



CITY OF HOOD RIVER
2021-22 ADOPTED BUDGET

A New Day



CITY OF HOOD RIVER
FY2021-22 Adopted Budget

Budget Committee

<u>Elected</u>	<u>Term</u>	<u>Appointed</u>	<u>Term</u>
Kate McBride	Dec. 31, 2022	Ross Brown	June 30, 2021
Megan Saunders	Dec. 31, 2024	Dave Bick	June 30, 2023
Mark Zanmiller	Dec. 31, 2024	Grant Polson	June 30, 2021
Jessica Metta	Dec. 31, 2022	Vacant	June 30, 2023
Erick Haynie	Dec. 31, 2022	Vacant	June 30, 2023
Tim Counihan	Dec. 31, 2022	Gary Reed	June 30, 2022
Gladys Rivera	Dec. 31, 2024	Rudy Kellner	June 30, 2022

Budget Officer / City Manager - Rachael Fuller Finance
Dir. / Asst. City Manager - Will Norris

City of Hood River
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CITY OF HOOD RIVER BUDGET FY2021-22

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Budget Calendar

January	Advertise For Elected Budget Committee Members – City & URA	
Mon., Feb. 08	Fee Schedule Approved by Council	
Mon., April 12	Appoint Electors to Budget Committee	
Mon., April 26	Proposed Budgets Distributed (Target)	4:30 p.m.
Wed., April 28	Budget Committee Meeting # 1 - City	6:00 p.m.
Wed., May 05	Budget Committee Meeting # 2 - City	6:00 p.m.
Wed., May 12	Budget Committee Meeting – Urban Renewal Agency	6:00 p.m.
	Budget Committee Meeting #3 - City	not earlier than 7:00p.m.
Mon., June 14	Budget Hearing – URA	at regularly scheduled mtg
	Budget Adoption – URA	
	Budget Hearing – City	at regularly scheduled mtg

BUDGET MESSAGE

Fiscal Year 2021-22

Music, literature, and poetry have served as a refuge for some during the challenges of the past year. And as we emerge from the darkness, I am inspired by Maya Angelou's poem, On the Pulse of Morning, which concludes:

Here, on the pulse of this new day
You may have the grace to look up and out
And into your sister's eyes, and into
Your brother's face, your country
And say simply
Very simply
With hope—
Good morning.

It is with gratitude for the resilience and courage of the community and the organization during the past year, and with optimism and hope for a brighter year ahead that this budget message is transmitted for FY 2021-22.

Last year, at the beginning of the pandemic and at the outset of the ensuing social and economic crises, the City reevaluated revenue expectations and expenditures and made several smart financial decisions. We reduced spending, held positions open, utilized fund balance and enacted a one-time pause in urban renewal collection, that, together, maintained all City services despite a dramatic reduction in revenue.

This year's budget and revenue outlook is quite different. The passage of the American Rescue Plan allocates approximately \$1.6 million to the City of Hood River over two fiscal years - fully replacing revenue lost due to the pandemic.

The American Rescue Plan funds are allocated to the City's general fund and will be allocated consistent with federal guidelines. We anticipate using the funds to resume projects that were put on hold due to lack of funding and to projects and programs that maintain and improve City services. For FY 2021-22, we anticipate an ending fund balance of \$2,702,527, which equals more than 3 months of operating expenses, consistent with adopted financial policies.

The FY 2021-22 budget assumes a steady return to pre-pandemic revenue including in those revenue categories most impacted by the reduction in consumer discretionary spending: transient room tax, parking charges and municipal court. Property tax revenue, the City's largest source, will decrease due to the expiration of the urban renewal pause, but is expected to steadily increase year-over-year thereafter.

The FY 2021-22 budget is balanced, as required by law, and is structurally balanced with a prudent operating surplus in accordance with the City's financial policies.

Despite the dramatically different outlook, the City's approach to financial management has not fundamentally changed. Approved financial policies guided the preparation of the budget and the City will continue to make smart investments to reduce future operating expenses. Examples include replacing network infrastructure, auditing the zoning code to streamline the planning process and continuing to utilize electronic services for routine operations, among others.

Essential services

The City spends most of its time on day-to-day service delivery in support of the community. These services include:

- Community safety including 24/7 response from police, fire & emergency medical services.
- Maintenance and operations of community infrastructure including water, sewer, stormwater, streets, and parks.
- Development and regulation of community standards including land use permitting, current and long-range planning, and,
- Internal infrastructure (financial management, payroll, human resources and administration) to support the service delivery system.

The FY 2021-22 budget funds these day-to-day operations. Despite a steady increase in population, the City has added relatively few positions since 2008. The City has continuously improved operations (for example, online short-term rental applications, a parking management system, a virtual chat function) to increase efficiency. However, as the City grows, additional personnel and investment will eventually be required. The budget includes contract services in human resources, communications, fire marshal, and planning to supplement City staff and support project implementation. There will be an inflection point during growth where these services may be staffed with permanent FTE's.

Council Work Plan

The City Council Work Plan represents the highest priority policy projects for the City and, over time, implements the City Council's collective vision for the community. Calendar year 2021 is the third year of the annual Council Work Plan. The FY 2021-22 budget allocates funding to projects aligned with Council's goals for the community.

Equitable and Inclusive Community

What does it look like for the City, as a local government service provider, to partner with the community to achieve racial and social equity?

Although a discrete goal of the 2021 City Council Work Plan, the values of equity and inclusion infuse much of the City Council's collective vision and the 2021 City Council Work Plan. The FY 2021-22 budget funds a specific project to conduct an equity assessment and create a racial and social equity plan. The project will help the City to understand the community's broad vision of social and racial equity and how the City can best support and partner with the community to achieve that vision.

Equitable and Diverse Housing Inventory

The FY 2021-22 budget invests in projects that, over time, contribute to the City Council's goal of an equitable and diverse housing inventory. In 2021, the City will specifically focus on increasing the affordable housing assets in the community, defined as housing that is permanently affordable for individuals making 120% and below of median family income - often income-restricted and community-subsidized. This includes a project to develop an affordable housing production strategy, which outlines, in partnership with the community, the set of tools available to maintain and/or develop housing for these income levels and creates an implementation plan for these tools.

The City continues the multi-year effort to develop affordable housing at 780 Rand Road in partnership with the development community. The City's preliminary feasibility analysis indicated that more than 100 housing units may be developed. The budget allocates funding to negotiate a

developer agreement. Debt payments for the property purchase are funded with construction excise tax dollars, which can only be used to support affordable housing.

The budget continues funding for the permitting enhancement project, one component of a multi-year initiative to make it easier to develop housing in the City of Hood River through process improvement. And funding is included to audit the zoning code with a focus on establishing clear and objective standards for housing development. Finally, the budget continues operating funds for Hood River Shelter Services.

Informed and Engaged Community

As urbanist and activist, Jane Jacobs said, “Cities have the capability of providing something for everybody, only because, and only when, they are created by everybody.” In addition to continuing investments in communications, this budget funds a new position focused part-time on community engagement, significantly increasing resources for this important task. The budget funds this position at .5 FTE with the remaining .5 FTE funded by the Columbia Cascade Urban Renewal District.

Efficient and Safe Transportation System

The FY 2021-22 budget includes funding for several projects that invest in the City’s transportation system including continued partnership with ODOT to develop standards for the Historic Columbia River Highway connection through the City of Hood River. In partnership with Columbia Area Transit, the City is developing standards for benches, shelters and stops that will guide the implementation of a local bus route. And the City is working on a Safe Routes to School plan, in partnership with the Hood River School District, that will prepare the City to apply for grant funds for implementation projects.

Well Maintained Community

The City’s public and community infrastructure is the foundation of our economy and makes possible private investment in homes, business and buildings. Like many cities through the country, some sections of Hood River’s water, sewer and street infrastructure are old and in need of repair and replacement. The FY 2021-22 budget funds the City’s 5-year capital improvement plan through utility rates. This past year, the City completed a 5-year utility rate schedule that, over time, equitably allocates the cost of service across various service sectors and invests in these important community systems. The budget continues funding for structural changes made over the past few years to implement operational and maintenance systems to maximize the community’s investment in these vital community assets.

The FY 2021-22 budget funds additional engineering design work to increase the number of shovel-ready projects in the pipeline. Funding is included to develop and implement an industrial pre-treatment program for industrial user of the wastewater treatment plant, fulfilling a state mandate.

Finally, Council resolution 2021-04, adopted in 2021, expands the City’s low-income discount program administered through the Mid-Columbia Community Action Council. Utility revenues will support increased marketing and outreach to inform qualifying households of this available discount. The City is also taking an innovative and new approach to serve low-income renters and will apply the value of the discount against electricity bills if a qualifying household receives City utilities through a shared meter (typically as part of a multi-family development or mobile home park).

Environmentally Sustainable

For the third year, the budget allocates funding for the Hood River Energy Coordinator position and various projects to support Hood River Resolution 2019-16. Resolution 2019-16 commits the City to taking steps to reduce reliance on fossil fuels in municipal operations and to reduce net greenhouse gas emissions with a target of reaching net zero by 2035. The budget includes funding for the next phase of a water line hydro-electric feasibility study with matching funds from Energy Trust of Oregon.

Adequate parks and open space

The City is grateful for the Lions Club donation to Jackson Park, which greatly enhances the stage at Jackson Park. Strong community and agency partnerships are the cornerstone of public land management in Hood River and the FY 2021-22 budget continues implementation of the Multi-Jurisdictional Parks and Recreation Master Plan in collaboration with community partners. The budget funds replacement of the tennis courts due to geotechnical issues.

One of the themes that emerged during the pandemic is the importance and the power of authentic partnership with the community to produce collective and public goods alongside government agencies. I can think of numerous examples of child-care arrangements, community outreach efforts, pod schools, food distribution, and PPE manufacturing and distribution that happened outside of or in partnership with government services.

Elinor Ostrom, Nobel Prize recipient in economics, described these institutional arrangements for government as, "The willingness of individuals to come to basic agreement about how they will achieve future tasks, to keep those agreements, and to monitor one another so that temptations to break agreements do not threaten the viability of the agreements." Perhaps this is a silver lining of the pandemic? The recognition that the community is strengthened when both government and the public produce public goods. It is a great honor to be part of a community so wholly committed to one another.

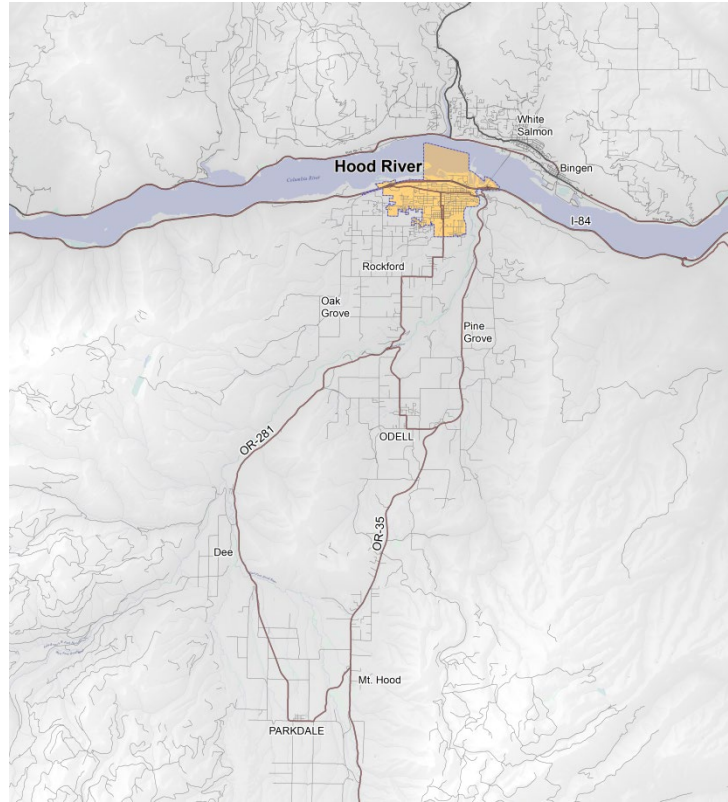
Respectfully submitted,



Rachael Fuller
City Manager

ABOUT HOOD RIVER

Incorporated in 1895, the City of Hood River is the county seat for Hood River County. Hood River is a vibrant city with a population of 8,565 and a summertime population estimated to exceed 20,000 on busy weekends. Major local industries include orchards and fruit packing, healthcare, timber, outdoor tourism, software engineering and technology, and recreation. Hood River is home to four breweries and a cidery, a growing wine industry and a thriving food scene. Hood River Juice Company, Boeing/Insitu, Hood Technologies, Providence Hood River Memorial Hospital, Full Sail Brewing Company, and Turtle Island Foods (a vegetarian food manufacturer that created tofurkey) are some of the town's largest employers.



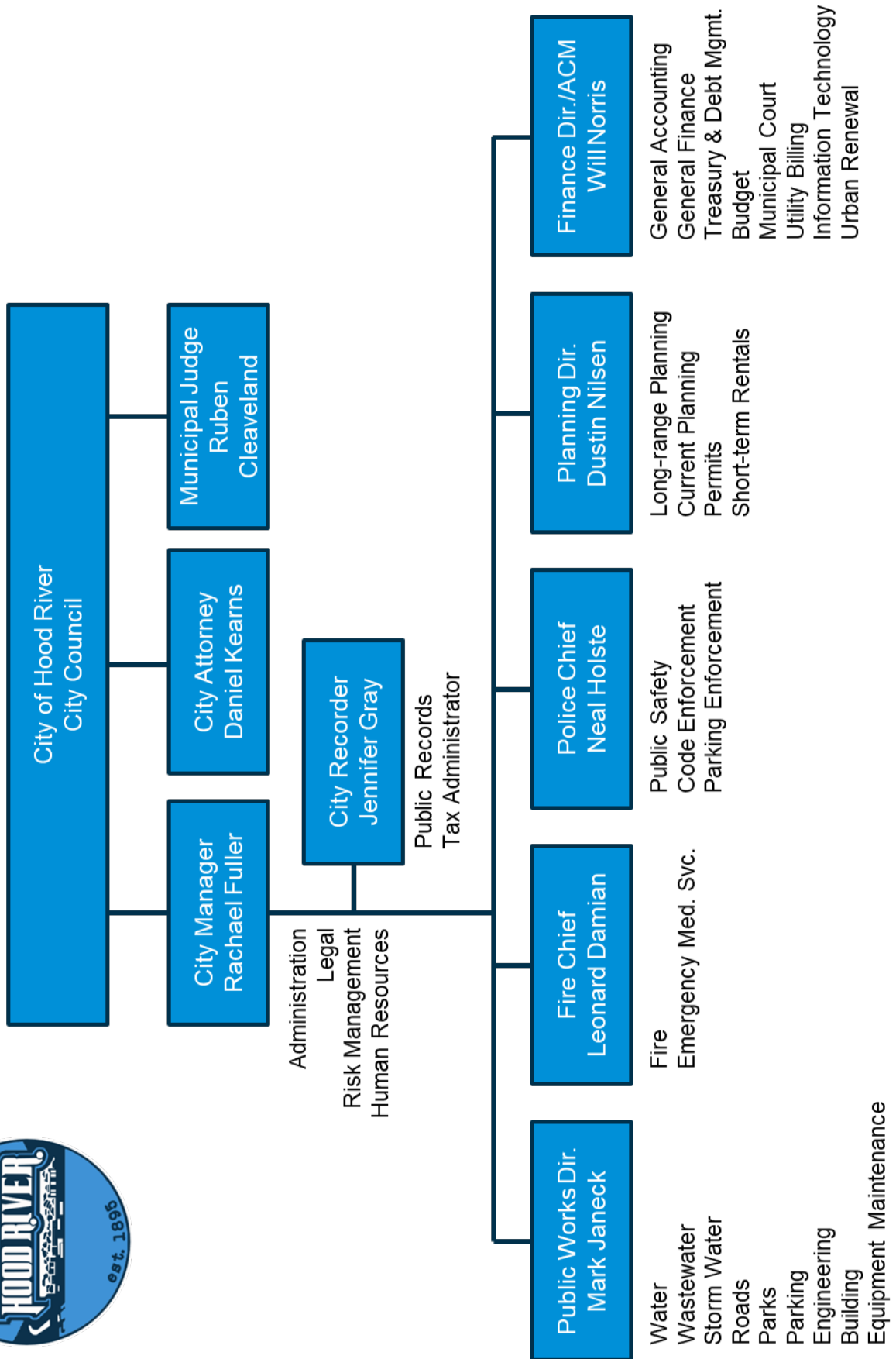
THE CITY

The City of Hood River operates as a council-manager form of government. Council members are elected at large in an alternating biennial cycle for four-year terms. The mayor is elected for a two-year term. The city manager is appointed by and serves at the pleasure of the six council members and the mayor. In addition to the City Manager, a City Attorney and Municipal Court Judge are appointed as officers of the city by the City Council.

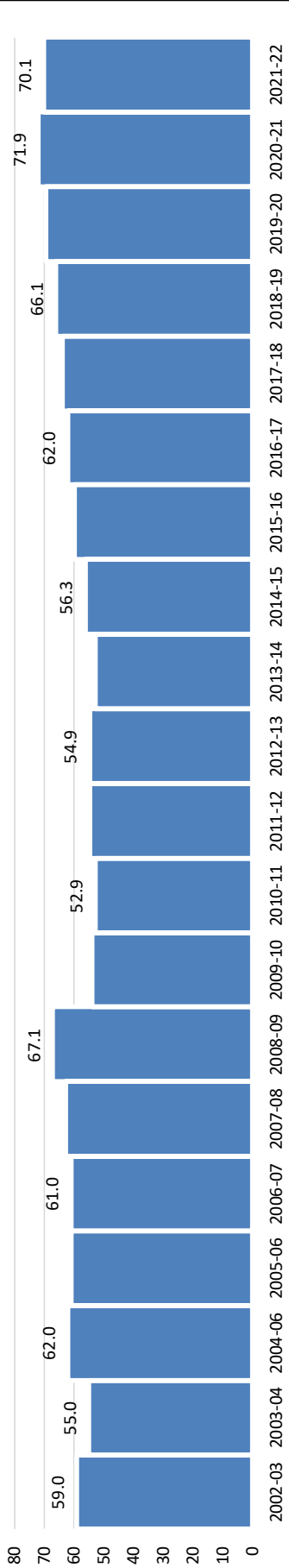
Hood River administers a \$54 million all funds budget and has 70.1 full-time equivalent employees. City departments include: Police, Fire, Public Works (includes roads, parks, water, wastewater, and stormwater systems), Planning, and Administration which includes Finance and Municipal Court.



City of Hood River Organizational Chart



City of Hood River Full-time Equivalents



Program	2002-03	2003-04	2004-06	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Police	15.5	14.5	16.5	14.5	15.5	16.0	18.0	15.0	14.0	14.0	14.0	14.0	14.0	13.4	13.7	14.5	15.3	15.5	15.4	15.4
Fire / EMS	16.0	13.0	17.0	17.0	17.0	17.0	17.0	15.0	15.0	17.0	17.0	15.0	15.0	15.1	15.0	15.3	16.0	16.2	16.2	16.2
Planning	3.0	3.0	3.0	3.0	3.0	2.5	3.0	3.0	2.0	2.0	2.0	2.0	2.0	2.0	2.9	2.8	3.8	3.9	4.0	4.0
Municipal Court	1.5	1.5	1.5	1.5	1.5	2.0	2.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.0	1.0	1.0
Parking	1.0	1.0	1.0	1.0	1.0	1.5		1.0	1.0	1.0	1.0	1.0	1.6	1.7	1.7	2.7	1.9	3.0	3.3	3.6
Administration	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	4.8	4.8	4.8	4.8	4.8	6.0	6.2	6.2	6.2	5.8	6.0	6.5
Public Works	17.0	17.0	18.0	19.0	18.0	19.0	22.0	15.0	15.0	15.0	15.0	15.1	17.1	19.4	19.5	19.9	20.7	23.7	25.7	23.8

City Staff FTE	59.0	55.0	62.0	61.0	61.0	63.0	67.1	54.1	52.9	54.9	54.9	53.0	56.3	59.9	62.0	64.1	66.1	69.4	71.9	70.1
City Population	6,030	6,151	6,218	6,361	6,470	6,596	6,651	6,782	6,945	7,167	7,180	7,320	7,375	7,460	7,545	7,685	7,955	7,990	8,305	8,565
City FTE per 1,000 pop.	9.8	8.9	10.0	9.6	9.4	9.6	10.1	8.0	7.6	7.7	7.6	7.2	7.6	8.0	8.2	8.3	8.3	8.7	8.7	8.2

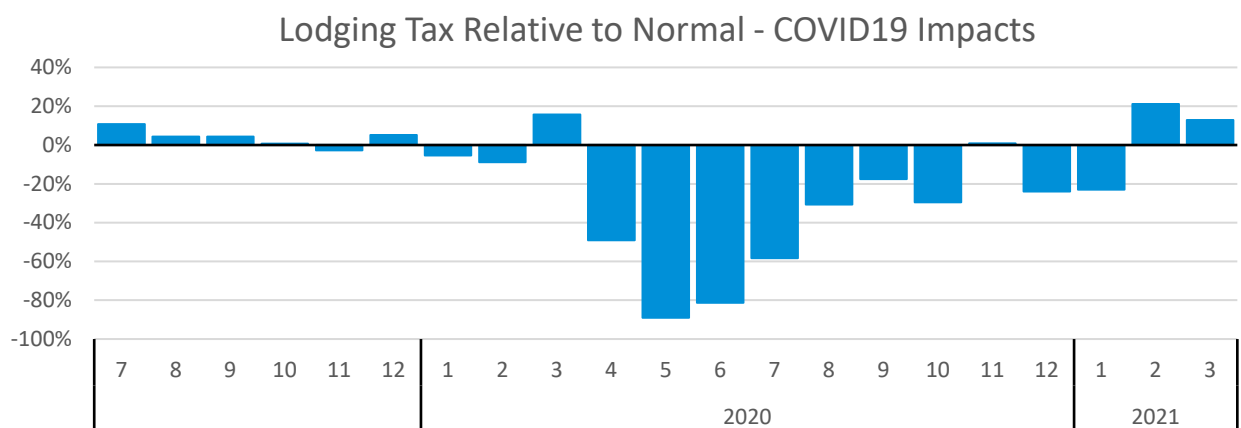
Notes for FY2020-21

- Special Projects Coordinator, budgeted half-time in Urban Renewal +0.5 FTE
- Remove Vacant Building Inspector Position that was never filled (1.0 FTE)
- Contract out Summer parks maintenance (1.4 FTE)

FINANCIAL OUTLOOK

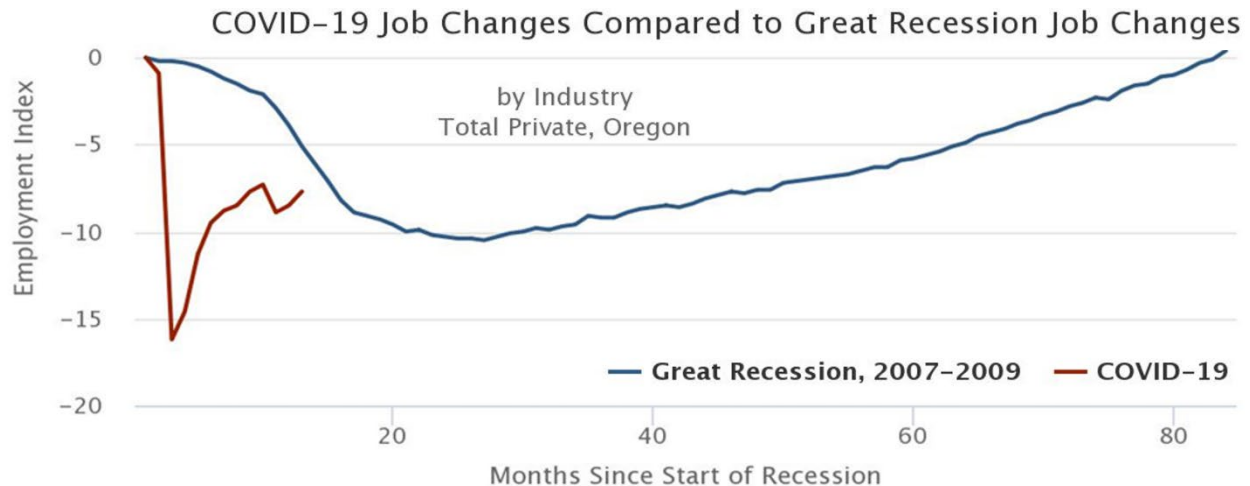
The outbreak of COVID19 in early 2020 required a full reevaluation of the City's budget. The FY2020-21 Budget included reduction scenarios that included up to a 50% reduction in lodging taxes and 30% reductions in other major revenue sources like parking, court, and ambulance billings. The City avoided the most dire scenarios due in large part to federal aid. As vaccine dissemination speeds up, the City is seeing revenues tied to consumer discretionary spending, such as travel and leisure which were hard hit by the pandemic, start to rebound.

The drastic revenue decline followed by recovery is mostly clearly observed in the City's lodging tax receipts. Lodging tax is the City's second largest general fund revenue source and most vulnerable to economic conditions. The graph below shows monthly remittances as a percentage of normal. Lodging tax receipts were nearly eliminated during the beginning months of the pandemic when travel bans were in place. The sector then slowly recovered through the Fall. Lodging receipts are up for the two most recent months.



Hood River's lodging receipt trends align with what the State of Oregon Office of Economic Analysis anticipates will be a robust recovery. The State Economist's latest quarterly forecast noted, *"The stage is set for stronger economic growth this year and next than the U.S. has experienced in decades, possibly generations. The combination of increased vaccinations, large and swift federal policy responses, and a more resilient underlying economy, results in a cycle unlike anything experienced before."* The City of Hood River's FY2021-22 Proposed Budget is a direct beneficiary of \$1.5 million in swift federal aid from the America Recovery Plan, half received in FY2020-21 and half in FY2021-22. This direct federal aid can be used to offset revenue losses, as opposed to the previous CARES Act, and essentially eliminated COVID-19 financial impacts to the organization.

While initial economic signals are promising, the longer-term financial health of the City depends on the course of the COVID-19 virus. The Spring uptick in cases, due in part to new virus variants, is a substantial risk factor. The recovery is also still unfinished. The graph below shows COVID-19 job losses compared to the prior recession. The last recession required over 80-months before all job losses were recovered. Jobs are returning far quicker as during this COVID-19 recession but are still near the previous trough of the "Great Recession". It is clear the nation and Hood River local economy cannot assume a certain return to pre-pandemic growth. The City's FY2020-21 Proposed Budget continues to use conservative estimates for virus sensitive revenue sources that are still below pre-pandemic levels. The budget also does not rely on any additional federal assistance after the American Rescue Plan.



THREE YEAR FORECAST

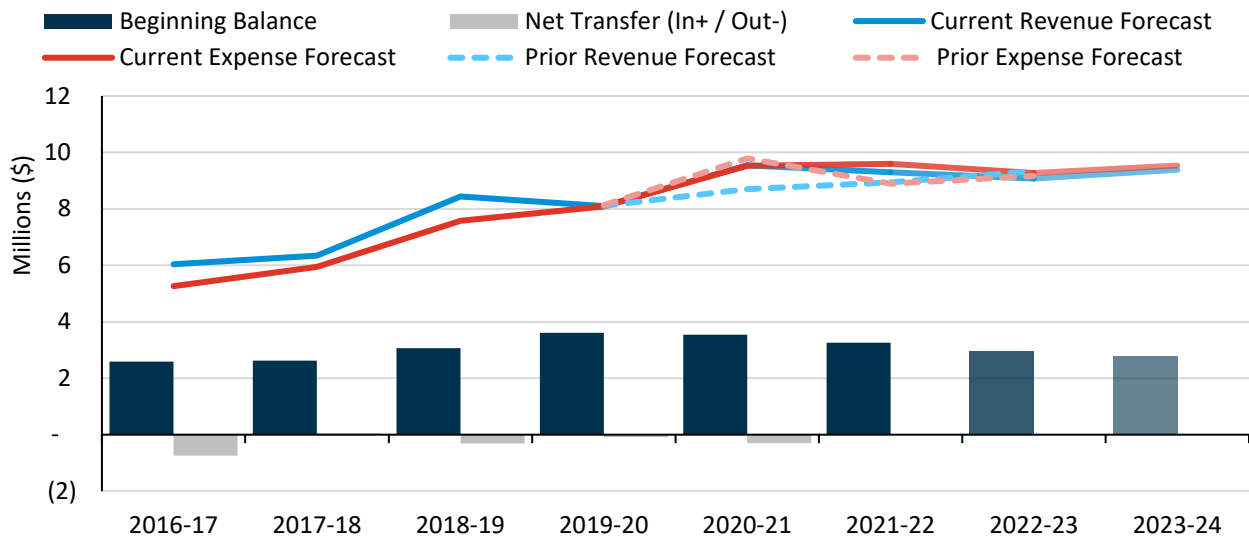
The City’s pandemic financial strategy for FY2020-21 specifically avoided permanent budget reduction as a response to the one-time virus driven revenue reductions. The City maintained pre-pandemic staffing levels and continued existing programs and initiatives. Instead of making structural cuts, the FY2020-21 Budget utilized fund balances diligently accumulated over the last decade, delayed non-essential capital expenditures like new parking payment kiosks, and “paused” urban renewal division of tax which provided a major one-time bump in General Fund property tax receipts. Focusing on these one-time solutions to the temporary COVID-19 financial shock allowed the City to retain valuable human capital and continue progress on strategic priorities such as housing affordability.

The FY2022-22 Proposed Budget maintains this philosophy of not pairing structural spending changes to what may be a temporary jump in resources. Most of the new spending is either one-time projects that further the City’s Council’s priorities or capital investments that will lower future operating costs. The receipt and spending of one-time resources is clear in the three-year financial outlook.

The graph on the next page forecasts out three-years for the General Fund and includes a comparison to last year’s forecast. The infusion of federal stimulus dollars is most apparent when compared to the prior year’s forecast represented by dotted lines. The FY2020-21 Budget did not assume any federal assistance. Instead, the City anticipates will receive roughly \$2 million in assistance. Most of the federal CARES act monies were spent on COVID-19 assistance programs. This included purchasing temporary non-congregant warming shelters, increasing local daycare capacity, low-income utility assistance grants, spring break lunches for families in need, and emergency food card assistance. The American Rescue Plan monies will be used to offset the City’s revenue losses, both prior and continuing. The three-year forecast anticipates revenues and spending to settle back into long-term trends after the effects of federal aid end in FY2022-23.

The later years of the forecast show a small operating deficit going into the mid-2020s. This is opposed the small operating surplus predicted for this period before the pandemic. What actually transpires will be highly dependent on the pace and size of the recovery. The current forecast includes fairly pessimistic assumptions. For instance, the model assumes that lodging taxes will not surpass pre-pandemic levels until FY2023-24. Existing fund balances are

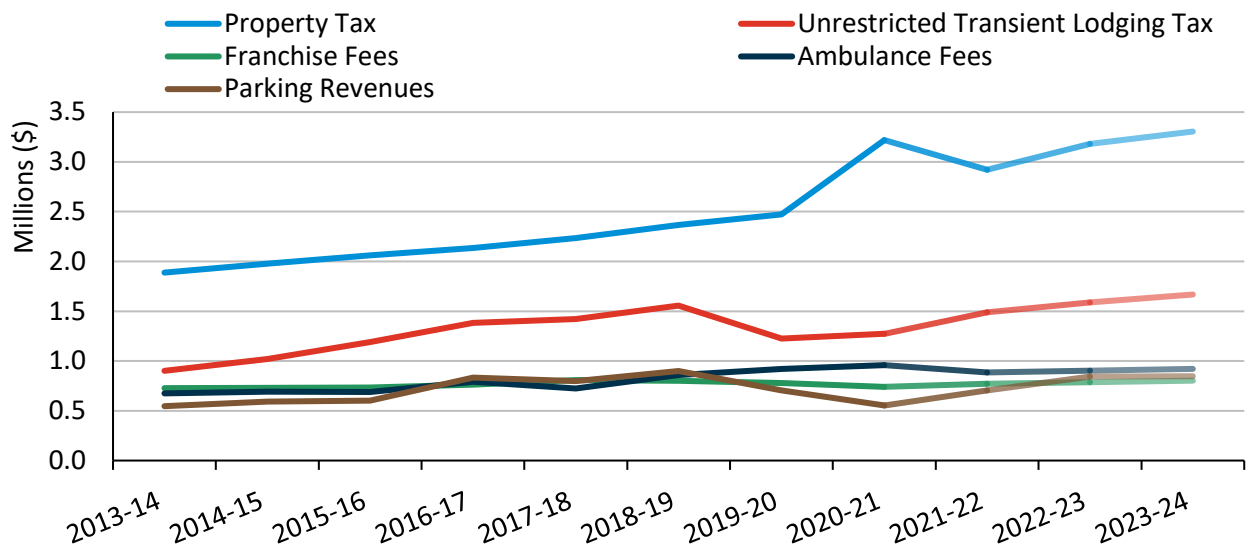
sufficient to support existing operations even under these conservative revenue estimates. The City continues to have sufficient resources to wait and see what resource trends emerge before reacting in one manner or another.



