STAFF REPORT For Meeting of June 13, 2016 MAYOR AND MEMBERS OF THE CITY COUNCIL	NO. 2016- **SUBJECT:** 2016-17 Adopted Budget

Subject
Resolutions related to the adoption of the 2016-17 annual budget.

Summary and Background
City resolution numbers 2026, 2027, 2028 and 2029 are being presented tonight for Council approval. HURA Resolution 7 is also being presented tonight during the HURA budget public hearing.

1. **Resolution 2026** establishes the compensation plan for City employees effective July 1, 2016.
2. **Resolution 2027** declares the City's election to receive State revenues pursuant to ORS 221.770.
3. **Resolution 2028** adopts the budget, makes appropriations, and imposes and categorizes the taxes for 2016-17. Several corrections have been made to the budget document since it was presented to the budget committee on May 25, 2016. Any item that affected the amount of the budget was identified during the meeting. Other corrections were made that did not affect the budget amount. Several enhancements were also made to the budget document, which included an updated City organizational chart and addition of budget and financial policies to the introductory section.
4. **Resolution 2029** establishes various reserve accounts in the City's Reserve Fund.
5. **Resolution 7** adopts the HURA budget, makes appropriations and declares the agency's election to the request the maximum amount of revenue that may be raised by them.

Fiscal Information
The adopted budget request for the City of Hermiston is $49,182,698.
The adopted budget request for the Hermiston Urban Renewal Agency is $202,500.

Alternatives and Recommendation
Alternatives
1. Do not adopt the resolutions or adopt them with different parameters.
2. Adopt the resolutions as recommended.

Recommendation
I recommend that the resolutions be adopted.

Requested Action/Motion

Motion to adopt City resolutions 2026, 2027, 2028, 2029 and HURA resolution 7.

Reviewed by:

Department Head:

City Manager Approval

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INTRODUCTION

ELECTED AND APPOINTED OFFICIALS

Mayor and City Council (Elected)

Mayor.....	Dave Drotzmann
Councilor.....	Clara Beas-Fitzgerald
Councilor.....	Lori Davis
Councilor.....	Manuel Guiterrez
Councilor.....	Rod S. Hardin
Councilor.....	John Kirwan
Councilor.....	Jackie C. Myers
Councilor.....	Doug Primmer
Councilor.....	Douglas T. Smith

Budget Committee Citizen Members (Council Appointed)

Fred J. Allen, Jr.	Joanna Hayden
Tim Beinert	DuWayne White
Eric Carpenter	Dave Wright
Mary Corp	

Appointed Officials

City Manager.....	Byron D. Smith
City Attorney.....	Gary Luisi
Assistant City Manager.....	Mark Morgan
Finance Director/City Recorder.....	Amy Palmer, CPA
Chief of Police.....	Jason Edmiston
Water Superintendent.....	Roy Bicknell
Wastewater Superintendent.....	Bill Schmittle
Street Superintendent.....	Ron Sivey
Electric Superintendent.....	Nate Rivera
Library Director.....	Marie Baldo
Building Official.....	Chuck Woolsey
Parks & Recreation Director.....	Larry Fetter
City Planner.....	Clint Spencer

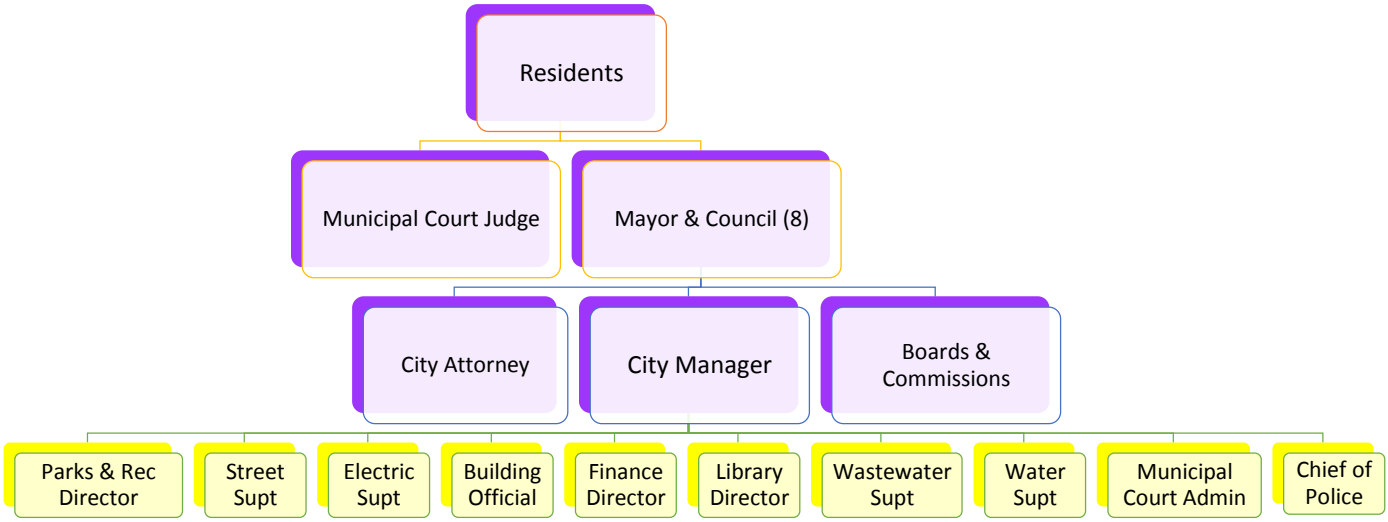
VISION AND VALUES

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

Our Values

Strong Work Ethic	Generosity
Inclusiveness	Excellence
Integrity	People

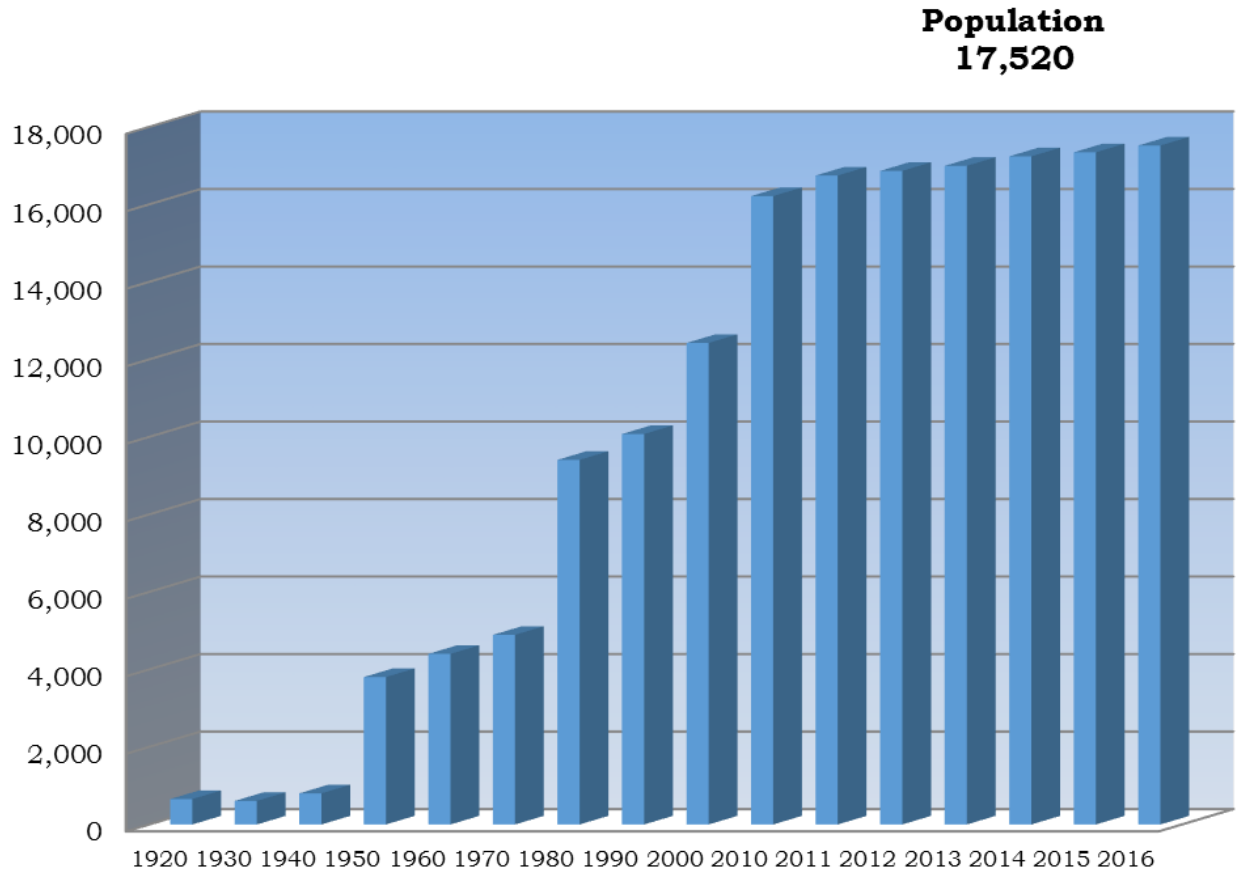
ORGANIZATION CHART



CITY PROFILE

Location and Population:

Hermiston is a progressive, growth-oriented urban/retail center for an area based economically on agriculture, food processing, transportation, utilities and other light industry. In 2015, Hermiston continued to grow as the largest city in Eastern Oregon, with a population of 17,520. The city projects a growth rate of 2% each year for the next 20 years.



We are located in the northwest corner of Umatilla County in northeast Oregon and are centrally located between the major cities of the Pacific Northwest. Located just 185 miles east of Portland; 183 miles southwest of Spokane, Washington; 260 miles southeast of Seattle, Washington and 257 miles northwest of Boise, Idaho, Hermiston is a transportation hub accessed by Interstate Highways I-84, east to west, and I-82, north and south, and numerous feeder highways. Hermiston lies one truck day from seven western states and two Canadian provinces. In addition we are in close proximity to the Union Pacific-Hinkle Rail yard and the Columbia River and its container cargo shipping facilities. The City operates a local municipal airport for light commercial and private use and there are Regional Airports offering full commercial services 30 minutes away at Pendleton, Oregon and Pasco, Washington.

Business:

Hermiston is the commercial center for a highly varied and productive agriculture industry. The Hermiston Region can viably grow more than 200 crops for commercial production. Irrigated farm and ranch lands produce potatoes, alfalfa, corn, wheat, onions, carrots, asparagus, mint, peppers, fruit, beef and dairy cattle, plus many other specialty crops. Ongoing efforts to diversify the area's agriculture are supported by the Oregon State University Hermiston Agricultural Research Center located just south of Hermiston. The Hermiston area is home to a variety of light industries whose products include potato chips, frozen foods, manufactured housing, plastic pipes, wood chips for paper production, motor control panels, horse trailers and metal specialties. In addition, the northwest distribution center for Wal-Mart is located in Hermiston along with Fed-Ex and UPS freight facilities. Economic development efforts are

centered on warehousing, distribution and manufacturing to further diversify our economy.

Municipal Facilities:
The City of Hermiston offers a public safety center which houses the police department and the municipal court. The Hermiston Fire & Emergency Services District facilities are also located in the safety center. Hermiston provides a convention center, airport, public works building, recycled water treatment plant, water treatment plant, public library, city parks, a combined lap and leisure outdoor community swimming pool complex and water/sewer utilities. In addition, beginning in October 2001, Hermiston Energy Services, the city's municipal electric utility, began providing power to its nearly 5,000 residential and commercial customers. HES was the first municipal electric utility created in Oregon in over 50 years.

Education:
Hermiston's School District is made up of one senior high school, two middle schools, five elementary schools, one alternative school and one ESD office. The school district serves students in kindergarten through grade 12 and offers a broad range from basic skills to vocational and advanced placement classes. A wide variety of classes and workforce training programs are also offered on the Hermiston campus of Blue Mountain Community College. The Eastern Oregon Higher Education Center offers Bachelors and Master's degree courses in Hermiston through Eastern Oregon University.

Health Care:
Good Shepherd Community Hospital is a modern facility with the latest diagnostic and surgical facilities with a trauma emergency center. The hospital has expanded their physician offices to enable more physicians in specific fields to locate in Hermiston. Hermiston continues to attract medical professionals, general practitioners and specialist as well as a full range of dental practices, chiropractic services, mental health and physical therapy facilities. An additional seven hospitals are located within a sixty mile radius of the city. Ambulance service is provided by the Hermiston Fire & Emergency Services District. The city offers a skilled nursing facility for the elderly and handicapped. There are also multiple assisted living complexes for the elderly.

Recreation:
The area offers a broad spectrum of outdoor pastimes. With the relatively dry climate and long growing season outdoor activities are abundant. Water sports are very popular and include skiing, boating, swimming and fishing. Hermiston is within a day's drive to mountain regions which offer snow skiing, camping, hiking and hunting. Hermiston offers multiple City parks, athletic clubs, jogging trails, tennis courts, soccer fields, horseshoe pits and several ball parks. There are eleven golf courses within 45 minutes of Hermiston.

CITY MANAGER BUDGET MESSAGE

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

It is my honor to present the City of Hermiston's 2016-17 Proposed Budget. The proposed budget and the budget document are the result of hard work from the city's leadership team and their employees. The dedication of our employees is impeccable.

Introduction

The 2017 budget has been prepared in accordance with the State of Oregon budget law as well as the Government Accounting Standards. In addition, it has been prepared on the foundation of the city's adopted financial policies. We continue to expect these changes to make the budget more transparent and easier to understand. During the 2016 year the City Council held a goal setting. The new vision statement and values are included in this document and influence many individual appropriation recommendations. We continue to work to improve the budget process and the budget document.

The major change we have added to this budget document is a summary section that brings the various funds together with their associated reserve accounts to show a complete picture for those areas. There have been only a few structural changes in this budget in comparison to the 2016 budget.

> The 2017 budget continues and upholds the City's adopted policies. The all funds budget is $49,181,898 which is $14 million smaller than the 2016 budget. This decrease is two-fold. First, many of the construction projects we have been budgeting for are now completed and so are no longer included. We have done some restructuring that reduced the number of fund transfers which artificially inflates the budget.
>
> The 2017 budget proposes a 2.25% pay increase for all City employees. This increase matches the negotiated wage being given to the Police Union. I will now walk through the major funds in the budget and provide highlights about each one.

General Fund

The general fund contains funding for some of the most basic operations of the City like our police department. It also contains many services that we call quality of life programs like the parks and recreation and library. These services combine to make an inviting community to live in.

In the 2017 budget you will notice that the general fund revenues and expenditures grow by approximately 11% an increase of $1,508,391. This increase is mostly driven by the increased revenues from TPA and the associated debt related to EOTEC. Most of the other revenue sources are holding fairly steady with small amounts of growth.

The following general fund items are of particular note:

Parks and Recreation

- This will be the first full year for the Parks department to provide landscape maintenance services to the water and sewer departments. Staff discussed this idea and council approved implementation of this program at the end of the 2016 budget. This change will allow a higher level of service to be provided and to lessen the burden on the water and sewer staff to provide or manage these services.
- The Victory Square Park project is anticipated to be complete in the 2016 budget but we have appropriated some funds in case it runs slightly over.
- The Skate Park and Sunset Park reserve fund accounts have additional funds allocated to continue to develop them in FY2017.
- A new reserve fund account was created in 2016 to gather funds for the West Highland Trail project. We anticipate initial construction activities to take place toward the end of the 2017 budget.

Police

- To enhance clarity on the Christmas Express project spearheaded by the police department, we have separated those funds into their own fund. This allows very transparent tracking of those community donations.

Building

- The Council recently approved an intergovernmental agreement with the City of Umatilla for us to provide building inspection services. We are not planning to add a new position at this time but we may consider it at a future date.

Airport

- The airport taxiway project has grown in scope and also funding from the Federal Aviation Administration (FAA). This additional funding is reflected in the proposed budget. We anticipate the project to be completed in the 2016 calendar year.

Transportation

- Funds are allocated within this program to purchase a bus that would enable us to start a Dial-a-Ride service.

Branding

- The 2017 budget will contain funds to implement the newly adopted "Where Life is Sweet" brand. We have allocated $25,000 to implement new letterhead, signage, bills, etc. There is also $75,000 to pay for a full repainting of the water tower.

Court

- In the proposed 2017 budget we have moved the expenses of the prosecutor and the public defender into the court budget. This will give us one spot where all of the court expenses are located.

Utility Fund

The utility fund and its associated reserve and project funds will see a drastic change this year. The Recycled Water Treatment Plant project is now complete. The OSU water line extension project is now complete. These projects will now only be a part of the historical portion of the budget document.

There will not be anything directly in the utility fund in the 2017 budget related to an upcoming Capital Improvement Plan (CIP). This CIP was an action item that was adopted in the goal setting efforts. Both the water and sewer departments along with the street department are working on a CIP that will be included in future budgets. This change will help the departments to be more deliberate in their planning for future capital expenditures. This will require further discussions about utility rates.

Street Fund

This fund is relatively stable. The only major project associated with this fund is for an overlay on North 1st Place between Elm and Harper Road. This segment of road is poor shape and needs something to preserve the road and make it functional for the next five years. This overlay project will do that.

Hermiston Energy Services (HES) Fund

We have plugged an 11% rate increase in here as the worst case scenario. This fund needs additional funding to provide means to address many capital needs. There are some different options under consideration at this time.

Transient Room Tax (TRT) Fund

This fund is projecting a modest increase in revenues. The major difference is that in the 2016 budget year an additional $1 of Tourism Promotion Assessment (TPA) has been added to the budget in order to fund additional capital construction at the Eastern Oregon Trade and Event Center (EOTEC). During 2017, this assessment will be capitalized and bonds will be sold to assist in constructing Phase 1 of the EOTEC.

Regional Water Fund

This fund is another very stable fund without many major changes. We anticipate a new rate increase in 2017. It has been two years since these rates were last adjusted. That will have to be done in a budget amendment because the analysis has not been completed.

OTHER FUNDS

Bonded Debt Fund

The activities tracked in this fund have changed based on recommendations of our new auditors. The debt in the utility fund will no longer come through this fund. That debt will be paid directly out of the utility fund. Only property tax funded debt will be paid out of this fund.

Reserve Fund

In the reserve fund, there are two accounts that were created in the 2016 budget. First, the community enhancement fund was established to provide funding for projects that enhance our community. With this year we are adding an additional $100,000 to the account to be used strictly for matching funds for various grants. The city hall improvement fund was used in the 2016 budget to make some improvements to the existing city hall as well as do a space needs assessment for a potential new city hall. The remaining $65,000 is budgeted to explore possible options for a new city hall.

Many of the other accounts in this fund have a balance and we have proposed to appropriate those amounts in order to allow the fund the flexibility to be able to address a need within the year the budget is in place.

Senior Center Construction

We anticipate that most of the senior center construction to take place in the 2017 budget year and funds are budgeted appropriately.

EOTEC Construction

The initial $6.4 million lottery grant for EOTEC will be completely expended in the 2016 budget. This capital project will no longer show up in the city budget.

I would like to thank the department heads and managers especially Amy Palmer and the finance department staff for all the work they did to help complete the budget. Lastly, I would like to thank the City Council and the citizen members of the Budget Committee for their willingness to give up their time and serve our community. It is an honor to work with professional and skilled City employees and dedicated community volunteers to implement the 2016-2017 budget.

Sincerely,

Byron D. Smith
City Manager

BUDGET POLICIES AND PROCESS

The City of Hermiston is committed to the highest level of financial integrity. We are accountable to our citizens for the use of public dollars, and resources should be used wisely to ensure adequate funding for the services, public facilities and infrastructure necessary to meet the community's present and future needs.

Written, adopted financial policies have many benefits, such as assisting the Council and City Manager in the financial management of the City, saving time and energy when discussing financial matters, fostering public confidence, and providing continuity over time as Council and staff members change. The purpose of the financial policies is to enable the City to achieve and maintain a long-term stable and positive financial condition. The policies are adopted by the City Council and establish the framework for Hermiston's overall financial planning and management, to guide day-to-day and long-range fiscal planning and decision making, and to achieve the following general financial goals:

- Ensure the financial integrity of the City.
- Provide an adequate financial base to sustain a sufficient level of municipal services to maintain the social well-being and physical condition of the City.
- Provide and maintain essential public facilities, utilities and capital equipment.
- Enhance policy setting for and sound management of City government by providing accurate and timely information on current and anticipated financial conditions.
- Protect and enhance the City's credit ratings.
- Provide the financial stability needed to navigate through economic downturns, adjust to changes in the service requirements of the community and respond to other changes as they affect the City's residents.

BUDGET POLICIES

1) The operating budget shall serve as the annual financial plan for the City. It will serve as the policy document of the City Council for implementing Council goals and objectives.
2) The City Council will adopt and maintain a balanced annual operating budget in conformance with existing state and local regulations. Per Local Budget Law, the City Council shall adopt the budget at the fund, department or program level as appropriate.
3) Budget control and accountability is maintained at the same level it is appropriated.
4) The Budget Officer shall annually prepare and present a proposed operating budget to the Budget Committee no later than May 30 of each year, and the City Council will adopt the budget no later than June 30 of each year.
5) Historical trend analysis will be performed on both revenues and expenditures as part of the budget process. Efforts will be made to identify potential deviations from the trends and this information will be factored into revenue and expenditure forecasts.
6) Funds may not be expended or encumbered for the following fiscal year until the budget has been adopted by the City Council.
7) The budget process will be coordinated so that major policy issues and department goals and objectives are identified and incorporated into the budget.
8) Monthly reports comparing budgeted to actual revenues and expenditures will be distributed to the City Manager and City Council. Significant variances will be investigated and explained.
9) The operating budget will be constrained to the total amount approved by the Budget Committee and as adjusted and adopted by the City Council.
10) A mid-year review process will be conducted by the City Manager to make any necessary adjustments to the adopted budget.
11) All resolutions adjusting the budget will be prepared by the Finance Department for Council approval to ensure compliance with budget laws.

BUDGET PROCESS

Most local governments in Oregon must prepare and adopt an annual budget. Budget guidelines are determined by Oregon's Local Budget Law. The law requires citizen involvement in the preparation of the budget, public disclosure of the budget before its final adoption, and establishes standard procedures for preparing, presenting, and administering the budget.

The budget committee in Oregon is made up of the mayor and city councilors of the local government and an equal number of appointed citizens. The Hermiston Budget Committee consists of eighteen individuals, each uniquely suited to provide guidance and analysis for the city budget. The Local Budget Law sets out the following specific procedures

1) Appoint budget officer;
2) Prepare a proposed budget;
3) Publish notices of budget committee meeting;
4) Hold budget committee meetings;
5) Budget committee approves proposed budget and specifies the amount or rate of ad valorem taxes;
6) Publish budget summary and notice of budget hearing;
7) Hold a budget hearing;
8) Enact resolutions or ordinances to adopt budget, make appropriations, levy taxes by fund and categorize taxes; and
9) File budget and certify tax levy to county assessor and county clerk.

BUDGET CALENDAR

The City of Hermiston's 2016-17 budget calendar (abbreviated) is as follows:

January	City Council meets with City Manager and department heads to set goals for 2016-17 budget.
March	Department budget requests are submitted. City Manager and Finance Director meet with department heads to discuss submissions.
April	City Manager finalizes budget and prepares budget message.
May	Budget Committee meets to receive budget, hear public comment and approve budget. Property tax levy set.
June	Public hearing is held on the budget. City council adopts budget, sets appropriations and levies property taxes.

During the fiscal year, circumstances may require expenses to be paid that were not budgeted or the city may receive revenue it did not plan for in its budget. A supplemental budget is required to pay additional expenses and spend the extra revenue. The supplemental budget must be adopted and appropriated before any additional money can be spent.

Adopting a budget will not involve the budget committee. After publishing a notice of the regular meeting at which the supplemental budget will be adopted, the governing body may adopt the supplemental budget by resolution if the expenditures are less than 10 percent of the annual budget fund being adjusted. If the expenditures are more, the governing body must publish the supplemental budget notice and hold a special hearing.

FUND ORGANIZATION AND INTER-FUND APPROPRIATIONS

FUND ORGANIZATION

The accounts of the city are organized on the basis of funds and account groups. Each is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

The governmental accounting system gives rise to a great deal of confusion for the individual not directly associated with the required accounting systems. A multiple fund structure provides an accuracy of reporting and control of expenditures unsurpassed for the type of activities which this government must undertake. This positive side more than compensates for the overstatement of total outlays and the multiple accounting in cumulative recaps of total budget which the system forces.

INTER-FUND APPROPRIATIONS

The best example of the overstatement of the budget is in the interaction between funds included in the relationship between the general fund, the street fund and the reserve fund in the expenditure of roadway construction or overlay funds. Since state reporting requirements demand we include all street related costs in the street fund, it is necessary for us to include the appropriations we make each year to the reserve for roadway construction to be included in the street fund. The gasoline tax is not sufficient to cover the costs of our total efforts in street maintenance and improvement, so we must appropriate a transfer from the general fund to balance the street fund. The actual expenditure of roadway improvements occurs in the reserve fund.

This complicated interaction requires the city to anticipate revenues in the general fund, appropriate the necessary funds to the street fund, anticipate the revenue in the street fund and appropriate the transfer to the reserve fund, anticipate the revenue and appropriate for the expenditures in the reserve fund. Because the expenses for roadway improvements are beyond the ability of our local government to complete in any one year, the reserve appropriation will reflect the current transfer and the accumulated balances designed to accomplish the projects identified in the roadway capital improvement plan.

Due to this interaction of funds, the same funds are identified as an expense three times and a revenue three times. This inflation of the total budget is an unfortunate side impact which occurs in this system.

The Hermiston budget is divided into separate funds, each with independent revenue sources and appropriations. The fund structure is determined by the specific reporting needs of our governing body and the need to report accurate and timely information to the community. The City's funds and their descriptions are listed below.

1. Bonded Debt Fund (02): This fund accounts for the outstanding general obligation bonds of the city. This fund is also required by Oregon statues to account for the proceeds of the general obligation bonds issued for street and water and wastewater treatment improvements.
2. General Fund (03): The general fund provides for the accounting of all revenues and expenditures not specifically categorized into a separate fund. It is the most diverse and largest of the city's funds. It is also the source for the inter-fund transfers necessary to augment the operations of our other functions. The general fund departments are as follows:

City Council	Building Inspections	Recreation
City Manager/Planning	Parks	Conference Center
Finance	Parks/Utility Landscape	Public Safety Center
Legal Counsel	Municipal Pool	Police Operations
Court	Municipal Buildings	Audit & Others
Transportation	Library	Unappropriated Balance
Airport		

3. State Street Tax Fund (04): This is the fund where all gasoline tax revenues are deposited as required by Oregon state law to ensure that they will be used for street and roadway repair, maintenance and improvement. This fund is exclusively supported from the gasoline tax and a general fund subsidy if necessary. The expenditures accounted for in the fund are the labor, equipment, materials and contracted services necessary to maintain and improve the roadway surfaces and storm drainage system of the city.

4. Transient Room Tax Fund (05): This fund is used to receipt revenues collected from the city's transient room tax and tourism promotion assessment for appropriations to be made for economic, community and other development activities. The balance of the transient room tax revenues are appropriated directly to conference center management and operational costs, pool operation, TRT/Recreation programs reserve and Parks & Recreation Development reserve.

5. Utility Fund (06): This is an enterprise fund financed from user fees for water and recycled water use and connection charges to the system. Expenditures of this fund include all necessary personnel, equipment, materials, and contracted services necessary to maintain and improve the water and recycled water systems of the city. The fund is responsible for all debt applicable to utility operations.

6. Recreation Special Revenue Fund (07): This fund is used to account for amounts designated for recreation activities for city residents.

7. Reserve Fund (08): This fund is used to accumulate money for long-term goals and projects of the City. Financed directly by appropriations from the operating funds and with limited revenues directly from small reimbursement projects, the reserve fund has been the major single fiscal tool which has provided the City with the stability and multiple year appropriations necessary to manage a small community in difficult financial times. The reserve fund allows the accumulation of resources to accomplish specifically authorized goals contained in the resolution which must be adopted to establish each account.

8. 911 Communications (09): This fund was the accounting entity to provide a means to guarantee that all 911 communications taxes were used for 911 dispatch services. The fund was discontinued as of June 30, 2014 and will cease to appear in the budget in the 2017-18 fiscal year. Dispatch services are now being provided by Umatilla County.

9. Municipal Court Special Revenue Fund (10): This fund is used to account for fines and forfeits processed by the Municipal Court.

10. Miscellaneous Special Revenue Fund (11): This fund is used to account for certain pass-through payments related to payroll and surcharges due to the state.

11. Conference Center Special Revenue Fund (12): This fund is used to account for revenues and expenditures relating to the operation of the city's conference center.

12. Hermiston Energy Services Fund (13): On October 1, 2001, the City of Hermiston acquired and became responsible for the municipally owned electric utility. This enterprise fund is financed from user fees for electrical use and other charges to the system. Expenditures in this fund include all necessary personnel, equipment, materials, and contracted services necessary to maintain and improve the electrical system of the city. This enterprise fund is also responsible for all necessary debt payments of the electrical system.

13. Regional Water Fund (15): On November 1993, voters in the City of Hermiston approved a ballot measure to issue general obligation bonded indebtedness in an amount not to exceed 5,000,000 to finance the city's portion of a regional water system. The balance of the construction costs were funded through revenue bonds issued by the Port of Umatilla and retired by revenues from non-city users of the system. Construction was completed in 1996 and this has become an operating enterprise fund with expenditures including all necessary personnel, equipment, materials and contracted services necessary to operate the system.

14. RWTP Construction Fund (16): In accordance with the city policy of isolating and independently accounting for major capital projects, this fund was created in fiscal year 2008-09.

15. EOTEC Construction Fund (18): This fund was created to track the funds to acquire, develop, construct and equip the Eastern Oregon Trade and Event Center (EOTEC).

16. Christmas Express Special Revenue Fund (19): This fund is used to account for amounts designated for annual Christmas Express activities.
17. Law Enforcement Special Revenue Fund (20): This fund is used to account for amounts designated by the City for law enforcement and related purposes.
18. Library Special Revenue Fund (21): This fund is used to account for amounts designated by the City for library operations and improvements.
19. 2014 Water & Sewer Revenue Bonds (31): This fund is used to account for the proceeds of the general obligation bonds issued for the water and wastewater treatment facilities.
20. Senior Center Construction Fund (32): This fund is used to account for the proceeds of the grant and other resources received to construct a new Senior Center in Hermiston.

FINANCIAL POLICIES

ACCOUNTING AND FINANCIAL REPORTING POLICIES

1) The City will comply with generally accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA); Oregon Revised Statutes relating to Municipal finance; and prevailing federal, state and local statues and regulations.
2) The City will prepare a Comprehensive Annual Financial Report (CAFR) and submit its CAFR to the GFOA's "Certificate of Achievement for Excellence in Financial Reporting" program.
3) Monthly financial reports showing revenue and expenditure activity for each fund will be distributed to the City Manager and City Council.
4) A system of internal controls and procedures will be maintained to provide reasonable assurance of the safeguarding of assets and proper recording of financial transactions and compliance with applicable laws and regulations.
5) The City will maintain accounting records by fund. Per GAAP, proprietary funds will use the accrual basis of accounting and government funds will use the modified accrual basis of accounting. Changes in the basis of accounting will be explained in the budget message for the year in which the change is planned.
6) In accordance with Oregon Administrative Rules, the City will have its accounts and fiscal affairs audited annually in accordance with generally accepted auditing standards (GAAS) as promulgated by the American Institute of Certified Public Accountants (AICPA).
7) Full disclosure will be provided in the financial statements and bond representations.

