228,313	3,228,313
764,242	898,720	2,225,456		FUND EXPENDITURES		2,866,539	3,228,313	3,228,313
				UEFB		0		
1,591,312	1,649,117	-		FUND TOTAL	2.98	-	(0)	(0)

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
STREET RESERVE FUND								
			043-000	Revenues				
135,707	167,338	208,937	400100	Beginning Fund Balance		250,246	251,723	251,723
1,631	2,886	1,151	400400	Interest		25	1,500	1,500
30,000	40,000	40,000	400450	Transfer from Streets		45,000	180,314	180,314
-	-	-	402700	Refunds & Misc		-	-	-
167,338	210,224	250,088		Revenue Totals		295,271	433,537	433,537
			043-430	Expenditures				
-	-	250,088	608100	Contract & Other Services		295,271	433,537	433,537
-	-	-	802000	Reserved for Future Expense		-	-	-
-	-	250,088		Materials & Services		295,271	433,537	433,537
167,338	210,224	250,088		FUND REVENUES		295,271	433,537	433,537
-	-	250,088		FUND EXPENDITURES		295,271	433,537	433,537
167,338	210,224	-		FUND TOTALS		-	-	-

Capital Expenditure Detail

Department: Streets and Stormwater Drainage

Purchase item: Various building, equipment and/or maintenance improvements

Budgeted Funds: \$2,546,000

Budget line item: Capital Outlay – Various funds (see below)

Replacement (Y/N) No **If yes, item being replaced:**

The following is a list of improvements and/or items planned to be purchased/acquired/completed this proposed budget year that can be considered “Capital”. The list is not necessarily inclusive of all capital expenditures as the need for unexpected items may come up throughout the operating year and may take precedent over some planned acquisitions.

All planned expenditures are accounted for throughout various funds as relevant to this particular work area:

- 011-110 Street Operating Fund;
- 040-400 Public Works Reserve;
- 043-430 Streets Reserve Fund.

Projects –

- ADA Ramps
- Street overlays
 - NE Arcadia Drive
 - NW Spruce St
 - NW French Avenue
 - NE 1st Street
- Street Sign inventory and retro-reflectivity

Stormwater Drainage –

- Catch basin clean/inspection
- Drainage ditch clean/inspection
- Memorial Park drainage improvements
- Storm Drainage Master Planning & SDC Rate review

Other –

- Vehicle / Equipment replacement
- Aerial Photo
- GIS/GPS Data collection
- Parking improvements planning

Ongoing Impact(s):

General long-term maintenance and upkeep will continue to be necessary as assets age.

WATER

This fund assures that Toledo water is provided in sufficient quantity and quality and exceeds state and federal regulations with regard to maintaining safe drinking water compliance. The Water Treatment Plant (WTP) is currently staffed by 2.50 Full-Time Equivalent (FTE) who are responsible for the day-to-day operations of the WTP. The 0.50 FTE is the “Facility Operator Trainee” position that is shared between the Water and Wastewater Treatment Plant Facilities. This “Facility Operator Trainee” helps to offset over-time costs as well as provide opportunities for staff to receive much needed time away from work when earned and/or necessary. It also helps ensure personnel are not left alone at the treatment plant in case of emergency. Prior to this position being funded in 2018-2019, there were shifts where an operator was alone multiple days a week.

Due to the staff reallocation found within the “Public Works” portion of this budget document, personnel allocation for this fund reflects 5.96 FTE and other associated staffing costs necessary to provide adequate operation to the Treatment and/or Distribution functions of the Water enterprise. This includes materials, supplies, capital outlay, meter reading, and utility billing.

The 2019-2020 proposed budget for this fund reflects an overall expenditure & revenue INCREASE from the prior year. The anticipated increase is primarily due to the larger than anticipated beginning fund carry over and interest. Highlights within the Water Fund for Fiscal Year 2019-2020 include current & future debt service, which are shown on the Distributions page and divided between principal & interest. Other highlights reflect an increase in personnel services, capital outlay for specific projects, transfer to reserve funds, and fund contingency.

Accomplishments

- Port of Toledo H2O Line relocation project/partnership
- New fire hydrant installation(s) throughout the system
- Produced municipal water in enough quantity to meet desired demand; met all state and federal standards in production, storage, and delivery of municipal water supply
- Installed in-line system valve(s) to ensure proper system operation

Goals

- Clean, inspect, repair and repaint Ammon Road Water Tank per report
- Evaluate project(s) identified in current Master Plan for relevancy and/or determine possible alternatives
- Continue optimization of WTP power, chemicals, operations, and other relevant systems
- User rate review & analysis study

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
WATER FUND								
Revenue								
849,399	429,308	255,581	012-000					
			400100	Beginning Fund Balance		234,370	404,190	404,190
4,492	14,779	4,300	400400	Interest		150	4,000	4,000
-	-	-	401280	Transfer from Stabilization		-	-	-
1,237	3,836	3,000	402700	Refunds & Misc		3,000	3,000	3,000
-	-	-	402720	Public Works Inspection Fee		-	-	-
-	-	-	402730	Haulable Water		-	1,500	1,500
1,265,416	1,270,583	1,259,585	403700	Sale of Water		1,200,000	1,290,000	1,290,000
7,533	940	3,000	403800	Meter Charges-Connection Fees		3,000	3,000	3,000
3,940	3,637	3,500	403900	Service Fees		3,000	3,000	3,000
8,870	8,610	9,000	403950	Delinquent Fees		7,500	7,500	7,500
384,428	370,914	385,000	404100	Sale of Water to Seal Rock		346,985	346,985	346,985
563	895	400	404125	H2O Program Donations		300	300	300
-	-	-	404130	Fees & Adjustments		-	-	-
220	-	-	404200	Water Deposit		-	-	-
9,324	10,719	10,000	405380	Rents & Leases		10,000	11,185	11,185
2,535,422	2,114,220	1,933,366		TOTAL REVENUE		1,808,305	2,074,660	2,074,660

