



CITY OF UMATILLA

ADOPTED 2019-2020 BUDGET

JULY 1, 2019 THROUGH JUNE 30, 2020

CITY OF UMATILLA

ADOPTED 2019-2020 BUDGET

BUDGET COMMITTEE

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David Stockdale, City Manager

Melissa Ince, Finance & Administrative Services Director

Darla Huxel, Police Chief

Tamra Mabbott, Community Development Director

Scott Coleman, Public Works Director

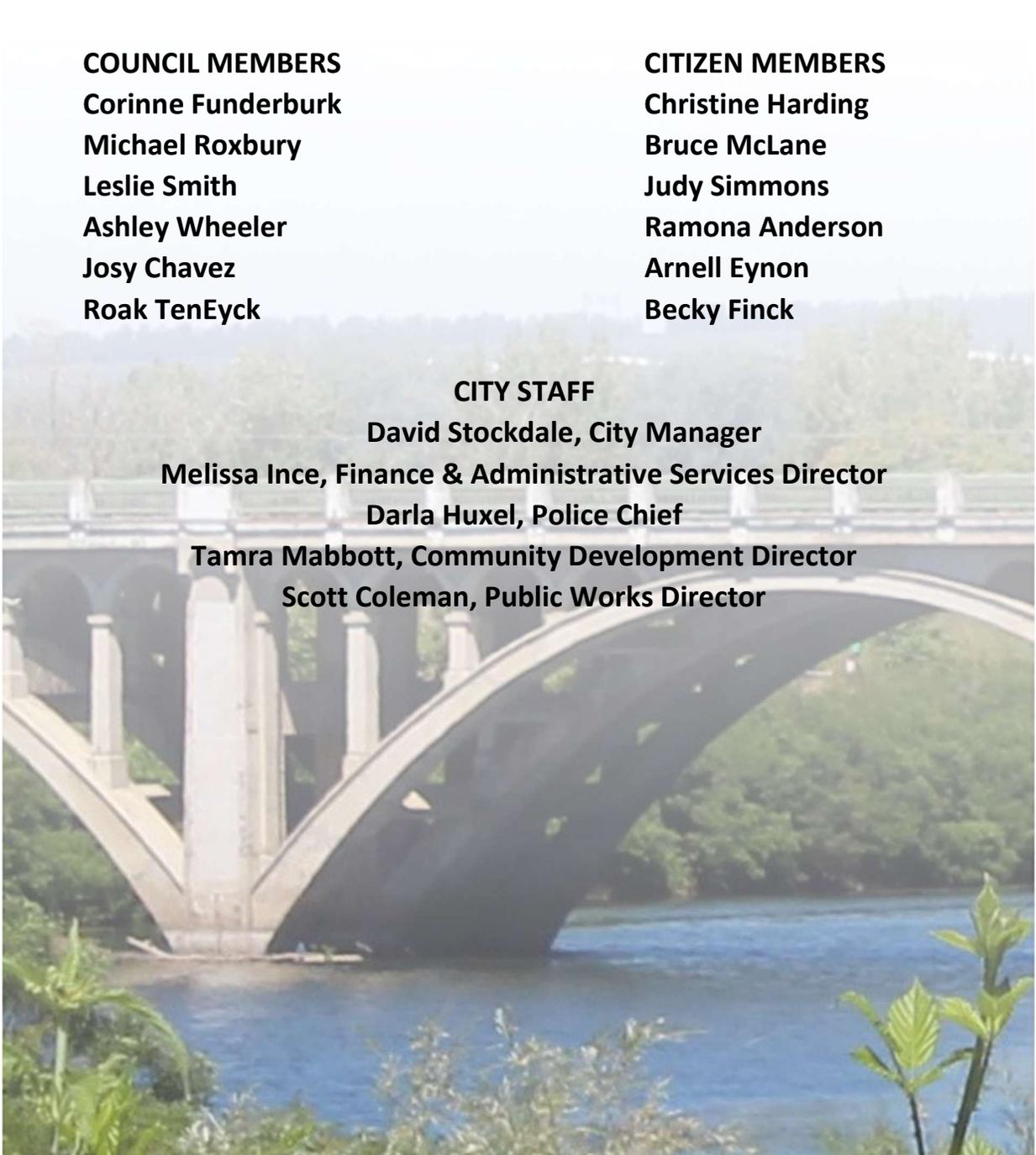


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City Manager's Budget Message



TO: Citizens, City Council, and Mayor
From: City Manager Dave Stockdale
Subject: Fiscal Year 2019-2020 Proposed Budget

I am excited to present to you the Fiscal Year 2019-2020 Proposed Budget for the City of Umatilla. The development of this proposed budget was led by our Finance Director Melissa Ince, with requests from each Department Director, and under my direction **after we received further guidance from you and the Budget Committee** on how to proceed and which goals and priorities we should pursue as a city.

Budget development and ultimate adoption is one of the most important roles of an elected body and one that guides the direction of the City over the next year and impacts the City for many years to come. We thank each of you for recognizing the significance of this process and for your dedication toward working toward an adopted budget we can all be proud of.

The drill-down, spreadsheet, line-item tracking information is available and is where we have spent and will continue to spend a lot of our conversations as we move forward. But, I wanted **to share the narrative of what we are looking to achieve in this proposed budget and some of the risks/challenges we face in this fiscal year and in the next few following years** as well.

Growth, Growth, and More Growth

We've said it many times, but it simply cannot be emphasized enough, Umatilla is growing at an all-time historical pace! To better understand, please consider this: the FY12/13 Total City Budget was just over \$9 million; this proposed budget is \$26 million! That's **nearly a 300% growth in just seven years**. Our total Net Assessed Value is more than \$482 million, more than **doubling what it was just three years ago**. The City issued more residential permits last year than in the previous five years combined and is on target in calendar year 2019 to increase that number by more than 50%. The introduction of data centers to our community is driving much of our growth. With the welcomed increase of new housing in our community, growth in existing business and increases in new businesses to our community are coming. Housing starts is one of the primary indicators a prospective business analyzes before locating in a new community and Umatilla had the second largest number of new permits in all of Umatilla County last year. Growth is here, it will be here at a record setting pace for at least the next three years (regardless of what happens at the national economic level), and this budget makes several efforts to welcome it, cultivate it, and embrace it.

Public Safety

Public safety is, and should continue to be, of the highest priorities of our community. A basic human need and the backbone of any wonderful place to live, is the need to feel safe. The FY19/20 budget includes further enhancements to our Police Department by continuing to fund all officer positions, including the newly added increase of one additional officer from last year.

City Manager's Budget Message

Umatilla now has 12 sworn officers including the Chief of Police, plus a part-time sworn officer and several reserves.

Community Development

With growth, comes the need to properly manage and support such growth. The Community Development Department recently added a new Building Official/Inspector position in April and is training staff to fill the need of this new position. It is hoped that by the beginning of next fiscal year, we will be able to perform all plan review and building inspections in house, except for electrical. This will significantly increase our efficiency to adequately support our developers, reduce confusion, reduce wait times, better support our own interests, and potentially save the City over \$100,000 a year each year! We are also looking to find better ways to support our existing businesses, especially those in our downtown. This proposed budget doubles the amount of funding to the Downtown Revitalization Grant Program. This budget increase together with some proposed changes to the administration of the grant (coming before Council in June) that would provide for larger grants with smaller match requirements should significantly increase the use of the program and help improve the look of our downtown.

We've also added the Development and Recreation Manager position to continue to support developers, but to also create our all-new Umatilla Parks and Recreation Division. This proposed budget doubles our investment into the livability and quality of life of our community through parks and recreation: going from an overall Parks & Rec budget of \$242,600 to \$510,500. This is an intentional investment into our community and includes the increase in staff, maintenance, recreational programming, and capital improvements (restroom at Kiwanis Park and Parks Master Plan completion). More events, festivals, youth sports, community programs for all ages, and family friendly activities are in the works and will be added to our growing list of community engagement services.

Finance

Our growth touches all departments, and Finance is certainly no different. In April, we added the all-new Administrative Services Manager position to the Department. This highly skilled position will lead the payables, receivables, payroll, and assist with some human resource functions. This investment in fidelity will also increase efficiencies and increase stewardship of the public's resources. The Library is now also under the Finance Department. We are proposing an increase of more than 50% (\$17,000) in the materials and services for our Library, including an \$8,000 increase to our Library Programming budget and an increase of \$1,500 in book purchases. "Libraries are directly and immediately involved in the conflict which divides the world, and for two reasons: first, because they are essential to the functioning of a democratic society; second, because the contemporary conflict touches the integrity of scholarship, the freedom of mind, and even the survival of culture, and libraries are the great symbols of the freedom of the mind." (Franklin D. Roosevelt). As part of our city-wide emphasis in investing in quality of life improvements, one of the best places to start is an investment into our library to enhance "the freedom of the mind," to celebrate the "survival of [our local] culture" and to promote an educated and intellectually and otherwise healthy community.

City Manager's Budget Message

Streets

The \$6 million 6th Street Project will be the main spotlight for street improvements next fiscal year. This project, more than eight years in the making, is a reconstruction from Yerxa Ave. to the Umatilla Bridge and will feature **decorative sidewalks and lighting, safety enhancements, an illuminated crossing, ADA accessibility improvements, and increased beautification like trees, hardscapes, shrubs, and flowers.** Other general maintenance levels are staying flat.

Water

The Water Fund should be considered the largest risk to the City's otherwise strong and stable finances. Funding for Water simply has not been able to keep up with the required costs of maintenance and emergency repairs. Last year was the first time in several years where the City did not experience an emergency classified failure/break. Water reserves continue to be insignificant and put the City at significant risk should emergencies occur or should opportunities in one-time funding come along without adequate funds to match. **This budget proposes a 12% increase to water rates** and includes an increase in transfers to reserves from \$100,000 in FY18/19 to \$185,000 this year and an operational unappropriated reserve from \$50,000 to \$150,000. Even so, our reserves are nearly \$500,000 lower in this fiscal year than in the last due to the 6th St. Water Replacement Project that occurred in preparation for the 6th Street Improvement Project. Additionally, recent practice has been to be reactionary rather than proactive in our maintenance management of the water system. This is an unsustainable practice and comes at a far greater cost in the long run. Building our reserves, while also having a stable operations budget will allow us to shift into a preventative maintenance operation.

Sewer

The Sewer Fund has been able to stay stable with minimal-to-moderate increases each year over the past six years. This budget proposes a 3.5% increase to sewer rates to keep up with the general management and maintenance costs of the system. In support of providing the necessary waste water services to the newly constructed data centers, **we will be constructing a \$2.3 million Industrial Waste Water (IWW) line.** Additionally, the City has hired a consultant to assist us in the creation of new industrial waste water rates and to review and propose any necessary changes our water and sewer rates as well as our System Development Charges (SDC) rates.

Welcome to the 21st Century

This proposed budget makes several investments into new technology. No later than the October City Council meeting will the City be able to create, develop, and publish Council packets in a far more efficient way using Cloud based technology that will allow staff to: simultaneously work on documents and materials for Council meetings, manage calendars, publish materials, concurrently create minutes during a meeting, and integrate audio/video links online for viewer convenience. **Perhaps the most exciting feature will be the ability to integrate public comment/participation from any location in the world with internet connectivity!** Council members, staff, and the public will be able to seamlessly interact and conduct business from Council Chambers and anywhere the participant is located. Families with young children that can't break away, citizens with mobility or accessibility issues, or individuals with transportation

City Manager's Budget Message

limitations will all be able to participate with us at every meeting! This will be a truly incredible improvement to transparency and our ability to encourage participation of all City business. Our residents and visitors are our top priority and ensuring their ability to share their expectations and goals with us is invaluable and necessary to ensure that we properly manage our growth and keep our goals in line with the general community.

This proposed budget also includes updating many of our computers, purchasing Surface computers for exempt staff to work remotely, purchasing Microsoft Licenses rather than individual software packages, and other technological tools. The Police Department will be purchasing new and updated forensic software and digital fingerprinting technology and equipment.

Training and Lots of It

Every department is increasing their training budget this year. With every department having at least one new employee or one newly created position, training for those employees is critical. Additionally, it has been several years since a strong emphasis on training has been directed city-wide. This year features an increase in both local trainings and national training conferences like the Government Finance Officers Association (GFOA), National Recreation and Parks Association (NRPA), the American Public Works Association (APWA), the International Economic Development Council (IEDC), and others. Broadening our perspective and knowledge sharing with other communities often translates to increased efficiencies and reduced operational costs.

City Hall Annex (Umatilla Business Center)

This proposed budget includes a full remodel of the City Hall Annex (Old Post Office or, we are now playing around with the name Umatilla Business Center) of \$700,000. The budget includes \$280,000 from the Building Fund with the rest coming from reserves or loans. We have hired a consultant to aggressively go after grant funds from the Community Development Block Grant (CDBG) program, Meyer Memorial Trust, Oregon Community Foundation, and others. We are hopeful that we will be able to do this project using only Building Funds and grant funds and will not need to use other funds or loans. But, to ensure that the project is completed, we have budgeted the entire project. This project will house the Community Development Department staff, may become available for the Umatilla Chamber or other business partner(s), and will also have space for an all-new Business Incubator program by the City (details of this program will be available spring 2020). The building will also feature a dynamic community room that will have a full commercial kitchen, indoor open space, restrooms, and storage. We anticipate this room to be used by our recreation programs, local businesses renting the space, and for educational workshops, including cooperative workforce training programs with educational and professional providers.

Strategic Investment Program (SIP) Agreement

The City and the County currently have different opinions of the status of our SIP agreement. Of note, the SIP refers to "Additional Improvement Payments" needing to be distributed "by a separate agreement between the County and City." The City believes that no such agreement has been put into place, the County disagrees. This proposed budget incorporates what we believe would be worst-case scenario funding through finalization of those terms. The more than

City Manager's Budget Message

\$1 million of that scenario comes into the budget and is then fully expenses in other line items, but with no earmarked projects. This will allow the City to access these funds if needed during the fiscal year, but also limits our ability to spend them only if they are received.

Reserves

A healthy operational budget must make plans or have funds available to be opportunistic or to leverage one-time funds that might become available unexpectedly. **We are proud to propose this budget with Total Reserves of nearly \$7.3 million, or 27% of our operational budget.** This surpasses our goal of at least 25% reserves. Having paid off loans in the previous fiscal year, with a small loan balance and a larger reserve balance, this proposed budget continues to exercise prudent and sound stewardship of the public's resources and positions the city well to make more strategic and affordable investments in the future.

Summary

The City continues to grow and is doing a great job at adequately managing that growth and preparing for more growth. Other than Water, reserves are healthy. We are making significant investments into our quality of life services like parks, the library, businesses, and events. We are investing in major road, sewer, and other infrastructure projects. And, we are developing new and innovative ways to open up our services and be as transparent as we can to our community.

Sincerely,



Dave Stockdale – City Manager

City Overview

About Umatilla



The City

The City of Umatilla is surrounded by rolling hills, sitting at the confluence of the Columbia and Umatilla Rivers. The natural beauty of eastern Oregon and abundant waterways have had an unmistakable influence on the development of the city over the years. The relationship between the built environment and natural landscape has been deeply intertwined, crafting a distinct identity over the years and providing the background for a vibrant and unique sense of place. Preserving and enhancing the scenery, while also embracing the rich heritage of the city will distinguish Umatilla as a city brimming with opportunity, shaping its growth over the coming years.

Form of Government

The municipal government provided by the Charter of the City of Umatilla is a Council-Manager form of government. Pursuant to the provisions of the Constitution of the State of Oregon and subject only to limitations imposed therein and by the Charter of the City of Umatilla, all powers of the City are vested in an elected City Council.

City Council

Membership

The Council is composed of six Councilors elected in the City at large and by position number. All are elected for a four-year term in staggered elections, three councilors being elected every two years. The Mayor is elected for a term of four years at alternate biennial election.

General Powers

- A. The Council interprets the needs and desires of the local community;



From Left to Right: Councilors Funderburk, Roxbury, Wheeler, Chavez and TenEyck with Mayor Dedrick (Not pictured: Councilor Smith)

City Overview

- B. The Council appoints and removes the City Manager;
- C. The Council approves preliminary and final plans and specifications, as well as, acquisition and disposal of City property;
- D. The Council determines the compensation and salary schedules of all employees of the City in accordance with procedures established by law and City policy;
- E. The Council provides for keeping the public informed of the purposes, needs and conditions of the City Government;
- F. The Council evaluates the programs of the City and appraises the efficiency of executive personnel;
- G. The Council formulates and approves ordinances, resolutions and policies for the City;
- H. The Council implements all actions required by law;
- I. The Council considers specific actions recommended by the Administrator;
- J. The Council adopts the budget of the city

Mayor

Duties at Council Meetings

The Mayor is the presiding officer of the Council. He or she has no vote except in case of a tie vote of the members of the Council present at the meeting. He or she has the authority to preserve order, enforce the rules of the Council, and determine the order of business under the rules of the Council.



Mayor Mary Dedrick

General Powers

- A. The Mayor appoints or provides for the election of all committees of the Council;
- B. The Mayor calls special meetings of the Council;
- C. The Mayor signs official City documents that require the signature of the office;
- D. The Mayor has no veto power, and signs all ordinances passed by the City Council within 3 days of their passage;
- E. The Mayor is deemed a Council member for the purpose of constituting a quorum.

City Manager

The City Manager is the Chief Administrative Officer of the city and is responsible to the Council for proper administration of all of the city's affairs. To that end, he or she has power and is required to:

- A. Attend all meetings of the Council, unless excused therefrom; attend meetings of the Council committees; keep the Council advised of the affairs and needs of the City, and make reports, upon request of the Council, or all the affairs and departments of the City.
- B. General supervision and control over appointive City officers and employees and their work, except as otherwise designated by Charter;
- C. Act as purchasing agent for all departments of the City;
- D. Ensure all laws and ordinances are enforced, except criminal offenses, which are the duty of the Chief of Police;

City Overview

- E. Meet with private citizens and interested groups seeking information or bringing complaints and attempt to resolve problems and complaints fairly or report same to the Council;
- F. Supervise the operation of all public utilities owned and operated by the City and have general supervision over all City property;
- G. Sit with Council at all meetings and have the right to take part in all discussions of the Council, but shall have no vote.

History & Heritage

Rippling Water

“Water was created first, life and land were created next, land promised to take care of all life, all life promised to take care of the land.” The Old Town waterfront property, at the confluence of the Umatilla River and the Columbia River, is of national and regional significance dating back over 8,000 years of use. It was a permanent village site for the Umatilla Tribe for thousands of years, and then became the location for the city of Umatilla in 1864. When the John Day Dam was constructed in the middle of the 20th century, the Army Corps of Engineers condemned the site as a floodplain, and downtown Umatilla was moved just south of where it once stood.



The Saloon Days and Gold Rush



During the days of the commercial supremacy of Umatilla Landing, there was something to do every day and every night. In the 1860s, the town had a population of 1,500 & a floating population - those staying for short periods of time - of about the same. In those times, Umatilla was the largest city in Eastern Oregon. The men who resided in Umatilla, most of which were gold speculators, who made their way along the Columbia River in search of riches, were by no means Sunday school teachers.

Umatilla was projected to be the successful rival of Walla Walla until the gold rush subsided and the town lost its county seat. The area's fertile land then opened it up to a largely agricultural economy based on dryland wheat farming. Fruit, grain, timber, cattle, and sheep were all important agricultural

City Overview

products. The population of towns in nearby Grant and Union County gradually increased and subsequently decreased the population of Umatilla Landing.

Even after losing much of its population to towns further east, Umatilla was still the rendezvous for all the freighters from Grand Ronde, Powder River, and the Idaho country. When the railroad was completed in 1883, the town joined the vast throng of industrial centers. In the mining days, Umatilla rose to great prominence only to quickly decline due to changing conditions resulting from an increased population and the extension of railway lines. The railroad spurred Umatilla County's economy to boom, but this time the boom was based on grain and wool instead of from the pursuit of gold.