DESCRIPTION OF MAJOR REVENUE SOURCES

General Fund

Five revenue sources, property tax, lodging tax, franchise fees, parking, and ambulance charges, have consistently represented over three quarters of the City's unrestricted General Fund revenue.



Property Tax - Property tax is the City's largest and most reliable revenue source. The Hood River area has experienced major increases in real estate values since the end of the recession. However rising market values do not translate directly into increased municipal

revenues due to Oregon tax Measures 5 & 50 passed in the 1990s. These tax measures limit assessed value growth of existing properties to 3% per year, or a property's real market value, whichever is less. Total assessed value city-wide can only exceed 3% when construction adds new properties to the tax roll. The 3% assessed value limitation restricts revenue growth but it also provides financial stability for the City. Because real-estate appreciation has greatly exceeded 3% since the 1990s, even the "Great Recession" did not drop most Hood River properties' market values below assessed values. The result is a very stable core revenue source.

The steep "bump" in property taxes in FY2021-22 was due to a one-year "pause" in urban renewal division of tax across all three districts. This administratively executed revenue increase was initiated in reaction to the COVID-19 pandemic's impact on revenues tied to consumer discretionary spending. Oregon Revised Statute only allows cities to use this revenue tool once.

Transient Lodging Tax – The City of Hood River first adopted a transient room tax in 1981. The rate was initially set at 6% but increased to 8% in 1988. The General Fund receives 75% of transient room tax revenues with the other 25% held in the Special Revenue Fund dedicated to tourism promotion. Room taxes have increased rapidly as Hood River has grown in prominence as a recreational destination. Transient Room Taxes grew from the General Fund's fourth largest revenue source to its second between FY2010-11 and FY2016-17.

COVID-19 decimated lodging taxes over the summer of 2020. This downturn crossed Fiscal Years which is why the graph above show a much more muted impact. The budget projections do not rely on a full recovery to pre-pandemic lodging revenues until FY2022-23. This may be a conservative assumption based on current economic projections that expect a large pent up demand for travel and leisure.

Franchise / Utility Fees – Franchise and Utility Fees are charged as a percentage of revenue to entities that use City right-of-way. Examples are telecommunications and cable companies, waste haulers, and water & sewer utilities. This revenue source is large, but slow moving.

Parking Meter Fees – Parking meter revenues jumped in FY2016-17 when parking rates were increased to \$1 an hour. Meter receipts were flat before and after this change suggesting Hood River has reach "peak parking revenue" with existing supply & rates prior to COVID19. The pandemic roughly halved parking revenues. Parking meter receipts have also been much slower than lodging taxes to recover.

Ambulance Charges – The Hood River Fire Department operates its own emergency medical transport services with a service area that covers all of Hood River County a portion of western Wasco County. The primary revenue driver for the department is medical transports to Portland. The rate of pay for transports is largely dictated by Medicare and Medicaid reimbursement rates. This revenue source sadly benefited by the increase in medical transports that accompanied the COVID-19 pandemic. The budget assumes that ambulance revenues will settle back into historical averages going forward.

Other Funds

Outside of the General Fund the City's revenues are primarily utility charges for services and state and local gas tax that funds road maintenance.

Water/Sewer/Storm Charges – The City of Hood River adopted a new five-year rate plan that takes effect on July 1, 2021. The plan is constructed to produce 3% water and sewer revenue increases and 14% revenue increases for stormwater. The rate structure is also designed to incrementally improve alignment between charges and user impacts by slowly shifting the rate burden from residential to non-residential users over time.

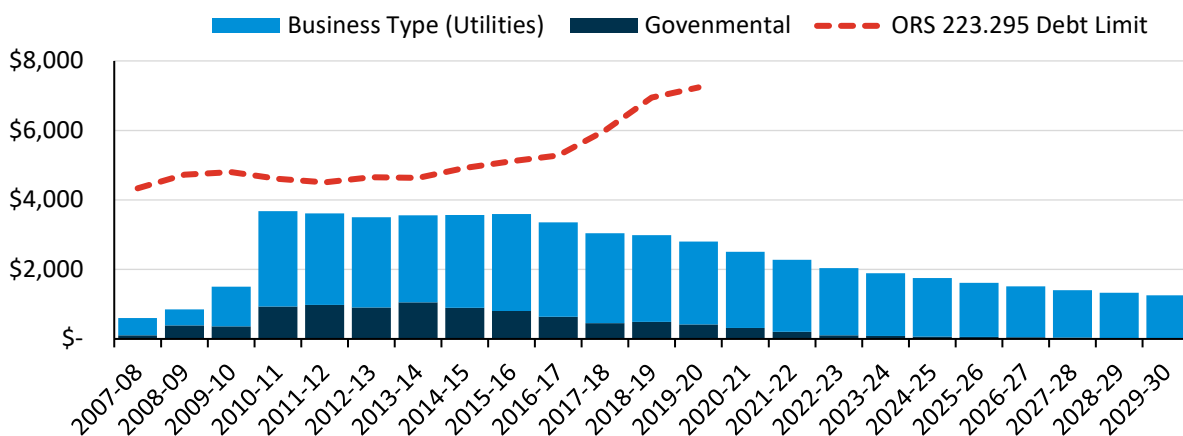
Local & State Gas Tax – The City of Hood River receives a portion of State of Oregon fuels tax dedicated for road maintenance and repair. State gas tax revenues were greatly enhanced with the passage of House Bill 2017 (2017) that included a 10-cent gas tax increase, from \$0.30 to \$0.40, and 53% weight-mile tax increase. These increases will be implemented gradually from 2017 through 2024. The City of Hood River also levies a \$0.03 local gas tax adopted in 2009. The COVID-19 pandemic significantly impacted fuels tax revenues. However, this revenue source is recovering well. Over the long-term the City will need to consider alternative streets funding sources should electric vehicles growth to be the dominant passenger vehicle type.

DEBT

Borrowing is a regular part of municipal financial operations. Debt provides a mechanism for long-lived assets such as large equipment, utility infrastructure, and public buildings to be paid for by the future City residents that will benefit from their use. However, high levels of debt can become destabilizing for a City’s finances if anticipated revenues intended for debt service payments don’t materialize. Debt levels should be continually monitored to ensure the benefits of borrowing are realized without endangering future essential services.

Oregon Revised Statutes 223.295 places a cap on city general obligation debt at 3% of the City’s Real Market Value. While this limit only relates to general obligation bonds and interim financing notes, not revenue backed bonds typical for utilities; it is still a useful metric to assess the debt capacity of a community. The graph below displays the City of Hood River’s debt on a per capita basis. Larger communities are better able to sustain larger debt balances, so adjusting for population growth when viewing debt over an extended time horizon is useful. The City’s debt balances increased significantly in the early 2010s. Large debt funded projects included building a new fire station, purchasing fire apparatus, replacing the City’s waterline and rebuilding the City’s primary reservoir.

Outstanding Debt per Capita



Rapidly increasing real estate values in the last several years have increased the City's debt limit while debt refinancing has accelerated repayment. The City's strengthening financial position over the last several years resulted in a credit rating upgrade from Standard & Poors in 2017, increasing from AA- to AA. In FY2021-22, the City will hold \$2,233 in outstanding debt per capita, down from a high of \$3,680 in FY2010-11.

Plans for future borrowing may include:

- Potential bond levy for a shared public safety facility with Hood River County
- Utility infrastructure investments totaling approximately \$50.1M over the next five years.

Overall, the City is in a strong position to manage its current debt and obtain the necessary capital for continued community investments.

BUDGET STRUCTURE

CITY OF HOOD RIVER, OREGON		
Fund		
Sub-Fund		
Department		
GENERAL FUND	RESTRICTED FUNDS	OTHER FUND TYPES
General Fund	Road Fund	Reserve Fund
<i>Police</i>	Operations	Parking in Lieu
<i>Fire/EMS</i>	SDC	Affordable Housing
<i>Parks</i>	Water Fund	Park Facilities
<i>Planning</i>	Operations	
<i>City Council</i>	SDC	Internal Service Fund
<i>Engineering</i>	USDA Debt Reserve	Administration
<i>Municipal Court</i>	Sewer Fund	Compensated Absences
<i>Parking</i>	Operations	Equipment Maintenance and Replacement
<i>Non-Departmental</i>	<i>Distribution</i>	
	<i>WWTP</i>	Agency Fund
	SDC	Mosier Utility Billing
	USDA SLARRA	
	DEQ Debt Reserve	
	USDA Debt Reserve	
	Storm Water Fund	
	Operations	
	SDC	
	Restricted Revenue Fund	
	Building	
	LID Assessments	
	Grants	
	Fire G.O. Bond	
	Tourism Promotion	
	CET - Local Program	
	CET - Developer Incentives	
	CET - State OHCS Distribution	
	AFG - Air Packs	

BASIS OF BUDGETING

The City of Hood River budget is prepared by Fund. A Fund is a segregated and self-balancing set of accounts used to record estimated resources and requirements for specific activities and objectives. All of the funds are budgeted using the modified accrual basis of accounting in accordance with budgetary accounting practices. In modified accrual, revenues are recognized when they become measurable and available. Revenues are considered available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. The beginning fund balance is equal to the prior year's ending fund balance. The budgeted ending fund balance is the difference between total estimated resources and total estimated requirements for the year.

The City's annual audited financial report accounts for the City's finances on the basis of generally accepted accounting principles (GAAP), but also includes financial information on a budgetary basis as supplemental information. GAAP include the use of full accrual accounting which recognizes the financial effect of events that impact the City during an accounting period, regardless of whether cash was received or spent. The primary differences between the budgetary basis and GAAP basis are that capital outlay is expensed when purchased, depreciation and amortization expenses are not reported, property taxes are recognized as revenue when received instead of when levied, inventory is expensed as purchased, and proceeds of long-term borrowing along with interfund loans, are recognized as an "other financing source" and principal paid is considered an expenditure when paid. Bond issue costs are recognized as expenditures when bonds are issued.

Fund Descriptions

General	Accounts for the financial operations of the City that are not accounted for in any other fund, the majority of which are essential services such as Police, Fire, & Emergency Medical Services. Principal sources of revenue are property taxes, transient room taxes, franchise fees, court fines, parking charges, ambulance billings and state and county shared revenue. Other general fund programs include Parks, Planning and City Council.
Road	Accounts for the repair and maintenance of City streets. Principal sources of revenue are local gas taxes, vehicle taxes from the Oregon Department of Transportation, and System Development Charges (SDC's) charged on new construction.
Water	Accounts for the operation and maintenance of water facilities and for major expansions of the water system. Primary sources of revenue consist of charges for use of the water system and SDC's charged on new construction.
Sewer	Accounts for the operation and maintenance of the sewer system, including the wastewater treatment plant, and for major expansions of the sewer system. Primary sources of revenue consist of charges for sewer services, and SDC's charged on new construction.
Stormwater	Accounts for storm drain services and for the expansion of the storm water system. Primary sources of revenue consist of charges for services, and SDC's charged on new construction.
Restricted Revenue	Accounts for the receipt and expenditure of legally or contractually restricted dollars. Revenues into these accounts may only be used for their intended purposes and cannot be transferred into another fund. Examples of restricted revenues include the construction excise tax which must be spent on affordable housing, 25% of transient room taxes restricted for tourism promotion, building program revenues, and the general obligation bond property tax levy.
Internal Service	Accounts for services to internal departments, such as scheduled vehicle replacement, vehicle maintenance, and general administration (city management, legal, human resources, & information technology) charged to client departments on a cost reimbursement basis.

Reserves	Accounts for specified savings for defined future expenditures. Examples include PERS stabilization, affordable housing, and parking in lieu charges for future parking related infrastructure.
Agency	Agency funds are held in trust for outside agencies. The City of Hood River entered into an intergovernmental agreement with the City of Mosier to perform meter reading and utility billing functions. Mosier is able to save money by access Hood River’s existing business systems for this work and the City of Hood River is able to generate revenue by charging Mosier for this work. The Agency Fund accounts for utility revenues generated from Mosier customers and remittance of these dollars to the City of Mosier.

Budget Development

The City’s budget is a financial plan for one fiscal year. It shows the estimated costs of expenditures (items or services the City wishes to purchase in the coming fiscal year) and other budget requirements that must be planned for, but won’t actually be spent, such as contingency and reserves. It also shows the resources that will be available to pay for city expenditures.

The budget both authorizes and limits how much money the City can spend. It also establishes the levy of property taxes. In order to levy taxes through the county assessor, cities must prepare a budget following Oregon local budget law.

The City’s fiscal year begins July 1 and ends June 30. Annual budget development typically follows the following process:

December or January	<p>City Council Annual Work Plan Session Beginning in 2014, the City of Hood River has held annual City Council planning sessions where major goals for the next year are defined. In 2019, the City moved to an annual work plan that establishes specific projects that the City will undertake for the calendar year. The budget is developed consistent with the City Council’s annual work plan. .</p>
January	<p>Consolidated Fee Schedule Charges for services are reviewed annually and at a minimum adjusted for inflation. Incrementally increasing fees in line with an appropriate inflation index helps charges remain aligned with city costs and lessens the need for large periodic fee revisions. Setting the fee schedule early in the process allows city management to better estimate available resources.</p> <p>Second Quarter Financial Report City financial performance is reported to the City Council each quarter. The second quarter financial report includes six months of data through one half of the fiscal year. This report to City Council becomes the basis for next year’s anticipated beginning fund balance estimates and informs revenue projections.</p>
February	<p>Base Budget and Department Proposals Initial budget work begins by creating a “base” budget for the next fiscal year. This budget represents the cost to maintain current service levels, incorporating uncontrollable cost increases such as union agreements or other contractual obligations. The “base” budget is compared to revenue estimates to calculate either a projected surplus or deficit figure.</p>

This financial information is provided to Department Directors who then develop budget proposals within guidance developed by the City Manager and then adjust service levels and propose programs within anticipated resources and in alignment with City Council goals.

- March Department Meetings with City Management
Department budget proposals are evaluated by City Management. Proposals are approved, rejected, or modified as needed to stay within financial limitations and to best achieve City Council direction.
Budget Committee Members Appointed
The Budget Committee is composed of the City Council and an equal number of electors. When committee terms end, or if a vacancy otherwise exists on the Budget Committee, the City advertises for new members. Budget Committee candidates are interviewed in a public meeting and appointed by vote of the City Council.
- April Proposed Budget Released
Once all budget proposal decisions are made, the City Manager writes the budget message and issues the Proposed Budget for consideration by the Budget Committee. An optional city tour is typically held for the Budget Committee members as well.
Budget Committee Meetings
The City Manager transmits the Proposed Budget to the Budget Committee in an open public meeting and delivers the budget message. Budget Committee members then deliberate, make adjustments as necessary, and when satisfied approve the budget.
- May Approved Budget
A summary of the Approved Budget is published in the newspaper and Public Hearing scheduled.
- June City Council Budget Adoption
The Approved Budget is considered and public testimony received by the City Council in a regular meeting. The City Council may adjust the Approved Budget within 10%, up or down, of the amount approved by the Budget Committee. The City Council then adopts the budget by resolution and categorizes the next year's tax levy.
- July Certification to County Assessor
The Adopted Budget Resolution and Tax Levy is submitted to the County Assessor by July 15th.

Budget Changes after Adoption

Appropriations may be changed during the fiscal year, within the limitations imposed by budget law. City staff monitors actual events which may have been unanticipated at budget adoption and recommends changes as needed. The City Council makes changes by resolution. Changes modifying appropriations in any fund more than 10% or creating new appropriations categories must be noticed in the newspaper at least five days but no more than thirty days prior.

CITY OF HOOD RIVER COMMITTEES, COMMISSIONS, & BOARDS

The City of Hood River maintains several standing committees with specific responsibilities.

Planning Commission	<p>The Planning Commission consists of seven members appointed by the City Council. Commissioners serve a term of four years.</p> <p>The Planning Commission makes recommendations concerning the layout or modifications of streets, establishment of setback lines, betterment of housing or sanitation conditions, establishment of zones and districts, and generally plans for the regulation of future growth, development, and beautification of the City.</p> <p>The Planning Commission also serves a quasi-judicial capacity, approving, approving with conditions, or denying applications such as planned unit developments, non-conforming uses, conditional use(s), and subdivisions.</p> <p>For more information see Hood River Municipal Code 2.36 & 17.09</p>
Budget Committee	<p>The Budget Committee is the City's designated fiscal planning advisory group. It is composed of the City Council and an equal number of electors appointed by the City Council. Although appointed by the City Council, all members of the budget committee have equal authority. Oregon Local Budget Law requires that a Budget Committee review and formally approve the Proposed Budget. The budget document and resolution creates the legal authority for the City to Levy tax and spend public funds in the upcoming fiscal year.</p> <p>The Budget Committee receives the budget message from the City Budget Officer, holds public hearings, and adjusts the Proposed Budget as necessary via majority vote. The Budget Committee's Approved Budget is then considered by the City Council for adoption.</p> <p>For more information see Oregon Revised Statutes 294</p>
Landmarks Review Board	<p>The Landmarks Review Board is composed of seven members appointed by the City Council. Four members must live within the City of Hood River or the Urban Growth Boundary and all members must reside within Hood River County. Board terms are three years.</p> <p>The Landmarks Review Board maintains the Hood River Cultural Resource Inventory, recommends the designation of historic landmarks or districts to the City Council, and protects historic landmarks through review and approval of alterations, demolition or new construction that impacts landmark structures or districts. The Board also generally provides a forum for public participation in issues related to historic preservation and education on historic resources.</p> <p>For more information see Hood River Municipal Code 17.14</p>
Tree Committee	<p>The Tree Committee was established through Ordinance 1923 (2006). The Tree Committee advises the City Manager on Hood River's Street Tree Plan for the planting and maintenance of trees in the streets of the City. The committee also advises on a list of approved varieties of trees that may be planted on any street and makes recommendations to the City Council to designate Outstanding Trees for protection.</p> <p>For more information see Hood River Municipal Code 13.12</p>

ALL FUNDS SUMMARY

GENERAL FUND	Beginning Fund Balance	Program Revenues	Transfers In	Resources Total	Personnel Services	Materials & Services	Capital Outlay	Debt Service	Transfers Out	Special Payments	Contingency	Ending Fund Balance	Requirements
City Council	-	-	-	-	5,283	18,523	-	-	-	-	-	-	23,806
Fire	-	1,027,835	-	1,027,835	2,960,919	1,096,268	-	-	-	-	-	-	4,057,187
Parks	-	8,200	-	8,200	188,752	400,236	150,000	-	-	-	-	-	738,988
Planning	-	84,525	-	84,525	463,394	203,291	-	-	-	-	-	-	666,685
Police	-	34,461	-	34,461	2,241,727	581,696	-	-	-	-	-	-	2,823,423
Engineering	-	76,792	-	76,792	55,932	231,836	-	-	-	-	-	-	287,768
Parking	-	796,006	-	796,006	352,303	177,383	-	-	-	-	-	-	529,686
Municipal Court	-	203,960	-	203,960	99,423	48,428	-	-	-	-	-	-	147,851
Non-Departmental	3,260,866	7,065,673	-	10,326,539	-	321,200	-	-	-	-	259,197	2,702,527	3,282,924
	3,260,866	9,297,452	-	12,558,318	6,367,733	3,078,861	150,000	-	-	-	259,197	2,702,527	12,558,318
ROAD FUND													
Road Operations	705,508	1,022,805	-	1,728,313	483,901	533,950	300,000	-	-	-	150,000	250,462	1,728,313
Road SDC	578,760	1,181,536	-	1,760,296	-	-	1,500,000	-	-	-	40,000	220,296	1,760,296
	1,284,268	2,204,341	-	3,488,609	483,901	533,950	1,800,000	-	-	-	190,000	470,758	3,488,609
WATER FUND													
Water Operations	2,032,800	4,642,647	-	6,675,447	826,666	883,339	2,868,360	879,217	-	-	75,000	1,142,865	6,675,447
Water SDC	1,130,677	158,978	-	1,289,655	-	-	-	-	-	-	50,000	1,239,655	1,289,655
USDA Waterline Debt Reserve	542,544	-	-	542,544	-	-	-	-	-	-	-	542,544	542,544
	3,706,021	4,801,625	-	8,507,646	826,666	883,339	2,868,360	879,217	-	-	125,000	2,925,064	8,507,646
SEWER FUND													
Sewer Operations/WWTP	3,678,241	8,368,904	-	12,047,145	468,176	2,935,687	7,786,300	434,810	148,218	-	75,000	198,954	12,047,145
Sewer SDC	772,892	135,838	-	908,730	-	-	700,000	-	-	-	100,000	108,730	908,730
USDA SIARRA	877,470	4,628	148,218	1,030,316	-	50,000	770,000	-	-	-	50,000	160,316	1,030,316
USDA Indian Creek Debt Reserve	73,313	-	-	73,313	-	-	-	-	-	-	-	73,313	73,313
DEQ Outfall Debt Reserve	51,819	-	-	51,819	-	-	-	-	-	-	-	51,819	51,819
	5,463,735	8,509,370	148,218	14,111,323	468,176	2,985,687	9,256,300	434,810	148,218	-	225,000	593,132	14,111,323
STORM WATER FUND													
Stormwater Operations	319,109	3,797,923	-	4,117,032	244,155	352,944	2,498,686	28,872	-	-	35,000	957,375	4,117,032
Stormwater SDC	173,770	51,531	-	225,301	-	-	-	-	-	-	75,000	150,301	225,301
	492,879	3,849,454	-	4,342,333	244,155	352,944	2,498,686	28,872	-	-	110,000	1,107,676	4,342,333
RESTRICTED REVENUE													
Small Grants	10,523	60,178	-	70,701	-	70,701	-	-	-	-	-	-	70,701
Tourist Promotion	-	496,314	-	496,314	-	496,314	-	-	-	-	-	-	496,314
CET - Local Program	219,874	95,771	-	315,645	-	-	-	113,224	-	-	100,000	102,421	315,645
CET - Developer Incentives	204,054	65,580	-	269,634	-	-	-	-	-	-	150,000	119,634	269,634
CET - State of Oregon HCS	-	75,000	-	75,000	-	75,000	-	-	-	-	-	-	75,000
LID Assessments (pass-through)	127,410	439,516	-	566,926	329,132	34,724	-	-	-	-	35,000	81,069	566,926
Building	41,781	726,846	-	768,627	-	121,725	-	739,677	-	-	15,000	13,950	768,627
Fire G/O	603,642	1,993,929	-	2,597,571	329,132	798,464	-	852,901	-	-	300,000	317,074	2,597,571
Parking in Lieu	12,269	25	-	12,294	-	-	12,294	-	-	-	-	-	12,294
Affordable Housing Reserve	122,561	977	-	123,538	-	100,000	-	-	-	-	-	23,538	123,538
Compensated Absences	47,852	65,762	-	113,614	86,000	-	-	-	-	-	25,000	2,614	113,614
Parks Reserve	105,500	-	-	105,500	-	-	105,500	-	-	-	-	-	105,500
	288,182	66,764	-	354,946	86,000	100,000	117,794	-	-	-	25,000	26,152	354,946
INTERNAL SERVICES FUND													
Administration	138,599	1,529,900	-	1,668,499	964,021	441,344	110,000	-	-	-	95,000	58,134	1,668,499
Equipment	3,967,821	1,957,438	-	5,925,259	139,552	86,755	1,096,193	-	3,500,000	-	35,000	1,067,759	5,925,259
	4,106,420	3,487,338	-	7,593,758	1,103,573	528,099	1,206,193	-	3,500,000	-	130,000	1,125,893	7,593,758
AGENCY FUND													
Mosier Sewer Billing	-	300,000	-	300,000	-	300,000	-	-	-	-	-	-	300,000
Mosier Water Billing	-	200,000	-	200,000	-	200,000	-	-	-	-	-	-	200,000
	-	500,000	-	500,000	-	500,000	-	-	-	-	-	-	500,000
ENTITY-WIDE	19,196,013	34,710,273	148,218	54,054,504	9,919,336	9,761,344	17,897,933	2,195,800	3,648,218	-	1,364,197	9,268,276	54,054,504



GENERAL FUND OVERVIEW

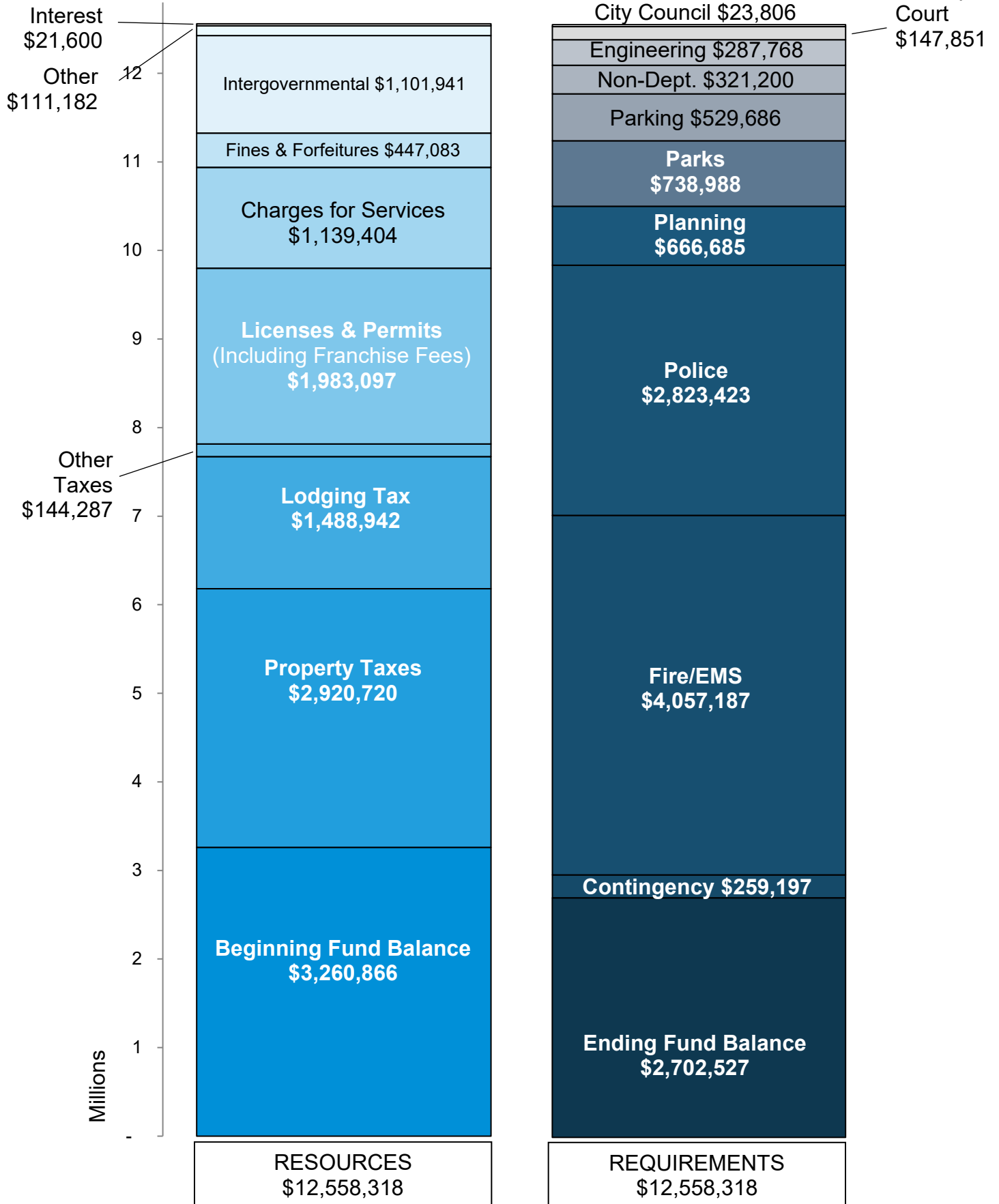
The General Fund is where the City's non-enterprise and other non-restricted fund work is performed. As its name suggests General Fund revenue sources are available for the use of general governmental services. General fund expenditures are budgeted at just under \$10 million.

The General Fund consists of a variety of services including Police, Fire, Parks Maintenance, and Planning. General expenditures not attributable to a specific department are also part of the General Fund and labelled as Non-Departmental.

The Municipal Court, Parking, Engineering, and Emergency Medical Services programs were returned to the General Fund in FY2018-19. Each of these programs either sent their surpluses to the General Fund (ex. parking) or their deficits were compensated by transfers from the General Fund (ex. Engineering). Returning programs to the General Fund eliminates the need for these routine transfers. It is also more consistent with the City's financial policies.

Public safety expenditures for Police, Fire/EMS make up 72% of General Fund expenditures. The remaining appropriations are dedicated to Engineering, Municipal Court, Parks, Planning, and Parking operations. Examples of non-departmental expenditures are annexation related payments to Westside Fire, City Contributions/Donations, and special projects and initiatives, along with other small miscellaneous expenses that cannot be directly tied to a department.

GENERAL FUND RESOURCES AND REQUIREMENTS



Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
GENERAL FUND						
030 Beginning Fund Balance	3,068,594	3,608,693	3,544,477	3,260,866	3,260,866	3,260,866
REVENUE						
031 Taxes	4,018,254	3,817,155	4,522,662	4,553,949	4,553,949	4,553,949
032 Licenses & Permits	2,198,870	2,034,423	2,118,821	1,983,097	1,983,097	1,983,097
033 Fines & Forfeitures	483,318	422,362	447,083	386,279	386,279	386,279
034 Intergovernmental Revenues	276,093	428,897	341,211	1,101,941	1,101,941	1,101,941
035 Charges for Services	1,054,459	1,192,322	1,077,013	1,139,404	1,139,404	1,139,404
037 Interest Earnings	98,760	89,818	81,681	21,600	21,600	21,600
038 Misc. Revenues	307,392	119,491	111,410	111,182	111,182	111,182
REVENUE	8,437,149	8,104,471	8,699,881	9,297,452	9,297,452	9,297,452
039 Interfund Transfers In	806,100	-	-	-	-	-
Total RESOURCES	12,311,844	11,713,165	12,244,358	12,558,318	12,558,318	12,558,318
EXPENDITURES						
115 City Council	32,159	9,836	24,745	23,806	23,806	23,806
120 Engineering	271,033	345,819	176,094	287,768	287,768	287,768
125 Public Safety - Fire/EMS	3,271,187	3,558,013	4,581,732	4,057,187	4,057,187	4,057,187
128 Parking	417,085	412,819	564,905	529,686	529,686	529,686
129 Municipal Court	134,911	131,981	150,657	147,851	147,851	147,851
130 Parks	525,325	460,663	603,285	738,988	738,988	738,988
135 Planning	461,404	531,336	705,009	666,685	666,685	666,685
140 Public Safety - Police	2,278,107	2,439,863	2,971,691	2,823,423	2,823,423	2,823,423
190 Non-Departmental	1,311,936	278,354	713,850	580,397	580,397	580,397
Total REQUIREMENTS	8,703,150	8,168,688	10,491,968	9,855,791	9,855,791	9,855,791
ENDING FUND BALANCE	3,608,693	3,544,476	1,752,390	2,702,527	2,702,527	2,702,527

Category	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
GENERAL FUND						
030 Beginning Fund Balance	3,068,594	3,608,693	3,544,477	3,260,866	3,260,866	3,260,866
REVENUE						
031 Taxes	4,018,254	3,817,155	4,522,662	4,553,949	4,553,949	4,553,949
032 Licenses & Permits	2,198,870	2,034,423	2,118,821	1,983,097	1,983,097	1,983,097
033 Fines & Forfeitures	483,318	422,362	447,083	386,279	386,279	386,279
034 Intergovernmental Revenues	276,093	428,897	341,211	1,101,941	1,101,941	1,101,941
035 Charges for Services	1,054,459	1,192,322	1,077,013	1,139,404	1,139,404	1,139,404
037 Interest Earnings	98,760	89,818	81,681	21,600	21,600	21,600
038 Misc. Revenues	307,392	119,491	111,410	111,182	111,182	111,182
REVENUE	8,437,149	8,104,471	8,699,881	9,297,452	9,297,452	9,297,452
039 Interfund Transfers In	806,100	-	-	-	-	-
Total RESOURCES	12,311,844	11,713,165	12,244,358	12,558,318	12,558,318	12,558,318
EXPENDITURES						
041 Personnel Services	5,330,672	5,592,167	6,162,659	6,367,733	6,367,733	6,367,733
042 Materials & Services	2,174,866	2,451,340	2,902,484	3,078,861	3,078,861	3,078,861
043 Capital Outlay	73,869	42,012	58,000	150,000	150,000	150,000
EXPENDITURES	7,579,407	8,085,519	9,123,143	9,596,594	9,596,594	9,596,594
045 Interfund Transfers Out	1,123,743	83,169	371,230	-	-	-
046 Special Payments	-	-	754,595	-	-	-
047 Contingency	-	-	243,000	259,197	259,197	259,197
Total REQUIREMENTS	8,703,150	8,168,688	10,491,968	9,855,791	9,855,791	9,855,791
ENDING FUND BALANCE	3,608,693	3,544,476	1,752,390	2,702,527	2,702,527	2,702,527



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: General Fund - Non-Departmental

RESPONSIBLE MANAGER(S): Will Norris, Asst. City Manager / Finance Dir.