CONSOLIDATED REVENUES AND EXPENDITURES BY FUND

REVENUES BY FUND

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Bonded Debt	1,620,839	2,584,167	3,767,354	699,925	699,925	699,925
General	10,206,091	10,299,902	13,678,734	15,187,125	15,187,125	15,187,125
State Tax Street	1,194,050	1,184,470	2,119,400	1,730,474	1,730,474	1,730,474
Transient Room Tax	135,476	93,008	573,335	830,460	830,460	830,460
Utility	4,377,550	5,906,870	8,678,391	7,310,820	7,310,820	7,310,820
Recreation Special Revenue	565,836	300,089	240,070	375,000	375,000	375,000
Reserve	1,164,987	6,934,463	10,374,653	6,330,090	6,330,090	6,330,090
911 Communication	833,364	-	-	-	-	-
Municipal Court Special Revenue	184,965	204,789	286,115	281,900	281,900	281,900
Miscellaneous Special Revenue	17,966	26,633	37,500	35,000	35,000	35,000
Conference Center	173,240	177,166	282,545	237,525	237,525	237,525
Hermiston Energy Services	7,753,657	9,140,791	11,735,765	11,970,249	11,970,249	11,970,249
Regional Water	799,343	863,466	2,652,000	1,317,060	1,317,060	1,317,060
RWTP Construction	11,498,207	4,918,630	-	-	-	-
EOTEC Construction	61,458	8,541,930	5,400,000	-	-	-
Christmas Express	-	-	-	34,690	34,690	34,690
Law Enforcement Special Revenue	38,362	77,856	77,545	78,880	78,880	78,880
Library Special Revenue	29,736	49,155	58,000	57,200	57,200	57,200
2014 Utility Rev Bonds	4,864,162	18,141	1,300,000	-	-	-
Sr Ctr Const Fund	-	73,360	2,073,360	2,706,300	2,706,300	2,706,300
TOTAL	**45,519,289**	**51,394,886**	**63,334,767**	**49,182,698**	**49,182,698**	**49,182,698**

EXPENDITURES BY FUND

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Bonded Debt	1,809,432	2,587,063	3,767,354	699,925	699,925	699,925
General	8,496,558	8,661,788	13,678,734	15,187,125	15,187,125	15,187,125
State Tax Street	947,106	1,179,969	2,119,400	1,730,474	1,730,474	1,730,474
Transient Room Tax	101,866	66,874	573,335	830,460	830,460	830,460
Utility	3,749,653	5,413,884	8,678,391	7,310,820	7,310,820	7,310,820
Recreation Special Revenue	108,342	149,007	240,070	375,000	375,000	375,000
Reserve	727,131	1,748,683	10,374,653	6,330,090	6,330,090	6,330,090
911 Communication	738,464	-	-	-	-	-
Municipal Court Special Revenue	186,133	197,195	286,115	281,900	281,900	281,900
Miscellaneous Special Revenue	18,450	16,773	37,500	35,000	35,000	35,000
Conference Center	116,473	155,542	282,545	237,525	237,525	237,525
Hermiston Energy Services	7,648,994	8,830,494	11,735,765	11,970,249	11,970,249	11,970,249
Regional Water	609,877	885,409	2,652,000	1,317,060	1,317,060	1,317,060
RWTP Construction	13,666,215	1,022,566	-	-	-	-
EOTEC Construction	61,459	2,542,480	5,400,000	-	-	-
Christmas Express	-	-	-	34,690	34,690	34,690
Law Enforcement Special Revenue	41,602	45,522	77,545	78,880	78,880	78,880
Library Special Revenue	31,138	27,033	58,000	57,200	57,200	57,200
2014 Water & Sewer Revenue Bonds	11,250	3,872,020	1,300,000	-	-	-
Sr Ctr Const Project	-	528	2,073,360	2,706,300	2,706,300	2,706,300
TOTAL	**39,070,143**	**37,402,830**	**63,334,767**	**49,182,698**	**49,182,698**	**49,182,698**

CONSOLIDATED REVENUES AND EXPENDITURES BY CATEGORY

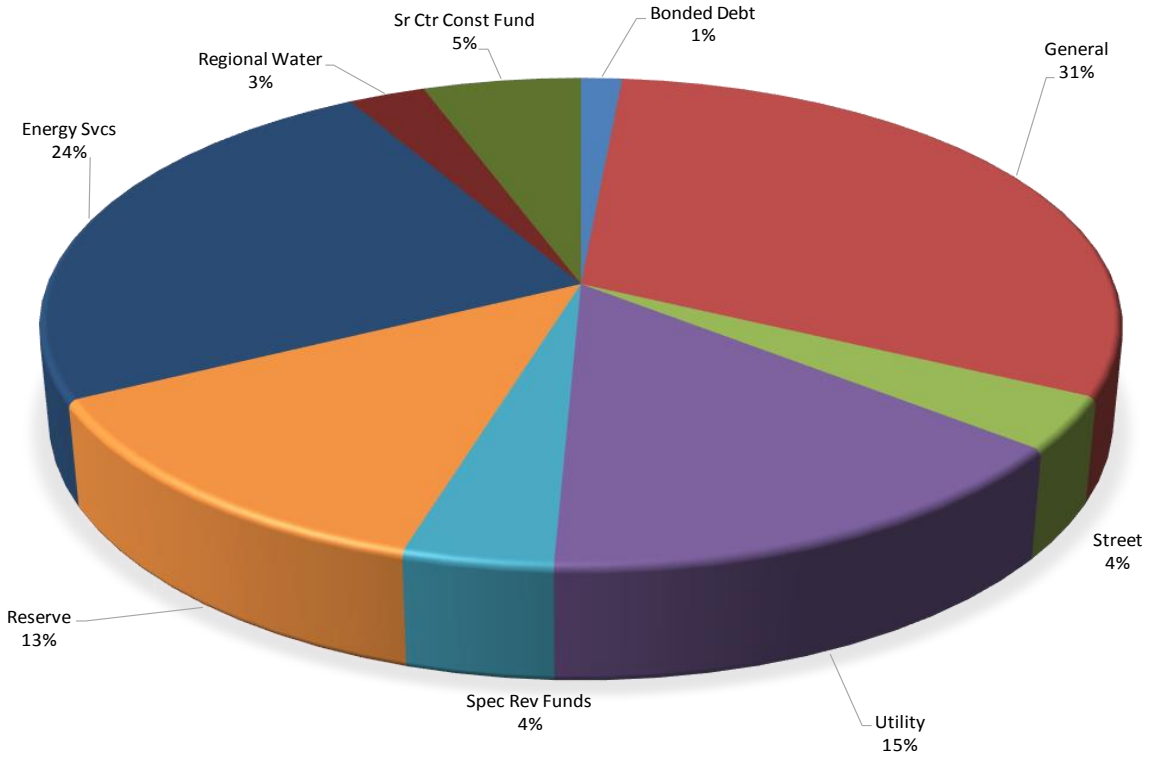
REVENUES BY CATEGORY

REVENUES	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Property Taxes	5,035,069	5,233,328	5,526,890	5,461,800	5,461,800	5,461,800
Local Assessments	20,780	20,786	20,000	20,900	20,900	20,900
Licenses & Franchises	780,235	786,534	774,200	851,100	851,100	851,100
Fines & Penalties	666,095	802,024	849,715	831,900	831,900	831,900
Interest Earnings	218,527	164,338	102,000	153,000	153,000	153,000
From Other Agencies	13,799,190	9,503,370	8,494,585	4,791,654	4,791,654	4,791,654
Service Charges	2,673,549	2,105,310	1,902,090	2,365,760	2,365,760	2,365,760
Non-Revenue Receipts	4,892,879	221,907	228,100	1,040,000	1,200,500	1,200,500
Miscellaneous Revenues	199,120	143,152	23,000	107,500	107,500	107,500
Sanitary Sewer Service	1,904,486	2,115,102	2,220,700	2,285,340	2,285,340	2,285,340
Water Service	2,445,049	3,550,591	4,027,100	3,810,640	3,810,640	3,810,640
Energy Service	7,562,038	7,511,506	8,180,765	9,065,249	9,065,249	9,065,249
Transfer From Other Funds	3,217,262	5,048,548	6,454,523	2,934,557	2,774,057	2,774,057
Cash Forward	2,105,010	14,188,390	24,531,099	15,463,298	15,463,298	15,463,298
TOTAL	**45,519,289**	**51,394,886**	**63,334,767**	**49,182,698**	**49,182,698**	**49,182,698**

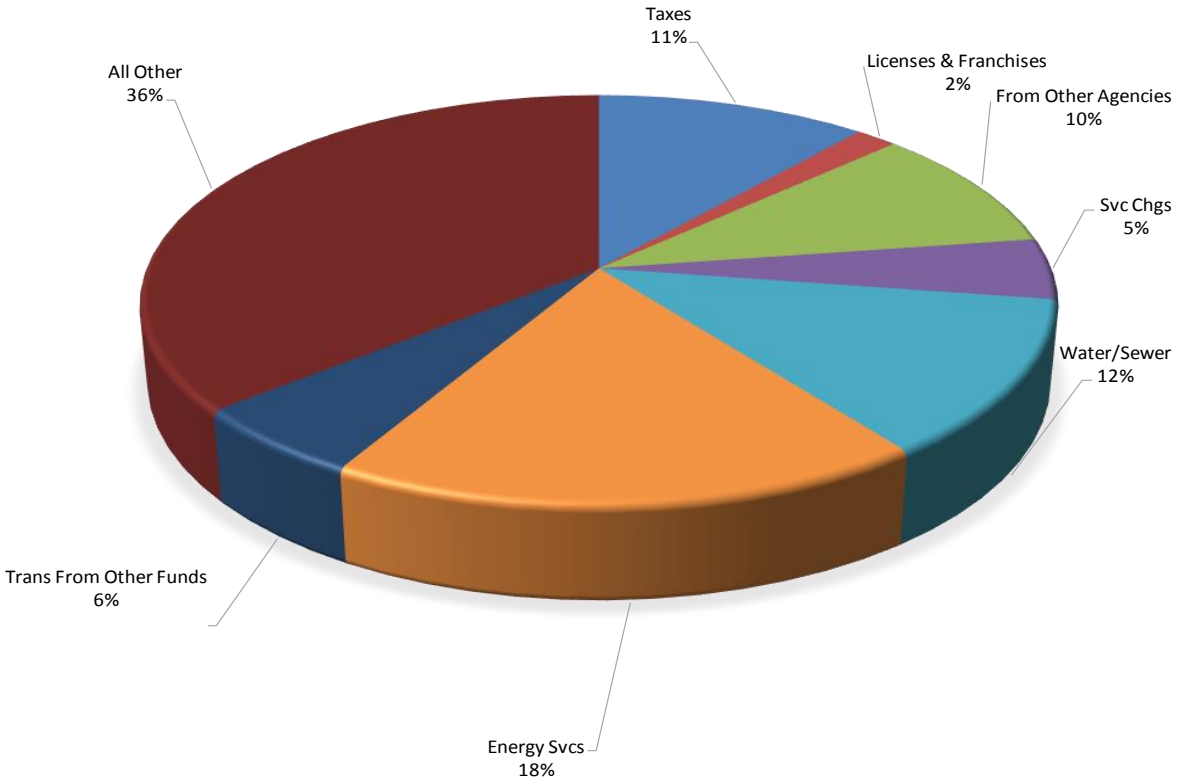
EXPENDITURES BY CATEGORY

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Personnel Services	8,923,921	8,742,121	9,371,957	9,809,078	9,820,863	9,820,863
Materials & Services	10,777,960	12,865,896	19,335,206	13,334,604	12,959,604	12,959,604
Capital Outlay	14,329,938	7,080,657	12,169,878	8,996,098	8,996,098	8,996,098
Transfers:						
Bonded Debt	1,302,639	3,019,122	3,205,465	189,925	189,925	189,925
General Fund	-		710,149	518,725	518,725	518,725
Recreation Special Revenue	361,251	50,210	5,070	-	-	-
Reserve	651,101	2,564,627	1,207,721	940,882	940,882	940,882
911 Communication	703,705	-	-	-	-	-
Conference Center Fund	-	-	95,975	96,525	96,525	96,525
Law Enforcement Special Revenue	-	16,106	15,145	16,000	16,000	16,000
Utility Fund	38,528	-	527,000	263,000	263,000	263,000
HES Fund	-	-	600,000	-	-	-
Sr Ctr Const Fund	-	73,360	-	750,000	750,000	750,000
Debt Service	1,809,432	2,587,063	3,657,354	4,218,110	4,218,110	4,218,110
Special Payments	171,668	403,668	327,400	337,400	337,400	337,400
Contingency	-	-	-	6,464,823	6,453,038	6,453,038
Uappropriated Balance	-	-	12,106,447	3,247,528	3,622,528	3,622,528
TOTAL	**39,070,143**	**37,402,830**	**63,334,767**	**49,182,698**	**49,182,698**	**49,182,698**

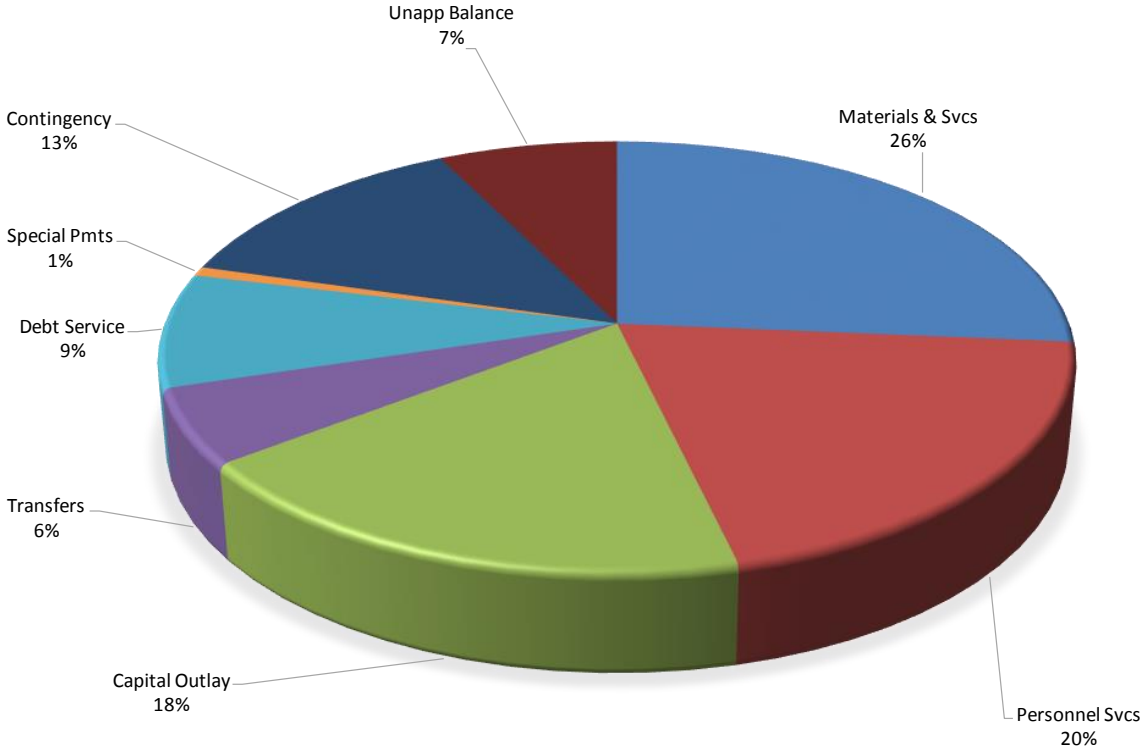
REVENUES BY FUND CHART



REVENUES BY CATEGORY CHART



EXPENDITURES BY CATEGORY CHART



TAX HISTORY

Fiscal Year	Tax Levy Submitted	Inside 6%	Outside 6%	G.O. Bond Issues	Bancroft Bond Issues	Population
1920-21	6,250.00	6,250.00				655
1930-31	6,250.00	6,250.00				608
1940-41	6,385.00	6,385.00				803
1950-51	15,878.00	15,878.00				3,804
1960-61	76,225.00	19,300.00	56,924.41			4,402
1970-71	148,877.00	148,877.00				4,893
1980-81	954,165.00	290,279.64	632,836.36	31,049.00		9,408
1981-82	1,108,206.15	308,456.12	765,272.03	34,478.00		9,700
1982-83	1,099,425.00	327,333.00	738,423.00	33,669.00		9,630
1983-84	1,099,379.00	347,133.00	719,760.00	32,486.00		9,835
1984-85	1,113,565.00	1,200,000.00		31,304.00		9,890
1985-86	1,230,121.00	1,200,000.00		30,121.00		9,914
1986-87	1,302,872.00	1,272,000.00		30,872.00		9,890
1987-88	1,379,397.00	1,113,845.00		30,517.00	235,035.00	9,870
1988-89	1,434,572.00	1,232,192.00		32,220.00	170,160.00	9,860
1989-90	1,518,092.00	1,349,416.00		26,055.00	142,599.00	9,860
1990-91	1,552,821.00	1,430,380.00		16,192.00	106,249.00	10,075
1991-92	1,615,733.00	1,517,691.00		9,497.00	88,545.00	10,075
1992-93	1,621,089.00	1,609,186.00		11,903.00		10,045
1993-94	1,717,630.00	1,706,249.00		11,381.00		10,215
1994-95	2,258,724.00	1,809,960.00		448,764.00		10,332
1995-96	1,991,044.00	1,929,161.00		61,883.00		10,605
1996-97	2,417,024.00	2,045,797.00		371,227.00		11,061
1997-98	2,574,503.00	2,169,858.00		404,645.00		11,340

TAX HISTORY
(Permanent Operating Tax Rate $6.0860/$1,000)

Fiscal Year	Taxable Value	Operating Rate	Operating Tax	Bond Rate	Bond Tax	Total Tax Imposed	Population
1989-99	343,341,230	4.8894	1,678,716	1.1717	402,293	2,081,009	11,595
1999-00	368,557,070	4.8894	1,802,010	1.0950	403,570	2,205,580	12,165
2000-01	405,856,680	4.8894	1,984,230	0.9565	389,150	2,373,380	12,425
2001-02	467,733,020	4.8894	2,286,839	0.7475	349,631	2,321,802	13,560
2002-03	494,029,220	4.8894	2,415,342	0.7265	358,911	2,774,253	14,120
2003-04	526,243,480	5.0841	2,676,555	0.6948	365,826	3,042,381	14,540
2004-05	561,341,500	5.0841	2,854,052	0.6749	378,912	3,232,964	14,700
2005-06	589,997,120	5.0841	2,998,901	0.6480	382,318	3,381,219	15,025
2006-07	644,683,321	6.0860	3,869,614	0.1706	109,982	3,979,596	15,410
2007-08	669,241,051	6.0860	4,030,551	0.4958	331,810	4,362,361	15,780
2008-09	705,153,815	6.0860	4,291,566	0.4817	339,672	4,631,238	16,080
2009-10	745,218,903	6.0860	4,472,692	0.5234	390,386	4,863,078	16,215
2010-11	761,094,614	6.0860	4,549,684	0.5087	387,168	4,936,852	16,745
2011-12	783,138,675	6.0860	4,634,210	0.4638	363,219	4,997,429	16,865
2012-13	805,177,490	6.0860	4,754,795	0.3485	280,677	5,035,472	16,995
2013-14	807,543,485	6.0860	4,751,445	0.3983	322,009	5,073,454	17,240
2014-15	855,270,682	6.0860	5,028,975	0.3771	322,138	5,351,113	17,385
2015-16	875,887,405	6.0860	5,161,713	0.2981	260,880	5,422,593	17,520

PERSONNEL SERVICES SUMMARY

Supplemental Information
Salaries Paid From More Than One Source

Position Description	No Emp	Total Salary	Pg No	Amount	Pg No	Amount	Pg No	Amount	Pg No	Amount
City Manager	1	133,069	85	50,565	88	50,565	92	31,939		
Finance Director	1	110,381	34	11,043	95	46,356	88	46,356	92	6,626
Executive Secretary	1	58,221	32	43,669	34	14,552				
Permit Tech II	1	51,546	46	17,534	74	17,006	88	17,006		
Recreation Supervisor	1	74,111	52	25,203	57	48,908				

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
City Council						
Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Councilors	8.00	8.00	8.00	8.00	8.00	8.00
Total FTE	**9.00**	**9.00**	**9.00**	**9.00**	**9.00**	**9.00**
City Manager/Planning						
City Planner	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.75	0.00	0.75	0.75	0.75	0.75
General Clerical	0.50	0.50	0.50	0.50	0.50	0.50
Total FTE	**2.25**	**2.50**	**3.25**	**3.25**	**3.25**	**3.25**
Finance						
Finance Director/Recorder	0.13	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.50	0.50	0.25	0.25	0.25	0.25
Accounting Tech	0.00	0.00	0.00	0.25	0.50	0.50
Total FTE	**0.63**	**0.60**	**0.35**	**0.60**	**0.85**	**0.85**
Court						
Municipal Judge (.33 FTE)	1.00	0.33	0.33	0.33	0.33	0.33
Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	1.00	1.00	1.00	1.00
General Clerical	0.70	0.75	0.75	0.75	1.00	1.00
Total FTE	**3.70**	**3.08**	**3.08**	**3.08**	**3.33**	**3.33**
Building Inspections						
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Building Official/Inspector	0.00	0.00	1.00	1.00	1.00	1.00
Building Inspector	0.50	0.50	0.50	0.50	0.50	0.50
Electrical Inspector	1.00	1.00	0.00	0.00	0.00	0.00
Permit Technician II	0.33	0.34	0.34	0.34	0.34	0.34
Total FTE	**2.83**	**2.84**	**2.84**	**2.84**	**2.84**	**2.84**
Parks						
Park Maintenance Foreman	1.00	0.00	0.00	0.00	0.00	0.00
Park/Facility Lead Worker	0.00	0.00	0.00	0.00	0.00	0.00
Municipal Service Worker II	2.00	2.00	2.00	2.00	2.00	2.00
Municipal Service Worker I	0.00	0.00	0.00	0.00	0.00	0.00
Seasonal Maintenance (2.5 FTE	3.00	3.00	3.00	2.50	2.50	2.50
Total FTE	**6.00**	**5.00**	**5.00**	**4.50**	**4.50**	**4.50**

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Parks/ Utility Landscaping						
Seasonal Maintenance(2-PT)	0.00	0.00	0.00	1.00	1.00	1.00
Total FTE	**0.00**	**0.00**	**0.00**	**1.00**	**1.00**	**1.00**
Municipal Pool						
Recreation/Aquatics Coordinat	0.33	0.33	0.34	0.34	0.34	0.34
Swim Pool (10FTE)	10.00	10.00	10.00	10.00	10.00	10.00
Total FTE	**10.33**	**10.33**	**10.34**	**10.34**	**10.34**	**10.34**
Library						
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Librarian III	1.00	1.00	1.00	1.00	1.00	1.00
Librarian II	1.00	1.00	1.00	1.00	1.00	1.00
Senior Library Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Library Assistants (6.5 FTE)	6.00	5.00	5.00	4.75	4.75	4.75
Total FTE	**10.00**	**9.00**	**9.00**	**8.75**	**8.75**	**8.75**
Recreation						
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00
Recreation/Aquatics Coord	0.67	0.66	0.66	0.66	0.66	0.66
General Clerical	0.80	0.80	1.00	1.00	1.00	1.00
Summer Park Program (5 FTE)	5.00	5.00	5.00	5.00	5.00	5.00
Total FTE	**7.47**	**7.46**	**7.66**	**7.66**	**7.66**	**7.66**
Police Operations						
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Captain	0.50	1.00	1.00	1.00	1.00	1.00
Administrative Lieutenant	0.00	0.00	0.00	0.00	0.00	0.00
Operations Captain	1.00	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	0.00	0.00	0.00	0.00	0.00	0.00
Police Sergeants	4.00	4.00	4.00	4.00	4.00	4.00
Communications Manager	0.00	1.00	1.00	1.00	1.00	1.00
Patrol Officers	17.00	17.00	13.00	13.00	13.00	13.00
Patrol Corporal	0.00	0.00	4.00	4.00	4.00	4.00
School Resource Officer	1.00	1.00	1.00	1.00	1.00	1.00
Youth Officer	1.00	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	0.50	1.00	0.50	0.50	0.50	0.50
Senior Secretary	0.00	1.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.00	2.00	2.00	2.00	2.00	2.00
Total FTE	**27.00**	**31.00**	**30.50**	**30.50**	**30.50**	**30.50**
Transient Room Tax						
Assistant City Manager	0.25	0.00	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00	0.00	0.00
Total FTE	**0.25**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

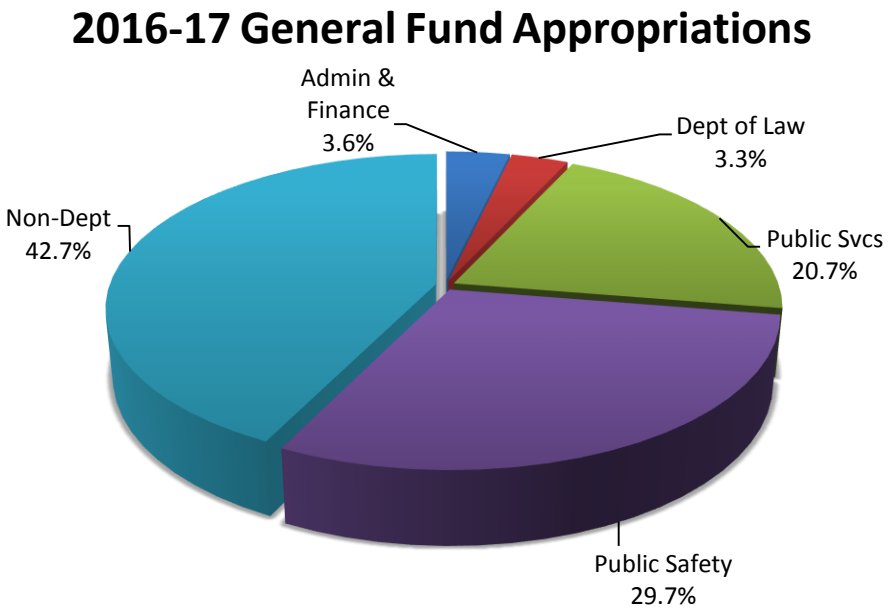
	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
State Tax Street Fund						
Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Street Maintenance Foreman	0.00	0.00	0.00	0.00	0.00	0.00
Permit Technician II	0.33	0.33	0.33	0.33	0.33	0.33
Mechanic/Municipal Svc. Work	1.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker II	3.00	2.00	2.00	2.00	2.00	2.00
Municipal Worker I	0.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker (Part-time FTE	1.00	1.14	1.14	0.00	0.00	0.00
Total FTE	**6.33**	**6.47**	**6.47**	**5.33**	**5.33**	**5.33**
Disposal Plant Maintenance						
Wastewater Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director/Recorder	0.38	0.42	0.42	0.42	0.42	0.42
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Utility Clerk/Cashier	0.00	0.00	0.00	0.00	0.00	0.00
Payroll/HR	1.00	1.00	1.00	1.00	1.00	1.00
Wastewater Lab technician	1.00	1.00	1.00	1.00	1.00	1.00
Wastewater Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Wastewater Worker IV	0.00	0.00	0.00	1.00	1.00	1.00
Wastewater Worker III	0.00	1.00	0.00	2.00	2.00	2.00
Wastewater Worker II	3.00	2.00	3.00	0.00	0.00	0.00
Wastewater Worker I	2.00	2.00	2.00	2.00	2.00	2.00
Total FTE	**11.26**	**11.30**	**11.30**	**11.30**	**11.30**	**11.30**
Water Production & Maintenance						
Water Superintendent	1.00	1.00	1.00	0.75	0.75	0.75
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director/Recorder	0.38	0.42	0.42	0.42	0.42	0.42
Permit Technician II	0.33	0.33	0.33	0.33	0.33	0.33
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Water Chief Operator	0.00	0.00	0.00	0.00	0.00	0.00
Water Utility Worker II	3.00	5.00	5.00	5.00	5.00	5.00
Water Utility worker I	2.00	0.00	0.00	0.00	0.00	0.00
Meter Reader/General Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	**9.59**	**9.63**	**9.63**	**9.38**	**9.38**	**9.38**

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
911 Communications						
Administrative Captain	0.00	0.00	0.00	0.00	0.00	0.00
Administrative Lieutenant	0.50	0.00	0.00	0.00	0.00	0.00
Administrative Sergeant	0.00	0.00	0.00	0.00	0.00	0.00
Communications Manager	0.00	0.00	0.00	0.00	0.00	0.00
Dispatch/Clerk	7.00	0.00	0.00	0.00	0.00	0.00
Data Entry Clerk	1.00	0.00	0.00	0.00	0.00	0.00
Total FTE	**8.50**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
Regional Water						
Water Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Water Superintendent	0.00	0.00	0.00	0.25	0.25	0.25
Total FTE	**1.00**	**1.00**	**1.00**	**1.25**	**1.25**	**1.25**
Hermiston Energy Services						
Electric Utility Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.2	0.25	0.25	0.25	0.25	0.25
Finance Director/Recorder	0.13	0.06	0.06	0.06	0.06	0.06
Accounting Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	**2.33**	**2.31**	**2.31**	**2.31**	**2.31**	**2.31**
Grand Total	**118.47**	**111.52**	**111.73**	**111.09**	**111.59**	**111.59**

GENERAL FUND

As the name implies, the general fund provides for the accounting of all revenues and expenditures not specifically categorized into a separate fund structure. The general fund is the most diverse and the largest of the city's funds. In accord with the continuing policies of the community, the general fund is the source for the inter-fund transfers necessary to augment the operations of our other functions. The general fund is the source for inter-fund transfers to the reserve fund system, the street fund, 911 communications fund, and is the direct source for our smaller capital outlay projects related to the departments and functions accounted in the fund. The general fund departments are categorized as:

City Council
City Manager/Planning
Finance
Legal Counsel
Court
Transportation
Airport
Building Inspections
Parks
Parks/Utility Landscape
Municipal Pool
Municipal Buildings
Library
Recreation
Conference Center
Public Safety
Police
Audit & Others
Unappropriated Balance



Expenditures	Proposed
Admin & Finance	551,853
Dept of Law	496,886
Public Svcs	3,139,077
Public Safety	4,516,616
Non-Dept	6,482,693
Total	**15,187,125**

GENERAL FUND RESOURCES

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PROPERTY TAXES	4,502,943	4,755,772	5,100,000	5,089,800	5,089,800	5,089,800
DELINQUENT TAXES	213,979	161,819	165,000	112,000	112,000	112,000
PROPERTY TAXES	**4,716,922**	**4,917,591**	**5,265,000**	**5,201,800**	**5,201,800**	**5,201,800**
H E S IN LIEU OF TAXES	366,577	373,338	402,000	424,300	424,300	424,300
P P & L FRANCHISE	5,000	2,500	2,500	2,500	2,500	2,500
U E C A FRANCHISE	195,918	201,540	205,900	208,000	208,000	208,000
NATURAL GAS FRANCHISE	100,353	89,414	50,000	87,700	87,700	87,700
EO TELECOM FRANCHISE	18,780	6,911	12,700	14,800	14,800	14,800
QWEST TELEPHONE FRANCHISE	19,231	32,008	25,000	30,000	30,000	30,000
T V FRANCHISE	59,640	64,899	60,000	66,000	66,000	66,000
MISC. FRANCHISES	9,081	11,944	12,300	13,000	13,000	13,000
MOBILE VENDOR LICENSE	1,000	1,000	1,000	1,500	1,500	1,500
DOG LICENSE & BOARD	4,015	2,300	1,900	2,500	2,500	2,500
LIQUOR PERMIT LICENSE	640	680	900	800	800	800
LICENSES & FRANCHISES	**780,235**	**786,534**	**774,200**	**851,100**	**851,100**	**851,100**
FINES	466,587	583,178	582,600	570,000	570,000	570,000
FINES & PENALTIES	**466,587**	**583,178**	**582,600**	**570,000**	**570,000**	**570,000**
INTEREST ON INVESTMENTS	68,876	42,077	49,500	50,000	50,000	50,000
INTEREST	**68,876**	**42,077**	**49,500**	**50,000**	**50,000**	**50,000**
LIQUOR APPORTIONMENT	261,013	249,356	234,000	228,400	228,400	228,400
CIGARETTE TAX	21,034	25,043	20,000	20,600	20,600	20,600
COMMUNITY GRANTS	-	-	5,000	5,100	5,100	5,100
SUMMER LUNCH PROGRAM	-	-	20,000	20,600	20,600	20,600
COUNTY TAXI GRANT	28,500	32,000	31,000	31,900	31,900	31,900
TRAFFIC SAFETY GRANT	-	-	26,985	28,000	28,000	28,000
PERIODIC REVIEW GRANT	-	17,900	-	-	-	-
STATE REVENUE SHARING	206,274	175,639	160,000	164,800	164,800	164,800
IFA GRANT	-	-	-	29,750	29,750	29,750
FROM OTHER AGENCIES	**516,821**	**499,938**	**496,985**	**499,400**	**499,400**	**499,400**

GENERAL FUND RESOURCES (con't)