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
WATER FUND								
Expenditures								
Water Plant								
-	-	995	500010	City Manager	0.01	1,014	1,014	1,014
-	-	17,023	500016	Public Works Director	0.15	13,167	13,167	13,167
-	-	2,701	500018	Finance Director	0.04	2,945	2,945	2,945
-	-	1,694	500024	Information Systems Admin	0.04	1,726	1,726	1,726
-	-	1,147	500026	Public Works Op Supervisor	-	-	-	-
-	-	541	500028	City Recorder	0.01	608	608	608
-	-	56,309	500030	Senior Water Plant Op	1.00	60,583	60,583	60,583
-	-	48,573	500038	Technical Services Op	1.00	47,168	47,168	47,168
-	-	1,387	500045	Equipment Maint Mech	-	-	-	-
-	-	21,580	500048	Facility Op Trainee	0.50	22,559	22,559	22,559
105,275	104,246	-	500050	Full Time	-	-	-	-
-	-	1,688	500053	Accounting Clerk 3	0.04	1,600	1,600	1,600
-	-	7,670	500066	Utility Billing Clerk 1	0.20	9,135	9,135	9,135
-	-	684	500082	City Planner	0.01	898	898	898
-	-	885	500084	Assistant Planner	0.05	1,882	2,320	2,320
15,572	9,583	21,000	501400	Call Time	-	21,000	21,000	21,000
23,059	14,161	15,000	501500	Overtime	-	10,000	10,000	10,000
10,917	9,667	15,214	504700	Social Security	-	14,863	14,863	14,863
12,807	9,892	30,389	504800	Health Insurance	-	17,458	17,458	17,458
3,878	3,487	3,965	504900	Workers' Comp	-	5,290	5,290	5,290
10,110	11,795	20,598	505000	Retirement	-	14,565	18,000	18,000
181,617	162,831	269,043		Personnel Services	3.05	246,459	250,333	250,333
325	370	500	600100	Office Supplies		1,200	1,200	1,200
-	-	-	600150	Data Processing Support		2,500	2,500	2,500
58,286	64,734	61,000	600210	Electricity		65,000	65,000	65,000
5,662	6,074	6,125	600200	Communication Services		7,000	7,000	7,000
2,002	1,961	2,000	600250	Alarms		2,000	2,000	2,000
2,873	7,888	10,000	600300	Equipment Maint & Repair		10,000	10,000	10,000
159	-	500	600350	Vehicle Maint & Repair		1,500	1,500	1,500
556	34,155	7,500	600400	Facility Needs		10,000	10,000	10,000
7,754	4,286	10,000	600420	Systems Repair		10,000	10,000	10,000
1,562	2,418	2,835	600600	Travel & Training		3,050	3,050	3,050
874	910	1,500	600700	Memberships & Subscriptions		1,525	1,525	1,525
965	1,979	2,000	601500	Gas, Oil & Tires		2,500	2,500	2,500
18,350	18,851	30,000	601700	Insurance		25,000	25,000	25,000
-	-	17,500	607500	Special Purchases		20,000	20,000	20,000
38,277	38,925	50,000	608000	Supplies		60,000	60,000	60,000
19,198	21,477	31,400	608100	Contract & Other Services		37,000	37,000	37,000
156,842	204,030	232,860		Materials & Services		258,275	258,275	258,275
127,750	125,375	4,380	630300	Transfer to General Fund		-	-	-
92,526	123,606	-	630500	Transfer to Public Works		-	-	-
7,140	8,880	10,000	631000	Transfer to PW Reserve		50,000	10,000	10,000
173,790	151,030	152,000	631800	Transfer to Water Reserve		175,000	175,000	175,000
6,900	3,600	-	631950	Transfer to Stabilization Fund		-	-	-
408,106	412,491	166,380		Transfers		225,000	185,000	185,000
-	-	149,481	640100	Contingency		21,892	-	-
-	-	149,481		Contingency		21,892	-	-
154,212	178,314	179,550	702000	2012 Debt Repayment		-	-	-
179,709	-	-	709000	Debt Service Reserve		-	-	-
333,920	178,314	179,550		Debt Service		-	-	-
1,080,486	957,666	997,314		Water Plant Total	3.05	751,626	693,608	693,608