PROGRAM DESCRIPTION: Non-Departmental is the program area where all non-department specific General Fund revenues are recognized. This includes property tax, discretionary portion of transient room tax, intergovernmental revenues received from the state of Oregon (cigarette and liquor taxes, etc.) and monies transferred into the General Fund. Expenses are minimal and include items like City contributions/donations, contractually required annexation related remittances to Westside Fire District, external communications contract, one-time special projects of city-wide importance, and other expenses that cannot be attributed to a single department but are also not general administration.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-190	Non-Departmental								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	3,068,594	3,608,693	3,544,477	3,260,866	3,260,866	3,260,866	(283,611)	-8%
REVENUE									
31005-00000	CURRENT TAXES	2,315,999	2,399,334	3,062,665	2,854,901	2,854,901	2,854,901	(207,764)	-7%
31010-00000	PREVIOUSLY LEVIED TAXES	48,960	74,311	44,453	65,819	65,819	65,819	21,366	48%
31020-00000	TRANSIENT ROOM TAX	1,557,097	1,225,526	1,269,563	1,488,942	1,488,942	1,488,942	219,379	17%
31035-00000	Local Marijuana Tax	87,765	109,605	135,481	133,787	133,787	133,787	(1,694)	-1%
31040-00000	Construction Excise Tax-Admin	8,432	8,377	10,500	10,500	10,500	10,500	-	-
32005-00000	LICENSES	13,022	7,694	10,000	10,000	10,000	10,000	-	-
32005-32010	Short Term Rental Registration	468	-	-	-	-	-	-	-
32015-00000	FRANCHISE FEES	802,277	777,171	791,843	771,409	771,409	771,409	(20,434)	-3%
32015-32015	I/D - City Utility Fee	588,237	601,770	614,690	551,349	551,349	551,349	(63,341)	-10%
34005-00000	STATE REVENUE SHARING	93,515	100,846	105,961	113,693	113,693	113,693	7,732	7%
34015-00000	CIGARETTE TAX	9,179	8,144	9,384	6,509	6,509	6,509	(2,875)	-31%
34020-00000	STATE LIQUOR TAX	132,911	146,039	164,356	166,882	166,882	166,882	2,526	2%
34025-00000	State Marijuana Tax	38,539	54,430	53,510	14,503	14,503	14,503	(39,007)	-73%
34030-34045	Fed. CVRF Reimbursement	-	97,392	-	795,054	795,054	795,054	795,054	-
37005-00000	INTEREST REVENUE	98,760	89,818	81,681	21,600	21,600	21,600	(60,081)	-74%
38015-00000	REFUNDS	1,756	7,179	-	-	-	-	-	-
38017-00000	SAIF DIVIDEND	19,414	29,165	25,000	23,356	23,356	23,356	(1,644)	-7%
38030-00000	InterFund Repay - Principle	-	25,800	26,387	26,986	26,986	26,986	599	2%
38031-00000	InterFund Repay - Interest	-	3,069	2,483	1,883	1,883	1,883	(600)	-24%
38035-00000	FEES AND LATE CHARGES	14,389	9,233	5,000	8,500	8,500	8,500	3,500	70%
TOTAL REVENUE		5,830,726	5,774,910	6,412,957	7,065,673	7,065,673	7,065,673	652,716	10%
39230-00000	Trans From - EMS	122,188	-	-	-	-	-	-	-
39235-00000	Trans From - Engineering	128,862	-	-	-	-	-	-	-
39240-00000	Trans From - Court	192,325	-	-	-	-	-	-	-
39245-00000	TRANSFER IN	362,723	-	-	-	-	-	-	-
	General Fund Subsidy IN(+)/OUT(-)	(8,393,485)	(9,105,250)	(9,243,584)	(9,746,142)	(9,746,142)	(9,746,142)	(502,558)	5%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES & WAGES	-	861	-	-	-	-	-	-
41010-00000	FRINGE BENEFITS	-	307	-	-	-	-	-	-
TOTAL PAYROLL			1,168						

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
MATERIALS & SERVICES									
42005-40010	Office Supplies-Admin	-	19	-	-	-	-	-	-
42010-11501	IT Services	3,659	49,994	-	-	-	-	-	-
42010-40105	Legal Services	-	1,469	-	-	-	-	-	-
42010-40115	Professional Services- Non-Dep	87,676	82,103	153,000	223,000	223,000	223,000	70,000	46%
42040-40420	Janitorial - Admin	-	419	-	-	-	-	-	-
42045-42000	Filing & Recording Fees-NonDep	5,781	18,844	10,000	10,000	10,000	10,000	-	-
42080-42060	City Contributions/Donations	7,335	13,000	258,500	10,000	10,000	10,000	(248,500)	-96%
42080-42085	Misc - Non-Departmental	801	44,309	2,000	2,000	2,000	2,000	-	-
42080-47020	City Grants/Contributions	63,976	48,265	27,500	55,200	55,200	55,200	27,700	101%
42090-42092	INTERGOVERNMENTAL - ANNEXATION	18,963	18,760	19,850	21,000	21,000	21,000	1,150	6%
TOTAL MATERIALS & SERVICES		188,193	277,185	470,850	321,200	321,200	321,200	(149,650)	-32%
TOTAL EXPENDITURES		188,193	278,354	470,850	321,200	321,200	321,200	(149,650)	-32%
CONTINGENCY/TRANSFER									
45695-00000	TRANSFER TO - STORMWATER	135,000	-	-	-	-	-	-	-
45811-00000	Transfer to ISF Equipment Repl	888,743	-	-	-	-	-	-	-
45821-00000	TRANSFER TO - PARKS RESERVE	100,000	-	-	-	-	-	-	-
47005-00000	CONTINGENCY	-	-	243,000	259,197	259,197	259,197	16,197	7%
TOTAL CONTINGENCY/TRANSFER		1,123,743		243,000	259,197	259,197	259,197	16,197	7%
100-190	TOTAL Non-Departmental	(0)							-
Unappropriated Ending Balance									
100-GENERAL		3,608,693	3,544,476	1,752,390	2,702,527	2,702,527	2,702,527	950,137	-100%



PROGRAM NAME: General Fund – Public Safety - Police

RESPONSIBLE MANAGER(S): Neal Holste, Chief of Police

PROGRAM DESCRIPTION: The mission statement for the Hood River Police Department is to provide a proactive level of service to reduce crime. Protect those who live, work, and visit our community. Carry out services with understanding, compassion, and genuine care for the community we serve. Holding ourselves accountable to the highest standards of excellence and achievements.

The General Fund allows the men and women to execute the mission and promote a culture of trust between the Police Department and all community members that live and visit.

The Police Department prioritizes patrol duties as the primary responsibility for the community. By focusing on patrol, the Police Department is able provide 24/7 police services to the community. In addition to 24 hour service, two police officers are on duty for City service response needs and proactive enforcement.

The City is the daily service hub for Hood River County, Mosier, and neighboring Washington cities. In addition, the City remains a desirable place to live, visit, and engage in social and recreational activities. The increased population flux impacts the police department services, resources, and staff.

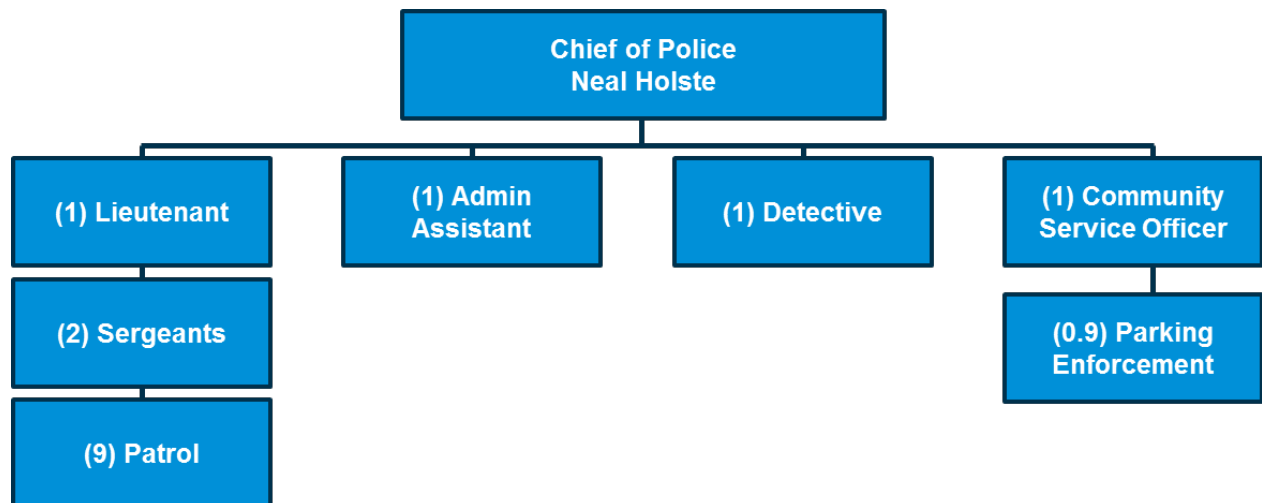
In the 2020 calendar year, 10,346 calls for service were handled by the Police Department. This is a 27% decrease from 2019.

The Police Department had a notable decrease of criminal arrest charges, 783 for 2020. This is an 18% decrease from 2019.

In the 2020 calendar year, a total of 1,972 traffic citations were issued. This is an decrease of 24% from previous year.

Over the last 3 years, the Police Department has averaged 13,028 calls for service, 828 arrest charges, and 2,346 traffic citations per year.

The Police Department currently has 17 FTE positions within the Police Department. Of the 17 positions, 14 are State certified Police Officers (this includes Chief of Police and Lieutenant), 1 Community Service Officer, 1 Office Administrator, and 1 Parking Enforcement.



Thirteen certified police officers registered a combined total of 612 hours of service training logged through the Oregon Department of Public Safety Standards & Training (police academy) for the 2020 calendar year.

The department currently has 4 Reserve Officers that volunteer and/or sometimes are paid, depending on the circumstance. A Reserve Officer assists in performing law enforcement duties in the community. In 2020, 512 hours of donated time were directed to law enforcement assistance within the community.

Capital Outlay

Purchase of one Ford Interceptor SUV Hybrid AWD vehicle. The vehicle cost reflects fully equipped, turnkey, ready to perform daily responsibilities for the job. The current equipment/vehicle replacement program reflects the purchase of one patrol vehicle.

**HOOD RIVER POLICE DEPARTMENT
CRIME STATISTICS NATIONAL COMPARISON**

2019 Statistics	Total Incidents	Cleared / Arrests	Refer to Dist. Atty.	Cleared by Arrest	National Avg. Cleared by Arrest
Violent Crimes (Murder, Negligent Homicide, Rape, Aggravated & Simple Assault, Crimes Against Family, Kidnapping)	65	40	8	54%	46%
Crimes Against Property (Robbery, Burglary, larceny, Motor Vehicle Theft, Arson, Forgery/Counterfeit, fraud, Stolen Property, Vandalism)	316	54	12	21%	18%
Crimes Against Society Prostitution, Sex crimes, drug Laws, Gambling, DUI, Disorderly Conduct, Liquor Laws, Warrants, Recovered Stolen, Other)	492	394	29	79%	N/A
Crimes Against Other (Traffic Crimes, Fish & Game laws, Marine)	207	30	3	16%	N/A
Total	1080	518	52		

*All information is based on calendar year

2020 Statistics	Total Incidents	Cleared / Arrests	Refer to Dist. Atty.	Cleared by Arrest	National Avg. Cleared by Arrest
Violent Crimes (Murder, Negligent Homicide, Rape, Aggravated & Simple Assault, Crimes Against Family, Kidnapping)	49 ↓ 25%	22	8	45%	N/A
Crimes Against Property (Robbery, Burglary, larceny, Motor Vehicle Theft, Arson, Forgery/Counterfeit, fraud, Stolen Property, Vandalism)	378 ↑ 20%	76	9	19%	N/A
Crimes Against Society Prostitution, Sex crimes, drug Laws, Gambling, DUI, Disorderly Conduct, Liquor Laws, Warrants, Recovered Stolen, Other)	361 ↓ 27%	394	29	80%	N/A*
Crimes Against Other (Traffic Crimes, Fish & Game laws, Marine)	152 ↓ 27%	30	3	14%	N/A
Total	940	393	42		

National Average hasn't been calculated by the FBI
Percentages compared with 2019 Stats

PERSONNEL SUMMARY:

Full-time Equivalents

2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
14.0	14.0	13.4	13.7	14.5	15.3	15.5	15.4	15.4	15.4

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-140	Public Safety - Police								
RESOURCES									
REVENUE									
33035-38030	Towed Vehicle	6,246	5,692	6,500	4,000	4,000	4,000	(2,500)	-38%
34030-34035	Federal Grants- BP Vests CFDA#	-	-	2,000	1,800	1,800	1,800	(200)	-10%
34035-34032	State Grants-Safety Belt	1,139	2,507	4,000	2,500	2,500	2,500	(1,500)	-38%
34035-34034	State Grants-DUII	808	-	2,000	1,000	1,000	1,000	(1,000)	-50%
38035-38005	Donations for Police Dept	-	3	-	-	-	-	-	-
38035-38010	Police Misc revenue	26,786	13,747	18,100	16,507	16,507	16,507	(1,593)	-9%
38035-38035	PD Alarm Permits	4,207	3,872	4,800	3,999	3,999	3,999	(801)	-17%
38035-38045	Finger printing fee	2,830	1,990	2,990	2,574	2,574	2,574	(416)	-14%
38035-38050	Police reports	1,978	1,959	1,940	2,081	2,081	2,081	141	7%
TOTAL REVENUE		43,995	29,770	42,330	34,461	34,461	34,461	(7,869)	-19%
General Fund Subsidy IN(+)/OUT(-)		2,234,112	2,410,092	2,929,361	2,788,962	2,788,962	2,788,962	(140,399)	-5%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	1,100,896	1,166,164	1,257,864	1,276,910	1,276,910	1,276,910	19,046	2%
41006-00000	Overtime - Police	56,203	29,247	54,088	54,907	54,907	54,907	819	2%
41010-00000	FRINGE BENEFITS	644,906	718,224	791,583	-	-	-	(791,583)	-100%
41011-00000	PERS	-	-	-	365,495	365,495	365,495	365,495	-
41012-00000	Health/Dental/Life Ins.	-	-	-	347,395	347,395	347,395	347,395	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	109,479	109,479	109,479	109,479	-
41014-00000	Comp. Absences	-	-	-	13,541	13,541	13,541	13,541	-
41060-00000	HOLIDAY CASHOUTS	70,543	73,317	60,000	74,000	74,000	74,000	14,000	23%
TOTAL PAYROLL		1,872,549	1,986,953	2,163,535	2,241,727	2,241,727	2,241,727	78,192	4%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Police	3,575	4,189	2,870	2,870	2,870	2,870	-	-
42005-40015	Operating Materials - Police	1,208	7,261	2,101	2,101	2,101	2,101	-	-
42005-40020	Fuel & Lube - Police	28,065	25,375	30,000	30,000	30,000	30,000	-	-
42005-40025	Uniforms & Clothing - Police	7,629	8,293	11,720	11,720	11,720	11,720	-	-
42005-40030	Ammunition	3,541	3,230	4,330	4,330	4,330	4,330	-	-
42005-40035	Printing - Police	1,565	1,346	1,251	1,251	1,251	1,251	-	-
42005-40040	Evidence Supplies	1,494	1,056	1,563	1,563	1,563	1,563	-	-
42010-11501	IT Services - Police	6,404	9,972	1,570	1,570	1,570	1,570	-	-
42010-40115	Contract Svcs - Police	35,563	45,057	43,775	44,431	44,431	44,431	656	1%
42010-40146	In Custody Medical Expenses	-	2,742	4,000	4,000	4,000	4,000	-	-
42010-40150	Professional Svcs - Police	1,054	1,445	2,132	2,132	2,132	2,132	-	-
42015-40205	Telephone - Police	2,207	1,714	2,451	8,451	8,451	8,451	6,000	245%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42015-40210	Postage - Police	980	1,049	1,500	1,500	1,500	1,500	-	-
42020-42000	Advertising & Pub - police	382	1,226	1,025	1,025	1,025	1,025	-	-
42030-42030	Insurance- Police	64,709	68,518	73,722	76,697	76,697	76,697	2,975	4%
42035-40310	Heating (Gas/Oil) - Police	837	977	1,100	1,100	1,100	1,100	-	-
42040-40405	Equipment Repairs - Police	373	-	390	390	390	390	-	-
42040-40415	Facility Maint- Police	-	1,545	-	-	-	-	-	-
42040-40420	Janitorial - Police	2,033	2,808	2,500	2,500	2,500	2,500	-	-
42050-40505	Dues & Subscriptions - Police	2,333	2,413	2,450	2,450	2,450	2,450	-	-
42050-40510	Books & Manuals - Police	-	-	210	210	210	210	-	-
42050-40525	Trainings & Meetings - Police	12,754	18,032	17,250	17,250	17,250	17,250	-	-
42050-40532	Public Education - Police	-	-	526	526	526	526	-	-
42075-40620	Misc Minor Tools & Equip - Pol	16,102	11,575	18,500	18,500	18,500	18,500	-	-
42080-00000	MISCELLANEOUS	-	1,582	-	-	-	-	-	-
42080-42000	Equipment Maint chrgbck Polic	19,761	22,866	28,202	-	-	-	(28,202)	-100%
42080-42081	ADMIN SERVICES ALLOC (GEN)	123,135	130,844	186,796	176,823	176,823	176,823	(9,973)	-5%
42080-42811	Vehicle Replacement Charge	69,847	67,268	77,986	168,306	168,306	168,306	90,320	116%
TOTAL MATERIALS & SERVICES		405,558	442,392	519,920	581,696	581,696	581,696	61,776	12%
TOTAL EXPENDITURES		2,278,107	2,429,346	2,683,455	2,823,423	2,823,423	2,823,423	139,968	5%
CONTINGENCY/TRANSFER									
45815-00000	Transfer To - Comp Absence Rsv	-	10,517	10,031	-	-	-	(10,031)	-100%
46001-00000	PERS Side Acct Contribution	-	-	278,205	-	-	-	(278,205)	-100%
TOTAL CONTINGENCY/TRANSFER			10,517	288,236				(288,236)	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: General Fund –Public Safety– Fire / Emergency Medical Services

RESPONSIBLE MANAGER(S): Leonard Damian, Fire Chief

PROGRAM DESCRIPTION: Hood River Fire & EMS is responsible for Prevention, Preparedness, and Protection of the people who live, work and visit our city from the dangers of fire, medical, natural disaster, and other emergency conditions. The department operates out of one station at 1785 Meyer Parkway. The fleet consists of the following 12 vehicles: 2 fire engines, 1 95' Tower Ladder, 1 brush fire vehicle, 2 command vehicles, 1 support pick-up, 3 Advanced Life Support ambulances, and 1 remote access vehicle.

All 16 employees at Hood River Fire & EMS are Paramedics allowing the ambulances to be staffed with highly trained and qualified emergency care providers. We operate under county-wide EMS protocols, approved by Dr. David Benziger as our Supervising Physician. The fee-for-service ambulance generated \$888,892 in FY2018-19 by both transporting patients from 911 calls as well as inter-facility transports from Providence Hood River Hospital (an increase in 2019 of 33.7% from 2018). House Bill 4030 (2016) was passed and in (2018) the Centers for Medicare and Medicaid Services approved Oregon's plan to implement Ground Emergency Medical Transportation (GEMT) supplemental payment program for public EMS providers. This reimbursement of medical costs will create an estimated \$50,000 in additional annual revenue as well it provided nearly \$116,400 for the past two previous years during FY19-20. FireMed membership revenue has been steady at around \$30,000 for the past several fiscal years.

The fire department answered 1,825 emergency calls for service in the calendar year 2019, with approximately 78.7% (1437) medical-related calls and 21.3% (388) being Fire/Rescue related. This represents an overall increase of 8.8% from 2018. The department participated in the public education of an estimated 1,650 children on fire safety. The fire department staff includes the Fire Chief, (1) administration assistant, (15) shift firefighter/paramedics, consisting of 3 Captains, 3 Lieutenants, and 9 Engineers. The paid staff are all dual-role employees, filling both firefighting and EMS related functions. Additionally, the department has a roster of 10 volunteers, of which 4 are operational firefighters, 2 are high school student firefighters, and 4 fill various support functions (Chaplain, Ham Radio operator, etc.).

INCIDENT STATISTICS:

	2014	2015	2016	2017	2018	2019
EMS	1067	1124	1236	1244	1351	1437
FIRE	387	430	376	346	327	388
TOTAL	1454	1554	1612	1590	1678	1825

PERSONNEL SUMMARY:

Full-time Equivalents

2014	2015	2016	2017	2018	2019	2020	2021	2022
15.0	15.1	15.0	15.3	16	16.2	16.2	16.2	16.2

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-125	Public Safety - Fire/EMS								
RESOURCES									
REVENUE									
32020-32015	Fire Marshall Fees	32,176	14,044	34,000	26,622	26,622	26,622	(7,378)	-22%
34030-34046	Federal COVID-19	-	19,537	-	-	-	-	-	-
35010-00000	Fire Response Reimbursements	2,279	-	17,500	15,000	15,000	15,000	(2,500)	-14%
35015-00000	Ambulance Fee Receipts	858,891	920,079	822,186	885,000	885,000	885,000	62,814	8%
35016-00000	GEMT Reimbursement	-	57,418	57,484	43,000	43,000	43,000	(14,484)	-25%
35030-00000	Fire Med Memberships	30,000	35,623	33,343	35,087	35,087	35,087	1,744	5%
38035-00000	Miscellaneous- Amb	1,975	-	500	500	500	500	-	-
38040-00000	Facilities Rental Income	19,429	19,632	19,540	20,126	20,126	20,126	586	3%
38070-00000	Fire Dept- Misc Revenue	6,167	218	2,500	2,500	2,500	2,500	-	-
TOTAL REVENUE		950,921	1,066,555	987,053	1,027,835	1,027,835	1,027,835	40,782	4%
General Fund Subsidy IN(+)/OUT(-)		2,320,266	2,491,458	3,594,679	3,029,352	3,029,352	3,029,352	(565,327)	-16%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	1,337,629	1,369,752	1,503,920	1,588,607	1,588,607	1,588,607	84,687	6%
41006-00000	Overtime - Fire	262,463	269,492	226,510	238,437	238,437	238,437	11,927	5%
41010-00000	FRINGE BENEFITS	833,151	892,880	975,445	-	-	-	(975,445)	-100%
41011-00000	PERS	-	-	-	485,493	485,493	485,493	485,493	-
41012-00000	Health/Dental/Life Ins.	-	-	-	423,118	423,118	423,118	423,118	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	146,569	146,569	146,569	146,569	-
41014-00000	Comp. Absences	-	-	-	21,695	21,695	21,695	21,695	-
41060-00000	HOLIDAY CASHOUTS	49,793	37,049	57,000	57,000	57,000	57,000	-	-
TOTAL PAYROLL		2,483,037	2,569,174	2,762,875	2,960,919	2,960,919	2,960,919	198,044	7%
MATERIALS & SERVICES									
42005-40005	Supplies - Fire	29,603	37,273	37,700	38,265	38,265	38,265	565	1%
42005-40010	Office Supplies - Fire	3,386	5,641	3,100	3,140	3,140	3,140	40	1%
42005-40015	Operating Materials - Fire	3,047	170	-	-	-	-	-	-
42005-40020	Fuel & Lube - Fire	22,066	17,271	18,100	18,000	18,000	18,000	(100)	-1%
42005-40025	Uniforms & Clothing - Fire	9,362	29,850	28,500	46,927	46,927	46,927	18,427	65%
42005-40032	Fire Prevention Supplies	76	-	1,000	1,000	1,000	1,000	-	-
42005-40035	Printing - Fire	840	871	500	500	500	500	-	-
42010-11501	IT Services - Fire	12,041	8,368	1,500	1,522	1,522	1,522	22	1%
42010-40105	Legal Svcs - Fire	3,325	51,617	-	-	-	-	-	-
42010-40115	Contract Svcs - Fire	32,384	25,818	38,000	58,570	58,570	58,570	20,570	54%
42010-40150	Professional Svcs - Fire	53,226	61,929	76,500	77,122	77,122	77,122	622	1%
42015-40210	Postage - Fire	182	63	790	801	801	801	11	1%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42015-40235	Radios	5,674	616	10,130	10,281	10,281	10,281	151	1%
42020-42000	Advertising & Pub-Fire	25	578	4,100	4,100	4,100	4,100	-	-
42030-42030	Insurance- Fire	55,500	59,693	63,742	71,689	71,689	71,689	7,947	12%
42035-40305	Electricity - Fire	15,933	12,745	18,710	18,000	18,000	18,000	(710)	-4%
42035-40310	Heating (Gas/Oil) - Fire	7,700	6,994	6,700	6,800	6,800	6,800	100	1%
42035-40315	Garbage Svc - Fire	1,489	772	1,655	1,600	1,600	1,600	(55)	-3%
42035-40320	City Utilities - Fire	6,934	7,977	9,450	9,500	9,500	9,500	50	1%
42040-40405	Equipment Repairs - Fire	7,708	10,061	10,575	10,733	10,733	10,733	158	1%
42040-40410	Vehicle Maint/Rep - Fire	51,545	50,043	31,125	31,591	31,591	31,591	466	1%
42040-40415	Facility Maint- Fire	25,202	30,187	17,750	18,016	18,016	18,016	266	1%
42040-40420	Janitorial - Fire	4,035	679	3,500	3,500	3,500	3,500	-	-
42050-40505	Dues & Subscriptions - Fire	191	48	750	750	750	750	-	-
42050-40510	Books & Manuals - Fire	-	1,293	1,250	1,250	1,250	1,250	-	-
42050-40525	Trainings & Meetings - Fire	44,129	52,247	64,500	65,467	65,467	65,467	967	1%
42050-40535	Staff Recognition	287	456	3,150	3,150	3,150	3,150	-	-
42075-40620	Misc Minor Tools & Equip - Fir	12,449	2,742	19,600	21,903	21,903	21,903	2,303	12%
42080-40700	Miscellaneous- Misc. - Fire	326	3,897	-	-	-	-	-	-
42080-40705	Volunteer Expenses - Fire	-	-	6,700	6,800	6,800	6,800	100	1%
42080-42081	ADMIN SERVICES ALLOC (GEN)	165,398	178,646	261,953	230,291	230,291	230,291	(31,662)	-12%
42080-42085	Miscellaneous- Misc.	1,374	624	5,850	6,326	6,326	6,326	476	8%
42080-42811	Vehicle Replacement Charge	212,700	219,147	301,399	328,674	328,674	328,674	27,275	9%
TOTAL MATERIALS & SERVICES		788,149	878,331	1,048,279	1,096,268	1,096,268	1,096,268	47,989	5%
CAPITAL OUTLAY									
43020-40620	Machinery & Equipment - EMS	-	42,012	58,000	-	-	-	(58,000)	-100%
TOTAL CAPITAL OUTLAY			42,012	58,000				(58,000)	-100%
TOTAL EXPENDITURES		3,271,187	3,489,518	3,869,154	4,057,187	4,057,187	4,057,187	188,033	5%
CONTINGENCY/TRANSFER									
45815-00000	Transfer To - Comp Absence Rsv	-	68,495	357,200	-	-	-	(357,200)	-100%
46001-00000	PERS Side Acct Contribution	-	-	355,378	-	-	-	(355,378)	-100%
TOTAL CONTINGENCY/TRANSFER			68,495	712,578				(712,578)	-100%



PROGRAM NAME: General Fund – Parks

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: The Parks Fund provides all maintenance including facilities, scheduling, vehicles and equipment for 15 parks: Skateboard, Children's, Collins Baseball Field, Friendship, Jackson, Mann, Montello, Overlook Memorial, 2nd Street Fountain, Tsuruta, Tsuruta Tennis Courts, Stratton Rose Gardens, Waterfront, Waucoma, Wilson, and 2nd Street planter. There are approximately 36 acres of City Parks. All other maintenance for park areas is provided by The Hood River Valley Park and Recreation District, The Port of Hood River, The Hood River School District, Hood River County Library District, and Hood River County.

Park planning in Hood River is a collaboration process with the Hood River Valley Park and Recreation District (HRVPRD). HRVPRD's local system development charges are responsible for development and executing a local parks master plan.

PERSONNEL SUMMARY:

Refer to Public Works Overview

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-130	Parks								
RESOURCES									
REVENUE									
32005-32005	PARK USAGE FEES	20,617	6,137	11,000	6,200	6,200	6,200	(4,800)	-44%
34050-00000	INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-	-
38005-00000	SURPLUS PROPERTY SALES	7,371	-	-	-	-	-	-	-
38035-00000	Miscellaneous - Parks	2,208	43	2,000	2,000	2,000	2,000	-	-
38035-38025	Donations for Childrens Park	198,452	-	-	-	-	-	-	-
38050-00000	Misc - Capital Contributions	-	3,250	-	-	-	-	-	-
TOTAL REVENUE		228,649	9,430	13,000	8,200	8,200	8,200	(4,800)	-37%
General Fund Subsidy IN(+)/OUT(-)		296,675	451,232	590,285	730,788	730,788	730,788	140,503	24%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	133,183	143,623	144,856	117,783	117,783	117,783	(27,073)	-19%
41006-00000	Overtime - Parks	6,160	5,551	1,057	1,030	1,030	1,030	(27)	-3%
41010-00000	FRINGE BENEFITS	71,985	79,120	82,676	-	-	-	(82,676)	-100%
41011-00000	PERS	-	-	-	20,690	20,690	20,690	20,690	-
41012-00000	Health/Dental/Life Ins.	-	-	-	38,519	38,519	38,519	38,519	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	9,199	9,199	9,199	9,199	-
41014-00000	Comp. Absences	-	-	-	1,531	1,531	1,531	1,531	-
TOTAL PAYROLL		211,329	228,295	228,589	188,752	188,752	188,752	(39,837)	-17%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Parks & Rec	171	333	500	500	500	500	-	-
42005-40015	Operating Materials - Parks	23,419	16,824	18,000	18,000	18,000	18,000	-	-
42005-40020	Fuel & Lube - Parks & Rec	4,275	3,875	4,800	4,800	4,800	4,800	-	-
42005-40025	Uniforms & Clothing - Parks	1,495	1,422	1,500	1,500	1,500	1,500	-	-
42005-40035	Printing - Parks	-	855	-	-	-	-	-	-
42010-40115	Contract Svcs - Parks	29,430	25,531	45,000	96,948	96,948	96,948	51,948	115%
42010-40150	Professional Svcs - Parks	-	1,067	-	-	-	-	-	-
42020-42000	ADVERTISING AND PUBLISHING	530	92	100	100	100	100	-	-
42035-40305	Electricity - Parks	11,399	10,127	14,000	14,000	14,000	14,000	-	-
42035-40315	Garbage Svc - Parks	6,482	5,660	8,000	8,000	8,000	8,000	-	-
42035-40320	City Utilities - Parks	56,488	46,783	60,000	60,000	60,000	60,000	-	-
42040-40415	Facility Maint- Parks	27,700	36,226	88,000	88,000	88,000	88,000	-	-
42040-40420	Janitorial - Parks & Rec	9,133	11,911	15,000	15,000	15,000	15,000	-	-
42050-40505	Dues & Subscriptions - Parks	50	125	-	-	-	-	-	-
42050-40525	Trainings & Meetings - Parks	774	1,128	1,500	1,500	1,500	1,500	-	-
42080-00000	MISCELLANEOUS	3,993	6,413	5,000	5,000	5,000	5,000	-	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42080-42000	Equipment Maint chrgbck parks	17,904	16,331	21,267	-	-	-	(21,267)	-100%
42080-42081	ADMIN SERVICES ALLOC (GEN)	33,046	37,111	44,806	38,849	38,849	38,849	(5,957)	-13%
42080-42811	Vehicle Replacement Charge	13,830	9,420	27,501	48,039	48,039	48,039	20,538	75%
	TOTAL MATERIALS & SERVICES	240,126	231,241	354,974	400,236	400,236	400,236	45,262	13%
CAPITAL OUTLAY									
43015-00000	IMP O/T BUILDING	10,702	-	-	-	-	-	-	-
43015-43001	Childrens Park Play Structure	53,009	-	-	-	-	-	-	-
43015-43007	Tsuruta Tennis Courts	-	-	-	150,000	150,000	150,000	150,000	-
43020-00000	MACHINERY AND EQUIPMENT	10,157	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	73,869			150,000	150,000	150,000	150,000	-
	TOTAL EXPENDITURES	525,325	459,536	583,563	738,988	738,988	738,988	155,425	27%
CONTINGENCY/TRANSFER									
45815-00000	Transfer To - Comp Absence Rsv	-	1,127	926	-	-	-	(926)	-100%
46001-00000	PERS Side Acct Contribution	-	-	18,796	-	-	-	(18,796)	-100%
	TOTAL CONTINGENCY/TRANSFER		1,127	19,722				(19,722)	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: General Fund – Planning

RESPONSIBLE MANAGER(S): Dustin Nilsen, Planning Director

PROGRAM DESCRIPTION: The Planning department plays an integral role in shaping the long term character of the City through the development and implementation of the City of Hood River Comprehensive Plan, Zoning Code, and other long-range planning efforts.