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
TRT/ COMMUNITY CTR 45%	136,252	145,035	-	-	-	-
TRT - POOL BONDS 37.5%	181,669	194,999	-	-	-	-
PLUMBING PERMITS	18,280	19,349	13,000	24,100	24,100	24,100
BLDG/PERMIT INSP SURCHRG	-	-	-	17,600	17,600	17,600
PLAN REVIEW/SPL INSP FEE	66,080	57,689	35,000	61,800	61,800	61,800
CONSTRUCTION PERMIT FEES	106,207	90,423	60,000	91,400	91,400	91,400
ELECTRICAL PERMITS	24,687	28,390	20,000	27,600	27,600	27,600
LIBRARY FEES & CHARGES	1,158	-	-	-	-	-
DISTRICT LIBRARY CONTRACT	112,030	117,137	114,555	113,300	113,300	113,300
SCHOOL DISTRICT CONTRACT	111,472	123,993	134,700	143,100	143,100	143,100
TAXI TICKET SALES	60,614	54,190	60,000	42,500	42,500	42,500
DIAL-A-RIDE TICKET SALES	-	-	-	2,000	2,000	2,000
SANITARY DISPOSAL REVENUE	259,783	244,025	200,000	300,000	300,000	300,000
AIRPORT GAS & OIL SALES	163,451	156,838	150,000	160,000	160,000	160,000
AIRPORT LEASE INCOME	58,686	53,563	60,000	60,000	60,000	60,000
AIRPORT MISC INCOME	206	284	500	200	200	200
POOL INCOME	267,353	311,154	200,000	265,000	265,000	265,000
PARK & RECREATION FEE	59,876	62,478	50,000	10,000	10,000	10,000
PARKS & REC ACTIVITY GUIDE	-	-	10,000	10,000	10,000	10,000
ADULT RECREATION	-	-	25,000	25,000	25,000	25,000
YOUTH RECREATION	-	-	75,000	70,000	70,000	70,000
CONF CTR REVENUE	-	-	-	-	-	-
SERVICE CHARGES	**1,627,804**	**1,605,984**	**1,207,755**	**1,423,600**	**1,423,600**	**1,423,600**
SALE OF OBLIGATION BONDS	-	-	-	1,000,000	1,000,000	1,000,000
INTERFUND LOANS	-	-	115,000	160,500	160,500	160,500
REIMBURSE DIRECT EXPENSE	28,717	24,655	26,100	25,000	25,000	25,000
NON-REVENUE RECEIPTS	**28,717**	**24,655**	**141,100**	**1,185,500**	**1,185,500**	**1,185,500**
ADMINISTRATIVE INCOME	76,863	64,909	40,100	42,000	42,000	42,000
SALES & SERVICE	43,988	45,290	46,900	45,000	45,000	45,000
MISCELLANEOUS REVENUES	**120,851**	**110,199**	**87,000**	**87,000**	**87,000**	**87,000**

GENERAL FUND RESOURCES (con't)

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
TRANS FROM MUNI CT	-	-	-	5,200	5,200	5,200
TRANS FROM ENERGY SERVICES	-	-	300,000	-	-	-
TRANS FROM TRT-POOL	-	-	200,000	204,000	204,000	204,000
TRANS FROM TRT- HCC	-	-	150,000	152,320	152,320	152,320
TRANS FROM UTILITY FUND	-	-	56,503	39,475	39,475	39,475
TRANS FROM STREET FUND	-	-	1,146	-	-	-
TRANS FROM MISC SPEC REV FD	-	-	2,500	-	-	-
TRANS FROM TRT-TPA CAPITAL	-	-	-	117,730	117,730	117,730
TRANSFERS IN	**-**	**-**	**710,149**	**518,725**	**518,725**	**518,725**
CASH FORWARD	1,879,278	1,676,183	4,364,445	4,800,000	4,800,000	4,800,000
CASH FORWARD	**1,879,278**	**1,676,183**	**4,364,445**	**4,800,000**	**4,800,000**	**4,800,000**
TOTAL GEN FUND RESOURCES	**10,206,091**	**10,246,339**	**13,678,734**	**15,187,125**	**15,187,125**	**15,187,125**

CONSOLIDATED GENERAL FUND EXPENDITURES SUMMARY

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CITY COUNCIL	30,241	21,894	32,150	45,719	45,719	45,719
MGR/PLANNING	269,980	331,666	407,287	438,624	438,624	438,624
FINANCE	63,624	51,752	54,964	67,510	79,295	79,295
LEGAL	252,564	183,697	187,700	83,700	83,700	83,700
COURT	213,004	224,058	251,904	413,186	413,186	413,186
TRANSPORTATION	180,748	159,853	188,375	248,300	248,300	248,300
AIRPORT	287,297	238,688	241,640	252,450	252,450	252,450
BLDG INSPECTION	320,641	323,763	343,262	355,617	355,617	355,617
PARKS	480,483	433,530	482,440	490,819	490,819	490,819
PARKS/UTILITY LANDSCAPING	-	-	38,188	39,475	39,475	39,475
POOL	359,784	387,450	389,229	433,333	433,333	433,333
MUNI BLDG	10,582	10,740	12,900	18,500	18,500	18,500
LIBRARY	573,281	594,812	692,766	734,775	734,775	734,775
RECREATION	382,702	416,733	554,099	565,808	565,808	565,808
CONF CTR	87,015	91,600	-	-	-	-
PUBLIC SAFETY BLDG	120,677	81,042	106,280	82,000	82,000	82,000
POLICE OPERATIONS	3,376,362	3,959,635	4,264,967	4,434,616	4,434,616	4,434,616
NON-DEPARTMENTAL	1,487,572	1,150,875	1,751,803	6,482,693	6,470,908	6,470,908
UNAPPROPRIATED	-	-	3,678,780	-	-	-
	8,496,558	**8,661,788**	**13,678,734**	**15,187,125**	**15,187,125**	**15,187,125**

CONSOLIDATED GENERAL FUND EXPENDITURES BY CATEGORY

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	5,263,035	5,680,963	6,235,506	6,533,307	6,545,092	6,545,092
MATERIALS & SERVICES	1,900,873	2,055,470	2,383,421	2,532,365	2,532,365	2,532,365
CAPITAL OUTLAY	101,401	114,598	788,302	1,143,500	1,143,500	1,143,500
TRANSFERS:						
BONDED DEBT FUND	233,894	191,397	190,750	189,925	189,925	189,925
RECREATION FUND	193,900	45,000	-	-	-	-
RESERVE FUND	99,750	336,001	216,000	115,000	115,000	115,000
911 COMMUNICATIONS	703,705	-	-	-	-	-
TRANS TO CONFERENCE CTR	-	-	95,975	96,525	96,525	96,525
SENIOR CENTER CONST	-	73,360	-	750,000	750,000	750,000
SPECIAL PAYMENTS	-	165,000	90,000	100,000	100,000	100,000
CONTINGENCY	-	-	-	3,726,503	3,714,718	3,714,718
UNAPPROP BALANCE	-	-	3,678,780	-	-	-
TOTAL	**8,496,558**	**8,661,788**	**13,678,734**	**15,187,125**	**15,187,125**	**15,187,125**

CONSOLIDATED ADMINISTRATION AND FINANCE

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CITY COUNCIL	30,241	21,894	32,150	45,719	45,719	45,719
MANAGER/PLANNING	269,980	331,666	407,287	438,624	438,624	438,624
FINANCE	63,624	51,752	54,964	67,510	79,295	79,295
TOTAL	**363,845**	**405,312**	**494,401**	**551,853**	**563,638**	**563,638**

ADMINISTRATION & FINANCE
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	314,640	359,720	424,262	465,849	477,634	477,634
MATERIALS & SERVICES	49,206	45,592	61,700	86,004	86,004	86,004
CAPITAL OUTLAY	-	-	8,439	-	-	-
TOTAL	**363,845**	**405,312**	**494,401**	**551,853**	**563,638**	**563,638**

CITY COUNCIL

03 GENERAL FUND
4110 CITY COUNCIL

MISSION STATEMENT
To lead the community by formulating policy and giving guidance and support to enhance Hermiston.

DEPARTMENT DESCRIPTION
Hermiston uses a "Council-Manager" form of government, similar to the large majority of Oregon cities. In a Council-Manager form of government, all powers of the city are vested in the City Council. The Council, made up of 8 elected Hermiston residents, ultimately decides whether or not the City will take an action on matters concerning the city. The Council hires a City Manager, to manage all of the day-today decisions.

The city council budget provides for the payment of our elected officials. The rates of pay are $100 per month for councilors and $250 per month for the mayor. The mayor and council are the policy leaders of all of the City of Hermiston, and each of the operating and capital outlay areas identified in this budget.

DEPARTMENT OBJECTIVES 2016-17

- Specific goals of the city council are identified in the opening budget statement and reiterated in each department.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Mayor	1.00	1.00	1.00	1.00	1.00	1.00
Councilors	8.00	8.00	8.00	8.00	8.00	8.00
Total FTE	**9.00**	**9.00**	**9.00**	**9.00**	**9.00**	**9.00**

CITY COUNCIL DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	12,600	12,400	12,600	12,600	12,600	12,600
ACCIDENT INSURANCE	32	25	16	16	16	16
RETIREMENT	993	557	570	570	570	570
SOCIAL SECURITY	964	949	964	964	964	964
PERSONNEL SERVICES	**14,588**	**13,930**	**14,150**	**14,150**	**14,150**	**14,150**
TRAVEL & TRAINING	13,353	6,302	14,000	14,000	14,000	14,000
DUES & MEMBERSHIP	-	-	-	13,569	13,569	13,569
FOOD & MISCELLANEOUS	2,300	1,661	4,000	4,000	4,000	4,000
MATERIALS & SERVICES	**15,653**	**7,963**	**18,000**	**31,569**	**31,569**	**31,569**
TOTAL CITY COUNCIL	**30,241**	**21,894**	**32,150**	**45,719**	**45,719**	**45,719**

CITY MANAGER/PLANNING

03 GENERAL FUND
4210 CITY MANAGER/PLANNING

MISSION STATEMENT
With the help of fellow employees, to accomplish policy objectives and activity priorities established by the mayor and city council, to provide mayor and city council with the information and communications needed to facilitate the decision making process and to provide the leadership and guidance among fellow employees of the city such that we may always take pride in the worth of the public services we perform, rendering those services to the very best of our individual and collective abilities.

DEPARTMENT DESCRIPTION
The City Manager's office coordinates and supervises activities of all the various departments. The office also provides support to the Mayor and City Council. Assisting each department in reaching their individual goals is the responsibility of the City Manager.

The planning department administers the day to day land use planning actions of the city. The department works with the city council, planning commission, developers, and property owners, outside agencies, and city staff to insure orderly development. The department also maintains and administers the city's land use ordinances and comprehensive plan.

DEPARTMENT OBJECTIVES 2016-2017
- Continue work on urban renewal projects
- Attend to professional development
- Complete first round of GIS implementation completing water layer and putting other maps online
- Provide excellent service to the public to insure broad participation in the planning process
- Improve the efficiency of council communication
- Attract more jobs to Hermiston

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
City Planner	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	0.75	.00	.75	.00	.00	.00
Executive Secretary	.00	.00	.00	.75	.75	.75
General Clerical	.50	.50	.50	.50	.50	.50
Total FTE	**2.25**	**2.50**	**3.25**	**3.25**	**3.25**	**3.25**

CITY MANAGER/PLANNING DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	176,667	219,270	251,523	263,572	263,572	263,572
OVERTIME	-	-	-	10,000	10,000	10,000
UNEMPLOYMENT INSURANCE	883	1,096	1,761	1,845	1,845	1,845
ACCIDENT INSURANCE	441	437	327	343	343	343
RETIREMENT	35,123	37,334	50,010	52,255	52,255	52,255
SOCIAL SECURITY	13,299	16,509	19,241	20,163	20,163	20,163
MEDICAL, DENTAL & LIFE INS	26,549	36,792	49,986	52,711	52,711	52,711
PERSONNEL SERVICES	**252,963**	**311,438**	**372,848**	**400,889**	**400,889**	**400,889**
OTHER PROFESSIONAL SERVICES	-	1,308	-	-	-	-
POSTAGE	540	258	2,100	2,650	2,650	2,650
TRAVEL & TRAINING	6,413	7,686	10,000	17,000	17,000	17,000
LEGAL PUBLICATIONS	1,617	1,353	1,500	1,500	1,500	1,500
TELEPHONE	2,167	2,003	2,000	2,000	2,000	2,000
DUES & MEMBERSHIP	1,922	1,946	2,000	2,085	2,085	2,085
MISCELLANEOUS CONTRACTUAL	726	2,287	1,500	1,500	1,500	1,500
OFFICE SUPPLIES	3,374	3,347	1,900	6,000	6,000	6,000
FOOD & MISCELLANEOUS	-	-	5,000	5,000	5,000	5,000
MOTOR VEHICLE FUEL & OIL	259	40	-	-	-	-
MATERIALS & SERVICES	**17,017**	**20,229**	**26,000**	**37,735**	**37,735**	**37,735**
OFFICE EQUIPMENT	-	-	8,439	-	-	-
CAPITAL OUTLAY	**-**	**-**	**8,439**	**-**	**-**	**-**
TOTAL MANAGER/PLANNING	**269,980**	**331,666**	**407,287**	**438,624**	**438,624**	**438,624**

FINANCE

03 GENERAL FUND
4300 FINANCE

MISSION STATEMENT
To maintain the financial stability of the community, promote a service-oriented government and provide courteous and friendly services to the residents of the community.

DEPARTMENT DESCRIPTION
The finance office is responsible for budget preparation and control, investment management and the billing and receipting of utility accounts, local improvements and miscellaneous billing. This office also maintains all payroll and personnel information. The department encompasses the detailed expenses to handle city management, accounting and debt management, the administration of the taxi program, the solid waste utility franchise, administration and contract management for all roadway programs and similar capital expenditures.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Finance Director/Recorder	0.13	0.10	0.10	0.10	0.10	0.10
Executive Secretary	0.50	0.50	0.25	0.25	0.25	0.25
Accounting Tech	0.00	0.00	0.00	0.25	0.50	0.50
Total FTE	**0.63**	**0.60**	**0.35**	**0.60**	**0.85**	**0.85**

FINANCE DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	33,856	25,221	24,491	34,955	44,315	44,315
UNEMPLOYMENT INSURANCE	169	126	171	250	310	310
ACCIDENT INSURANCE	85	49	32	50	60	60
RETIREMENT	5,867	2,366	4,293	6,130	7,770	7,770
SOCIAL SECURITY	2,554	1,897	1,874	2,675	3,390	3,390
MEDICAL, DENTAL & LIFE INS	4,558	4,693	6,403	6,750	6,750	6,750
PERSONNEL SERVICES	**47,089**	**34,353**	**37,264**	**50,810**	**62,595**	**62,595**
POSTAGE	3,974	5,170	4,000	2,000	2,000	2,000
TRAVEL & TRAINING	3,518	4,229	5,000	5,000	5,000	5,000
ADVERTISING	-	95	-	-	-	-
TELEPHONE	1,220	1,098	1,300	1,300	1,300	1,300
REPAIRS-OFFICE EQUIPMENT	3,396	2,743	3,000	3,500	3,500	3,500
DUES & MEMBERSHIP	605	345	500	600	600	600
OFFICE SUPPLIES	3,614	3,548	3,600	4,000	4,000	4,000
FOOD & MISCELLANEOUS	208	173	300	300	300	300
MATERIALS & SERVICES	**16,535**	**17,400**	**17,700**	**16,700**	**16,700**	**16,700**
TOTAL FINANCE	**63,624**	**51,752**	**54,964**	**67,510**	**79,295**	**79,295**

CONSOLIDATED DEPARTMENT OF LAW EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
LEGAL	252,564	183,697	187,700	83,700	83,700	83,700
COURT	213,004	224,058	251,904	413,186	413,186	413,186
TOTAL	**465,568**	**407,755**	**439,604**	**496,886**	**496,886**	**496,886**

DEPARTMENT OF LAW
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	204,795	214,828	242,654	273,936	273,936	273,936
MATERIALS & SERVICES	260,325	192,927	196,350	222,350	222,350	222,350
CAPITAL OUTLAY	448	-	600	600	600	600
TOTAL	**465,568**	**407,755**	**439,604**	**496,886**	**496,886**	**496,886**

LEGAL

03 GENERAL
FUND 5100 LEGAL

MISSION STATEMENT: To provide prompt legal services to the Hermiston City Council, City Manager, and operating departments as required.

DEPARTMENT DESCRIPTION
The Office of the City Attorney is established by the Charter as the chief legal officer of the city government. The City contracts with different attorneys to provide the following legal services:

The City Attorney provides general legal advice to the city operations. The city attorney attends City Council and Leadership Team meetings, attends City Planning Commission meetings as requested, and prepares legal documents as requested, including ordinances, resolutions and public contracts. Although the city insurance carrier hires attorneys to defend liability cases, the City Attorney often assists with discovery and depositions to ensure the City's interests are protected.

The City's labor negotiator is an attorney specializing in labor law and represents the City in union labor negotiations and provides advice on other labor issues as they arise.

DEPARTMENT OBJECTIVES 2016-17

- Advance fair and realistic legal solutions for the City.
- Advise City Officials of the costs and potential benefits of any considered legal position or course of action.

LEGAL DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER PROFESSIONAL SERVICES	34,219	38,515	42,000	62,000	62,000	62,000
PROSECUTION	95,004	75,000	75,000	-	-	-
LABOR NEGOTIATIONS	18,000	18,000	18,000	18,000	18,000	18,000
PUBLIC DEFENSE	102,645	49,700	50,000	-	-	-
TRAVEL & TRAINING	1,723	1,434	1,300	1,500	1,500	1,500
OFFICE SUPPLIES	-	-	-	500	500	500
MAGAZINE, MAP, PAMPHLET	525	1,048	800	1,100	1,100	1,100
MATERIALS & SERVICES	**252,116**	**183,697**	**187,100**	**83,100**	**83,100**	**83,100**
OFFICE EQUIPMENT	448	-	600	600	600	600
CAPITAL OUTLAY	**448**	**-**	**600**	**600**	**600**	**600**
TOTAL LEGAL	**252,564**	**183,697**	**187,700**	**83,700**	**83,700**	**83,700**

COURT

03 GENERAL FUND
5200 COURT

MISSION STATEMENT
The mission of the court continues to be to provide swift and efficacious justice in matters brought before it. That justice is extended to both society and the alleged offender. The municipal court is not a civil court and any civil functions of the court are secondary in nature to the primary function of the court, which is the processing of criminal cases, traffic violations, and violations of city ordinance. The courts priority in all cases is the prompt, orderly, efficient, and just resolution of matters. The court has exclusive jurisdiction over municipal ordinance violations, and concurrent jurisdiction with Circuit Court for vehicle code offenses, for selected statutorily defined violations, and for misdemeanors.

DEPARTMENT DESCRIPTION
The Court is responsible for the processing of criminal cases, traffic violations and city ordinance violations within the City limits of Hermiston. This includes collecting fines instated on all cases, tracking probation, issuing warrants for fail to appear and sending show cause letters for non-compliance. The Court also provides notary services and marriage ceremonies.

DEPARTMENT OBJECTIVES 2016-2017

- Provide customer service with professional speed, courtesy and respect.
- Provide annual staff training.
- Place second clerk from 36 hours per week to 40 hours per week.
- Continue with converting the Court to paperless and paperless archives.
- Update the Judges computer.
- Replace the lobby carpet.
- Continue and improve collections of unpaid fines.
- Continue to use community service and interface with other department to help with labor.
- Continue providing AARP Traffic Classes.
- Encourage the public to use the lobby computer for payments, which will free up clerk time.
- Installing Court room locks, entry way security door and locks for heightened security.

Court-Public Defender

MISSION STATEMENT
The City Public Defender's role is to provide assistance of counsel to indigent defendants in criminal prosecutions in the Hermiston Municipal Court.

DEPARTMENT DESCRIPTION
The Public Defender is an independent contractor hired by the City Manager to assist indigents with the defense of their case(s). Article I, Section 11, of the Oregon Constitution, requires that in all prosecutions of a criminal nature the indigent accused have the right to the assistance of counsel at public expense.

Cases of a criminal nature include class B and C misdemeanors, the class A misdemeanor of Failure to Appear, and contempt matters when filed by the City Prosecutor or when billed by the Court and the City Prosecutor deems a sentence would merit a punitive sanction.

DEPARTMENT OBJECTIVES 2016-17

- To dispose of ninety per cent (90%) of appointments within 90 days of appointment, ninety-eight percent (98%) of appointments within 180 days of appointment, and one hundred percent (100%) of appointments within one year, except for exceptional cases in which continuing review should occur. See Oregon Standards of Timely Disposition in Oregon Circuit Courts, Oregon Judicial Conference.

Court-Prosecutor

MISSION STATEMENT
The City Prosecutor's role is to serve the interest of justice, promote City wellness, focus on Victim's rights, rehabilitate convicted criminal offenders, work with Court, Defense Counsel, the Police and all other stakeholders to reach result that are in conformance and congruent with the best interest of the City.

DEPARTMENT DESCRIPTION
The City Prosecutor is an independent contractor hired by the City Manager to prosecute defendants who have committed class B and C misdemeanors, such as Disorderly Conduct, Criminal Trespass and Theft in the Third Degree; the class A misdemeanor of Failure to Appear in the Second Degree; defendants who have committed ordinance violations when the defendant is represented by an attorney; and Criminal Contempt cases initiated by the City Prosecutor.

DEPARTMENT OBJECTIVES 2016-17

- Work with the Public Defender to process cases in a timely manner.
- Work with the Code Enforcement Officer when he or she requests assistance with prosecuting ordinance violations.

COURT PERSONNEL
DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Municipal Judge (.33 FTE)	1.00	.33	.33	.33	.33	.33
Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	1.00	1.00	1.00	1.00
General Clerical	.70	.75	.75	.75	1.00	1.00
Total FTE	**3.70**	**3.08**	**3.08**	**3.08**	**3.33**	**3.33**

COURT DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	145,683	152,116	159,421	175,581	175,581	175,581
OVERTIME	15	250	3,000	3,000	3,000	3,000
UNEMPLOYMENT INSURANCE	591	621	1,137	1,250	1,250	1,250
ACCIDENT INSURANCE	219	228	211	250	250	250
RETIREMENT	22,182	24,041	27,040	29,833	29,833	29,833
SOCIAL SECURITY	10,949	11,451	12,425	13,661	13,661	13,661
MEDICAL, DENTAL & LIFE INS	25,156	26,120	39,420	50,361	50,361	50,361
PERSONNEL SERVICES	**204,795**	**214,828**	**242,654**	**273,936**	**273,936**	**273,936**
PROSECUTION	-	-	-	75,000	75,000	75,000
PUBLIC DEFENSE	-	-	-	55,000	55,000	55,000
POSTAGE	1,250	2,496	2,000	2,000	2,000	2,000
TELEPHONE	4,887	4,828	5,100	5,100	5,100	5,100
MISCELLANEOUS CONTRACTUAL	2,072	1,905	2,150	2,150	2,150	2,150
MATERIALS & SERVICES	**8,209**	**9,230**	**9,250**	**139,250**	**139,250**	**139,250**
TOTAL COURT	**213,004**	**224,058**	**251,904**	**413,186**	**413,186**	**413,186**

CONSOLIDATED PUBLIC SERVICES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
TRANSPORTATION	180,748	159,853	188,375	248,300	248,300	248,300
AIRPORT	287,297	238,688	241,640	252,450	252,450	252,450
BUILDING INSPECTION	320,641	323,763	343,262	355,617	355,617	355,617
PARKS	480,483	433,530	482,440	490,819	490,819	490,819
PARKS/UTILITY LANDSCAPING	-	-	38,188	39,475	39,475	39,475
MUNICIPAL POOL	359,784	387,450	389,229	433,333	433,333	433,333
MUNICIPAL BLDGS	10,582	10,740	12,900	18,500	18,500	18,500
LIBRARY	573,281	594,812	692,766	734,775	734,775	734,775
RECREATION	382,702	416,733	554,099	565,808	565,808	565,808
CONFERENCE CTR	87,015	91,600	-	-	-	-
TOTAL	**2,682,534**	**2,657,169**	**2,942,899**	**3,139,077**	**3,139,077**	**3,139,077**

PUBLIC SERVICES
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	1,738,253	1,746,933	1,943,302	2,069,752	2,069,752	2,069,752
MATERIALS & SERVICES	835,090	837,975	922,697	1,016,825	1,016,825	1,016,825
CAPITAL OUTLAY	29,191	31,261	60,900	37,500	37,500	37,500
TRANSFERS:						
RESERVE FUND	80,000	41,001	16,000	15,000	15,000	15,000
TOTAL	**2,682,534**	**2,657,169**	**2,942,899**	**3,139,077**	**3,139,077**	**3,139,077**

TRANSPORTATION

03 GENERAL FUND
6230 TRANSPORTION

MISSION STATEMENT
To provide quality taxi service to senior citizens and handicapped individuals in the community to the maximum extent possible within the fiscal constraints of the city.

DEPARTMENT DESCRIPTION
This service is accomplished through a voucher system where riders purchase subsidized tickets to receive rides from private providers. The City subsidizes these rides along with a small grant from Umatilla County. City Hall staff is also utilized to sell tickets and field complaints. This program provides an average of 30,000 one-way trips per year.

DEPARTMENT OBJECTIVES 2016-2017

- Continue to provide high quality door-to-door taxi service.
- Improve system efficiency to increase service quality and reduce City Subsidy.
  - Implement a Dial-a-Ride system
  - Apply for $50,000 in Federal 5311 Grant Funding to off-set City Subsidy

TRANSPORTATION DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PRINTING	861	857	900	1,800	1,800	1,800
ADVERTISING	-	-	-	1,500	1,500	1,500
TAXI PROGRAM	179,888	158,996	187,475	175,000	175,000	175,000
MOTOR VEHICLES	-	-	-	70,000	70,000	70,000
MATERIALS & SERVICES	**180,748**	**159,853**	**188,375**	**248,300**	**248,300**	**248,300**
TOTAL TRANSPORTATION	**180,748**	**159,853**	**188,375**	**248,300**	**248,300**	**248,300**

AIRPORT

03 GENERAL
FUND 6400 AIRPORT

MISSION STATEMENT
To serve as a critical piece of the region's overall transportation infrastructure by operating a high-quality General Aviation Airport which accommodates small private aircraft as well as large corporate jets.

DEPARTMENT DESCRIPTION
Hermiston Municipal Airport is operated on a contract basis by Hermiston Aviation, Inc. through a flat monthly contract fee and the occupancy of the city-owned airport manager's home. Hermiston Aviation provides day-to-day maintenance and operation, but other city departments also provide manpower and assistance on a limited as-needed basis. The airport provides fuel sales, 40+ tie-down spaces, two city-owned multi-space hangars, and one open hangar.

DEPARTMENT OBJECTIVES 2016-2017
- Maintain the airport in clean and operational condition at all times to serve aviation users.
- Begin update process of Airport Master Plan.

AIRPORT DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER PROFESSIONAL SERVICES	35,710	35,854	37,100	37,500	37,500	37,500
PROPERTY & LIABILITY INS	11,612	9,362	10,000	10,410	10,410	10,410
ELECTRICITY	9,111	8,745	10,500	10,500	10,500	10,500
TELEPHONE	2,337	2,378	2,600	2,600	2,600	2,600
CLEANING & PAINTING	431	-	-	-	-	-
MISCELLANEOUS CONTRACTUAL	8,756	4,938	5,800	8,000	8,000	8,000
LICENSES & PERMITS	436	233	240	240	240	240
OFFICE SUPPLIES	21	103	200	200	200	200
CLEAN/SANITATION SUPPLIES	293	434	300	300	300	300
FOOD & MISCELLANEOUS	208	322	100	100	100	100
MINOR/SAFETY EQUIP	551	217	600	600	600	600
MOTOR VEHICLE FUEL & OIL	126,675	125,368	140,000	150,000	150,000	150,000
PARTS FOR OPERATING EQUIP	724	-	-	2,000	2,000	2,000
MATERIALS & SERVICES	**196,866**	**187,954**	**207,440**	**222,450**	**222,450**	**222,450**
AIRPORT IMPROVEMENTS	10,431	10,733	19,200	15,000	15,000	15,000
CAPITAL OUTLAY	**10,431**	**10,733**	**19,200**	**15,000**	**15,000**	**15,000**
RES-AIRPORT IMPROVEMENTS	80,000	40,001	15,000	15,000	15,000	15,000
TRANSFERS OUT	**80,000**	**40,001**	**15,000**	**15,000**	**15,000**	**15,000**
TOTAL AIRPORT	**287,297**	**238,688**	**241,640**	**252,450**	**252,450**	**252,450**

BUILDING INSPECTIONS

03 GENERAL FUND
6500 BUILDING INSPECTIONS

MISSION STATEMENT
To provide effective public service for residential and commercial structures through education and safety for the citizens of Hermiston.

DEPARTMENT DESCRIPTION
The building department assists in negotiation with developers and builders to the extent and category of individual developments as well as in land use compatibility. The building department shall render interpretations pertaining to code and will adopt and enforce rules and supplemental regulations to clarify the application of its provisions. Such interpretations, rules and regulations shall be in conformance with the intent and purpose of the code.

DEPARTMENT OBJECTIVES 2016-17
- Provide interdepartmental liaison activity on private and public developments
- Maintain a customer friendly environment through excellent communication in the office and in the field
- Implement online permits and inspection program
- Investigate citizen complaints in a timely manner

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Asst. Building Official/Inspector	.00	.00	1.00	1.00	1.00	1.00
Building Inspector	.50	.50	.50	.50	.50	.50
Electrical Inspector	1.00	1.00	.00	.00	.00	.00
Permit Technician II	.33	.34	.34	.34	.34	.34
Total FTE	**2.83**	**2.84**	**2.84**	**2.84**	**2.84**	**2.84**

BUILDING INSPECTIONS DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	211,838	214,752	222,541	227,547	227,547	227,547
UNEMPLOYMENT INSURANCE	1,059	1,074	1,558	1,593	1,593	1,593
ACCIDENT INSURANCE	2,998	2,967	2,953	2,732	2,732	2,732
RETIREMENT	39,185	40,434	44,248	45,242	45,242	45,242
SOCIAL SECURITY	16,068	16,284	17,024	17,407	17,407	17,407
MEDICAL, DENTAL & LIFE INS	29,037	29,545	31,238	32,796	32,796	32,796
PERSONNEL SERVICES	**300,186**	**305,055**	**319,562**	**327,317**	**327,317**	**327,317**
POSTAGE	250	-	250	250	250	250
TRAVEL & TRAINING	910	559	1,850	1,850	1,850	1,850
LEGAL PUBLICATIONS	-	-	500	500	500	500
ELECTRICITY	2,073	2,471	2,000	2,400	2,400	2,400
TELEPHONE	3,121	2,796	3,000	3,000	3,000	3,000
REPAIRS-BUILDINGS	123	-	500	4,000	4,000	4,000
REPAIRS-MOTOR VEHICLES	-	-	250	250	250	250
CLEANING & PAINTING	1,836	1,836	1,800	1,800	1,800	1,800
DUES & MEMBERSHIP	295	88	450	450	450	450
MISCELLANEOUS CONTRACTUAL	4,874	5,246	5,500	5,500	5,500	5,500
OFFICE SUPPLIES	1,978	1,507	1,900	1,900	1,900	1,900
FOOD & MISCELLANEOUS	234	385	200	400	400	400
FUEL-OTHER THAN VEHICLE	1,762	1,288	2,000	2,000	2,000	2,000
MOTOR VEHICLE FUEL & OIL	2,982	2,458	3,000	3,000	3,000	3,000
MOTOR VEHICLE PARTS	17	70	500	1,000	1,000	1,000
MATERIALS & SERVICES	**20,455**	**18,708**	**23,700**	**28,300**	**28,300**	**28,300**
TOTAL BUILDING INSPECTIONS	**320,641**	**323,763**	**343,262**	**355,617**	**355,617**	**355,617**

PARKS

03 GENERAL FUND
6710 PARKS

MISSION STATEMENT
The City of Hermiston Parks Division protects, develops and enhances the City's Parks, trails, open spaces, and landscapes for the enjoyment of citizens.

DEPARTMENT DESCRIPTION
The Parks and Recreation Department is responsible for creating and maintaining diverse recreation programs and facilities for all residents. We strengthen community through a wide variety recreational opportunities that add to Hermiston's overall quality of life.