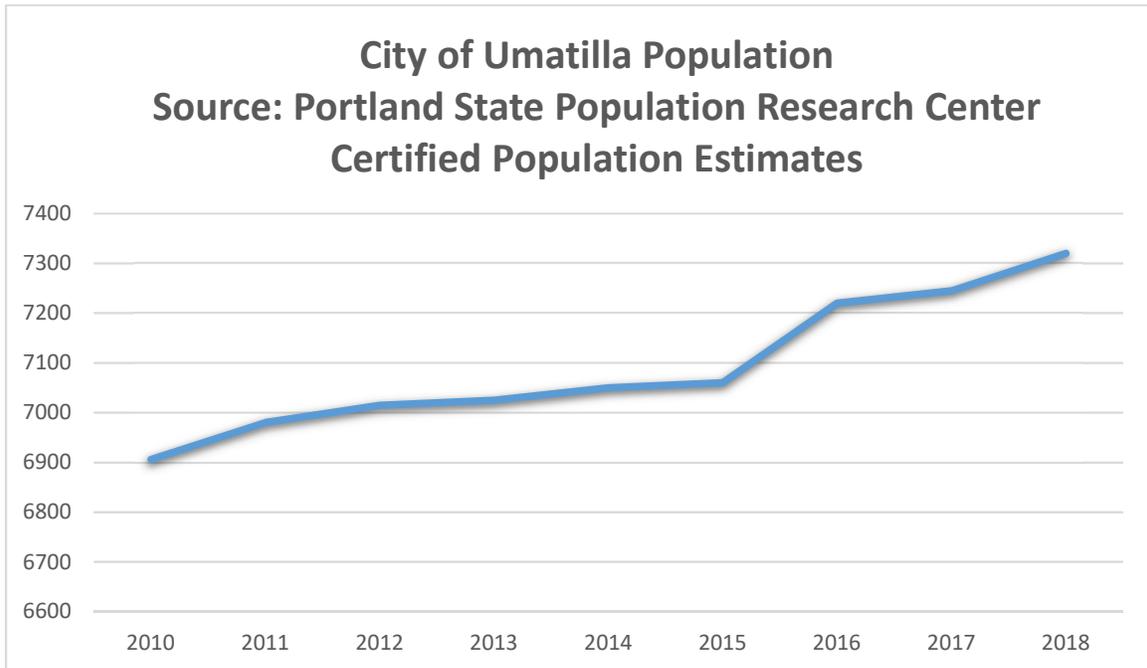
All-Woman Administration

In 1912, women won the right to vote in Oregon. In 1916, an all-woman administration was elected in Umatilla, when the wife of the former Mayor E.E. Starcher, Laura Starcher, pictured to the right, ran against and defeated an all-male ticket. She defeated her husband by a majority of 28 votes out of 174 ballots cast. The all-female administration included a woman Mayor, four Councilwomen, a woman Recorder, and a woman Treasurer. From 1916 to 1920, women officially governed Umatilla. In addition to routine work, the women installed water heaters and established the first city library. In her victory speech, Starcher stated, "We will not leave the enforcement of our laws to any man because past experience has proven the laws will not be strictly enforced."



City Overview

Demographics & Financial Trends



Growth, Growth and More Growth!

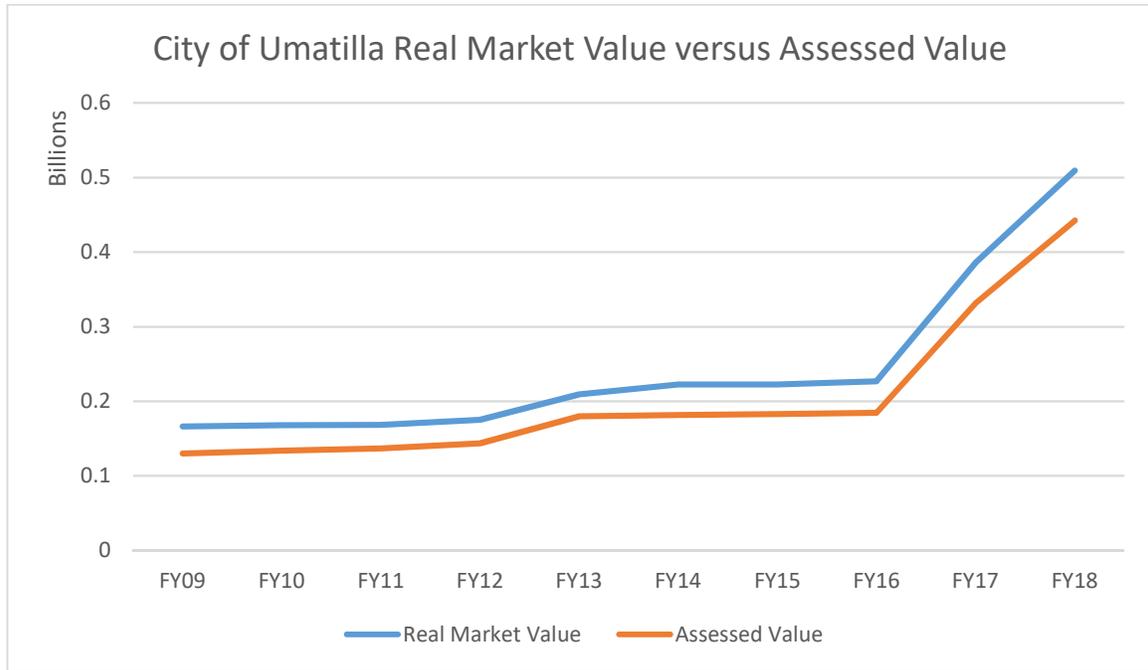
Interest in industrial and residential development continues in Umatilla. A second data center campus is being built and several developers have made large property purchases with the intention of developing new subdivisions. At this rate, it appears that out housing is likely to grow at a larger rate than the previous year, our largest of recent record.

Calendar Year	New Construction Value
2010	\$307,076
2011	\$9,007,825
2012	\$7,972,529
2013	\$11,771,353
2014	\$25,227,705
2015	\$18,568,536
2016	\$17,783,986
2017	\$27,534,381
2018	\$48,247,823

The chart above shows the historical new construction value based off of building permit activity.

City Overview

The graph of Real Market Values (RMV) versus Assessed Values (AV) shows below, the City's overall RMV has more than doubled over the past ten years due to the significant industrial and residential growth that the City is experiencing.



Major employers in the City of Umatilla



Company	Service	No. Employees
Two Rivers Correctional Institution	Correctional Facility	420
VA Data	Data/Technology	300
Umatilla School District	Education	220
JM Manufacturing Co.	Plastic Products Manufacturing	65
Simplot Grower Solutions	Agricultural Product Production	50
City of Umatilla	Government	42
South Basin Packing	Vegetable Packing Services	30
Columbia Harvest Foods	Grocery Store	30
Federal Employees	Government	25

*Some of these figures are estimates.

City Overview

Budget Process

Budgeting in the City of Umatilla

Umatilla prepares and adopts a budget in accordance with its city charter and ORS 294.305 - 294.565.

The law has two major objectives:

- Provide standard procedures for preparing, presenting, and administering local budgets
- Ensure citizen involvement in the preparation of the budget

This budget is presented in fund categories. A fund is a fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, and balances and changes, which are segregated for specific activities and objectives. Over-expenditures in any category are prohibited and unexpended budget appropriations lapse at fiscal year end. Funds are considered (1) governmental, (2) proprietary or (3) fiduciary. Governmental funds are used to account for most of the City's functions and include general, special revenue and debt service. Proprietary funds are enterprise funds used to account for city activities that are similar to those often found in the private sector. Fiduciary funds account for resources received and held by the City in a fiduciary capacity. The City of Umatilla does not currently have any fiduciary funds.

Under the City's expenditure limitation, total expenditures cannot exceed the appropriation budget. The budget can be amended through adoption of a supplemental budget. Supplemental budgets are adopted using public hearings and shall not extend beyond the budget period during which they are submitted. The City Manager has responsibility for management of the overall City budget and maintaining budgetary control at the approved appropriation level. Ongoing review and monitoring of revenues and expenditures is performed by the Finance Department and the respective operating department directors.

Citizens' Budget Committee

The Citizen's Budget Committee consists of the governing body plus seven legal voters appointed by the City Council for three-year terms. The Budget Committee meets annually to review budget and financial information. The first review of the budget occurs when the budget is presented to the committee; at that time, the budget is publicly available, and the committee begins their review of the budget presented by the City Manager. The committee may approve the proposed budget intact, or change part or all of it prior to final approval. After notices and publications are filed according to local budget law, the budget is forwarded to the council for formal adoption prior to June 30.

Budget Hearing and Adoption

A public hearing on the proposed budget is held before its final adoption at such time and place as the Budget Officer recommends. Notice of the public hearing, a brief summary of the proposed budget, and notice that the proposed budget is on file in the office of the City Clerk, is published no less than 5 days and no more than 25 in advance of the hearing. The complete proposed budget is placed on file for public inspection during office hours prior to the public hearing.

City Overview

Prior to June 30 of each year, the City Council sets a tax levy and certifies this levy to the County Assessor. Upon completion of the public hearing and the tax levy certification, but not later than June 30, the City Council adopts the budget and makes necessary appropriations by Resolution.

Budget Amendments

The budget may be amended during the fiscal year through adoption of a supplemental budget. Supplemental budgets are adopted through a similar process used for the regular budget (including the use of public hearings but excluding Citizens' Budget Committee meetings) and shall not extend beyond the end of the fiscal year. Supplemental budgets cannot be used to authorize a tax levy.

By transferring appropriations, the City usually has enough flexibility to carry out the programs prescribed in its adopted budget. There will be times, however, when an adopted budget has no authority to make certain expenditures or when revenues are received for which the City had no prior knowledge. In those cases it is possible to use a supplemental budget to authorize expenditures and/or appropriate additional revenues in the current budget period.

Accounting and Budgetary Basis

"Basis of Accounting" refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

For both accounting and budgetary purposes, the City of Umatilla uses a modified cash basis of accounting. Under this method, revenues are recognized when they become measurable and available. Measurable means that the dollar value of the revenue is known. Available means that it is collectible within the current period, or soon enough after the end of the current period to pay off liabilities of the current period.



City Overview

Budget Calendar

January - February

- ④ Hold informal department discussions
- ④ Gather next fiscal year revenue and expense predictions

March

- ④ Department directors submit formal budget requests
- ④ Working session with Budget Committee to discuss projects to be included in budget, funding sources, priorities, goals and expectations
- ④ Preliminary budget drafts prepared

April

- ④ Final budget review meetings with departments
- ④ Advertise notice of state revenue sharing uses
- ④ Budget Committee meetings are advertised
- ④ Finance performs final review and reconciliations and print proposed budgets
- ④ City Manager presents budget message and budget at the first Budget Committee meeting
- ④ Budget Committee discusses, deliberates and approves the budget
- ④ Budget is updated to reflect Committee changes

May

- ④ Prepare and publish Financial Summary and Notice of Budget Hearing
- ④ If necessary, publish Notice of Supplemental Budget Hearing

June

- ④ Council passes current year budget resolutions
- ④ Council passes resolution for state revenue sharing eligibility and proposed uses
- ④ Council holds Budget Hearing and adopts the Budget, makes appropriations and declares tax rate and bond levies



City of Umatilla Council Goals July 1, 2019 – June 30, 2021

1

Promote a Vibrant & Growing Community by Investing in & Support of Quality of Life Improvements



2

Promote Economic Development and Job Growth



3

Enhance & Cultivate Relationships, Partnerships, & Community Perceptions



4

Increase Public Involvement, Increase Transparency, & Enhance Cultural Diversity



5

Perform at the Highest Levels of Operational Excellence





City of Umatilla City Council Goals July 1, 2019 – June 30, 2021

Purpose: To sufficiently and appropriately manage and meet the community's expectations for high quality services, provide a general vision to manage growth and improvements, and to strengthen and diversify Umatilla's economic vitality and increase quality of life to our residents and visitors.

Guiding Principles: The City Council sets policy direction to guide staff implementation of these goals. The 2019 – 2021 City Council Goals are to serve as a vision for the City during this set duration and is not intended to be an exhaustive list of goals. This list of goals is representative in nature and without a hierarchy of priorities. Councilmembers will be a positive and resourceful representative for Umatilla and communicate well with residents, businesses, and our partners. City Council will support the City Manager to implement the operational aspects of these adopted goals.

Council Goals:

Goal 1: Promote a Vibrant and Growing Community by Investing in and Support of Quality of Life Improvements.

Desired Outcome: To sustain, grow, and enhance the City's Livability and Quality of Life by supporting and increasing public safety; encouraging increases in public health initiatives like community and private investments in medical facilities, wellness programs, and recreational activities; and emboldening a local culture that supports, encourages, promotes, and solicits events, festivals, and public gathering opportunities.

Objective 1.1: Support proactive and alternative community policing efforts that promote prevention, rehabilitation, and

City Council Goals 2019-2021

substance abuse circumvention. When possible, invest in early prevention services and programs.

Objective 1.2: At a minimum, maintain the FY19/20 Police Department staffing levels and funding and support a department with a high emphasis on officer training and purchasing of state-of-the-art police technologies and equipment.

Objective 1.3: Coordinate all major community events with the Police Department to help ensure public safety. Whenever possible, encourage officer presence at all major events as appropriate and as resources allow.

Objective 1.4: Financially and otherwise support the creation of new city-sponsored recreation programs for people of all ages. Increase and expand partnerships with other public facilities, like the Umatilla School District and others, for public use to support such programs.

Objective 1.5: Partner with other jurisdictional public health programs and private health providers in efforts to reduce tobacco use, marijuana use, substance abuse, reduce alcoholism, and reduce obesity. Seek grant opportunities to do so and give priority use of city-owned facilities to organizations that support these efforts.

Objective 1.6: Recognize the high benefit and resolve that one of the highest priorities to our community is to provide a city-wide trail and pathway system that encourages walking, jogging, biking, and mobile leisure as well as enhances public safety by reducing the risk of pedestrian/vehicle accidents.

Objective 1.6.1: While ensuring to be good stewards of the public's lands, every effort should be made to maximize river front trails and public access to our rivers and beautiful natural landscapes and views that includes our rivers, mountains, hills, wetlands, and desert features.

City Council Goals 2019-2021

Objective 1.6.2: Adopt the City of Umatilla Trails Master Plan no later than December 31, 2019. Ensure that public participation occurs and is encouraged throughout this entire process.

Objective 1.7: Research and determine the viability of the acquisition and eventual development of an all-new outdoor community festival and events facility with the capacity to host large events of at least 7,500 people. If possible, attempt to procure property with river front features.

Objective 1.8: Continue to cultivate professional relationships and partner with the Umatilla Chamber of Commerce. Work collaboratively to make mutually beneficial updates to the 2020 contract that promotes events, works to increase businesses, and encourages community memberships and participation. Determine the best use of city facilities that both supports the partnership and supports the community overall.

Objective 1.9: Invest in, support, and encourage downtown revitalization.

Objective 1.9.1: Increase city grant program funding to financially support and encourage facade improvements. If possible, work to increase the total amount available and the amount available for each applicant project.

Objective 1.9.2: Procure, through purchase and/or condemnation, unsafe, chronically vacant, or run-down buildings. Rehabilitate and/or refurbish such newly acquired buildings or work closely with developers and investors to do so. When appropriate, keep as publicly owned buildings; otherwise, make every effort to get the newly refurbished buildings back into private ownership to encourage business and economic growth.

Objective 1.9.3: Follow best practices and principles for downtown urban beautification; at a minimum, encourage tree plantings, flowers, ornamental lighting

City Council Goals 2019-2021

and fixtures, natural and manicured landscapes, and the like. If necessary, do so through code revisions.

Objective 1.10: Invest in at least one all-new large (more than 3,000 people per day) multi-day city-sponsored event/festival that will occur annually.

Objective 1.11: Make every effort to procure and achieve the “Festival Street” vision presented to City Council at their 2019 Council Retreat, that includes improvements to the Old Post Office (Umatilla Business Center), park, and possible procurement of the Umatilla School District’s maintenance building to eventually be converted into a Community Recreation Center.

Goal 2: Promote Economic Development and Job Growth

Desired Outcome: Achieve economic stability and sustained job growth, build a highly skilled and flexible local workforce, concentrate on retaining and expanding existing local businesses, recruit new businesses that are well-suited for success in our region, encourage education, strengthen tourism, promote and encourage the preservation of our historic assets and history, support residential and commercial developers, invest in infrastructure and technology, ensure adequate supply of development-ready lands for commercial/residential/industrial use, and encourage development that is environmentally sensitive.

Objective 2.1: Continue to strongly support and encourage the development of data centers.

Objective 2.2: Promote diversification of the commercial/industrial base.

Objective 2.3: Reduce barriers to economic growth. Listen to commercial and industrial developers, partners, staff, and the public to reduce such barriers.

City Council Goals 2019-2021

Objective 2.4: Cooperate with local educational institutions to coordinate training/skill requirements to meet the needs of local employers. Reduce barriers to obtaining necessary or upgraded job skills.

Objective 2.5: Cooperate with business, educational institutions, community organizations, and government to provide information to local businesses.

Objective 2.6: Assist local and non-local firms in finding appropriate development sites for expansion and encourage local employers to grow in-place.

Objective 2.7: Cooperate with other agencies and institutions to identify programs and services to assist in the creation of new small businesses.

Objective 2.8: Promote start-up businesses with both financial and technical assistance. Create a city-run business incubator program that helps new businesses off-set some of the risks of starting a new business.

Objective 2.9: Partner with the Chamber of Commerce and other organizations to create local programs which provide business development, information, and technical assistance.

Objective 2.10: Partner with other jurisdictions and/or private organizations whenever possible to pool resources and leverage funds.

Objective 2.11: Improve in the city's economic vitality and competitiveness by investing in our utility infrastructure, transportation systems, and recreational opportunities.

Objective 2.12: Improve the City's curb appeal.

Goal 3: Enhance and Cultivate Relationships, Partnerships, and Community Perceptions

City Council Goals 2019-2021

Desired Outcome: To enhance already positive local, regional, and state-wide relationships and to strengthen or improve poor relationships. To cultivate current partnerships and to expand partnerships that will help achieve Goals 1 and 2.

Objective 3.1: Strengthen community relations and improve public perception through proactive community engagement.

Objective 3.1.1: Create opportunities for residents to build relationships within their neighborhoods to foster social cohesion, sense of community, and broaden understanding.

Objective 3.2: Actively promote positive actions the City is providing in our community. Promotions may include, but are not limited to: events, parks programs, festivals, city services provided, City staff achievements, elected officials' achievements, completed projects, partnership achievements, etc.

Objective 3.3: Continue to build upon positive Police Community Engagement activities, especially in socio-economically challenged areas to create meaningful engagement opportunities.

Objective 3.4: Expand public involvement opportunities.

Objective 3.4.1: Actively solicit and encourage the community to become committee members, task force members, and to join advisory committees. Each position should be advertised prior to any appointment or re-appointment.

Objective 3.4.2: Whenever possible, provide opportunities for the public to provide feedback on strategic plans, master plans, improvements plans, etc. Participation should be made as accessible as possible and should utilize traditional methods such as town halls or in-person comment opportunities; and should utilize technology whenever possible.

City Council Goals 2019-2021

Objective 3.4.3: Encourage city-wide “Community Honor” activities such as Community Clean Up Days, Community Day of Service, Community Historical Celebrations, and similar.

Objective 3.4.4: Create a Mayor’s Choice: Citizen of the Year Award to be presented at either a major Community appreciation event or during a City Council meeting. The recipient of this award will have a day declared in their honor via Mayoral Proclamation.

Objective 3.4.5: Create programs in partnership with the School District and/or other education organizations to have students Pre-K through high school to come and lead City Council in the Pledge of Allegiance at each Regular Council Meeting.

Goal 4: Increase Public Involvement, Increase Transparency, and Enhance Cultural Diversity

Desired Outcome: To develop and implement highly efficient and transparent communication methods with the public, encourage public participation through each of our processes, and welcome and engage all members of our community by eliminating barriers of participation. Promote a higher sense of community spirit and inclusiveness through celebrating culture, tradition, history, holidays, and community achievements.

Objective 4.1: Invest in and utilize videoconferencing or webinar technology that will allow the public to interact with City Council or their appointed commissions/committees from anywhere with connection to the internet.

Objective 4.2: Create and continue to increase on-demand city information and data available to the public on the City’s website.

Objective 4.3: At least quarterly, publish a City newsletter to be circulated in print and online.

City Council Goals 2019-2021

Objective 4.4: At least once a year, host “town hall” or informational sessions for the public to come interactively discuss topics that are important to them.

Objective 4.5: Expand outreach to and engagement with residents who have limited English proficiency by developing and executing strategies specifically designed to build relationships and encourage participation with this citizen group.

Objective 4.6: Seek opportunities to partner with organizations that celebrate or teach about our diverse heritage. These may include education seminars, dances, festivals, trainings, or similar. Whenever possible, provide venue space to host such activities.

Objective 4.7: Create a Citizen’s Participation Guide resource tool. This online guide should demonstrate how to participate and where to get information.

Objective 4.8: Whenever possible, Council members or city officials should accept invitations or seek opportunities to speak/present in neighborhood groups, businesses, or other local boards or outside organizations to share information about City affairs and share these goals.

Goal 5: Perform at the Highest Levels of Operational Excellence

Desired Outcome: Provide exceptional customer service that exceeds the public’s expectations, invest in staff development, and sustain and improve the City’s financial positions.

Objective 5.1: Continue to invest in staff’s professional development.

Objective 5.2: Integrate a Customer Service element to annual employee performance evaluations.

City Council Goals 2019-2021

Objective 5.3: At least annually, poll the community regarding their level of satisfaction with any recent service they have received from the City.

Objective 5.4: Increase the number of customer self-service options for those who wish to limit their direct interaction with staff or elected officials.

Objective 5.5: Focus efforts on retention of employees. Ensure that wages and benefits are competitive, frequency of trainings are appropriate, and employee recognition and morale is a priority.

Objective 5.6: Expand social media presence. Use social media as part of our overall communication efforts and to also create opportunities of bolster our sense of community, celebrate our history and diversity, and create excitement for the work we are doing and events we are sponsoring.