FY2020-21 was characterized by major legislative projects including amendments to the Transportation System Plan, Middle Housing Code legislation, kickoff of the Heights Urban Renewal & Streetscape Project, Rand Road Housing, and Work on the City’s Historic Preservation Code. 40 Land use applications were initiated during 2020 calendar year, which included subdivisions, site plans, conditional use approvals, residential developments, legislative changes for Fee in Lieu of Parking and Historic Building Conversion, and area rezoning.

The FY2021-22 budget maintains Planning capacity with a .5 reduction in staffing. Establishing sustainable admin support is intended to expedited building permits processing, short term rental administration, the completion of Planning Commission meetings minutes, and the coordination of interagency development review and referrals.

Additional project funds are requested for consulting assistance to support affordable housing production strategy, continued work on Rand Road development proposals, and a zoning code audit.

PERSONNEL SUMMARY:

Full-time Equivalents

2014	2015	2016	2017	2018	2019	2020	2021	2022
2.0	2.0	2.9	2.8	3.8	3.9	4.0	4.0	3.5

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-135	Planning								
RESOURCES									
REVENUE									
35025-30105	Planning Fees - Annexation	-	-	1,911	2,102	2,102	2,102	191	10%
35025-30110	Planning Fees - Appeal	1,714	750	-	-	-	-	-	-
35025-30115	Planning Fee - Bed & Breakfast	930	-	-	-	-	-	-	-
35025-30120	Planning Fee - Conditional Use	2,357	2,944	2,972	3,269	3,269	3,269	297	10%
35025-30125	Planning Fees - Documents	1	35	-	-	-	-	-	-
35025-30130	Planning Fees - Land Division	17,303	14,101	11,430	12,573	12,573	12,573	1,143	10%
35025-30135	Planning Fee - Land Use Permit	15,316	14,785	13,393	14,732	14,732	14,732	1,339	10%
35025-30140	Planning Fee-Plan & Zone Amend	-	109	-	-	-	-	-	-
35025-30145	Planning Fees-Site Plan Review	18,442	14,116	19,350	21,285	21,285	21,285	1,935	10%
35025-30155	Planning Fees - Variance	1,211	1,359	1,200	1,320	1,320	1,320	120	10%
35025-30160	Planning Fees-Pre Application	4,653	3,661	3,600	3,960	3,960	3,960	360	10%
35025-30170	Planning Fee- PUD	1,381	-	1,220	1,342	1,342	1,342	122	10%
35025-30180	PLANNING FEE - EVAL PR STR	-	200	-	-	-	-	-	-
35025-30181	PLANNING FEE - STR APPL FEE	1,248	1,841	697	732	732	732	35	5%
35025-30182	PLANNING FEE - STR ANNUAL FEE	29,992	25,692	20,727	23,210	23,210	23,210	2,483	12%
35025-30195	Planning Fee-Other	6	-	-	-	-	-	-	-
TOTAL REVENUE		94,556	79,594	76,500	84,525	84,525	84,525	8,025	10%
General Fund Subsidy IN(+)/OUT(-)		366,847	451,742	628,509	582,160	582,160	582,160	(46,349)	-7%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	272,399	262,126	314,259	295,423	295,423	295,423	(18,836)	-6%
41006-00000	Overtime - Planning	3,742	2,936	5,000	6,000	6,000	6,000	1,000	20%
41010-00000	FRINGE BENEFITS	120,917	132,743	166,649	-	-	-	(166,649)	-100%
41011-00000	PERS	-	-	-	67,676	67,676	67,676	67,676	-
41012-00000	Health/Dental/Life Ins.	-	-	-	68,216	68,216	68,216	68,216	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	23,479	23,479	23,479	23,479	-
41014-00000	Comp. Absences	-	-	-	2,600	2,600	2,600	2,600	-
TOTAL PAYROLL		397,060	397,806	485,908	463,394	463,394	463,394	(22,514)	-5%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Planning	1,959	670	1,500	1,500	1,500	1,500	-	-
42005-40015	Operating Materials - Planning	435	285	750	750	750	750	-	-
42005-40035	Printing - Planning	260	135	450	450	450	450	-	-
42010-11501	IT Services	5,217	4,433	3,000	3,300	3,300	3,300	300	10%
42010-40105	Legal Svcs - Planning	-	5,214	-	-	-	-	-	-
42010-40115	Contract Svcs - Planning	3,913	19,747	60,000	60,000	60,000	60,000	-	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42010-40150	Professional Svcs - Planning	19,392	63,858	38,330	80,000	80,000	80,000	41,670	109%
42015-40210	Postage - Planning	1,345	1,821	5,500	5,500	5,500	5,500	-	-
42020-42000	Advertising & Pub-Planning	1,600	741	5,250	5,250	5,250	5,250	-	-
42035-40305	Electricity - Planning	-	34	-	-	-	-	-	-
42050-40505	Dues & Subscriptions - Plan	709	70	200	800	800	800	600	300%
42050-40525	Training & Meetings - Planning	449	4,667	3,000	3,000	3,000	3,000	-	-
42080-42081	ADMIN SERVICES ALLOC (GEN)	29,062	29,666	43,347	40,341	40,341	40,341	(3,006)	-7%
42080-42085	Misc- Planning	-	-	2,400	2,400	2,400	2,400	-	-
	TOTAL MATERIALS & SERVICES	64,344	131,344	163,727	203,291	203,291	203,291	39,564	24%
	TOTAL EXPENDITURES	461,404	529,150	649,635	666,685	666,685	666,685	17,050	3%
CONTINGENCY/TRANSFER									
45815-00000	Transfer To - Comp Absence Rsv	-	2,186	2,253	-	-	-	(2,253)	-100%
46001-00000	PERS Side Acct Contribution	-	-	53,121	-	-	-	(53,121)	-100%
	TOTAL CONTINGENCY/TRANSFER		2,186	55,374				(55,374)	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: General Fund – City Council

RESPONSIBLE MANAGER(S): Rachael Fuller, City Manager

PROGRAM DESCRIPTION: The City Council program account budgets for Council member stipends, meeting expenses, and strategic initiatives/priorities.

GOALS

The Strategic Goals set by the City Council at their January 2021 meeting are:

1. Equitable and Diverse Housing Inventory

- Affordable Housing Production
- Rand Road Development, Phase II
- Zoning Code Improvement Project

2. Equitable and Inclusive Community

- Equity Assessment and Plan
- Community Health and Behavior Health Partnerships

3. Informed and Engage Community

- Community Engagement Continuous Improvement and Investment

4. Efficient and Safe Transportation System for Walkers, Bikers, Transit Riders and Drivers

- Historic Columbia River Highway
- Fixed Local Bus Route
- Safe Routes to School

5. Well-Maintained Community

- System Development Charge Study
- Public Safety and Community Services Facility
- Water and Sewer Line Reconstruction Project

6. Environmentally Sustainable and Resilient Community

- Wastewater Treatment Plant CoGEN
- Hybrid Vehicles and Charging
- City Facility Energy Assessments

7. Adequate Parks and Open Space

- Capital Improvement Plan for Parks with Implementation Measures

Additional detail on the City Council's goals is posted online at:

<https://cityofhoodriver.gov/administration/city-council/hood-river-city-council-goals/>

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100	GENERAL								
100-115	City Council								
RESOURCES									
	General Fund Subsidy IN(+)/OUT(-)	32,159	9,836	24,745	23,806	23,806	23,806	(939)	-4%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	4,500	4,050	4,858	4,858	4,858	4,858	-	-
41010-00000	FRINGE BENEFITS	372	347	382	-	-	-	(382)	-100%
41012-00000	Health/Dental/Life Ins.	-	-	-	6	6	6	6	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	376	376	376	376	-
41014-00000	Comp. Absences	-	-	-	43	43	43	43	-
	TOTAL PAYROLL	4,872	4,397	5,240	5,283	5,283	5,283	43	1%
MATERIALS & SERVICES									
42005-40035	Printing - Council	568	265	500	500	500	500	-	-
42010-00000	Professional Svcs - Council	10,293	300	10,000	10,000	10,000	10,000	-	-
42010-11501	IT Services - Council	1,275	152	500	500	500	500	-	-
42010-40150	Professional services	2,630	-	-	-	-	-	-	-
42015-40205	Telephone - Council	93	-	-	-	-	-	-	-
42050-40505	Dues & Subscriptions - Council	139	139	1,000	1,000	1,000	1,000	-	-
42050-40525	Trainings & Meetings - Council	4,830	1,000	5,500	5,500	5,500	5,500	-	-
42080-00000	MISCELLANEOUS	5,661	944	-	-	-	-	-	-
42080-42081	ADMIN SERVICES ALLOC (GEN)	1,795	2,636	2,005	1,023	1,023	1,023	(982)	-49%
	TOTAL MATERIALS & SERVICES	27,286	5,438	19,505	18,523	18,523	18,523	(982)	-5%
TOTAL EXPENDITURES		32,159	9,836	24,745	23,806	23,806	23,806	(939)	-4%



PROGRAM NAME: General Fund – Engineering

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: The Engineering program consists of a City Engineer, Wade Seaborn, and an engineering contract services arrangement with the HBH Engineering Company. This company provides the City with registered professional civil engineering consulting and other services, including surveyor capability.

Significant technical expertise is provided by HBH to support the activities of the City's utility infrastructure, including water, wastewater, roads and stormwater management. They also participate as part of the City's development review team for new development applications and provide technical construction management expertise for major projects.

Two registered civil engineers, a land surveyor, and technical support help are available to the City from the HBH Engineering Company.

PERSONNEL SUMMARY:

Refer to Public Works Overview

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-120	Engineering								
RESOURCES									
REVENUE									
35030-00000	ENGINEERING INCOME	68,731	99,605	70,000	76,792	76,792	76,792	6,792	10%
TOTAL REVENUE		68,731	99,605	70,000	76,792	76,792	76,792	6,792	10%
General Fund Subsidy IN(+)/OUT(-)		202,302	246,213	106,094	210,976	210,976	210,976	104,882	99%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	2,264	7,313	47,545	32,994	32,994	32,994	(14,551)	-31%
41010-00000	FRINGE BENEFITS	728	3,249	27,998	-	-	-	(27,998)	-100%
41011-00000	PERS	-	-	-	9,327	9,327	9,327	9,327	-
41012-00000	Health/Dental/Life Ins.	-	-	-	10,750	10,750	10,750	10,750	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	2,571	2,571	2,571	2,571	-
41014-00000	Comp. Absences	-	-	-	290	290	290	290	-
TOTAL PAYROLL		2,992	10,562	75,543	55,932	55,932	55,932	(19,611)	-26%
MATERIALS & SERVICES									
42005-40015	Operating Materials - Eng	55	96	-	-	-	-	-	-
42010-40115	Contract Svcs - Eng	261,578	324,166	60,000	60,000	60,000	60,000	-	-
42010-40150	Professional Svcs - Eng	-	2,175	13,330	150,000	150,000	150,000	136,670	1025%
42020-42000	Advertising and Publishing	935	-	-	-	-	-	-	-
42050-40525	Trainings & Meetings - Engin	10	-	-	-	-	-	-	-
42080-42081	ADMIN SERVICES ALLOC (GEN)	5,462	8,819	17,803	21,836	21,836	21,836	4,033	23%
TOTAL MATERIALS & SERVICES		268,040	335,256	91,133	231,836	231,836	231,836	140,703	154%
TOTAL EXPENDITURES		271,033	345,819	166,676	287,768	287,768	287,768	121,092	73%
CONTINGENCY/TRANSFER									
46001-00000	PERS Side Acct Contribution	-	-	9,418	-	-	-	(9,418)	-100%
TOTAL CONTINGENCY/TRANSFER				9,418				(9,418)	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: General Fund – Municipal Court

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: Municipal Court processes and adjudicates citations and complaints issued by the City of Hood River Police Department, the City Attorney and by private citizens within the City of Hood River. The majority of cases heard in Municipal Court are traffic infractions and municipal code violations. There is one full-time equivalent position in the Municipal Court budget for the Court Clerk. The Municipal Judge and City Prosecutor are contract positions.

PERSONNEL SUMMARY:

Full-time Equivalents

2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
1.1	1.1	1.1	1.1	1.1	1.1	1.0*	1.0	1.0	1.0

*The Municipal Judge transitioned to a contract removing it from the City's Full-time Equivalent count.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-129	Municipal Court								
RESOURCES									
REVENUE									
33005-00000	Municipal Court Revenue	222,909	227,921	252,975	183,972	183,972	183,972	(69,003)	-27%
33010-00000	OR Judicial Court Revenues	16,489	19,152	25,500	19,988	19,988	19,988	(5,512)	-22%
TOTAL REVENUE		239,398	247,073	278,475	203,960	203,960	203,960	(74,515)	-27%
General Fund Subsidy IN(+)/OUT(-)		(104,487)	(115,091)	(127,818)	(56,109)	(56,109)	(56,109)	71,709	56%
REQUIREMENTS									
PAYROLL									
41005-00000	Salary & Wages - Municourt	55,651	57,892	51,949	54,683	54,683	54,683	2,734	5%
41006-00000	Overtime - Court	5,894	8	2,500	2,500	2,500	2,500	-	-
41010-00000	Fringe Benefits - Municourt	34,255	37,067	39,169	-	-	-	(39,169)	-100%
41011-00000	PERS	-	-	-	11,391	11,391	11,391	11,391	-
41012-00000	Health/Dental/Life Ins.	-	-	-	25,902	25,902	25,902	25,902	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	4,466	4,466	4,466	4,466	-
41014-00000	Comp. Absences	-	-	-	481	481	481	481	-
TOTAL PAYROLL		95,801	94,968	93,618	99,423	99,423	99,423	5,805	6%
MATERIALS & SERVICES									
42005-40010	Office Supplies- Muni court	662	846	1,200	1,200	1,200	1,200	-	-
42005-40035	Printing - Muni Court	124	-	200	200	200	200	-	-
42010-11501	IT Services	1,412	2,233	750	750	750	750	-	-
42010-40115	Contract Svcs- Municourt	26,226	22,419	32,460	32,460	32,460	32,460	-	-
42015-40210	Postage - Municourt	650	1,270	1,000	1,000	1,000	1,000	-	-
42040-40415	Facility Repair - Municourt	-	2,535	-	-	-	-	-	-
42050-40505	Dues & Subscriptions - Muni	450	75	150	150	150	150	-	-
42050-40510	Books & Manuals - Muni	-	-	200	200	200	200	-	-
42050-40525	Training & Meetings - Muni	2,056	99	2,150	2,150	2,150	2,150	-	-
42075-40620	Misc Minor Tools & Equip-Muni	-	-	500	500	500	500	-	-
42080-42080	ADMIN SERVICES ALLOCATION	7,158	7,166	10,144	9,318	9,318	9,318	(826)	-8%
42080-42085	Misc.- Muni Court	370	367	500	500	500	500	-	-
TOTAL MATERIALS & SERVICES		39,109	37,013	49,254	48,428	48,428	48,428	(826)	-2%
TOTAL EXPENDITURES		134,911	131,981	142,872	147,851	147,851	147,851	4,979	3%
CONTINGENCY/TRANSFER									
46001-00000	PERS Side Acct Contribution	-	-	7,785	-	-	-	(7,785)	-100%
TOTAL CONTINGENCY/TRANSFER				7,785				(7,785)	-100%



PROGRAM NAME: General Fund – Parking Program

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: The parking program provides maintenance and repairs to the individual Duncan meters and the automated CALE pay stations. On-street frontages and the parking lots operated by the City are served by a combination of the automated and manual meter system. Along with the operating the meters, the program places and repairs related street and parking lot striping, lights, electrical connections, and landscape vegetation. There are 21 CALE stations and 330 Duncan meters.

The Police Department is committed to the efficient operations of meter and Parking enforcement. The Parking enforcement is committed to improve parking access, availability, traffic safety and maintenance while encouraging the efficient movement of traffic throughout the City. The function of Parking enforcement is to provide public safety, mitigate traffic congestion and promote parking turnover and access through more efficient parking system management. Currently, The Police Department has one Community Service Officer (CSO) who commits 60% of his time to parking. Similarly the parking clerk position performs all parking administration functions and is managed through the Finance department. There is also one full-time parking enforcement officer that also assists the Road Department during the Winter months.

PERSONNEL SUMMARY:

Full-time Equivalents

2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
1.0	1.0	1.6	1.7	2.7	1.9	3.0*	3.3	3.6	3.6

*FY2018/19 increase is due to better precision in allocating FTE counts where positions are charged. This makes FY2018-19 and FY2017-18 not directly comparable.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
100-128	Parking								
RESOURCES									
REVENUE									
32005-32005	Parking Lot Use Fees	457	1,020	1,768	2,111	2,111	2,111	343	19%
32020-00000	Parking Work Permits	3,813	3,677	2,720	3,248	3,248	3,248	528	19%
32025-00000	Parking Meter Receipts	661,672	533,757	572,050	526,158	526,158	526,158	(45,892)	-8%
32030-00000	Parking Space Rental	76,128	89,151	80,750	86,000	86,000	86,000	5,250	7%
33010-00000	PARKING FINES	237,674	169,596	162,108	178,319	178,319	178,319	16,211	10%
34050-00000	INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-	-
38035-00000	Miscellaneous	425	327	170	170	170	170	-	-
TOTAL REVENUE		980,170	797,530	819,566	796,006	796,006	796,006	(23,560)	-3%
General Fund Subsidy IN(+)/OUT(-)		(563,085)	(384,710)	(254,661)	(266,320)	(266,320)	(266,320)	(11,659)	5%
REQUIREMENTS									
PAYROLL									
41005-00000	Salary & Wages - Parking	156,390	174,816	215,084	217,019	217,019	217,019	1,935	1%
41006-00000	Overtime - Parking	3,581	3,506	1,900	1,900	1,900	1,900	-	-
41010-00000	Fringe Benefits - Parking	99,583	117,042	130,367	-	-	-	(130,367)	-100%
41011-00000	PERS	-	-	-	44,487	44,487	44,487	44,487	-
41012-00000	Health/Dental/Life Ins.	-	-	-	69,511	69,511	69,511	69,511	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	17,090	17,090	17,090	17,090	-
41014-00000	Comp. Absences	-	-	-	2,296	2,296	2,296	2,296	-
41060-00000	HOLIDAY CASHOUTS	3,472	3,472	-	-	-	-	-	-
TOTAL PAYROLL		263,028	298,839	347,351	352,303	352,303	352,303	4,952	1%
MATERIALS & SERVICES									
42005-00000	OPERATING SUPPLIES	-	-	1,000	1,000	1,000	1,000	-	-
42005-40010	Office Supplies - Parking	-	38	-	-	-	-	-	-
42005-40015	Operating Materials - Parking	8,541	8,476	15,000	15,000	15,000	15,000	-	-
42005-40020	Fuel & Lube - Parking	2,318	2,432	2,100	2,100	2,100	2,100	-	-
42005-40025	Uniforms & Clothing - Parking	223	-	500	500	500	500	-	-
42005-40035	Printing - Parking	723	3,558	1,500	1,500	1,500	1,500	-	-
42010-00000	PROFESSIONAL SERVICES	-	685	-	-	-	-	-	-
42010-11501	IT SERVICES	1,349	-	2,000	2,000	2,000	2,000	-	-
42010-40115	Contract Svcs - Parking	57,761	19,619	42,000	42,000	42,000	42,000	-	-
42010-40150	Professional Svcs - Parking	28	-	-	-	-	-	-	-
42015-40210	Postage - Parking	897	189	1,500	1,500	1,500	1,500	-	-
42035-40305	Electricity - Parking	2,241	1,610	2,500	2,500	2,500	2,500	-	-
42040-40405	Equipment Repairs - Parking	2,339	-	8,000	8,000	8,000	8,000	-	-
42040-40415	Facility Maint- Parking	-	3,311	4,000	4,000	4,000	4,000	-	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42050-40525	Trainings & Meetings - Parking	76	-	1,500	1,500	1,500	1,500	-	-
42065-42055	BANK AND MERCHANT FEES	42,294	37,001	58,000	58,000	58,000	58,000	-	-
42080-42000	Equipment Maint chrgbck prkg	2,695	1,760	4,768	-	-	-	(4,768)	-100%
42080-42080	ADMIN SERVICES ALLOCATION	30,276	31,963	37,534	32,335	32,335	32,335	(5,199)	-14%
42080-42811	Vehicle Replacement Charge	2,292	2,489	2,940	5,448	5,448	5,448	2,508	85%
	TOTAL MATERIALS & SERVICES	154,056	113,136	184,842	177,383	177,383	177,383	(7,459)	-4%
	TOTAL EXPENDITURES	417,085	411,975	532,193	529,686	529,686	529,686	(2,507)	-
CONTINGENCY/TRANSFER									
45815-00000	TRANSFER TO - COMP ABSENCES	-	844	820	-	-	-	(820)	-100%
46001-00000	PERS Side Acct Contribution	-	-	31,892	-	-	-	(31,892)	-100%
	TOTAL CONTINGENCY/TRANSFER		844	32,712				(32,712)	-100%



PUBLIC WORKS OVERVIEW

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: The Public Works Department is responsible for the operation and maintenance of the following public facilities; roads, parking, parks, sewer, storm water collection systems, and the water source and distribution system. The department also manages and maintains the City's machinery equipment, vehicle fleet, City-owned facilities, as well as provides professional and technical support to other City departments. Also managed within this department is City Engineering, City capital construction projects, and the Building division.

General Fund – Parks Program provides all maintenance and repairs for City owned park properties.

Road Fund - provides all maintenance and repairs in the Public Rights-of-Way on approximately 63 single lane miles.

Water Fund provides all maintenance and repairs to approximately 83 miles of water mainline pipe, three (3) reservoirs, and infrastructure at the Mt. Hood water source located approximately 20 miles from the City.

Sewer Fund provides all maintenance and repairs to approximately 60 miles of sanitary sewer pipe and six (6) lift stations.

Storm Water Fund provides all maintenance and repairs to approximately 55 miles of storm sewer pipe.

The City's Restricted Revenue Fund supports Building division which manages all building, planning, and engineering reviews, inspections, and permitting.

Fleet & Equipment Fund provides support to all maintenance and repairs to vehicles, rollingstock and numerous light equipment.

PERSONNEL SUMMARY:

Full-time Equivalents

2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
15.00	15.1	17.1	19.4	19.5	19.9	20.7	23.7	25.7	23.8

Position	Parks	Roads	Eng.	Building	Sewer	Water	Storm	Equip.
Development Tech				50%				
Parking Enforcement		20%						
Accounting Tech 1 (UB Clerk)						60%		
Administrative Service Officer		5%			5%	5%	5%	
Director	10%	23%			22%	26%	11%	3%
Building Official				100%				
Permit Tech				100%				
Management Analyst					40%	40%	20%	
Administrative assistant				56%				
Engineer		29%			35%	36%		
Project Manager		20%	40%		20%	20%		
Office Manager	11%	18%			20%	25%	12%	9%
Construction Inspector		29%			35%	36%		
Public Works Foreman	13%	20%			18%	28%	13%	
Public Works Worker	13%	20%			18%	28%	13%	
Public Works Worker	13%	20%			18%	28%	13%	
Public Works Worker	13%	20%			18%	28%	13%	
GIS Analyst		25%			25%	25%	25%	
Mechanic/Lead								100%
Public Works Worker/Lead	5%	50%			2%	2%	1%	
Public Works Worker		3%			3%	94%		
Public Works Worker/Lead		10%			45%		45%	
Public Works Worker		3%			3%	94%		
Public Works Worker/Lead	95%	5%						
Public Works Worker		10%			45%		45%	
Public Works Worker		3%			3%	94%		
Public Works Worker	5%	50%			2%	2%	1%	
Public Works Worker					15%	85%		

5-YEAR CAPTIAL IMPROVEMENT PLAN

ROAD FUND	Est. Cost	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26
Pavement Management System	750,000	150,000	150,000	150,000	150,000	150,000
Traffic Signal, Realign C&Rand	2,100,000	1,500,000	600,000			
May Street Elevated Sidewalk	700,000	150,000	550,000			
Road Fund Total	3,550,000	1,800,000	1,300,000	150,000	150,000	150,000
URBAN RENEWAL FUNDED	Est. Cost	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26
2nd and Oak Signalization	925,000	925,000				
Parking Meter Replacement	145,000	145,000				
Painting Street Lights	100,000	100,000				
Urban Renewal Total	1,170,000	1,170,000				
SEWER FUND						
Sewer Operations						
Taylor Ave. Pipe Replacements	751,400			370,600	380,800	
Clay Pipe - Replace 8" Wilson St. Pipe from 9th-10th	334,200			65,400	268,800	
Rebuild WestCliff Pump Station	200,000	200,000				
Clay Pipe - Hull St - 9th to 12th	540,600		540,600			
Clay Pipe Replacements on 3rd St. and Pine Streets	517,500					517,500
Clay Pipe - Various locations	2,144,000		1,272,000	472,000	400,000	
Clay Pipe - Montello- 2nd to 5th & 2nd Street	731,500	731,500				
Clay Pipe - 9th St - N. of May to Waucoma Park	409,000	409,000				
Clay Pipe - Eugene - 10th to 12th	398,700	398,700				
Clay Pipe - 10th St - Eugene to Sherman	306,000	306,000				
Clay Pipe - Sherman	1,346,100	1,346,100				
Clay Pipe - Prospect (1st to 7th)	955,000	955,000				
Clay Pipe - 15th and Cascade Area Pipe Replacement	40,000	40,000				
Clay Pipe - Cascade	230,000					230,000
Replace 15" Pipe near Jaymar & Wasco	639,060			98,100	540,960	
Influent Pipe	1,085,000				535,360	549,700
County Club Forcemain (CIP-D- F1)	140,000	140,000				
Clay Pipe - Upgrade 8" Columbia Ave Pipe	750,400				750,400	
Sherman and 20th Street	482,750				224,000	258,750
Elevated Sewer Replacement (Mt Hood RR Lift Station)	2,940,000		600,000	1,170,000	1,170,000	
Riverside Dr Pipe Replacement	500,000	500,000				
13th-14th St Heights Alley Sewer Replacement	385,000	385,000				
Waste Water Treatment Plant						
Biosolids Storage Bay Expansion	650,000	650,000				
UV System	1,725,000	1,725,000				
Replace Digester Gas Mixing	2,000,000	500,000	1,000,000	500,000		
Digester Building Maintenance	300,000	300,000				
Influent Channel Coarse Screen	170,000	170,000				
Blower for Activated Sludge Process	682,375		682,375			
Septage Receiving Station	547,180			547,180		
WWTP - ph Enhancer	200,000	200,000				
Generator Replacement	300,000	300,000				
Sewer Fund Total	22,400,825	9,256,300	4,094,975	3,223,280	4,270,320	1,555,950
WATER FUND						
Leaded Joint - 17th St-Sherman to May (reconnect)	170,000	170,000				
Leaded Joint - Montello-Front to 2nd (reconnect)	43,260	43,260				
Leaded Joint - 13th St-Columbia to Oak (reconnect)	31,800		31,800			
Leaded Joint 6th St., Cascade	767,050					767,050
Leaded Joint - Oak - 5th to 9th	336,000				336,000	
Leaded Joint - 1st, Prospect, 7th	700,000	700,000				
Leaded Joint - 4th St - Prospect to Pine	713,000					713,000
Leaded Joint - 7th St - May to Pine	461,100		461,100			
Leaded Joint - 12th St - May to Wilson	946,000		466,400	479,600		
Leaded Joint - C and B Streets	1,326,000			654,000	672,000	
Cascade- 15th to 18th	60,000	60,000				
Leaded Joint - 15th - Columbia to Cascade	169,950		169,950			
Leaded Joint - 18th - North of Columbia	31,930		31,930			
Leaded Joint - 15th to hydrant between 10th & 13th	901,000		901,000			
Sherman Improve. (STP 7 & 8)	509,000	509,000				
STP 9 East Heights Improvements	1,489,540			734,660	754,880	
Heights area improvements- South	917,150			452,350	464,800	
Install bypass, open/close valves Marian, 13th, 12th	224,000				224,000	
Leaded Joint - Eugene-9th to 12th & 11th St	573,500	573,500				
Replace Leaded Joint - Lincoln and Oak from 10th -13th	500,000				500,000	
Cascade Pressure Zone	130,000	130,000				
Replace line along Hull St.	270,000		270,000			
Montello-2nd to 4th (ductile iron)	682,600	682,600				
Water Fund Total	11,952,880	2,868,360	2,332,180	2,320,610	2,951,680	1,480,050
STORM WATER FUND						
Waterfront Storm Line (Phase Two)	2,498,686	2,498,686				
Waterfront Storm Line (Phase Three)	1,823,900			1,823,900		
Waterfront Storm Line (Phase Four)	661,657		661,657			
13th Street Cascade to Lincoln	742,000					742,000
Henderson Creek	50,000		50,000			
Oak St Storm System	1,025,000				1,025,000	
West May St and 30th Street	1,329,800			1,329,800		
20th Street (Eugene to Wasco)	1,657,600				1,657,600	
Sherman (20th to 25th)	543,950					543,950
Hull St	400,000		400,000			
Montello and 7th	450,000		450,000			
Pine Street (5th to 11th)	402,500					402,500
Storm Water Fund Total	11,585,093	2,498,686	1,561,657	3,153,700	2,682,600	1,688,450
TOTAL	50,658,798	17,593,346	9,288,812	8,847,590	10,054,600	4,874,450



PROGRAM NAME: Road Fund

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: The Road Fund provides all maintenance in the Public Rights-of-Way (ROW) including streets and alleys (paved and gravel), sidewalks adjacent to City owned property, curbs and gutters, signs, painting, thermoplastic, striping, snow plowing, snow removal from City owned sidewalks, tree trimming, tree removal and care, classic light poles, banners, holiday lights, State Street restroom, street benches, landscaping adjacent to City owned streets, division vehicles and equipment. This fund also pays for energy cost on Pacific Power cobra and classic lights as well as City trash and recycle collection costs. Pavement Management software, collection, data, design, inspection, and construction costs are also part of the Road fund. There are approximately 63 City single lane roadway miles, approximately 42 Oregon Department of Transportation (ODOT) single lane miles, and six ODOT traffic signals.

Road system development charges (SDC's) are for transportation related improvement projects that are identified in the Transportation Systems Plan (TSP). The TSP examines existing and future needs and defines necessary improvement costs.