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
WATER FUND								
Expenditures								
Water Distribution								
-	-	995	500010	City Manager	0.01	1,014	1,014	1,014
-	-	17,023	500016	Public Works Director	0.15	13,167	13,167	13,167
-	-	2,701	500018	Finance Director	0.04	2,945	2,945	2,945
-	-	1,694	500024	Information Systems Admin	0.04	1,726	1,726	1,726
-	-	22,932	500026	Public Works Op Supervisor	0.30	18,536	18,536	18,536
-	-	541	500028	City Recorder	0.01	608	608	608
-	-	18,582	500030	PW Crewleader	0.30	18,185	18,185	18,185
-	-	13,867	500045	Equipment Maint Mech	0.25	12,235	12,235	12,235
-	-	15,254	500046	Maint worker/Equip Op	0.35	17,128	17,128	17,128
-	-	1,688	500053	Accounting Clerk 3	0.04	1,600	1,600	1,600
-	-	29,355	500054	Muni Maint Worker II	0.50	25,068	25,068	25,068
-	-	13,423	500057	Muni/Grounds Maint Worker	0.50	22,896	22,896	22,896
-	-	11,505	500066	Utility Billing Clerk 1	0.30	13,703	13,703	13,703
-	-	684	500082	City Planner	0.01	898	898	898
-	-	1,769	500084	Assistant Planner	0.10	3,764	4,625	4,625
-	-	4,000	501400	Call Time	-	6,000	6,000	6,000
-	-	3,400	501500	Overtime	-	4,000	4,000	4,000
-	-	12,195	504700	Social Security	-	12,506	12,506	12,506
-	-	52,804	504800	Health Insurance	-	55,602	55,602	55,602
-	-	2,467	504900	Workers' Comp	-	6,225	6,225	6,225
-	-	18,846	50500	Retirement	-	20,685	20,685	20,685
-	-	245,725		Personnel Services	2.90	258,491	259,351	259,351
4,615	5,679	6,500	600100	Office Supplies		8,000	8,000	8,000
2,196	1,098	2,400	600150	Data Processing Support		2,500	2,500	2,500
6,771	7,996	10,370	600210	Electricity		10,500	10,500	10,500
-	-	-	600220	Communication Services		-	3,000	3,000
-	-	1,500	600250	Alarms		1,500	1,500	1,500
-	507	4,200	600300	Equipment Maint & Repair		5,000	5,000	5,000
-	-	1,700	600350	Vehicle Maint & Repair		2,000	2,000	2,000
-	-	2,040	600400	Facility Needs		2,500	2,500	2,500
28,674	22,302	27,000	600420	Systems Repair		30,000	30,000	30,000
-	-	2,790	600600	Travel & Training		2,900	2,900	2,900
-	-	200	600700	Memberships & Subscriptions		1,450	7,747	7,747
-	-	6,700	601500	Gas, Oil & Tires		8,000	8,000	8,000
-	-	5,000	601700	Insurance		5,000	4,200	4,200
2,018	950	2,000	603980	H2O Program Expenses		2,500	1,500	1,500
-	-	6,700	607500	Special Purchases		10,000	10,000	10,000
14,626	17,635	29,400	608000	Supplies		30,000	30,000	30,000
11,690	18,816	18,000	608100	Contract & Other Services		22,000	22,000	22,000
70,589	74,984	126,500		Materials & Services		143,850	151,347	151,347
127,750	125,375	4,380	630300	Transfer to General Fund		-	-	-
188,421	251,712	-	630500	Transfer to Public Works		-	-	-
12,490	12,500	12,500	631000	Transfer to PW Reserve		50,000	12,500	12,500
173,790	151,029	152,000	631800	Transfer to Water Reserve		163,093	494,717	494,717
502,451	540,616	168,880		Transfers		213,093	507,217	507,217
-	-	156,942	640100	Contingency		23,682	45,575	45,575
-	-	156,942		Contingency		23,682	45,575	45,575
204,419	235,877	238,005	702000	2012 Debt Repayment / Bond 2016		251,600	251,600	251,600
-	-	-		Rev Bond 2016-Interest & Fees		165,962	165,962	165,962
248,169	-	-	709000	Debt Service Reserve		-	-	-
452,589	235,877	238,005		Debt Service & Fees		417,562	417,562	417,562
1,025,629	851,476	936,052		Water Distribution Total	2.90	1,056,678	1,381,052	1,381,052

2,535,422	2,114,220	1,933,366
2,106,115	1,809,142	1,933,366
<hr/>		
429,308	305,078	-

FUND REVENUE
FUND EXPENDITURES
UEFB

FUND TOTAL

1,808,305	2,074,660	2,074,660
1,808,305	2,074,660	2,074,660
0	(0)	
<hr/>		
5.95	-	(0) 0

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
WATER RESERVE FUND								
			041-000	Revenues				
1,110,847	1,388,012	1,187,328	400100	Beginning Fund Balance		1,457,220	1,472,056	1,472,056
12,712	19,821	9,126	400400	Interest		160	15,000	15,000
347,580	302,059	304,000	400600	Transfer from Water		338,093	669,717	669,717
-	-	-	402700	Refunds & Misc		-	-	-
1,471,139	1,709,892	1,500,454		Revenue Totals		1,795,473	2,156,773	2,156,773
			041-410	Expenditures				
7,851	27,039	75,000	600420	Systems Repair		122,000	122,000	122,000
8,515	25,095	150,000	608100	Contract & Other Services		150,000	150,000	150,000
-	-	-	608500	Loan Repayment		-	-	-
16,366	52,134	225,000		Materials & Services		272,000	272,000	272,000
66,761	344,701	1,275,454	620520	Systems		1,523,473	1,884,773	1,884,773
66,761	344,701	1,275,454		Capital Outlay		1,523,473	1,884,773	1,884,773
1,471,139	1,709,892	1,500,454		FUND REVENUES		1,795,473	2,156,773	2,156,773
83,127	396,835	1,500,454		FUND EXPENDITURES		1,795,473	2,156,773	2,156,773
1,388,012	1,313,056	-		FUND TOTALS		-	(0)	-

Capital Expenditure Detail

Department: Water Utility

Purchase item: Various building, equipment and/or maintenance improvements

Budgeted Funds: \$1,951,000

Budget line item: Capital Outlay – Various funds (see below)

Replacement (Y/N) No **If yes, item being replaced:**

The following is a list of improvements and/or items planned to be purchased/acquired/completed this proposed budget year that can be considered “Capital”. The list is not necessarily inclusive of all capital expenditures as the need for unexpected items may come up throughout the operating year and may take precedent over some planned acquisitions.

All planned expenditures are accounted for throughout various funds as relevant to this particular work area:

- 012-120 Water Treatment Plant Operating Fund
- 012-125 Distribution Operating Fund
- 040-400 Public Works Reserve Fund
- 041-410 Water Reserve Fund.