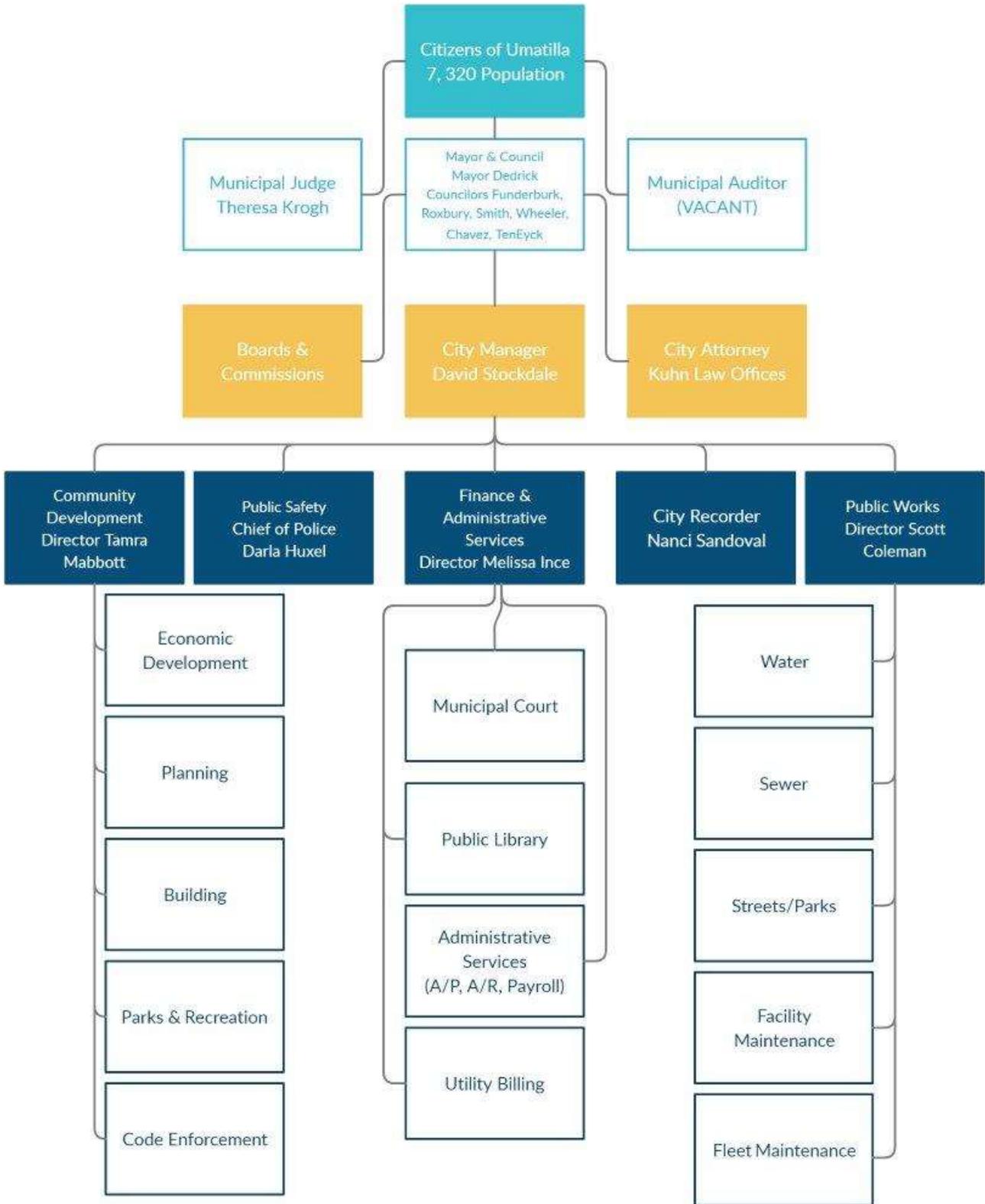
Objective 5.7: Receive the Government Finance Officers Association (GFOA) Distinguished Budget Award for the FY20/21 Budget.

Objective 5.8: At a minimum, maintain a prudent operational reserve of at least 20% in each of the following funds: General Fund, Street Fund, Water Fund, and Sewer Fund.

Objective 5.9: Establish a Fleet Replacement Fund that promotes and ensures safety, reduces maintenance costs, and plans for future major purchases.

Personnel

Organizational Chart



Personnel

Positions and Salary Ranges

Full Time Equivalent (FTE) Counts					Position Title	Compensation Plan (pay range by position)	
FY 16-17	FY 17-18	FY 18-19	Increase (Decrease)	FY 19-20		Low Step	High Step
					City Administration		
1	1	1		1	City Manager		123,200
0	0	0	1	1	Certified City Recorder	62,312	76,223
1	1	1	-1	0	City Recorder	51,480	65,685
0	0	0		0	Deputy City Recorder	43,915	56,033
0	0	0	0.5	0.5	Office Interns	7,540	8,700
2	2	2	0.5	2.5			
					Finance & Administrative Services		
1	1	1		1	Finance & Administrative Services Director	92,820	117,825
0	0	0		0	Human Resources Manager	72,332	91,440
0	0	0.25	0.75	1	Administrative Services Manager	72,287	84,967
0	0	0		0	Accounting Tech	43,915	56,033
1	1	1		1	Utility Billing Clerk	41,502	52,954
0	0	0		0	Senior Office Clerk	41,502	52,954
0	0	0		0	Office Clerk	37,252	47,531
2	2	2.25	0.75	3			
					Municipal Court		
1	1	1		1	Municipal Judge	43,915	56,033
0	0	0	0.5	0.5	Court Clerk	41,502	52,954
1	1	1	0.5	1.5			
					Library		
1	1	1		1	Library Director	43,915	56,033
1	1	1		1	Library Aide	30,849	39,361
1	1	1		1	Part Time Library Aide		
3	3	3	0	3			
					Community Development		
0	0.75	1		1	Community Development Director	91,117	106,557
0	0	0		0	Certified & Licensed Building Official/Inspector	72,332	91,440
0	0	0.25	0.75	1	Development and Recreation Manager	72,287	84,967
0	0	0		0	Principal Planner	72,332	91,440
1	1	1		1	Senior Planner	72,287	84,967
0	0	0	1	1	Associate Planner	62,312	76,223
0	0	0		0	Building Official/Inspector	62,312	76,223
0	1	0.75	-0.75	0	Community Development Coordinator	51,480	65,685
0	0	1		1	Planning and Code Specialist	51,732	70,344
1	2.75	4	1	5			

Personnel – Positions and Salary Ranges Continued

Full Time Equivalent (FTE) Counts					Position Title	Compensation Plan (pay range by position)	
FY 16-17	FY 17-18	FY 18-19	Increase (Decrease)	FY 19-20		Low Step	High Step
					Public Works		
1	1	1		1	Public Works Director	91,640	112,214
1	0	1		1	Public Works Superintendent	72,332	91,440
1	1	1		1	Public Works Supervisor	72,287	84,967
5	5	4	-1	3	Public Works Lead	51,480	65,685
0	0	0		0	Maintenance Worker II	43,915	56,033
5	5	5		5	Maintenance Worker I	41,502	52,954
1	1	1		1	Seasonal Worker	14,560	14,560
14	13	13		12			
					Police		
1	1	1		1	Police Chief	92,820	117,825
1	1	1		1	Police Lieutenant	91,117	106,557
1	2	2		2	Police Sargeant	72,332	91,440
8	7	8	0.5	8.5	Police Officer	51,732	70,344
1	1	0		0	Code Enforcement Officer	-	-
1	1	1		1	Dispatcher	42,996	58,464
1	1	1		1	Police Office Clerk	9,969	40,139
14	14	14	0.5	14.5			
37	37.75	39.25	2.25	41.5	Total Full-Time Equivalent (FTEs)		



City Staff at 2019 Employee Appreciation Breakfast

Budget Summary

Description of Funds

Governmental Funds - The City of Umatilla has four types of governmental funds. The general fund is a government's basic operating fund and accounts for everything not accounted for in another fund. Special revenue funds are intended to be used to report specific revenue sources that are limited to being used for a particular purpose. Debt service funds account for the repayment of debt. Capital projects funds account for the construction, rehabilitation, and acquisition of capital assets, such as buildings, equipment and roads. Here is a listing of all governmental funds.

General Fund

The General Fund is the City's general operating fund, and it accounts for the administrative, planning, municipal court, cemetery and park maintenance, marina, police protection and code enforcement functions of the City. Principal sources of cash consist of licenses, permits and fees, franchise fees, fines and forfeitures, investment income, and tax base levy.

Street Fund

The Street Fund accounts for the City's share of the State of Oregon's special gas tax revenues. This revenue is restricted to street related maintenance, repair, and construction, streetlights, and maintaining bike paths.

Capital Reserve Fund

The Capital Reserve Fund was established for the purpose of replacing public works, police and city hall equipment as needed. Revenue is derived from transfers from the water, sewer, street, and general funds.

Library Fund

The Library Fund accounts for the City's library. Revenue is derived from the Umatilla County Library District tax base levy, as well as a transfer from the General Fund. Expenditures are for the cost of operations and salaries of personnel. The city council appoints five members to the library board. The board meets once a month to review the library's activities. Libraries, within the district, can access each other's book inventory lists. The libraries can exchange and borrow books from each other. This is important to our small library because of the limited space and funds for books.

Refuse Collection Fund

The Refuse Collection Fund is a pass-through fund. The City contracts with Sanitary Disposal, Inc. for waste management services. The City bills for the garbage services and retains 16% of the total collected which is split between a franchise fee (5%) and administrative fee (11%).

Building Department Fund

The Building Department Fund accounts for all revenue generated from building and electrical permit activity. The City of Umatilla collects the permit applications and fees and contracts with the City of Hermiston for inspection services based upon an hourly rate, plus 50% of plan review fees collected.

Budget Summary

Debt Service Fund

The Debt Service Fund was established to account for principal and interest transactions on the City's general obligation bonds. The Debt Service Fund receives a portion of the property tax levy and acts as a reserve and sinking fund for bonded debt liability. This fund is used to pay general obligation bonds. These bonds are voter approved and paid with property taxes. Each year the city figures out how much it needs to pay bonds for that year and through December of the following year. The city then levies that amount plus an amount for uncollected taxes.

General obligation bonds are not subject to the property tax limitation, if they are voter approved and used for capital construction.

With the payoff of the 1978 Water Bond in December 2018, there was no need to levy any additional taxes for Debt Service this year.

Transient Room Tax Fund

The Transient Room Tax Fund accounts for motel tax revenues the City receives from motel customers. The expenditure division is in accordance with state law with 70% of receipts going to tourism related projects and 30% to the general city projects. The city collects 3.5% as a tax on rooms as set by vote of the people. The City also collects a Tourism Promotion Assessment of \$2.00 per hotel room rented per night and \$1.00 per RV/Tent Site rented per night. This money is remitted quarterly to the Eastern Oregon Trade and Event Center to promote tourism in the region and aid in construction of the facility.

Building Reserve Fund

The Building Reserve Fund was established for the purpose of purchasing and retiring debt on City Hall. Revenue is derived from the enterprise fund payments in lieu of taxes made by Calpine (formerly US Generating).

Proprietary Funds - The City maintains one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in government-wide financial statements. The City uses enterprise funds to account for its local water and sewer services.

Water Fund

The Water Fund accounts for operating the water system of the City. Revenue is derived from charges for services to water users and expenditures are for costs of personnel salaries, and operations and maintenance of the city's water system.

Sewer Fund

The Sewer Fund accounts for operating the City's sewer system and treatment facility. Revenue is derived from charges for services to sewer users and expenditures are for personnel, operation and maintenance costs and payment on the loan for the sewer plant.

Budget Summary

Water & Sewer Reserve Funds

The Water and Sewer Reserve Funds were established for the purpose of replacing major capital improvements in the water and sewer department. Revenue is derived from transfers from the water and sewer departments, System Development Charges on new construction and reimbursements received from financing capital projects.



Budget Summary

Understanding the Budget Format

The City of Umatilla presents budgeted financial information in tables by fund, and for the General Fund, by department. Each table includes several columns:

	Historical Data			Next FY Budget		
	Actual FY 2016-17	Actual FY 2017-18	Budget FY 2018-19	Proposed FY 2019-20	Approved FY 2019-20	Adopted FY 2019-20
Column 1	Column 2	Column 3	Column 4	Column 5	Column 6	Column 7

Column 1 – Description

Resources are grouped by revenue type; requirements are grouped by expenditure type.

Column 2, 3 & 4 – Actual historical data for prior three years

Revenues and expenditures for the prior fiscal years are shown in the second, third and fourth columns of the budget detail for each fund.

Column 5, 6 & 7 – Next fiscal year budget figures

Revenues and expenditures for the next fiscal year are shown on a proposed, approved and adopted basis.

Budget Summary

City Budget at a Glance: Consolidated Revenues and Expenditures by Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
General Fund	\$ 3,954,104	\$ 4,680,231	\$ 5,086,573	\$ 8,312,474	\$ 8,312,474	\$ 8,312,474
Water Fund	\$ 1,024,034	\$ 1,140,036	\$ 1,225,383	\$ 1,450,322	\$ 1,450,322	\$ 1,450,322
Sewer Fund	\$ 1,779,642	\$ 1,978,039	\$ 2,127,521	\$ 2,206,591	\$ 2,206,591	\$ 2,206,591
Street Fund	\$ 1,018,822	\$ 987,299	\$ 1,637,581	\$ 3,599,942	\$ 3,599,942	\$ 3,599,942
Capital Reserve Fund	\$ 1,485,335	\$ 1,476,686	\$ 1,966,569	\$ 7,447,204	\$ 7,447,204	\$ 7,447,204
Library Fund	\$ 298,493	\$ 334,108	\$ 322,902	\$ 348,090	\$ 348,090	\$ 348,090
Refuse Fund	\$ 664,864	\$ 801,637	\$ 844,510	\$ 874,106	\$ 874,106	\$ 874,106
Building Department Fund	\$ 505,112	\$ 1,360,304	\$ 1,509,640	\$ 2,920,163	\$ 2,920,163	\$ 2,920,163
Debt Service Fund	\$ 96,343	\$ 82,816	\$ 20,214	\$ -	\$ -	\$ -
Transient Room Tax Fund	\$ 275,834	\$ 311,698	\$ 322,403	\$ 310,899	\$ 310,899	\$ 310,899
Building Reserve Fund	\$ 204,605	\$ 222,741	\$ 240,005	\$ 261,742	\$ 261,742	\$ 261,742
Water Reserve Fund	\$ 555,373	\$ 577,212	\$ 1,333,636	\$ 785,953	\$ 785,953	\$ 785,953
Sewer Reserve Fund	\$ 1,344,554	\$ 1,561,123	\$ 4,139,098	\$ 4,168,699	\$ 4,168,699	\$ 4,168,699
Total Resources	\$ 13,207,115	\$ 15,513,930	\$ 20,776,035	\$ 32,686,185	\$ 32,686,185	\$ 32,686,185
Requirements						
General Fund	\$ 2,782,055	\$ 3,085,424	\$ 5,086,573	\$ 8,312,474	\$ 8,312,474	\$ 8,312,474
Water Fund	\$ 967,971	\$ 1,031,590	\$ 1,225,383	\$ 1,450,322	\$ 1,450,322	\$ 1,450,322
Sewer Fund	\$ 1,338,085	\$ 1,412,031	\$ 2,127,521	\$ 2,206,591	\$ 2,206,591	\$ 2,206,591
Street Fund	\$ 505,322	\$ 583,893	\$ 1,637,581	\$ 3,599,942	\$ 3,599,942	\$ 3,599,942
Capital Reserve Fund	\$ 501,633	\$ 275,328	\$ 1,966,569	\$ 7,447,204	\$ 7,447,204	\$ 7,447,204
Library Fund	\$ 182,211	\$ 201,617	\$ 322,902	\$ 348,090	\$ 348,090	\$ 348,090
Refuse Fund	\$ 605,203	\$ 715,614	\$ 844,510	\$ 874,106	\$ 874,106	\$ 874,106
Building Department Fund	\$ 110,740	\$ 258,356	\$ 1,509,640	\$ 2,920,163	\$ 2,920,163	\$ 2,920,163
Debt Service Fund	\$ 63,062	\$ 63,062	\$ 20,214	\$ -	\$ -	\$ -
Transient Room Tax Fund	\$ 67,413	\$ 95,780	\$ 322,403	\$ 310,899	\$ 310,899	\$ 310,899
Building Reserve Fund	\$ 117,221	\$ 117,221	\$ 240,005	\$ 261,742	\$ 261,742	\$ 261,742
Water Reserve Fund	\$ 127,431	\$ 159,656	\$ 1,333,636	\$ 785,953	\$ 785,953	\$ 785,953
Sewer Reserve Fund	\$ 304,402	\$ 323,255	\$ 4,139,098	\$ 4,168,699	\$ 4,168,699	\$ 4,168,699
Total Requirements	\$ 7,672,749	\$ 8,322,827	\$ 20,776,035	\$ 32,686,185	\$ 32,686,185	\$ 32,686,185

General Fund & Departments Within

General Fund

The General Fund is a governmental fund used to account for the City's administrative, planning, municipal court, cemetery and park maintenance, marina, police protection and code enforcement functions of the City.



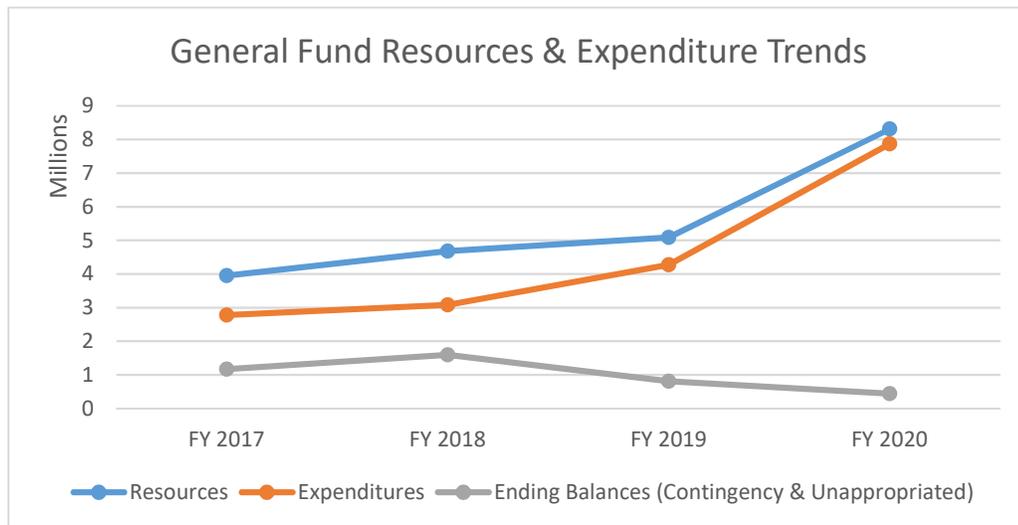
General Fund Budget Highlights:

- Property taxes continue to increase as a result of industrial and residential development, particularly related to the data centers.
- The first revenue from the Strategic Investment Program (SIP) agreement should be received in the 2019-2020 fiscal year.
- Electrical franchise revenue has leveled off now that the \$500,000 annual cap with Umatilla Electric has been reached. That amount will be re-evaluated during the next negotiation in March 2020.
- The budget demonstrates a strong emphasis on public safety by continuing to fund all officer positions, including the newly created position from the last fiscal year.
- The budget also reflects an added emphasis on recreation programming, as well as training and technology across all departments.
- Personnel costs are increasing as a result of added FTEs and rising health insurance and PERS rates.

General Fund & Departments Within

General Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 893,140	\$ 1,172,294	\$ 1,593,679	\$ 1,521,343	\$ 1,521,343	\$ 1,521,343
Property Taxes	\$ 704,125	\$ 935,649	\$ 1,150,600	\$ 1,672,432	\$ 1,672,432	\$ 1,672,432
Franchise Fees	\$ 827,226	\$ 768,107	\$ 773,877	\$ 789,530	\$ 789,530	\$ 789,530
Fees & Charges	\$ 431,808	\$ 462,531	\$ 445,120	\$ 457,400	\$ 457,400	\$ 457,400
Intergovernmental	\$ 941,357	\$ 994,759	\$ 1,052,797	\$ 1,026,570	\$ 1,026,570	\$ 1,026,570
Interest	\$ 11,755	\$ 21,300	\$ 18,000	\$ 50,000	\$ 50,000	\$ 50,000
Miscellaneous	\$ 133,193	\$ 314,091	\$ 51,000	\$ 2,633,192	\$ 2,633,192	\$ 2,633,192
Transfers from Other Funds	\$ 11,500	\$ 11,500	\$ 1,500	\$ 162,007	\$ 162,007	\$ 162,007
Total Resources	\$ 3,954,104	\$ 4,680,231	\$ 5,086,573	\$ 8,312,474	\$ 8,312,474	\$ 8,312,474
Requirements						
Personnel Services	\$ 1,422,537	\$ 1,614,588	\$ 2,004,761	\$ 2,565,854	\$ 2,565,854	\$ 2,565,854
Materials & Services	\$ 978,552	\$ 1,150,616	\$ 1,627,059	\$ 4,793,024	\$ 4,793,024	\$ 4,793,024
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 363,685	\$ 312,920	\$ 621,700	\$ 493,596	\$ 493,596	\$ 493,596
Capital Outlay	\$ 17,280	\$ 7,301	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Reserves:						
Contingency	\$ -	\$ -	\$ 435,203	\$ 50,000	\$ 50,000	\$ 50,000
Unappropriated Ending Fund Balance	\$ 1,172,050	\$ 1,594,806	\$ 377,850	\$ 390,000	\$ 390,000	\$ 390,000
Total Requirements	\$ 3,954,104	\$ 4,680,231	\$ 5,086,573	\$ 8,312,474	\$ 8,312,474	\$ 8,312,474



General Fund & Departments Within

Administration



The Administration Department consists of the five main sections as listed below. These sections define the Administration Department for operating and budget adoption purposes.