PERSONNEL SUMMARY:

Refer to Public Works Overview

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
ROAD FUND						
030 Beginning Fund Balance	2,439,872	2,505,179	2,344,971	1,284,268	1,284,268	1,284,268
REVENUE						
031 Taxes	342,356	345,955	371,761	349,593	349,593	349,593
032 Licenses & Permits	26,441	64,449	19,900	18,900	18,900	18,900
034 Intergovernmental Revenues	534,032	609,534	905,597	1,599,570	1,599,570	1,599,570
035 Charges for Services	308,070	179,464	225,000	225,000	225,000	225,000
037 Interest Earnings	59,708	53,421	32,483	7,753	7,753	7,753
038 Misc. Revenues	16,041	9,773	200	3,525	3,525	3,525
REVENUE	1,286,650	1,262,599	1,554,941	2,204,341	2,204,341	2,204,341
Total RESOURCES	3,726,522	3,767,778	3,899,912	3,488,609	3,488,609	3,488,609
EXPENDITURES						
Road Operations (200)						
041 Personnel Services	410,889	419,170	471,951	493,901	493,901	493,901
042 Materials & Services	478,623	460,603	591,756	533,950	533,950	533,950
043 Capital Outlay	230,344	39,952	650,000	300,000	300,000	300,000
046 Special Payments	-	-	50,483	-	-	-
047 Contingency	-	-	150,000	150,000	150,000	150,000
	1,119,856	919,726	1,914,190	1,477,851	1,477,851	1,477,851
Road SDC (220)						
043 Capital Outlay	4,493	503,080	1,425,000	1,500,000	1,500,000	1,500,000
047 Contingency	-	-	40,000	40,000	40,000	40,000
	4,493	503,080	1,465,000	1,540,000	1,540,000	1,540,000
Road Reserve - Equip Replacement (225)						
045 Interfund Transfers Out	96,992	-	-	-	-	-
	96,992	0	0	0	0	0
Total REQUIREMENTS	1,221,342	1,422,807	3,379,190	3,017,851	3,017,851	3,017,851
ENDING FUND BALANCE	2,505,179	2,344,971	520,722	470,758	470,758	470,758

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
200	ROAD OPERATIONS								
200-200	Road Operations								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	1,018,415	824,860	946,791	705,508	705,508	705,508	(241,283)	-25%
REVENUE									
31025-00000	Local Gas Tax	342,356	345,955	371,761	349,593	349,593	349,593	(22,168)	-6%
32005-32005	Street Closure Fees	5,888	460	900	900	900	900	-	-
32070-32075	Right-of-Way Permits	8,421	54,230	12,000	12,000	12,000	12,000	-	-
32070-32080	Street degradation fee	7,168	4,327	3,500	2,500	2,500	2,500	(1,000)	-29%
32070-32085	Construction Site Permits	4,964	5,431	3,500	3,500	3,500	3,500	-	-
34025-00000	State Gas Tax	534,032	609,534	655,597	649,570	649,570	649,570	(6,027)	-1%
34050-00000	INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-	-
34050-34050	Intergovernmental - STP FUNDS	-	-	250,000	-	-	-	(250,000)	-100%
37005-00000	INTEREST REVENUE	23,362	17,316	9,946	4,542	4,542	4,542	(5,404)	-54%
38070-00000	MISCELLANEOUS	109	4,401	200	200	200	200	-	-
	TOTAL REVENUE	926,301	1,041,657	1,307,404	1,022,805	1,022,805	1,022,805	(284,599)	-22%
	TOTAL RESOURCES	1,944,717	1,866,517	2,254,195	1,728,313	1,728,313	1,728,313	(525,882)	-23%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	260,438	258,469	276,721	293,423	293,423	293,423	16,702	6%
41006-00000	Overtime	9,325	9,251	26,520	25,856	25,856	25,856	(664)	-3%
41010-00000	FRINGE BENEFITS	141,124	151,450	168,710	-	-	-	(168,710)	-100%
41011-00000	PERS	-	-	-	69,338	69,338	69,338	69,338	-
41012-00000	Health/Dental/Life Ins.	-	-	-	79,377	79,377	79,377	79,377	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	22,899	22,899	22,899	22,899	-
41014-00000	Comp. Absences	-	-	-	3,008	3,008	3,008	3,008	-
	TOTAL PAYROLL	410,889	419,170	471,951	493,901	493,901	493,901	21,950	5%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Road	36	328	-	-	-	-	-	-
42005-40015	Operating Materials - Road	29,252	41,507	30,000	30,000	30,000	30,000	-	-
42005-40020	Fuel & Lube - Road	3,892	5,008	7,000	7,000	7,000	7,000	-	-
42005-40025	Uniforms & Clothing - Road	2,201	1,898	2,200	2,200	2,200	2,200	-	-
42005-40035	Printing - Road	-	-	100	100	100	100	-	-
42010-11501	IT Services - Sewer	89	-	1,000	1,000	1,000	1,000	-	-
42010-40115	Contract Svcs - Road	56,321	30,611	75,000	75,000	75,000	75,000	-	-
42010-40150	Professional Svcs - Road	-	320	-	-	-	-	-	-
42015-40205	Telephone - Road	1,346	995	-	-	-	-	-	-
42015-40210	Postage - Road	11	-	250	250	250	250	-	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42020-42000	Advertising & Publishing - Roa	1,230	708	-	-	-	-	-	-
42030-42030	Insurance- Road	38,922	42,020	44,790	56,879	56,879	56,879	12,089	27%
42035-40305	Electricity - Road	93,769	90,645	100,000	100,000	100,000	100,000	-	-
42035-40315	Garbage Svc - Road	25,265	28,886	28,000	28,000	28,000	28,000	-	-
42035-40320	City Utilities - Road	5,885	4,930	8,000	8,000	8,000	8,000	-	-
42040-40415	Facility Maint- Road	40,916	30,949	71,000	71,000	71,000	71,000	-	-
42040-40420	Janitorial - Road	6,465	6,517	7,300	7,300	7,300	7,300	-	-
42050-40505	Dues & Subscriptions - Road	524	-	-	-	-	-	-	-
42050-40525	Trainings & Meetings - Road	549	572	2,000	2,000	2,000	2,000	-	-
42075-40620	Misc Minor Tools & Equip - Rd	9,994	1,876	6,000	6,000	6,000	6,000	-	-
42080-42000	Equipment Maint chrgbck Road	53,222	38,098	42,604	-	-	-	(42,604)	-100%
42080-42080	ADMIN SERVICES ALLOCATION	71,317	95,328	130,133	75,247	75,247	75,247	(54,886)	-42%
42080-42085	Misc- Misc Road	139	-	5,000	5,000	5,000	5,000	-	-
42080-42811	Vehicle Replacement Charge	37,267	39,399	31,379	58,974	58,974	58,974	27,595	88%
	TOTAL MATERIALS & SERVICES	478,623	460,603	591,756	533,950	533,950	533,950	(57,806)	-10%
CAPITAL OUTLAY									
43015-00300	STP Projects	-	-	250,000	-	-	-	(250,000)	-100%
43015-00415	May Str-Elevated Sidewalks	50,836	-	250,000	150,000	150,000	150,000	(100,000)	-40%
43015-00500	Pavement Management System	177,020	39,952	150,000	150,000	150,000	150,000	-	-
43020-00000	MACHINERY AND EQUIPMENT	2,486	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	230,344	39,952	650,000	300,000	300,000	300,000	(350,000)	-54%
	TOTAL EXPENDITURES	1,119,856	919,726	1,713,707	1,327,851	1,327,851	1,327,851	(385,856)	-23%
CONTINGENCY/TRANSFER									
46001-00000	PERS Side Acct Contribution	-	-	50,483	-	-	-	(50,483)	-100%
47005-00000	CONTINGENCY	-	-	150,000	150,000	150,000	150,000	-	-
	TOTAL CONTINGENCY/TRANSFER			200,483	150,000	150,000	150,000	(50,483)	-25%
	TOTAL REQUIREMENTS	1,119,856	919,726	1,914,190	1,477,851	1,477,851	1,477,851	(436,339)	-23%
48005-30000	Comp Abs Reserve (Budget Only)	-	-	27,048	-	-	-	(27,048)	-100%
Unappropriated Ending Balance		824,860	946,791	312,957	250,462	250,462	250,462	(62,495)	-20%
200-ROAD OPERATIONS									

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
220	ROAD SDC								
220-220	Road SDC								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	1,324,464	1,680,319	1,398,180	578,760	578,760	578,760	(819,420)	-59%
REVENUE									
34050-34050	Intergovernmental Rev-STIP	-	-	-	950,000	950,000	950,000	950,000	-
35010-30210	SDC Receipts - Improvement	308,070	179,464	225,000	225,000	225,000	225,000	-	-
37005-00000	INTEREST ON INVESTMENTS	36,345	36,105	22,537	3,211	3,211	3,211	(19,326)	-86%
38035-00000	Prop share- Cascade & Rand	15,932	4,689	-	3,090	3,090	3,090	3,090	-
38035-00001	Prop. share- 2nd & Oak	-	683	-	235	235	235	235	-
	TOTAL REVENUE	360,348	220,941	247,537	1,181,536	1,181,536	1,181,536	933,999	377%
TOTAL RESOURCES		1,684,813	1,901,260	1,645,717	1,760,296	1,760,296	1,760,296	114,579	7%
REQUIREMENTS									
CAPITAL OUTLAY									
43015-43100	New Lights and Traffic Study	4,368	44,898	-	-	-	-	-	-
43015-43200	Traffic Signal Realign C&Rand	125	458,182	1,100,000	1,500,000	1,500,000	1,500,000	400,000	36%
43015-43300	2nd and Oak Signalization	-	-	325,000	-	-	-	(325,000)	-100%
	TOTAL CAPITAL OUTLAY	4,493	503,080	1,425,000	1,500,000	1,500,000	1,500,000	75,000	5%
TOTAL EXPENDITURES		4,493	503,080	1,425,000	1,500,000	1,500,000	1,500,000	75,000	5%
CONTINGENCY/TRANSFER									
47005-00000	CONTINGENCY (BUDGETARY)	-	-	40,000	40,000	40,000	40,000	-	-
	TOTAL CONTINGENCY/TRANSFER			40,000	40,000	40,000	40,000		
TOTAL REQUIREMENTS		4,493	503,080	1,465,000	1,540,000	1,540,000	1,540,000	75,000	5%
Unappropriated Ending Balance									
220-ROAD SDC		1,680,319	1,398,180	180,717	220,296	220,296	220,296	39,579	22%



PROGRAM NAME: Water Fund

RESPONSIBLE MANAGER(S): Mark Janeck Director of Public Works

PROGRAM DESCRIPTION: The Water Fund provides all maintenance and repairs to the City owned water system which includes:

- Water mainline pipes and laterals within the public right-of-way inside City limits
- 5 zones on the old 14 inch main along Dee Hwy/Dee Flat/Lost Lake Road
- 24 inch diameter, 20 mile transmission water main from source location
- 3 point source water springs chlorination and distribution system
- Central Collection Box
- 3 Water reservoirs (Riverdale, Wilson, and Coe)
- Backflow Cross Connection Program
- 42 Pressure Reducing Valves (PRV)
- Vehicles and equipment

There are approximately 83 miles of water mains providing an average of 2.6 million gallons per day (MGD) of potable water to the City residents and businesses. The main water transmission line, newly completed in 2014, is approximately 20 miles long, extending to the City's spring source on the slope of Mt. Hood.

The Water system development charge (SDC) program pays for new infrastructure projects that are identified in the Water Capital Facilities Plan (CFP). The water CFP examines existing and future needs and presents recommendations and costs for proposed improvements.

Water Reserve Debt requirements are for United States Department of Agriculture (USDA) debt service and short lived assets for supporting the water transmission main funding.

PERSONNEL SUMMARY:

Refer to Public Works Overview

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
WATER FUND						
030 Beginning Fund Balance	2,655,091	2,918,521	3,643,133	3,706,021	3,706,021	3,706,021
REVENUE						
034 Intergovernmental Revenues	33,070	6,784	-	-	-	-
035 Charges for Services	2,984,924	3,002,581	3,111,049	3,276,329	3,276,329	3,276,329
037 Interest Earnings	71,336	72,265	41,013	20,453	20,453	20,453
038 Misc. Revenues	101,908	31,773	30,000	1,504,843	1,504,843	1,504,843
REVENUE	3,191,238	3,113,404	3,182,062	4,801,625	4,801,625	4,801,625
039 Interfund Transfers In	54,414	-	-	-	-	-
Total RESOURCES	5,900,743	6,031,926	6,825,195	8,507,646	8,507,646	8,507,646
EXPENDITURES						
Water Operations (600)						
041 Personnel Services	578,596	619,366	780,738	826,666	826,666	826,666
042 Materials & Services	814,191	778,636	851,018	883,339	883,339	883,339
043 Capital Outlay	443,210	98,430	1,555,000	2,868,360	2,868,360	2,868,360
044 Debt Service	909,600	892,358	886,777	879,217	879,217	879,217
045 Interfund Transfers Out	54,414	-	-	-	-	-
046 Special Payments	-	-	84,249	-	-	-
047 Contingency	-	-	75,000	75,000	75,000	75,000
	2,800,012	2,388,792	4,232,782	5,532,582	5,532,582	5,532,582
Water SDC (660)						
047 Contingency	-	-	50,000	50,000	50,000	50,000
	0	0	50,000	50,000	50,000	50,000
Water Reserve - Equip. Replacement (691)						
045 Interfund Transfers Out	182,209	-	-	-	-	-
	182,209	0	0	0	0	0
Total REQUIREMENTS	2,982,222	2,388,792	4,282,782	5,582,582	5,582,582	5,582,582
ENDING FUND BALANCE	2,918,521	3,643,133	2,542,413	2,925,064	2,925,064	2,925,064

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
600	WATER OPERATIONS								
600-600	Water Operations								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	1,238,170	1,461,910	2,042,285	2,032,800	2,032,800	2,032,800	(9,485)	-
30150-00000	PRIOR PERIOD ADJUSTMENT	(21,603)	-	-	-	-	-	-	-
REVENUE									
34045-00000	OTHER NON-PROFIT ENTITY GRANTS	33,070	6,784	-	-	-	-	-	-
34050-00000	INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-	-
35005-00000	WATER USAGE RECEIPTS	2,804,721	2,775,019	2,895,169	3,054,404	3,054,404	3,054,404	159,235	6%
35010-30215	Connection Fees	57,881	104,251	66,820	68,691	68,691	68,691	1,871	3%
37005-00000	INTEREST REVENUE	47,775	51,338	28,640	14,709	14,709	14,709	(13,931)	-49%
38005-00000	SURPLUS PROPERTY SALES	30,000	-	-	-	-	-	-	-
38015-00000	REFUNDS	-	29	-	-	-	-	-	-
38025-00000	LOAN PROCEEDS	-	-	-	1,469,360	1,469,360	1,469,360	1,469,360	-
38035-00000	FEES AND LATE CHARGES	71,908	31,743	30,000	35,483	35,483	35,483	5,483	18%
38070-00000	MISCELLANEOUS	-	-	-	-	-	-	-	-
TOTAL REVENUE		3,045,355	2,969,167	3,020,629	4,642,647	4,642,647	4,642,647	1,622,018	54%
TOTAL RESOURCES		4,261,922	4,431,077	5,062,914	6,675,447	6,675,447	6,675,447	1,612,533	32%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	364,962	385,710	478,558	502,215	502,215	502,215	23,657	5%
41006-00000	Overtime	12,777	13,531	5,127	5,021	5,021	5,021	(106)	-2%
41010-00000	FRINGE BENEFITS	200,855	220,124	297,053	-	-	-	(297,053)	-100%
41011-00000	PERS	-	-	-	112,986	112,986	112,986	112,986	-
41012-00000	Health/Dental/Life Ins.	-	-	-	161,543	161,543	161,543	161,543	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	39,251	39,251	39,251	39,251	-
41014-00000	Comp. Absences	-	-	-	5,650	5,650	5,650	5,650	-
TOTAL PAYROLL		578,596	619,366	780,738	826,666	826,666	826,666	45,928	6%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Water	4,449	4,657	9,000	9,000	9,000	9,000	-	-
42005-40015	Operating Materials - Water	68,426	57,868	70,000	70,000	70,000	70,000	-	-
42005-40020	Fuel & Lube - Water	8,563	7,050	10,000	10,000	10,000	10,000	-	-
42005-40025	Uniforms & Clothing - Water	3,686	3,525	5,000	5,000	5,000	5,000	-	-
42005-40035	Printing - Water	2,517	1,062	2,000	2,000	2,000	2,000	-	-
42010-11501	IT Services - Water	6,459	14,508	11,300	11,300	11,300	11,300	-	-
42010-40115	Contract Svcs - Water	74,264	58,987	75,000	75,000	75,000	75,000	-	-
42010-40150	Professional Svcs - Water	71,473	27,746	16,000	17,500	17,500	17,500	1,500	9%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42015-40205	Telephone - Water	3,649	3,796	2,000	2,000	2,000	2,000	-	-
42015-40210	Postage - Water	221	1,802	1,000	1,000	1,000	1,000	-	-
42020-42000	Advertising & Publishing	1,566	1,447	2,500	2,500	2,500	2,500	-	-
42030-42030	Insurance- Water	18,119	19,146	20,622	24,088	24,088	24,088	3,466	17%
42035-40305	Electricity - Water	7,079	8,548	8,000	8,000	8,000	8,000	-	-
42035-40310	Heating (Gas/Oil) - Water	2,387	2,224	2,300	2,300	2,300	2,300	-	-
42035-40315	Garbage Svc - Water	1,698	1,954	2,000	2,000	2,000	2,000	-	-
42035-40320	City Utilities - Water	3,288	2,610	4,500	4,500	4,500	4,500	-	-
42040-40405	Equipment Repairs - Water	-	-	2,000	2,000	2,000	2,000	-	-
42040-40415	Facility Maint- Water	31,555	57,064	60,000	60,000	60,000	60,000	-	-
42040-40420	Janitorial - Water	2,622	3,502	4,500	4,500	4,500	4,500	-	-
42045-42000	Filing & Recording- Water	-	-	500	500	500	500	-	-
42050-40505	Dues & Subscriptions - Water	4,467	4,275	6,000	6,000	6,000	6,000	-	-
42050-40525	Trainings & Meetings - Water	10,196	13,156	7,000	7,000	7,000	7,000	-	-
42065-42055	BANK AND MERCHANT FEES	17,943	19,790	22,000	23,500	23,500	23,500	1,500	7%
42075-40620	Misc Minor Tools & Equip - Wtr	751	1,824	5,000	5,000	5,000	5,000	-	-
42080-42000	Equipment Maint chrgbck Water	40,585	36,794	42,884	-	-	-	(42,884)	-100%
42080-42080	ADMIN SERVICES ALLOCATION	142,261	142,705	146,245	179,131	179,131	179,131	32,886	22%
42080-42085	Misc.- Misc. water	1,136	2,330	5,000	5,000	5,000	5,000	-	-
42080-42090	City Utility fee- Water	228,757	226,992	229,545	213,808	213,808	213,808	(15,737)	-7%
42080-42811	Vehicle Replacement Charge	56,062	53,265	79,122	130,712	130,712	130,712	51,590	65%
	TOTAL MATERIALS & SERVICES	814,191	778,636	851,018	883,339	883,339	883,339	32,321	4%
CAPITAL OUTLAY									
43015-00000	IMPROVEMENTS OTHER THAN BLDGS	-	-	-	-	-	-	-	-
43015-00200	Waterline	89,527	-	-	-	-	-	-	-
43015-00260	LEADED JOINT (LJ-1)	-	-	700,000	700,000	700,000	700,000	-	-
43015-00261	Leaded Joint 17th Sherman to May (LJ1)	-	-	-	170,000	170,000	170,000	170,000	-
43015-00271	Cascade 15th to 18th	-	-	300,000	60,000	60,000	60,000	(240,000)	-80%
43015-00580	4th & 7th; Serpt & Sherm-STP6	350,231	-	-	-	-	-	-	-
43015-00590	Sherman Improv. (STP 7&8)	-	-	300,000	509,000	509,000	509,000	209,000	70%
43015-00650	Engineering Standards	136	-	-	-	-	-	-	-
43015-00660	Cascade Pressure Zone	-	-	130,000	130,000	130,000	130,000	-	-
43015-00720	Montello Front to 2nd (LJ1 & STP23)	-	-	-	725,860	725,860	725,860	725,860	-
43015-00730	Leaded Joint Eugene 9th-12th (STP13)	-	-	-	573,500	573,500	573,500	573,500	-
43020-40620	Machinery & Equipment-Water	3,315	38,850	75,000	-	-	-	(75,000)	-100%
43020-40630	Large Meter Replace-Wtr	-	-	50,000	-	-	-	(50,000)	-100%
43025-40620	Vehicles	-	59,580	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	443,210	98,430	1,555,000	2,868,360	2,868,360	2,868,360	1,313,360	84%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
DEBT SERVICE									
44005-00001	PRINCIPAL-WATERLINE PHASE II	-	-	137,491	141,273	141,273	141,273	3,782	3%
44005-00002	PRINCIPAL-WATERLINE PHASE IIA	210,629	216,421	84,881	87,217	87,217	87,217	2,336	3%
44010-00001	INTEREST - WATERLINE PHASE II	-	-	198,942	195,162	195,162	195,162	(3,780)	-2%
44010-00002	INTEREST - WATERLINE PHASE IIA	333,505	327,712	122,819	120,486	120,486	120,486	(2,333)	-2%
44035-00000	PRINCIPAL - 2017 FFC	294,093	294,093	294,694	294,294	294,294	294,294	(400)	-
44040-00000	INTEREST - 2017 FFC	60,914	54,132	47,950	40,785	40,785	40,785	(7,165)	-15%
44055-00000	PRINCIPAL-PW Bldg. Solar Array	9,900	-	-	-	-	-	-	-
44060-00000	INTEREST-PW Bldg Solar Array	557	-	-	-	-	-	-	-
TOTAL DEBT SERVICE		909,600	892,358	886,777	879,217	879,217	879,217	(7,560)	-1%
TOTAL EXPENDITURES		2,745,598	2,388,792	4,073,533	5,457,582	5,457,582	5,457,582	1,384,049	34%
CONTINGENCY/TRANSFER									
45690-00000	TRANSFER TO - WATER RESERVE	54,414	-	-	-	-	-	-	-
46001-00000	PERS Side Acct Contribution	-	-	84,249	-	-	-	(84,249)	-100%
47005-00000	CONTINGENCY	-	-	75,000	75,000	75,000	75,000	-	-
TOTAL CONTINGENCY/TRANSFER		54,414		159,249	75,000	75,000	75,000	(84,249)	-53%
TOTAL REQUIREMENTS		2,800,012	2,388,792	4,232,782	5,532,582	5,532,582	5,532,582	1,299,800	31%
48005-30000	RESERVE BALANCES - COMP ABSENC	-	-	30,294	-	-	-	(30,294)	-100%
Unappropriated Ending Balance		1,461,910	2,042,284	799,838	1,142,865	1,142,865	1,142,865	343,027	43%
600-WATER OPERATIONS									

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
660	WATER SDC								
660-660	Water SDC								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	770,973	914,066	1,058,304	1,130,677	1,130,677	1,130,677	72,373	7%
REVENUE									
35010-30205	SDC Receipts - Reimbursement	49,088	49,805	53,456	54,953	54,953	54,953	1,497	3%
35010-30210	SDC Receipts - Improvement	73,234	73,506	95,604	98,281	98,281	98,281	2,677	3%
37005-00000	INTEREST REVENUE	20,771	20,926	12,373	5,744	5,744	5,744	(6,629)	-54%
	TOTAL REVENUE	143,093	144,237	161,433	158,978	158,978	158,978	(2,455)	-2%
TOTAL RESOURCES		914,066	1,058,304	1,219,737	1,289,655	1,289,655	1,289,655	69,918	6%
REQUIREMENTS									
CONTINGENCY/TRANSFER									
47005-00000	CONTINGENCY (BUDGETARY)	-	-	50,000	50,000	50,000	50,000	-	-
	TOTAL CONTINGENCY/TRANSFER			50,000	50,000	50,000	50,000		
TOTAL REQUIREMENTS				50,000	50,000	50,000	50,000		
Unappropriated Ending Balance									
660-WATER SDC		914,066	1,058,304	1,169,737	1,239,655	1,239,655	1,239,655	69,918	6%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Water Fund – USDA Waterline Debt Reserve

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: The 2013 USDA Water Revenue Bonds No. 91-03 & 91-04 paid for the second phase of waterline construction. The bond covenants require the City set aside debt reserves in the following amounts:

Water Revenue Bond No. 91-03: The City was required to deposit \$20,770 annually until the amount in the reserve reached \$207,700. If the amount in the reserve falls below \$207,700 at any point during the life of the loan, the City will be required to recommence the \$20,770 annual deposit until the account has \$207,700 in reserve.

Water Revenue Bond No. 91-04: The City was required to deposit \$33,644 annually until the amount in the reserve reaches \$336,433. If the amount in the reserve falls below \$336,433 at any point during the life of the loan, the City will be required to recommence the \$33,644 annual deposit until the account \$336,433 in reserve.

Cumulatively, the USDA Waterline Debt Reserve requirement is \$544,133. The City met this requirement in the end of FY2018-19. All interest earnings are now credited to Water Fund Operations.

Amounts in the reserve may only be used to pay the cost of repairing or replacing damage to the waterline which may be caused by unforeseen catastrophe and when necessary for the purpose of making payments of principal and interest on the Water Bond No. 3 in the event other funds are not available. USDA approval is required to use amounts in the reserve account.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
690	USDA WATERLINE DEBT RESERVE								
690-690	USDA Waterline Debt Reserve								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	485,340	542,544	542,544	542,544	542,544	542,544	-	-
REVENUE									
37005-00000	INTEREST REVENUE	2,789	-	-	-	-	-	-	-
TOTAL REVENUE		2,789							
39600-00000	Transfer from Water Fund	54,414	-	-	-	-	-	-	-
TOTAL RESOURCES		542,544	542,544	542,544	542,544	542,544	542,544	(0)	-
Unappropriated Ending Balance									
690-USDA WATERLINE DEBT RESERVE		542,544	542,544	542,544	542,544	542,544	542,544	(0)	-



PROGRAM NAME: Sewer Fund

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: This Fund has two related, but distinct, operating domains.

The Sewer Fund provides all maintenance and repairs to the City owned sanitary sewer system (mainline pipes and manholes), including pipe locations that service properties adjacent to the City limits within Hood River County, areas in the Urban Growth Area (UGA), and areas including the High School/Windmaster corner/Airport. There are approximately 60 miles of sewer mains.

The operations of the Waste Water Treatment Plant (WWTP) is contracted out to the Jacobs Engineering Company that provides all maintenance, daily operations, and necessary minor repairs to the plant. This fund also provides maintenance and repairs to all WWTP vehicles, support equipment, and six (6) sanitary sewer pump stations including Indian Creek, Frankton, Country Club, Westcliff, East Port Marina, and Sieverkropp/3rd Street. Average daily sanitary sewer effluent flow into the WWTP is approximately 1.2 million gallons per day (MGD), but can range up to 5 mgd during heavy rain events.

The WWTP also receives in approximately 1.1 million gallons of aerobic sludge per year from Cascade Locks, Stevenson, Parkdale, and Mosier. This sludge does not go into the normal plant process, instead the sludge enters the digester where it is processed and held in storage until it can be applied to one of the more than 60 field application sites in the Hood River Valley.

The Sewer system development charge (SDC) program pays for proposed, necessary infrastructure projects that are identified in the Sewer Capital Facilities Plan (CFP). The Sewer CFP examines existing and future needs and presents recommendations and estimated costs for improvements.

Sewer Reserve Debt requirements are for United States Department of Agriculture (USDA) debt service and short lived assets for the Indian Creek Sewer Pump Station and WWTP Outfall for Department Environmental Quality (DEQ).

PERSONNEL SUMMARY: Refer to Public Works Overview

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
SEWER FUND						
030 Beginning Fund Balance	4,102,577	4,367,296	5,397,805	5,453,735	5,453,735	5,453,735
REVENUE						
033 Fines & Forfeitures	-	-	-	-	-	-
034 Intergovernmental Revenues	-	-	-	-	-	-
035 Charges for Services	4,166,177	4,289,707	4,489,101	4,514,486	4,514,486	4,514,486
037 Interest Earnings	91,997	99,380	61,520	29,216	29,216	29,216
038 Misc. Revenues	135,466	147,178	1,715,668	3,965,668	3,965,668	3,965,668
REVENUE	4,393,642	4,536,266	6,266,289	8,509,370	8,509,370	8,509,370
039 Interfund Transfers In	696,754	148,218	148,218	148,218	148,218	148,218
Total RESOURCES	9,192,974	9,051,780	11,812,312	14,111,323	14,111,323	14,111,323
EXPENDITURES						
Sewer Operations/WWTP (500)						
045 Interfund Transfers Out	57,791	-	-	-	-	-
047 Contingency	-	-	10,000	75,000	75,000	75,000
	57,791	0	10,000	75,000	75,000	75,000
Sewer Operations (505)						
041 Personnel Services	400,278	425,594	407,640	468,176	468,176	468,176
042 Materials & Services	702,365	713,749	855,787	938,207	938,207	938,207
043 Capital Outlay	38,570	-	2,080,000	5,211,300	5,211,300	5,211,300
044 Debt Service	83,770	73,313	73,314	73,316	73,316	73,316
045 Interfund Transfers Out	148,218	148,218	148,218	148,218	148,218	148,218
046 Special Payments	-	-	46,639	-	-	-
	1,373,203	1,360,874	3,611,598	6,839,217	6,839,217	6,839,217
Waste Water Treatment Plant (510)						
042 Materials & Services	1,404,652	1,685,530	1,875,498	1,997,480	1,997,480	1,997,480
043 Capital Outlay	300,071	172,794	3,026,000	2,575,000	2,575,000	2,575,000
044 Debt Service	347,184	350,304	360,324	361,494	361,494	361,494
	2,051,907	2,208,629	5,261,822	4,933,974	4,933,974	4,933,974
Sewer SDC (560)						
043 Capital Outlay	18,093	3,693	400,000	700,000	700,000	700,000
047 Contingency	-	-	100,000	100,000	100,000	100,000
	18,093	3,693	500,000	800,000	800,000	800,000
USDA SLARRA (565)						
042 Materials & Services	-	6,610	200,000	50,000	50,000	50,000
043 Capital Outlay	-	74,168	450,000	770,000	770,000	770,000
047 Contingency	-	-	50,000	50,000	50,000	50,000
	(0)	80,778	700,000	870,000	870,000	870,000
USDA Indian Creek - Debt Reserve (590)						
045 Interfund Transfers Out	490,745	-	-	-	-	-
	490,745	0	0	0	0	0
Sewer Reserve - Equip. Replacement (591)						
045 Interfund Transfers Out	833,926	-	-	-	-	-
	833,926	0	0	0	0	0
Total REQUIREMENTS	4,825,666	3,653,975	10,083,420	13,518,191	13,518,191	13,518,191
ENDING FUND BALANCE	4,367,308	5,397,805	1,728,892	593,132	593,132	593,132