Equipment –

- Online Turbidity meter
- Lab Turbidity Meter
- Supervisory Control And Data Acquisition Control upgrades
- Static Inline Chemical Device

Facility Maintenance –

- Facility black-top asphalt repair/replacement

Distribution –

- Hydrant / valve installation and/or replacements as necessary
- Ammon Road Storage Reservoir repairs as identified by engineering inspection (ongoing)
- Siletz generator repair

Other –

- User Rate study
- Water Management Conservation Plan/Master Plan benchmark implementation

Ongoing Impact(s):

General long-term maintenance and upkeep will continue to be necessary as assets age.

WASTEWATER

This fund assures that Toledo sanitary sewer wastewater is safely collected, treated, and returned to the environment as required by the department's National Pollutant Discharge Elimination System (NPDES) permit meeting all state and federal regulations.

The Wastewater Treatment Plant is staffed by 2.50 Full-Time Equivalent (FTE) who are responsible for the day-to-day operations of the Wastewater Treatment Facility, a 24/7 operation. The 0.50 FTE is the "Facility Operator Trainee" position that is shared between the Water and Wastewater Treatment Plant Facilities. This "Facility Operator Trainee" helps to offset over-time costs as well as provide opportunities for staff to receive much needed time away from work when earned and/or necessary. It also helps ensure personnel are not left alone at the treatment plant in case of emergency. Prior to this position being funded in 2018-2019, there were shifts where an operator was alone multiple days a week.

Due to the staff reallocation found within the "Public Works" portion of this budget document, personnel allocation for this fund reflects 5.94 FTE and other associated staffing costs necessary to provide adequate operation of the sanitary sewer treatment. This includes collection functions of the Wastewater enterprise, materials, supplies, capital outlay, meter reading, and utility billing.

The 2019-2020 proposed budget for this fund reflects an overall expenditure & revenue DECREASE from the prior year. This decrease is primarily due to the anticipated loan/grants the City is expected to receive for the Mutual Agreement & Order (MAO) projects being reflected in the Sewer Reserve fund as opposed to the operating fund. Highlights within the sewer fund for Fiscal Year 2019-2020 include current & future debt service is being reflected on the Collections page as identified between principal & interest.

Accomplishments

- MAO approved and signed; Funds identified and applications submitted for funding MAO projects – includes grant funds
- Treated sewage collected in compliance of permit requirements

Goals

- Butler Bridge Force Main replacement; Continue Inflow and Infiltration removal as required in MAO; prepare for inspection of effluent line
- User rate analysis & review process

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
SEWER FUND								
Revenues								
199,162	224,331	158,398	013-000	Beginning Fund Balance		148,627	110,490	110,490
1,960	16,679	1,200	400100	Interest		165	950	950
-	2,500	-	401280	Transfer from Stabilization		-	-	-
287	147	150	402700	Refunds & Misc		150	150	150
-	-	-	402720	Public Works Inspection Fee		-	-	-
1,082,686	1,060,894	1,080,000	404400	Sewer Charges		1,050,000	1,050,000	1,050,000
713	-	-	404500	Sewer Connection Fees		-	-	-
-	-	1,500,000	405250	Grants		-	-	-
1,284,808	1,304,550	2,739,748		Revenue Total		1,198,942	1,161,590	1,161,590

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
SEWER FUND								
Expenditures								
Sewer Plant								
-	-	995	013-130					
-	-	17,023	500010	City Manager	0.01	1,014	1,014	1,014
-	-	2,701	500016	Public Works Director	0.15	13,167	13,167	13,167
-	-	1,694	500018	Finance Director	0.04	2,945	2,945	2,945
-	-	1,147	500024	Information Systems Admin	0.04	1,726	1,726	1,726
-	-	541	500026	Public Works Op Supervisor	-	-	-	-
-	-	56,309	500028	City Recorder	0.01	608	608	608
-	-	54,674	500030	Senior Plant Operator	1.00	60,583	60,583	60,583
-	-	1,387	500038	Facility Op	1.00	60,965	60,965	60,965
-	-	21,580	500045	Equipment Maint Mech	-	-	-	-
-	-	21,580	500048	Facility Op Trainee	0.50	22,559	22,559	22,559
107,916	120,901	-	500050	Full Time	-	-	-	-
-	-	1,688	500053	Accounting Clerk 3	0.04	1,600	1,600	1,600
-	-	7,670	500066	Utility Billing Clerk 1	0.20	9,135	9,135	9,135
-	-	684	500082	City Planner	0.01	898	898	898
-	-	885	500084	Assistant Planner	0.05	1,882	2,315	2,315
18,733	9,579	19,600	501400	Call Time	-	22,000	22,000	22,000
7,643	12,018	9,000	501500	Overtime	-	11,000	11,000	11,000
10,084	10,703	15,115	504700	Social Security	-	16,071	16,071	16,071
22,479	23,151	30,389	504800	Health Insurance	-	40,961	40,961	40,961
2,842	2,535	3,870	504900	Workers' Comp	-	5,354	5,354	5,354
15,907	21,519	20,286	505000	Retirement	-	24,018	24,018	24,018
185,604	200,406	267,238		Personnel Services	3.05	296,485	296,919	296,919
11	183	500	600100	Office Supplies		1,000	1,000	1,000
880	880	1,500	600150	Data Processing Support		2,500	2,500	2,500
38,584	46,626	40,000	600210	Electricity		42,000	46,000	46,000
3,681	2,854	4,100	600220	Communication Services		4,100	4,100	4,100
-	-	-	600250	Alarms		150	150	150
1,085	10,047	10,000	600300	Equipment Maint & Repair		15,000	15,000	15,000
895	245	1,500	600350	Vehicle Maint & Repair		1,500	1,500	1,500
1,276	1,324	4,000	600400	Facility Needs		3,000	3,000	3,000
3,755	4,645	10,000	600420	Systems Repair		10,000	10,000	10,000
1,154	1,603	2,835	600600	Travel & Training		3,050	3,050	3,050
-	-	250	600700	Memberships & Subscriptions		1,525	1,525	1,525
1,050	2,027	1,500	601500	Gas, Oil & Tires		2,500	2,500	2,500
22,154	22,756	37,500	601700	Insurance		35,000	31,300	31,300
-	-	30,000	607500	Special Purchases		15,000	15,000	15,000
38,295	45,041	40,000	608000	Supplies		45,000	45,000	45,000
10,303	14,325	15,000	608100	Contract & Other Services		25,000	25,000	25,000
123,122	152,555	198,685		Materials & Services		206,325	206,625	206,625
80,250	81,700	4,380	630300	Transfer to General Fund		-	-	-
38,262	51,115	-	630500	Transfer to Public Works		-	-	-
10,825	12,500	12,500	631000	Transfer to PW Reserve		-	12,500	12,500
138,280	139,765	-	631160	Transfer for Sewer loan pmt		-	-	-
71,376	55,211	25,000	631900	Transfer to Sewer Reserve		25,000	10,000	10,000
2,000	-	-	631950	Transfer to Stabilization Fund		-	-	-
340,993	340,291	41,880		Transfers		25,000	22,500	22,500
-	-	19,035	640100	Contingency		15,834	-	-
-	-	19,035		Contingency		15,834	-	-
-	-	96,645	702000	Rev Bond 2016-Principal		-	-	-
-	-	-		Rev Bond 2016-Interest & Fees		-	-	-
-	-	96,645		Debt Services & Fees		-	-	-
649,720	693,252	623,483		SEWER PLANT TOTAL	3.05	543,644	526,044	526,044