DEPARTMENT OBJECTIVES 2016-17

- Safe and attractive recreation and open spaces for a variety of interest.
- Seek land acquisition on the east side of Hermiston.
- Develop a destination skate park.
- Complete improvements at Sunset Park
- Complete improvements at Newport Park.
- Acquire Steelhead Park.
- Develop the Highland segment of the Hermiston Loop.
- Redevelop Greenwood Park.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Parks						
Park Maintenance Foreman	1.00	0.00	0.00	0.00	0.00	0.00
Park/Facility Lead Worker	0.00	0.00	0.00	0.00	0.00	0.00
Municipal Service Worker II	2.00	2.00	2.00	2.00	2.00	2.00
Municipal Service Worker I	0.00	0.00	0.00	0.00	0.00	0.00
Seasonal Maintenance (2.5 FTE	3.00	3.00	3.00	2.50	2.50	2.50
Total FTE	**6.00**	**5.00**	**5.00**	**4.50**	**4.50**	**4.50**

PARKS DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	223,068	191,554	215,823	210,932	210,932	210,932
OVERTIME	7,052	6,171	5,000	5,000	5,000	5,000
UNEMPLOYMENT INSURANCE	986	989	1,546	1,512	1,512	1,512
ACCIDENT INSURANCE	7,051	6,561	7,729	6,327	6,327	6,327
RETIREMENT	28,361	27,238	48,462	47,211	47,211	47,211
SOCIAL SECURITY	14,809	14,844	16,893	16,519	16,519	16,519
MEDICAL, DENTAL & LIFE INS	34,942	36,186	37,987	53,818	53,818	53,818
PERSONNEL SERVICES	**316,268**	**283,544**	**333,440**	**341,319**	**341,319**	**341,319**
TRAVEL & TRAINING	1,828	345	2,500	2,000	2,000	2,000
ELECTRICITY	18,415	17,876	20,000	20,000	20,000	20,000
TELEPHONE	3,931	3,872	4,500	4,000	4,000	4,000
MISCELLANEOUS CONTRACTUAL	59,085	48,677	40,000	44,000	44,000	44,000
AG & HORT SUPPLIES	5,317	12,917	10,000	10,000	10,000	10,000
CHEMICALS	3,443	3,208	4,000	4,000	4,000	4,000
CLEAN/SANITATION SUPPLIES	3,989	3,257	5,000	5,000	5,000	5,000
MINOR/SAFETY EQUIP	16,360	12,525	16,000	16,000	16,000	16,000
MOTOR VEHICLE FUEL & OIL	23,326	17,129	24,000	22,000	22,000	22,000
MOTOR VEHICLE PARTS	4,741	3,279	3,000	2,500	2,500	2,500
PAINT & PAINT SUPPLIES	5,719	4,846	5,000	5,000	5,000	5,000
PLUMBING & SEWAGE SUPPLIES	9,050	16,414	9,000	9,000	9,000	9,000
PARTS FOR OPERATING EQUIP	9,011	5,640	6,000	6,000	6,000	6,000
MATERIALS & SERVICES	**164,215**	**149,986**	**149,000**	**149,500**	**149,500**	**149,500**
TOTAL PARKS	**480,483**	**433,530**	**482,440**	**490,819**	**490,819**	**490,819**

PARKS/ UTILITY LANDSCAPING

03 GENERAL FUND
6715 PARKS/UTILITY LANDSCAPING

MISSION STATEMENT
The Park Utilities Division provides landscape maintenance services for the Water and Waste Water Utility lift stations and reservoirs.

DEPARTMENT OBJECTIVES 2016-2017

- Purchase start-up equipment.
- Weekly mowing and trimming.
- Irrigation repair as needed.
- Weed control
- Facility enhancement and beautification

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Seasonal Maintenance (2 PT)	00	00	00	1.00	1.00	1.00
Total FTE	**.00**	**.00**	**.00**	**1.00**	**1.00**	**1.00**

PARKS/UTILITY LANDSCAPING EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	-	-	17,738	27,040	27,040	27,040
OVERTIME	-	-	-	500	500	500
UNEMPLOYMENT INSURANCE	-	-	-	193	193	193
ACCIDENT INSURANCE	-	-	-	807	807	807
RETIREMENT	-	-	-	4,828	4,828	4,828
SOCIAL SECURITY	-	-	-	2,107	2,107	2,107
MEDICAL, DENTAL & LIFE INS	-	-	-	-	-	-
PERSONNEL SERVICES	**-**	**-**	**17,738**	**35,475**	**35,475**	**35,475**
CHEMICALS	-	-	750	1,000	1,000	1,000
MINOR/SAFETY EQUIP	-	-	-	500	500	500
MOTOR VEHICLE FUEL & OIL	-	-	-	2,500	2,500	2,500
MATERIALS & SERVICES	**-**	**-**	**750**	**4,000**	**4,000**	**4,000**
OTHER EQUIPMENT	-	-	19,700	-	-	-
CAPITAL OUTLAY	**-**	**-**	**19,700**	**-**	**-**	**-**
TOTAL PARKS LANDSCAPING	**-**	**-**	**38,188**	**39,475**	**39,475**	**39,475**

MUNICIPAL POOL

03 GENERAL FUND
6720 MUNICIPAL POOL

MISSION STATEMENT
Develop and manage diverse aquatic opportunities that range from basic water safety to water adventure programming. Make Facilities available at a sustainable, cost effective level.

DEPARTMENT OBJECTIVES 2016-17

- Offer high quality, safe aquatic programming June through August.
- Offer high quality swim instruction for all levels.
- Evaluate the fees and charges for maximum cost recovery.
- Attain 75% cost recovery or better.
- Implement a Capital Reserve Fund for the HFAC.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Recreation/Aquatics Coordinator	.33	.34	.34	.34	.34	.34
Swim Pool (10 FTE)	10	10	10	10.00	10.00	10.00
Total FTE	**10.33**	**10.34**	**10.34**	**10.34**	**10.34**	**10.34**

MUNICIPAL POOL DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	198,540	196,007	199,638	212,430	212,430	212,430
OVERTIME	-	-	500	500	500	500
UNEMPLOYMENT INSURANCE	1,021	980	1,401	1,491	1,491	1,491
ACCIDENT INSURANCE	6,879	6,279	5,824	6,068	6,068	6,068
RETIREMENT	7,437	8,685	13,607	37,327	37,327	37,327
SOCIAL SECURITY	15,577	14,957	15,311	16,289	16,289	16,289
MEDICAL, DENTAL & LIFE INS	5,202	5,368	4,965	5,238	5,238	5,238
PERSONNEL SERVICES	**234,654**	**232,276**	**241,246**	**279,343**	**279,343**	**279,343**
POSTAGE	100	230	100	100	100	100
TRAVEL & TRAINING	-	360	1,000	1,000	1,000	1,000
ADVERTISING	1,472	643	2,500	2,500	2,500	2,500
PROPERTY & LIABILITY INS	5,516	7,778	9,433	9,490	9,490	9,490
ELECTRICITY	17,527	16,799	24,000	24,000	24,000	24,000
TELEPHONE	1,472	1,102	2,200	2,200	2,200	2,200
INTERNET	-	-	-	700	700	700
MISCELLANEOUS CONTRACTUAL	12,600	15,569	15,000	15,000	15,000	15,000
LICENSES & PERMITS	303	350	750	2,000	2,000	2,000
OFFICE SUPPLIES	1,420	2,447	4,000	2,000	2,000	2,000
CHEMICALS	20,560	32,034	27,000	30,000	30,000	30,000
CLEAN/SANITATION SUPPLIES	1,766	3,950	4,000	4,000	4,000	4,000
ITEMS FOR RESALE	-	-	-	3,500	3,500	3,500
FOOD & MISCELLANEOUS	23,457	22,436	1,000	1,500	1,500	1,500
FUEL-OTHER THAN VEHICLE	28,867	41,660	40,000	40,000	40,000	40,000
PAINT & PAINT SUPPLIES	4,891	2,458	5,000	5,000	5,000	5,000
PLUMBING & SEWAGE SUPPLIES	2,192	4,667	5,000	5,000	5,000	5,000
RECREATIONAL SUPPLIES	3,227	1,355	5,000	4,000	4,000	4,000
OVER AND SHORTS	(239)	29	-	-	-	-
UNIFORMS	-	1,306	2,000	2,000	2,000	2,000
MATERIALS & SERVICES	**125,130**	**155,174**	**147,983**	**153,990**	**153,990**	**153,990**
TOTAL MUNICIPAL POOL	**359,784**	**387,450**	**389,229**	**433,333**	**433,333**	**433,333**

03 GENERAL FUND
6730 MUNICIPAL BUILDINGS

MISSION STATEMENT
The direct costs of the operations of the city hall are specifically budgeted in this account. This budget is a central accounting location to consolidate costs and avoid allocating costs to the individual uses of the buildings.

DEPARTMENT DESCRIPTION
City Hall is the location where utility billings and other related activities are housed, it was determined that the costs related to this facility are justified to be split between the general fund, water and wastewater. Therefore, this fund has been appropriated to these three funds.

No personnel are assigned. No cost allocation is made to operating departments, although the street department does try to have a man available to do general maintenance on all municipal buildings.

MUNICIPAL BUILDINGS DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
ELECTRICITY	1,902	1,913	2,100	2,100	2,100	2,100
REPAIRS-BUILDINGS	980	581	2,000	7,000	7,000	7,000
REPAIRS-MACHINERY & EQUIP	178	3,754	2,500	2,500	2,500	2,500
CLEANING & PAINTING	3,993	2,876	4,500	4,500	4,500	4,500
MISCELLANEOUS CONTRACTUAL	2,136	1,030	1,000	1,500	1,500	1,500
FUEL-OTHER THAN VEHICLE	610	490	700	700	700	700
MINOR/SAFETY EQUIP	783	96	100	200	200	200
MATERIALS & SERVICES	**10,582**	**10,740**	**12,900**	**18,500**	**18,500**	**18,500**
TOTAL MUNICIPAL BLDGS	**10,582**	**10,740**	**12,900**	**18,500**	**18,500**	**18,500**

LIBRARY

03 GENERAL FUND
6740 LIBRARY

MISSION STATEMENT
To provide to the public, in a friendly and courteous manner, timely access to information and exposure to cultural events for the purpose of learning, self-development or life enhancement.

DEPARTMENT DESCRIPTION
The Hermiston Public Library provides services to the citizens of Hermiston and the surrounding community. Services include access to a collection of approximately 30,000 books, DVD's, magazines of fiction and nonfiction materials. Digital assets are also available with another 30,000 downloadable eBooks and audio materials. Our interlibrary loan program gives patrons access to other libraries throughout Oregon. Year round programming for all age groups includes summer reading programs, adult presentations, book clubs and many other programs of interest to members of the community. The library is operated by 4 full time and 8 part time employees.

DEPARTMENT OBJECTIVES 2016-17
- Continue 100% collection weeding.
- Renovate downstairs public restrooms.
- Develop design for reallocation of downstairs space and assemble funding sources for project.
- Program ongoing STEAM events for all age groups.
- Fund and install patron self-printing on demand.

❖ PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Library						
Library Director	1.00	1.00	1.00	1.00	1.00	1.00
Librarian III	1.00	1.00	1.00	1.00	1.00	1.00
Librarian II	1.00	1.00	1.00	1.00	1.00	1.00
Senior Library Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Library Assistants (6.5 FTE)	6.00	5.00	5.00	4.75	4.75	4.75
Total FTE	**10.00**	**9.00**	**9.00**	**8.75**	**8.75**	**8.75**

LIBRARY DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	381,970	388,732	446,174	462,225	462,225	462,225
UNEMPLOYMENT INSURANCE	1,882	1,944	3,123	3,236	3,236	3,236
ACCIDENT INSURANCE	1,094	915	580	601	601	601
RETIREMENT	74,133	77,079	91,613	94,834	94,834	94,834
SOCIAL SECURITY	28,592	29,524	34,132	35,360	35,360	35,360
MEDICAL, DENTAL & LIFE INS	26,290	27,281	28,744	30,284	30,284	30,284
PERSONNEL SERVICES	**513,961**	**525,474**	**604,366**	**626,540**	**626,540**	**626,540**
POSTAGE	228	635	550	790	790	790
TRAVEL & TRAINING	538	1,095	1,200	3,500	3,500	3,500
ELECTRICITY	8,040	7,859	9,000	9,600	9,600	9,600
TELEPHONE	2,091	2,057	2,250	3,250	3,250	3,250
REPAIRS-BUILDINGS	4,048	6,788	9,500	16,000	16,000	16,000
CLEANING & PAINTING	537	518	4,600	5,000	5,000	5,000
DUES & MEMBERSHIP	298	275	1,150	1,150	1,150	1,150
MISCELLANEOUS CONTRACTUAL	15,474	19,469	24,250	29,220	29,220	29,220
LICENSES & PERMITS	-	-	2,500	2,000	2,000	2,000
OFFICE SUPPLIES	7,349	6,269	7,000	10,000	10,000	10,000
MAGAZINE, MAP, PAMPHLET	965	1,652	1,000	1,500	1,500	1,500
CLEAN/SANITATION SUPPLIES	678	928	1,000	1,200	1,200	1,200
FOOD & MISCELLANEOUS	-	-	1,000	1,000	1,000	1,000
MINOR/SAFETY EQUIP	278	265	150	1,275	1,275	1,275
MOTOR VEHICLE FUEL & OIL	36	-	250	250	250	250
MATERIALS & SERVICES	**40,560**	**47,810**	**65,400**	**85,735**	**85,735**	**85,735**
LIBRARY BOOKS & EQUIPMENT	18,760	20,500	22,000	22,500	22,500	22,500
CAPITAL OUTLAY	**18,760**	**20,528**	**22,000**	**22,500**	**22,500**	**22,500**
RES-OFFICE EQUIPMENT	-	1,000	1,000	-	-	-
TRANSFERS OUT	**-**	**1,000**	**1,000**	**-**	**-**	**-**
TOTAL LIBRARY	**573,281**	**594,812**	**692,766**	**734,775**	**734,775**	**734,775**

RECREATION

03 GENERAL FUND
6750 RECREATION

MISSION STATEMENT
The City of Hermiston Recreation Division offers sponsors the highest quality recreational and leisure activities for all citizens.

DEPARTMENT DESCRIPTION
The Parks and Recreation Department is responsible for creating and maintaining diverse recreation programs and facilities for all residents. We strengthen community through a wide variety recreational opportunities that add to Hermiston's overall quality of life.

DEPARTMENT OBJECTIVES 2016-17

- Offer high quality events designed to promote tourism, and community enrichment.
- Develop program partners for the widest possible program offerings.
- Provide and support high quality recreation opportunities for all ages.
- Attain 100% cost recovery or better on all programs.
- Consider staffing the new Harkenrider Center with recreation staff.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Recreation						
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00	1.00
Recreation/Aquatics Coord	0.67	0.66	0.66	0.66	0.66	0.66
General Clerical	0.80	0.80	1.00	1.00	1.00	1.00
Summer Park Program (5 FTE)	5.00	5.00	5.00	5.00	5.00	5.00
Total FTE	**7.47**	**7.46**	**7.66**	**7.66**	**7.66**	**7.66**

RECREATION DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	255,109	284,549	302,130	307,941	307,941	307,941
OVERTIME	197	-	500	500	500	500
UNEMPLOYMENT INSURANCE	1,442	1,423	1,975	2,156	2,156	2,156
ACCIDENT INSURANCE	6,062	5,272	5,389	4,870	4,870	4,870
RETIREMENT	44,201	42,160	45,259	57,307	57,307	57,307
SOCIAL SECURITY	21,705	21,405	21,621	23,596	23,596	23,596
MEDICAL, DENTAL & LIFE INS	44,468	45,775	50,076	63,388	63,388	63,388
PERSONNEL SERVICES	**373,184**	**400,584**	**426,950**	**459,758**	**459,758**	**459,758**
POSTAGE	-	151	-	200	200	200
TRAVEL & TRAINING	585	2,431	3,000	1,500	1,500	1,500
ADVERTISING	2,725	2,567	15,500	15,500	15,500	15,500
TELEPHONE	2,957	3,993	3,500	3,500	3,500	3,500
REPAIRS-OFFICE EQUIPMENT	100	-	200	200	200	200
DUES & MEMBERSHIP	-	403	750	1,500	1,500	1,500
MISCELLANEOUS CONTRACTUAL	1,030	2,209	33,000	35,000	35,000	35,000
OFFICE SUPPLIES	637	682	2,000	1,000	1,000	1,000
FOOD & MISCELLANEOUS	443	186	15,250	25,000	25,000	25,000
MINOR/SAFETY EQUIP	126	542	150	150	150	150
MOTOR VEHICLE FUEL & OIL	654	1,000	1,000	1,000	1,000	1,000
RECREATIONAL SUPPLIES	148	1,863	51,500	20,000	20,000	20,000
UNIFORMS	115	121	1,300	1,000	1,000	1,000
OTHER EQUIPMENT	-	-	(1)	500	500	500
MATERIALS & SERVICES	**9,518**	**16,148**	**127,149**	**106,050**	**106,050**	**106,050**
TOTAL RECREATION	**382,702**	**416,733**	**554,099**	**565,808**	**565,808**	**565,808**

CONFERENCE CENTER

03 GENERAL FUND
6760 CONFERENCE CENTER

MISSION STATEMENT: To serve the needs of Hermiston and the surrounding area for cultural events, public and private conferences, shows, exhibitions and private functions.

The City of Hermiston owns the Hermiston Conference and Convention Center and funds the operation thereof. A portion of the transient room tax is dedicated for improvements, maintenance and operation of the conference center. Effective July 1, 2015 the expenditures that the City was paying directly rather than the Conference Center paying were transferred to the Conference Center Special Revenue Fund 12. An equal amount in resources was also transferred to Fund 12 to cover the expenditures.

CONFERENCE CENTER DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER PROFESSIONAL SERVICES	64,350	64,350	-	-	-	-
PROPERTY & LIABILITY INS	4,205	6,953	-	-	-	-
ELECTRICITY	13,397	16,325	-	-	-	-
MISCELLANEOUS CONTRACTUAL	372	-	-	-	-	-
FUEL-OTHER THAN VEHICLE	4,691	3,972	-	-	-	-
MATERIALS & SERVICES	**87,015**	**91,600**	**-**	**-**	**-**	**-**
TOTAL CONFERENCE CENTER	**87,015**	**91,600**	**-**	**-**	**-**	**-**

CONSOLIDATED PUBLIC SAFETY

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PUBLIC SAFETY CTR	120,677	81,042	106,280	82,000	82,000	82,000
POLICE OPERATIONS	3,376,362	3,959,635	4,264,967	4,434,616	4,434,616	4,434,616
TOTAL	**3,497,039**	**4,040,676**	**4,371,247**	**4,516,616**	**4,516,616**	**4,516,616**

PUBLIC SAFETY
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	3,005,348	3,359,481	3,625,288	3,723,770	3,723,770	3,723,770
MATERIALS & SERVICES	419,929	597,858	658,959	692,446	692,446	692,446
CAPITAL OUTLAY	71,762	83,337	87,000	100,400	100,400	100,400
TOTAL	**3,497,039**	**4,040,676**	**4,371,247**	**4,516,616**	**4,516,616**	**4,516,616**

PUBLIC SAFETY CENTER

03 GENERAL FUND
7030 PUBLIC SAFETY CENTER

MISSION STATEMENT
To provide a consolidated location for the expenses of the structure occupied by the municipal court, police and fire functions.

DEPARTMENT DESCRIPTION
This functions similar to the municipal buildings budget, designed to allow accounting simplicity. The costs of the area are potentially allocable to the municipal court, fire and police functions. However, the necessity for percentage allocations and similar relatively complex accounting called for the creation of this budget for simplicity. The operation and maintenance of the building located at 330 S. First Street and HPB annex are contained in the fund.

There are no personnel assigned to this budget. A contractual relationship for custodial services is maintained.

PUBLIC SAFETY CENTER DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
ELECTRICITY	18,103	16,221	20,000	19,000	19,000	19,000
TELEPHONE	4,856	21,629	24,000	24,000	24,000	24,000
REPAIRS-BUILDINGS	76,545	22,115	40,780	9,000	9,000	9,000
CLEANING & PAINTING	18,664	18,932	18,500	19,000	19,000	19,000
FUEL-OTHER THAN VEHICLE	2,509	2,146	3,000	3,000	3,000	3,000
MATERIALS & SERVICES	**120,677**	**81,042**	**106,280**	**74,000**	**74,000**	**74,000**
OTHER EQUIPMENT	-	-	-	8,000	8,000	8,000
CAPITAL OUTLAY	**-**	**-**	**-**	**8,000**	**8,000**	**8,000**
TOTAL PUBLIC SAFETY BUILDING	**120,677**	**81,042**	**106,280**	**82,000**	**82,000**	**82,000**

POLICE OPERATIONS

03 GENERAL FUND
7130 POLICE – OPERATIONS

MISSION STATEMENT
Without fear or favor and in partnership with our diverse community, we will create and maintain a safe environment with the reduction of crime through problem-oriented and community-based policing strategies. The quality of life for those we serve takes precedent over our individual needs.

DEPARTMENT DESCRIPTION
The Hermiston Police Department is committed to serving the community while protecting the rights of all persons. Our diverse 26 sworn officer department is representative of the demographic for those we serve. The department is responsible for general public safety; prevention of crime; responding to and investigating crime; apprehension of those who commit crime; traffic safety; criminal justice records; and safety/prevention education. Members are service oriented and serve the community by building partnerships to address crime and crime-related problems.

DEPARTMENT OBJECTIVES 2016-17

- Customer Service- Provide police services consistent with the vision and values of our community based policing organization, and serve as ambassadors of the city of Hermiston with an increased presence of employees at city meetings and functions. Place an emphasis on service delivery to our customers through the establishment of observable, measurable, targeted, and specific performance objectives for each employee of the department.
- Predictive Policing Strategies- The department will utilize any policing strategy or tactic that develops and uses information and advanced analysis to inform forward-thinking crime prevention. This includes utilization of available intelligence/data and deployment of resources implementing a zero-tolerance stance for all incidents involving elements of criminal activity in a timely and targeted fashion specific to each shift of assignment. The continual nurturing of existing healthy partnerships established though Neighborhood Watch, Business Watch and the Community Accountability Board will be critical.
- Address Traffic Issues- Provide for a structured approach in dealing with the traffic related issues experienced in the city by utilizing engineering, education, and enforcement strategies in dealing with these problems. Targeted enforcement of traffic along the Highway 395 corridor will be the priority of patrol.
- Livability Issues- Focus on those issues which impact the livability of the citizens we serve will be a high priority. This includes noise complaints, animal complaints, controlled substance enforcement, and all code issues including areas of blight consistent with the Broken Windows Theory of policing.

PERSONNELL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Police Operations						
Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Captain	0.50	1.00	1.00	1.00	1.00	1.00
Administrative Lieutenant	0.00	0.00	0.00	0.00	0.00	0.00
Operations Captain	1.00	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	0.00	0.00	0.00	0.00	0.00	0.00
Police Sergeants	4.00	4.00	4.00	4.00	4.00	4.00
Communications Manager	0.00	1.00	1.00	1.00	1.00	1.00
Patrol Officers	17.00	17.00	13.00	13.00	13.00	13.00
Patrol Corporal	0.00	0.00	4.00	4.00	4.00	4.00
School Resource Officer	1.00	1.00	1.00	1.00	1.00	1.00
Youth Officer	1.00	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer	0.50	1.00	0.50	0.50	0.50	0.50
Senior Secretary	0.00	1.00	1.00	1.00	1.00	1.00
Senior General Clerical	1.00	2.00	2.00	2.00	2.00	2.00
Total FTE	**27.00**	**31.00**	**30.50**	**30.50**	**30.50**	**30.50**

POLICE OPERATIONS DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	1,891,231	2,107,483	2,195,167	2,278,603	2,278,603	2,278,603
OVERTIME	44,897	37,529	91,985	60,000	60,000	60,000
UNEMPLOYMENT INSURANCE	9,411	10,772	15,821	16,370	16,370	16,370
ACCIDENT INSURANCE	56,448	55,641	54,805	52,628	52,628	52,628
RETIREMENT	394,410	440,901	509,940	527,469	527,469	527,469
SOCIAL SECURITY	138,639	159,775	172,903	178,903	178,903	178,903
MEDICAL, DENTAL & LIFE INS	470,313	547,378	584,667	609,797	609,797	609,797
PERSONNEL SERVICES	**3,005,348**	**3,359,481**	**3,625,288**	**3,723,770**	**3,723,770**	**3,723,770**
OTHER PROFESSIONAL SVCS	1,265	1,090	1,200	1,000	1,000	1,000
POSTAGE	1,464	1,439	1,700	1,500	1,500	1,500
TRAVEL & TRAINING	26,374	27,480	27,500	35,000	35,000	35,000
REPAIRS-MOTOR VEHICLES	16,469	14,734	23,000	22,500	22,500	22,500
DUES & MEMBERSHIP	965	1,395	1,275	2,250	2,250	2,250
LAUNDRY	1,687	2,625	3,000	3,000	3,000	3,000
INFORMANT INFORMATION	-	-	500	500	500	500
ANIMAL IMPOUND SERVICE	33,290	33,291	33,500	34,500	34,500	34,500
MISC CONTRACTUAL	74,310	70,568	62,820	61,699	61,699	61,699
UMATILLA CO - DISPATCH SVCS	-	246,660	255,684	304,436	304,436	304,436
NUISANCE ABATEMENT	17,248	14,577	40,000	30,000	30,000	30,000
OFFICE SUPPLIES	14,770	14,064	15,000	15,000	15,000	15,000
FOOD & MISCELLANEOUS	2,111	2,366	2,500	10,500	10,500	10,500
MINOR/SAFETY EQUIP	31,835	8,912	10,000	22,561	22,561	22,561
MOTOR VEHICLE FUEL & OIL	56,836	53,008	60,000	58,000	58,000	58,000
MOTOR VEHICLE PARTS	5,133	6,479	-	-	-	-
UNIFORMS	13,995	16,879	15,000	16,000	16,000	16,000
RES OFFICER EQUIP/UNIF	1,500	1,250	-	-	-	-
MATERIALS & SERVICES	**299,252**	**516,816**	**552,679**	**618,446**	**618,446**	**618,446**
MOTOR VEHICLES	45,251	68,575	75,000	77,000	77,000	77,000
OTHER EQUIPMENT	26,511	14,763	12,000	15,400	15,400	15,400
CAPITAL OUTLAY	**71,762**	**83,337**	**87,000**	**92,400**	**92,400**	**92,400**
TOTAL POLICE OPERATIONS	**3,376,362**	**3,959,635**	**4,264,967**	**4,434,616**	**4,434,616**	**4,434,616**

CONSOLIDATED NON-DEPARTMENTAL EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
NON-DEPARTMENTAL	1,487,572	1,150,875	1,751,803	6,482,693	6,470,908	6,470,908
UNAPPROP BALANCE	-	-	3,678,780	-	-	-
TOTAL	**1,487,572**	**1,150,875**	**5,430,583**	**6,482,693**	**6,470,908**	**6,470,908**

NON-DEPARTMENTAL
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	336,323	381,119	543,715	514,740	514,740	514,740
CAPITAL OUTLAY	-	-	639,802	1,005,000	1,005,000	1,005,000
TRANSFERS:						
BONDED DEBT FUND	233,894	191,397	190,750	189,925	189,925	189,925
RECREATION FUND	193,900	45,000	-	-	-	-
RESERVE FUND	19,750	295,000	200,000	100,000	100,000	100,000
911 COMMUNICATIONS	703,705	-	-	-	-	-
CONF CTR	-	-	95,975	96,525	96,525	96,525
SENIOR CENTER CONST	-	73,360	-	750,000	750,000	750,000
CONTINGENCY	-	-	-	3,726,503	3,714,718	3,714,718
SPECIAL PAYMENTS	-	165,000	90,000	100,000	100,000	100,000
UNAPPROP BALANCE	-	-	3,678,780	-	-	-
TOTAL	**1,487,572**	**1,150,875**	**5,439,022**	**6,482,693**	**6,470,908**	**6,470,908**

NON-DEPARTMENTAL

03 GENERAL FUND
8810 NON-DEPARTMENTAL

MISSION STATEMENT
To provide a non-apportioned general fund accounting entity which allows for costs which are not readily divided into the appropriation areas of the operating budget, and for those costs which are beneficial to the entire operation.

DEPARTMENT DESCRIPTION
The appropriations in this category include specialized services such as general publication of council activity and ordinances, memberships in organizations such as the local chamber and the League of Oregon Cities, expenses incurred in the sale of city foreclosed property, and similar expenses.

NON-DEPARTMENTAL DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
ACCOUNTING & AUDITING	5,140	6,265	21,680	22,330	22,330	22,330
OTHER PROFESSIONAL SERVICES	166,603	112,613	143,500	140,000	140,000	140,000
LEGAL PUBLICATIONS	-	2,168	-	2,500	2,500	2,500
PROPERTY & LIABILITY INS	69,294	84,113	103,097	109,950	109,950	109,950
TELEPHONE	-	203	3,803	300	300	300
REPAIRS-OFFICE EQUIPMENT	-	-	1,100	-	-	-
DUES & MEMBERSHIP	14,426	15,576	-	1,660	1,660	1,660
MISCELLANEOUS CONTRACTUAL	70,582	139,475	267,835	235,000	235,000	235,000
FOOD & MISCELLANEOUS	10,025	8,618	2,700	3,000	3,000	3,000
MINOR/SAFETY EQUIP	245	980	-	-	-	-
OVER AND SHORTS	9	(106)	-	-	-	-
LAND, R-O-W & EASEMENT	-	11,212	-	-	-	-
MATERIALS & SERVICES	**336,323**	**381,119**	**543,715**	**514,740**	**514,740**	**514,740**
CAPITAL IMPROVEMENTS	-	-	600,000	1,000,000	1,000,000	1,000,000
OFFICE EQUIPMENT	-	-	21,363	5,000	5,000	5,000
OTHER EQUIPMENT	-	-	10,000	-	-	-
CAPITAL OUTLAY	**-**	**-**	**631,363**	**1,005,000**	**1,005,000**	**1,005,000**
RES-OFFICE EQUIPMENT	19,750	-	-	-	-	-
RES-GAS UTILITY	-	-	50,000	-	-	-
RES-TRAFFIC CONTROL	-	295,000	-	-	-	-
RES-COMMUNITY ENHANCEMENTS	-	-	50,000	10,000	10,000	10,000
RES-CITY HALL IMPROVEMENTS	-	-	100,000	-	-	-
RES-WEST HIGHLAND TRAIL	-	-	-	90,000	90,000	90,000
TRANS TO RECREATION FUND	193,900	45,000	-	-	-	-
TRANS TO 911 COMMUNICATIONS	703,705	-	-	-	-	-
TRANS TO CONFERENCE CENTER FUND	-	-	95,975	96,525	96,525	96,525
TRANS TO BONDED DEBT	233,894	191,397	190,750	189,925	189,925	189,925
TRANS TO SR CENTER CONST	-	73,360	-	750,000	750,000	750,000
TRANSFERS OUT	**1,151,249**	**604,757**	**486,725**	**1,136,450**	**1,136,450**	**1,136,450**
LOAN TO HURA	-	50,000	-	100,000	100,000	100,000
LOAN TO RES FUND	-	115,000	90,000	-	-	-
SPECIAL PAYMENTS	**-**	**165,000**	**90,000**	**100,000**	**100,000**	**100,000**
CONTINGENCY	-	-	-	3,726,503	3,714,718	3,714,718
CONTINGENCY	**-**	**-**	**-**	**3,726,503**	**3,714,718**	**3,714,718**
TOTAL NON-DEPARTMENTAL	**1,487,572**	**1,150,875**	**1,751,803**	**6,482,693**	**6,470,908**	**6,470,908**

UNAPPROPRIATED BALANCE

03 GENERAL FUND
8890 UNAPPROPRIATED BALANCE

MISSION STATEMENT
To provide minimum cash flow for the ensuing fiscal period and set aside reserves for future expenditure in accordance with the local budget law.

No personnel are contained in this appropriation.

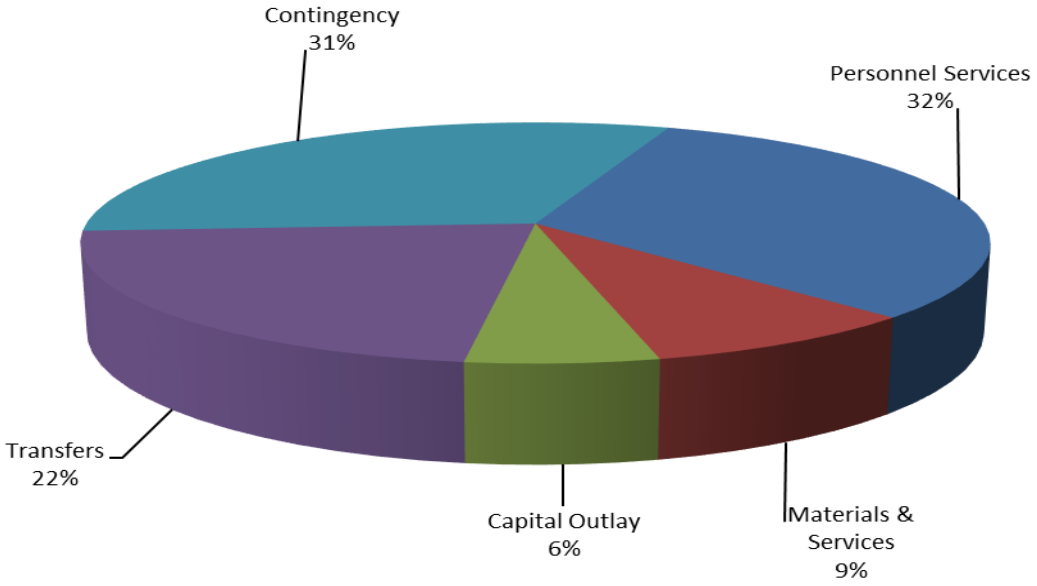
UNAPPROPRIATED BALANCE EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
UNAPPROPRIATED BALANCE	-	-	-	-	-	-
RESERVE FOR FUTURE EXPEND.	-	-	3,678,780	-	-	-
TOTAL UNAPPROPRIATED BALANCE	**-**	**-**	**3,678,780**	**-**	**-**	**-**
GRAND TOTAL GENERAL FUND	**8,496,558**	**8,661,788**	**13,678,734**	**15,187,125**	**15,187,125**	**15,187,125**

STATE STREET TAX FUND

This is the location where all gasoline tax revenues are required by Oregon Statue to be placed to provide a guarantee that all such revenues will be utilized for street and roadway repair, maintenance, and improvement. This fund is exclusively supported from the gasoline tax and a general fund subsidy if necessary. The expenditures accounted in the fund are the manpower, equipment, materials, and contracted services necessary to maintain and improve the roadway surfaces and storm drainage system of the city.