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
500	SEWER FUND								
500-500	Sewer Operations/WWTP								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	2,177,412	2,902,470	3,751,305	3,678,241	3,678,241	3,678,241	(73,064)	-2%
30150-00000	PRIOR PERIOD ADJUSTMENT	(42,046)	-	-	-	-	-	-	-
REVENUE									
33045-00000	Discharge Fines	-	-	-	-	-	-	-	-
35005-00000	SEWER USAGE RECEIPTS	3,942,287	4,021,543	4,226,385	4,245,201	4,245,201	4,245,201	18,816	-
35010-00000	Delinquent Utilities taxes	6,444	9,913	7,500	7,953	7,953	7,953	453	6%
35010-30215	Connection Fees	8,286	28,596	7,500	8,312	8,312	8,312	812	11%
35040-00000	SLUDGE HAULING FEES	14,805	22,141	19,500	14,941	14,941	14,941	(4,559)	-23%
37005-00000	INTEREST REVENUE	61,364	68,119	38,655	20,350	20,350	20,350	(18,305)	-47%
38005-00000	SURPLUS PROPERTY SALES	-	10,382	-	-	-	-	-	-
38015-00000	REFUNDS	-	29	700	700	700	700	-	-
38025-00000	LOAN PROCEEDS	-	-	1,500,000	3,750,000	3,750,000	3,750,000	2,250,000	150%
38030-00000	Loan Repayment - Principle	93,782	91,651	93,072	93,072	93,072	93,072	-	-
38031-00000	InterFund Loan Repay-Interest	3,684	5,816	4,396	4,396	4,396	4,396	-	-
38035-00000	MISCELLANEOUS	32,999	39,299	500	500	500	500	-	-
	TOTAL REVENUE	4,163,654	4,297,492	5,898,208	8,145,425	8,145,425	8,145,425	2,247,217	38%
REQUIREMENTS									
CONTINGENCY/TRANSFER									
45560-00000	TRANS TO - SEWER SDC	5,972	-	-	-	-	-	-	-
45592-00000	Transfer to DEQ Debt Reserve	51,819	-	-	-	-	-	-	-
47005-00000	Contingency	-	-	10,000	75,000	75,000	75,000	65,000	650%
	TOTAL CONTINGENCY/TRANSFER	57,791		10,000	75,000	75,000	75,000	65,000	650%
48005-30000	RESERVE BALANCES - COMP ABSENC	-	-	19,474	19,474	19,474	19,474	-	-
500-500	TOTAL Sewer Operations/WWTP	6,241,229	7,199,963	9,620,039	11,729,192	11,729,192	11,729,192	2,109,153	22%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
500-505	Sewer Operations								
RESOURCES									
REVENUE									
34050-00000	INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-	-
38005-00000	SURPLUS PROPERTY SALES	5,000	-	-	-	-	-	-	-
38050-00000	Misc - Capital Contributions	-	-	117,000	117,000	117,000	117,000	-	-
TOTAL REVENUE		5,000		117,000	117,000	117,000	117,000		-
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	253,760	267,388	249,610	286,553	286,553	286,553	36,943	15%
41006-00000	Overtime	8,325	8,634	4,227	4,121	4,121	4,121	(106)	-3%
41010-00000	FRINGE BENEFITS	138,192	149,571	153,803	-	-	-	(153,803)	-100%
41011-00000	PERS	-	-	-	67,331	67,331	67,331	67,331	-
41012-00000	Health/Dental/Life Ins.	-	-	-	84,802	84,802	84,802	84,802	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	22,342	22,342	22,342	22,342	-
41014-00000	Comp. Absences	-	-	-	3,027	3,027	3,027	3,027	-
TOTAL PAYROLL		400,278	425,594	407,640	468,176	468,176	468,176	60,536	15%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Sewer Sys	4,020	4,153	5,000	5,000	5,000	5,000	-	-
42005-40015	Operating Materials-Sewer Sys	26,088	24,342	24,000	24,000	24,000	24,000	-	-
42005-40020	Fuel & Lube - Sewer Sys	8,065	5,770	8,000	8,000	8,000	8,000	-	-
42005-40025	Uniforms & Clothing-Sewer Sys	2,928	2,350	3,500	3,500	3,500	3,500	-	-
42005-40035	Printing - Sewer Sys	477	112	600	600	600	600	-	-
42010-11501	IT Services - Sewer	4,969	6,015	2,500	2,500	2,500	2,500	-	-
42010-40115	Contract Svcs - Sewer	39,595	78,896	120,000	120,000	120,000	120,000	-	-
42010-40150	Professional Svcs - Sewer	7,324	(2,923)	-	-	-	-	-	-
42015-40205	Telephone - Sewer Sys	2,825	2,784	2,500	2,500	2,500	2,500	-	-
42015-40210	Postage - Sewer Sys	178	445	600	600	600	600	-	-
42020-42000	Advertising & Publishing - Sewer	1,201	631	1,000	1,000	1,000	1,000	-	-
42030-42030	Insurance- sewer	19,479	19,146	21,374	24,162	24,162	24,162	2,788	13%
42035-40305	Electricity - Sewer Sys	12,859	12,095	12,000	12,000	12,000	12,000	-	-
42035-40310	Heating (Gas/Oil) - Sewer Sys	2,382	2,224	2,300	2,300	2,300	2,300	-	-
42035-40315	Garbage Svc - Sewer Sys	1,696	1,962	2,000	2,000	2,000	2,000	-	-
42035-40320	City Utilities - Sewer	685	621	1,500	1,500	1,500	1,500	-	-
42040-40405	Equipment Repairs - Sewer Sys	-	1,923	-	-	-	-	-	-
42040-40415	Facility Maint- Sewer Sys	36,838	46,047	25,000	25,000	25,000	25,000	-	-
42040-40420	Janitorial - Sewer Sys	2,637	3,529	3,000	3,000	3,000	3,000	-	-
42050-40505	Dues & Subscriptions-Sewer Sys	1,865	180	2,000	2,000	2,000	2,000	-	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42050-40525	Trainings & Meetings-Sewer Sys	3,447	3,170	5,000	5,000	5,000	5,000	-	-
42065-42055	BANK AND MERCHANT FEES	17,943	19,790	20,000	20,000	20,000	20,000	-	-
42075-40620	Misc Minor Tools & Equip - Swr	-	786	5,000	5,000	5,000	5,000	-	-
42080-00000	MISCELLANEOUS	-	(60)	-	-	-	-	-	-
42080-42000	Equipment Maint chrgbck Sewer	29,488	23,218	39,024	-	-	-	(39,024)	-100%
42080-42080	ADMIN SERVICES ALLOCATION	112,302	81,635	136,970	216,541	216,541	216,541	79,571	58%
42080-42085	Misc. - Misc. Sewer	-	1,208	-	-	-	-	-	-
42080-42090	City Utility Fee	317,698	330,933	322,610	297,164	297,164	297,164	(25,446)	-8%
42080-42811	Vehicle Replacement Charge	45,365	42,756	90,309	154,840	154,840	154,840	64,531	71%
	TOTAL MATERIALS & SERVICES	702,365	713,749	855,787	938,207	938,207	938,207	82,420	10%
CAPITAL OUTLAY									
43015-00000	IMPROVEMENTS OTHER THAN BLDGS	-	-	20,000	-	-	-	(20,000)	-100%
43015-00340	2nd St Stairs Sewer Impr (M-3)	-	-	-	-	-	-	-	-
43015-00375	Mt Hood RR Lift Station	-	-	400,000	-	-	-	(400,000)	-100%
43015-00380	East Marina Way Lift Station	15,960	-	-	-	-	-	-	-
43015-00390	Pipe Replacement	-	-	1,525,000	4,186,300	4,186,300	4,186,300	2,661,300	175%
43015-00410	CIP-A Jaymar and Wasco	10,744	-	-	-	-	-	-	-
43015-00440	F-1 Ext SE Cntry Club Pump Sta	-	-	135,000	140,000	140,000	140,000	5,000	4%
43015-00505	Riverside Drive Pipe Replacement	-	-	-	500,000	500,000	500,000	500,000	-
43015-00510	13th - 14th St. Alley Sewer Replacement	-	-	-	385,000	385,000	385,000	385,000	-
43020-40620	Machinery & Equipment	11,865	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	38,570		2,080,000	5,211,300	5,211,300	5,211,300	3,131,300	151%
DEBT SERVICE									
44015-00000	PRINCIPAL-USDA INDIAN CREEK	31,479	32,187	32,912	33,653	33,653	33,653	741	2%
44020-00000	INTEREST-USDA INDIAN CREEK	41,834	41,126	40,402	39,663	39,663	39,663	(739)	-2%
44055-00000	PRINCIPAL-PW Bldg. Solar Array	9,900	-	-	-	-	-	-	-
44060-00000	INTEREST-PW Bldg Solar Array	557	-	-	-	-	-	-	-
	TOTAL DEBT SERVICE	83,770	73,313	73,314	73,316	73,316	73,316	2	-
	TOTAL EXPENDITURES	1,224,985	1,212,656	3,416,741	6,690,999	6,690,999	6,690,999	3,274,258	96%
CONTINGENCY/TRANSFER									
45565-00000	TRANS TO - USDA SLARRA	148,218	148,218	148,218	148,218	148,218	148,218	-	-
46001-00000	PERS Side Acct Contribution	-	-	46,639	-	-	-	(46,639)	-100%
	TOTAL CONTINGENCY/TRANSFER	148,218	148,218	194,857	148,218	148,218	148,218	(46,639)	-24%
500-505	TOTAL Sewer Operations	(1,368,203)	(1,360,874)	(3,494,598)	(6,722,217)	(6,722,217)	(6,722,217)	(3,227,619)	92%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
500-510	Waste Water Treatment Plant								
RESOURCES									
REVENUE									
35035-00000	SEPTAGE DUMPING FEES	81,364	120,845	98,688	106,479	106,479	106,479	7,791	8%
TOTAL REVENUE		81,364	120,845	98,688	106,479	106,479	106,479	7,791	8%
REQUIREMENTS									
MATERIALS & SERVICES									
42005-40005	Supplies - WWTP	-	-	-	-	-	-	-	-
42005-40015	Operating Materials - WWTP	350	662	-	-	-	-	-	-
42010-40115	Contract Svcs - WWTP	978,968	1,126,009	1,076,446	1,243,739	1,243,739	1,243,739	167,293	16%
42010-40150	Professional Svcs - WWTP	1,786	27,756	75,000	140,000	140,000	140,000	65,000	87%
42035-40305	Electricity - WWTP	141,303	202,639	130,000	130,000	130,000	130,000	-	-
42035-40320	City Utilities - WWTP	35,130	33,804	35,000	35,000	35,000	35,000	-	-
42040-40405	Equipment Repairs - WWTP	3,373	1,635	20,000	20,000	20,000	20,000	-	-
42040-40415	Facility Maint- WWTP	36,143	23,358	150,000	40,000	40,000	40,000	(110,000)	-73%
42080-42000	Equipment Maint chrgbck WWTP	-	-	1,693	-	-	-	(1,693)	-100%
42080-42050	WWTP- Permits & Licenses	14,806	17,330	15,000	15,000	15,000	15,000	-	-
42080-42080	ADMIN SERVICES ALLOCATION	142,326	146,188	234,652	195,090	195,090	195,090	(39,562)	-17%
42080-42085	Misc- Misc Sewer	7,253	63,382	90,000	40,000	40,000	40,000	(50,000)	-56%
42080-42811	Vehicle Replacement Charge	43,211	42,763	47,707	138,651	138,651	138,651	90,944	191%
TOTAL MATERIALS & SERVICES		1,404,652	1,685,530	1,875,498	1,997,480	1,997,480	1,997,480	121,982	7%
CAPITAL OUTLAY									
43015-40130	WWTP-1 Sludge Storage	-	-	650,000	650,000	650,000	650,000	-	-
43015-40140	WAS Pump Replacement	-	14,510	-	-	-	-	-	-
43015-40145	Digester Structural Improv	130,853	15,287	200,000	-	-	-	(200,000)	-100%
43015-40150	UV System	160,981	120,500	2,000,000	1,925,000	1,925,000	1,925,000	(75,000)	-4%
43015-40155	WWTP-4 Digester	5,778	7,846	-	-	-	-	-	-
43015-40175	WWTP-6 Coarse Screen	2,458	-	170,000	-	-	-	(170,000)	-100%
43020-40620	Machinery & Equipment- WWTP	-	13,810	6,000	-	-	-	(6,000)	-100%
43020-40625	Computers & Software	-	840	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY		300,071	172,794	3,026,000	2,575,000	2,575,000	2,575,000	(451,000)	-15%
DEBT SERVICE									
44005-00000	Principal -WWTP	190,000	200,000	210,000	220,001	220,001	220,001	10,001	5%
44010-00000	Interest -WWTP	57,490	50,610	42,917	34,476	34,476	34,476	(8,441)	-20%
44015-00000	Principal - WWTP Outfall	76,214	77,285	78,371	79,473	79,473	79,473	1,102	1%
44020-00000	INTEREST-WWTP OUTFALL	23,480	22,409	29,036	27,544	27,544	27,544	(1,492)	-5%
TOTAL DEBT SERVICE		347,184	350,304	360,324	361,494	361,494	361,494	1,170	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
RESOURCES									
TOTAL EXPENDITURES		2,051,907	2,208,629	5,261,822	4,933,974	4,933,974	4,933,974	(327,848)	-6%
500-510	TOTAL Waste Water Treatment Plant	(1,970,543)	(2,087,784)	(5,163,134)	(4,827,495)	(4,827,495)	(4,827,495)	335,639	7%
Unappropriated Ending Balance		2,902,482	3,751,305	962,307	179,480	179,480	179,480	(782,827)	-81%
500-SEWER FUND									

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
560	SEWER SDC								
560-560	Sewer SDC								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	569,226	685,563	784,115	772,892	772,892	772,892	(11,223)	-1%
REVENUE									
35005-00000	SEWER SDC USAGE RECEIPTS	253	-	-	-	-	-	-	-
35010-30205	SDC Receipts - Reimbursement	61,557	42,280	69,904	71,022	71,022	71,022	1,118	2%
35010-30210	SDC Receipts - Improvement	51,179	37,884	59,624	60,578	60,578	60,578	954	2%
35010-30215	SDC Receipts - Connection	-	6,504	-	-	-	-	-	-
37005-00000	INTEREST REVENUE	15,468	15,576	9,249	4,238	4,238	4,238	(5,011)	-54%
	TOTAL REVENUE	128,458	102,244	138,777	135,838	135,838	135,838	(2,939)	-2%
39500-00000	TRANS FROM - SEWER FUND	5,972	-	-	-	-	-	-	-
	TOTAL RESOURCES	703,656	787,808	922,892	908,730	908,730	908,730	(14,162)	-2%
REQUIREMENTS									
CAPITAL OUTLAY									
43015-00380	E. Marina Way Lift Station	3,365	-	-	-	-	-	-	-
43015-00410	Rebuild Westcliff Pump Station	-	-	-	200,000	200,000	200,000	200,000	-
43015-40155	Influent Pipe	14,727	3,693	-	-	-	-	-	-
43015-40156	WWTP-4 Digester Gas Mixing	-	-	400,000	500,000	500,000	500,000	100,000	25%
	TOTAL CAPITAL OUTLAY	18,093	3,693	400,000	700,000	700,000	700,000	300,000	75%
	TOTAL EXPENDITURES	18,093	3,693	400,000	700,000	700,000	700,000	300,000	75%
CONTINGENCY/TRANSFER									
47005-00000	CONTINGENCY (BUDGETARY)	-	-	100,000	100,000	100,000	100,000	-	-
	TOTAL CONTINGENCY/TRANSFER			100,000	100,000	100,000	100,000		
	TOTAL REQUIREMENTS	18,093	3,693	500,000	800,000	800,000	800,000	300,000	60%
Unappropriated Ending Balance									
560-SEWER SDC		685,563	784,115	422,892	108,730	108,730	108,730	(314,162)	-74%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Sewer Fund – USDA Short-lived Asset Replacement Reserve Account

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: The United State Department of Agriculture (USDA) Short-lived Asset Replacement Reserve Account (SLARRA) sub-fund is used to segregate reserves required by the 2016 Indian Creek Pump Station Project Loan 92-06. The bond covenants require the City to annually transfer \$148,218 to the SLARRA. Amounts in the SLARRA may only be used for the purpose of replacing Sewer Fund assets with an estimated life of less than 15 years. USDA approval is not required prior to use of amounts in the SLARRA. Prior to FY2018-19, SLARRA funds were comingled with the Indian Creek Bond Debt Reserve.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
565	USDA SLARRA								
565-565	USDA SLARRA								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	-	654,129	737,253	877,470	877,470	877,470	140,217	19%
REVENUE									
37005-00000	INTEREST REVENUE	15,165	15,684	13,616	4,628	4,628	4,628	(8,988)	-66%
TOTAL REVENUE		15,165	15,684	13,616	4,628	4,628	4,628	(8,988)	-66%
39500-00000	TRANS FROM - SEWER FUND	148,218	148,218	148,218	148,218	148,218	148,218	-	-
39590-00000	TRANS FROM - Ind. Creek Debt	490,745	-	-	-	-	-	-	-
TOTAL RESOURCES		654,129	818,031	899,087	1,030,316	1,030,316	1,030,316	131,229	15%
REQUIREMENTS									
MATERIALS & SERVICES									
42075-40620	Misc Minor Tools & Equip - Swr	-	6,610	200,000	50,000	50,000	50,000	(150,000)	-75%
TOTAL MATERIALS & SERVICES			6,610	200,000	50,000	50,000	50,000	(150,000)	-75%
CAPITAL OUTLAY									
43015-40145	WWTP-5 Digester Structural	-	-	-	300,000	300,000	300,000	300,000	-
43015-40175	WWTP-6 Influent Channel Coarse Screen	-	-	-	170,000	170,000	170,000	170,000	-
43020-40620	Machinery & Equipment	-	74,168	450,000	300,000	300,000	300,000	(150,000)	-33%
TOTAL CAPITAL OUTLAY		(0)	74,168	450,000	770,000	770,000	770,000	320,000	71%
TOTAL EXPENDITURES		(0)	80,778	650,000	820,000	820,000	820,000	170,000	26%
CONTINGENCY/TRANSFER									
47005-00000	CONTINGENCY	-	-	50,000	50,000	50,000	50,000	-	-
TOTAL CONTINGENCY/TRANSFER				50,000	50,000	50,000	50,000		
TOTAL REQUIREMENTS		(0)	80,778	700,000	870,000	870,000	870,000	170,000	24%
Unappropriated Ending Balance									
565-USDA SLARRA		654,129	737,252	199,087	160,316	160,316	160,316	(38,771)	-19%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Sewer Fund – USDA Indian Creek Debt Reserve

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: The 2016 Indian Creek Pump Station Loan 92-06 required the City to set aside \$7,331.30 annually until the amount in the reserve reaches \$73,313. If the amount in the reserve falls below \$73,313 at any point during the life of the loan, the City will be required to recommence the \$7,331.30 annual deposit until the account has \$73,313 in reserve.

Amounts in the reserve may only be used to pay the cost of repairing or replacing damage to sewer facilities which may be caused by unforeseen catastrophe and when necessary for the purpose of making payments of principal and interest on the Indian Creek Pump station Revenue Bond when no other funds are available. USDA approval is required to use amounts in the reserve account.

Prior to FY2018-19, the Debt Reserve included comingled dollars from the related USDA Short-lived Asset Replacement Reserve Account. In FY2018-19, the USDA Indian Creek Debt Reserve became fully funded and all interest earnings are now credited to the Sewer Fund Operations.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21
590	USDA INDIAN CREEK - DEBT RESERVE							
590-590	USDA Indian Creek - Debt Reserve							
RESOURCES								
30100-00000	BEGINNING FUND BALANCE	564,058	73,313	73,313	73,313	73,313	73,313	-
TOTAL RESOURCES		564,058	73,313	73,313	73,313	73,313	73,313	-
REQUIREMENTS								
CONTINGENCY/TRANSFER								
45565-00000	TRANS TO - USDA SLARRA	490,745	-	-	-	-	-	-
TOTAL CONTINGENCY/TRANSFER		490,745						
TOTAL REQUIREMENTS		490,745						-
Unappropriated Ending Balance								
590-USDA INDIAN CREEK - DEBT RESERVE		73,313	73,313	73,313	73,313	73,313	73,313	-



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Sewer Fund – Dept. of Environmental Quality Outfall Debt Reserve

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: The 2017 Oregon Department of Environmental Quality (DEQ) Sewer Outfall Project loan requires one half of the average annual debt service is placed in to a segregated reserve. This calculates a reserve of \$51,818.75. As of FY2018-19, the DEQ Sewer Outfall Project loan debt reserve is fully funded and future interest earning will be credited to Sewer Operations.

The City can only use amounts in this reserve to pay amounts due under the DEQ Loan agreement until principal, interest, fees and any other amounts due under the DEQ Loan agreement have been fully paid. Should the amount in the Loan Reserve Account ever fall below the required amount, the City must promptly replenish the account by depositing from the first Net Operating Revenues available after payment of amounts due under the DEQ Loan an amount sufficient to restore the balance of the Loan Reserve Account up to the reserve requirement.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
592	DEQ OUTFALL DEBT RESERVE								
592-592	DEQ Outfall Debt Reserve								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	-	51,819	51,819	51,819	51,819	51,819	-	-
39500-00000	TRANS FROM - SEWER FUND	51,819	-	-	-	-	-	-	-
TOTAL RESOURCES		51,819	51,819	51,819	51,819	51,819	51,819		-
Unappropriated Ending Balance									
592-DEQ OUTFALL DEBT RESERVE		51,819	51,819	51,819	51,819	51,819	51,819		-



PROGRAM NAME: Stormwater Fund

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: The Storm Water Fund provides all maintenance and repairs to the City owned storm sewer system inside the City limits (storm sewer main pipes, manholes, bio- swales, ditches, detention basins, catch basins and catch basin laterals). There are 63 single lane miles of public streets that contain approximately 55 miles of storm sewer pipes within the City.

Street sweeping with specialized machinery is a preventative maintenance requirement in order to reduce the amount of winter roadway sand applications, as well as reduce the amount of dirt, leaves, sticks, and other debris that can quickly clog pipes and catch basins. Additional work is performed daily with complex machinery such as the sewer jet/vacuum truck which is constant use clearing roots and debris from storm sewer pipes to allow correct and efficient flow of water into and out of the City's storm water system.

The expenditures from the Fund reflect the extensive planning involved in the significant review and development of an updated comprehensive Storm Water Management Plan (SWMP) and Storm Water CapitalFacilities Plan (SWCFP).

- A SWMP identifies how stormwater will be managed both publicly and privately.
- A SWCFP analyzes the current system and land use conditions to identify areas of the system that does not have adequate capacity to convey storm water.

The Storm Water system development charge (SDC) program pays for new infrastructure projects that are identified in the SWCFP. The SWCFP examines existing and future needs and presents recommendations and estimated costs for improvements.

PERSONNEL SUMMARY:

Refer to Public Works Overview

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
STORM WATER FUND						
030 Beginning Fund Balance	558,182	229,159	278,930	492,879	492,879	492,879
REVENUE						
034 Intergovernmental Revenues	-	-	-	-	-	-
035 Charges for Services	650,724	579,875	611,414	1,827,535	1,827,535	1,827,535
037 Interest Earnings	5,585	3,623	1,995	919	919	919
038 Misc. Revenues	135,000	250,000	-	2,021,000	2,021,000	2,021,000
REVENUE	791,309	833,498	613,409	3,849,454	3,849,454	3,849,454
039 Interfund Transfers In	80,006	-	-	-	-	-
Total RESOURCES	1,429,498	1,062,658	892,339	4,342,333	4,342,333	4,342,333
EXPENDITURES						
Storm Water Operations (695)						
041 Personnel Services	212,114	229,612	212,108	244,155	244,155	244,155
042 Materials & Services	266,292	263,465	264,168	352,944	352,944	352,944
043 Capital Outlay	248,879	261,781	-	2,498,686	2,498,686	2,498,686
044 Debt Service	2,328	28,869	28,870	28,872	28,872	28,872
045 Interfund Transfers Out	80,006	-	-	-	-	-
046 Special Payments	-	-	22,943	-	-	-
047 Contingency	-	-	35,000	35,000	35,000	35,000
	809,621	783,728	563,089	3,159,657	3,159,657	3,159,657
Storm Water SDC (696)						
043 Capital Outlay	349,739	-	-	-	-	-
047 Contingency	-	-	75,000	75,000	75,000	75,000
	349,739	0	75,000	75,000	75,000	75,000
Stormwater Reserve - Equip. Replacement						
045 Interfund Transfers Out	40,979	-	-	-	-	-
	40,979	0	0	0	0	0
Total REQUIREMENTS	1,200,339	783,728	638,089	3,234,657	3,234,657	3,234,657
ENDING FUND BALANCE	229,159	278,929	254,250	1,107,676	1,107,676	1,107,676

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
695	STORMWATER OPERATIONS								
695-695	Storm Water Operations								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	196,899	120,001	133,231	319,109	319,109	319,109	185,878	140%
30150-00000	PRIOR PERIOD ADJUSTMENT	(2,987)	-	-	-	-	-	-	-
REVENUE									
34050-00000	INTERGOVERNMENTAL REVENUE	-	-	-	-	-	-	-	-
35005-00000	STORMWATER USAGE RECEIPTS	521,049	546,095	562,070	576,809	576,809	576,809	14,739	3%
35056-00000	URA Waterfront Contract	76,935	-	-	1,200,000	1,200,000	1,200,000	1,200,000	-
37005-00000	Interest Revenue	2,724	862	418	114	114	114	(304)	-73%
38025-00000	LOAN PROCEEDS	135,000	-	-	2,021,000	2,021,000	2,021,000	2,021,000	-
38035-00000	MISCELLANEOUS	-	250,000	-	-	-	-	-	-
TOTAL REVENUE		735,710	796,957	562,488	3,797,923	3,797,923	3,797,923	3,235,435	575%
TOTAL RESOURCES		929,622	916,959	695,719	4,117,032	4,117,032	4,117,032	3,421,313	492%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES & WAGES	129,235	139,431	125,886	146,196	146,196	146,196	20,310	16%
41006-00000	Overtime	5,746	5,551	1,057	1,030	1,030	1,030	(27)	-3%
41010-00000	FRINGE BENEFITS	77,132	84,629	85,165	-	-	-	(85,165)	-100%
41011-00000	PERS	-	-	-	33,214	33,214	33,214	33,214	-
41012-00000	Health/Dental/Life Ins.	-	-	-	50,634	50,634	50,634	50,634	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	11,405	11,405	11,405	11,405	-
41014-00000	Comp. Absences	-	-	-	1,676	1,676	1,676	1,676	-
TOTAL PAYROLL		212,114	229,612	212,108	244,155	244,155	244,155	32,047	15%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Storm	116	48	2,000	2,000	2,000	2,000	-	-
42005-40015	Operating supplies	1,982	854	6,000	6,000	6,000	6,000	-	-
42005-40020	Fuel & Lube - Storm	4,842	3,639	7,000	7,000	7,000	7,000	-	-
42005-40025	Uniforms & Clothing - Storm	127	319	-	-	-	-	-	-
42010-11501	IT Services - Storm	790	1,039	-	-	-	-	-	-
42010-40115	Contract Svcs - Storm water	32,034	21,347	25,000	25,000	25,000	25,000	-	-
42010-40150	Professional Svcs - Sewer	6,092	3,308	-	-	-	-	-	-
42030-42030	Insurance- Storm Water	17,630	19,146	20,351	25,408	25,408	25,408	5,057	25%
42035-40305	Electricity - Storm	686	560	900	900	900	900	-	-
42035-40310	Heating (Gas/Oil) - Storm	528	474	500	500	500	500	-	-
42035-40315	Garbage Svc - Storm	1,487	1,434	3,000	3,500	3,500	3,500	500	17%
42035-40320	City Utilities - Storm	69	83	100	100	100	100	-	-
42040-40415	Repairs & Maintenance	2,972	52	10,000	12,000	12,000	12,000	2,000	20%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42040-40420	Janitorial - Storm	536	659	700	700	700	700	-	-
42050-40525	Trainings & Meetings - Storm	222	375	1,000	-	-	-	(1,000)	-100%
42065-42055	BANK AND MERCHANT FEES	3,987	4,312	5,000	5,000	5,000	5,000	-	-
42080-42000	Equipment Maint chrgbck Storm	29,543	35,184	49,476	-	-	-	(49,476)	-100%
42080-42080	ADMIN SERVICES ALLOCATION	25,549	37,145	41,168	137,616	137,616	137,616	96,448	234%
42080-42085	Misc.- Misc. Stormwater	-	(60)	-	5,000	5,000	5,000	5,000	-
42080-42090	City Utility Fee (Franchise)	41,780	43,844	42,675	40,376	40,376	40,376	(2,299)	-5%
42080-42811	Vehicle Replacement Charge	95,311	89,696	49,298	81,844	81,844	81,844	32,546	66%
	TOTAL MATERIALS & SERVICES	266,292	263,465	264,168	352,944	352,944	352,944	88,776	34%
CAPITAL OUTLAY									
43015-00150	Storm Water Management Plan	37,703	5,351	-	-	-	-	-	-
43015-00300	COTTONWOOD STORM PIPE	134,240	-	-	-	-	-	-	-
43015-73721	Riverside Stormwater Line	76,935	256,430	-	2,498,686	2,498,686	2,498,686	2,498,686	-
	TOTAL CAPITAL OUTLAY	248,879	261,781		2,498,686	2,498,686	2,498,686	2,498,686	-
DEBT SERVICE									
44045-00000	Cottonwood Interfund Loan-Prin	-	25,800	26,387	26,988	26,988	26,988	601	2%
44050-00000	Cottonwood Interfund Loan-Int	-	3,069	2,483	1,884	1,884	1,884	(599)	-24%
44055-00000	PRINCIPAL-PW Bldg. Solar Array	2,200	-	-	-	-	-	-	-
44060-00000	INTEREST-PW Bldg Solar Array	128	-	-	-	-	-	-	-
	TOTAL DEBT SERVICE	2,328	28,869	28,870	28,872	28,872	28,872	2	-
	TOTAL EXPENDITURES	729,614	783,728	505,146	3,124,657	3,124,657	3,124,657	2,619,511	519%
CONTINGENCY/TRANSFER									
45696-00000	TRANS TO - Storm SDC	80,006	-	-	-	-	-	-	-
46001-00000	PERS Side Acct Contribution	-	-	22,943	-	-	-	(22,943)	-100%
47005-00000	CONTINGENCY	-	-	35,000	35,000	35,000	35,000	-	-
	TOTAL CONTINGENCY/TRANSFER	80,006		57,943	35,000	35,000	35,000	(22,943)	-40%
	TOTAL REQUIREMENTS	809,621	783,728	563,089	3,159,657	3,159,657	3,159,657	2,596,568	461%
48005-30000	RESERVE BALANCES - COMP ABSENC	-	-	14,065	-	-	-	(14,065)	-100%
	Unappropriated Ending Balance								
	695-STORMWATER OPERATIONS	120,001	133,231	118,565	957,375	957,375	957,375	838,810	707%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
696	STORMWATER SDC								
696-696	Storm Water SDC								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	323,290	109,157	145,699	173,770	173,770	173,770	28,071	19%
REVENUE									
35010-30210	SDC Receipts - Improvement	52,738	33,050	49,344	50,726	50,726	50,726	1,382	3%
35010-30215	SDC Receipts - Connection	-	730	-	-	-	-	-	-
37005-00000	INTEREST ON INVESTMENTS	2,860	2,760	1,577	805	805	805	(772)	-49%
TOTAL REVENUE		55,599	36,541	50,921	51,531	51,531	51,531	610	1%
39695-00000	TRANS FROM - Storm Water Ops	80,006	-	-	-	-	-	-	-
TOTAL RESOURCES		458,896	145,698	196,620	225,301	225,301	225,301	28,681	15%
REQUIREMENTS									
CAPITAL OUTLAY									
43015-00200	Capital Facilities Plan	33,327	-	-	-	-	-	-	-
43015-00320	Belmont Storm Pipe Extension	316,411	-	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY		349,739							
TOTAL EXPENDITURES		349,739							
CONTINGENCY/TRANSFER									
47005-00000	CONTINGENCY (BUDGETARY)	-	-	75,000	75,000	75,000	75,000	-	-
TOTAL CONTINGENCY/TRANSFER				75,000	75,000	75,000	75,000		
TOTAL REQUIREMENTS		349,739		75,000	75,000	75,000	75,000		
Unappropriated Ending Balance									
696-STORMWATER SDC		109,157	145,698	121,620	150,301	150,301	150,301	28,681	24%



RESTRICTED REVENUE FUND

PROGRAM DESCRIPTION: The Restricted Revenue Fund accounts for the receipt and expenditure of legally or contractually restricted dollars. Revenues into these accounts may only be used for their intended purposes and cannot be transferred into another fund. Sub-funds within the Restricted Revenue Fund Include:

- Building Program
- Local Improvement District Assessments
- Small Grants
- Fire Station General Obligation Bond Debt Service
- Tourist Promotion Fund
- Construction Excise Tax
 - Local Program
 - Development Incentives
 - State of Oregon Housing and Community Services Distribution

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
RESTRICTED REVENUE						
030 Beginning Fund Balance	526,016	862,609	919,146	603,642	603,642	603,642
REVENUE						
031 Taxes	1,452,671	1,309,593	1,386,584	1,456,570	1,456,570	1,456,570
032 Licenses & Permits	391,889	304,128	523,100	438,041	438,041	438,041
034 Intergovernmental Revenues	5,000	-	642,232	60,000	60,000	60,000
035 Charges for Services	806	5,074	-	-	-	-
036 Assessment Revenues	15,126	14,979	34,724	34,724	34,724	34,724
037 Interest Earnings	25,054	26,266	18,905	4,594	4,594	4,594
038 Misc. Revenues	71,566	1,452	850	-	-	-
REVENUE	1,962,115	1,661,496	2,606,395	1,993,929	1,993,929	1,993,929
039 Interfund Transfers In	12,823	-	-	-	-	-
Total RESOURCES	2,500,955	2,524,105	3,525,541	2,597,571	2,597,571	2,597,571
EXPENDITURES						
LID Assessments (270)						
042 Materials & Services	15,147	15,079	34,724	34,724	34,724	34,724
	15,147	15,079	34,724	34,724	34,724	34,724
Building (310)						
041 Personnel Services	79,486	205,902	436,272	329,132	329,132	329,132
042 Materials & Services	306,989	212,882	245,646	121,725	121,725	121,725
046 Special Payments	-	-	41,241	-	-	-
047 Contingency	-	-	24,203	35,000	35,000	35,000
	386,475	418,785	747,362	485,857	485,857	485,857
Small Grants (355)						
042 Materials & Services	6,095	1,573	39,542	70,701	70,701	70,701
	6,095	1,573	39,542	70,701	70,701	70,701
AFG AirPacks (356)						
043 Capital Outlay	-	-	617,232	-	-	-
	0	0	617,232	0		
Tourist Promotion (380)						
042 Materials & Services	519,032	408,508	423,187	496,314	496,314	496,314
	519,032	408,508	423,187	496,314	496,314	496,314
CET Local Housing Program (391)						
044 Debt Service	-	-	85,558	113,224	113,224	113,224
047 Contingency	-	-	300,000	100,000	100,000	100,000
	0	0	385,558	213,224	213,224	213,224
CET Developer Incentives (392)						
047 Contingency	-	-	257,958	150,000	150,000	150,000
	0	0	257,958	150,000	150,000	150,000
CET State OHCS Distribution (393)						
042 Materials & Services	19,187	51,024	53,608	75,000	75,000	75,000
	19,187	51,024	53,608	75,000	75,000	75,000
Fire G/O - Debt Service (420)						
044 Debt Service	692,350	709,987	735,050	739,677	739,677	739,677
047 Contingency	-	-	15,000	15,000	15,000	15,000
	692,350	709,987	750,050	754,677	754,677	754,677
Total REQUIREMENTS	1,638,288	1,604,959	3,309,221	2,280,497	2,280,497	2,280,497
ENDING FUND BALANCE						
	862,667	919,145	216,320	317,074	317,074	317,074



PROGRAM NAME: Building Department

RESPONSIBLE MANAGER(S): Mark Janeck, Director of Public Works

PROGRAM DESCRIPTION: Since 2010, the City has operated a Building Services program that provides development services for structural and mechanical inspections, architectural plan review, Building code interpretation, general Building code assistance, and Permit issuance, in addition to supporting Short Term Rental Inspections. Plumbing and electrical review and inspections have been consistently provided by the Hood River County building department.