City Manager's Office

The City Manager is in charge of day-to-day operations of the city, ensuring that all functions of the city perform in an effective and efficient manner. This is done through planning, review and evaluation of services. The Manager also works to implement the policies and goals established by the City Council through resolutions, ordinances and budget.

City Hall

Includes maintenance expenditures for City Hall and City owned property not otherwise assigned to a specific fund or department such as the Umatilla Community Center.

Mayor and City Council

The Mayor and City Council have funds allocated to cover annual goal setting and training opportunities.

Finance & Administrative Services

The Finance & Administrative Services Department coordinates the preparation of the City's annual budget and provides valuable financial information to the City's Budget Committee and City Council. It is essential that the City's decision makers have current, accurate financial information when determining budgetary priorities and levels of service. This department provides accounting services for all City financial operations, including payroll and fringe benefits, accounts payable, accounts receivable and general ledger accounting.

City Recorder

The City Recorder is responsible for the maintenance of all city records and documents, as well as the public notification process. The recorder performs a variety of duties supporting the City Council, City Manager and Committees, Boards, and Commissions and maintains responsibility for the City's municipal codes for resolutions and ordinance and serves as the City's Election Officer.

General Fund & Departments Within

Administration

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Personnel Services						
Salaries & Wages	\$ 20,958	\$ 30,042	\$ 80,168	\$ 164,504	\$ 164,504	\$ 164,504
Employee Benefits	\$ 6,407	\$ 12,234	\$ 24,901	\$ 68,271	\$ 68,271	\$ 68,271
Total Personnel Services	\$ 27,365	\$ 42,276	\$ 105,069	\$ 232,775	\$ 232,775	\$ 232,775
Materials & Services						
City Attorney	\$ 5,418	\$ 21,868	\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000
Supplies	\$ 3,718	\$ 4,102	\$ 3,750	\$ 6,000	\$ 6,000	\$ 6,000
Postage	\$ 1,726	\$ 1,816	\$ 1,850	\$ 2,100	\$ 2,100	\$ 2,100
Telephone	\$ 1,753	\$ 2,363	\$ 2,700	\$ 1,800	\$ 1,800	\$ 1,800
Printing/Advertising	\$ 5,952	\$ 7,743	\$ 8,700	\$ 9,000	\$ 9,000	\$ 9,000
Training/Travel	\$ 6,586	\$ 6,429	\$ 12,500	\$ 32,300	\$ 32,300	\$ 32,300
Insurance	\$ 2,213	\$ 2,304	\$ 2,310	\$ 2,600	\$ 2,600	\$ 2,600
Audit	\$ 15,450	\$ 16,100	\$ 16,100	\$ 16,250	\$ 16,250	\$ 16,250
Elections	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Umatilla Promotion	\$ 2,825	\$ 3,263	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Dues & Fees	\$ 8,097	\$ 6,005	\$ 6,250	\$ 9,200	\$ 9,200	\$ 9,200
Building Maintenance	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
Safety Committee	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Lease/Easement Renewals	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
Miscellaneous	\$ 5,061	\$ 7,236	\$ 60,000	\$ 25,000	\$ 25,000	\$ 25,000
Mayor/Council Expenses	\$ 9,065	\$ 11,519	\$ 12,500	\$ 15,000	\$ 15,000	\$ 15,000
City Manager Expenses	\$ -	\$ -	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
Neighborhood Cleanups	\$ 2,188	\$ 1,754	\$ -	\$ -	\$ -	\$ -
Downtown Revitalization Grant	\$ -	\$ 4,899	\$ -	\$ -	\$ -	\$ -
Employee Education Assistance	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Computer Support	\$ 7,189	\$ 7,543	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Employee Appreciation	\$ -	\$ -	\$ -	\$ 10,500	\$ 10,500	\$ 10,500
Enterprise Zone CSF Funds	\$ -	\$ -	\$ -	\$ 779,404	\$ 779,404	\$ 779,404
SIP CSF Funds	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000
SIP Annual Improvement Payment	\$ -	\$ -	\$ -	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Total Materials & Services	\$ 77,241	\$ 104,944	\$ 225,660	\$ 3,155,654	\$ 3,155,654	\$ 3,155,654
Administration Total	\$ 104,606	\$ 147,220	\$ 330,729	\$ 3,388,429	\$ 3,388,429	\$ 3,388,429
Note: Building Maintenance and Computer Support were previously found in the Capital Reserve Fund under Materials and Services.						

General Fund & Departments Within

Community Development

The Community Development Department was created in 2017. For operational purposes, this department includes Planning, Economic Development, Parks & Recreation, Code Enforcement and Building. For budget purposes, this section includes the Planning and Economic Development divisions. The Parks & Recreation, Code Enforcement and Building divisions each have their own budget sections.

The Community Development/Planning Department, under the direction of the Community Development Director, provides four primary services: current planning, long-range planning, citizen involvement, and economic development. They also initiate and facilitate community dialogues about how the community would like to see Umatilla grow now and in the future.

Core Services

Current Planning

- Direct and administer the day to day land use, development and zoning related activities of the City.
- Respond to citizen issues regarding alleged land-use offenses.

Long Range Planning

- Maintain and update the comprehensive plan; analyze and forecast economic growth related trends; and, assist in the preparation of utility master plans (i.e., transportation, water, sewer and parks) as per local, state or federal dictates.
- Initiate strategic long-range plans that reflect the community's values and opportunities.
- Inform the City Council on matters of land use policy that affect Umatilla

Citizen Involvement

- Support the Umatilla Planning Commission.
- Ensure that the City is reaching out and allowing opportunities for public input and engagement in city planning activities.
- Continue to promote public outreach as the hallmark of city programs and projects.

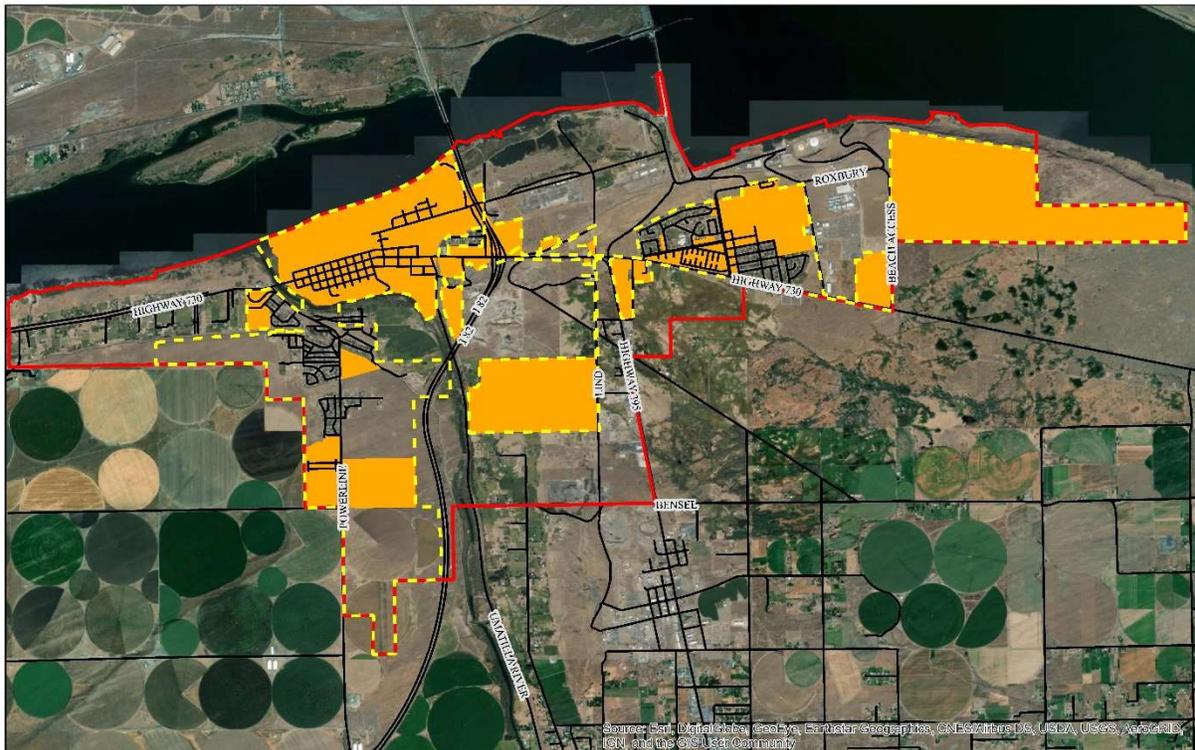
Economic Development

- Advise and assist public, business and industry, and other agencies directly or indirectly involved in Umatilla's economic development.
- Work as a partner in collaboration with the Umatilla Chamber of Commerce and Port of Umatilla to promote economic development within the city.

General Fund & Departments Within Community Development

2018-2019 Fiscal Year Applications

Number of Applications	Type of Application
1	Appeal
3	Conditional Use
31	Fence Permits
3	Partition
1	Property Line Adjustment
2	Replat
4	Sign Permits
5	Site Plan Review
1	Subdivision
2	Variance
2	Zone Change
12	Zoning Permits (Urban Growth Area)
	Total Permits Issued



GREATER UMATILLA ENTERPRISE ZONE

Legend

- Umatilla City Limits
- Urban Growth Boundary
- Streets
- Greater Umatilla Enterprise Zone

Miles
0 0.5 1 1.5 2

MAP DISCLAIMER: No warranty is made as to the accuracy, reliability or completeness of this data. Map should be used for reference purposes only. Not survey grade or for legal use. Created by Brandon Sultz, on 7/8/2019

General Fund & Departments Within

Community Development

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Personnel Services						
Salaries & Wages	\$ 55,919	\$ 107,285	\$ 108,088	\$ 118,476	\$ 118,476	\$ 118,476
Employee Benefits	\$ 29,708	\$ 48,129	\$ 48,433	\$ 66,067	\$ 66,067	\$ 66,067
Total Personnel Services	\$ 85,627	\$ 155,414	\$ 156,521	\$ 184,543	\$ 184,543	\$ 184,543
Materials & Services						
Code Enforcement	\$ 1,203	\$ (209)	\$ -	\$ -	\$ -	\$ -
City Attorney	\$ 4,708	\$ 50,489	\$ 75,000	\$ 70,000	\$ 70,000	\$ 70,000
Engineering/Consultants	\$ -	\$ 3,887	\$ 85,000	\$ 165,000	\$ 165,000	\$ 165,000
Capital Improvement Planning	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000	\$ 60,000
Supplies	\$ 849	\$ 2,816	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
Printing/Advertising	\$ 2,115	\$ 6,534	\$ 6,000	\$ 5,000	\$ 5,000	\$ 5,000
Training/Travel	\$ 6,747	\$ 10,845	\$ 12,500	\$ 17,400	\$ 17,400	\$ 17,400
RARE Student	\$ 22,000	\$ 23,500	\$ -	\$ -	\$ -	\$ -
Dues & Fees	\$ 720	\$ 1,416	\$ 1,000	\$ 2,000	\$ 2,000	\$ 2,000
Downtown Façade Grants	\$ -	\$ -	\$ 25,000	\$ 50,000	\$ 50,000	\$ 50,000
Miscellaneous	\$ -	\$ 1,601	\$ 5,000	\$ 4,000	\$ 4,000	\$ 4,000
Planning Commission Expenses	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Computer Support	\$ 1,881	\$ 3,395	\$ -	\$ -	\$ -	\$ -
Total Materials & Services	\$ 40,223	\$ 104,274	\$ 212,500	\$ 377,400	\$ 377,400	\$ 377,400
Community Development Total	\$ 125,850	\$ 259,688	\$ 369,021	\$ 561,943	\$ 561,943	\$ 561,943

Community Development Budget Highlights:

- The 2019-2020 budget includes a new FTE Associate Planner position. The City's Senior Planner is completing his building certifications to transition into the City's first ever dedicated Building Inspector/Official.
- City staff has been working with Seder Architecture & Urban Design on the Umatilla Business Center, a renovation and expansion of the old post office building. This annex building will house the Community Development Department and have the potential to serve as a business incubator for business owners on one side, while providing a multi-use room for events and meetings on the other. This budget includes \$35,000 for architectural fees and another \$665,000 for construction costs.

General Fund & Departments Within

Municipal Court

The Umatilla Municipal Court is part of the integrated judicial system for Oregon and serves as the judicial system for the City of Umatilla. This court handles traffic and criminal misdemeanor violations, Port of Entry citations and City ordinance violations.



	Historical Data					
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Personnel Services						
Salaries & Wages	\$ 38,108	\$ 37,024	\$ 39,679	\$ 80,791	\$ 80,791	\$ 80,791
Employee Benefits	\$ 17,644	\$ 19,323	\$ 20,675	\$ 38,433	\$ 38,433	\$ 38,433
Total Personnel Services	\$ 55,752	\$ 56,347	\$ 60,354	\$ 119,224	\$ 119,224	\$ 119,224
Materials & Services						
Officiation Services	\$ 600	\$ 550	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
City Attorney	\$ 1,516	\$ 780	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
NSF Checks	\$ 947	\$ 135	\$ 1,000	\$ 1,500	\$ 1,500	\$ 1,500
Supplies	\$ 1,283	\$ 1,393	\$ 1,250	\$ 1,750	\$ 1,750	\$ 1,750
Postage	\$ 25	\$ 25	\$ 50	\$ 50	\$ 50	\$ 50
Telephone	\$ 423	\$ 558	\$ 600	\$ 600	\$ 600	\$ 600
Training/Travel	\$ 2,985	\$ -	\$ 2,000	\$ 2,400	\$ 2,400	\$ 2,400
Insurance	\$ 1,752	\$ 1,874	\$ 1,890	\$ 2,000	\$ 2,000	\$ 2,000
Refunds	\$ 15,686	\$ 27,256	\$ 25,000	\$ 28,000	\$ 28,000	\$ 28,000
Dues & Fees	\$ 267	\$ 100	\$ 275	\$ 275	\$ 275	\$ 275
State & County Assessments	\$ 380,025	\$ 410,635	\$ 400,000	\$ 425,000	\$ 425,000	\$ 425,000
Miscellaneous	\$ -	\$ 68	\$ 100	\$ 100	\$ 100	\$ 100
Computer Support	\$ -	\$ 60	\$ -	\$ -	\$ -	\$ -
Total Materials & Services	\$ 405,509	\$ 443,434	\$ 435,665	\$ 465,175	\$ 465,175	\$ 465,175
Municipal Court Total	\$ 461,261	\$ 499,781	\$ 496,019	\$ 584,399	\$ 584,399	\$ 584,399

Citations issued by the Oregon Department of Transportation (ODOT) and the Umatilla Police Department (UPD) by Calendar Year

	ODOT Citations	UPD Citations	Total Citations
2015	2,843	801	3,644
2016	2,739	806	3,545
2017	2,575	838	3,413
2018	2,791	801	3,592

Municipal Court Budget Highlights:

- The 2019-2020 budget includes a new FTE Court Clerk position. The City's Municipal Judge is retiring mid-year. Judge Krogh will continue to contract with the City part-time and the Court Clerk will take over the daily administrative functions of the Municipal Court.

General Fund & Departments Within Parks & Recreation Department

The Parks and Recreation Department is responsible for the maintenance and operation of the city's parks and open space, recreation activities, and special events and activities in the community. With the creation of the Development and Recreation Manager position during the last fiscal year, the City's Parks and Recreation Department is evolving to become a more robust, full-service program.



Mayor Dedrick and City Manager Stockdale were joined by Councilmembers Funderburk and Smith, as well as representatives from the Good Shepherd Health Foundation and Kiwanis Club of Hermiston, for the Ribbon Cutting of the new playground and basketball court at Kiwanis Park.

**General Fund & Departments Within
Parks & Recreation Department**

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Personnel Services						
Salaries & Wages	\$ 61,526	\$ 80,670	\$ 110,580	\$ 217,889	\$ 217,889	\$ 217,889
Employee Benefits	\$ 37,331	\$ 50,094	\$ 57,266	\$ 112,641	\$ 112,641	\$ 112,641
Total Personnel Services	\$ 98,857	\$ 130,764	\$ 167,846	\$ 330,530	\$ 330,530	\$ 330,530
Materials & Services						
Engineering	\$ 5,399	\$ 3,713	\$ 10,000	\$ 60,000	\$ 60,000	\$ 60,000
Contracted Services	\$ -	\$ -	\$ -	\$ 12,500	\$ 12,500	\$ 12,500
Supplies	\$ 119	\$ 220	\$ 200	\$ 500	\$ 500	\$ 500
Training/Travel	\$ 122	\$ 208	\$ 2,200	\$ 10,400	\$ 10,400	\$ 10,400
Insurance	\$ 890	\$ 887	\$ 945	\$ 1,000	\$ 1,000	\$ 1,000
Uniform Allowance	\$ 216	\$ 450	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000
Gas/Oil	\$ 6,080	\$ 7,151	\$ 5,500	\$ 7,500	\$ 7,500	\$ 7,500
Electricity	\$ 1,617	\$ 2,478	\$ 1,500	\$ 1,600	\$ 1,600	\$ 1,600
Dues & Fees	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	\$ 1,500
Equipment Operation	\$ 4,601	\$ 3,531	\$ 5,500	\$ 7,500	\$ 7,500	\$ 7,500
Park Maintenance	\$ 9,527	\$ 10,641	\$ 35,000	\$ 60,000	\$ 60,000	\$ 60,000
Recreation Programs	\$ -	\$ -	\$ 3,000	\$ 15,000	\$ 15,000	\$ 15,000
Tree Maintenance/Program	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Miscellaneous	\$ 93	\$ 1,566	\$ 500	\$ 1,000	\$ 1,000	\$ 1,000
Park & Rec Committee	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
Total Materials & Services	\$ 28,664	\$ 30,845	\$ 74,845	\$ 190,000	\$ 190,000	\$ 190,000
Capital Outlay						
Equipment	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Total Capital Outlay	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Parks & Recreation Total	\$ 127,521	\$ 161,609	\$ 242,691	\$ 525,530	\$ 525,530	\$ 525,530

Parks & Recreation Budget Highlights:

- The Parks & Recreation Department applied for a planning grant from Oregon Parks and Recreation Department (OPRD) that, if granted, will allow for the completion of the City's Parks Master Plan. This grant has a \$10,000 cash match and another \$6,000 in-kind match.
- The parks crew will be focusing on several maintenance projects in the 2019-2020 fiscal year, including irrigation work at Landing and Hash Parks as well as replacing the irrigation and hydroseeding the Nugent Park baseball field.

General Fund & Departments Within

Umatilla Marina & RV Park

The City of Umatilla operates the Umatilla Marina & RV Park under a long-term lease with the US Army Corps of Engineers. The RV Park offers 35 spacious RV and tent sites with incredible views of the Columbia River. The Umatilla Marina offers berthing for up to 97 boats ranging in length from 24 to 60 feet.



General Fund & Departments Within

Umatilla Marina & RV Park

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Materials & Services						
Attorney Fees	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Contracted Services	\$ -	\$ -	\$ -	\$ 110,000	\$ 110,000	\$ 110,000
Supplies	\$ 5,954	\$ 3,577	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500
Postage	\$ 307	\$ 254	\$ 300	\$ 300	\$ 300	\$ 300
Fuel/Oil/Ice for Resale	\$ 14,580	\$ 20,572	\$ 22,500	\$ 20,000	\$ 20,000	\$ 20,000
Telephone	\$ 1,691	\$ 2,005	\$ 5,500	\$ 4,000	\$ 4,000	\$ 4,000
Printing/Advertising	\$ 5,883	\$ 5,636	\$ 6,000	\$ 7,500	\$ 7,500	\$ 7,500
Insurance	\$ 9,688	\$ 10,908	\$ 11,519	\$ 12,475	\$ 12,475	\$ 12,475
Refunds	\$ 5,160	\$ 5,996	\$ 5,500	\$ 5,500	\$ 5,500	\$ 5,500
Electricity	\$ 38,966	\$ 35,563	\$ 39,000	\$ 36,000	\$ 36,000	\$ 36,000
Dues & Fees	\$ 10,534	\$ 14,325	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Park Maintenance	\$ 194,378	\$ 201,687	\$ 214,000	\$ 64,000	\$ 64,000	\$ 64,000
Transient Room Tax	\$ 10,206	\$ 9,423	\$ 10,500	\$ 13,550	\$ 13,550	\$ 13,550
Computer Support	\$ -	\$ 975	\$ 5,000	\$ 2,500	\$ 2,500	\$ 2,500
Total Materials & Services	\$ 297,347	\$ 310,921	\$ 356,319	\$ 312,825	\$ 312,825	\$ 312,825
Capital Outlay						
Equipment	\$ 10,000	\$ 3,921	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Capital Outlay	\$ 10,000	\$ 3,921	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Marina & RV Park Total	\$ 307,347	\$ 314,842	\$ 361,319	\$ 317,825	\$ 317,825	\$ 317,825

Marina & RV Park Budget Highlights:

- The City has a contract for concessionaire site management of the Marina & RV Park. This work includes the day to day operations at the marina, RV park and day use areas. The current contract is expiring in the fall of 2019 and a Invitation for Proposals will be sent out. The contract expense was previously included in the park maintenance line item. This year it is broke out separately under contracted services.
- Upon recommendation from Good Sam, staff will be reviewing the nightly rates of the RV park. Their market analysis revealed that the rates are significantly under the amount that parks with similar amenities are charging. Increased rates could help fund improvements to the park.