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
SEWER FUND								
Expenditures								
Sewer Collection								
-	-	995	013-135 500010	City Manager	0.01	1,014	1,014	1,014
-	-	17,023	500016	Public Works Director	0.15	13,167	13,167	13,167
-	-	2,701	500018	Finance Director	0.04	2,945	2,945	2,945
-	-	1,694	500024	Information Systems Admin	0.04	1,726	1,726	1,726
-	-	17,199	500026	Public Works Op Supervisor	0.30	18,536	18,536	18,536
-	-	541	500028	City Recorder	0.01	608	608	608
-	-	19,145	500030	PW Crewleader	0.30	18,185	18,185	18,185
-	-	13,867	500045	Equipment Maint Mech	0.25	12,235	12,235	12,235
-	-	15,716	500046	Maint worker/Equip Op	0.35	17,128	17,128	17,128
-	-	1,688	500053	Accounting Clerk 3	0.04	1,600	1,600	1,600
-	-	30,245	500054	Muni Maint Worker II	0.50	25,068	25,068	25,068
-	-	13,423	500057	Muni/Grounds Maint Worker	0.50	22,896	22,896	22,896
-	-	11,505	500066	Utility Billing Clerk 1	0.30	13,703	13,703	13,703
-	-	684	500082	City Planner	0.01	898	898	898
-	-	1,769	500084	Assistant Planner	0.10	3,764	4,625	4,625
-	-	4,000	501400	Call Time	-	5,000	5,000	5,000
-	-	3,400	501500	Overtime	-	2,500	2,500	2,500
-	-	11,903	504700	Social Security	-	12,314	12,314	12,314
-	-	51,009	504800	Health Insurance	-	55,602	55,602	55,602
-	-	2,472	504900	Workers' Comp	-	6,225	6,225	6,225
-	-	16,500	505000	Retirement	-	20,685	20,685	20,685
-	-	237,479		Personnel Services	2.90	255,799	256,660	256,660
3,827	4,706	4,400	600100	Office Supplies		4,500	4,500	4,500
2,077	973	2,200	600150	Data Processing Support		2,500	2,500	2,500
34,947	34,044	40,200	600210	Electricity		31,500	31,500	31,500
-	-	1,400	600220	Communication Services		4,000	4,000	4,000
2,604	3,423	3,300	600250	Alarms		4,500	4,500	4,500
-	30,416	6,100	600300	Equipment Maint & Repair		16,000	16,000	16,000
-	-	1,900	600350	Vehicle Maint & Repair		1,900	1,900	1,900
-	1,456	1,850	600400	Building Repair		2,000	2,000	2,000
12,346	14,600	20,000	600420	Systems Repair		20,000	20,000	20,000
-	-	2,736	600600	Travel & Training		2,900	2,900	2,900
-	-	250	600700	Memberships & Subscriptions		1,450	1,450	1,450
2,311	-	8,700	601500	Gas, Oil & Tires		5,500	5,500	5,500
-	-	5,000	601700	Insurance		6,000	4,200	4,200
-	-	36,700	6075000	Special Purchases		28,000	28,000	28,000
709	1,294	10,400	608000	Supplies		11,000	11,000	11,000
10,166	15,020	14,000	608100	Contract & Other Services		14,000	16,000	16,000
68,987	105,932	159,136		Materials & Services		155,750	155,950	155,950
-	-	50,000	620500	Equipment		25,000	25,000	25,000
-	-	50,000		Capital Outlay		25,000	25,000	25,000
80,250	81,700	4,380	630300	Transfer to General Fund		-	-	-
126,587	169,108	-	630500	Transfer to Public Works		-	-	-
12,485	12,500	12,500	631000	Transfer to PW Reserve		-	12,500	12,500
51,072	51,690	1,500,000	631160	Transfer for Sewer loan pmt		-	-	-
71,376	55,210	25,000	631900	Transfer to Sewer Reserve		-	-	-
341,770	370,208	1,541,880		Transfers		-	12,500	12,500
-	-	25,080	640100	Contingency		16,311	20,998	20,998
-	-	25,080		Contingency		16,311	20,998	20,998
-	-	51,690	702000	Rev Bond 2016-Principal		88,400	88,400	88,400
-	-	-		Rev Bond 2016-Interest & Fees		59,938	59,938	59,938
-	-	-		W/WW Loan 2019 - Principal		16,100	16,100	16,100
-	-	-		W/WW Loan 2019 - Int & Fees		-	-	-
-	51,000	709000		CWSRF Loan 2019 - Principal		38,000	-	-
-	-	-		CWSRF Loan 2019 - Interest & Fees		-	-	-