2016-17 Street Expenditures



Personnel Services	553,852
Materials & Services	150,225
Capital Outlay	102,000
Transfers	378,802
Contingency	545,595
Reserve for Future Exp	-
Total	**1,730,474**

RESOURCES

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
STATE HIGHWAY ALLOCATION	983,349	1,003,797	950,000	1,000,000	1,000,000	1,000,000
STP ALLOCATION	197,556	134,645	367,500	180,474	180,474	180,474
SAIF - REIMBURSEMENTS	13,145	17,886	-	-	-	-
FROM OTHER AGENCIES	**1,194,050**	**1,156,328**	**1,317,500**	**1,180,474**	**1,180,474**	**1,180,474**
CASH FORWARD	-	28,000	801,900	550,000	550,000	550,000
CASH FORWARD	**-**	**28,000**	**801,900**	**550,000**	**550,000**	**550,000**
TOTAL STREET FUND	**1,194,050**	**1,184,328**	**2,119,400**	**1,730,474**	**1,730,474**	**1,730,474**

EXPENDITURES
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	499,700	517,055	534,320	553,852	553,852	553,852
MATERIALS & SERVICES	136,398	118,529	196,844	150,225	150,225	150,225
CAPITAL OUTLAY	-	-	-	102,000	102,000	102,000
TRANSFERS:						
GENERAL FUND	-	-	1,146	-	-	-
RECREATION FUND	8,750	-	-	-	-	-
RESERVE FUND	302,258	544,385	718,375	378,802	378,802	378,802
CONTINGENCY	-	-	-	545,595	545,595	545,595
RES -FUTURE EXPENDITURES	-	-	668,715	-	-	-
TOTAL STREET	**947,106**	**1,179,969**	**2,119,400**	**1,730,474**	**1,730,474**	**1,730,474**

04
6250 STATE STREET TAX FUND

MISSION STATEMENT
To protect, maintain and improve the largest single asset owned by the residents of our community; the asphalt, curbs, gutters, storm drains and buildings of our community, and to supply support in the form of manpower and equipment to other departments and community events.

DEPARTMENT DESCRIPTION
In support of, and to foster the general vision of the overall city, We, the members of the Street Department, continuously strive to maintain the highest standards of professionalism in our daily operations and programs. Our mission is achieved through continuously improved performance, supported by a consistent system of effective communications. A committed workforce initiates partnerships and strategic alliances to collaborate delivery of the highest quality of service possible.

DEPARTMENT OBJECTIVES 2016-17
The city wide goals of enhanced livability and economic development directly affect the operations of this department as proposed. The objectives for the department for the next year include:

- Daily Street sweeping with concentration on arterial and collector roadways.
- Roadway repair of identified problems as materials are available.
- Provide equipment maintenance and repair at a high level.
- Provide support for community events in the form of manpower and equipment.
- Respond to problems with available manpower, recognizing, roadway, building repair and maintenance is a higher priority.
- Provide annual grading and repair of gravel roadways.
- Continue with the current crack sealing and resurfacing programs.
- Provide pavement striping and marking.
- Provide street sign installation and repair.
- Clean, repair and replace storm water catch basins, distribution boxes, piping and dry wells.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
State Tax Street Fund						
Street Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
Street Maintenance Foreman	0.00	0.00	0.00	0.00	0.00	0.00
Permit Technician II	0.33	0.33	0.33	0.33	0.33	0.33
Mechanic/Municipal Svc. Work	1.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker II	3.00	2.00	2.00	2.00	2.00	2.00
Municipal Worker I	0.00	1.00	1.00	1.00	1.00	1.00
Municipal Worker (Part-time FTE	1.00	1.14	1.14	0.00	0.00	0.00
Total FTE	**6.33**	**6.47**	**6.47**	**5.33**	**5.33**	**5.33**

STATE STREET TAX DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
EXPENDITURES						
SALARY & WAGES	312,182	320,283	312,600	328,876	328,876	328,876
OVERTIME	-	480	500	1,000	1,000	1,000
UNEMPLOYMENT INSURANCE	1,561	1,604	2,380	2,306	2,306	2,306
ACCIDENT INSURANCE	20,180	17,355	20,240	20,014	20,014	20,014
RETIREMENT	62,486	63,602	76,045	74,652	74,652	74,652
SOCIAL SECURITY	23,258	23,844	26,020	25,197	25,197	25,197
MEDICAL, DENTAL & LIFE INS	80,034	89,887	96,535	101,807	101,807	101,807
PERSONNEL SERVICES	**499,700**	**517,055**	**534,320**	**553,852**	**553,852**	**553,852**
OTHER PROFESSIONAL SERVICES	-	-	42,400	-	-	-
TRAVEL & TRAINING	491	404	1,500	2,000	2,000	2,000
PROPERTY & LIABILITY INS	10,096	12,112	14,180	14,875	14,875	14,875
ELECTRICITY	10,232	13,195	12,000	13,500	13,500	13,500
TELEPHONE	3,019	2,994	4,000	4,000	4,000	4,000
STREET LIGHTS	40,434	39,084	43,000	43,000	43,000	43,000
REPAIRS-OPERATING EQUIP	100	31	2,000	2,000	2,000	2,000
LAUNDRY	1,523	1,489	2,000	2,000	2,000	2,000
MISC CONTRACTUAL	18,355	8,171	21,000	14,500	14,500	14,500
OFFICE SUPPLIES	537	701	(336)	1,000	1,000	1,000
ASPHALT & ASPHALT PRODUCTS	-	-	1,000	1,000	1,000	1,000
CHEMICALS	416	1,681	2,500	2,500	2,500	2,500
CLEAN/SANITATION SUPPLIES	14	36	150	150	150	150
FOOD & MISCELLANEOUS	284	250	500	500	500	500
FUEL-OTHER THAN VEHICLE	3,624	2,847	5,000	5,000	5,000	5,000
LUBE-OTHER THAN VEHICLE	-	-	-			
LUMBER & WOOD PRODUCTS	-	-	1,000	1,000	1,000	1,000
MINOR/SAFETY EQUIP	17,487	5,542	6,500	6,500	6,500	6,500
MOTOR VEHICLE FUEL & OIL	20,852	19,393	23,000	23,000	23,000	23,000
MOTOR VEHICLE PARTS	1,536	1,737	2,800	2,500	2,500	2,500
PAINT & PAINT SUPPLIES	-	-	1,000	-	-	-
PLUMBING & SEWAGE SUPPLIES	-	92	150	200	200	200
STRUCTURAL STEEL & IRON	-	-	1,000	1,000	1,000	1,000
PARTS FOR OPERATING EQUIP	7,398	8,770	10,500	10,000	10,000	10,000
MATERIALS & SERVICES	**136,398**	**118,529**	**196,844**	**150,225**	**150,225**	**150,225**
BUILDINGS & FIXED EQUIP				2,000	2,000	2,000
OTHER EQUIPMENT	-	-	-	100,000	100,000	100,000
CAPITAL OUTLAY	**-**	**-**	**-**	**102,000**	**102,000**	**102,000**

STATE STREET TAX DETAILED EXPENDITURES (con't)

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
RES-EQUIPMENT	89,217	41,085	90,000	-	-	-
RES-STREET CONSTRUCTION	-	133,000	90,000	141,618	141,618	141,618
RES-TRAF CONTROL-11TH & ELM	-	65,000	-	3,710	3,710	3,710
RES-HIGHLAND TRAIL	-	-	-	10,000	10,000	10,000
RES-BICYCLE TRAILS	20,000	9,500	9,500	-	-	-
RES-OFFICE EQUIPMENT	4,000	-	2,000	-	-	-
RES-STREET MAINTENANCE	189,041	282,800	526,875	223,474	223,474	223,474
RES- PW ELM ENTRANCE	-	13,000				
TRANS TO RECREATION FUND	8,750	-	-	-	-	-
TRANS TO GENERAL FUND	-	-	1,146	-	-	-
TRANSFERS OUT	**311,008**	**544,385**	**719,521**	**378,802**	**378,802**	**378,802**
CONTINGENCY	-	-	-	545,595	545,595	545,595
CONTINGENCY	**-**	**-**	**-**	**545,595**	**545,595**	**545,595**
RES FOR FUTURE EXPENDITURE	-	-	668,715	-	-	-
FUTURE EXPENDTURES	**-**	**-**	**668,715**	**-**	**-**	**-**
TOTAL STREET FUND	**947,106**	**1,179,969**	**2,119,400**	**1,730,474**	**1,730,474**	**1,730,474**

TRANSIENT ROOM TAX FUND

05
8810 TRANSIENT ROOM TAX

MISSION STATEMENT
This fund has multiple missions; all of which are established through City Code 112.25(A), and are in compliance with state regulations for collecting transient room taxes (TRT).

DEPARTMENT DESCRIPTION
The Transient Room Tax Fund receives revenues from a local tax on hotel and RV Park stays. City Code specifies a formula for how the revenues can be spent as:

- 37.5%- Pay off Hermiston Family Aquatic Center Bonds
- 28 %- Operate the Hermiston Conference Center
- 15 %- Economic Development
- 9 %- Parks & Recreation Programs
- 9 %- Park Development
- 1.5%- Preventative Maintenance & Repair of Hermiston Family Aquatic Center

DEPARTMENT OBJECTIVES 2016-17

- Continue to pay down city debt for the Aquatics Center.
- Leverage Transient Room Taxes to provide high quality conference and event space in the community that attracts additional visitors to the community.
- Leverage Transient Room Taxes toward projects and programs that grow the local economy.
- Provide high quality recreational programming for local residents and visitors.
- Maintain and enhance park facilities in the community that can be enjoyed by local residents and visitors.
- Maintain the Hermiston Family Aquatic Center.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Assistant City Manager	.25	.00	.00	.00	.00	.00
Administrative Assistant	.00	.00	.00	.00	.00	.00
Total FTE	**.25**	**.00**	**.00**	**.00**	**.00**	**.00**

RESOURCES

05
TRANSIENT ROOM TAX

	2013-14 Received	2014-15 Received	2015-16 Budget	2065-17 Proposed	2016-17 Approved	2016-17 Adopted
TRANSIENT ROOM TAX	73,820	78,788	533,335	544,000	544,000	544,000
TPA- TOURISM PROMOTION ASSESSM	-	-	-	117,730	117,730	117,730
TPA- CAPITAL ADDIT. ASSESSMENT	-	-	-	117,730	117,730	117,730
SERVICE CHARGES	**73,820**	**78,788**	**533,335**	**779,460**	**779,460**	**779,460**
CASH FORWARD	61,656	14,220	40,000	51,000	51,000	51,000
CASH FORWARD	**61,656**	**14,220**	**40,000**	**51,000**	**51,000**	**51,000**
TOTAL	**135,476**	**93,008**	**573,335**	**830,460**	**830,460**	**830,460**

EXPENDITURES
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	27,149	-	-	-	-	-
MATERIALS & SERVICES	74,716	66,874	70,000	187,730	187,730	187,730
TRANSFERS OUT	-	-	-			
GENERAL FUND	-	-	350,000	474,050	474,050	474,050
RES-TRT/TOURISM	-	-	50,000	48,960	48,960	48,960
RES-TRT/PARK DEVELOPMENT	-	-	50,000	48,960	48,960	48,960
RES-HFAC	-	-	-	8,160	8,160	8,160
RESERVE FOR FUTURE EXPENDITURES	-	-	53,335	62,600	62,600	62,600
TOTAL	**101,866**	**66,874**	**573,335**	**830,460**	**830,460**	**830,460**

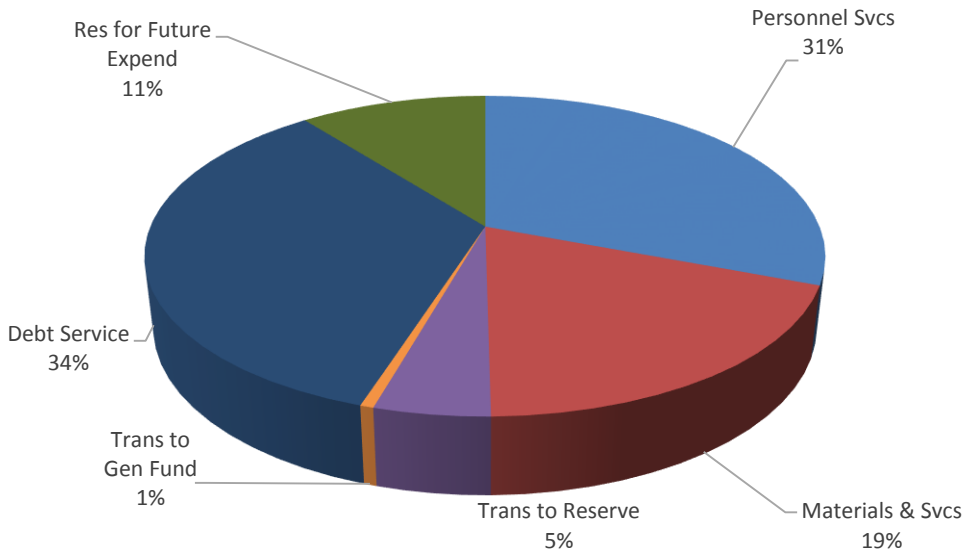
TRANSIENT ROOM TAX DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	20,291	-	-	-	-	-
UNEMPLOYMENT INSURANCE	102	-	-	-	-	-
ACCIDENT INSURANCE	51	-	-	-	-	-
RETIREMENT	3,538	-	-	-	-	-
SOCIAL SECURITY	1,549	-	-	-	-	-
MEDICAL, DENTAL & LIFE INS	1,617	-	-	-	-	-
PERSONNEL SERVICES	**27,149**	**-**	**-**	**-**	**-**	**-**
MISCELLANEOUS CONTRACTUAL	74,716	66,874	70,000	187,730	187,730	187,730
MATERIALS & SERVICES	**74,716**	**66,874**	**70,000**	**187,730**	**187,730**	**187,730**
TRANSFER TO RES-PARK DEV	-	-	50,000	48,960	48,960	48,960
TRANSFER TO GEN FUND	-	-	350,000	474,050	474,050	474,050
TRANSFER TO RES-TOURISM	-	-	50,000	48,960	48,960	48,960
TRANSFER TO RES- HFAC	-	-	-	8,160	8,160	8,160
TRANSFERS OUT	**-**	**-**	**450,000**	**580,130**	**580,130**	**580,130**
RESERVE FOR FUTURE EXPENDITURES	-	-	53,335	62,600	62,600	62,600
RESERVE FOR FUTURE EXPENDITURES	-	-	**53,335**	**62,600**	**62,600**	**62,600**
TOTAL	**101,866**	**66,874**	**573,335**	**830,460**	**830,460**	**830,460**

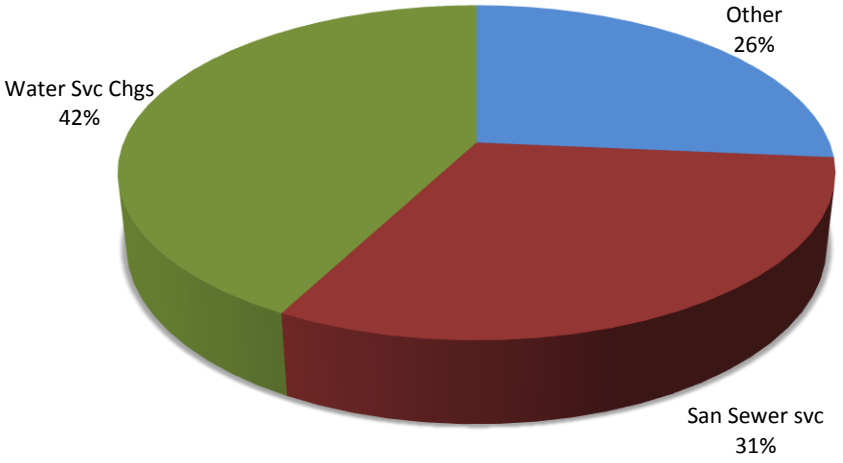
UTILITY FUND

This is an enterprise fund financed from user fees for water and wastewater use and the connection charges to the system. The expenditure responsibilities of this fund include all necessary personnel, equipment, materials and contracted services necessary to maintain and improve the water and wastewater systems of the city. The enterprise funds are also responsible for the necessary transfers to the debt fund to carry the bonded debt and notes of the systems.

2016-17 Utility Expenditures



2016-17 Utility Resources



RESOURCES

06
UTILITY FUND

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
REVENUES						
BOND ASSESSMENTS	20,780	20,786	20,000	20,900	20,900	20,900
LOCAL ASSESSMENTS	**20,780**	**20,786**	**20,000**	**20,900**	**20,900**	**20,900**
INTEREST ON INVESTMENTS	7,235	9,090	7,500	8,000	8,000	8,000
INTEREST	**7,235**	**9,090**	**7,500**	**8,000**	**8,000**	**8,000**
RECYCLED WATER SALES	1,881,390	2,098,019	2,196,700	2,268,840	2,268,840	2,268,840
RECYCLED WTR CONNECTION & SERV	10,800	15,200	12,000	15,000	15,000	15,000
SEPTIC TANK SERVICE	12,296	1,883	12,000	1,500	1,500	1,500
MISC. RECYCLED WATER INCOME	-	-	-	-	-	-
RECYCLED WATER SVC CHGS	**1,904,486**	**2,115,102**	**2,220,700**	**2,285,340**	**2,285,340**	**2,285,340**
ACCOUNT SET-UP FEE	12,172	13,420	12,000	12,000	12,000	12,000
WATER SALES	2,363,061	2,702,229	2,812,300	3,015,580	3,015,580	3,015,580
WATER CONNECTION & SERVICE	50,857	79,546	55,000	65,000	65,000	65,000
MISCELLANEOUS WATER INCOME	18,959	2,748	10,000	1,000	1,000	1,000
WATER SERVICE CHGS	**2,445,050**	**2,797,943**	**2,889,300**	**3,093,580**	**3,093,580**	**3,093,580**
TRANS FROM RESERVE FUND	-	-	-	263,000	263,000	263,000
TRANSFERS IN	**-**	**-**	**-**	**263,000**	**263,000**	**263,000**
CASH FORWARD	-	963,950	3,013,891	1,640,000	1,640,000	1,640,000
CASH FORWARD	**-**	**963,950**	**3,013,891**	**1,640,000**	**1,640,000**	**1,640,000**
TOTAL UTILITY RESOURCES	**4,377,550**	**5,906,870**	**8,151,391**	**7,310,820**	**7,310,820**	**7,310,820**

CONSOLIDATED UTILITY EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SEWER	1,673,038	2,739,862	4,010,551	3,495,515	3,495,515	3,495,515
WATER	2,076,615	2,674,022	3,008,627	3,040,305	3,040,305	3,040,305
RESERVE FOR FUTURE EXPENDITURE				775,000	775,000	775,000
TOTAL UTILITY EXPENDITURES	**3,749,653**	**5,413,884**	**7,019,178**	**7,310,820**	**7,310,820**	**7,310,820**

UTILITY EXPENDITURES
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	2,004,784	2,094,931	2,186,251	2,249,805	2,249,805	2,249,805
MATERIALS & SERVICES	1,033,561	1,176,668	2,402,259	1,389,415	1,389,415	1,389,415
CAPITAL OUTLAY	180,503	4,990	143,398	-	-	-
TRANSFERS:						
RESERVE	207,339	76,000	40,000	340,000	340,000	340,000
BONDED DEBT	323,467	1,271,295	2,190,765	-	-	-
RATE STABILIZATION ACCOUNT	-	790,000	-	-	-	-
GENERAL FUND	-	-	56,503	39,475	39,475	39,475
DEBT SERVICE	-	-	-	2,517,125	2,517,125	2,517,125
CONTINGENCY	-	-	-	-	-	-
RES-FUTURE EXPENDITURES	-	-	1,659,215	775,000	775,000	775,000
TOTAL UTILITY	**3,749,653**	**5,413,884**	**8,678,391**	**7,310,820**	**7,310,820**	**7,310,820**

RECYCLED WATER TREATMENT

06 UTILITY
6310 RECYCLED WATER TREATMENT

MISSION STATEMENT
To operate the City Recycled Water Plant and Collection System. Providing the most efficient treatment of the City's sanitary sewer in a professional, safe, and courteous manner.

DEPARTMENT DESCRIPTION
The recycled water department is responsible for the operation and maintenance of approximately eighty miles of sanitary sewer lines, nine sewer pump stations, three storm water pump stations, two miles of recycled water lines and the recycled water treatment plant.

DEPARTMENT OBJECTIVES 2016-17

- We will continue to work toward a Higher Performance Organization.
- We will continue to maintain an OSHA compliant work place.
- Provide quality recycled water and disposable by-products exceeding regulatory requirements.
- Operate the collection and treatment facilities in a cost effective and efficient manner.

This budget includes the costs of operation for the recycled water plant, collection system, laboratory, bio-solids disposal, and all associated costs for recycled water related activities.

PERSONNEL DISTRIBUTION

Reycled Water Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director/Recorder	0.38	0.42	0.42	0.42	0.42	0.42
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Utility Clerk/Cashier	0.00	0.00	0.00	0.00	0.00	0.00
Payroll/HR	1.00	1.00	1.00	1.00	1.00	1.00
Recycled Water Lab technician	1.00	1.00	1.00	1.00	1.00	1.00
Recycled Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Recycled Worker IV	0.00	0.00	0.00	1.00	1.00	1.00
Recycled Worker III	0.00	1.00	0.00	2.00	2.00	2.00
Recycled Worker II	3.00	2.00	3.00	0.00	0.00	0.00
Recycled Worker I	2.00	2.00	2.00	2.00	2.00	2.00
Total FTE	**11.26**	**11.30**	**11.30**	**11.30**	**11.30**	**11.30**

RECYCLED WATER TREATMENT DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	690,503	734,419	724,212	793,170	793,170	793,170
OVERTIME	7,776	9,764	33,500	18,000	18,000	18,000
UNEMPLOYMENT INSURANCE	3,491	3,721	5,423	5,680	5,680	5,680
ACCIDENT INSURANCE	12,157	15,570	15,964	14,640	14,640	14,640
RETIREMENT	135,200	138,101	156,835	163,940	163,940	163,940
SOCIAL SECURITY	52,148	55,659	59,265	62,055	62,055	62,055
MEDICAL, DENTAL & LIFE INS	169,590	178,288	187,148	197,300	197,300	197,300
PERSONNEL SERVICES	**1,070,864**	**1,135,522**	**1,182,347**	**1,254,785**	**1,254,785**	**1,254,785**
ACCOUNTING & AUDITING	8,450	8,924	6,670	6,870	6,870	6,870
OTHER PROFESSIONAL SERVICES	30,945	27,040	53,900	51,320	51,320	51,320
POSTAGE	12,431	15,527	13,500	14,310	14,310	14,310
TRAVEL & TRAINING	3,427	7,627	7,500	7,500	7,500	7,500
PROPERTY & LIABILITY INS	26,620	40,363	45,862	48,135	48,135	48,135
ELECTRICITY	54,260	150,687	200,000	180,000	180,000	180,000
TELEPHONE	8,884	8,389	12,603	10,500	10,500	10,500
REPAIRS-MACHINERY & EQUIP	24,138	21,755	50,418	20,000	20,000	20,000
REPAIRS-OFFICE EQUIPMENT	5,131	4,614	4,000	4,000	4,000	4,000
DUES & MEMBERSHIP	1,058	1,870	1,100	1,100	1,100	1,100
LAUNDRY & OTHER SANITATION	2,594	2,705	2,530	2,530	2,530	2,530
MISCELLANEOUS CONTRACTUAL	57,271	97,531	1,098,537	94,500	94,500	94,500
LICENSES & PERMITS	14,793	14,580	14,000	14,000	14,000	14,000
OFFICE SUPPLIES	6,471	7,629	6,454	7,600	7,600	7,600
CHEMICALS	93,980	62,660	80,000	110,000	110,000	110,000
CLEAN/SANITATION SUPPLIES	1,495	2,090	1,350	1,350	1,350	1,350
CONCRETE SUPPLIES	5	1,120	50	50	50	50
FOOD & MISCELLANEOUS	191	251	300	300	300	300
FUEL-OTHER THAN VEHICLE	3,906	9,642	20,000	15,000	15,000	15,000
LUBE-OTHER THAN VEHICLE	141	887	1,000	3,000	3,000	3,000
MEDICAL & LAB SUPPLIES	8,472	22,161	21,500	21,500	21,500	21,500
MINOR/SAFETY EQUIP	6,984	12,752	8,500	8,500	8,500	8,500
MOTOR VEHICLE FUEL & OIL	15,768	9,449	15,000	15,000	15,000	15,000
MOTOR VEHICLE PARTS	2,561	2,353	3,000	3,000	3,000	3,000
PAINT & PAINT SUPPLIES	179	261	1,000	500	500	500
PLUMBING & SEWAGE SUPPLIES	290	425	6,400	500	500	500
PARTS FOR OPERATING EQUIP	15,198	17,141	20,000	20,000	20,000	20,000
OVER AND SHORTS	(9)	213	-	-	-	-
MATERIALS & SERVICES	**405,633**	**550,645**	**1,695,174**	**661,065**	**661,065**	**661,065**

RECYCLED WATER TREATMENT DETAILED EXPENDITURES (con't)

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PLANT EQUIPMENT	-	4,990	-	-	-	-
OTHER EQUIPMENT	-	-	8,399	-	-	-
CAPITAL OUTLAY	**-**	**4,990**	**8,399**	**-**	**-**	**-**
RES-EQUIPMENT	10,000	10,000	-	-	-	-
RES-OFFICE EQUIPMENT	19,750	-	-	-	-	-
RES-UTILITY CONSTRUCTION	10,000	-	-	-	-	-
RES-RECYCLED WATER PLANT RES	-	-	-	300,000	300,000	300,000
RES- PW ELM ENTRANCE	-	13,000	-	-	-	-
TRANS TO BONDED DEBT	156,791	630,705	1,090,440	-	-	-
TRANS TO GENERAL FUND	-	-	34,190	26,050	26,050	26,050
TRANS TO RATE STAB ACCT	-	395,000	-	-	-	-
TRANSFERS OUT	**196,541**	**1,048,705**	**1,124,630**	**326,050**	**326,050**	**326,050**
BOND PRINCIPAL 2007 BONDS	-	-	-	151,700	151,700	151,700
BOND INTEREST 2007 BONDS	-	-	-	6,220	6,220	6,220
BOND INTEREST 2014 BONDS	-	-	-	100,150	100,150	100,150
PRINCIPAL CWSRF LOANS	-	-	-	551,700	551,700	551,700
INTEREST CWSRF LOANS	-	-	-	443,845	443,845	443,845
DEBT SERVICE	**-**	**-**	**-**	**1,253,615**	**1,253,615**	**1,253,615**
TOTAL SANITARY SEWER	**1,673,038**	**2,739,862**	**4,010,550**	**3,495,515**	**3,495,515**	**3,495,515**

WATER PRODUCTION & MAINTENANCE

06 UTILITY
6320 WATER PRODUCTION & MAINTENANCE

MISSION STATEMENT
To provide a continuous supply of potable drinking water and non-potable water for domestic, commercial and industrial use, as well as water for fire protection, in a safe, efficient and courteous manner.

DEPARTMENT DESCRIPTION
The Hermiston Water Department (HWD) is responsible for two independent water systems. One system produces explicitly domestic water for domestic, commercial and industrial use. The other system produces both potable and non –potable water for the Regional Water users. The HWD is regulated by Federal and State drinking water regulations.

DEPARTMENTS OBJECTIVES 2016-17

- Carry on operations with a High Performance attitude and direction.
- Continue to operate while conforming to OR-OSHA & Oregon Health & EPA regulations.
- Complete the Regional Water improvements.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Actual	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Water Superintendent	1.00	1.00	1.00	0.75	0.75	0.75
City Manager	0.38	0.38	0.38	0.38	0.38	0.38
Finance Director/Recorder	0.38	0.42	0.42	0.42	0.42	0.42
Permit Technician II	0.33	0.33	0.33	0.33	0.33	0.33
Senior General Clerical	1.50	1.50	1.50	1.50	1.50	1.50
Water Chief Operator	0.00	0.00	0.00	0.00	0.00	0.00
Water Utility Worker II	3.00	5.00	5.00	5.00	5.00	5.00
Water Utility worker I	2.00	0.00	0.00	0.00	0.00	0.00
Meter Reader/General Clerical	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	**9.59**	**9.63**	**9.63**	**9.38**	**9.38**	**9.38**

WATER PRODUCTION & MAINTENANCE DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	571,358	588,905	606,693	601,920	601,920	601,920
OVERTIME	21,829	20,805	20,000	20,000	20,000	20,000
UNEMPLOYMENT INSURANCE	2,987	3,093	4,387	4,350	4,350	4,350
ACCIDENT INSURANCE	13,605	10,856	11,371	10,700	10,700	10,700
RETIREMENT	123,744	122,175	136,508	135,100	135,100	135,100
SOCIAL SECURITY	44,884	46,184	47,942	47,575	47,575	47,575
MEDICAL, DENTAL & LIFE INS	155,513	167,392	177,003	175,375	175,375	175,375
PERSONNEL SERVICES	**933,919**	**959,409**	**1,003,904**	**995,020**	**995,020**	**995,020**
ACCOUNTING & AUDITING	8,450	8,924	6,670	6,870	6,870	6,870
OTHER PROFESSIONAL SERVICES	60,371	58,315	60,000	76,320	76,320	76,320
WATER SAMPLES	12,584	14,671	22,000	22,000	22,000	22,000
POSTAGE	13,748	14,506	14,300	14,300	14,300	14,300
TRAVEL & TRAINING	3,573	2,777	4,000	4,800	4,800	4,800
PROPERTY & LIABILITY INS	27,322	31,050	37,196	37,635	37,635	37,635
ELECTRICITY	176,609	201,698	240,000	240,000	240,000	240,000
TELEPHONE	2,426	2,764	6,803	5,500	5,500	5,500
REGIONAL WATER	55,215	2,813	50,000	50,000	50,000	50,000
REPAIRS-MACHINERY & EQUIP	69,797	571	400	400	400	400
REPAIRS-MOTOR VEHICLES	2,109	2,046	3,500	3,500	3,500	3,500
REPAIRS-OPERATING EQUIP	2,382	12,946	4,000	4,000	4,000	4,000
REPAIRS-OFFICE EQUIPMENT	5,131	6,569	4,200	4,200	4,200	4,200
EQUIPMENT RENT ALLOWANCE	-	200	250	250	250	250
DUES & MEMBERSHIP	21,000	21,366	21,850	21,850	21,850	21,850
MISCELLANEOUS CONTRACTUAL	49,068	58,792	107,488	89,650	89,650	89,650
OFFICE SUPPLIES	5,899	5,744	5,853	7,000	7,000	7,000
CHEMICALS	16,600	22,612	20,500	20,500	20,500	20,500
CLEAN/SANITATION SUPPLIES	14	102	150	150	150	150
CONCRETE SUPPLIES	35	339	450	450	450	450
FOOD & MISCELLANEOUS	442	308	450	450	450	450
FUEL-OTHER THAN VEHICLE	673	683	800	800	800	800
LUBE-OTHER THAN VEHICLE	643	1,137	1,350	1,350	1,350	1,350
MINOR/SAFETY EQUIP	5,626	8,679	4,250	4,250	4,250	4,250
MOTOR VEHICLE FUEL & OIL	12,733	10,915	16,500	15,000	15,000	15,000
MOTOR VEHICLE PARTS	878	1,940	1,750	1,750	1,750	1,750
PAINT & PAINT SUPPLIES	366	666	375	375	375	375
PLUMBING & SEWAGE SUPPLIES	61,687	78,828	57,000	80,000	80,000	80,000
PARTS FOR OPERATING EQUIP	12,551	53,978	15,000	15,000	15,000	15,000
OVER AND SHORTS	(4)	83	-	-	-	-
MATERIALS & SERVICES	**627,928**	**626,023**	**707,085**	**728,350**	**728,350**	**728,350**

WATER PRODUCTION & MAINT DETAILED EXPENDITURES (con't)

`	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
BUILDINGS & FIXED EQUIP	180,503	-	-	-	-	-
OTHER IMPROVEMENTS	-	-	134,999	-	-	-
CAPITAL OUTLAY	**180,503**	**-**	**134,999**	**-**	**-**	**-**
RES-EQUIPMENT	20,000	40,000	40,000	40,000	40,000	40,000
RES-OFFICE EQUIPMENT	19,750	-	-	-	-	-
RES-UTILITY CONSTRUCTION	127,839	-	-	-	-	-
RES- PW ELM ENTRANCE	-	13,000	-	-	-	-
TRANS TO BONDED DEBT	166,676	640,590	1,100,325	-	-	-
TRANS TO GENERAL FUND			22,313	13,425	13,425	13,425
TRANS TO RATE STAB. ACCT.	-	395,000	-	-	-	-
TRANSFERS OUT	**334,265**	**1,088,590**	**1,162,638**	**53,425**	**53,425**	**53,425**
BOND PRINCIPAL 2007 BONDS	-	-	-	151,710	151,710	151,710
BOND INTEREST 2007 BONDS	-	-	-	6,220	6,220	6,220
BOND INTEREST 2014 BONDS	-	-	-	100,150	100,150	100,150
PRINCIPAL CWSRF LOANS	-	-	-	551,700	551,700	551,700
INTEREST CWSRF LOANS	-	-	-	443,845	443,845	443,845
PENNEY AVE NOTE PRINCIPAL	-	-	-	8,135	8,135	8,135
PENNEY AVE NOTE INTEREST	-	-	-	1,750	1,750	1,750
DEBT SERVICE	**-**	**-**	**-**	**1,263,510**	**1,263,510**	**1,263,510**
TOTAL	**2,076,615**	**2,674,022**	**3,008,626**	**3,040,305**	**3,040,305**	**3,040,305**

HERMISTON ENERGY SERVICES

MISSION STATEMENT
To provide the citizen-owners of Hermiston Energy Services with safe and reliable electric service at comparable and affordable prices.