Current Rates:

- RV Sites - \$34.00/night
- Tent Sites - \$20.00/night
- Moorage – ranges from \$75-\$180/month depending on dock and maximum boat length



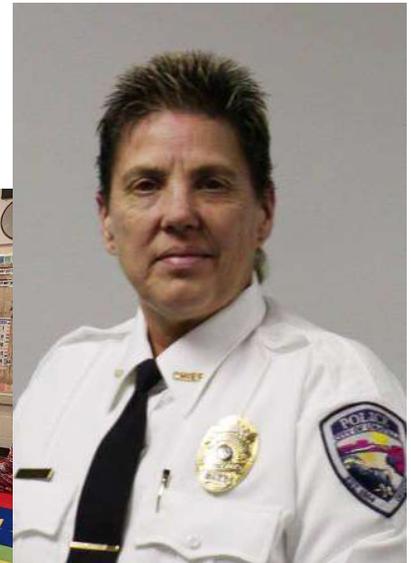
General Fund & Departments Within

Police Department



It is the mission of the Umatilla Police Department to provide a fast, effective and professional service to the citizens and guests of the City of Umatilla. We strive to accomplish our 3 R's of policing: **Doing the RIGHT thing, For the RIGHT reason, At the RIGHT time.** All to protect constitutional guarantees and create an environment of safety, security and respect while maintaining partnerships between the community and police.

Members of the Umatilla Police Department value integrity, honesty, teamwork, respect, interagency relationships, dedication to the protections and preservation of life, harmonious relations with the public, commitment to the guidance of our youth and the success and safety of our fellow officers.



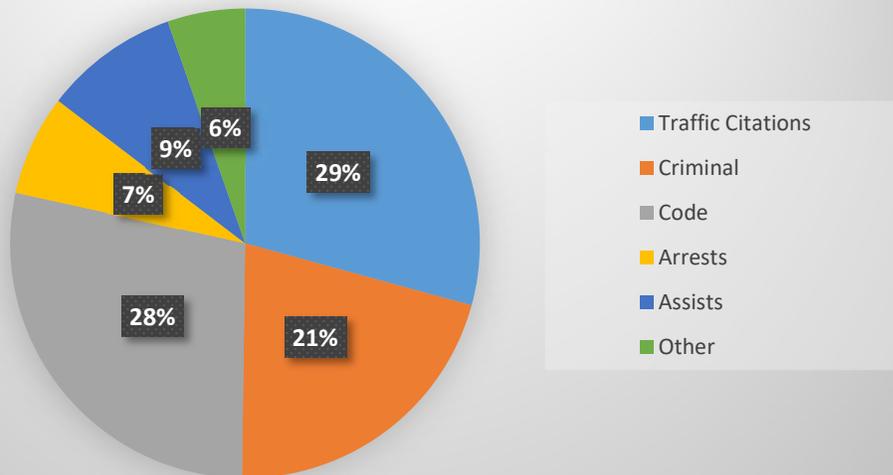
General Fund & Departments Within

Police Department

In February 2019, the Oregon Accreditation Alliance (OAA) did an onsite review of the Police Department for re-accreditation. The specific purpose of the OAA is to establish and maintain standards for the operation of Oregon law enforcement agencies consistent with professional standards and best practices. This is accomplished by demonstrating proof that 104 recognized standards are being met or exceeded. The onsite review concluded that the department will be recommended for re-accreditation. This is a three-year designation.



Police Activity by Type July 2018 - June 2019



Number of Incidents	Police Activity by Type
893	Traffic Citations
2232	Total Stops
639	Criminal Calls
862	Code Related Calls
211	Arrests
283	Assists
163	Other (tracked since Jan 2019)
* Other Includes: Mental Health, Motor Vehicle Accidents, Juvenile Complaints, etc	

General Fund & Departments Within

Police Department

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Personnel Services						
Salaries & Wages	\$ 790,742	\$ 827,217	\$ 952,502	\$ 1,024,086	\$ 1,024,086	\$ 1,024,086
Employee Benefits	\$ 364,194	\$ 402,570	\$ 465,984	\$ 570,322	\$ 570,322	\$ 570,322
Total Personnel Services	\$ 1,154,936	\$ 1,229,787	\$ 1,418,486	\$ 1,594,408	\$ 1,594,408	\$ 1,594,408
Materials & Services						
Minor Equipment	\$ 2,038	\$ 2,486	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Supplies	\$ 4,494	\$ 3,281	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500
Postage	\$ 115	\$ 202	\$ 200	\$ 200	\$ 200	\$ 200
Electricity	\$ 7,604	\$ 7,902	\$ 7,750	\$ 8,100	\$ 8,100	\$ 8,100
Telephone	\$ 15,777	\$ 15,484	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,500
Training/Travel	\$ 7,331	\$ 8,025	\$ 10,800	\$ 15,000	\$ 15,000	\$ 15,000
Insurance	\$ 7,875	\$ 7,688	\$ 8,190	\$ 8,600	\$ 8,600	\$ 8,600
Uniform Allowance	\$ 6,631	\$ 3,499	\$ 8,000	\$ 10,000	\$ 10,000	\$ 10,000
Physicals	\$ 2,043	\$ 2,080	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
Gas/Oil	\$ 18,212	\$ 25,222	\$ 24,000	\$ 28,000	\$ 28,000	\$ 28,000
Legal Services	\$ -	\$ 359	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Dues & Fees	\$ 795	\$ 550	\$ 800	\$ 1,000	\$ 1,000	\$ 1,000
Outfit Police Vehicles	\$ 3,761	\$ 1,375	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Building Maintenance	\$ -	\$ -	\$ -	\$ 16,000	\$ 16,000	\$ 16,000
Equipment Operation	\$ 15,430	\$ 18,327	\$ 14,500	\$ 22,500	\$ 22,500	\$ 22,500
Interpretors	\$ -	\$ -	\$ 500	\$ 500	\$ 500	\$ 500
Dispatch Fees	\$ 19,575	\$ 44,990	\$ 63,880	\$ 82,770	\$ 82,770	\$ 82,770
Miscellaneous	\$ 6,049	\$ 5,155	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Accreditation/Lexipol	\$ 4,738	\$ 5,033	\$ 5,300	\$ 5,900	\$ 5,900	\$ 5,900
Computer Support	\$ 3,036	\$ 703	\$ -	\$ -	\$ -	\$ -
Reserve Officers	\$ -	\$ 1,052	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Contractual Services	\$ 300	\$ -	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200
Code Enforcement	\$ 340	\$ 113	\$ -	\$ -	\$ -	\$ -
Dog Holding Facility	\$ 2,300	\$ 1,550	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Total Materials & Services	\$ 128,444	\$ 155,076	\$ 191,920	\$ 246,570	\$ 246,570	\$ 246,570
Capital Outlay						
Safety Equipment	\$ 2,906	\$ 3,380	\$ 3,500	\$ 3,500	\$ 3,500	\$ 3,500
Equipment	\$ 4,374	\$ -	\$ 11,000	\$ 6,500	\$ 6,500	\$ 6,500
Total Capital Outlay	\$ 7,280	\$ 3,380	\$ 14,500	\$ 10,000	\$ 10,000	\$ 10,000
Police Department Total	\$ 1,290,660	\$ 1,388,243	\$ 1,624,906	\$ 1,850,978	\$ 1,850,978	\$ 1,850,978

General Fund & Departments Within

Code Enforcement

The City's Code Enforcement Officer is responsible for maintaining city code ordinances regarding vehicles (i.e. parking complaints, abandoned vehicles), domesticated animals (i.e. dogs running at large, nuisance animals) and properties (i.e. nuisance violations, noxious uncontrolled vegetation, junk nuisances). During the last fiscal year, the operational functions of Code Enforcement transitioned into the Community Development Department.

Projects

During the past year the Code Enforcement Department assisted in the removal of old and abandoned signs, specifically along Sixth Street, by working closely with landowners and encouraging compliance with the City's sign code. The result was the removal of several out of compliance and unsightly signs.

Code Enforcement, Community Development and Public Works also teamed up on an outstanding community clean up event in April 2019. Moving forward, this event will be hosted in the Spring and Fall, offering Umatilla residents more opportunities to clean up their property and take pride in the community!



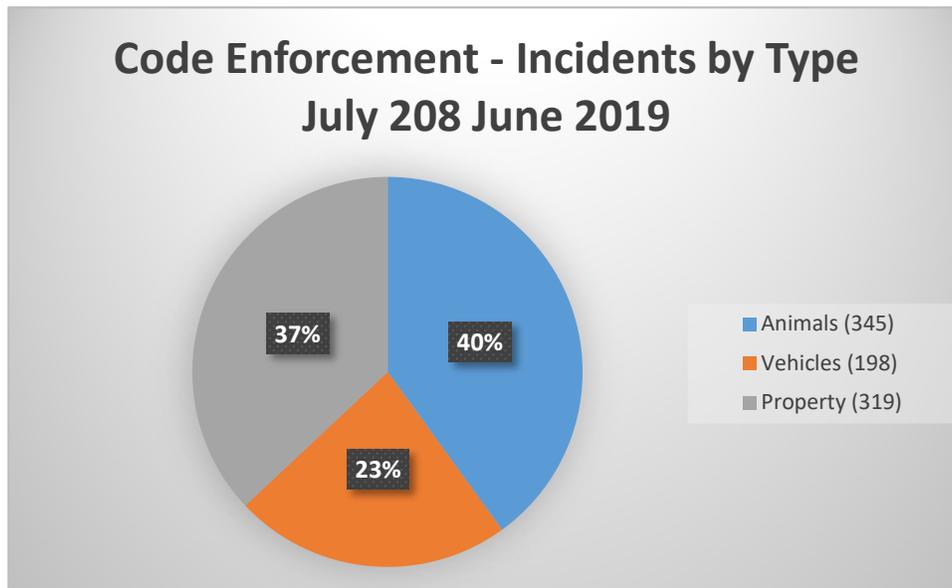
**FREE COMMUNITY
CLEAN-UP EVENT**



General Fund & Departments Within

Code Enforcement

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Personnel Services						
Salaries & Wages	\$ -	\$ -	\$ 60,592	\$ 67,029	\$ 67,029	\$ 67,029
Employee Benefits	\$ -	\$ -	\$ 30,893	\$ 37,345	\$ 37,345	\$ 37,345
Total Personnel Services	\$ -	\$ -	\$ 91,485	\$ 104,374	\$ 104,374	\$ 104,374
Materials & Services						
Code Enforcement/Abatement	\$ -	\$ -	\$ 55,000	\$ 20,000	\$ 20,000	\$ 20,000
Neighborhood Cleanups	\$ -	\$ -	\$ 1,500	\$ 6,000	\$ 6,000	\$ 6,000
City Attorney	\$ -	\$ -	\$ 5,000	\$ 2,500	\$ 2,500	\$ 2,500
Supplies	\$ -	\$ -	\$ 1,500	\$ 1,000	\$ 1,000	\$ 1,000
Postage	\$ -	\$ -	\$ 250	\$ 250	\$ 250	\$ 250
Training/Travel	\$ -	\$ -	\$ 2,500	\$ 3,000	\$ 3,000	\$ 3,000
Clothing Allowance	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250
Gas/Oil	\$ -	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Dues & Fees	\$ -	\$ -	\$ 150	\$ 150	\$ 150	\$ 150
Equipment Operation	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	\$ -	\$ -	\$ 1,000	\$ 500	\$ 500	\$ 500
Total Materials & Services	\$ -	\$ -	\$ 66,900	\$ 37,150	\$ 37,150	\$ 37,150
Code Enforcement Total	\$ -	\$ -	\$ 158,385	\$ 141,524	\$ 141,524	\$ 141,524
Note: Code Enforcement was previously budgeted for under the Police Department.						



General Fund & Departments Within Transportation

In the 2018-19 FY, the City of Umatilla partnered with the City of Hermiston to offer a subsidized taxi ride service for residents who are permanently disabled or 60 years of age or older. To fund this program, the City of Hermiston generously offered the City of Umatilla \$4,000 per fiscal year of its Special Transportation Fund (STF) revenue. The remainder of the program funds are derived from the reduced rate ticket sales.

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Materials & Services						
Supplies	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Taxi Program	\$ -	\$ -	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Total Materials & Services	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
Transportation Total	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000

911 Emergency Service Center

The Police Department has a dedicated T1 transmission line that is used to communicate with Umatilla County for emergency services. The City anticipates moving this expense to the Police Department budget in future fiscal years as we have with the dispatch services expense.

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Materials & Services						
T1 Line for CIS Software	\$ 1,124	\$ 1,121	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250
Total Materials & Services	\$ 1,124	\$ 1,121	\$ 1,250	\$ 1,250	\$ 1,250	\$ 1,250
Capital Outlay						
Equipment	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -
Total Capital Outlay	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -
911 Emergency Service Center Total	\$ 1,124	\$ 1,121	\$ 1,750	\$ 1,250	\$ 1,250	\$ 1,250

General Fund & Departments Within

Non-Departmental

Non-Departmental activities of the General Fund include the Operating Contingency, Transfers Out and the Unappropriated Fund Balance.

Transfers Out for the 2019-20 fiscal year include:

Purpose	Amount	To
Police Computers	\$5,000	Capital Reserve Fund
City Hall Computers	\$5,000	Capital Reserve Fund
Land Acquisition	\$395,596	Capital Reserve Fund
Code Enforcement Vehicle	\$15,000	Capital Reserve Fund
Office Equipment Replacement	\$5,000	Capital Reserve Fund
Shop Bldg Reserve	\$10,000	Capital Reserve Fund
Minor Property Improvements	\$10,000	Capital Reserve Fund
Library Operating Expense	\$20,000	Library Fund
Street Light Maintenance	\$7,000	Street Fund
Chamber Support	\$21,000	Transient Room Tax Fund
Total Transfers Out	\$493,596	

	Historical Data			Next FY Budget		
	Actual FY 2016-17	Actual FY 2017-18	Budget FY 2018-19	Proposed FY 2019-20	Approved FY 2019-20	Adopted FY 2019-20
Non-Departmental						
Operating Contingency	\$ -	\$ -	\$ 440,203	\$ 50,000	\$ 50,000	\$ 50,000
Total Operating Contingency	\$ -	\$ -	\$ 440,203	\$ 50,000	\$ 50,000	\$ 50,000
Transfers	\$ 363,685	\$ 312,920	\$ 621,700	\$ 493,596	\$ 493,596	\$ 493,596
Total Transfers	\$ 363,685	\$ 312,920	\$ 621,700	\$ 493,596	\$ 493,596	\$ 493,596
Unappropriated Fund Balance	\$ -	\$ -	\$ 377,850	\$ 390,000	\$ 390,000	\$ 390,000
Total Unappropriated Fund Balance	\$ -	\$ -	\$ 377,850	\$ 390,000	\$ 390,000	\$ 390,000
Non-Departmental Total	\$ 363,685	\$ 312,920	\$ 1,439,753	\$ 933,596	\$ 933,596	\$ 933,596
Net Total General Fund	\$ 1,172,049	\$ 1,594,806	\$ -	\$ -	\$ -	\$ -

Other Funds

Water Fund

The Water Fund is an enterprise fund used to account for the maintenance and operation of the city water utility. The City of Umatilla produces its water from a groundwater source using four deep basalt wells. Combined, these wells are able to deliver more than 5,500 gallons per minute.



Domestic Water System Information			
	Total (Million Gallons)		
	FY17	FY18	FY19
July	68.94	80.42	81.09
August	71.65	74.98	74.89
September	48.37	48.51	53.91
October	29.79	28.17	32.42
November	20.82	18.05	20.21
December	21.82	18.67	19.12
January	21.01	17.42	19.12
February	18.05	15.63	16.67
March	21.28	19.17	18.98
April	25.89	28.25	26.52
May	51.20	50.22	50.47
June	66.48	59.49	66.73
TOTAL	465.30	458.98	480.13



The City of Umatilla Public Works Department achieved the Oregon Health Authority's Oregon Drinking Water Services Outstanding Performance certification in 2015.

To achieve this certification, the City's water system received an onsite survey to review water system sources, treatment, storage facilities, distribution system, operation and maintenance procedures, monitoring, and management for the purpose of evaluating the system's capability of providing safe water to the public.

Other Funds

Water Fund

Water Fund Budget Highlights:

- The Water Fund is the weakest City Fund. Rates have not been able to keep up with rising costs and aging infrastructure maintenance needs.
- The 6th Street Waterline Project was completed in the 2018-19 FY which will result in increased debt service requirements in the 2019-20 budget.
- City Council approved a 12% water rate increase effective 7/1/19. This rate increase will be followed up with a formal rate study by FCS Group to be completed by the end of 2019.
- The water department anticipates some added maintenance costs in the next year including replacing the variable frequency drive (VFD) at the Port Well, clay valve maintenance, and replacing the supervisory control and data acquisition (SCADA) battery.
- Personnel costs are increasing as a result of added FTEs and rising health insurance and PERS rates.
- The City's Water Management Conservation Plan (WMCP) is out of date and must be updated to fulfill the requirements of Oregon Administrative Rule (OAR) Chapter 690, Division 86 of the Oregon Water Resources Department (OWRD). The OAR provides a process to ensure efficient use of Oregon's water resources and to facilitate consistent water supply planning. The WMCP is necessary for Umatilla to gain access to its undeveloped water rights and represents Umatilla's commitment to proper management of its water resources. The plan updates began in the 2018-19 fiscal year and will carry into the 2019-20 budget cycle. The full updated is anticipated to cost \$25,000. This will be a combined effort of the Community Development and Public Works Departments.
- Once the WMCP is approved, the City will once again apply for a feasibility study grant to Oregon Water Resources Department. The City has identified the possibility of developing a hydraulically-connected well to utilize the City's unused surface water right, but the feasibility of this solution must be determined. This project would be to make exploratory bores, test and monitor the water quality to determine hydrological connection, then construct a single test well, and coordinate with WRD regulators about the results to their satisfaction. If the feasibility project is successful, the City will be able to provide surface water to the data centers. This feasibility study grant has a 50% match requirement. If the grant is awarded, the City will need to take out a loan for the remaining \$330,000.



Other Funds

Water Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 39,609	\$ 56,063	\$ 39,356	\$ 163,671	\$ 163,671	\$ 163,671
Fees & Charges	\$ 982,381	\$ 1,078,282	\$ 1,136,727	\$ 1,273,538	\$ 1,273,538	\$ 1,273,538
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 561	\$ 1,983	\$ 1,800	\$ 4,800	\$ 4,800	\$ 4,800
Miscellaneous	\$ 1,483	\$ 3,708	\$ 2,500	\$ 4,000	\$ 4,000	\$ 4,000
Transfers from Other Funds	\$ -	\$ -	\$ -	\$ 4,313	\$ 4,313	\$ 4,313
Total Resources	\$ 1,024,034	\$ 1,140,036	\$ 1,180,383	\$ 1,450,322	\$ 1,450,322	\$ 1,450,322
Requirements						
Personnel Services	\$ 487,600	\$ 502,575	\$ 493,206	\$ 538,542	\$ 538,542	\$ 538,542
Materials & Services	\$ 361,420	\$ 391,084	\$ 454,085	\$ 508,430	\$ 508,430	\$ 508,430
Debt Service	\$ -	\$ -	\$ -	\$ 72,000	\$ 72,000	\$ 72,000
Transfers to Other Funds	\$ 118,950	\$ 131,000	\$ 141,000	\$ 192,250	\$ 192,250	\$ 192,250
Capital Outlay	\$ -	\$ 6,931	\$ 14,200	\$ 5,000	\$ 5,000	\$ 5,000
Reserves:						
Contingency	\$ -	\$ -	\$ 25,000	\$ 35,000	\$ 35,000	\$ 35,000
Unappropriated Ending Fund Balance	\$ 56,064	\$ 108,446	\$ 52,892	\$ 99,100	\$ 99,100	\$ 99,100
Total Requirements	\$ 1,024,034	\$ 1,140,036	\$ 1,180,383	\$ 1,450,322	\$ 1,450,322	\$ 1,450,322

Transfers Out for the 2019-20 fiscal year include:

Purpose	Amount	To
Shop Bldg Reserve	\$10,000	Capital Reserve Fund
City Hall Computers	\$2,500	Capital Reserve Fund
Office Equipment Replacement	\$2,750	Capital Reserve Fund
Building Maintenance City Hall	\$500	General Fund
Computer Support	\$10,000	General Fund
Capital Improvement Plan	\$2,000	General Fund
City Hall Staff Rent	\$9,000	General Fund
Water Project Reserve	\$120,500	Water Reserve Fund
Develop Water Right	\$15,000	Water Reserve Fund
Electronic Meter Replacement	\$15,000	Water Reserve Fund
Hydrant Replacement	\$5,000	Water Reserve Fund
Total Transfers Out	\$192,250	

Other Funds

Water Reserve Fund

The Water Reserve Fund accounts for major capital improvement projects and infrastructure replacement of the water department. Revenue is derived from transfers from the water department, System Development Charges on new construction and reimbursements received from financing capital projects.