-	-	-
-	-	102,690
410,757	476,139	2,116,265
1,284,808	1,304,550	2,739,748
1,060,477	1,169,391	2,739,748
224,331	135,159	-

Debt Service & Fees

Sewer Collection Total

FUND REVENUES

FUND EXPENDITURES

UEFB

FUND TOTALS

-	-	-
202,438	164,438	164,438
2.90	655,297	635,546
1,198,942	1,161,590	1,161,590
2.90	1,198,942	1,161,590
(0)	-	-
5.95	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
				SEWER RESERVE				
				Revenues				
342,440	404,998	123,501	042-000	Beginning Fund Balance		130,797	212,779	212,779
3,239	4,290	2,231	400100	Interest		-	2,000	2,000
142,752	110,421	50,000	400500	Transfer from Sewer Fund		25,000	10,000	10,000
189,352	191,455	-	401120	Transfer for Sewer Loan Pmt		-	-	-
15	-	-	402700	Refunds & Misc		-	-	-
-	-	1,500,000	405400	Loan/Grant Proceeds		1,350,000	2,000,000	2,000,000
677,798	711,164	1,675,732		Revenue Totals		1,505,797	2,224,779	2,224,779
				Materials & Services				
-	5,758	8,731	042-420	Systems Repair		25,000	25,000	25,000
-	600	7,001	600420	Contract & Other Services		10,000	10,000	10,000
-	-	1,500,000	608100	DEQ/MAO Loan Expenditures		1,350,000	2,000,000	2,000,000
-	6,358	1,515,732	608400	Materials & Services		1,385,000	2,035,000	2,035,000
-	-	-	608500	Loan Repayment		-	-	-
13,204	19,644	80,000	620500	Equipment		32,700	32,700	32,700
70,619	171,830	-	620520	Systems		-	-	-
-	3,375	80,000	620550	I & I Improvement		88,097	157,079	157,079
83,823	194,848	160,000		Capitol Outlay		120,797	189,779	189,779
145,377	146,424	-	702100	Revenue Bond Repayment		-	-	-
43,600	43,598	-	702200	DEQ Loan Repayment		-	-	-
-	-	-	709000	Debt Service Reserve		-	-	-
188,977	190,022	-		Debt Services		-	-	-
677,798	711,164	1,675,732		FUND REVENUES		1,505,797	2,224,779	2,224,779
272,800	391,228	1,675,732		FUND EXPENDITURES		1,505,797	2,224,779	2,224,779
404,998	319,936	-		FUND TOTALS		-	-	-

Capital Expenditure Detail

Department: Wastewater / Sanitary Sewer

Purchase item: Various building, equipment and/or maintenance improvements

Budgeted Funds: \$1,110,000

Budget line item: Capital Outlay – Various funds (see below)

Replacement (Y/N) No **If yes, item being replaced:**

The following is a list of improvements and/or items planned to be purchased/acquired/completed this proposed budget year that can be considered “Capital”. The list is not necessarily inclusive of all capital expenditures as the need for unexpected items may come up throughout the operating year and may take precedent over some planned acquisitions.

All planned expenditures are accounted for throughout various funds as relevant to this particular work area:

- 013-130 WWTP Operating fund;
- 013-135 Collection Operating Fund;
- 036-360 General Reserve Fund;
- 040-400 Public Works Reserve Fund;
- 042-420 Sewer Reserve Fund.

Equipment –

- Xylem Membrane Diffuser
- Limer 35-055

Facility Maintenance –

- Truck Bay Garage Door Replacement
- Front of facility black-top asphalt repair/replacement

Collections –

- Memorial Field Bathroom Sanitary drain placement/repair
- Infiltration & Inflow Removal improvements

Other –

- User Rate study
- Mutual Agreement and Order projects & timelines
- Bio-solids alternative review and/or implementation planning

Ongoing Impact(s):

General long-term maintenance and upkeep will continue to be necessary as assets age.