DEPARTMENT DESCRIPTION
HES has completed 14 calendar years of operation. During that time, HES has spent millions on system improvements, underground replacements and line extensions. HES has also made several small payments on its long term debt with a remaining balance of $11,475,000. HES's single largest cost is wholesale power and transmission costs from the Bonneville Power Administration (BPA). Over the last seven years, HES's wholesale power provider, Bonneville Power Administration (BPA) has increased the cost by about 31 percent to Hermiston Energy Services and other public utilities throughout the Northwest. HES's wholesale power costs comprise over 50% of its total operating expenses.

In May of 2015, HES will implement a 10.95% rate increase. This will be HES's second increase in the history of the utility. In 2003, HES increased rates 5%.

HES used $600,000 from reserves to create a Rate Stabilization Fund in the 2014-15 budget to offset a larger rate increase in 2015. However, BPA increased HES's wholesale electric rates again in October 2015 by 7%. With this announcement, it will be necessary to raise HES retail rates in 2016.

DEPARTMENT OBJECTIVES 2016-17

- Implement second half of retail rate adjustments based on Cost of Service Analysis (COSA).
- Continue the implementation of the Construction Work Plan that was adopted in March, 2015.

PERSONNEL DISTRIBUTION

	2013-14 Actual	**2014-15** Actual	**2015-16** Budget	**2016-17** Proposed	**2016-17** Approved	**2016-17** Adopted
Electric Utility Superintendent	1.00	1.00	1.00	1.00	1.00	1.00
City Manager	0.2	0.25	0.25	0.25	0.25	0.25
Finance Director/Recorder	0.13	0.06	0.06	0.06	0.06	0.06
Accounting Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Total FTE	**2.33**	**2.31**	**2.31**	**2.31**	**2.31**	**2.31**

RESOURCES

13 HERMISTON ENERGY SERVICES

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
INTEREST ON INVESTMENTS	33,360	49,408	5,000	45,000	45,000	45,000
INTEREST	**33,360**	**49,408**	**5,000**	**45,000**	**45,000**	**45,000**
ENERGY SERVICES	7,363,082	7,397,090	8,040,765	8,925,249	8,925,249	8,925,249
MISC ENERGY SVCS	198,956	114,416	140,000	140,000	140,000	140,000
SERVICE CHARGES	**7,562,038**	**7,511,506**	**8,180,765**	**9,065,249**	**9,065,249**	**9,065,249**
TRANS FROM RESERVE FD	158,259	-	600,000	-	-	-
TRANSFER FROM	**158,259**	**-**	**600,000**	**-**	**-**	**-**
CASH FORWARD	-	1,579,878	2,950,000	2,860,000	2,860,000	2,860,000
CASH FORWARD	**-**	**1,579,878**	**2,950,000**	**2,860,000**	**2,860,000**	**2,860,000**
TOTAL HES FUND	**7,753,657**	**9,140,791**	**11,735,765**	**11,970,249**	**11,970,249**	**11,970,249**

EXPENDITURES

By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	250,015	293,403	254,050	263,399	263,399	263,399
MATERIALS & SERVICES	6,556,504	6,483,518	7,115,000	7,049,135	7,049,135	7,049,135
CAPITAL OUTLAY	-	431,128	715,000	1,002,500	1,002,500	1,002,500
TRANSFERS:						
RESERVE	19,750	816,706	350,000	-	-	-
BONDED DEBT	822,725	805,739	823,950		-	-
DEBT SERVICE	-	-	-	836,060	836,060	836,060
CONTINGENCY	-	-	-	1,500,000	1,500,000	1,500,000
RES FOR FUTURE EXPEND	-	-	2,478,763	1,319,155	1,319,155	1,319,155
TOTAL HES FUND	**7,648,994**	**8,830,494**	**11,736,763**	**11,970,249**	**11,970,249**	**11,970,249**

HERMISTON ENERGY SERVICES DETAILED EXPENDITURES

13

6350 HERMISTON ENERGY SERVICES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	176,499	209,359	180,000	186,529	186,529	186,529
UNEMPLOYMENT INSURANC	882	1,047	1,260	1,306	1,306	1,306
ACCIDENT INSURANCE	1,311	1,543	1,345	1,297	1,297	1,297
RETIREMENT	33,805	30,191	31,550	32,698	32,698	32,698
SOCIAL SECURITY	13,315	15,810	13,770	14,269	14,269	14,269
MEDICAL, DENTAL & LIFE INS	24,203	35,454	26,125	27,300	27,300	27,300
PERSONNEL SERVICES	**250,015**	**293,403**	**254,050**	**263,399**	**263,399**	**263,399**
ACCOUNTING & AUDITING	4,510	4,749	2,400	3,435	3,435	3,435
OTHER PROF SVCS	1,534,500	1,502,826	1,500,000	1,502,550	1,502,550	1,502,550
TRAVEL & TRAINING	8,354	9,170	10,000	11,000	11,000	11,000
PROPERTY & LIABILITY INS	16,310	20,821	25,900	25,900	25,900	25,900
TELEPHONE	1,131	1,860	5,800	2,000	2,000	2,000
STREET LIGHTS	83,357	83,472	84,000	84,000	84,000	84,000
POWER PURCHASES-BPA	4,311,657	4,274,772	4,784,400	4,675,000	4,675,000	4,675,000
IN LIEU OF TAXES	366,577	373,338	402,000	446,250	446,250	446,250
CONSERVATION SERVICES	150,043	108,714	180,000	180,000	180,000	180,000
ENERGY ASSISTANCE (HEAT)	10,000	10,000	12,500	15,000	15,000	15,000
DUES & MEMBERSHIP	52,707	36,382	52,000	52,000	52,000	52,000
MISC CONTRACTUAL	15,494	55,259	50,000	48,500	48,500	48,500
OFFICE SUPPLIES	1,898	1,409	5,000	2,500	2,500	2,500
MINOR/SAFETY EQUIP	-	870	1,000	1,000	1,000	1,000
OVER AND SHORTS	(34)	(122)	-	-	-	-
MATERIALS & SERVICES	**6,556,504**	**6,483,518**	**7,115,000**	**7,049,135**	**7,049,135**	**7,049,135**

HERMISTON ENERGY SERVICES EXPENDITURES (con't)

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL IMPROVEMENTS	-	428,664	715,000	1,000,000	1,000,000	1,000,000
OFFICE EQUIPMENT	-	2,463	-	2,500	2,500	2,500
CAPITAL OUTLAY	**-**	**431,128**	**715,000**	**1,002,500**	**1,002,500**	**1,002,500**
RES-OFFICE EQUIPMENT	19,750	-	-	-	-	-
RES-COMM ENHANCE	-	-	50,000	-	-	-
RES - HES IMPROVEMENTS	-	216,706	-	-	-	-
RES FOR FUT EXP - HES RSA	-	600,000	-	-	-	-
TRANS TO GENERAL FUND	-	-	300,000			
TRANS TO BONDED DEBT	822,725	805,739	823,950	-	-	-
TRANSFERS OUT	**842,475**	**1,622,445**	**1,173,950**	**-**	**-**	**-**
BOND PRINCIPAL	-	-	-	330,000	330,000	330,000
BOND INTEREST	-	-	-	506,060	506,060	506,060
DEBT SERVICE	**-**	**-**	**-**	**836,060**	**836,060**	**836,060**
CONTINGENCY	-	-	-	1,500,000	1,500,000	1,500,000
CONTINGENCY	**-**	**-**	**-**	**1,500,000**	**1,500,000**	**1,500,000**
RES FOR FUTURE EXPEND	-	-	2,478,763	1,319,155	1,319,155	1,319,155
RES FOR FUTURE EXPEND	**-**	**-**	**2,478,763**	**1,319,155**	**1,319,155**	**1,319,155**
TOTAL HES FUND	**7,648,994**	**8,830,494**	**11,736,763**	**11,970,249**	**11,970,249**	**11,970,249**

REGIONAL WATER

MISSION STATEMENT
To provide a continuous supply of industrial water and potable drinking water for domestic, commercial and industrial use, as well as water for fire protection, in a safe, efficient and courteous manner.

DEPARTMENT DESCRIPTION
The Hermiston Water Department (HWD) is responsible for two independent water systems. One system produces explicitly domestic water for domestic, commercial and industrial use. The other system produces both potable and non –potable water for the Regional Water users. The HWD is regulated by Federal and State drinking water regulations.

DEPARTMENTS OBJECTIVES 2016-17
- Carry on operations with a High Performance attitude and direction.
- Continue to operate while conforming to OR-OSHA & Oregon Health & EPA regulations.
- Complete the Regional Water improvements.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Water Chief Operator	1.00	1.00	1.00	1.00	1.00	1.00
Water Superintendent	0.00	0.00	0.00	0.25	0.25	0.25
Total FTE	**1.00**	**1.00**	**1.00**	**1.25**	**1.25**	**1.25**

RESOURCES

REGIONAL WATER

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
STATE GRANT	-	-	664,200	-	-	-
FROM OTHER AGENCIES	**-**	**-**	**664,200**	**-**	**-**	**-**
REIMBURSE DIRECT EXPENSE	-	27,252	-	-	-	-
MISCELLANEOUS REVENUE	-	185,549	550,000	-	-	-
MISCELLANEOUS REVENUE	**-**	**212,801**	**550,000**	**-**	**-**	**-**
POTABLE WATER RECEIPTS	115,494	110,000	91,000	118,830	118,830	118,830
NON-POTABLE WATER RECEIPTS	523,773	400,000	496,800	588,230	588,230	588,230
MISCELLANEOUS WATER SALES	-	-	-	10,000	10,000	10,000
SERVICE CHARGES	**639,267**	**510,000**	**587,800**	**717,060**	**717,060**	**717,060**
CASH FORWARD	160,076	83,566	850,000	600,000	600,000	600,000
CASH FORWARD	**160,076**	**83,566**	**850,000**	**600,000**	**600,000**	**600,000**
TOTAL REGIONAL WATER	**799,343**	**806,367**	**2,652,000**	**1,317,060**	**1,317,060**	**1,317,060**

CONSOLIDATED REGIONAL WATER EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Non-Potable Water	131,790	302,027	1,344,425	167,710	167,710	167,710
Potable Water	117,523	117,751	134,535	152,015	152,015	152,015
River Intake Station	239,695	238,810	262,070	269,090	269,090	269,090
Non-Departmental	120,867	206,822	133,368	134,715	134,715	134,715
TOTAL EXPENDITURES	**609,875**	**865,409**	**1,874,398**	**723,530**	**723,530**	**723,530**
CONTINGENCY	-	-	-	593,530	593,530	593,530
CONTINGENCY	**-**	**-**	**-**	**593,530**	**593,530**	**593,530**
RESERVE FOR FUTURE EXPEND	-	-	777,602	-	-	-
RESERVE FOR FUTURE EXPEND	**-**	**-**	**777,602**	**-**	**-**	**-**
TOTAL REGIONAL WATER	**609,875**	**865,409**	**2,652,000**	**1,317,060**	**1,317,060**	**1,317,060**

REGIONAL WATER EXPENDITURES
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	179,458	147,234	155,730	187,715	187,715	187,715
MATERIALS & SERVICES	430,417	718,176	1,718,668	535,815	535,815	535,815
CAPITAL OUTLAY	-	20,000	-	-	-	-
TRANSFERS:						
RESERVE	-	-	-	-	-	-
CONTINGENCY	-	-	-	593,530	593,530	593,530
RESERVE FOR FUTURE EXPEND	-	-	777,602	-	-	-
TOTAL REGIONAL WATER	**609,875**	**885,409**	**2,652,000**	**1,317,060**	**1,317,060**	**1,317,060**

NON-POTABLE WATER

15 REGIONAL WATER
6320 NON-POTABLE WATER

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	25,124	22,873	22,190	31,775	31,775	31,775
OVERTIME	5,767	6,162	6,000	6,000	6,000	6,000
UNEMPLOYMENT INSURANCE	149	134	200	260	260	260
ACCIDENT INSURANCE	908	681	700	930	930	930
RETIREMENT	6,561	5,967	6,600	6,705	6,705	6,705
SOCIAL SECURITY	2,101	1,996	2,120	2,160	2,160	2,160
MEDICAL, DENTAL & LIFE INS	7,683	5,485	6,065	8,530	8,530	8,530
OTHER PROFESSIONAL SERVICES	30,888	-	-			
PERSONNEL SERVICES	**79,182**	**43,296**	**43,875**	**56,360**	**56,360**	**56,360**
ELECTRICITY	50,741	51,330	59,000	79,000	79,000	79,000
RW- PURCHASE-NON-POTABLE WATER	-	-	-	5,000	5,000	5,000
MISC CONTRACTUAL	65	20,148	25,000	25,000	25,000	25,000
FUEL-OTHER THAN VEHICLE	1,478	1,206	1,300	1,300	1,300	1,300
PLUMBING & SEWAGE SUPP	-	4	50	50	50	50
PARTS FOR OPERATING EQUIP	324	1,691	1,000	1,000	1,000	1,000
CAPITAL IMPROVEMENTS	-	184,199	1,214,200			
MATERIALS & SERVICES	**52,608**	**258,731**	**1,300,550**	**111,350**	**111,350**	**111,350**
TOAL NON-POTABLE WATER	**131,790**	**302,027**	**1,344,425**	**167,710**	**167,710**	**167,710**

POTABLE WATER

15 REGIONAL WATER
6330 POTABLE WATER

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	25,110	21,894	22,192	31,775	31,775	31,775
OVERTIME	5,727	4,516	6,000	6,000	6,000	6,000
UNEMPLOYMENT INSURANCE	149	121	197	265	265	265
ACCIDENT INSURANCE	903	625	719	930	930	930
RETIREMENT	6,544	5,383	6,589	6,705	6,705	6,705
SOCIAL SECURITY	2,090	1,800	2,122	2,160	2,160	2,160
MEDICAL, DENTAL & LIFE INS	7,901	5,021	6,066	8,530	8,530	8,530
PERSONNEL SERVICES	**48,424**	**39,360**	**43,885**	**56,365**	**56,365**	**56,365**
OTHER PROFESSIONAL SERVICES	-	841	-	-	-	-
WATER SAMPLES	4,164	6,154	8,000	8,000	8,000	8,000
ELECTRICITY	53,552	48,344	62,000	62,000	62,000	62,000
RW- PURCHASE-POTABLE WATER	-	-	-	5,000	5,000	5,000
MISCELLANEOUS CONTRACTUAL	1,204	960	3,500	3,500	3,500	3,500
CHEMICALS	6,192	12,576	12,000	12,000	12,000	12,000
MEDICAL & LAB SUPPLIES	358	341	800	800	800	800
MINOR/SAFETY EQUIP	-	-	150	150	150	150
PLUMBING & SEWAGE SUPPLIES	-	-	200	200	200	200
PARTS FOR OPERATING EQUIP	3,629	9,175	4,000	4,000	4,000	4,000
MATERIALS & SERVICES	**69,099**	**78,391**	**90,650**	**95,650**	**95,650**	**95,650**
TOTAL POTABLE WATER	**117,523**	**117,751**	**134,535**	**152,015**	**152,015**	**152,015**

RIVER INTAKE STATION

15 REGIONAL WATER
6335 RIVER INTAKE STATION

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	17,399	26,859	29,600	34,800	34,800	34,800
OVERTIME	16,513	15,751	15,000	15,000	15,000	15,000
UNEMPLOYMENT INSURANCE	159	191	300	350	350	350
ACCIDENT INSURANCE	875	923	1,130	1,225	1,225	1,225
RETIREMENT	7,002	8,521	10,450	10,605	10,605	10,605
SOCIAL SECURITY	2,253	2,847	3,400	3,415	3,415	3,415
MEDICAL, DENTAL & LIFE INS	7,652	9,485	8,090	9,595	9,595	9,595
PERSONNEL SERVICES	**51,852**	**64,577**	**67,970**	**74,990**	**74,990**	**74,990**
ELECTRICITY	168,933	174,082	184,000	184,000	184,000	184,000
MISCELLANEOUS CONTRACTUAL	14,503	70	5,000	5,000	5,000	5,000
MINOR/SAFETY EQUIP	-	40	100	100	100	100
PLUMBING & SEWAGE SUPPLIES	36	40	4,000	4,000	4,000	4,000
PARTS FOR OPERATING EQUIP	4,372	-	1,000	1,000	1,000	1,000
MATERIALS & SERVICES	**187,843**	**174,232**	**194,100**	**194,100**	**194,100**	**194,100**
TOTAL RIVER INTAKE STATION	**239,695**	**238,810**	**262,070**	**269,090**	**269,090**	**269,090**

NON-DEPARTMENTAL

15 REGIONAL WATER 8810
NON-DEPARTMENTAL

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
ACCOUNTING & AUDITING	1,972	2,168	2,400	3,435	3,435	3,435
OTHER PROFESSIONAL SERVICES	5,810	2,414	-	-	-	-
TRAVEL & TRAINING	2,954	2,474	2,500	3,000	3,000	3,000
PROPERTY & LIABILITY INS	9,708	9,455	11,318	11,130	11,130	11,130
TELEPHONE	2,511	2,931	4,200	4,200	4,200	4,200
MISCELLANEOUS CONTRACTUAL	90,409	172,512	100,000	100,000	100,000	100,000
OFFICE SUPPLIES	396	272	750	750	750	750
LUBE-OTHER THAN VEHICLE	48	-	500	500	500	500
MEDICAL & LAB SUPPLIES	-	179	-	-	-	-
MINOR/SAFETY EQUIP	1,218	1,773	3,500	3,500	3,500	3,500
MOTOR VEHICLE FUEL & OIL	2,898	2,608	3,000	3,000	3,000	3,000
MOTOR VEHICLE PARTS	1,034	4,076	1,700	1,700	1,700	1,700
PLUMBING & SEWAGE SUPPLIES	(18)	-	-	-	-	-
PARTS FOR OPERATING EQUIP	1,928	5,961	3,500	3,500	3,500	3,500
MATERIALS & SERVICES	**120,867**	**206,822**	**133,368**	**134,715**	**134,715**	**134,715**
MOTOR VEHICLES	-	20,000	-	-	-	-
OFFICE EQUIPMENT	-	-	-	-	-	-
CAPITAL OUTLAY	**-**	**20,000**	**-**	**-**	**-**	**-**
CONTINGENCY	-	-	-	593,530	593,530	593,530
CONTINGENCY	**-**	**-**	**-**	**593,530**	**593,530**	**593,530**
RESERVE FOR FUTURE EXPEND	-	-	777,602	-	-	-
RESERVE FOR FUTURE EXPEND	**-**	**-**	**777,602**	**-**	**-**	**-**
TOTAL NON-DEPARTMENTAL	**120,867**	**226,822**	**910,970**	**728,245**	**728,245**	**728,245**

RESERVE FUND

This fund is used to accumulate money for long-term goals and projects of the City. Financed directly by appropriations from the operating funds and with limited revenues directly from small reimbursement projects, the reserve fund has been the major single fiscal tool which has provided the City with the stability and multiple year appropriations necessary to manage a small community in difficult financial times. The reserve fund allows the accumulation of resources to accomplish specifically authorized goals contained in the resolution which must be adopted to establish each account.

RESOURCES

08
RESERVE FUND

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
INTEREST ON INVESTMENTS	50,370	45,622	40,000	50,000	50,000	50,000
INTEREST	**50,370**	**45,622**	**40,000**	**50,000**	**50,000**	**50,000**
LOCAL GRANTS	10,000	16,800	140,000	533,500	533,500	533,500
FEDERAL GRANTS	215,621	266,676	3,858,000	-	-	-
FAA GRANTS	-	26,461	-	628,350	628,350	628,350
FROM OTHER AGENCIES	**225,621**	**309,937**	**3,998,000**	**1,161,850**	**1,161,850**	**1,161,850**
TRANSIENT ROOM TAX	92,710	96,630	-	-	-	-
WATER SDC'S	10,856	20,862	15,000	15,000	15,000	15,000
SANITARY SEWER SDC'S	12,933	14,127	15,000	15,000	15,000	15,000
PARK SDC'S	14,400	20,800	15,000	15,000	15,000	15,000
SERVICE CHARGES	**130,899**	**152,419**	**45,000**	**45,000**	**45,000**	**45,000**
INTERFUND LOAN PROCEEDS	-	170,000	90,000	-	-	-
SPECIAL PAYMENTS	**-**	**170,000**	**90,000**	**-**	**-**	**-**
TRANSFER FROM GENERAL FUND	99,750	349,000	216,000	115,000	115,000	115,000
TRANSFER FROM STREET FUND	302,258	544,385	718,375	378,802	378,802	378,802
TRANSFER FROM UTILITY FUND	207,339	866,000	40,000	340,000	340,000	340,000
TRANSFER FROM HES FUND	19,750	816,706	50,000	-	-	-
TRANSFER FROM CONF. CTR. FUNI	11,500	-	24,260	-	-	-
TRANSFER FROM SPECIAL REVENU	117,500	-	57,085	-	-	-
TRANSFER FROM TRT-TOURISM	-	-	50,000	48,960	48,960	48,960
TRANSFER FROM TRT-PARK DEVEL	-	-	50,000	48,960	48,960	48,960
TRANSFER FROM TRT-HFAC	-	-	-	8,160	8,160	8,160
TRANSFERS IN	**758,097**	**2,576,091**	**1,205,720**	**939,882**	**939,882**	**939,882**
CASH FORWARD	-	3,680,396	4,995,933	4,133,358	4,133,358	4,133,358
CASH FORWARD	**-**	**3,680,396**	**4,995,933**	**4,133,358**	**4,133,358**	**4,133,358**
TOTAL RESERVE FUND	**1,164,987**	**6,934,466**	**10,374,653**	**6,330,090**	**6,330,090**	**6,330,090**

CONSOLIDATED RESERVE EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OFFICE EQUIP	90,478	32,165	3,000	15,000	15,000	15,000
AIRPORT IMPROVEMENTS	273,205	265,374	3,968,333	643,350	643,350	643,350
HERMISTON FAMILY AQUATIC CTR	-	-	-	8,160	8,160	8,160
TRT/TOURISM	51,936	83,467	140,000	117,000	117,000	117,000
TRT/PARK DEVELOPMENT	14,862	20,062	140,000	123,000	123,000	123,000
BICYCLE TRAILS	77,350	-	9,102	-	-	-
PARKS SDC	-	-	-	15,000	15,000	15,000
SKATE PARK	-	-	85,000	48,900	48,900	48,900
VICTORY SQUARE PARK	-	-	123,000	58,500	58,500	58,500
SOUTH 2ND ST GATEWAY	-	-	12,085	12,085	12,085	12,085
SUNSET PARK	-	-	45,000	43,920	43,920	43,920
WEST HIGHLAND TRAIL	-	-	10,000	130,000	130,000	130,000
STREET MAINTENANCE	179,217	192,652	526,875	223,474	223,474	223,474
STREET CONSTRUCTION	-	-	340,000	481,618	481,618	481,618
TRAFFIC CONTROL - 11TH & ELM	-	-	360,000	813,710	813,710	813,710
PW ELM ENTRANCE	-	-	39,000	-	-	-
HES GAS UTILITY	-	185,550	232,150	208,800	208,800	208,800
SANITARY SEWER DEPT EQUIP	-	9,750	-	-	-	-
RWT PLANT IMPROVEMENT	-	-	-	300,000	300,000	300,000
SANITARY SEWER- SDC	-	-	-	15,000	15,000	15,000
WATER DEPT EQUIPMENT	-	12,819	40,000	-	-	-
WATER - SDC	-	-	-	65,000	65,000	65,000
UTILITY CONSTRUCTION	38,528	722,457	877,000	508,000	508,000	508,000
REPAIR/REPLACE - REGIONAL	-	79,901	374,400	300,000	300,000	300,000
HES IMPROVEMENTS	-	143,839	600,000	1,000,000	1,000,000	1,000,000
HCC MAINTENANCE & REPAIRS	1,556	648	18,300	25,000	25,000	25,000
COMMUNITY ENHANCEMENTS	-	-	100,000	100,000	100,000	100,000
CITY HALL IMPROVEMENTS	-	-	100,000	65,000	65,000	65,000
BELT PARK SUPP ENV PROJ	-	-	-	16,800	16,800	16,800
RESERVE FOR FUTURE EXPEND	-	-	2,231,408	992,773	992,773	992,773
TOTAL RESERVE FUND	**727,131**	**1,748,683**	**10,374,653**	**6,330,090**	**6,330,090**	**6,330,090**

RESERVE FUND EXPENDITURES
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	246,015	327,102	968,127	817,274	817,274	817,274
CAPITAL OUTLAY	365,239	1,421,581	5,918,118	4,026,798	4,026,798	4,026,798
TRANSFERS:						
RECREATION FUND	77,350	-	-	-	-	-
UTILITY FUND	38,528	-	527,000	263,000	263,000	263,000
HES FUND	-	-	600,000	-	-	-
DEBT SERVICE	-	-	130,000	165,000	165,000	165,000
CONTINGENCY	-	-	-	65,245	65,245	65,245
RESERVE FOR FUTURE EXPENDITURE	-	-	2,231,408	992,773	992,773	992,773
TOTAL RESERVE FUND	**727,131**	**1,748,683**	**10,374,653**	**6,330,090**	**6,330,090**	**6,330,090**

RESERVE FOR FUTURE EXPENDITURE

08 RESERVE FUND
8890 RESERVE FOR FUTURE EXPENDITURE

This reserve is used to track the amounts in the individual reserve accounts that are not being currently appropriated but have been set aside for future appropriations.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
RES- FUT EXP OFFICE EQUIPMENT	-	-	67,000	33,600	33,600	33,600
RES- FUT EXP TRT/TOURISM	-	-	81,800	16,642	16,642	16,642
RES- FUT EXP TRT/PARK DEVELOP	-	-	34,000	33,629	33,629	33,629
RES- FUT EXP PARKS SDC	-	-	47,000	52,273	52,273	52,273
RES- FUT EXP STREET EQUIPMENT	-	-	278,698	230,784	230,784	230,784
RES- FUT EXP SANIT SEWER EQUIP	-	-	12,000	-	-	-
RES- FUT EXP SANIT SEWER SDC	-	-	66,350	69,274	69,274	69,274
RES- FUT EXP WATER DEPT EQUIP	-	-	-	108,104	108,104	108,104
RES- FUT EXP WATER - SDC	-	-	350,400	312,467	312,467	312,467
RES- FUT EXP HCC MAINT/REPAIR	-	-	24,260	-	-	-
RES- FUT EXP HES IMPROVEMENTS	-	-	1,269,900	86,000	86,000	86,000
TOTAL RESERVE FOR FUTURE EXP	**-**	**-**	**2,231,408**	**942,773**	**942,773**	**942,773**

CONTINGENCY

08 RESERVE FUND
6000 CONTINGENCY

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
HERMISTON FAMILY AQUATIC CTR	-	-	-	8,160	8,160	8,160
PARKS SDC	-	-	-	15,000	15,000	15,000
SOUTH 2ND ST GATEWAY	-	-	-	12,085	12,085	12,085
SANITARY SEWER- SDC	-	-	-	15,000	15,000	15,000
WATER - SDC	-	-	-	15,000	15,000	15,000
TOTAL CONTINGENCY	**-**	**-**	**-**	**65,245**	**65,245**	**65,245**

OFFICE EQUIPMENT

08 RESERVE FUND
7210 OFFICE EQUIPMENT

This reserve is for money set aside for Office Equipment.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAI	-	30,922	-	-	-	-
MINOR/SAFETY EQUIP	-	-	-	15,000	15,000	15,000
MATERIALS & SERVICES	**-**	**30,922**	**-**	**15,000**	**15,000**	**15,000**
OFFICE EQUIPMENT	90,478	1,243	3,000	-	-	-
CAPITAL OUTLAY	**90,478**	**1,243**	**3,000**	**-**	**-**	**-**
TOTAL OFFICE EQUIPMENT	**90,478**	**32,165**	**3,000**	**15,000**	**15,000**	**15,000**

AIRPORT IMPROVEMENTS

08 RESERVE FUND
7220 AIRPORT IMPROVEMENTS

MISSION STATEMENT
This reserve is used to set aside money for the local matching requirements which will be needed in conjunction with a grant proposal for a package of capital maintenance items at the airport.

DEPARTMENT DESCRIPTION
The FY 2016-17 request covers the Realignment and Rehabilitation of the Parallel Taxiway. The total project cost of $3.3 million is almost entirely paid for through grant funding, which includes approximately $3 million from two FAA grants, and $300,000 from a Connect Oregon V Grant. The original taxiway was only 200 feet away from the centerline of the runway, which is out of compliance with FAA regulations for this type of airport and the size of aircraft that use it. The project moves the taxiway 40 feet to the north.

DEPARTMENT OBJECTIVES 2016-17
- Close out the project
- Work is expected to be complete by June 30, 2016, however, due to FAA & ODA compliance requirements, full reimbursement has the potential to run until December, 2016.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
AIRPORT IMPROVEMENTS	273,205	265,374	3,968,333	643,350	643,350	643,350
CAPITAL OUTLAY	**273,205**	**265,374**	**3,968,333**	**643,350**	**643,350**	**643,350**
TOTAL AIRPORT IMPROVEMENTS	**273,205**	**265,374**	**3,968,333**	**643,350**	**643,350**	**643,350**

AQUATIC CENTER MAINTENANCE & REPAIR

08 RESERVE FUND
7229 AQUATIC CENTER
MAINTENANCE & REPAIR

DEPARTMENT DESCRIPTION
The Hermiston Family Aquatic Center opened in 2013. Now over ten years old, the facility is showing signs of aging and requires reinvestment in infrastructure, pumps, operating system, etc. Additionally there is investments in energy saving systems such as solar that have the ability to reduce the annual operating cost of the pool.

DEPARTMENT OBJECTIVES 2016-17

- Repair the failing gutter tile in the Multi Use Pool in 2016.
- Repair the hot water heater in 2016.
- Install a solar system for heating the swimming pool water in 2017.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CONTINGENCY	-	-	-	8,160	8,160	8,160
CONTINGENCY	**-**	**-**	**-**	**8,160**	**8,160**	**8,160**
TOTAL HFAC	**-**	**-**	**-**	**8,160**	**8,160**	**8,160**

TRT/TOURISM PROGRAMS

08 RESERVE FUND
7231 TRT/TOURISM PROGRAMS

DEPARTMENT DESCRIPTION
The TRT Tourism Fund is dedicated toward attracting tourism to Hermiston through community grants, programs, and facilities. Council has appointed a committee to make an annual recommendation regarding allocation of funds. The committee dedicated $65,000 for a new pool slide to be repaid per the following schedule:

2014	$10,000
2015	$15,000
2016	$15,000
2017	$15,000
2018	$10,000
Total	$65,000

DEPARTMENT OBJECTIVES 2016-17
Allocate $20,000 in community tourism grants and $15,000 in Pool Slide Repayment funds.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER REPAIRS	-	-	40,000	-	-	-
MISCELLANEOUS CONTRACTUAL	51,936	83,467	35,000	20,000	20,000	20,000
MATERIALS & SERVICES	**51,936**	**83,467**	**75,000**	**20,000**	**20,000**	**20,000**
CAPITAL IMPROVEMENTS	-	-	50,000	-	-	-
CAPITAL OUTLAY	**-**	**-**	**50,000**	**-**	**-**	**-**
INTERFUND LOAN REPAYMENT	-	-	15,000	97,000	97,000	97,000
DEBT SERVICE	-	-	**15,000**	**97,000**	**97,000**	**97,000**
TOTAL TRT/REC	**51,936**	**83,467**	**140,000**	**117,000**	**117,000**	**117,000**

PARKS & REC DEVELOPMENT

08 RESERVE FUND
7232 TRT/PARKS DEVELOPMENT

MISSION STATEMENT
A portion of the transient room tax is dedicated for city parks and recreation development administered by the Parks and Recreation Committee. The proceeds of the tax for such developments shall accumulate in this reserve and may not be diverted or utilized in any other manner.