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 471,883	\$ 427,941	\$ 412,954	\$ 555,785	\$ 555,785	\$ 555,785
SDC Revenue	\$ 11,319	\$ 66,795	\$ 76,682	\$ 70,168	\$ 70,168	\$ 70,168
Interest	\$ 4,671	\$ 7,476	\$ 4,000	\$ 4,500	\$ 4,500	\$ 4,500
Other Revenue	\$ -	\$ -	\$ 740,000	\$ -	\$ -	\$ -
Transfers from Other Funds	\$ 67,500	\$ 75,000	\$ 100,000	\$ 155,500	\$ 155,500	\$ 155,500
Total Resources	\$ 555,373	\$ 577,212	\$ 1,333,636	\$ 785,953	\$ 785,953	\$ 785,953
Requirements						
Materials & Services						
Engineering	\$ 5,783	\$ 48,232	\$ 95,000	\$ -	\$ -	\$ -
Total Materials & Services	\$ 5,783	\$ 48,232	\$ 95,000	\$ -	\$ -	\$ -
Capital Outlay						
SDC Well/Pump Repairs	\$ -	\$ 14,295	\$ 81,619	\$ 121,238	\$ 121,238	\$ 121,238
SDC Water Improvements	\$ -	\$ -	\$ 112,106	\$ 178,946	\$ 178,946	\$ 178,946
Water Sys Imp or Repairs	\$ 121,649	\$ 97,129	\$ 897,870	\$ 259,250	\$ 259,250	\$ 259,250
Develop Water Rights	\$ -	\$ -	\$ 86,519	\$ 101,519	\$ 101,519	\$ 101,519
Replace Electronic Meters	\$ -	\$ -	\$ 30,000	\$ 45,000	\$ 45,000	\$ 45,000
Replace Hydrants	\$ -	\$ -	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Capital Outlay	\$ 121,649	\$ 111,424	\$ 1,213,114	\$ 715,953	\$ 715,953	\$ 715,953
Reserves						
Unappropriated Ending Fund Balance	\$ 427,941	\$ 417,556	\$ 25,522	\$ 70,000	\$ 70,000	\$ 70,000
Total Reserves	\$ 427,941	\$ 417,556	\$ 25,522	\$ 70,000	\$ 70,000	\$ 70,000
Total Requirements	\$ 555,373	\$ 577,212	\$ 1,333,636	\$ 785,953	\$ 785,953	\$ 785,953

Budget Highlights:

- There are no major capital water projects planned for the next fiscal year but the City continues to increase transfers into the Water Reserve Fund in anticipation of aging infrastructure replacement and the development of the City's unused water rights.
- We anticipate increases to the City's System Development Charge (SDC) revenue as a result of the comprehensive rate study concluding this fall. SDC rates have not been changed since their implementation in 1998.

Other Funds

Sewer Fund

The Sewer Fund is an enterprise fund used to account for the maintenance and operation of the city sewer utility. A new sewer plant was built down by the Columbia River in 1999 and is operated by the Public Works Department. The Wastewater Division employs certified professionals who operate and maintain the City's Wastewater/Sewer operations. Wastewater Operations Division is responsible for the operation and oversight of the City of Umatilla Wastewater Treatment Plant (WWTP). The plant operates 24/7 and treats an average of 700 thousand gallons of waste water per day.

Wastewater that enters the treatment plant (influent) is about 99% water and 1% solids. The wastewater flows through a series of treatment processes that screen out large solids, remove smaller solids that sink or float, and then removes smaller materials that are dissolved in the wastewater. This treatment process involves physical, chemical and biological treatment techniques.

The Wastewater Treatment Plant is a state-of-the-art wastewater treatment plant that utilizes many complex processes to produce treated wastewater and recycled water. Wastewater undergoes primary, secondary and tertiary treatment and disinfection before being released into the Columbia River.



Other Funds

Sewer Fund

Sewer Fund Budget Highlights:

- City Council approved a 3.5% sewer rate increase effective 7/1/19. This rate increase will be followed up with a formal rate study by FCS Group to be completed by the end of 2019.
- The sewer department anticipates some added maintenance costs in the next year including purchasing a new jet hose and performing tank repairs on the vac truck and replacing the A/C in the spreader truck. In addition, the Wildwood sewage pump control needs to be replaced.
- Personnel costs are increasing as a result of added FTEs and rising health insurance and PERS rates.
- In November 2016 the City Council approved the execution of a 7-year loan from IFA for \$403,000 to complete final design and construction bid documents for a discharge pipeline which enables us to separate industrial wastewater from the data centers and re-use the water for irrigation purposes. The first loan payment will be due in December 2019.
- The next phase of this project will be the actual construction of the industrial wastewater pipeline. In November 2017 the City Council approved the execution of a \$2.3 million loan from the DEQ Clean Water State Revolving Fund (CWSRF) with a 30-year repayment term. The loan agreement allows for \$500,000 principal forgiveness upon completion of the project. One condition of the loan is that the City establishes a Loan Reserve that equals one half the average annual debt service, or \$49,064. The reserve requirement was set aside in the 2018-19 fiscal year and will continue to roll forward. Based upon an estimated spring 2020 completion date, this budget cycle will not require any loan payments. The Sewer Reserve Fund will reflect the construction activity and loan reimbursements.



Other Funds

Sewer Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 345,990	\$ 441,557	\$ 556,098	\$ 570,142	\$ 570,142	\$ 570,142
Fees & Charges	\$ 1,423,045	\$ 1,528,257	\$ 1,566,423	\$ 1,621,485	\$ 1,621,485	\$ 1,621,485
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 3,196	\$ 7,238	\$ 4,500	\$ 11,000	\$ 11,000	\$ 11,000
Miscellaneous	\$ 7,412	\$ 988	\$ 500	\$ 500	\$ 500	\$ 500
Transfers from Other Funds	\$ -	\$ -	\$ -	\$ 3,464	\$ 3,464	\$ 3,464
Total Resources	\$ 1,779,643	\$ 1,978,040	\$ 2,127,521	\$ 2,206,591	\$ 2,206,591	\$ 2,206,591
Requirements						
Personnel Services	\$ 602,005	\$ 637,254	\$ 636,239	\$ 617,140	\$ 617,140	\$ 617,140
Materials & Services	\$ 231,450	\$ 241,818	\$ 279,720	\$ 387,387	\$ 387,387	\$ 387,387
Debt Service	\$ 266,988	\$ 269,536	\$ 350,600	\$ 329,750	\$ 329,750	\$ 329,750
Transfers to Other Funds	\$ 236,750	\$ 252,000	\$ 270,000	\$ 349,154	\$ 349,154	\$ 349,154
Capital Outlay	\$ 893	\$ 11,424	\$ 15,700	\$ 10,000	\$ 10,000	\$ 10,000
Reserves:						
Contingency	\$ -	\$ -	\$ 200,000	\$ 180,000	\$ 180,000	\$ 180,000
CWSRF Loan Reserve	\$ -	\$ -	\$ 49,064	\$ 49,064	\$ 49,064	\$ 49,064
Unappropriated Ending Fund Balance	\$ 441,557	\$ 566,008	\$ 326,198	\$ 284,096	\$ 284,096	\$ 284,096
Total Requirements	\$ 1,779,643	\$ 1,978,040	\$ 2,127,521	\$ 2,206,591	\$ 2,206,591	\$ 2,206,591

Transfers Out for the 2019-20 fiscal year include:

Purpose	Amount	To
Reserve for Sewer Jet Truck Repl	\$15,000	Capital Reserve Fund
City Hall Computers	\$2,500	Capital Reserve Fund
Office Equipment Replacement	\$2,750	Capital Reserve Fund
Sewer Dept Equipment	\$3,000	Capital Reserve Fund
Shop Bldg Reserve	\$10,000	Capital Reserve Fund
Land (Easement) Acquisition	\$44,404	Capital Reserve Fund
Capital Improvement Plan	\$2,000	General Fund
Building Maintenance City Hall	\$500	General Fund
Computer Support	\$10,000	General Fund
City Hall Staff Rent	\$9,000	General Fund
Sewer Project Reserve	\$250,000	Sewer Reserve Fund
Total Transfers Out	\$349,154	

Other Funds

Sewer Reserve Fund

The Sewer Reserve Fund accounts for major capital improvement projects and infrastructure replacement of the sewer department. Revenue is derived from transfers from the sewer department, System Development Charges on new construction and reimbursements received from financing capital projects.

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 865,067	\$ 1,040,151	\$ 1,152,374	\$ 1,521,678	\$ 1,521,678	\$ 1,521,678
SDC Revenue	\$ 8,173	\$ 46,294	\$ 55,344	\$ 50,641	\$ 50,641	\$ 50,641
Interest	\$ 9,145	\$ 16,906	\$ 15,000	\$ 30,000	\$ 30,000	\$ 30,000
Other Revenue	\$ 262,169	\$ 257,772	\$ 2,716,380	\$ 2,316,380	\$ 2,316,380	\$ 2,316,380
Transfers from Other Funds	\$ 200,000	\$ 200,000	\$ 200,000	\$ 250,000	\$ 250,000	\$ 250,000
Total Resources	\$ 1,344,554	\$ 1,561,123	\$ 4,139,098	\$ 4,168,699	\$ 4,168,699	\$ 4,168,699
Requirements						
Materials & Services						
Legal	\$ 743	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering	\$ 297,989	\$ 303,227	\$ 475,560	\$ 405,560	\$ 405,560	\$ 405,560
Total Materials & Services	\$ 298,732	\$ 303,227	\$ 475,560	\$ 405,560	\$ 405,560	\$ 405,560
Capital Outlay						
SDC Sewer Improvements	\$ -	\$ -	\$ 85,895	\$ 152,070	\$ 152,070	\$ 152,070
SDC Sewer Repairs	\$ -	\$ -	\$ 53,328	\$ 85,471	\$ 85,471	\$ 85,471
Sewer Sys Imp or Repairs	\$ 5,670	\$ 20,029	\$ 2,510,820	\$ 3,060,598	\$ 3,060,598	\$ 3,060,598
Total Capital Outlay	\$ 5,670	\$ 20,029	\$ 2,650,043	\$ 3,298,139	\$ 3,298,139	\$ 3,298,139
Reserves						
Unappropriated Ending Fund Balance	\$ 1,040,152	\$ 1,237,867	\$ 1,013,495	\$ 465,000	\$ 465,000	\$ 465,000
Total Reserves	\$ 1,040,152	\$ 1,237,867	\$ 1,013,495	\$ 465,000	\$ 465,000	\$ 465,000
Total Requirements	\$ 1,344,554	\$ 1,561,123	\$ 4,139,098	\$ 4,168,699	\$ 4,168,699	\$ 4,168,699



Construction begins on the Industrial Wastewater Line



Other Funds

Street Fund

The Street Fund is a special revenue fund used to account for the maintenance and operation of the city's streets, sidewalks, signage, medians, and rights-of-way.

The Street Department is in charge of snow removal and minor preventative maintenance of over 18.5 miles of roadway. These responsibilities include striping, roadway signage, and maintenance of oversight of City-owned curb, gutter, and street lighting.

Budget Highlights:

- The majority of street funding comes from the State Highway Apportionment. These funds have seen significant per capita dollar increases due to the passage of the transportation package, HB 2017, during the 2017 legislative session. For the next fiscal year, the Highway fund tax sharing is due to increase by \$9.66 per person, resulting in an increase of approximately \$71,000 to the City of Umatilla's apportionment.
- The Reserved Surface Transportation Program (STP) exchange funds for street projects has a remaining balance from prior years of \$773,895 and a new allotment for next year of \$89,882, making \$823,777 available for street projects. The exchange rate is \$.94 state funds for every \$1 federal funds that are exchanged.
- There are several areas in town that need attention. Some areas could benefit from chip/fog/slurry sealing, oiling and crack sealing. Other areas, such as Columbia St. in McNary likely require a full grinding and overlay project that would cost near \$250,000. Much of this maintenance has been deferred to build funds for the 6th Street Project. After completion of the project in the fall of 2020, the goal is to do more regular maintenance projects using STP funds as leverage for grants.



Other Funds

Street Fund

Capital Projects

6th Street Project

The City of Umatilla is partnering with ODOT on a revitalization project on 6th Street between Yerxa Avenue and the Umatilla River Bridge that will include roadway paving, construction of sidewalks and curb extensions, pedestrian crossings and lighting. Over the past several years, we have continued to save funds for the matching requirement of the project. The total project budget is \$6.8 million, including the City's required contribution of \$700,000. We have already paid ODOT approximately \$95,000 of the match. The remainder of the funds will come from the Reserved STP funds discussed earlier. As the costs of designing the ADA compliant ramps increased, ODOT had to pull the light poles and trees out of the project. The City will be installing the lighting as part of a secondary project, anticipated to cost \$600,000. We will use the remaining STP funds, as well as the \$340,000 that is set aside in reserves for Downtown Revitalization to cover this portion of the project.



Lind Road Improvement Project



The City has identified a need to make improvements to Lind Road and Union Street in order to provide access to the Bonney industrial site. Currently, Lind Road is a gravel road while Union Street is paved but it does not meet industrial standards such as required road base depth, compaction depth, asphalt depth, compaction, and strength. Neither holds up to weather and traffic.

To fund the project, the City has applied for Immediate Opportunity Funds (IOF) through Business Oregon and the Oregon Department of Transportation (ODOT). If successful, the City can leverage private developer contributions as matching funds and will be able to complete a \$2 million project for approximately \$70,000 of City contribution.

Other Funds
Street Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 578,580	\$ 513,499	\$ 410,102	\$ 283,092	\$ 283,092	\$ 283,092
Fees & Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ 427,654	\$ 459,079	\$ 1,214,979	\$ 1,299,350	\$ 1,299,350	\$ 1,299,350
Interest	\$ 5,543	\$ 7,289	\$ 6,000	\$ 7,500	\$ 7,500	\$ 7,500
Miscellaneous	\$ 3,045	\$ 3,432	\$ 2,500	\$ 2,003,000	\$ 2,003,000	\$ 2,003,000
Transfers from Other Funds	\$ 4,000	\$ 4,000	\$ 4,000	\$ 7,000	\$ 7,000	\$ 7,000
Total Resources	\$ 1,018,822	\$ 987,299	\$ 1,637,581	\$ 3,599,942	\$ 3,599,942	\$ 3,599,942
Requirements						
Personnel Services	\$ 349,083	\$ 370,807	\$ 377,455	\$ 266,583	\$ 266,583	\$ 266,583
Materials & Services	\$ 117,540	\$ 158,809	\$ 831,498	\$ 776,850	\$ 776,850	\$ 776,850
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 38,700	\$ 49,000	\$ 92,000	\$ 48,950	\$ 48,950	\$ 48,950
Capital Outlay	\$ -	\$ 5,278	\$ 11,500	\$ 2,118,350	\$ 2,118,350	\$ 2,118,350
Reserves:						
Contingency	\$ -	\$ -	\$ 250,000	\$ 235,000	\$ 235,000	\$ 235,000
Unappropriated Ending Fund Balance	\$ 513,499	\$ 403,405	\$ 75,128	\$ 154,209	\$ 154,209	\$ 154,209
Total Requirements	\$ 1,018,822	\$ 987,299	\$ 1,637,581	\$ 3,599,942	\$ 3,599,942	\$ 3,599,942

Transfers Out for the 2019-20 fiscal year include:

Purpose	Amount	To
Office Equipment Replacement	\$2,750	Capital Reserve Fund
Street Sweeper	\$15,000	Capital Reserve Fund
Shop Bldg Reserve	\$10,000	Capital Reserve Fund
Bike Paths	\$5,500	Capital Reserve Fund
City Hall Computers	\$2,500	Capital Reserve Fund
Computer Support	\$10,000	General Fund
Capital Improvement Plan	\$2,000	General Fund
City Hall Staff Rent	\$1,200	General Fund
Total Transfers Out	\$48,950	

Other Funds

Capital Reserve Fund

The Capital Reserve Fund was established for the purpose of replacing public works, police and city hall equipment as needed. Revenue is derived from transfers from the water, sewer, street, and general funds.

Budget Highlights:

- Materials and Services items such as building maintenance and computer support that were previously accounted for under the Capital Reserve Fund have been moved back to their respective funds. This budget will show one time transfers out of Capital Reserve to move the ending balances from the 2018-19 fiscal year.
- The Parks & Recreation Department applied for a small grant from Oregon Parks and Recreation Department (OPRD) that, if granted, will allow for the installation of a prefabricated double stall flush restroom at Kiwanis Park. The total project cost is projected at \$150,000, with a maximum grant award of \$75,000. The \$24,000 balance in the McNary Park Improvement fund will be used as part of the matching requirement, with the remainder funded from the reserve balance from prior years.
- Major equipment purchases to be made in the 2019-2020 fiscal year include a SUV for the Police Department, a John Deere Compact Track Loader to be shared among the various public works departments and decorative lighting for 6th Street as discussed on page 61.
- City staff has been working with Seder Architecture and Urban Design on a remodel of City Hall and a renovation project to turn the old post office building into a new business center. This annex would house the Community Development Department and have the potential to serve as a business incubator for new business owners on one side, while providing a multi-use room for events and meetings on the other. The City Hall remodel is anticipated to cost \$125,000. The business center project will cost approximately \$4 million. City staff will actively pursue grants and other funding sources with the goal of completing construction in the late spring/early summer 2021.



Other Funds

Capital Reserve Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 1,040,499	\$ 983,701	\$ 1,084,884	\$ 1,480,040	\$ 1,480,040	\$ 1,480,040
Calpine Abatement Proceeds	\$ 42,713	\$ 46,577	\$ 51,063	\$ 55,664	\$ 55,664	\$ 55,664
McNary Park & Rec Fee	\$ -	\$ 19,500	\$ -	\$ -	\$ -	\$ -
Capital Donations	\$ -	\$ -	\$ 6,000	\$ -	\$ -	\$ -
Capital Grants	\$ -	\$ 18,000	\$ -	\$ 127,500	\$ 127,500	\$ 127,500
Interest	\$ 9,283	\$ 16,408	\$ 11,000	\$ 30,000	\$ 30,000	\$ 30,000
Other Revenue	\$ -	\$ -	\$ 10,122	\$ 4,920,000	\$ 4,920,000	\$ 4,920,000
Transfers from Other Funds	\$ 392,840	\$ 392,500	\$ 803,500	\$ 834,000	\$ 834,000	\$ 834,000
Total Resources	\$ 1,485,335	\$ 1,476,686	\$ 1,966,569	\$ 7,447,204	\$ 7,447,204	\$ 7,447,204
Requirements						
Materials & Services	\$ 71,074	\$ 76,457	\$ 189,000	\$ -	\$ -	\$ -
Capital Outlay						
Office Remodel	\$ -	\$ -	\$ 100,000	\$ 670,000	\$ 670,000	\$ 670,000
McNary Park Imp	\$ -	\$ -	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000
Minor Property Imp	\$ 1,048	\$ -	\$ 5,000	\$ 10,000	\$ 10,000	\$ 10,000
Downtown Revitalization	\$ -	\$ -	\$ 380,000	\$ 460,000	\$ 460,000	\$ 460,000
Park Equipment	\$ 67,664	\$ 6,469	\$ 92,800	\$ 33,000	\$ 33,000	\$ 33,000
Shop Building Reserve	\$ 9,223	\$ 25,656	\$ 7,500	\$ -	\$ -	\$ -
Sewer Dept Equipment	\$ 3,026	\$ -	\$ 36,500	\$ 36,000	\$ 36,000	\$ 36,000
Water Dept Equipment	\$ 5,296	\$ 5,331	\$ 31,500	\$ 36,000	\$ 36,000	\$ 36,000
Police Computer Reserve	\$ 1,890	\$ 3,995	\$ 10,000	\$ 16,200	\$ 16,200	\$ 16,200
Library Computer Reserve	\$ 120	\$ 690	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
City Hall Computer Reserve	\$ 53,186	\$ 11,100	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Marina Computer Reserve	\$ -	\$ -	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200
Code Enforcement Equip	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Police Dept Equipment	\$ 13,208	\$ -	\$ 54,000	\$ -	\$ -	\$ -
Land Acquisition	\$ 87,640	\$ 44,000	\$ 139,000	\$ 4,965,000	\$ 4,965,000	\$ 4,965,000
Park Expansion/Imp	\$ -	\$ 22,309	\$ 146,750	\$ 146,000	\$ 146,000	\$ 146,000
Office Equipment Replace	\$ 5,097	\$ 14,157	\$ 25,000	\$ 15,000	\$ 15,000	\$ 15,000
Street Dept Equipment	\$ 13,161	\$ 41,085	\$ 87,000	\$ 34,000	\$ 34,000	\$ 34,000
Police Cars	\$ 21,000	\$ 24,079	\$ 10,122	\$ 90,000	\$ 90,000	\$ 90,000
Bike Path/Pedestrian Imp	-	\$ -	\$ 60,000	\$ 90,000	\$ 90,000	\$ 90,000
Cemetery Expansion	-	\$ -	\$ -	\$ -	\$ -	\$ -
Street Sweeper	\$ 149,000	\$ -	\$ -	\$ -	\$ -	\$ -
Building Dept Equipment	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ 2,000	\$ 2,000
Total Capital Outlay	\$ 430,559	\$ 198,871	\$ 1,247,372	\$ 6,660,400	\$ 6,660,400	\$ 6,660,400
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ 84,876	\$ 84,876	\$ 84,876
Reserves						
Unappropriated Ending Fund Balance	\$ 983,702	\$ 1,201,358	\$ 530,197	\$ 701,928	\$ 701,928	\$ 701,928
Total Reserves	\$ 983,702	\$ 1,201,358	\$ 530,197	\$ 701,928	\$ 701,928	\$ 701,928
Total Requirements	\$ 1,485,335	\$ 1,476,686	\$ 1,966,569	\$ 7,447,204	\$ 7,447,204	\$ 7,447,204

Other Funds

Library Fund

The Library Fund accounts for the City's library. Revenue is derived from the Umatilla County Library District tax base levy, as well as a transfer from the General Fund. Expenditures are for the cost of operations and salaries of personnel. The city council appoints five members to the library board. The board meets every other month to review the library's activities. Libraries, within the district, can access each other's book inventory lists. The libraries can exchange and borrow books from each other.