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
			020-000	CC STRATEGIC RESERVE				
				Revenues				
35,835	45,239	45,939	400100	Beginning Fund Balance		47,730	47,730	47,730
468	780	700	400400	Interest		700	700	700
-	-	-	402700	Refunds & Misc		-	-	-
8,937	-	10,000	405400	Loan Repayment		10,000	10,000	10,000
45,239	46,020	56,639		Revenue Totals		58,430	58,430	58,430
				Expenditures				
-	-	10,700	608100	Contract & Other Services		15,000	15,000	15,000
-	-	10,700		Materials & Services		15,000	15,000	15,000
-	-	45,939	628200	Public Improvements		43,430	43,430	43,430
-	-	45,939		Capital Outlay		43,430	43,430	43,430
45,239	46,020	56,639		FUND REVENUES		58,430	58,430	58,430
-	-	56,639		FUND EXPENDITURES		58,430	58,430	58,430
45,239	46,020	-		FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
				Debt Service				
			025-000	Revenues				
32,597	28,677	9,350	400100	Beginning Fund Balance		24,962	24,962	24,962
147,825	161,779	156,000	400200	Current Taxes		166,800	166,800	166,800
5,302	6,014	5,000	400300	Delinquent Taxes		5,150	5,150	5,150
1,016	32	400	400400	Interest		500	500	500
186,739	196,502	170,750		Revenue Totals		197,412	197,412	197,412
			025-250	Expenditures				
111,974	135,000	135,000	701000	2005 GO Principal		158,475	145,000	145,000
46,088	35,050	31,000	711000	2005 GO Interest		13,475	26,950	26,950
158,062	170,050	166,000		Debt Service		171,950	171,950	171,950
-	-	4,750	801000	Unappropriated Surplus		25,462	25,462	25,462
-	-	4,750		Unappropriated Surplus		25,462	25,462	25,462
186,739	196,502	170,750		FUND REVENUES		197,412	197,412	197,412
158,062	170,050	170,750		FUND EXPENDITURES		197,412	197,412	197,412
28,677	26,452	-		FUND TOTALS		0	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
FORFEITURE REVENUE FUND								
Revenues								
3,903	4,041	4,140	026-000					
43	70	40	400100	Beginning Fund Balance		4,171	4,171	4,171
-	-	-	400400	Interest		60	60	60
95	-	100	402700	Refunds & Misc		-	-	-
4,041	4,111	4,280	406200	Local Forfeiture Revenue		1,000	1,000	1,000
				Revenue Totals		5,231	5,231	5,231
Expenditures								
-	-	4,280	026-260					
-	-	4,280	606260	Local Forfeiture Revenue		5,231	5,231	5,231
				Materials & Services		5,231	5,231	5,231
4,041	4,111	4,280		FUND REVENUES		5,231	5,231	5,231
-	-	4,280		FUND EXPENDITURES		5,231	5,231	5,231
4,041	4,111	-		FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
REVOLVING LOAN FUND								
			030-000	Revenues				
53,928	57,520	60,969	400100	Beginning Fund Balance		58,677	58,664	58,664
613	894	450	400400	Interest		15	-	-
2,979	-	3,000	405400	Loan Repayment		1,000	1,000	1,000
57,520	58,414	64,419		Revenue Totals		59,692	59,664	59,664
Expenditures								
-	-	64,419	608100	Contract Services		59,692	59,664	59,664
-	-	64,419		Materials & Services		59,692	59,664	59,664
57,520	58,414	64,419		FUND REVENUES		59,692	59,664	59,664
-	-	64,419		FUND EXPENDITURES		59,692	59,664	59,664
57,520	58,414	-		FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
SOLID WASTE FUND								
			031-000	Revenues				
172,757	177,267	176,266	400100	Beginning Fund Balance		187,163	187,163	187,163
1,902	3,044	1,500	400400	Interest		3,800	3,800	3,800
7,423	6,785	7,000	403950	User Fees		7,900	7,900	7,900
182,082	187,096	184,766		Revenue Totals		198,863	198,863	198,863
			031-310	Expenditures				
4,815	6,633	184,766	608100	Contract & Other Services		198,863	198,863	198,863
4,815	6,633	184,766		Materials & Services		198,863	198,863	198,863
182,082	187,096	184,766		FUND REVENUES		198,863	198,863	198,863
4,815	6,633	184,766		FUND EXPENDITURES		198,863	198,863	198,863
177,267	180,463	-		FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
FOOTPATHS & BICYCLE TRAILS								
Revenues								
15,436	17,702	17,900	050-000					
178	323	200	400100	Beginning Fund Balance		22,758	22,758	22,758
2,088	2,034	2,000	400400	Interest		300	300	300
-	-	-	402400	Oregon State Highway Tax		2,000	2,600	2,600
17,702	20,058	20,100	402700	Refunds & Misc		-	-	-
Revenue Totals						25,058	25,658	25,658
Expenditures								
-	-	20,100	050-500			25,058	25,658	25,658
-	-	20,100	620520	Systems		25,058	25,658	25,658
Capital Outlay						25,058	25,658	25,658
17,702	20,058	20,100	FUND REVENUES					
-	-	20,100	FUND EXPENDITURES					
17,702	20,058	-	FUND TOTALS					
						-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
SYSTEMS DEVELOPMENT FUND								
			060-000	Revenues				
409,753	453,855	470,440	400100	Beginning Fund Balance		499,483	503,417	503,417
4,638	7,960	4,000	400400	Interest		60	4,000	4,000
-	-	-	402700	Refunds & Misc		-	-	-
20,858	6,836	10,000	405000	Water SDCs		10,000	10,000	10,000
6,510	6,798	4,000	405025	Wastewater SDCs		4,000	4,000	4,000
5,664	1,132	2,200	405050	Storm Drainage SDCs		2,200	2,200	2,200
6,385	1,170	2,200	405075	Transportation SDCs		2,200	2,200	2,200
453,809	477,751	492,840		Revenue Totals		517,943	525,817	525,817
			060-600	Expenditures				
(25)	-	340,086	620600	Water Systems		352,443	356,317	356,317
(21)	-	123,500	620610	Wastewater Systems		130,500	132,500	132,500
-	-	14,627	620620	Storm Drain Systems		17,500	18,500	18,500
-	-	14,627	620630	Transportation Systems		17,500	18,500	18,500
(46)	-	492,840		Capital Outlay		517,943	525,817	525,817
453,809	477,751	492,840		FUND REVENUES		517,943	525,817	525,817
(46)	-	492,840		FUND EXPENDITURES		517,943	525,817	525,817
453,855	477,751	-		FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GRANT FUND								
Revenues								
129,045	96,408	86,058	065-000					
			400100	Beginning Fund Balance		100,204	100,204	100,204
1,220	2,895	1,000	400400	Interest		1,000	1,000	1,000
-	250	-	402700	Refunds & Misc		-	-	-
25,744	15,520	5,000	405250	Grants		10,000	10,000	10,000
-	-	-	405270	Planning Grants		50,000	50,000	50,000
1,050	150	1,000	405330	Explorer Program		900	900	900
157,059	115,223	93,058		Revenue Totals		162,104	162,104	162,104
Expenditures								
17,718	(484)	-	065-650					
			605250	Grants		10,000	10,000	10,000
-	-	1,000	605260	Main St Program		1,000	1,000	1,000
-	-	52,058	605270	Planning Grants		50,000	50,000	50,000
1,402	1,868	2,000	605330	Explorer Program		900	900	900
19,121	1,384	55,058		Materials & Services		61,900	61,900	61,900
Capital Outlay								
41,530	14,910	-	625250	Grants		62,204	62,204	62,204
-	-	-	625340	ODOT Grants		-	-	-
-	-	38,000	625350	Petroleum Trust		38,000	38,000	38,000
-	-	-	625370	Drinking Water Source Protect		-	-	-
41,530	14,910	38,000		Capital Outlay		100,204	100,204	100,204
157,059	115,223	93,058		FUND REVENUES		162,104	162,104	162,104
60,651	16,294	93,058		FUND EXPENDITURES		162,104	162,104	162,104
96,408	98,929	-		FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
				STABILIZATION FUND				
				Revenues				
837,205	903,421	885,612	400100	Beginning Fund Balance		945,810	945,810	945,810
9,441	15,861	9,000	400400	Interest		10,000	10,000	10,000
2,000	-	-	400500	Transfer from Sewer		-	-	-
6,900	3,600	-	400600	Transfer from Water		-	-	-
24,000	-	-	401000	Transfer from General Fund		-	-	-
12,000	-	-	401170	Transfer from Public Works		-	-	-
24,794	29,341	10,000	402700	Refunds & Misc		10,000	10,000	10,000
-	-	-	405400	Loan Proceeds		-	-	-
916,340	952,223	904,612		Revenue Totals		965,810	965,810	965,810
				Expenditures				
-	-	596,122	608500	Employee Appreciation		2,000	2,000	2,000
12,919	5,345	127,170	608600	Retirement Expenses		596,122	596,122	596,122
-	-	181,320	608700	Insurance Expenses		135,000	135,000	135,000
12,919	5,345	904,612	608800	Revenue Stabilization		232,688	232,688	232,688
				Materials & Services		965,810	965,810	965,810
-	32,000	-	630300	Transfer to General Fund		-	-	-
-	2,500	-	630700	Transfer to Sewer Fund		-	-	-
-	34,500	-		Transfers		-	-	-
916,340	952,223	904,612				965,810	965,810	965,810
12,919	39,845	904,612				965,810	965,810	965,810
903,421	912,378	-				-	-	-
				FUND REVENUES		965,810	965,810	965,810
				FUND EXPENDITURES		965,810	965,810	965,810
				FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
WATER CONSTRUCTION FUND								
			085-000	Revenues				
191,764	168,606	-	400100	Beginning Fund Balance		-	76,617	76,617
3,765	3,190	-	400400	Interest		-	4,800	4,800
-	20,000	-	402700	Refunds & Misc		-	-	-
65,283	-	-	404000	Seal Rock Payment		-	-	-
260,812	191,796	-		Revenue Totals		-	81,417	81,417
			085-850	Expenditures				
92,206	119,980	-	620520	Systems		-	81,417	81,417
92,206	119,980	-		Capital Outlay		-	81,417	81,417
260,812	191,796	-		FUND REVENUES		-	81,417	81,417
92,206	119,980	-		FUND EXPENDITURES		-	81,417	81,417
168,606	71,817	-		FUND TOTALS		-	-	-