DEPARTMENT DESCRIPTION
Greenwood Park is programmed to have park improvements including new play equipment, surfacing, fence, and landscape.

DEPARTMENT OBJECTIVES 2016-17
- Project design is anticipated in summer of 2016 and park improvement by June 30, 2017.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAL	14,862	20,062	25,000	55,000	55,000	55,000
MATERIALS & SERVICES	**14,862**	**20,062**	**25,000**	**55,000**	**55,000**	**55,000**
INTERFUND LOAN REPAYMENT	-	-	115,000	68,000	68,000	68,000
DEBT SERVICE	**-**	**-**	**115,000**	**68,000**	**68,000**	**68,000**
TOTAL PARKS & REC	**14,862**	**20,062**	**140,000**	**123,000**	**123,000**	**123,000**

BICYCLE TRAILS

08 RESERVE FUND
7233 BICYCLE TRAILS

This is a state-mandated outlay consisting of 1% of all gasoline tax proceeds for the development of bicycle systems.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	9,102	-	-	-
MATERIALS & SERVICES	**-**	**-**	**9,102**	**-**	**-**	**-**
TRANSFER TO RECREATION FUND	77,350	-	-	-	-	-
TRANSFERS OUT	**77,350**	**-**	**-**	**-**	**-**	**-**
TOTAL BICYCLE TRAILS	**77,350**	**-**	**9,102**	**-**	**-**	**-**

PARKS SDC

08 RESERVE FUND
7234 PARKS SDC

Reimbursement and improvement fees shall be spent only on capital improvements associated with the parks system or on capacity increasing capital improvements including expenditures relating to repayment of indebtedness.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CONTINGENCY	-	-	-	15,000	15,000	15,000
CONTINGENCY	**-**	**-**	**-**	**15,000**	**15,000**	**15,000**
TOTAL PARKS SDC	**-**	**-**	**-**	**15,000**	**15,000**	**15,000**

SKATE PARK

08 RESERVE FUND
7235 SKATE PARK

MISSION STATEMENT
This reserve was created to accumulate funds to acquire property and proceed with planning and construction of a skate park.

DEPARTMENT DESCRIPTION
The City purchased property on 345 S 1st St. for the purpose of developing a modern skate park in January 2016.

DEPARTMENT OBJECTIVES 2016-17

- Design facility in Fiscal Year 2016-17, and assemble the construction funds to build the park in Fiscal Year 2017-18.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Propose	2016-17 Approved	2016-17 Adopted
LAND ACQUISITION	-	-	40,500	-	-	-
CAPITAL IMPROVEMENTS	-	-	44,500	48,900	48,900	48,900
CAPITAL OUTLAY	**-**	**-**	**85,000**	**48,900**	**48,900**	**48,900**
TOTAL SKATE PARK	**-**	**-**	**85,000**	**48,900**	**48,900**	**48,900**

VICTORY SQUARE PARK

08 RESERVE FUND
7236 VICTORY SQUARE PARK

MISSION STATEMENT
This reserve was created to complete the planned improvements for Victory Square Park including a restroom, parking, lighting, and new roof on the shelter.

DEPARTMENT DESCRIPTION
The state has reimbursed for City for $140,000 in park improvements at Victory Square Park. This has included a new playground, restroom, and picnic shelter room.

DEPARTMENT OBJECTIVES 2016-17

- Project closeout is expected by June 30, 2016

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL IMPROVEMENTS	-	-	123,000	58,500	58,500	58,500
CAPITAL OUTLAY	**-**	**-**	**123,000**	**58,500**	**58,500**	**58,500**
TOTAL VICTORY SQUARE PARK	**-**	**-**	**123,000**	**58,500**	**58,500**	**58,500**

SOUTH SECOND STREET GATEWAY

08 RESERVE FUND
7237 SOUTH SECOND STREET GATEWAY

This reserve was created to accumulate funds to design and construct a Gateway Arch and other improvements at South Second Street.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL IMPROVEMENTS	-	-	12,085	-	-	-
CAPITAL OUTLAY	**-**	**-**	**12,085**	**-**	**-**	**-**
CONTINGENCY	-	-	-	12,085	12,085	12,085
CONTINGENCY	**-**	**-**	**-**	**12,085**	**12,085**	**12,085**
TOTAL SOUTH 2ND ST GATEWAY	**-**	**-**	**12,085**	**12,085**	**12,085**	**12,085**

SUNSET PARK

08 RESERVE FUND
7238 SUNSET PARK

MISSION STATEMENT
This reserve was create to accumulate funds for combining the newly acquired parcel for Sunset Park by relocating the Public Works entrance, removing fences, and adding irrigation and landscaping.

DEPARTMENT DESCRIPTION
Sunset Park was expanded to Willow Court by the purchase of a corner lot in 2015. The entrance to the Public Works Yard was relocated to Elm Street in anticipation of park improvements. The planned improvements include removal of the old entrance, installing a detention pond to collect storm runoff from 4th street, regrading the surface, installing irrigation, and landscape. Future improvements may include a new playground, sport court, and picnic shelter.

DEPARTMENT OBJECTIVES 2016-17
- Phase one improvements are planned for completion by June 30, 2017. Future improvements are subject to successful grant funding or other funding sources.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL IMPROVEMENTS	-	-	45,000	43,920	43,920	43,920
CAPITAL OUTLAY	**-**	**-**	**45,000**	**43,920**	**43,920**	**43,920**
TOTAL SUNSET PARK	**-**	**-**	**45,000**	**43,920**	**43,920**	**43,920**

WEST HIGHLAND TRAIL

08 RESERVE FUND
7239 WEST HIGHLAND TRAIL

MISSION STATEMENT
This project is primarily funded by an ODOT Enhancement Grant to create a separated multi-modal trail from 13th to 23rd on the south side of West Highland Ave.

DEPARTMENT DESCRIPTION
The agreement details the responsibilities of each party in the design and construction of the W. Highland multi-use trail. This is the trail project requested by the city through the Enhance Grant program. The project was approved by ODOT and incorporated into the Statewide Transportation Improvement Program (STIP). The City is responsible for a match of 22% for the grant program. The final project will construct a separated multi-use path on the south side of W. Highland Avenue. Future connection is planned under the Highland Bridge into the Riverfront Park trail.

DEPARTMENT OBJECTIVES 2016-17
- The project is a scheduled for construction 2017-18.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	-	130,000	130,000	130,000
MATERIALS & SERVICES	**-**	**-**	**-**	**130,000**	**130,000**	**130,000**
CAPITAL IMPROVEMENTS	-	-	10,000	-	-	-
CAPITAL OUTLAY	**-**	**-**	**10,000**	**-**	**-**	**-**
TOTAL WEST HIGHLAND TRAIL	**-**	**-**	**10,000**	**130,000**	**130,000**	**130,000**

STREET MAINTENANCE

08 RESERVE FUND
7241 STREET MAINTENANCE

This reserve was established to maintain the streets in our community by providing funding for such materials as asphalt, concrete, paint and sign materials.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER PROFESSIONAL SERVICES	-	-	-	43,000	43,000	43,000
MISCELLANEOUS CONTRACTUAL	126,134	166,040	375,375	41,274	41,274	41,274
ASPHALT (PATCHING PRODUCTS)	1,645	2,802	5,000	5,000	5,000	5,000
CONCRETE PRODUCTS	954	4,011	5,000	15,000	15,000	15,000
TRAFFIC/STREET SIGN MATERIALS	367	9,801	10,000	10,000	10,000	10,000
PARTS FOR OPERATING EQUIP	3,516	4,424	1,000	1,000	1,000	1,000
SIGNAL MAINTENANCE	-	-	-	1,200	1,200	1,200
ROCK PRODUCTS	-	254	1,000	1,000	1,000	1,000
SNOW AND ICE	-	4,153	2,500	6,000	6,000	6,000
CRACKFILL MATERIALS	-	165	22,000	25,000	25,000	25,000
STORM WATER	-	-	96,000	50,000	50,000	50,000
STREET MARKING & STRIPING	-	-	4,000	10,000	10,000	10,000
ENGINEERING/SURVEY SERVICES	-	1,002	5,000	15,000	15,000	15,000
TRANSFER TO UTILITY FUND	46,600	-	-	-	-	-
MATERIALS & SERVICES	**179,217**	**192,652**	**526,875**	**223,474**	**223,474**	**223,474**
TOTAL STREET MAINTENANCE	**179,217**	**192,652**	**526,875**	**223,474**	**223,474**	**223,474**

STREET CONSTRUCTION

08 RESERVE FUND
7242 STREET CONSTRUCTION

The street construction reserve is targeted for costs related to overlay and reconditioning projects to be approved by the city council. Hermiston has over 60 miles of paved roadways and current roadway deficiencies of over $1,000,000. The designation of the specific roadway segments will be made by the city council.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL IMPROVEMENTS	-	-	340,000	481,618	481,618	481,618
OTHER IMPROVEMENTS	-	-	-	-	-	-
CAPITAL OUTLAY	**-**	**-**	**340,000**	**481,618**	**481,618**	**481,618**
TOTAL STREET CONSTRUCTION	**-**	**-**	**340,000**	**481,618**	**481,618**	**481,618**

TRAFFIC CONTROL 11TH & ELM

08 RESERVE FUND
7243 TRAFFIC CONTROL 11TH & ELM

MISSION STATEMENT
Partial funding for signalization and intersection improvements at 11th & Elm.

DEPARTMENT DESCRIPTION
This project will construct a new turn signal at the intersection of Elm & 11th near the hospital, as well as widen a portion of 11th street to install a "protected turn pocket" for 11th street southbound traffic to turn into the hospital. The project will also construct a protected pedestrian crossing for the Oxbow Trail to cross 11th street.

This will be an ODOT-led project, which is funded 50/50 by the City and an ODOT "Immediate Opportunity Fund" Grant. Through an Intergovernmental Agreement with ODOT, the City will submit its 50% march up-front, and ODOT will manage the project.

Through a sub-agreement, Good Shepherd Medical Center has agreed to pay $450,000 of the City's total required match of $813,710.

DEPARTMENT OBJECTIVES
- Start project construction in December, 2016.
- Complete project construction no later than June 30, 2017.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL IMPROVEMENTS	-	-	360,000	813,710	813,710	813,710
CAPITAL OUTLAY	**-**	**-**	**360,000**	**813,710**	**813,710**	**813,710**
TOTAL TRAFFIC CONTROL	**-**	**-**	**360,000**	**813,710**	**813,710**	**813,710**

PUBLIC WORKS ELM ENTRANCE

08 RESERVE FUND
7244 PUBLIC WORKS ELM ENTRANCE

This reserve is for tracking the costs associated with relocating the entrance to the Public Works Shop from NE 4th Street to Elm Street.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	-	-	-	-
MATERIALS & SERVICES	**-**	**-**	**-**	**-**	**-**	**-**
CAPITAL OUTLAY	-	-	39,000	-	-	-
CAPITAL OUTLAY	**-**	**-**	**39,000**	**-**	**-**	**-**
TOTAL PW ELM ENTRANCE	**-**	**-**	**39,000**	**-**	**-**	**-**

HES GAS UTILITY

08 RESERVE FUND
7250 HES GAS UTILITY

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

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	182,150	208,800	208,800	208,800
MATERIAL & SERVICES	**-**	**-**	**182,150**	**208,800**	**208,800**	**208,800**
OTHER IMPROVEMENTS	-	185,550	-	-	-	-
CAPITAL OUTLAY	**-**	**185,550**	**-**	**-**	**-**	**-**
TOTAL PIONEER	**-**	**185,550**	**182,150**	**208,800**	**208,800**	**208,800**

SANITARY SEWER DEPT EQUIPMENT

08 RESERVE FUND
7260 SANITARY SEWER DEPT EQUIPMENT

MISSION STATEMENT
This reserve is to replace equipment in the Sanitary Sewer department.

DEPARTMENT DESCRIPTION
$100,000 has been budgeted for replacement of the membrane fiber in ten years according to the manufacture. So by budgeting this for the next ten years we will have enough in reserves to pay for the next membrane fiber.

DEPARTMENT OBJECTIVES 2016-17
- Ten years for membrane replacement
- Two year replacement for the Vac-con

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SAN SEWER DEPT EQUIPMENT	-	9,750	-	-	-	-
CAPITAL OUTLAY	**-**	**9,750**	**-**	**-**	**-**	**-**
TOTAL SANITARY SEWER EQUIPMENT	**-**	**9,750**	**-**	**-**	**-**	**-**

RWTP IMPROVEMENTS

08 RESERVE FUND
7261 RWTP IMPROVEMENTS

These funds are for the following improvements to the recycled water treatment plant: 1) Chemical treatment for extending the life of the treatment process; 2) Refurbish the digester lids so they don't rust through, and 3) A new blower to help add air to the treatment system, plus all of the studies, engineering and contingencies to go with it and the City's Recycled Water Plant project.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
RWTP PLANT IMPROVEMENTS	-	-	-	300,000	300,000	300,000
CAPITAL OUTLAY	**-**	**-**	**-**	**300,000**	**300,000**	**300,000**
TOTAL WWTP IMPROVEMENTS	**-**	**-**	**-**	**300,000**	**300,000**	**300,000**

SANITARY SEWER SDC

08 RESERVE FUND
7262 SANITARY SEWER SDC

Reimbursement and improvement fees shall be spent only on capital improvements associated with the wastewater system or on capacity increasing capital improvements including expenditures relating to repayment of indebtedness.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CONTINGENCY	-	-	-	15,000	15,000	15,000
CONTINGENCY	**-**	**-**	**-**	**15,000**	**15,000**	**15,000**
TOTAL SANITARY SEWER SDC	**-**	**-**	**-**	**15,000**	**15,000**	**15,000**

WATER DEPT. EQUIPMENT

08 RESERVE FUND
7270 WATER DEPT. EQUIPMENT

DEPARTMENT DESCRIPTION
This reserve is being used to accumulate funds for replacing our 22 year old backhoe.

DEPARTMENT OBJECTIVES 2016-17

- Expect to replace in 2 years.
- Continue saving to reach the estimated $ 130,000 replacement cost of the equipment.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
WATER DEPARTMENT EQUIPMENT	-	12,819	40,000	-	-	-
CAPITAL OUTLAY	**-**	**12,819**	**40,000**	**-**	**-**	**-**
TOTAL WATER EQUIPMENT	**-**	**12,819**	**40,000**	**-**	**-**	**-**

WATER - SDC

08 RESERVE FUND
7271 WATER – SDC

Reimbursement and improvement fees shall be spent only on capital improvements associated with the water system or on capacity increasing capital improvements including expenditures relating to repayment of indebtedness.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
WATER EQUIPMENT	-	-	-	50,000	50,000	50,000
CAPITAL OUTLAY	**-**	**-**	**-**	**50,000**	**50,000**	**50,000**
CONTINGENCY	-	-	-	15,000	15,000	15,000
CONTINGENCY	**-**	**-**	**-**	**15,000**	**15,000**	**15,000**
TOTAL WATER SDC	**-**	**-**	**-**	**65,000**	**65,000**	**65,000**

UTILITY CONSTRUCTION

08 RESERVE FUND
7280 UTILITY CONSTRUCTION

This account was created to accumulate funds to address all major water and sewer projects.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
UTILITY CONSTRUCTION	-	692,097	350,000	-	-	-
UTILITY CONSTRUCTION EOTEC WELL				100,000	100,000	100,000
SANITARY SEWER MAIN	-	-	-	-	-	-
MOTOR VEHICLES	-	-	-	70,000	70,000	70,000
OTHER IMPROVEMENTS	-	-	-	75,000	75,000	75,000
CAPITAL OUTLAY	**-**	**692,097**	**350,000**	**245,000**	**245,000**	**245,000**
TRANSFER TO UTILITY FUND-RSA	38,528	-	527,000	263,000	263,000	263,000
TRANSFERS OUT	**38,528**	**-**	**527,000**	**263,000**	**263,000**	**263,000**
TOTAL UTILITY CONSTRUCTION	**38,528**	**692,097**	**877,000**	**508,000**	**508,000**	**508,000**

REPAIR/REPLACE - REGIONAL

08 RESERVE FUND
7285 REPAIR/REPLACE – REGIONAL

MISSION STATEMENT
This reserve is to set aside funds for major capital repairs and replacement to the regional water treatment system.

DEPARTMENT DESCRIPTION
This reserve is being made available to continue the repair & replacement of the antiquated and failing Supervisory Control And Data Acquisition (SCADA) system that controls the regional water system.

DEPARTMENT OBJECTIVES 2016-17

- Continue with effort to replace SCADA system this fiscal year.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
REPAIR & REPLACEMENT-REGIONAL	-	79,901	374,400	300,000	300,000	300,000
CAPITAL OUTLAY	**-**	**79,901**	**374,400**	**300,000**	**300,000**	**300,000**
TOTAL REGIONAL REP & REPLACEMNT	**-**	**79,901**	**374,400**	**300,000**	**300,000**	**300,000**

HES IMPROVEMENTS

08 RESERVE FUND
7290 HES IMPROVEMENTS

This is for future HES improvements.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
HES IMPROVEMENTS	-	143,839	-	1,000,000	1,000,000	1,000,000
CAPITAL OUTLAY	**-**	**143,839**	**-**	**1,000,000**	**1,000,000**	**1,000,000**
TRANSFER TO HES FUND	-	-	600,000	-	-	-
TRANSFERS OUT	**-**	**-**	**600,000**	**-**	**-**	**-**
TOTAL HES IMPROVEMENTS	**-**	**143,839**	**600,000**	**1,000,000**	**1,000,000**	**1,000,000**

HCC MAINTENANCE & REPAIRS

08 RESERVE FUND
7296 HCC MAINTENANCE & REPAIRS

MISSION STATEMENT
This reserve was created to accumulate funds to address major maintenance and repairs at the Hermiston Conference Center.

DEPARTMENT DESCRIPTION
This fund receives revenues from the "profit" distribution out of the Conference Center Operating Fund. This fund is to be used for maintenance and repairs at the Conference Center that cost more than $500. Examples of projects paid for in recent years include: New Digital Reader Board, roof repair, electrical repairs to serve digital reader board, repair of main freezer.

DEPARTMENT OBJECTIVES 2016-17
- Allow for the smooth continuous operation of the Hermiston Conference Center without adding annual costs to the City's General Fund.
- Continue to build reserves to pay for large maintenance and repair costs in future years.
- Pay for smaller necessary repairs as they arise.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER IMPROVEMENTS	1,556	648	18,300	25,000	25,000	25,000
CAPITAL OUTLAY	**1,556**	**648**	**18,300**	**25,000**	**25,000**	**25,000**
TOTAL HCC MAINT & REPAIRS	**1,556**	**648**	**18,300**	**25,000**	**25,000**	**25,000**

COMMUNITY ENHANCEMENT

08 RESERVE FUND
7297 COMMUNITY ENHANCEMENT

MISSION STATEMENT
This reserve was created to accumulate funds for community enhancement projects.

DEPARTMENT DESCRIPTION
This fund should be used as a set-aside to be used for matching of potential grant funds.

DEPARTMENT OBJECTIVES 2016-17

- Use these funds to ensure proper completion of the West Highland Avenue Bike Path.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	100,000	100,000	100,000	100,000
MATERIALS & SERVICES	**-**	**-**	**100,000**	**100,000**	**100,000**	**100,000**
TOTAL COMMUNITY ENHANCEMENT	**-**	**-**	**100,000**	**100,000**	**100,000**	**100,000**

CITY HALL IMPROVEMENTS

08 RESERVE FUND
7298 CITY HALL IMPROVEMENTS

This reserve was created to accumulate funds to address capital needs for City Hall.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAL	-	-	50,000	65,000	65,000	65,000
MATERIAL & SERVICES	**-**	**-**	**50,000**	**65,000**	**65,000**	**65,000**
CAPITAL IMPROVEMENTS	-	-	50,000	-	-	-
CAPITAL OUTLAY	**-**	**-**	**50,000**	**-**	**-**	**-**
TOTAL CITY HALL IMPROVEMENTS	**-**	**-**	**100,000**	**65,000**	**65,000**	**65,000**

BELT PARK SUPP ENV PROJECT

08 RESERVE FUND
7299 BELT PARK SUPP ENV PROJECT

This project is funded by a grant from Shearer's Corporation to create a pond in the Hermiston Drain.

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL IMPROVEMENTS	-	-	-	16,800	16,800	16,800
CAPITAL OUTLAY	**-**	**-**	**-**	**16,800**	**16,800**	**16,800**
TOTAL BELT PARK	**-**	**-**	**-**	**16,800**	**16,800**	**16,800**

BONDED DEBT MANAGEMENT

1. Bonded Debt Fund: This fund provides for the levying of necessary property taxes to pay the outstanding general obligation bonds of the city. This fund is also required by Oregon statutes to account for the proceeds of the general obligation bonds issued for water and sewer improvements.

2. General Obligation Debt Limit: ORS 223.295 limit on city indebtedness. "(1) A city may incur indebtedness in the form of general obligation bonds and general obligation interim financing notes pursuant to ORS 223.235."

BONDED DEBT FUND

The City issues bonds to provide funds for the acquisition and construction of major capital facilities. Bonds have been issued for both general government and proprietary activities.

In the spring of 1997 the City issued revenue bonds for utility improvements in the amount of $4,500,000 for the purpose of financing the cost of construction of a new water reservoir, certain water pressure zone and pump improvements and regional water completion improvements. These bonds were refunded in the spring of 2007 and again in the fall of 2011. This obligation will be met in fiscal year 2024-25. Following is a payment schedule for the next seven years:

Water Bonds	**Due Date**	**2016-17**						
Principal	Oct	303,410	0	0	0	0	0	0
Interest	Oct/Apr	12,440	0	0	0	0	0	0
Total		315,850	0	0	0	0	0	0

2011 Utility Ref Bonds	**Due Date**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**
Principal	Aug	240,000	250,000	255,000	260,000	270,000	285,000	295,000
Interest	Aug/Feb	80,350	73,000	65,425	56,400	45,800	34,700	23,100
Total		320,350	323,000	320,425	316,400	315,800	319,700	318,100

In the spring of 2014 the City issued $4,715,000 in revenue bonds to pay for a portion of capital improvements, including constructing, repairing and expanding the City's recycled water treatment facilities and water delivery facilities. Following is a payment schedule for the next seven years:

2014 Utility Rev Bonds	**Due Date**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**
Principal	Nov	0	125,000	130,000	135,000	140,000	145,000	155,000
Interest	Nov/May	200,300	197,800	192,700	187,400	181,900	176,200	170,200
Total		200,300	322,800	322,700	322,400	321,900	321,200	325,000

In the spring of 2003 the City issued $3,635,000 in full faith and credit obligations for the construction of a combined lap and multi-use outdoor community swimming pool and associated facilities. These bonds were refunded in the spring of 2013. This obligation will be met in fiscal year 2032-33. Following is a payment schedule for the next seven years. Following is a payment schedule for the next seven years:

2013 Ref Pool Bonds	**Due Date**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**
Principal	Dec.	100,000	100,000	110,000	120,000	130,000	140,000	145,000
Interest	Dec/Jun	89,925	88,900	86,670	83,220	78,820	73,420	67,720
Total		189,925	198,900	196,670	203,220	208,820	213,420	212,720

Hermiston Energy Services

Receiving a "Volume Cap" allocation from the State of Oregon Private Activity Board allowed the city to finance costs to acquire the assets of the electric distribution system from PacificCorp through a permanent bond issue on a tax-exempt basis versus taxable rate. In February 2002 the City was successful in receiving the balance of its request for "Volume Cap" and proceeded with permanent bond financing. The city worked with Banc of America Securities LLC on its permanent financing which was completed in October 2005. This obligation will be met in the fiscal year 2032-33. Following is a payment schedule for the next seven years:

2005 HES Obligations	Due Date	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Principal	Oct	330,000	365,000	395,000	430,000	470,000	510,000	550,000
Interest	Oct/Apr	506,060	492,160	476,465	458,900	439,810	418,090	393,710
Total		836,060	857,160	871,465	888,900	909,810	928,090	943,710

In the spring of 2009 the City of Hermiston was awarded a state loan from the Special Public Works Fund for water and wastewater improvements and roadway construction of Penny Avenue in the amount of $76,362 at an interest rate of 4.99%. Following is a payment schedule for this loan:

Penny Avenue/Pioneer Hi-Bred Improvements

Payment Date	Principal	Interest	Total Due	Balance
~~12/01/09~~		~~1,284.22~~	~~1,284.22~~	~~76,362.00~~
~~12/01/10~~	~~6,073.97~~	~~3,810.46~~	~~9,884.43~~	~~70,288.03~~
~~12/01/11~~	~~6,377.06~~	~~3,507.37~~	~~9,884.43~~	~~63,910.97~~
~~12/01/12~~	~~6,695.27~~	~~3,189.16~~	~~9,884.43~~	~~57,215.70~~
~~12/01/13~~	~~7,029.37~~	~~2,855.06~~	~~9,884.43~~	~~50,186.33~~
~~12/01/14~~	~~7,380.13~~	~~2,504.30~~	~~9,884.43~~	~~42,806.20~~
~~12/01/15~~	~~7,748.40~~	~~2,136.03~~	~~9,884.43~~	~~35,057.80~~
12/01/16	8,135.05	1,749.38	9,884.43	26,922.75
12/01/17	8,540.98	1,434.45	9,884.43	18,381.77
12/01/18	8,967.18	917.25	9,884.43	9,414.59
12/01/19	9,414.59	469.79	9,884.38	.00

In the spring of 2010 the City of Hermiston was awarded a loan (R43770) from the Clean Water State Revolving Fund through the Oregon Department of Environmental Quality. The Loan is a "Revenue Secured Loan" for the purpose of making improvements to the recycled water treatment system for $4,047,328 at an interest rate of 2.83% over twenty years. The City was awarded a second loan (R43771) for the project in the fall of 2010 for $11,409,645. The second loan has a 2.65% interest rate and a twenty year repayment period. Loan R43771 was amended in September 2011 to increase the loan amount to $17,052,672. Following is a payment schedule for the next seven years for both loans.

CLEAN WATER STATE REVOLVING FUND LOAN

R43770	Due Date	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Principal	Oct/Apr	162,570	167,203	171,968	176,870	181,910	187,095	192,161
Interest	Oct/Apr	128,370	122,924	117,323	111,562	105,637	99,543	93,541
Total		290,940	290,127	289,291	288,432	287,547	286,638	285,702

R43771	Due Date	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
Principal	Oct/Apr	687,023	705,350	724,164	743,483	763,315	783,677	804,582
Interest	Oct/Apr	520,322	498,515	476,127	453,139	429,541	405,311	380,436
Total		1,207,345	1,203,865	1,200,291	1,196,622	1,192,856	1,188,988	1,185,018

BONDED DEBT RESOURCES

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
BOND TAXES	302,941	304,241	250,000	250,000	250,000	250,000
DELINQUENT TAXES	15,206	11,495	11,890	10,000	10,000	10,000
PROPERTY TAXES	**318,147**	**315,737**	**261,890**	**260,000**	**260,000**	**260,000**
TRANS FM GENERAL	188,058	191,397	190,750	189,925	189,925	189,925
TRANS FM UTILITY-LOANS	9,884	9,884	9,884	-	-	-
TRANS FM UTILITY-2007 BONDS	313,583	313,597	317,780	-	-	-
TRANS FM ENERGY SERVICES	791,114	805,739	823,950	-	-	-
TRANS FM UTILITY-2014 BONDS	-	193,623	200,300	-	-	-
TRANS FM UTILITY CWSRF	-	754,190	1,662,800	-	-	-
TRANSFERS IN	**1,302,639**	**2,268,431**	**3,205,464**	**189,925**	**189,925**	**189,925**
ADMINISTRATIVE INCOME	54	-	-	-	-	-
MISC REVENUES	**54**	**-**	**-**	**-**	**-**	**-**
CASH FORWARD	-	-	300,000	250,000	250,000	250,000
CASH FORWARD	**-**	**-**	**300,000**	**250,000**	**250,000**	**250,000**
TOTAL	**1,620,839**	**2,584,167**	**3,767,354**	**699,925**	**699,925**	**699,925**

BONDED DEBT REQUIREMENTS

	Due Date	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PRINCIPAL							
2007 Utility (Refunding)	Oct	266,791	277,745	293,314	-	-	-
TOTAL UTILITY BONDS		**266,791**	**277,745**	**293,314**	**-**	**-**	**-**
2011 Utility (Refunding)	Aug	225,000	230,000	235,000	240,000	240,000	240,000
TOTAL GO BONDS		**225,000**	**230,000**	**235,000**	**240,000**	**240,000**	**240,000**
2005 Energy	Oct	250,000	275,000	305,000	-	-	-
Pool Construction	Dec	65,000	-	-	-	-	-
Pool Refunding	Dec	70,000	100,000	100,000	100,000	100,000	100,000
2014 Water & Sewer WWTP	Dec	-	-	-	-	-	-
TOTAL REVENUE BONDS		**385,000**	**375,000**	**405,000**	**100,000**	**100,000**	**100,000**
TOTAL PRINCIPAL		**876,791**	**882,745**	**933,314**	**340,000**	**340,000**	**340,000**
INTEREST							
2007 Utility (Refunding)	Oct/Apr	46,793	35,855	24,466	-	-	-
TOTAL UTILITY BONDS		**46,793**	**35,855**	**24,466**	**-**	**-**	**-**
2011 Utility (Refunding)	Aug/Feb	96,980	92,125	86,890	80,350	80,350	80,350
TOTAL GO BONDS		**96,980**	**92,125**	**86,890**	**80,350**	**80,350**	**80,350**
2005 Energy	Oct/Apr	541,114	530,740	518,950	-	-	-
Pool Construction	Dec/June	140,160	-	-	-	-	-
Pool Refunding	Dec/June	97,710	91,400	90,750	89,925	89,925	89,925
2014 Water & Sewer WWTP	Dec/June	-	193,623	200,300	-	-	-
TOTAL REVENUE BONDS		**778,984**	**815,763**	**810,000**	**89,925**	**89,925**	**89,925**
TOTAL INTEREST		**922,757**	**943,743**	**921,356**	**170,275**	**170,275**	**170,275**
NOTES PAYABLE							
Penny/Pioneer SPWF	Dec	9,884	9,884	9,884	-	-	-
CWSRF - WWTP	Dec/June	-	750,691	1,662,800	-	-	-
		9,884	**760,575**	**1,672,684**	**-**	**-**	**-**
UNAPPROP BALANCE		-	-	240,000	189,650	189,650	189,650
TOTAL BONDED DEBT		**1,809,432**	**2,587,063**	**3,767,354**	**699,925**	**699,925**	**699,925**

RECREATION SPECIAL REVENUE FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for amounts designated for recreation activities for city residents.

RESOURCES

07
RECREATION SPECIAL REVENUE FUND

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
LOCAL GRANTS	500	2,000	-	-	-	-
STATE GRANTS	135,000	34,804	-	-	-	-
INSURANCE RECOVERIES	19,200	-	-	-	-	-
FROM OTHER AGENCIES	**154,700**	**36,804**	**-**	**-**	**-**	**-**
ACTIVITY GUIDE	4,520	9,710	-	-	-	-
ADULT RECREATION FEES	21,801	16,124	-	-	-	-
YOUTH RECREATION FEES	47,247	57,340	-	-	-	-
SERVICE CHARGES	**73,569**	**83,173**	**-**	**-**	**-**	**-**
DONATIONS	53,667	11,903	-	-	-	-
MISC REVENUES	**53,667**	**11,903**	**-**	**-**	**-**	**-**
INTERFUND LOANS	-	-	-	15,000	15,000	15,000
NON-REVENUE RECEIPTS	**-**	**-**	**-**	**15,000**	**15,000**	**15,000**
YOUTH REC. ACTIVITES	244	-	-	-	-	-
TRANSFER FROM RESERVE FUND	77,350	-	-	-	-	-
TRANSFER FROM GENERAL FUND	193,900	45,000	-	-	-	-
TRANSFER FROM MUNICIPAL COURT	3,657	5,210	5,070	-	-	-
TRANSFER FROM STREET FUND	8,750	-	-	-	-	-
TRANSFERS IN	**283,901**	**50,210**	**5,070**	**-**	**-**	**-**
CASH FORWARD	-	118,000	235,000	360,000	360,000	360,000
CASH FORWARD	**-**	**118,000**	**235,000**	**360,000**	**360,000**	**360,000**
TOTAL RECREATION FUND	**565,836**	**300,090**	**240,070**	**375,000**	**375,000**	**375,000**

EXPENDITURES

07
RECREATION SPECIAL REVENUE FUND

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
ADVERTISING	2,085	3,193	-	-	-	-
MISCELLANEOUS CONTRACTUAL	623,114	59,141	-	-	-	-
FOOD & MISCELLANEOUS	8,887	9,300	-	-	-	-
RECREATIONAL SUPPLIES	25,746	22,374	-	-	-	-
MATERIALS & SERVICES	**659,833**	**94,007**	**-**	**-**	**-**	**-**
TRANSFER TO RESERVE FUND			57,086	-	-	-
TRANSFER TO RESERVE FUND	**-**	**-**	**57,086**	**-**	**-**	**-**
RESERVE FOR FUTURE EXPEND	-	-	182,984	375,000	375,000	375,000
RESERVE FOR FUTURE EXPEND	**-**	**-**	**182,984**	**375,000**	**375,000**	**375,000**
TOTAL RECREATION FUND	**659,833**	**94,007**	**240,070**	**375,000**	**375,000**	**375,000**

RECREATION EXPENDITURES
By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	659,833	94,007	-	-	-	-
TRANSFERS OUT	-	-	57,086	-	-	-
RESERVE FOR FUTURE EXPEND	-	-	182,984	375,000	375,000	375,000
TOTAL RECREATION FUND	**659,833**	**94,007**	**240,070**	**375,000**	**375,000**	**375,000**

911 COMMUNICATIONS

As part of an agreement between area agencies (implemented in May of 2014) committed to transitioning to our Computer Aided Dispatch (CAD) and Records Management System (RMS), we agreed to consolidate our dispatch center into that of Umatilla County effective July 1st, 2014.