Did you know?

The mission of the Umatilla Public Library is to provide quality materials and services that fulfill educational, informational, cultural and recreational needs of the entire community in an atmosphere that is welcoming, respectful and business like.

Budget Highlights:

- This budget reflects an increased emphasis on library programming. We increased the budget 500% from \$2,000 to \$10,000. The library staff has several new programming options to offer our community members including: BINGO nights, Wine & Art events, Leap into Science, an expanded Summer Reading Program, a STEAM Lab and visits from Blue Mountain Wildlife, OMSI's travelling planetarium, Dragon Theater Puppets and much more!
- There is also a continued emphasis on staff training and development. Library staff will continue to attend the Oregon Library Association annual training, as well as specialized programming training.



Other Funds

Library Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 75,066	\$ 116,282	\$ 128,803	\$ 130,659	\$ 130,659	\$ 130,659
Fees & Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ 172,075	\$ 180,048	\$ 171,099	\$ 188,689	\$ 188,689	\$ 188,689
Interest	\$ 1,067	\$ 2,203	\$ 1,250	\$ 3,600	\$ 3,600	\$ 3,600
Miscellaneous	\$ 17,285	\$ 575	\$ 1,750	\$ 1,750	\$ 1,750	\$ 1,750
Transfers from Other Funds	\$ 33,000	\$ 35,000	\$ 20,000	\$ 23,392	\$ 23,392	\$ 23,392
Total Resources	\$ 298,493	\$ 334,108	\$ 322,902	\$ 348,090	\$ 348,090	\$ 348,090
Requirements						
Personnel Services	\$ 151,288	\$ 165,023	\$ 172,578	\$ 203,844	\$ 203,844	\$ 203,844
Materials & Services	\$ 23,623	\$ 28,136	\$ 30,150	\$ 47,900	\$ 47,900	\$ 47,900
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 7,300	\$ 7,300	\$ 12,300	\$ 10,000	\$ 10,000	\$ 10,000
Capital Outlay	\$ -	\$ 1,157	\$ 2,500	\$ 1,500	\$ 1,500	\$ 1,500
Reserves:						
Contingency	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Unappropriated Ending Fund Balance	\$ 116,282	\$ 132,492	\$ 102,874	\$ 82,346	\$ 82,346	\$ 82,346
Total Requirements	\$ 298,493	\$ 334,108	\$ 322,902	\$ 348,090	\$ 348,090	\$ 348,090

Transfers Out for the 2019-20 fiscal year include:

Purpose	Amount	To
Computer Support	\$10,000	General Fund
Total Transfers Out	\$10,000	



Children learn about wind at the library's first Leap into Science event.

Other Funds

Refuse Collection Fund

The Refuse Collection Fund is a pass-through fund. The City contracts with Sanitary Disposal, Inc. for waste management services. The City bills for the garbage services and retains 16% of the total collected which is split between a franchise fee (5%) and administrative fee (11%).

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 28,219	\$ 59,661	\$ 59,510	\$ 84,106	\$ 84,106	\$ 84,106
Fees & Charges	\$ 636,645	\$ 741,976	\$ 710,000	\$ 790,000	\$ 790,000	\$ 790,000
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ 664,864	\$ 801,637	\$ 769,510	\$ 874,106	\$ 874,106	\$ 874,106
Requirements						
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ 511,697	\$ 591,487	\$ 597,600	\$ 664,800	\$ 664,800	\$ 664,800
Debt Service	\$ -		\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 93,506	\$ 124,127	\$ 113,600	\$ 126,400	\$ 126,400	\$ 126,400
Capital Outlay	\$ -		\$ -	-	-	-
			\$ -	-	-	-
Reserves:			\$ -	-	-	-
Contingency	\$ -		\$ -	-	-	-
Unappropriated Ending Fund Balance	\$ 59,661	\$ 86,023	\$ 58,310	\$ 82,906	\$ 82,906	\$ 82,906
Total Requirements	\$ 664,864	\$ 801,637	\$ 769,510	\$ 874,106	\$ 874,106	\$ 874,106



Other Funds

Building Department Fund

The Building Department Fund accounts for all revenue generated from building and electrical permit activity. The City of Umatilla collects the permit applications and fees and contracts with the City of Hermiston for inspection services based upon an hourly rate, plus 50% of plan review fees collected.

Budget Highlights:

- The Building Department Fund is thriving. Data center activity continues to be a major source of revenue and we have received a tremendous number of residential building permits in the last 18 months.
- The City created an internal Building Official/Inspector position in April 2019 with the intention of keeping more of the building revenue within the City. We will continue to contract with the City of Hermiston until our Senior Planner is able to obtain the necessary certifications to transition into this position. This budget cycle reflects increased personnel costs to account for the new position.
- A portion of the annex building discussed on page 63 will be funded out of existing building reserves.

2018-19 Fiscal Year by the Numbers:

Quarter	# of Permits Issued	\$ Value	Fees Collected
1 st Quarter	101	\$45,107,336	\$464,242
2 nd Quarter	51	\$15,799,181	\$165,702
3 rd Quarter	48	\$18,736,147.24	\$350,144.66
4 th Quarter	45	\$12,845,038.51	\$207,488.12
TOTAL:	245	\$92,487,702.75	\$1,187,576.78

10 Year Development Analysis:

Calendar Year	New Construction Value
2010	\$307,076.00
2011	\$9,007,824.84
2012	\$7,972,529.00
2013	\$11,771,353.25
2014	\$25,227,705.69
2015	\$18,568,536.70
2016	\$17,783,986.16
2017	\$27,534,381.00
2018	\$48,247,823.03

Other Funds

Building Department Fund

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ -	\$ 394,372	\$ 801,280	\$ 1,939,243	\$ 1,939,243	\$ 1,939,243
Fees & Charges	\$ 502,926	\$ 954,089	\$ 698,360	\$ 940,920	\$ 940,920	\$ 940,920
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 2,186	\$ 11,843	\$ 10,000	\$ 40,000	\$ 40,000	\$ 40,000
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ 505,112	\$ 1,360,304	\$ 1,509,640	\$ 2,920,163	\$ 2,920,163	\$ 2,920,163
Requirements						
Personnel Services	\$ 42,700	\$ 101,626	\$ 185,108	\$ 263,613	\$ 263,613	\$ 263,613
Materials & Services	\$ 68,040	\$ 156,730	\$ 283,000	\$ 330,000	\$ 330,000	\$ 330,000
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ -	\$ -	\$ 11,500	\$ 280,350	\$ 280,350	\$ 280,350
Capital Outlay	\$ -		\$ -	-	-	-
			\$ -	-	-	-
Reserves:			\$ -	-	-	-
Contingency	\$ -		\$ 462,000	\$ 425,000	\$ 425,000	\$ 425,000
Unappropriated Ending Fund Balance	\$ 394,372	\$ 1,101,948	\$ 568,032	\$ 1,621,200	\$ 1,621,200	\$ 1,621,200
Total Requirements	\$ 505,112	\$ 1,360,304	\$ 1,509,640	\$ 2,920,163	\$ 2,920,163	\$ 2,920,163

Transfers Out for the 2019-20 fiscal year include:

Purpose	Amount	To
Annex Remodel Contribution	\$250,000	Capital Reserve Fund
Building Maintenance City Hall	\$1,000	General Fund
Building Equipment	\$7,000	Capital Reserve Fund
Office Equipment Replacement	\$2,750	Capital Reserve Fund
Computer Support	\$10,000	General Fund
City Hall Staff Rent	\$9,600	General Fund
Total Transfers Out	\$280,350	

Other Funds

Debt Service Fund

The Debt Service Fund was established to account for principal and interest transactions on the City's general obligation bonds. The Debt Service Fund receives a portion of the property tax levy and acts as a reserve and sinking fund for bonded debt liability. This fund is used to pay general obligation bonds. These bonds are voter approved and paid with property taxes. Each year the city figures out how much it needs to pay bonds for that year and through December of the following year. The city then levies that amount plus an amount for uncollected taxes.

General obligation bonds are not subject to the property tax limitation, if they are voter approved and used for capital construction.

With the payoff of the 1978 Water Bond in December 2018, there was no need to levy any additional taxes for Debt Service this year.

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 33,409	\$ 33,282	\$ 19,914	\$ -	\$ -	\$ -
Property Tax	\$ 41,401	\$ 27,823	\$ -	\$ -	\$ -	\$ -
Fees & Charges	\$ -	\$ -		\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 534	\$ 711	\$ 300	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers from Other Funds	\$ 21,000	\$ 21,000	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ 96,344	\$ 82,816	\$ 20,214	\$ -	\$ -	\$ -
Requirements						
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ 63,062	\$ 63,062	\$ 20,214	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Reserves:						
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unappropriated Ending Fund Balance	\$ 33,282	\$ 19,754	\$ -	\$ -	\$ -	\$ -
Total Requirements	\$ 96,344	\$ 82,816	\$ 20,214	\$ -	\$ -	\$ -

Other Funds

Transient Room Tax Fund

The Transient Room Tax Fund accounts for motel tax revenues the City receives from motel customers. The expenditure division is in accordance with state law with 70% of receipts going to tourism related projects and 30% to the general city projects. The city collects 3.5% as a tax on rooms as set by vote of the people. The City also collects a Tourism Promotion Assessment of \$2.00 per hotel room rented per night and \$1.00 per RV/Tent Site rented per night. This money is remitted quarterly to the Eastern Oregon Trade and Event Center to promote tourism in the region and aid in construction of the facility.

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 153,505	\$ 208,421	\$ 214,765	\$ 201,399	\$ 201,399	\$ 201,399
Fees & Charges	\$ 73,424	\$ 74,963	\$ 73,638	\$ 83,000	\$ 83,000	\$ 83,000
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 1,860	\$ 3,594	\$ 3,000	\$ 5,500	\$ 5,500	\$ 5,500
Miscellaneous	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -
Transfers from Other Funds	\$ 47,045	\$ 24,720	\$ 21,000	\$ 21,000	\$ 21,000	\$ 21,000
Total Resources	\$ 275,834	\$ 311,698	\$ 322,403	\$ 310,899	\$ 310,899	\$ 310,899
Requirements						
Personnel Services	\$ -	\$ -	\$ 5,000	\$ 11,333	\$ 11,333	\$ 11,333
Materials & Services	\$ 52,194	\$ 84,280	\$ 212,436	\$ 208,754	\$ 208,754	\$ 208,754
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ 11,500	\$ 11,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Capital Outlay	\$ 3,719	\$ -	\$ 97,065	\$ 60,715	\$ 60,715	\$ 60,715
				\$ -	\$ -	\$ -
Reserves:						
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unappropriated Ending Fund Balance	\$ 208,421	\$ 215,918	\$ 6,402	\$ 28,597	\$ 28,597	\$ 28,597
Total Requirements	\$ 275,834	\$ 311,698	\$ 322,403	\$ 310,899	\$ 310,899	\$ 310,899

Transfers Out for the 2019-20 fiscal year include:

Purpose	Amount	To
Administrative Expenses	\$1,500	General Fund
Total Transfers Out	\$1,500	

Budget Highlights:

- This is the first full year that a portion of the Development and Recreation Manager's salary will be funded from the Transient Room Tax Fund as that individual will be essential to the success of City sponsored tourism related events in the City.

Other Funds

Building Reserve Fund

The Building Reserve Fund was established for the purpose of purchasing and retiring debt on City Hall. Revenue is derived from the enterprise fund payments in lieu of taxes made by Calpine (formerly US Generating). Loan reserves have been set aside to make the final loan payment in 2023, the same year that the final tax deferral payments are received.

	Historical Data			Next FY Budget		
	Actual	Actual	Budget	Proposed	Approved	Adopted
	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20
Resources						
Beginning Fund Balance	\$ 70,309	\$ 87,383	\$ 105,083	\$ 125,020	\$ 125,020	\$ 125,020
Fees & Charges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 1,374	\$ 2,436	\$ 2,000	\$ 3,800	\$ 3,800	\$ 3,800
Miscellaneous	\$ 132,922	\$ 132,922	\$ 132,922	\$ 132,922	\$ 132,922	\$ 132,922
Transfers from Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Resources	\$ 204,605	\$ 222,741	\$ 240,005	\$ 261,742	\$ 261,742	\$ 261,742
Requirements						
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 117,222	\$ 117,222	\$ 117,222	\$ 117,222	\$ 117,222	\$ 117,222
Reserves:						
Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unappropriated Ending Fund Balance	\$ 87,383	\$ 105,519	\$ 122,783	\$ 144,520	\$ 144,520	\$ 144,520
Total Requirements	\$ 204,605	\$ 222,741	\$ 240,005	\$ 261,742	\$ 261,742	\$ 261,742



Debt Outstanding

Long-Term Debt

Bonds Payable

The City issues bonds to provide funds for the acquisition and construction of major capital facilities.

Series 1978 Water Bond

The City issued general obligation water bonds in 1978 to finance the water utility system. The debt service for these bonds is being paid with property tax funding by the governmental debt service fund. These bonds are reported as a debt of the Water Fund as they are directly related to the water utility assets. The final payment was made in the 2018-19 fiscal year.

Series 2014 Sewer Revenue Refunding Bonds

The City issued sewer revenue refunding bonds in March of 2014 for \$2,160,000 to retire bonds issued in 2000. This refunding was performed in order to obtain a more favorable interest rate for the taxpayers of the City of Umatilla. Due to the refunding, the reduction in total debt service payments over ten years was approximately \$668,000. The present value of those savings were approximately \$603,000. The 2000 series bonds had required the City to restrict \$271,750, an amount equal to one payment. The City used those restricted assets to pay down the 2000 series bonds prior to refunding. Thus making the net present value savings approximately \$331,000. The refunding bonds carry a fixed interest rate of 2% and mature annually through October 1, 2024. These bonds are reported as a debt of the Sewer Fund.

Notes Payable

Banner Bank

The City borrowed \$1,500,000 from Banner Bank on April 13, 2010. The note proceeds were used to construct the new city hall building. This note is recorded as a debt of the governmental funds. Revenue is derived from the enterprise fund payments in lieu of taxes made by Calpine (formerly US Generating). Loan reserves have been set aside to make the final loan payment in 2023, the same year that the final tax deferral payments are received.

Port of Umatilla

The City purchased land from the Port of Umatilla on February 18, 2015 for \$176,000. The City made four annual payments of \$44,000 to the Port of Umatilla beginning July 1, 2015. The last payment was made in the 2018-19 fiscal year.

Clyde & Betty Nobles

The City purchased a building and parcel of land from Clyde & Betty Nobles on July 20, 2018 for \$250,000. The City will make five annual payments of \$50,000 plus 4% interest to the Nobles beginning August 15, 2018. This note is reported as a debt of the governmental funds.

Debt Outstanding

Long-Term Debt Continued

IFA – Umatilla Recycled Industrial Water Pipeline Final Design

In November 2016 the City Council approved the execution of a 7 year loan from Oregon Infrastructure Finance Authority (IFA) for \$403,000 to complete final design and construction bid documents for a discharge pipeline which enables us to separate industrial wastewater from the data centers and re-use that water for irrigation purposes. A loan amendment was executed in July 2019, increasing the total to \$444,816. Payments will commence when the project is completed and all funds have been disbursed. The loan will be due in six payments and will carry interest at 1.4% from the date of disbursement. This note is reported as a debt of the enterprise funds.

Clean Water State Revolving Loan Fund (CWSRF) Loan – Industrial Discharge Facility Construction

In November 2017 the City Council approved the execution of a \$2.3 million loan from the DEQ Clean Water State Revolving Fund (CWSRF) with a 30 year repayment term to fund the construction of the Industrial Discharge Facility. The loan agreement allows for \$500,000 principal forgiveness upon completion of the project. Payments will commence when the project has been completed and all funds have been disbursed. The loan will carry interest at 1.56% from the date of disbursement. One condition of the loan is that the City establishes a Loan Reserve that equals one half the average annual debt service, or \$49,064. The reserve requirement was set aside in the current fiscal year and will continue to roll forward. This note is reported as debt of the enterprise funds.

IFA – 6th Street Waterline Improvement Project

As a precursor to the ODOT 6th Street Project, the City completed a waterline improvement project in the 2018-19 fiscal year which included relocating water mains and services out of the ODOT right-of-way, upsizing approximately 1,000 feet of water mains to 8-inch, replacing 11 fire hydrants, demolishing or abandoning failing or undersized pipes, relocating current customer water services and meter boxes out of the ODOT right-of-way, and looping the new 8 inch water main at the corner of 6th and B Streets. The total project cost, including engineering, is approximately \$670,000. In February 2019, the City Council authorized an Interim Financing Contract with IFA at a 2.10% interest rate until the loan can be refunded through the Oregon Bond Bank in the fall. We will set the final loan terms when the loan is refunded. This note is reported as debt of the enterprise funds.

2019-2020 Debt Plans

Possible Grant/Loan Combination for a Feasibility Study to Prove Hydraulic Connectivity of Wells to Columbia River

The City is providing Vadata with a supply of groundwater for its non-contact cooling tower system. Because the City's groundwater has a high silica content and salinity, Vadata cannot cycle the same water through the cooling system many times before it clogs the system. The City has identified the possibility of developing a low silica content hydraulically-connected well to utilize the City's unused surface water right, but the feasibility of this solution must be determined. This project would be to make exploratory bores, test and monitor the water quality to determine hydraulic connection, then construct a single test well, and coordinate with WRD regulators about the results to their satisfaction.

Debt Outstanding

Long-Term Debt Continued

If the feasibility project is successful, the City will provide surface water to the PDX2 campus and Vadata can reduce their water demand during irrigation season by approximately 25 percent. In October 2019 the City will be applying for a feasibility study grant from Oregon Water Resources Department (OWRD) to cover \$364,000 of the \$728,000 total project cost. If awarded the grant, the remainder of the cost will be split between a \$35,000 in-kind contribution and \$329,000 loan from IFA. We do not anticipate any loan payments to be due in the upcoming fiscal year.

Long-Term Debt Activity for the 2018-19 Fiscal Year

	Balance as of June 30, 2018	Additions	Reductions	Balance as of June 30, 2019
Governmental Activities:				
Note Payable:				
Banner Bank	\$ 649,490		\$ (84,159)	\$ 565,331
Port of Umatilla	\$ 44,000		\$ (44,000)	\$ -
Clyde & Betty Nobles	\$ -	\$ 250,000	\$ (50,000)	\$ 200,000
Total Governmental Activities	\$ 693,490	\$ 250,000	\$ (178,159)	\$ 765,331
Business-Type Activities:				
Bonds Payable:				
1978 Water Bonds	\$ 17,915		\$ (17,915)	\$ -
Sewer Refunding Bonds	\$ 1,245,000		\$ (240,000)	\$ 1,005,000
Notes Payable:				
IFA Final Design	\$ 359,799	\$ 43,200	\$ -	\$ 402,999
CWSRF Construction	\$ 26,040	\$ -	\$ -	\$ 26,040
IFA 6th St Waterline Imp	\$ -	\$ 632,329	\$ -	\$ 632,329
Total Business-Type Activities	\$ 1,648,754	\$ 675,529	\$ (257,915)	\$ 2,066,368
Total Long-Term Debt Obligations	\$ 2,342,244	\$ 925,529	\$ (436,074)	\$ 2,831,699

Budget Publications

**FORM
LB-1**

NOTICE OF BUDGET HEARING

Republication

A public meeting of the Umatilla City Council will be held on June 4, 2019 at 7:00 p.m. at 700 6th Street, Umatilla, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2019 as approved by the Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Umatilla City Hall 700 6th Street, Umatilla, Oregon between the hours of 8:00 a.m. and 5:00 p.m. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year. Major changes, if any, and their effect on the budget, are explained below

Contact M. Ince	Telephone Number 541-922-3226		E-mail melissa@umatilla-city.org
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FINANCIAL SUMMARY—RESOURCES

TOTAL OF ALL FUNDS	Actual Amounts 2017-2018	Adopted Budget This Year 2018-2019	Approved Budget Next Year 2019-2020
1. Beginning Fund Balance/Net Working Capital.....	5,534,609	6,578,802	8,576,178
2. Fees, Licenses, Permits, Fines, Assmts & Other Svs charges.....	6,847,408	6,368,806	16,307,310
3. Federal, State & all Other Grants, Gifts, Allocations & Donations.....	923,437	1,685,875	2,036,109
4. Revenue from Bonds & Other Debt.....	257,772	3,456,380	2,316,380
5. Interfund Transfers/Internal Service Requirements.....	887,847	1,263,600	1,587,076
6. All Other Resources Except Property Taxes.....	118,184	113,073	225,489
7. Property Taxes Estimated to be Received.....	944,675	1,134,499	1,637,643
8. Total Resources (add lines 1 thru 7)	15,513,932	20,601,035	32,686,185

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

9. Personnel Services.....	3,391,873	3,869,347	4,466,909
10. Materials and Services.....	3,230,876	5,020,108	8,155,705
11. Capital Outlay.....	362,415	5,271,494	12,857,057
12. Debt Service.....	449,819	488,036	518,972
13. Interfund Transfers.....	887,847	1,263,600	1,587,076
14. Contingencies.....		1,379,703	927,500
15. Special Payments.....		0	0
16. Unappropriated Ending Balance & Reserved for Future Expense	7,191,102	3,308,747	4,172,966
17. Total Requirements - add lines 9-16.....	15,513,932	20,601,035	32,686,185

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM

Name of Organizational Unit or Program FTE for Unit Or Program			
Name: Administration	147,220	330,729	3,388,429
FTE	0.50	0.75	1.83
Name: Planning/Community Development	259,688	369,021	561,943
FTE	1.65	1.25	1.45
Name: Court	499,781	496,019	584,399
FTE	0.60	0.60	1.35
Name: Parks	161,609	242,691	525,530
FTE	2.40	2.00	3.40
Name: Code Enforcement	0	158,385	141,524
FTE		1.00	1.00
Name: Marina and RV Park	314,842	361,319	317,825
FTE			
Name: Police	1,388,243	1,624,906	1,850,978
FTE	14.75	13.75	14.50
Name: Water	1,140,036	1,180,383	1,450,322
FTE	4.90	4.63	4.78
Name: Sewer	1,978,039	2,127,521	2,206,591
FTE	6.30	6.03	5.48
Name: Streets	987,299	1,637,581	3,599,942
FTE	3.80	3.80	2.40
Name: Library	334,108	322,902	348,090
FTE	4.00	3.00	3.10
Name: Building	1,360,304	1,509,640	2,920,163
FTE	1.10	1.35	2.13
Non-Departmental/Non-Program	8,303,067	10,398,323	14,931,973
FTE			0.10
Total Requirements	15,513,932	20,601,035	32,686,185
Total FTE	39	37	42

Budget Publications

**FORM
LB-1**

CONTINUED

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
Permanent Rate Levy (Rate Limit 2.9191 Per \$1000)	2.9191	2.9191	2.9191
Local Option Levy			
Levy for General Obligation Bonds	27,304	0	0

STATEMENT OF INDEBTEDNESS

Long Term Debt	Estimated Debt Outstanding on July 1	Estimated Debt Authorized but not Incurred on July 1
General Obligation Bonds.....	\$1,005,000	0
Other Bonds.....	\$0	0
Other Borrowings.....	\$4,020,751	\$0
TOTAL.....	\$5,025,751	\$0

Budget Publications

Notice of Property Tax and Certification of Intent to Impose a Tax, Fee, Assessment or Charge on Property

To assessor of Umatilla County

**FORM LB-50
2019-2020**

Be sure to read instructions in the Notice of Property Tax Levy Forms and Instruction booklet

Check here if this is an amended form.