2016-2017 Actual	2017-2018 Actual	2018-2019 Adopted	2018-2019 Discontinued	Acct	Description	FTE	2019-2020 Proposed	2019-2020 Approved	2019-2020 Adopted
GENERAL FUND									
Expenditures									
Recreation									
				001-600					
-				500050	Full Time	0	0	0	0
34,851	20,102			500060	Half Time	0	0	0	0
50,596	42,220			500080	Pool Part Time	0	0	0	0
6,512	4,710			504700	Social Security		0	0	0
16,199	6,823			504800	Health Insurance		0	0	0
3,274	2,046			504900	Workers' Comp		0	0	0
4,403	1,182			50500	Retirement		0	0	0
115,835	77,083		-		Personnel Services	0			
543	274			600100	Office Supplies		0	0	0
10,006	8,282			600210	Electricity		0	0	0
344	350			600220	Communication Services		0	0	0
14,835	11,062			600240	Natural Gas		0	0	0
1	851			600300	Equipment Maint & Repair		0	0	0
9,162	2,562			600420	Systems Repair		0	0	0
760	375			600600	Travel & Training		0	0	0
594	637			600700	Membership & Subscription		0	0	0
375				607500	Special Purchases		0	0	0
5,320	4,181			608000	Supplies		0	0	0
1,387	1,487			608100	Contract & Other Services		0	0	0
-				620500	Equipment		0	0	0
43,327	30,061		-		Materials & Supplies				
-				631960	Trans to Bldg & Property Res Transfers		0	0	0
159,162	107,144				RECREATION TOTAL	0	0	0	0