All local police and fire entities within Umatilla and Morrow Counties (less Milton-Freewater and Umatilla Tribal) agreed to spend over $ 720,000 to purchase the CAD/RMS system we have utilized since 1999.

This department retained the communications manager and (2) general clerical personnel from the dispatchers we had employed. The remaining dispatchers were transferred (statutorily) to Umatilla County.

PERSONNEL DISTRIBUTION

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
Administrative Captain	.00	.00	.00	.00	.00	.00
Administrative Lieutenant	.50	.00	.00	.00	.00	.00
Administrative Sergeant	.00	.00	.00	.00	.00	.00
Communications Manager	.00	.00	.00	.00	.00	.00
Dispatch/Clerk	7.0	.00	.00	.00	.00	.00
Data Entry Clerk	1.0	.00	.00	.00	.00	.00
Total FTE	**8.50**	**0.00**	**0.00**	**0.00**	**.00**	**.00**

RESOURCES

09
911 COMMUNICATIONS

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
911 COMMUNICATIONS TAX	129,659	-	-	-	-	-
TRANSFER FROM GENERAL FUND	703,705	-	-	-	-	-
TOTAL	**833,364**	**-**	**-**	**-**	**-**	**-**

EXPENDITURES BY CATEGORY

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	687,239	-	-	-	-	-
MATERIALS & SERVICES	50,696	-	-	-	-	-
CAPITAL OUTLAY	530	-	-	-	-	-
TOTAL 911 FUND	**738,464**					

911 COMMUNICATIONS DETAILED EXPENDITURES

09
7170 911 COMMUNICATIONS

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SALARY & WAGES	427,786	-	-	-	-	-
OVERTIME	11,442	-	-	-	-	-
UNEMPLOYMENT INSURANCE	2,196	-	-	-	-	-
ACCIDENT INSURANCE	2,624	-	-	-	-	-
RETIREMENT	92,091	-	-	-	-	-
SOCIAL SECURITY	33,460	-	-	-	-	-
MEDICAL, DENTAL & LIFE INS	117,639	-	-	-	-	-
TRAVEL & TRAINING	4,183	-	-	-	-	-
TELEPHONE	17,373	-	-	-	-	-
REPAIRS-OFFICE EQUIPMENT	28,446	-	-	-	-	-
UNIFORMS	694	-	-	-	-	-
OTHER EQUIPMENT	530	-	-	-	-	-
TOTAL 911 FUND	**738,464**	**-**	**-**	**-**	**-**	**-**

MUNICIPAL COURT FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is primarily used to account for court fines and penalties.

RESOURCES

10
MUNICIPAL COURT SPECIAL REVENUE FUND

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
FINES & PENALTIES	184,965	204,789	251,115	246,900	246,900	246,900
FINES & PENALTIES	**184,965**	**204,789**	**251,115**	**246,900**	**246,900**	**246,900**
CASH FORWARD	-	-	35,000	35,000	35,000	35,000
CASH FORWARD	**-**	**-**	**35,000**	**35,000**	**35,000**	**35,000**
TOTAL MUNI COURT FUND	**184,965**	**204,789**	**286,115**	**281,900**	**281,900**	**281,900**

EXPENDITURES

By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	18,050	8,985	18,500	26,500	26,500	26,500
TRANSFERS:						
LAW ENF FUND	10,662	16,106	15,145	16,000	16,000	16,000
RECREATION FUND	3,657	5,210	5,070	-	-	-
GENERAL FUND	-	-	-	5,200	5,200	5,200
SPECIAL PAYMENTS	153,766	166,895	212,400	212,400	212,400	212,400
RES - FUTURE EXPENDITURES	-	-	35,000	21,800	21,800	21,800
TOTAL MUNI COURT FUND	**186,133**	**197,195**	**286,115**	**281,900**	**281,900**	**281,900**

MUNICIPAL COURT DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
SECURITY, TRAINING & EQUIPMENT	18,050	8,985	18,500	26,500	26,500	26,500
MATERIALS & SERVICES	**18,050**	**8,985**	**18,500**	**26,500**	**26,500**	**26,500**
TRANS TO LAW ENF. FUND	10,662	16,106	15,145	16,000	16,000	16,000
TRANS TO RECREATION FUND	3,657	5,210	5,070	-	-	-
TRANS TO GENERAL FUND	-	-	-	5,200	5,200	5,200
TRANSFERS OUT	**14,318**	**21,316**	**20,215**	**21,200**	**21,200**	**21,200**
SPECIAL PAYMENTS	153,766	166,895	212,400	212,400	212,400	212,400
SPECIAL PAYMENTS	**153,766**	**166,895**	**212,400**	**212,400**	**212,400**	**212,400**
RESERVE FOR FUTURE EXPEND	-	-	35,000	21,800	21,800	21,800
RESERVE FOR FUTURE EXPEND	**-**	**-**	**35,000**	**21,800**	**21,800**	**21,800**
TOTAL MUNI COURT FUND	**186,133**	**197,195**	**286,115**	**281,900**	**281,900**	**281,900**

MISCELLANEOUS SPECIAL REVENUE FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for the CIS Wellness grant and certain pass-through payments related to payroll and surcharges due to the state.

RESOURCES

11
MISCELLANEOUS SPECIAL REVENUE FUND

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CONST PERMIT SURCHARGE	17,966	16,633	25,000	25,000	25,000	25,000
SERVICE CHARGES	**17,966**	**16,633**	**25,000**	**25,000**	**25,000**	**25,000**
CASH FORWARD	-	10,000	12,500	10,000	10,000	10,000
CASH FORWARD	**-**	**10,000**	**12,500**	**10,000**	**10,000**	**10,000**
TOTAL	**17,966**	**26,633**	**37,500**	**35,000**	**35,000**	**35,000**

EXPENDITURES

By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	-	-	10,000	10,000	10,000	10,000
MATERIALS & SERVICES	548	-	-	-	-	-
TRANSFERS	-	-	2,500	-	-	-
SPECIAL PAYMENTS	17,902	16,773	25,000	25,000	25,000	25,000
TOTAL	**18,450**	**16,773**	**37,500**	**35,000**	**35,000**	**35,000**

MISCELLANEOUS SPECIAL REVENUE FUND DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
EMPLOYMENT CLAIMS	-	-	10,000	10,000	10,000	10,000
PERSONNEL SERVICES	**-**	**-**	**10,000**	**10,000**	**10,000**	**10,000**
FOOD & MISCELLANEOUS	548	-	-	-	-	-
MATERIALS & SERVICES	**548**	**-**	**-**	**-**	**-**	**-**
TRANS TO GENERAL FUND	-	-	2,500			
TRANSFERS	**-**	**-**	**2,500**	**-**	**-**	**-**
CONST PERMIT SURCHARGE	17,902	16,773	25,000	25,000	25,000	25,000
SPECIAL PAYMENTS	**17,902**	**16,773**	**25,000**	**25,000**	**25,000**	**25,000**
TOTAL	**18,450**	**16,773**	**37,500**	**35,000**	**35,000**	**35,000**

CONFERENCE CENTER SPECIAL REVENUE FUND

MISSION STATEMENT
To serve the needs of Hermiston and the surrounding area for cultural events, public and private conferences, shows, exhibitions, and private functions.

DEPARTMENT DESCRIPTION
The City owns the Hermiston Conference and Convention Center, and funds the operation thereof. A portion of the Transient Room Tax is dedicated for improvements, maintenance, and operation of the Conference Center. The operation of the Conference Center is conducted through a management contract with the Greater Hermiston Area Chamber of Commerce.

DEPARTMENT OBJECTIVES 2016-17

- Provide a facility that is of high enough quality to host large events for local and regional groups at a competitive rental price.
- Provide a facility that is of high enough quality that local groups will utilize it for meetings and gatherings in exchange for a competitive rental price.
- Achieve these objectives with only a minimal public subsidy.

RESOURCES

12
CONFERENCE CENTER SPECIAL REVENUE FUND

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MANAGEMENT REVENUE	64,350	64,350	-	-	-	-
EVENT REVENUE	104,061	107,792	90,000	90,000	90,000	90,000
SERVICE CHARGES	**168,411**	**172,142**	**90,000**	**90,000**	**90,000**	**90,000**
MISC. REVENUE	4,829	5,024	4,000	1,000	1,000	1,000
MISCELLANEOUS REVENUES	**4,829**	**5,024**	**4,000**	**1,000**	**1,000**	**1,000**
TRANSFER FROM GENERAL FUND	-	-	95,975	96,525	96,525	96,525
TRANSFERS FROM	-	-	**95,975**	**96,525**	**96,525**	**96,525**
CASH FORWARD	-	-	92,570	50,000	50,000	50,000
CASH FORWARD	-	-	**92,570**	**50,000**	**50,000**	**50,000**
TOTAL CONF FUND	**173,240**	**177,166**	**282,545**	**237,525**	**237,525**	**237,525**

EXPENDITURES

By category

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	104,973	155,542	198,785	187,525	187,525	187,525
TRANSFERS:						
RESERVE FUND	11,500	1,535	26,260	-	-	-
RESERVE FOR FUTURE EXPENDITURES			57,500	50,000	50,000	50,000
TOTAL CONF FUND	**116,473**	**157,077**	**282,545**	**237,525**	**237,525**	**237,525**

CONFERENCE CENTER DETAILED EXPENDITURES

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
EVENT EXPENSES - ADVERTISING	310	210	-	-	-	-
EVENT EXPENSES - JANITORIAL	32,144	29,332	36,000	31,000	31,000	31,000
EVENT EXPENSES - LINEN	2,772	4,013	2,600	3,600	3,600	3,600
EVENT EXPENSES - SECURITY	6,243	8,922	13,000	11,000	11,000	11,000
EVENT EXPENSES - REFUNDS	614	300	500	-	-	-
NON-EVENT EXP. - ADVERTISING	400	200	1,000	500	500	500
NON-EVENT EXP- MINOR/SAFETY	230	-	400	400	400	400
NON-EVENT EXP. - JANITORIAL	12,796	14,993	8,000	15,000	15,000	15,000
NON-EVENT EXP. - LINEN	2,404	2,649	2,600	2,600	2,600	2,600
NON-EVENT EXP.-MANAGEMENT FEE	100	69,977	64,350	65,300	65,300	65,300
NON-EVENT EXP.-REPAIR & MAINT.	1,520	4,797	4,200	4,700	4,700	4,700
NON-EVENT EXP. - SECURITY	1,025	1,025	1,400	1,400	1,400	1,400
NON-EVENT EXP. - SUPPLIES	14,566	16,555	17,500	17,500	17,500	17,500
NON-EVENT EXP. - UTILITIES	3,020	2,570	3,300	3,300	3,300	3,300
DIST. OF PROFITS - CHAMBER	13,415	-	10,310	-	-	-
DIST. OF PROFITS-HCC OPER FUND	13,415	-	2,000	-	-	-
CITY PD- PROPERTY & LIABILITY	-	-	8,325	8,325	8,325	8,325
CITY PD- UTILITIES	-	-	17,300	17,300	17,300	17,300
CITY PD- MISC CONTRACTUAL	-	-	900	900	900	900
CITY PD- FUEL-OTHER THAN VEHIC	-	-	5,100	4,700	4,700	4,700
MATERIALS & SERVICES	**104,973**	**155,542**	**198,785**	**187,525**	**187,525**	**187,525**
TRANS TO RES - HCC	11,500	1,535	26,260	-	-	-
TRANSFERS OUT	**11,500**	**1,535**	**26,260**	**-**	**-**	**-**
RESERVE FOR FUTURE EXPEND.	-	-	57,500	50,000	50,000	50,000
RESERVE FOR FUTURE EXPEND.	**-**	**-**	**57,500**	**50,000**	**50,000**	**50,000**
TOTAL CONF FUND	**116,473**	**157,077**	**282,545**	**237,525**	**237,525**	**237,525**

CHRISTMAS EXPRESS SPECIAL REVENUE FUND

The Hermiston Police Department utilizes a special revenue fund to account for specific revenues that are restricted to expenditure(s) for particular law enforcement purposes. The Christmas Express special revenue fund includes donated monies by persons in this community.

RESOURCES

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Propose	2016-17 Approve	2016-17 Adopted
DONATIONS	-	-	-	15,000	15,000	15,000
MISC REVENUES	**-**	**-**	**-**	**15,000**	**15,000**	**15,000**
CASH FORWARD	-	-	-	19,690	19,690	19,690
CASH FORWARD	-	-	**-**	**19,690**	**19,690**	**19,690**
TOTAL REV FUND	**-**	**-**	**-**	**34,690**	**34,690**	**34,690**

EXPENDITURES

By category

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Propose	2016-17 Approve	2016-17 Adopted
MATERIALS & SERVICES	-	-	-	34,690	34,690	34,690
TOTAL XMAS EXPRESS FUND	**-**	**-**	**-**	**34,690**	**34,690**	**34,690**

CHRISTMAS EXPRESS SPECIAL REVENUE FUND DETAILED EXPENDITURES

19 CHRISTMAS EXPRESS SPECIAL REVENUE FUND
7500

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Propose	2016-17 Approve	2016-17 Adopted
FOOD & MISCELLANEOUS	-	-	-	34,690	34,690	34,690
MATERIALS & SERVICES	**-**	**-**	**-**	**34,690**	**34,690**	**34,690**
TOTAL XMAS EXPRESS FUND	**-**	**-**	**-**	**34,690**	**34,690**	**34,690**

LAW ENFORCEMENT FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for amounts designated by the City for law enforcement and related purposes.

RESOURCES

20 LAW ENFORCEMENT FUND
7600

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Propose	2016-17 Approved	2016-17 Adopted
GRANT- JUVENILE CRIME (CAB)	-	-	-	2,500	2,500	2,500
GRANTS - FEDERAL INDIRECT	12,227	9,718	8,600	7,000	7,000	7,000
GRANTS - FEDERAL DIRECT	-	1,050	-	4,000	4,000	4,000
GRANTS - LOCAL	2,500	25,191	4,300	4,430	4,430	4,430
FROM OTHER AGENCIES	**14,727**	**35,960**	**12,900**	**17,930**	**17,930**	**17,930**
MISC REVENUES	-	-	-			
DONATIONS	12,975	13,325	15,000	-	-	-
MISC REVENUES	**12,975**	**13,325**	**15,000**	**-**	**-**	**-**
TRANS FROM MUNICIPAL COUR	10,661	16,106	15,145	16,000	16,000	16,000
TRANSFERS IN	**10,661**	**16,106**	**15,145**	**16,000**	**16,000**	**16,000**
CASH FORWARD	-	12,000	34,500	44,950	44,950	44,950
CASH FORWARD	-	12,000	**34,500**	**44,950**	**44,950**	**44,950**
TOTAL LAW ENF FUND	**38,362**	**77,391**	**77,545**	**78,880**	**78,880**	**78,880**

EXPENDITURES

By category

20 LAW ENFORCEMENT FUND
7600

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Propose	2016-17 Approved	2016-17 Adopted
PERSONNEL SERVICES	12,537	8,895	6,100	11,000	11,000	11,000
MATERIALS & SERVICES	29,065	36,628	40,300	20,930	20,930	20,930
CONTINGENCY	-	-	-	33,950	33,950	33,950
RESERVE FOR FUTURE EXPEND	-	-	31,145	13,000	13,000	13,000
TOTAL LAW ENF FUND	**41,602**	**45,522**	**77,545**	**78,880**	**78,880**	**78,880**

LAW ENFORCEMENT FUND DETAILED EXPENDITURES

20 LAW ENFORCEMENT FUND 7600

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Propose	2016-17 Approved	2016-17 Adopted
OVERTIME	12,537	8,895	6,100	11,000	11,000	11,000
PERSONNEL SERVICES	**12,537**	**8,895**	**6,100**	**11,000**	**11,000**	**11,000**
PROFESSIONAL DEVELOPMENT	2,141	4,965	6,000	6,000	6,000	6,000
MISC CONTRACTUAL	2,000	1,095	2,000	2,000	2,000	2,000
FOOD & MISCELLANEOUS	15,976	15,965	22,000	-	-	-
MINOR SAFETY EQUIPMENT	8,949	14,602	10,300	12,930	12,930	12,930
MATERIALS & SERVICES	**29,065**	**36,628**	**40,300**	**20,930**	**20,930**	**20,930**
CONTINGENCY	-	-	-	33,950	33,950	33,950
CONTINGENCY	**-**	**-**	**-**	**33,950**	**33,950**	**33,950**
RESERVE FOR FUTURE EXPEND	-	-	31,145	13,000	13,000	13,000
RESERVE FOR FUTURE EXPEND	**-**	**-**	**31,145**	**13,000**	**13,000**	**13,000**
TOTAL LAW ENF FUND	**41,602**	**45,522**	**77,545**	**78,880**	**78,880**	**78,880**

LIBRARY FUND

Special revenue funds are used to account for specific revenues that are restricted to expenditure for particular purposes. This fund is used to account for amounts designated by the City for library operations and improvements.

RESOURCES

21 LIBRARY FUND
7700

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
FINES & FEES	14,543	14,057	16,000	15,000	15,000	15,000
FINES & PENALTIES	**14,543**	**14,057**	**16,000**	**15,000**	**15,000**	**15,000**
GRANTS - PRIVATE	475	194	3,000	3,000	3,000	3,000
GRANTS - STATE	2,833	3,071	-	-	-	-
GRANTS - FEDERAL	-	583	-		-	-
GRANTS - E-RATE	587	-	2,000	-	-	-
FROM OTHER AGENCIES	**3,895**	**3,848**	**5,000**	**3,000**	**3,000**	**3,000**
WINDMILL DISTRICT	-	-	-	1,200	1,200	1,200
RENTAL	500	1,935	1,000	1,500	1,500	1,500
SERVICE CHARGES	**500**	**1,935**	**1,000**	**2,700**	**2,700**	**2,700**
SALES & SERVICE	2,076	1,942	1,000	1,500	1,500	1,500
DONATIONS & CONTRIBUTIONS	4,722	5,171	3,000	3,000	3,000	3,000
MISCELLANEOUS REVENUES	**6,798**	**7,114**	**4,000**	**4,500**	**4,500**	**4,500**
CASH FORWARD	4,000	22,200	32,000	32,000	32,000	32,000
CASH FORWARD	**4,000**	**22,200**	**32,000**	**32,000**	**32,000**	**32,000**
TOTAL LIBRARY FUND	**29,736**	**49,154**	**58,000**	**57,200**	**57,200**	**57,200**

EXPENDITURES

By category

21 LIBRARY FUND
7700

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	16,588	17,986	28,500	29,000	29,000	29,000
CAPITAL OUTLAY	14,550	9,047	17,500	15,000	15,000	15,000
RESERVE FOR FUTURE EXPENDITURES	-	-	12,000	13,200	13,200	13,200
TOTAL LIBRARY FUND	**31,138**	**27,033**	**58,000**	**57,200**	**57,200**	**57,200**

LIBRARY FUND DETAILED EXPENDITURES

21 LIBRARY FUND
7700

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
TRAVEL & TRAINING	-	150	1,500	1,000	1,000	1,000
MISC CONTRACTUAL	9,289	9,154	15,500	15,000	15,000	15,000
LICENSES & PERMITS	1,722	831	500	-	-	-
OFFICE SUPPLIES	5,577	3,363	5,000	5,000	5,000	5,000
FOOD & MISCELLANEOUS	-	4,487	6,000	8,000	8,000	8,000
MATERIALS & SERVICES	**16,588**	**17,986**	**28,500**	**29,000**	**29,000**	**29,000**
BOOKS	14,550	6,578	16,000	15,000	15,000	15,000
REIMBURSABLE EXPENDITURES	-	2,469	1,500	-	-	-
CAPITAL OUTLAY	**14,550**	**9,047**	**17,500**	**15,000**	**15,000**	**15,000**
RESERV FOR FUTURE EXPEND	-	-	12,000	13,200	13,200	13,200
RESERVE FOR FUTURE EXPEND	**-**	**-**	**12,000**	**13,200**	**13,200**	**13,200**
TOTAL LIBRARY FUND	**31,138**	**27,033**	**58,000**	**57,200**	**57,200**	**57,200**

RWTP CONSTRUCTION

In accordance with the city policy of isolating and independently accounting for major capital projects, the Recycled Water Treatment Plant construction project fund was created by supplemental budget in fiscal year 2008-09 in connection with the City's Recycled Water Plant project.

RESOURCES

16
6310 RWTP CONSTRUCTION

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2065-17 Approved	2016-17 Adopted
STATE SRF LOAN	-	4,918,630	-	-	-	-
FROM OTHER AGENCIES	**-**	**4,918,630**	**-**	**-**	**-**	**-**
TOTAL RWTP CONST FUND	**-**	**4,918,630**	**-**	**-**	**-**	**-**

EXPENDITURES

By category

16
6310 RWTP CONSTRUCTION

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	-	-	-	-	-	-
CAPITAL OUTLAY	-	1,022,069	-	-	-	-
TOTAL RWTP CONST FUND	**-**	**1,022,069**	**-**	**-**	**-**	**-**

RWTP CONSTRUCTION DETAILED EXPENDITURES

16
6310 RWTP CONSTRUCTION

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER PROFESSIONAL SERVICES	-	-	-	-	-	-
MISCELLANEOUS CONTRACTUAL	-	-	-	-	-	-
MATERIALS & SERVICES	**-**	**-**	**-**	**-**	**-**	**-**
CAPITAL IMPROVEMENTS	-	1,022,069	-	-	-	-
CAPITAL OUTLAY	**-**	**1,022,069**	**-**	**-**	**-**	**-**
TOTAL RWTP CONST FUND	**-**	**1,022,069**	**-**	**-**	**-**	**-**

EOTEC CONSTRUCTION

This fund was created for the accountability of funds for the purpose of acquiring, developing, constructing and equipping the Eastern Oregon Trade and Event Center (EOTEC).

RESOURCES

18
6760 EOTEC CONSTRUCTION

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
INTEREST ON INVESTMENTS	-	-	-	-	-	-
INTEREST EARNINGS	**-**	**-**	**-**	**-**	**-**	**-**
STATE LOTTERY GRANT	61,458	2,541,930	-	-	-	-
FROM OTHER AGENCIES	**61,458**	**2,541,930**	**-**	**-**	**-**	**-**
CASH FORWARD	-	6,000,000	5,400,000	-	-	-
CASH FORWARD	**-**	**6,000,000**	**5,400,000**	**-**	**-**	**-**
TOTAL EOTEC CONST FUND	**61,458**	**8,541,930**	**5,400,000**	**-**	**-**	**-**

EXPENDITURES

By category

18
6760 EOTEC CONSTRUCTION

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	58,679	2,542,480	5,400,000	-	-	-
TOTAL EOTEC CONST FUND	**58,679**	**2,542,480**	**5,400,000**	**-**	**-**	**-**

EOTEC CONSTRUCTION DETAILED EXPENDITURES

18
6760 EOTEC CONSTRUCTION

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MISCELLANEOUS CONTRACTUAI	58,679	2,542,480	5,400,000	-	-	-
MATERIALS & SERVICES	**58,679**	**2,542,480**	**5,400,000**	**-**	**-**	**-**
TOTAL EOTEC CONST FUND	**58,679**	**2,542,480**	**5,400,000**	**-**	**-**	**-**

2014 WATER & SEWER REVENUE BONDS

In the spring of 2014 the City issued $4,715,000 in revenue bonds to pay for a portion of capital improvements, including constructing, repairing and expanding the City's wastewater treatment facilities and water delivery facilities.

RESOURCES

31 WATER & SEWER REVENUE BONDS
8200

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
INTEREST ON INVESTMENTS	-	18,142	-	-		
USE OF CITY MONEY	**-**	**18,142**	**-**	**-**	**-**	**-**
PROCEEDS FROM REV BONDS	4,864,162	-	-	-	-	-
NON-REVENUE RECEIPTS	**4,864,162**	**-**	**-**	**-**	**-**	**-**
CASH FORWARD	-	-	1,300,000	-	-	-
CASH FORWARD	**-**	**-**	**1,300,000**	**-**	**-**	**-**
TOTAL 2014 WTR & SWR BONDS	**4,864,162**	**18,142**	**1,300,000**	**-**	**-**	**-**

EXPENDITURES BY CATEGORY

31 WATER & SEWER REVENUE BONDS
8200

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
MATERIALS & SERVICES	191,538	-	-	-	-	-
CAPITAL OUTLAY	-	3,858,520	1,300,000	-	-	-
TOTAL 2014 WTR & SWR BONDS	**191,538**	**3,858,520**	**1,300,000**	**-**	**-**	**-**

2014 WATER & SEWER REVENUE BONDS DETAILED EXPENDITURES

31 WATER & SEWER REVENUE BONDS
8200

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
OTHER PROF SERVICES	191,538	-	-	-	-	-
MISC CONTRACTUAL	-	-	-	-		
MATERIALS & SERVICES	**191,538**	**-**	**-**	**-**	**-**	**-**
CAPITAL IMPROVEMENTS	-	3,858,520	1,300,000	-	-	-
CAPITAL OUTLAY	**-**	**3,858,520**	**1,300,000**	**-**	**-**	**-**
TOTAL 2014 WTR & SWR BONDS	**191,538**	**3,858,520**	**1,300,000**	**-**	**-**	**-**

SENIOR CENTER CONSTRUCTION FUND

MISSION STATEMENT

The City has received a two Million dollar grant from CDBG to design and construct a new senior center. An agreement has been established to locate the new center on school district property, just west of the Library.

DEPARTMENT OBJECTIVES 2016-17

- Complete the Harkenrider Senior Center Fall of 2017.

RESOURCES

32 SENIOR CENTER CONSTRUCTION FUND
8300

	2013-14 Received	2014-15 Received	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CDBG GRANT - FEDERAL	-	-	2,000,000	1,929,000	1,929,000	1,929,000
FROM OTHER AGENCIES	**-**	**-**	**2,000,000**	**1,929,000**	**1,929,000**	**1,929,000**
TRANSFER FROM GENERAL FUND	-	73,360	-	750,000	750,000	750,000
TRANSFERS	**-**	**73,360**	**-**	**750,000**	**750,000**	**750,000**
CASH FORWARD	-	-	73,360	27,300	27,300	27,300
CASH FORWARD	**-**	**-**	**73,360**	**27,300**	**27,300**	**27,300**
TOTAL SENIOR CTR FUND	**-**	**73,360**	**2,073,360**	**2,706,300**	**2,706,300**	**2,706,300**

EXPENDITURES

32 SENIOR CENTER CONSTRUCTION FUND
8300

	2013-14 Expended	2014-15 Expended	2015-16 Budget	2016-17 Proposed	2016-17 Approved	2016-17 Adopted
CAPITAL OUTLAY	-	528	2,073,360	2,706,300	2,706,300	2,706,300
CAPITAL OUTLAY	**-**	**528**	**2,073,360**	**2,706,300**	**2,706,300**	**2,706,300**
TOTAL	**-**	**528**	**2,073,360**	**2,706,300**	**2,706,300**	**2,706,300**

GLOSSARY OF TERMS

Adopted Budget. Financial plan that forms the basis for appropriations. Adopted by the governing body.

Ad Valorem Tax. A property tax computed as a percentage of the value of taxable property. See "Assessed Value."

Appropriation. Authorization for spending a specific amount of money for a specific purpose during a fiscal year. It is based on the adopted budget, including supplemental budgets, if any. It is presented in a resolution or ordinance adopted by the governing body.

Assessed Value. The value set on real and personal property as a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value.

Budget. Written report showing the local government's comprehensive financial plan for one fiscal year. It must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year.

Budget Committee. Fiscal planning board of a local government, consisting of the governing body plus an equal number of legal voters appointed from the district.

Budget Message. Written explanation of the budget and the local government's financial priorities. It is prepared and presented by the executive officer or chairperson of the governing body.

Budget Officer. Person appointed by the governing body to assemble budget material and information and to physically prepare the proposed budget.

Capital Outlay. Items which generally have a useful life of one or more years, such as machinery, land, furniture, equipment or buildings.

Commodities. Supplies purchased for direct use, such as paper products, gasoline, equipment parts and cleaning supplies.

Contractual Services. Services provided by outside sources, such as architects, janitorial and printing.

Debt Service Fund. A fund established to account for payment of general long-term debt principal and interest.

Enterprise Fund. A fund established to account for operations that are financed and operated in a manner similar to private business enterprises. They are usually self-supporting. Examples of enterprise funds are those for water and wastewater utilities.

Expenditures. Total amount incurred if accounts are kept on an accrual basis; total amount paid if accounts are kept on a cash basis.

EOTEC. Eastern Oregon Trade and Event Center.

Fiscal Year. A 12-month period to which the annual operating budget applies. At the end of the period, a government determines its financial position and the results of its operations. It is July 1 through June 30 for local governments.

Full-Time Equivalent Position (FTE). A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example a summer parks worker working for four months, or 690 hours, would be equivalent to .3 of a full-time position.

Fund. A division in a budget segregating independent fiscal and accounting requirements. An entity within a government's financial plan designated to carry on specific activities or to reach certain objectives.

Goal. A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given time period.

HES. Hermiston Energy Services.

Long-Term. A period of time ten yours or more.

Materials & Services. The goods and direct services purchased for direct consumption in the annual operation of the budget.

Maximum Assessed Value (MAV). The maximum taxable value limitation placed on real or personal property by the constitution. It can increase a maximum of 3 percent each year. The 3 percent limit may be exceeded if there are qualifying improvements made to the property, such as a major addition or new construction.

Operating Funds. Resources derived from recurring revenue sources used to finance ongoing expenditures and pay-as-you-go capital projects.

Operating Rate. The rate determined by dividing the local government's operating tax amount by the estimated assessed value of the local government. This rate is needed when a local government wants to impose less tax than its permanent rate will raise.

Ordinance. A formal legislative enactment by the governing board of a municipality.

ORS. Oregon Revised Statutes.

Permanent Rate Limit. The maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate limit can be used for any purpose. No action of the local government can increase a permanent rate limit.

Personal Services. Salaries, health and accident insurance premiums, social security and retirement contributions, for example.

Proposed Budget. Financial and operating plan prepared by the budget officer, submitted to the public and budget committee for review.

Real Market Value (RMV). The amount in cash which could reasonably be expected by an informed seller from an informed buyer in an arm's-length transaction as of the assessment date. In most cases, the value used to test the constitutional limits.

Reserve Fund. Established to accumulate money from one fiscal year to another for a specific purpose, such as purchase of new equipment.

Resolution. A formal order of a governing body; lower legal status than an ordinance.

Resources. Estimated beginning funds on hand plus anticipated receipts.

SDC. System Development Charge.

Short-Term. A period of time less than ten years.

State SRF Loan. Long-term loan from the State of Oregon Department of Environmental Quality's "Clean Water State Revolving Fund" program. Funds from this loan are a portion of the total financing for the City's Recycled Water Plant project.

Supplemental Budget. A financial plan prepared to meet unexpected needs or to spend revenues not anticipated when the regular budget was adopted. It cannot be used to authorize a tax.

System Development Charge. A reimbursement fee, an improvement fee or a combination thereof assessed or collected at the time of increased usage of a capital improvement, at the time of issuance of a development permit or building permit, or at the time of connection to the capital improvement.

Tax on Property. Any tax, fee, charge or assessment imposed by any government unit upon property or upon a property owner as a direct consequence of ownership of that property.

Tax Rate. The amount of tax stated in terms of a unit of tax for each $1,000 of assessed value of taxable property.

Transfers. Also known as inter-fund transfers, the amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund and a revenue in the receiving fund.

Unappropriated Ending Fund Balance. Amount set aside in the budget to be used as a cash carryover to the next year's budget. It provided the local government with cash until tax money is received from the county treasurer in November. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency.

User Charges. The payment of a fee for direct receipt of a public service by the party benefiting from the service.