From 2010 to 2019, the City contracted the entire responsibility of the building program out to the Clair Company. On March 1, 2019, the City instituted an internal Building Program by hiring a full time Building Official and Permit Technician, responsible for all building permitting, plan reviews, and inspections.

Since that time, the Building Services division has operated with the two above mentioned full-time employees and contracted out most of the plan reviews and building inspections to outside firms such as the Clair Company. Recent personnel changes in the Division has made it necessary to partner with Hood River County in order to accomplish plan reviews and building inspections. It is expected that while the Building Division is making sure that the new partnering situation with the local County Building department is transitioning smoothly, a search for a new building official will take place later in 2021. If necessary, outside contractors will provide overflow support in order to continue excellent customer relations.

PERSONNEL SUMMARY:

Refer to Public Works Overview

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
310	BUILDING								
310-310	Building								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	389,448	477,700	378,142	127,410	127,410	127,410	(250,732)	-66%
REVENUE									
32010-30005	Building Permits - Permit Fee	173,011	163,902	212,295	203,856	203,856	203,856	(8,439)	-4%
32010-30010	Building Permit-Plan Check Fee	199,332	122,075	293,130	214,150	214,150	214,150	(78,980)	-27%
32010-30015	Building Permits - Mechanical	16,002	15,155	15,883	16,702	16,702	16,702	819	5%
32010-30025	Buildg Perm-Investigation Fees	75	91	150	150	150	150	-	-
32010-30030	Mech. Plan Review- Bldg	3,467	2,904	1,642	3,183	3,183	3,183	1,541	94%
35025-30183	STR INSPECTION FEE	806	5,074	-	-	-	-	-	-
37005-00000	INTEREST REVENUE	11,555	9,351	8,079	1,475	1,475	1,475	(6,604)	-82%
38035-00000	Misc. fees	70,534	672	-	-	-	-	-	-
	TOTAL REVENUE	474,785	319,227	531,179	439,516	439,516	439,516	(91,663)	-17%
	TOTAL RESOURCES	864,233	796,927	909,321	566,926	566,926	566,926	(342,395)	-38%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	59,835	146,313	283,451	202,559	202,559	202,559	(80,892)	-29%
41006-00000	Overtime - Building	1,847	702	5,000	5,000	5,000	5,000	-	-
41010-00000	FRINGE BENEFITS	17,803	58,886	147,821	-	-	-	(147,821)	-100%
41011-00000	PERS	-	-	-	41,346	41,346	41,346	41,346	-
41012-00000	Health/Dental/Life Ins.	-	-	-	62,253	62,253	62,253	62,253	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	16,191	16,191	16,191	16,191	-
41014-00000	Comp. Absences	-	-	-	1,783	1,783	1,783	1,783	-
	TOTAL PAYROLL	79,486	205,902	436,272	329,132	329,132	329,132	(107,140)	-25%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Bldg	1,536	2,002	5,000	5,000	5,000	5,000	-	-
42005-40015	Operating Materials - Bldg	1,484	732	5,000	5,000	5,000	5,000	-	-
42005-40020	Fuel & Lube - Bldg	257	651	1,500	1,500	1,500	1,500	-	-
42005-40035	Printing - Bldg	2,188	21,437	-	-	-	-	-	-
42010-11501	IT Services - Building	6,311	486	5,000	5,000	5,000	5,000	-	-
42010-40115	Contract Svcs - Bldg	251,062	126,980	165,000	65,000	65,000	65,000	(100,000)	-61%
42010-40150	Professional Svcs - Bldg	13,662	17,500	13,330	-	-	-	(13,330)	-100%
42015-40205	Telephone - Bldg	1,282	999	-	-	-	-	-	-
42015-40210	Postage - Bldg	35	70	1,000	1,000	1,000	1,000	-	-
42020-00000	ADVERTISING AND PUBLISHING	340	20	-	-	-	-	-	-
42040-40415	Facility Maint- Bldg	2,512	2,197	3,000	3,000	3,000	3,000	-	-
42040-40420	Janitorial - Bldg	529	1,418	-	-	-	-	-	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42050-40505	Dues & Subscriptions - Bldg	-	-	3,000	3,000	3,000	3,000	-	-
42050-40525	Trainings & Meetings - Bldg	490	4,320	-	-	-	-	-	-
42065-00000	BANK AND MERCHANT FEES	352	449	1,500	1,500	1,500	1,500	-	-
42075-62001	Misc hardware/apps < \$5000	1,163	-	-	-	-	-	-	-
42080-00000	MISCELLANEOUS	-	(66)	-	-	-	-	-	-
42080-42000	Equipment Maint Chargeback	48	3,207	-	-	-	-	-	-
42080-42080	ADMIN SERVICES ALLOCATION	19,999	28,973	40,687	30,559	30,559	30,559	(10,128)	-25%
42080-42085	Misc- Misc Building	3,731	60	-	-	-	-	-	-
42080-42811	Vehicle Replacement Charge	-	1,442	1,629	1,166	1,166	1,166	(463)	-28%
	TOTAL MATERIALS & SERVICES	306,989	212,882	245,646	121,725	121,725	121,725	(123,921)	-50%
	TOTAL EXPENDITURES	386,475	418,785	681,918	450,857	450,857	450,857	(231,061)	-34%
CONTINGENCY/TRANSFER									
46001-00000	PERS Side Acct Contribution	-	-	41,241	-	-	-	(41,241)	-100%
47005-00000	CONTINGENCY	-	-	24,203	35,000	35,000	35,000	10,797	45%
	TOTAL CONTINGENCY/TRANSFER			65,444	35,000	35,000	35,000	(30,444)	-47%
	TOTAL REQUIREMENTS	386,475	418,785	747,362	485,857	485,857	485,857	(261,505)	-35%
Unappropriated Ending Balance									
310-BUILDING		477,758	378,142	161,959	81,069	81,069	81,069	(80,890)	-50%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Restricted Revenue Fund – Local Improvement District Assessments

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: This program is used to track assessment payments received on Local Improvement Districts that have been set up by the City for the benefit of the Hood River Urban Renewal Agency. Payments received are immediately contributed from the City to the Agency leaving no ending balance.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
270	LID ASSESSMENTS (PASS-THROUGH)								
270-270	LID Assessments								
RESOURCES									
REVENUE									
36010-00000	Assessment Int. - Prior LID	-	557	-	-	-	-	-	-
36035-00000	Asses. Prin.- State Street LID	15,126	14,082	34,724	34,724	34,724	34,724	-	-
36040-00000	Asses. Int. - State Street LID	-	339	-	-	-	-	-	-
37005-00000	INTEREST ON INVESTMENTS	20	-	-	-	-	-	-	-
38035-00000	Miscellaneous	-	100	-	-	-	-	-	-
TOTAL REVENUE		15,147	15,079	34,724	34,724	34,724	34,724		-
TOTAL RESOURCES		15,147	15,079	34,724	34,724	34,724	34,724		-
REQUIREMENTS									
MATERIALS & SERVICES									
42090-42091	INTERGOVERNMENTAL	15,147	15,079	34,724	34,724	34,724	34,724	-	-
TOTAL MATERIALS & SERVICES		15,147	15,079	34,724	34,724	34,724	34,724		-
TOTAL EXPENDITURES		15,147	15,079	34,724	34,724	34,724	34,724		-
TOTAL REQUIREMENTS		15,147	15,079	34,724	34,724	34,724	34,724		-
Unappropriated Ending Balance									
270-LID ASSESSMENTS (PASS-THROUGH)									-



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Restricted Revenue – Small Grants

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: Newly created in FY2018-19, this account tracks minor miscellaneous grants or otherwise dedicated monies received throughout the year. Currently the account is holding residual balance from the Overlook Memorial Park Brick Program, Arbor Day activities, and a small amount remaining from an Oregon Community Foundation Grant for wayfinding signs. These dollars were previously held in the Miscellaneous Reserve.

The Brick Program offers patrons the ability to purchase an engraved brick that will be placed in the park. Residual donor funds are available for maintenance of the park.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
355	SMALL GRANTS								
355-355	Small Grants								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	-	13,031	12,406	10,523	10,523	10,523	(1,883)	-15%
REVENUE									
34055-00000	Other Entity Grants	5,000	-	25,000	60,000	60,000	60,000	35,000	140%
37005-00000	INTEREST REVENUE	271	267	168	178	178	178	10	6%
38035-38050	Misc - Contributions	1,032	680	850	-	-	-	(850)	-100%
TOTAL REVENUE		6,303	947	26,018	60,178	60,178	60,178	34,160	131%
39350-00000	Transfer from Misc. Reserve	12,823	-	-	-	-	-	-	-
TOTAL RESOURCES		19,126	13,978	38,424	70,701	70,701	70,701	32,276	84%
REQUIREMENTS									
MATERIALS & SERVICES									
42010-40115	Professional Svcs- Gen Assets	5,954	565	14,542	70,701	70,701	70,701	56,159	386%
42080-42060	City Grants/Contributions	-	1,007	25,000	-	-	-	(25,000)	-100%
42080-42085	Miscellaneous	141	-	-	-	-	-	-	-
TOTAL MATERIALS & SERVICES		6,095	1,573	39,542	70,701	70,701	70,701	31,159	79%
TOTAL EXPENDITURES		6,095	1,573	39,542	70,701	70,701	70,701	31,159	79%
TOTAL REQUIREMENTS		6,095	1,573	39,542	70,701	70,701	70,701	31,159	79%
Unappropriated Ending Balance									
355-SMALL GRANTS		13,031	12,405	(1,117)				1,117	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Restricted Revenue Fund – Fire G.O. Bond

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: This Sub-fund was established to track property taxes received for a total of \$6 million in General Obligation bonds issued in June, 2009, and July, 2010. Proceeds from the bond were used for expansion and renovation of the Fire Station (65%) and acquisition of Fire and Emergency apparatus (35%). The Fire G.O. Bonds will fully paid in FY2021-22.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
420	FIRE G/O								
420-420	Fire G/O - Debt Service								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	55,755	71,651	70,062	41,781	41,781	41,781	(28,281)	-40%
REVENUE									
31005-00000	CURRENT TAXES	685,481	678,020	705,000	710,000	710,000	710,000	5,000	1%
31010-00000	PREVIOUSLY LEVIED TAXES	13,727	22,070	15,510	16,430	16,430	16,430	920	6%
37005-00000	INTEREST REVENUE	9,036	8,306	1,260	416	416	416	(844)	-67%
TOTAL REVENUE		708,245	708,398	721,770	726,846	726,846	726,846	5,076	1%
TOTAL RESOURCES		764,001	780,049	791,832	768,627	768,627	768,627	(23,205)	-3%
REQUIREMENTS									
DEBT SERVICE									
44005-00000	Fire G/O Bond 2009 2nd-Princ	185,000	200,000	215,000	-	-	-	(215,000)	-100%
44005-00002	Fire G/O Bond 2010 2nd-Princ	400,000	425,000	460,000	710,001	710,001	710,001	250,001	54%
44010-00000	Fire G/O Bond 2009 2nd-Int	26,537	18,675	9,675	-	-	-	(9,675)	-100%
44010-00002	Fire G/O Bond 2010 2nd-Int	80,812	66,312	50,375	29,676	29,676	29,676	(20,699)	-41%
TOTAL DEBT SERVICE		692,350	709,987	735,050	739,677	739,677	739,677	4,627	1%
TOTAL EXPENDITURES		692,350	709,987	735,050	739,677	739,677	739,677	4,627	1%
CONTINGENCY/TRANSFER									
47005-00000	CONTINGENCY (BUDGETARY)	-	-	15,000	15,000	15,000	15,000	-	-
TOTAL CONTINGENCY/TRANSFER				15,000	15,000	15,000	15,000		
TOTAL REQUIREMENTS		692,350	709,987	750,050	754,677	754,677	754,677	4,627	1%
Unappropriated Ending Balance									
420-FIRE G/O		71,651	70,061	41,782	13,950	13,950	13,950	(27,832)	-67%



Sub-Fund: Tourist Promotion

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: Hood River Municipal Code 5.09.160.A directs that, “A special fund called "the tourist promotion fund" shall be established for the purpose of promoting tourism within the City of Hood River. The tax administrator shall deposit 25 percent of all money collected under the provisions of this chapter to the credit of the tourist promotion fund. All moneys paid to this account shall be used for the promotion of tourism. The City is authorized to enter into a contract with Hood River County Chamber of Commerce or to otherwise act as the council may see fit to carry out this purpose.” (Ord. 1727, 1996)

Sub-Fund 380 segregates tourism promotion dedicated dollars. The City currently contracts with Hood River Chamber of Commerce to administer tourism promotion activities under a 2009 agreement.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
380	TOURIST PROMOTION								
380-380	Tourist Promotion								
RESOURCES									
REVENUE									
31020-00000	TRANSIENT ROOM TAX	519,032	408,508	423,187	496,314	496,314	496,314	73,127	17%
TOTAL REVENUE		519,032	408,508	423,187	496,314	496,314	496,314	73,127	17%
TOTAL RESOURCES		519,032	408,508	423,187	496,314	496,314	496,314	73,127	17%
REQUIREMENTS									
MATERIALS & SERVICES									
42010-40145	Chamber Remittance-Tourism Pr	519,032	408,508	423,187	496,314	496,314	496,314	73,127	17%
TOTAL MATERIALS & SERVICES		519,032	408,508	423,187	496,314	496,314	496,314	73,127	17%
TOTAL EXPENDITURES		519,032	408,508	423,187	496,314	496,314	496,314	73,127	17%
TOTAL REQUIREMENTS		519,032	408,508	423,187	496,314	496,314	496,314	73,127	17%
Unappropriated Ending Balance									
380-TOURIST PROMOTION									
								-	



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Restricted Revenue Fund – Construction Excise Tax

RESPONSIBLE MANAGER(S): Will Norris – Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: Oregon Senate Bill 1533B (2016) authorized local governments to impose a construction excise tax on improvements to real property to support affordable housing, subject to the limitations and restricted uses defined by the bill. Developments exempt from the tax under include private school improvements, public improvements, affordable housing, hospitals, religious facilities, agricultural buildings, not-for-profit residential care facilities. The City of Hood River adopted a Construction Excise Tax in FY2017-18 through Ordinance 2042.

Ordinance 2042 was written to conform to State law and defines the collection and use of Construction Excise Tax dollars as follows:

Property Type	Tax Rate	Allowable Uses to Promote Affordable Housing (after a 4% admin fee)
Residential	1%	<ul style="list-style-type: none"> - 50% for developer incentives - 35% for City defined affordable housing programs - 15% distributed to the State Housing and Community Services Dept.,
Commercial and Industrial	1%	<ul style="list-style-type: none"> - 100% for city affordable housing programs and incentives

Three Sub-Funds were created to segregate and track the Construction Excise Tax (CET) dollars based on allowable uses. Sub-Fund 391 accounts for CET dollars for locally defined affordable housing programs (least restricted dollars), Sub-Fund 392 accounts for CET dollars dedicated to developer incentives (ex. payment of “in lieu” fees, system development charges, low or no interest financing), and Sub-Fund 393 accounts for CET dollars that must be remitted to the Oregon Department of Housing and Community Services. Sub-Fund 393 carries no balance because all revenues are immediately passed through the State of Oregon.

For FY2021-22, Debt Service for the Rand Road affordable housing property acquisition is added to sub-fund 391, the City’s local affordable housing program.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
391	CET LOCAL HOUSING PROGRAM								
391-391	CET Local Housing Program								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	50,505	206,666	288,082	219,874	219,874	219,874	(68,208)	-24%
REVENUE									
31040-00000	CET Local Housing Revenue	153,541	76,027	96,779	94,214	94,214	94,214	(2,565)	-3%
37005-00000	INTEREST ON INVESTMENTS	2,618	5,388	5,858	1,557	1,557	1,557	(4,301)	-73%
	TOTAL REVENUE	156,160	81,416	102,637	95,771	95,771	95,771	(6,866)	-7%
	TOTAL RESOURCES	206,666	288,082	390,719	315,645	315,645	315,645	(75,074)	-19%
REQUIREMENTS									
DEBT SERVICE									
44005-00000	PRINCIPAL - Rand Rd Purchase	-	-	55,878	85,847	85,847	85,847	29,969	54%
44010-00000	INTEREST - Rand Rd Purchase	-	-	29,680	27,377	27,377	27,377	(2,303)	-8%
	TOTAL DEBT SERVICE			85,558	113,224	113,224	113,224	27,666	32%
	TOTAL EXPENDITURES			85,558	113,224	113,224	113,224	27,666	32%
CONTINGENCY/TRANSFER									
47005-00000	CET Local Housing Contingency	-	-	300,000	100,000	100,000	100,000	(200,000)	-67%
	TOTAL CONTINGENCY/TRANSFER			300,000	100,000	100,000	100,000	(200,000)	-67%
	TOTAL REQUIREMENTS			385,558	213,224	213,224	213,224	(172,334)	-45%
Unappropriated Ending Balance									
391-CET LOCAL HOUSING PROGRAM		206,666	288,082	5,161	102,421	102,421	102,421	97,260	1885%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
392	CET DEVELOPER INCENTIVES								
392-392	CET Developer Incentives								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	30,306	93,560	170,454	204,054	204,054	204,054	33,600	20%
REVENUE									
31040-00000	Developer Incentives Revenue	61,700	73,941	92,500	64,612	64,612	64,612	(27,888)	-30%
37005-00000	INTEREST ON INVESTMENTS	1,552	2,952	3,540	968	968	968	(2,572)	-73%
	TOTAL REVENUE	63,253	76,893	96,040	65,580	65,580	65,580	(30,460)	-32%
TOTAL RESOURCES		93,560	170,453	266,494	269,634	269,634	269,634	3,140	1%
REQUIREMENTS									
CONTINGENCY/TRANSFER									
47005-00000	Developer Incentives Contingen	-	-	257,958	150,000	150,000	150,000	(107,958)	-42%
	TOTAL CONTINGENCY/TRANSFER			257,958	150,000	150,000	150,000	(107,958)	-42%
TOTAL REQUIREMENTS				257,958	150,000	150,000	150,000	(107,958)	-42%
Unappropriated Ending Balance									
392-CET DEVELOPER INCENTIVES		93,560	170,453	8,536	119,634	119,634	119,634	111,098	1302%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
393	CET STATE OHCS DISTRIBUTION								
393-393	CET State OHCS Distribution								
RESOURCES									
REVENUE									
31040-00000	State OHCS Dedicated Revenue	19,187	51,024	53,608	75,000	75,000	75,000	21,392	40%
TOTAL REVENUE		19,187	51,024	53,608	75,000	75,000	75,000	21,392	40%
TOTAL RESOURCES		19,187	51,024	53,608	75,000	75,000	75,000	21,392	40%
REQUIREMENTS									
MATERIALS & SERVICES									
42090-42000	State OHCS Payment	19,187	51,024	53,608	75,000	75,000	75,000	21,392	40%
TOTAL MATERIALS & SERVICES		19,187	51,024	53,608	75,000	75,000	75,000	21,392	40%
TOTAL EXPENDITURES		19,187	51,024	53,608	75,000	75,000	75,000	21,392	40%
TOTAL REQUIREMENTS		19,187	51,024	53,608	75,000	75,000	75,000	21,392	40%

Unappropriated Ending Balance

393-CET STATE OHCS DISTRIBUTION

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INTERNAL SERVICE FUND

PROGRAM DESCRIPTION: The Internal Service Fund accounts for services to internal departments, such as scheduled vehicle replacement, vehicle maintenance, and general administration (City Management, Legal, & Information technology) charged to client departments on a cost reimbursement basis. Oregon Revised Statutes (294.343) specifies that reimbursement formulas for internal service funds must be calculated, and periodically revised, to eliminate any element of profit or loss.

The FY2021-22 Proposed Budget consolidates the previously separated equipment maintenance and equipment replacement sub-funds into a single “Fleet & Equipment” sub-fund. The City’s previous Compensated Absence Reserve is transitioned to an internal service sub-fund supported with a new internal payroll charge set by bargaining group.

Sub-funds within the Internal Service Fund Include:

- Administration
- Fleet & Equipment
- Compensated Absences

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
INTERNAL SERVICE FUND						
030 Beginning Fund Balance	423,523	4,700,170	4,827,421	4,154,272	4,154,272	4,154,272
REVENUE						
035 Charges for Services	1,834,364	1,863,080	2,504,860	2,715,959	2,715,959	2,715,959
037 Interest Earnings	108,979	101,030	98,744	39,142	39,142	39,142
038 Misc. Revenues	12,261	238	171,000	797,999	797,999	797,999
REVENUE	1,955,605	1,964,348	2,774,604	3,553,100	3,553,100	3,553,100
039 Interfund Transfers In	3,803,652	86,195	375,610	-	-	-
Total RESOURCES	6,182,781	6,750,713	7,977,635	7,707,372	7,707,372	7,707,372
EXPENDITURES						
Equipment Maintenance (800)						
041 Personnel Services	113,051	126,501	135,731	-	-	-
042 Materials & Services	89,393	81,339	96,655	-	-	-
045 Interfund Transfers Out	-	829	1,019	-	-	-
046 Special Payments	-	-	12,498	-	-	-
047 Contingency	-	-	*****	-	-	-
	202,444	208,670	235,324	0		
Administration (805)						
041 Personnel Services	671,682	791,858	875,291	964,021	964,021	964,021
042 Materials & Services	402,957	423,269	447,442	441,344	441,344	441,344
043 Capital Outlay	12,400	-	-	110,000	110,000	110,000
045 Interfund Transfers Out	-	2,197	3,002	-	-	-
046 Special Payments	-	-	94,578	-	-	-
047 Contingency	-	-	95,000	95,000	95,000	95,000
	1,087,039	1,217,324	1,515,313	1,610,365	1,610,365	1,610,365
Fleet & Equipment (811)						
041 Personnel Services	-	-	-	139,552	139,552	139,552
042 Materials & Services	-	-	-	86,755	86,755	86,755
043 Capital Outlay	193,126	268,656	1,230,934	1,096,193	1,096,193	1,096,193
045 Interfund Transfers Out	-	-	1,500,000	3,500,000	3,500,000	3,500,000
047 Contingency	-	-	35,000	35,000	35,000	35,000
	193,126	268,656	2,765,934	4,857,500	4,857,500	4,857,500
Compensated Absences (815)						
041 Personnel Services	-	228,641	450,000	86,000	86,000	86,000
046 Special Payments	-	-	16,260	-	-	-
047 Contingency	-	-	62,091	25,000	25,000	25,000
	0	228,641	528,351	111,000	111,000	111,000
Total REQUIREMENTS	1,482,611	1,923,293	5,044,922	6,578,865	6,578,865	6,578,865
ENDING FUND BALANCE	4,700,170	4,827,420	2,932,713	1,128,507	1,128,507	1,128,507



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Internal Service Fund – Equipment Maintenance

PROGRAM DESCRIPTION: The Equipment Maintenance Sub-Fund provided all maintenance and repairs to vehicles, rolling stock and numerous light equipment. Revenue to the program comes from charges for services to client departments.

The Equipment Maintenance sub-fund is merged with the Equipment Replacement sub-fund to create a consolidated Fleet sub-fund for FY2021-22. This change reduces administrative work and simplifies the City's accounting.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
800	EQUIPMENT MAINTENANCE								
800-800	Equipment Maintenance								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	19,007	11,733	(18,004)	-	-	-	18,004	-100%
REVENUE									
35045-35000	Interdepartmental- Equip Mnt.	-	137,176	-	-	-	-	-	-
35045-35100	Interdept-EquipMaint-Labor	129,517	28,140	228,512	-	-	-	(228,512)	-100%
35045-35200	Interdept-EquipMaint-Materials	63,737	13,391	70,000	-	-	-	(70,000)	-100%
37005-00000	INTEREST ON INVESTMENTS	294	(13)	45	-	-	-	(45)	-100%
38015-00000	Refunds	1,621	238	-	-	-	-	-	-
	TOTAL REVENUE	195,170	178,932	298,557				(298,557)	-100%
TOTAL RESOURCES		214,178	190,666	280,553				(280,553)	-100%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	71,621	79,439	83,804	-	-	-	(83,804)	-100%
41006-00000	Overtime	27	-	1,057	-	-	-	(1,057)	-100%
41010-00000	FRINGE BENEFITS	41,401	47,062	50,870	-	-	-	(50,870)	-100%
	TOTAL PAYROLL	113,051	126,501	135,731				(135,731)	-100%
MATERIALS & SERVICES									
42005-40010	Office Supplies - Equipment	42	52	500	-	-	-	(500)	-100%
42005-40015	Operating Materials-Equip Mnt	78,268	66,148	70,000	-	-	-	(70,000)	-100%
42005-40020	Fuel & Lube - Equip Maint	167	999	-	-	-	-	-	-
42010-40115	Contract Svcs - Equip. Maint.	-	331	-	-	-	-	-	-
42040-40410	Vehicle Maint/Rep.-Equip Mnt	-	2,633	10,000	-	-	-	(10,000)	-100%
42050-40525	Trainings & Meetings-Equip Mnt	-	-	400	-	-	-	(400)	-100%
42080-42080	Admin Services Allocation	10,914	11,175	15,755	-	-	-	(15,755)	-100%
	TOTAL MATERIALS & SERVICES	89,393	81,339	96,655				(96,655)	-100%
TOTAL EXPENDITURES		202,444	207,841	232,386				(232,386)	-100%
CONTINGENCY/TRANSFER									
45815-00000	Transfer To - Comp Absence Rsv	-	829	1,019	-	-	-	(1,019)	-100%
46001-00000	PERS Side Acct Contribution	-	-	12,498	-	-	-	(12,498)	-100%
47005-00000	CONTINGENCY	-	-	(10,579)	-	-	-	10,579	-100%
	TOTAL CONTINGENCY/TRANSFER		829	2,938				(2,938)	-100%
TOTAL REQUIREMENTS		202,444	208,670	235,324				(235,324)	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Internal Service Fund – Administration

RESPONSIBLE MANAGER(S): Rachael Fuller, City Manager

PROGRAM DESCRIPTION: Administration combines the separate but related areas of Administration, Finance, Information Technology, and Legal services. Typically considered “overhead” in a business context, these services provide support and deliver necessary assistance for the other front-line operational departments (Planning, Police, Fire and Public Works). Administrative costs are totaled and expense-allocated based on each client departments size in comparison to the overall city budget. Charges to client departments are reexamined each year to ensure the Administrative Fund is both financially stable but also does not accumulate an unnecessarily large fund balance.

There are 6.5 full-time equivalent (FTE) administration positions out of the 70.1 FTE’s in the City budget or about 9% percent of all city positions. Key functional areas include the following:

Administration – Set overall agenda to manage City departments and work force in alignment with legal responsibilities and in accordance with the goals developed by the City Council. Administration sets the agenda and records minutes for approximately 24 annual City Council meetings. The City Manager is the City’s Budget officer as proscribed by Oregon Revised Statutes and is responsible for developing and presenting the City’s annual budget. The Manager is also responsible for selecting and evaluating department managers to ensure legal operating requirements and that the City is moving forward to meet its goals.

The FY2021-22 Proposed Budget adds a special projects management analyst, shared with the Urban Renewal Agency, to make more rapid progress on City Council goals and manage various other projects.

Finance – The Finance Department helps prepare and develop the annual budget including current and long-range revenue forecasts and other technical duties related to the budget. The Director coordinates the annual audit process for both the City and the Urban Renewal Agency. On a day-to-day basis, the department is responsible for the ongoing operations in three key city areas: utility billing, municipal court operations and parking management. The Finance group performs all typical, but essential, finance areas such as payroll and employee benefits, accounts payable, customer service, financial reporting, grant management, treasury, accounts payable, and compliance with various law and regulations.

Information Technology – The Information Technology (IT) area includes all costs at the city such as Internet costs, Telephone Costs, and Personal Computer / Software costs. An independent contractor, Radcomp Technologies assists with ongoing technical support. In 2017, The City engaged with an Information Technology

consultant, Civic Foundry, to produce a 5-year IT plan for the City. The final was adopted via Resolution 2018-12 and a part-time IT Manager was hired early 2019. FY2021-22 budget includes replacement of the City’s outdated servers and switches.

Legal – The City Attorney is a contract employee. The Attorney provides legal advice and guidance to and for the City Council and City departments. He responds to all legal issues and works proactively to avoid legal conflict and lawsuits when possible. He also assists in reviewing and drafting Ordinances to be considered by the City Council. The Attorney attends most City Council meetings and selected advisory committee meetings, such as the Planning Commission, when necessary. In general the Attorney advises on land use matters, contracts, Hood River Municipal Code issues and other legal issues with the exception of labor negotiations which are handled by a separate attorney.

PERSONNEL SUMMARY:

Full-time Equivalents

2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
4.75	4.75	6.00	6.20	6.20	6.20	5.8*	5.8	6.0	6.5

* FY2018/19 budget included more accurate tracking of FTE counts to where positions were proportionately allocated. The change in allocation display makes the FTE count not directly comparable to the prior fiscal year.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
805	ADMINISTRATION								
805-805	Administration								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	180,645	161,132	59,614	138,599	138,599	138,599	78,985	132%
REVENUE									
35015-35805	I/D - ADMIN SERVICES	920,000	970,000	1,349,998	1,385,000	1,385,000	1,385,000	35,002	3%
35020-00000	CONTRACTED SERVICES	144,000	144,000	144,000	144,000	144,000	144,000	-	-
37005-00000	INTEREST REVENUE	3,527	1,805	1,200	900	900	900	(300)	-25%
TOTAL REVENUE		1,067,527	1,115,805	1,495,198	1,529,900	1,529,900	1,529,900	34,702	2%
TOTAL RESOURCES		1,248,172	1,276,938	1,554,812	1,668,499	1,668,499	1,668,499	113,687	7%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	473,347	532,218	580,711	625,677	625,677	625,677	44,966	8%
41006-00000	Admin Overtime	2,421	2,402	600	600	600	600	-	-
41010-00000	FRINGE BENEFITS	195,913	257,236	293,980	-	-	-	(293,980)	-100%
41011-00000	PERS	-	-	-	136,539	136,539	136,539	136,539	-
41012-00000	Health/Dental/Life Ins.	-	-	-	146,938	146,938	146,938	146,938	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	48,761	48,761	48,761	48,761	-
41014-00000	Comp. Absences	-	-	-	5,506	5,506	5,506	5,506	-
TOTAL PAYROLL		671,682	791,858	875,291	964,021	964,021	964,021	88,730	10%
MATERIALS & SERVICES									
42005-40010	Office Supplies- Admin	7,433	7,159	9,500	9,500	9,500	9,500	-	-
42005-40020	Fuel & Lube - Admin	190	343	500	500	500	500	-	-
42005-40035	Printing - Admin	3,583	1,613	4,500	4,500	4,500	4,500	-	-
42010-11501	IT Services - Admin	63,413	76,615	55,000	62,000	62,000	62,000	7,000	13%
42010-11502	Contract Svcs - Caselle	19,994	24,558	27,900	27,900	27,900	27,900	-	-
42010-11503	Contract Svcs - Copiers	11,833	14,380	13,000	13,000	13,000	13,000	-	-
42010-11504	Copier Maint. - Admin	2,815	1,927	3,800	3,800	3,800	3,800	-	-
42010-40105	Legal Services	142,513	110,014	100,000	100,000	100,000	100,000	-	-
42010-40110	Audit Svcs - Admin	34,442	50,693	46,000	46,000	46,000	46,000	-	-
42010-40115	Contract Svcs - Admin	1,168	8,956	60,000	35,000	35,000	35,000	(25,000)	-42%
42010-40150	Professional Svcs - Admin	15,754	6,350	-	-	-	-	-	-
42015-40205	Telephone - Admin	12,965	12,744	14,000	14,000	14,000	14,000	-	-
42015-40210	Postage - Admin	2,548	4,043	4,000	4,000	4,000	4,000	-	-
42015-40230	Internet Svc - Admin	4,678	4,678	5,200	5,200	5,200	5,200	-	-
42020-42000	Advertising & Pub - Admin	1,878	2,910	1,000	1,000	1,000	1,000	-	-
42030-42030	Insurance-Admin	18,441	20,006	21,275	30,502	30,502	30,502	9,227	43%
42035-40305	Electricity - Admin	7,612	7,237	9,500	9,500	9,500	9,500	-	-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
REQUIREMENTS									
42035-40310	Heating (Gas/Oil) - Admin	1,365	1,392	2,000	2,000	2,000	2,000	-	-
42035-40315	Garbage Svc - Admin	1,471	1,555	1,200	1,200	1,200	1,200	-	-
42035-40320	City Utilities - Admin	2,220	2,176	2,200	2,200	2,200	2,200	-	-
42040-40415	Facility Maint- Admin	7,300	14,506	12,000	12,500	12,500	12,500	500	4%
42040-40420	Janitorial - Admin	4,257	5,994	5,500	5,500	5,500	5,500	-	-
42045-42000	Filing & Recording - Admin	80	-	600	600	600	600	-	-
42050-40505	Dues & Subscriptions - Admin	17,574	18,381	17,000	17,500	17,500	17,500	500	3%
42050-40525	Trainings & Meetings - Admin	5,633	10,052	8,000	8,000	8,000	8,000	-	-
42050-40530	Other Staff Developmen - Admin	667	972	1,200	1,200	1,200	1,200	-	-
42065-42055	BANK AND MERCHANT FEES	4,262	5,660	7,500	7,500	7,500	7,500	-	-
42075-40620	Misc Minor Tools & Equip	3,085	1,594	3,500	3,500	3,500	3,500	-	-
42075-62001	Misc hardware/apps < \$5000	168	-	5,000	5,000	5,000	5,000	-	-
42075-62003	Software < \$5000	-	-	1,000	1,000	1,000	1,000	-	-
42080-42000	Equipment Maint Chargeback	6	76	287	-	-	-	(287)	-100%
42080-42085	Misc- Misc Admin	2,372	3,944	2,200	2,200	2,200	2,200	-	-
42080-42811	Vehicle Replacement Charge	1,225	2,727	3,080	5,042	5,042	5,042	1,962	64%
	TOTAL MATERIALS & SERVICES	402,957	423,269	447,442	441,344	441,344	441,344	(6,098)	-1%
CAPITAL OUTLAY									
43020-00000	MACHINERY AND EQUIPMENT	12,400	-	-	110,000	110,000	110,000	110,000	-
	TOTAL CAPITAL OUTLAY	12,400			110,000	110,000	110,000	110,000	-
	TOTAL EXPENDITURES	1,087,039	1,215,127	1,322,733	1,515,365	1,515,365	1,515,365	192,632	15%
CONTINGENCY/TRANSFER									
45815-00000	TRANSFER TO - COMP ABSC RES	-	2,197	3,002	-	-	-	(3,002)	-100%
46001-00000	PERS Side Acct Contribution	-	-	94,578	-	-	-	(94,578)	-100%
47005-00000	CONTINGENCY	-	-	95,000	95,000	95,000	95,000	-	-
	TOTAL CONTINGENCY/TRANSFER		2,197	192,580	95,000	95,000	95,000	(97,580)	-51%
	TOTAL REQUIREMENTS	1,087,039	1,217,324	1,515,313	1,610,365	1,610,365	1,610,365	95,052	6%
Unappropriated Ending Balance									
805-ADMINISTRATION		161,132	59,613	39,499	58,134	58,134	58,134	18,635	47%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Internal Service Fund – Fleet & Equipment

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: City Council Resolution 2007-20 first directed the City to maintain a replacement schedule of all vehicles and large equipment. While this created a tracking mechanism, money was not available to fund future replacements. Two years later, the Equipment Replacement Reserve was established by Resolution No. 2009-02 based on the City Council's wish to fund administrative plans to meet equipment replacement needs, to the greatest extent possible, through existing allocations. The two actions created a policy and set aside account, but due the Great Recession's financial impact on the City there still was not available funding for some years.