The City of Umatilla has the responsibility and authority to place the following property tax, fee, charge or assessment

District Name

on the tax roll of Umatilla County. The property tax, fee, charge or assessment is categorized as stated by this form.

County Name

P O Box 130 Umatilla OR 97882 June 19, 2019

Mailing Address of District

City

State

ZIP code

Date

Melissa Ince Finance & Admin Services Director 541-922-3226 x 104 melissa@umatilla-city.org

Contact Person

Title

Daytime Telephone

Contact Person E-Mail

CERTIFICATION - You must check one box if your district is subject to Local Budget Law.

- The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
 The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

PART I: TAXES TO BE IMPOSED

		Subject to General Government Limits Rate -or- Dollar Amount	
1. Rate per \$1,000 or Total dollar amount levied (within permanent rate limit)	1	2.9191	Excluded from Measure 5 Limits Dollar Amount of Bond Levy
2. Local option operating tax	2		
3. Local option capital project tax	3		
4. City of Portland Levy for pension and disability obligations	4		
5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001	5a.	0	
5b. Levy for bonded indebtedness from bonds approved by voters on or after October 6, 2001	5b.		
5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b)	5c.	0	

PART II: RATE LIMIT CERTIFICATION

6. Permanent rate limit in dollars and cents per \$1,000	6	2.9191
7. Election date when your new district received voter approval for your permanent rate limit	7	
8. Estimated permanent rate limit for newly merged/consolidated district	8	

PART III: SCHEDULE OF LOCAL OPTION TAXES - Enter all local option taxes on this schedule. If there are more than two taxes, attach a sheet showing the information for each.

Purpose (operating, capital project, or mixed)	Date voters approved local option ballot measure	First tax year levied	Final tax year to be levied	Tax amount -or- rate authorized per year by voters

Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES

Description	Subject to General Government Limitation	Excluded from Measure 5 Limitation
1		
2		

If fees, charges, or assessments will be imposed on specific property within your district, you must attach a complete listing of properties, by assessor's account number, to which fees, charges, or assessments will be imposed. Show the fees, charges, or assessments uniformly imposed on the properties. If these amounts are not uniform, show the amount imposed on each property.

The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)

150-504-073-7 (Rev. 12-15)

(see the back for worksheet for lines 5a, 5b, and 5c)

File with your assessor no later than **JULY 15**, unless granted an extension in writing.

ED 50 119

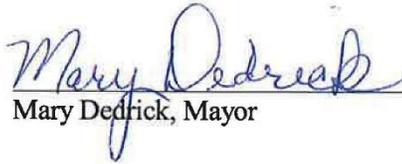
Budget Resolutions

RESOLUTION NO. 70-2019

A RESOLUTION ADOPTING THE 2019-2020 BUDGET

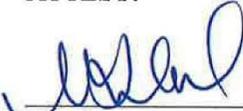
BE IT RESOLVED, that the City Council of the City of Umatilla hereby adopts the budget approved by the budget committee for the fiscal year 2019-2020, in the total sum of \$32,686,185 now on file at Umatilla City Hall, 700 Sixth Street, Umatilla, Oregon 97882.

PASSED by the City Council and **SIGNED** by the Mayor this 4th day of June, 2019.



Mary Dedrick, Mayor

ATTEST:



Nanci Sandoval, City Recorder



Budget Resolutions

RESOLUTION NO. 71-2019

A RESOLUTION APPROPRIATING AMOUNTS FOR FISCAL YEAR 2019-2020

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2019 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Administration	\$ 3,388,429
Community Development Department	561,943
Municipal Court Department	584,399
Parks and Recreation Department	525,530
Marina and RV Park	317,825
Police Department	1,850,978
Code Enforcement	141,524
Transportation	7,000
911 Emergency Services Department	1,250
Non-Departmental:	
Operating Contingency	50,000
Transfers	<u>493,596</u>
GENERAL FUND TOTAL	\$ 7,922,474

WATER FUND

Personnel Services	\$ 538,542
Material & Services	508,430
Capital Outlay	5,000
Operating Contingency	35,000
Debt Service	72,000
Transfers	<u>192,250</u>
WATER FUND TOTAL	\$ 1,351,222

SEWER FUND

Personnel Services	\$ 617,140
Material & Services	387,387
Capital Outlay	10,000
Operating Contingency	180,000
Debt Service	329,750
Transfers	<u>349,154</u>
SEWER FUND TOTAL	\$ 1,873,431

Budget Resolutions

STREET FUND

Personnel Services	\$ 266,583
Material & Services	776,850
Capital Outlay	2,118,350
Operating Contingency	235,000
Transfers	<u>48,950</u>
STREET FUND TOTAL	\$ 3,445,733

LIBRARY FUND

Personnel Services	\$ 203,844
Material & Services	47,900
Capital Outlay	1,500
Transfers	10,000
Contingency	<u>2,500</u>
LIBRARY FUND TOTAL	\$ 265,744

TRANSIENT ROOM TAX FUND

Personnel Services	\$ 11,333
Material & Services	208,754
Capital Outlay	60,715
Transfers	<u>1,500</u>
TRANSIENT TAX FUND TOTAL	\$ 282,302

REFUSE FUND

Material & Services	\$ 664,800
Transfers	<u>126,400</u>
REFUSE FUND TOTAL	\$ 791,200

CAPITAL RESERVE FUND

Capital Outlay	\$ 6,660,400
Transfers	<u>84,876</u>
CAPITAL RESERVE TOTAL	\$ 6,745,276

Budget Resolutions

BUILDING RESERVE FUND

Debt Service	\$ 117,222
BUILDING RESERVE FUND TOTAL	\$ 117,222

WATER RESERVE FUND

Capital Outlay	\$ 715,953
WATER RESERVE FUND TOTAL	\$ 715,953

SEWER RESERVE FUND

Materials and Services	\$ 405,560
Capital Outlay	3,298,139
SEWER RESERVE FUND TOTAL	\$ 3,703,699

BUILDING DEPARTMENT FUND

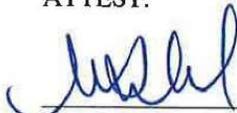
Personnel Services	\$ 263,613
Materials and Services	330,000
Transfers	280,350
Contingency	425,000
BUILDING DEPARTMENT FUND TOTAL	\$ 1,298,963

PASSED by the City Council and **SIGNED** by the Mayor this 4th day of June, 2019.



Mary Dedrick, Mayor

ATTEST:



Nanci Sandoval, City Recorder



Budget Resolutions

RESOLUTION NO. 72-2019

A RESOLUTION LEVYING AD VALOREM TAXES AND CATEGORIZING TAXES FOR THE 2019-2020 FISCAL YEAR

BE IT RESOLVED, that the City Council of the City of Umatilla hereby levies the taxes provided for in the adopted budget at the permanent tax rate of 2.9191 per \$1,000 by rate for the general fund and that these taxes are levied upon all taxable property within the City of Umatilla as of 1:00 a.m. July 1, 2019. The following allocation and categorization, subject to the limits of Section 11b Article XI of the Oregon Constitution, make up the above levy:

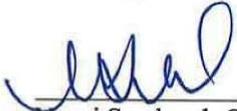
	GENERAL GOVERNMENT LIMITATION	EXCLUDED FROM LIMITATION
GENERAL FUND	\$2.9191/\$1,000	
DEBT SERVICE FUND	_____	<u>\$0</u>
CATEGORY TOTAL	\$2.9191/\$1,000	\$0
TOTAL LEVY	\$2.9191 per \$1,000 of taxable value to the General Fund	

PASSED by the City Council and **SIGNED** by the Mayor this 4th day of June, 2019.



Mary Dedrick, Mayor

ATTEST:



Nanci Sandoval, City Recorder



Budget Resolutions



Oregon

Kate Brown, Governor

Department of Administrative Services

Enterprise Goods and Services, Shared Financial Services

155 Cottage St. NE

Salem, OR 97301-3972

(503)373-0735

FAX (503)373-1273

RETURN TO:

DEPARTMENT OF ADMINISTRATIVE SERVICES
SHARED FINANCIAL SERVICES
ATTN Laura Erich
155 COTTAGE ST NE
SALEM OR 97301-3972

AN ORDINANCE/RESOLUTION DECLARING THE CITY'S ELECTION
TO RECEIVE STATE REVENUES
RESOLUTION No. 73-2019

The City of UMATILLA ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for
fiscal year 2019-2020.

Passed by the Common Council the 4th day of June, 2019.

Approved by the Mayor this 4th day June, 2019.

Mayor [Signature]
Attest [Signature]

I *certify that a public hearing before the Budget Committee was held on
April 16, 2019 and a public hearing before the City Council
was held on June 4, 2019, giving citizens an opportunity to
comment on use of State Revenue Sharing.

[Signature]
City Recorder

[Signature]



* NOTE: Please return certification only. We do not need copies of notices.

Interfund Transfers

FISCAL YEAR 2019- 2020

PURPOSE	AMOUNT	FROM	TO
Police Computers	\$5,000	General Fund	Capital Reserve Fund
City Hall Computers	\$5,000	General Fund	Capital Reserve Fund
Land Acquisition	\$395,596	General Fund	Capital Reserve Fund
Code Enforcement Vehicle	\$15,000	General Fund	Capital Reserve Fund
Office Equipment Replacement	\$5,000	General Fund	Capital Reserve Fund
Shop Bldg Reserve	\$10,000	General Fund	Capital Reserve Fund
Minor Property Improvements	\$10,000	General Fund	Capital Reserve Fund
Library Operating Expense	\$20,000	General Fund	Library Fund
Street Light Maintenance	\$7,000	General Fund	Street Fund
Chamber Support	\$21,000	General Fund	Transient Room Tax Fund
Shop Bldg Reserve	\$10,000	Water Fund	Capital Reserve Fund
City Hall Computers	\$2,500	Water Fund	Capital Reserve Fund
Office Equipment Replacement	\$2,750	Water Fund	Capital Reserve Fund
Building Maintenance City Hall	\$500	Water Fund	General Fund
Computer Support	\$10,000	Water Fund	General Fund
Capital Improvement Plan	\$2,000	Water Fund	General Fund
City Hall Staff Rent	\$9,000	Water Fund	General Fund
Water Project Reserve	\$120,500	Water Fund	Water Reserve Fund
Develop Water Right	\$15,000	Water Fund	Water Reserve Fund
Electronic Meter Replacement	\$15,000	Water Fund	Water Reserve Fund
Hydrant Replacement	\$5,000	Water Fund	Water Reserve Fund
Reserve for Sewer Jet Truck Repl	\$15,000	Sewer Fund	Capital Reserve Fund
City Hall Computers	\$2,500	Sewer Fund	Capital Reserve Fund
Office Equipment Replacement	\$2,750	Sewer Fund	Capital Reserve Fund
Sewer Dept Equipment	\$3,000	Sewer Fund	Capital Reserve Fund
Shop Bldg Reserve	\$10,000	Sewer Fund	Capital Reserve Fund
Land (Easement) Acquisition	\$44,404	Sewer Fund	Capital Reserve Fund
Capital Improvement Plan	\$2,000	Sewer Fund	General Fund
Building Maintenance City Hall	\$500	Sewer Fund	General Fund
Computer Support	\$10,000	Sewer Fund	General Fund
City Hall Staff Rent	\$9,000	Sewer Fund	General Fund
Sewer Project Reserve	\$250,000	Sewer Fund	Sewer Reserve Fund
Office Equipment Replacement	\$2,750	Street Fund	Capital Reserve Fund
Street Sweeper	\$15,000	Street Fund	Capital Reserve Fund
Shop Bldg Reserve	\$10,000	Street Fund	Capital Reserve Fund
Bike Paths	\$5,500	Street Fund	Capital Reserve Fund
City Hall Computers	\$2,500	Street Fund	Capital Reserve Fund
Computer Support	\$10,000	Street Fund	General Fund
Capital Improvement Plan	\$2,000	Street Fund	General Fund
City Hall Staff Rent	\$1,200	Street Fund	General Fund

Interfund Transfers Continued

Ending Balance City Hall Building Maintenance	\$5,639	Capital Reserve Fund	General Fund
Ending Balance Police Building Maintenance	\$5,202	Capital Reserve Fund	General Fund
Ending Balance Capital Improvement Planning	\$54,341	Capital Reserve Fund	General Fund
Ending Balance Computer Support	\$8,525	Capital Reserve Fund	General Fund
Ending Balance Water Building Maintenance	\$4,313	Capital Reserve Fund	Water Fund
Ending Balance Sewer Building Maintenance	\$3,464	Capital Reserve Fund	Sewer Fund
Ending Balance Library Building Maintenance	\$3,392	Capital Reserve Fund	Library Fund
Computer Support	\$10,000	Library	General Fund
Annex Remodel Contribution	\$250,000	Building Dept Fund	Capital Reserve Fund
Building Maintenance City Hall	\$1,000	Building Dept Fund	General Fund
Building Equipment	\$7,000	Building Dept Fund	Capital Reserve Fund
Office Equipment Replacement	\$2,750	Building Dept Fund	Capital Reserve Fund
Computer Support	\$10,000	Building Dept Fund	General Fund
City Hall Staff Rent	\$9,600	Building Dept Fund	General Fund
Administrative Expenses	\$1,500	Room Tax Fund	General Fund

TOTAL TRANSFERS \$1,460,676

Glossary

Actual: Actual, as used in the fund summaries, revenue summaries and department and division summaries within the budget document, represents the actual financial results. This category is presented on a budgetary basis, and thus excludes full-accrual audit items such as depreciation and amortization.

Ad Valorem Tax: A tax based on the assessed value of taxable property.

Adoption: Formal action by the City Council which sets the spending limits for the fiscal year.

Appropriations: The legal authorization granted by the City Council to make expenditures and incur obligations.

Approved Budget: The financial plan agreed upon by the Budget Committee.

Assessed Valuation: The value set by the county assessor on real and personal taxable property as a basis for levying taxes. A tax initiative passed in 1997 that reduced AV below real market value and set a 3% maximum annual growth rate in the AV, exclusive of certain improvements.

Beginning Fund Balance: The amount of unexpended funds carried forward from one fiscal year to another.

Bond: A written promise to pay a sum of money (principal or face value) at a future date (maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used to finance long-term capital improvements.

Budget: A financial operating plan with estimated expenditures and expected revenues for a given period.

Budget Message: The opening section of the budget which provides the City Council and the public with a general summary of the most

important aspects of the budget, changes from the current and previous fiscal year, and recommendations regarding the financial policy for the coming period.

Capital Improvement: A term defined in the ORS 310.410 (10) to include land, structures, facilities, machinery, equipment or furnishings having a useful life of longer than one year.

Capital Improvement Project: Any project having improvements of significant value and having a useful life of five years or more. Capital projects include the purchase of land, design, engineering and construction of buildings, and infrastructure items such as parks, streets, bridges, drainage, street lighting, water and sewer systems and master planning.

Capital Outlay: Includes the purchase of land, the purchase or construction of buildings, structures, and facilities of all types, plus machinery and equipment. It includes expenditures that result in the acquisition or addition of a capital asset or increase the capacity, efficiency, span of life, or economy of operating as an existing capital asset. For an item to qualify as a capital outlay expenditure it must meet all of the following requirements: (1) have an estimated useful life of more than one year; (2) have a cost of \$2,500 or more per item; and (3) be a betterment or improvement. Replacement of a capital item is classified as capital outlay under the same code as the original purchase. Replacement or repair parts are classified under materials and services.

Cash Basis Accounting: Recording revenues and expenditures at the time they are received or paid.

Contingency: An appropriation of funds to cover unforeseen events which occur during the budget year. City Council must approve all contingency transfers.

Debt Service: Payment of principal and interest on borrowed funds.

Glossary

Debt Service Fund: The fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Encumbrances: The formal accounting recognition of commitments to expend resources in the future.

Expenditures: Decreases in net financial resources, including current operating expenses, debt service and capital outlays.

Fiscal Year: The time period designated by the city signifying the beginning and ending period for recording financial transactions. The fiscal year begins July 1 and ends June 30.

Fund: A division in the budget with independent fiscal and accounting requirements.

General Fund: The general operating fund of the city. It is used to account for all financial resources except those required to be accounted for in other fund.

Interfund Transfer: Amounts transferred from one fund to another, shown as an expenditure in the originating fund and a revenue in the receiving fund.

Line Item: A specific group of similar items defined by detail in a unique account in the financial records.

Proposed Budget: Financial and operating program prepared by the budget officer and staff, submitted to the budget committee for consideration.

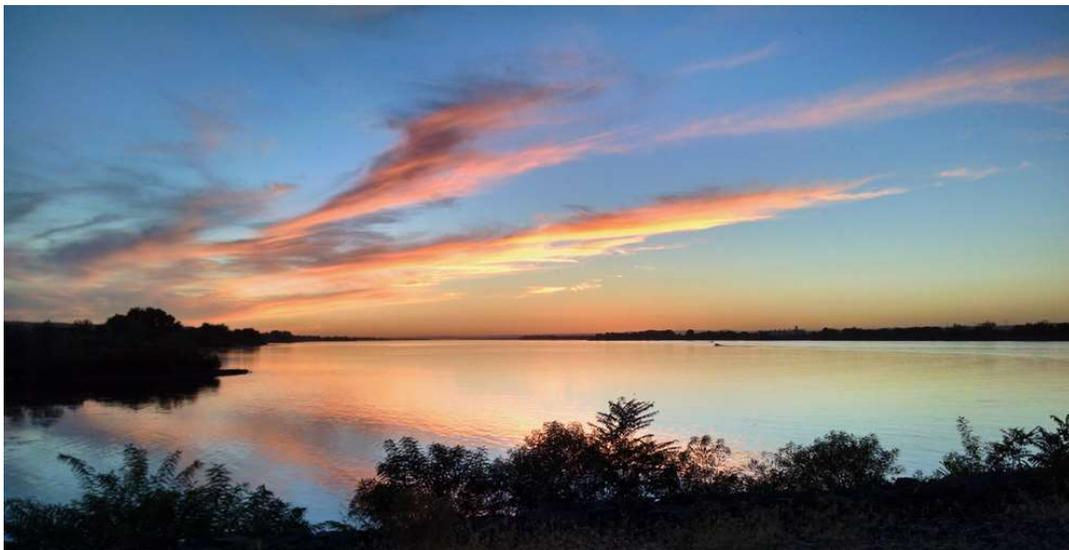
Reserve Funds: Established to accumulate resources from one fiscal year to another for a specific purpose.

Revenues: Monies received or anticipated during the year to finance city services.

Supplemental Budget: Prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. The supplemental budget cannot be used to increase a tax levy.

Tax Base: In Oregon, a designated amount of property tax which can be levied for operating expenses without annual voter approval. The original base must be established by the voters at a general or primary election. Thereafter, the base can be increased by 6% annually without the approval of the voters.

Tax Rate: The amount of property tax paid by property owners for each \$1,000 of their property's assessed value. This rate is computed by dividing the total amount of the tax levies by the total assessed value for the city.





Melissa Ince, CPA
Finance & Administrative Services Director
melissa@umatilla-city.org

City of Umatilla, Oregon | 700 Sixth Street, PO Box 130, Umatilla, OR 97882
Phone: 541-922-3226 | Fax: 541-922-5758 | www.umatilla-city.org/finance