Beginning in FY2011-12, modest, but consistent, funding into the Equipment Reserve began. The initial transfer from the General Fund was \$12,500. Several set aside accounts in the Public Works Funds were also established to separately track contributions from Enterprise Funds. As the City's financial condition improved, transfers to the replacement fund increased in size. The City was able to accomplish a major milestone in FY2018-19 by fully funding and consolidating the various equipment reserves into a single new Internal Service Fund. The 2021-22 Proposed Budget merges the Equipment Maintenance sub-fund and Equipment Replacement sub-fund into a consolidated Fleet & Equipment sub-fund. This consolidation will reduce administrative overhead and simplify accounting.

As an Internal Service Fund, the program charges client departments annually for the current maintenance and future replacement of vehicles and other capital equipment. The accounts are considered 100% funded when the future replacement cost, divided by the number years of useful life, multiplied by the current age of each vehicle is set aside. The useful life of each vehicle is evaluated annually to ensure the most economical replacement schedule. The goal is to minimize both replacement expense and maintenance expenses. The base replacement charge is also increased proportionately to pay for costs of a full-time City mechanic and maintenance supplies.

The existing balance in the Equipment Replacement Program can be used as a source of interfund loan to help finance other city projects if the paid back with a reasonable interest rate and without negatively impacting replacement schedules.

The proposed FY2020-21 budget includes the following scheduled purchases:

1. Medic #3 Ambulance plus accompanying power stretcher, \$268,598
2. Hybrid Police Interceptor, \$67,000
3. Two (2) light duty work trucks, \$58,213 (total)
4. Heavy duty work truck, \$56,931
5. Vactor Truck, \$388,517 (carried forward from FY2020-21 budget)

6. WWTP Crew Truck, \$23,140

The FY2021-22 Proposed Budget also swaps a skidsteer for a bucket truck. The bucket truck is expected to get much higher utilization.

The FY2021-22 Budget also includes up to a \$3,500,000 interfund loan to the Sewer Fund. This will allow the Sewer Fund to avoid accessing outside sources of financing which saves both staff time and financing expenses. The amount of the loan will depend on actual capital project expense timing and will be repaid within 10-years at a reasonable interest rate set by City Council at the time of the interfund loan creation.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
811	FLEET & EQUIPMENT								
811-811	Fleet & Equipment								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	-	4,298,027	4,694,001	3,967,821	3,967,821	3,967,821	(726,180)	-15%
REVENUE									
35017-35125	Vehicle Replacement Charge	157,839	154,496	227,954	328,674	328,674	328,674	100,720	44%
35017-35127	Vehicle Replacement Charge	54,861	64,651	73,445	-	-	-	(73,445)	-100%
35017-35128	Vehicle Replacement Charge	2,292	2,489	2,940	5,448	5,448	5,448	2,508	85%
35017-35130	Vehicle Replacement Charge	13,830	9,420	27,501	48,039	48,039	48,039	20,538	75%
35017-35140	Vehicle Replacement Charge	69,847	67,268	77,986	168,306	168,306	168,306	90,320	116%
35017-35200	Vehicle Replacement Charge	37,267	39,399	31,379	58,974	58,974	58,974	27,595	88%
35017-35310	Vehicle Replacement Charge	-	1,442	1,629	1,166	1,166	1,166	(463)	-28%
35017-35505	Vehicle Replacement Charge	45,365	42,756	90,309	154,840	154,840	154,840	64,531	71%
35017-35510	Vehicle Replacement Charge	43,211	42,763	47,707	138,651	138,651	138,651	90,944	191%
35017-35600	Vehicle Replacement Charge	56,062	53,265	79,122	130,712	130,712	130,712	51,590	65%
35017-35695	Vehicle Replacement Charge	95,311	89,696	49,298	81,844	81,844	81,844	32,546	66%
35017-35805	Vehicle Replacement Charge	1,225	2,727	3,080	5,042	5,042	5,042	1,962	64%
37005-00000	INTEREST REVENUE	99,751	94,258	93,864	37,743	37,743	37,743	(56,121)	-60%
38010-38125	Vehicle Sales - Fire	-	-	-	11,000	11,000	11,000	11,000	-
38010-38127	Vehicle Sales - EMS	-	-	1,000	-	-	-	(1,000)	-100%
38010-38128	Vehicle Sales - Parking	-	-	2,500	-	-	-	(2,500)	-100%
38010-38130	Vehicle Sales - Parks	-	-	2,500	5,000	5,000	5,000	2,500	100%
38010-38140	Vehicle Sales - Police	5,177	-	2,500	2,500	2,500	2,500	-	-
38010-38200	Vehicle Sales - Roads	-	-	87,500	-	-	-	(87,500)	-100%
38010-38505	Vehicle Sales - Sewer Ops	2,731	-	50,000	5,583	5,583	5,583	(44,417)	-89%
38010-38510	Vehicle Sales - Sewer WWTP	-	-	-	500	500	500	500	-
38010-38600	Vehicle Sales - Water	2,731	-	-	12,583	12,583	12,583	12,583	-
38010-38695	Vehicle Sales - Water	-	-	25,000	3,333	3,333	3,333	(21,667)	-87%
38030-00000	Loan Repayment - Prin	-	-	-	750,000	750,000	750,000	750,000	-
38031-00000	Loan Repayment - Interest	-	-	-	7,500	7,500	7,500	7,500	-
TOTAL REVENUE		687,501	664,630	977,214	1,957,438	1,957,438	1,957,438	980,224	100%
39100-00000	Transfer from - General	888,743	-	-	-	-	-	-	-
39225-00000	Transfer From - Roads	96,992	-	-	-	-	-	-	-
39591-00000	Transfer From - Sewer	833,926	-	-	-	-	-	-	-
39691-00000	Transfer From - Water	182,209	-	-	-	-	-	-	-
39698-00000	Transfer From - Stormwater	40,979	-	-	-	-	-	-	-
39810-00000	Transfer from Reserve - Equip.	1,760,801	-	-	-	-	-	-	-
TOTAL RESOURCES		4,491,153	4,962,657	5,671,215	5,925,259	5,925,259	5,925,259	254,044	4%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21		
REQUIREMENTS										
PAYROLL										
41005-00000	Wages	-	-	-	84,109	84,109	84,109	84,109	-	
41006-00000	Overtime	-	-	-	1,030	1,030	1,030	1,030	-	
41011-00000	PERS	-	-	-	17,323	17,323	17,323	17,323	-	
41012-00000	Health/Dental/Life Ins.	-	-	-	29,475	29,475	29,475	29,475	-	
41013-00000	Social Security/Medicare/UI/WC	-	-	-	6,557	6,557	6,557	6,557	-	
41014-00000	Comp. Absences	-	-	-	1,058	1,058	1,058	1,058	-	
TOTAL PAYROLL					139,552	139,552	139,552	139,552	-	
MATERIALS & SERVICES										
42005-40010	Office Supplies - Equip. Maint.	-	-	-	500	500	500	500	-	
42005-40015	Operating Materials - Equip. Maint.	-	-	-	70,000	70,000	70,000	70,000	-	
42040-40410	Vehicle Maint./Rep. - Equip Maint.	-	-	-	100	100	100	100	-	
42050-40525	Trainings & Meetings - Equip. Maint.	-	-	-	400	400	400	400	-	
42080-42080	Admin Services Allocation	-	-	-	15,755	15,755	15,755	15,755	-	
TOTAL MATERIALS & SERVICES					86,755	86,755	86,755	86,755	-	
CAPITAL OUTLAY										
43025-40125	Vehicle Purchase - Fire	-	-	-	268,598	268,598	268,598	268,598	-	
43025-40127	Vehicle Purchase - EMS	26,173	156,233	33,598	-	-	-	(33,598)	-100%	
43025-40128	Vehicle Purchase - Parking	-	-	15,192	-	-	-	(15,192)	-100%	
43025-40130	Vehicle Purchase - Parks	21,000	-	28,213	45,713	45,713	45,713	17,500	62%	
43025-40140	Vehicle Purchase - Police	96,988	112,423	101,100	67,000	67,000	67,000	(34,100)	-34%	
43025-40200	Vehicle Purchase - Roads	-	-	260,034	52,500	52,500	52,500	(207,534)	-80%	
43025-40505	Vehicle Purchase - Sewer Ops	-	-	434,119	458,115	458,115	458,115	23,996	6%	
43025-40510	Vehicle Purchase - Sewer WWTP	-	-	-	23,140	23,140	23,140	23,140	-	
43025-40600	Vehicle Purchase - Water	48,964	-	56,918	126,529	126,529	126,529	69,611	122%	
43025-40695	Vehicle Purchase - Stormwater	-	-	301,760	54,598	54,598	54,598	(247,162)	-82%	
TOTAL CAPITAL OUTLAY					193,126	268,656	1,230,934	1,096,193	(134,741)	-11%
TOTAL EXPENDITURES		193,126	268,656	1,230,934	1,322,500	1,322,500	1,322,500	91,566	7%	
CONTINGENCY/TRANSFER										
45500-00000	Interfund Loan - Sewer	-	-	1,500,000	3,500,000	3,500,000	3,500,000	2,000,000	133%	
47005-00000	CONTINGENCY	-	-	35,000	35,000	35,000	35,000	-	-	
TOTAL CONTINGENCY/TRANSFER					1,535,000	3,535,000	3,535,000	2,000,000	130%	
TOTAL REQUIREMENTS		193,126	268,656	2,765,934	4,857,500	4,857,500	4,857,500	2,091,566	76%	
Unappropriated Ending Balance		4,298,027	4,694,001	2,905,281	1,067,759	1,067,759	1,067,759	(1,837,522)	-63%	
811-FLEET & EQUIPMENT		4,298,027	4,694,001	2,905,281	1,067,759	1,067,759	1,067,759	(1,837,522)	-63%	



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Internal Service Fund – Compensated Absences

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: The Compensated Absences Reserve was established by Resolution based on the City Council's wish to support administrative plans to meet future compensated absences payouts that will occur as employees leave the City. Compensated absences include all, or a percentage of, Vacation; Sick Leave (up to 25% with 20+ years of service); Compensatory (Comp) Time; Holiday Hours – Fire, EMS, and Police only; Fair Labor Standards Act (FLSA) Time – Fire and EMS only; and Education Hours – Fire and EMS only.

The City's funding of compensated absence liabilities was updated by Resolution 2020-07. Consistent with this resolution the Compensated Absence Reserve is transitioned to an Internal Service Fund for FY2021-22. The funding methodology for this internal service is refined for each bargaining group based on their respective rates of accrual of compensated absence. Below are payroll rates applied by each group for FY2021-22:

International Association of Firefighters	1.41%
Police Officers Association	1.08%
Public Works Association	1.30%
Non-Represented	0.88%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
815	COMPENSATED ABSENCES								
815-815	Compensated Absences								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	223,870	229,276	91,810	47,852	47,852	47,852	(43,958)	-48%
REVENUE									
35015-35815	Department Charges	-	-	-	65,263	65,263	65,263	65,263	-
37005-00000	INTEREST REVENUE	5,406	4,979	3,635	499	499	499	(3,136)	-86%
TOTAL REVENUE		5,406	4,979	3,635	65,762	65,762	65,762	62,127	1709%
39100-00000	Transfer from - General	-	83,169	371,589	-	-	-	(371,589)	-100%
39805-00000	Transfer from - ISF Admin	-	2,197	3,002	-	-	-	(3,002)	-100%
39810-00000	Transfer from - Equip Replace	-	829	1,019	-	-	-	(1,019)	-100%
TOTAL RESOURCES		229,276	320,451	471,055	113,614	113,614	113,614	(357,441)	-76%
REQUIREMENTS									
PAYROLL									
41005-00000	SALARIES AND WAGES	-	185,254	345,988	65,000	65,000	65,000	(280,988)	-81%
41010-00000	FRINGE BENEFITS	-	43,387	104,012	-	-	-	(104,012)	-100%
41011-00000	PERS	-	-	-	15,000	15,000	15,000	15,000	-
41012-00000	Health/Dental/Life Ins.	-	-	-	100	100	100	100	-
41013-00000	Social Security/Medicare/UI/WC	-	-	-	5,500	5,500	5,500	5,500	-
41014-00000	Comp. Absences	-	-	-	400	400	400	400	-
TOTAL PAYROLL			228,641	450,000	86,000	86,000	86,000	(364,000)	-81%
TOTAL EXPENDITURES			228,641	450,000	86,000	86,000	86,000	(364,000)	-81%
CONTINGENCY/TRANSFER									
46001-00000	PERS Side Acct Contribution	-	-	16,260	-	-	-	(16,260)	-100%
47005-00000	CONTINGENCY (BUDGETARY)	-	-	62,091	25,000	25,000	25,000	(37,091)	-60%
TOTAL CONTINGENCY/TRANSFER				78,351	25,000	25,000	25,000	(53,351)	-68%
TOTAL REQUIREMENTS			228,641	528,351	111,000	111,000	111,000	(417,351)	-79%
Unappropriated Ending Balance									
815-COMPENSATED ABSENCES		229,276	91,809	(57,296)	2,614	2,614	2,614	59,910	-105%



RESERVES FUND

PROGRAM DESCRIPTION: The Reserves Fund accumulates resources for multi-year City Council priorities.

The 2021-22 Proposed Budget transitions the previous Compensated Absence Reserve into a Internal Service Fund. The balance of the Parks Facilities Reserve is also dedicated to rehabilitation of the Tsuruta Tennis Courts.

Sub-funds within the Reserves Fund Include:

- Parking In Lieu
- Affordable Housing
- Parks Facilities

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
RESERVES FUND						
030 Beginning Fund Balance	2,397,073	740,920	836,161	240,330	240,330	240,330
REVENUE						
037 Interest Earnings	17,471	9,092	3,680	1,002	1,002	1,002
038 Misc. Revenues	-	1,338,858	-	-	-	-
REVENUE	17,471	1,347,950	3,680	1,002	1,002	1,002
039 Interfund Transfers In	100,000	-	-	-	-	-
Total RESOURCES	2,514,545	2,088,870	839,841	241,332	241,332	241,332
EXPENDITURES						
Reserve - Parking in Lieu (260)						
043 Capital Outlay	-	-	11,342	12,294	12,294	12,294
	0	0	11,342	12,294	12,294	12,294
Reserve - Affordable Housing (350)						
042 Materials & Services	-	49,549	109,146	100,000	100,000	100,000
043 Capital Outlay	-	1,203,159	-	-	-	-
045 Interfund Transfers Out	12,823	-	-	-	-	-
	12,823	1,252,708	109,146	100,000	100,000	100,000
Reserve - Equipment Replacemen (810)						
045 Interfund Transfers Out	1,760,801	-	-	-	-	-
	1,760,801	0	0	0		
Reserve - PERS Stabilization (820)						
046 Special Payments	-	-	535,252	-	-	-
	0	0	535,252	0		
Parks Facilities Reserve (821)						
043 Capital Outlay	-	-	-	105,500	105,500	105,500
045 Interfund Transfers Out	-	-	104,969	-	-	-
	0	0	104,969	105,500	105,500	105,500
Total REQUIREMENTS	1,773,624	1,252,708	760,709	217,794	217,794	217,794
ENDING FUND BALANCE	740,920	836,162	79,132	23,538	23,538	23,538



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Reserve Fund – Parking in Lieu

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: The Parking System reserve fund was established by Resolution No. 95-15. Developers may be assessed a fee called “Parking in Lieu” as an alternative to putting in required parking spaces in certain city districts. The fund’s purpose is to accumulate funds to operate, maintain, and expand the parking system of the City of Hood River.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
260	PARKING IN LIEU								
260-260	Reserve - Parking in Lieu								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	10,593	10,849	12,157	12,269	12,269	12,269	112	1%
REVENUE									
37005-00000	INTEREST ON INVESTMENTS	255	249	223	25	25	25	(198)	-89%
38025-30200	In lieu of parking-Central Bus	-	1,058	-	-	-	-	-	-
38025-30205	In lieu of Parking-Heights bus	-	-	-	-	-	-	-	-
TOTAL REVENUE		255	1,308	223	25	25	25	(198)	-89%
TOTAL RESOURCES		10,849	12,157	12,380	12,294	12,294	12,294	(86)	-1%
REQUIREMENTS									
CAPITAL OUTLAY									
43020-40620	Machinery & Equipment	-	-	11,342	12,294	12,294	12,294	952	8%
TOTAL CAPITAL OUTLAY				11,342	12,294	12,294	12,294	952	8%
TOTAL EXPENDITURES				11,342	12,294	12,294	12,294	952	8%
TOTAL REQUIREMENTS				11,342	12,294	12,294	12,294	952	8%
Unappropriated Ending Balance									
260-PARKING IN LIEU		10,849	12,157	1,038				(1,038)	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Reserves Fund – PERS Stabilization

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: Oregon Public Employees Retirement System (PERS) sets required contribution rates on a two-year, biennial, basis. PERS advised members of the State and Local Government Rate Pool to plan for maximum increases for the three (3) consecutive biennia, beginning in FY2017-18. The City set aside \$500,000 for a PERS Stabilization Reserve at that time.

The FY2020-21 Budget allocated the entirety of the of the PERS Stabilization Reserve to a PERS Side Account which drew a 25% match by the State of Oregon. The Side Account will begin generating rate credits against the City’s PERS liability in the 2022-24 biennium and continue on an amortized basis for 20-years.

The combination of prior rate increases, strong market returns, and the City’s PERS side account will likely moderate future rate changes. There is even a possibility that the City may see flat or declining rates for the FY2022-24 biennium.

City of Hood River PERS Rates
(Percentage charge applied to wages)

Employee Group	2015-17	2017-19	2019-21	2021-22
Tier 1 & 2 (Employees hired prior to August 29 th , 2003)	18.21%	23.21%	27.86%	28.27%
Public Safety OPSRP (Public Safety employees hired after August 28 th , 2003)	14.04%	17.75%	22.19%	24.28%
General OPSRP (General employees hired after August 28 th , 2003)	9.93%	12.98%	17.56%	19.92%

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
820	PERS STABILIZATION								
820-820	Reserve - PERS Stabilization								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	509,955	522,271	533,236	-	-	-	(533,236)	-100%
REVENUE									
37005-00000	INTEREST ON INVESTMENTS	12,315	10,965	-	-	-	-	-	-
TOTAL REVENUE		12,315	10,965						
TOTAL RESOURCES		522,271	533,236	533,236				(533,236)	-100%
REQUIREMENTS									
CONTINGENCY/TRANSFER									
46001-00000	PERS Side Acct Contribution	-	-	535,252	-	-	-	(535,252)	-100%
TOTAL CONTINGENCY/TRANSFER				535,252				(535,252)	-100%
TOTAL REQUIREMENTS				535,252				(535,252)	-100%
Unappropriated Ending Balance									
820-PERS STABILIZATION		522,271	533,236	(2,016)				2,016	-100%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Reserves Fund – Affordable Housing Reserve

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION: The Affordable Housing Reserve account was previously titled the, “General Assets reserve fund” and was originally established by Resolution No. 2010-24 to separately track proceeds from the sale of the City Administration Building in FY 2009-10. The account was later renamed the Miscellaneous Reserve and was used to segregate and track other miscellaneous dedicated monies, such as Serpentine Sidewalk improvement dollars, the Overlook Memorial Park Brick Program, and Oregon Community Foundation Grant for wayfinding signs. In 2016-17, the City Council additionally set aside \$100,000 for Affordable Housing Initiatives into the account.

For FY2018-19, the small remaining balances associated with the Overlook Memorial Park Brick Program and Oregon Community Foundation Grant were transferred to the newly created Small Grants account in the Restricted Revenue Fund, leaving only the \$100,000 set aside for Affordable Housing.

In FY2020-21 the Rand Road property acquisition activity was accounted for in this Fund. Continued affordable housing development activity is anticipated for FY2021-22.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
350	AFFORDABLE HOUSING RESERVE								
350-350	Reserve - Affordable Housing								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	115,723	105,385	186,203	122,561	122,561	122,561	(63,642)	-34%
REVENUE									
37005-00000	INTEREST ON INVESTMENTS	2,485	(4,273)	1,358	977	977	977	(381)	-28%
38025-00000	LOAN PROCEEDS	-	927,800	-	-	-	-	-	-
38035-38050	Misc - Contributions	-	410,000	-	-	-	-	-	-
TOTAL REVENUE		2,485	1,333,526	1,358	977	977	977	(381)	-28%
TOTAL RESOURCES		118,208	1,438,911	187,561	123,538	123,538	123,538	(64,023)	-34%
REQUIREMENTS									
MATERIALS & SERVICES									
42010-40105	Legal Services	-	19,279	-	-	-	-	-	-
42010-40115	Professional Svcs- Gen Assets	-	30,015	109,146	100,000	100,000	100,000	(9,146)	-8%
42020-42020	Advertising & Publishing	-	-	-	-	-	-	-	-
42035-40305	Electricity	-	255	-	-	-	-	-	-
TOTAL MATERIALS & SERVICES			49,549	109,146	100,000	100,000	100,000	(9,146)	-8%
CAPITAL OUTLAY									
43005-00000	Land	-	1,203,159	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY			1,203,159						
TOTAL EXPENDITURES			1,252,708	109,146	100,000	100,000	100,000	(9,146)	-8%
CONTINGENCY/TRANSFER									
45355-00000	TRANS TO - SMALL GRANTS	12,823	-	-	-	-	-	-	-
TOTAL CONTINGENCY/TRANSFER		12,823							
TOTAL REQUIREMENTS		12,823	1,252,708	109,146	100,000	100,000	100,000	(9,146)	-8%
Unappropriated Ending Balance									
350-AFFORDABLE HOUSING RESERVE		105,385	186,203	78,415	23,538	23,538	23,538	(54,877)	-70%



CITY OF HOOD RIVER BUDGET FY2021-22

PROGRAM NAME: Reserves Fund – Parks Facilities Reserve

RESPONSIBLE MANAGER(S): Will Norris, Finance Dir. / Asst. City Manager

PROGRAM DESCRIPTION:

The FY2018-19 established the Parks Facilities Reserve sub-fund within the City Reserve fund with an initial transfer of \$100,000. The FY2021-22 Proposed Budget dedicates the balance of this sub-fund toward restoration of the Tsuruta Tennis Courts.

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
821	PARKS FACILITIES RESERVE								
821-821	Parks Facilities Reserve								
RESOURCES									
30100-00000	BEGINNING FUND BALANCE	-	102,415	104,565	105,500	105,500	105,500	935	1%
REVENUE									
37005-00000	INTEREST REVENUE	2,415	2,150	2,099	-	-	-	(2,099)	-100%
TOTAL REVENUE		2,415	2,150	2,099				(2,099)	-100%
39100-00000	TRANS FROM - GENERAL	100,000	-	-	-	-	-	-	-
TOTAL RESOURCES		102,415	104,565	106,664	105,500	105,500	105,500	(1,164)	-1%
REQUIREMENTS									
CAPITAL OUTLAY									
43015-43007	Tsuruta Tennis Courts	-	-	-	105,500	105,500	105,500	105,500	-
TOTAL CAPITAL OUTLAY					105,500	105,500	105,500	105,500	-
TOTAL EXPENDITURES					105,500	105,500	105,500	105,500	-
CONTINGENCY/TRANSFER									
45100-00000	TRANS TO - GENERAL	-	-	104,969	-	-	-	(104,969)	-100%
TOTAL CONTINGENCY/TRANSFER				104,969				(104,969)	-100%
TOTAL REQUIREMENTS				104,969	105,500	105,500	105,500	531	1%
Unappropriated Ending Balance									
821-PARKS FACILITIES RESERVE		102,415	104,565	1,695				(1,695)	-100%

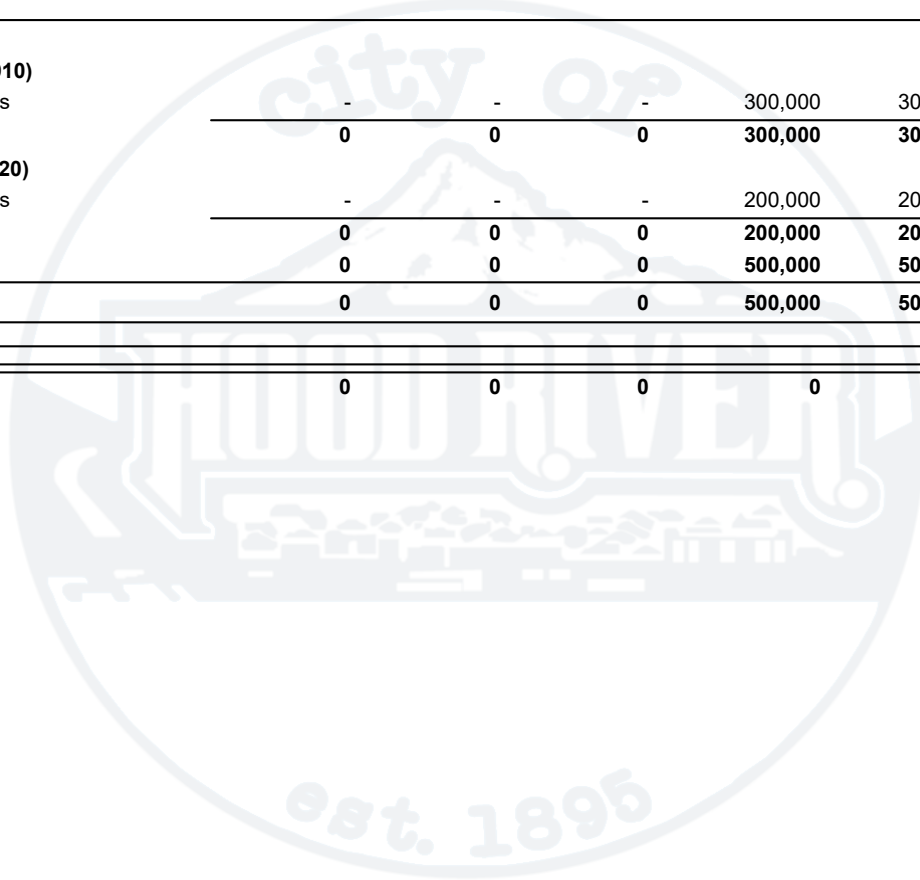


AGENCY FUND

PROGRAM DESCRIPTION: Agency funds are held in trust for outside agencies. The City of Hood River entered into an intergovernmental agreement with the City of Mosier to perform meter reading and utility billing functions. Mosier saves money by access Hood River's existing business systems for this work and the City of Hood River is able to generate revenue by charging Mosier for this work.

The Agency Fund accounts for utility revenues generated from Mosier customers and remittance of these dollars to the City of Mosier.

Category/Program	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed 2021-22	Approved 2021-22	Adopted 2021-22
AGENCY FUND						
REVENUE						
035 Charges for Services	-	-	-	500,000	500,000	500,000
REVENUE	0	0	0	500,000	500,000	500,000
Total RESOURCES	0	0	0	500,000	500,000	500,000
EXPENDITURES						
Mosier Sewer Billing (910)						
042 Materials & Services	-	-	-	300,000	300,000	300,000
	0	0	0	300,000	300,000	300,000
Mosier Water Billing (920)						
042 Materials & Services	-	-	-	200,000	200,000	200,000
	0	0	0	200,000	200,000	200,000
EXPENDITURES	0	0	0	500,000	500,000	500,000
Total REQUIREMENTS	0	0	0	500,000	500,000	500,000
ENDING FUND BALANCE	0	0	0	0		



Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21	
910	AGENCY - MOSIER SEWER BILLING								
910-910	Mosier Sewer Billing								
RESOURCES									
REVENUE									
35005-00000	Mosier Sewer Usage Receipts	-	-	-	300,000	300,000	300,000	300,000	-
TOTAL REVENUE					300,000	300,000	300,000	300,000	-
TOTAL RESOURCES					300,000	300,000	300,000	300,000	-
REQUIREMENTS									
MATERIALS & SERVICES									
42010-40145	City of Mosier Remittance	-	-	-	294,450	294,450	294,450	294,450	-
42010-40500	Billing Svcs Charge	-	-	-	5,550	5,550	5,550	5,550	-
TOTAL MATERIALS & SERVICES					300,000	300,000	300,000	300,000	-
TOTAL EXPENDITURES					300,000	300,000	300,000	300,000	-
TOTAL REQUIREMENTS					300,000	300,000	300,000	300,000	-
Unappropriated Ending Balance									
910-AGENCY - MOSIER SEWER BILLING									-

Account	Title	Actual 2018-19	Actual 2019-20	Current Budget 2020-21	Proposed Budget 2021-22	Approved Budget 2021-22	Adopted Budget 2021-22	Change From 2020-21
920	AGENCY - MOSIER WATER BILLING							
920-920	Mosier Water Billing							
	RESOURCES							
	REVENUE							
35005-00000	Mosier Water Usage Receipts	-	-	-	200,000	200,000	200,000	200,000 -
	TOTAL REVENUE				200,000	200,000	200,000	200,000 -
	TOTAL RESOURCES				200,000	200,000	200,000	200,000 -
	REQUIREMENTS							
	MATERIALS & SERVICES							
42010-40145	City of Mosier Remittance	-	-	-	196,300	196,300	196,300	196,300 -
42010-40600	Billing Svcs Charge	-	-	-	3,700	3,700	3,700	3,700 -
	TOTAL MATERIALS & SERVICES				200,000	200,000	200,000	200,000 -
	TOTAL EXPENDITURES				200,000	200,000	200,000	200,000 -
	TOTAL REQUIREMENTS				200,000	200,000	200,000	200,000 -
	Unappropriated Ending Balance							
	920-AGENCY - MOSIER WATER BILLING							-



Appendix I

Capital Improvement Plan

ROAD FUND	Est. Cost	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	
Pavement Management System	750,000	150,000	150,000	150,000	150,000	150,000	
Traffic Signal, Realign C&Rand	2,100,000	1,500,000	600,000				1
May Street Elevated Sidewalk	700,000	150,000	550,000				2
Road Fund Total	3,550,000	1,800,000	1,300,000	150,000	150,000	150,000	
URBAN RENEWAL FUNDED	Est. Cost	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26	
2nd and Oak Signalization	925,000	925,000	-	-	-	-	3
Parking Meter Replacement	145,000	145,000	-	-	-	-	4
Painting Street Lights	100,000	100,000	-	-	-	-	5
Urban Renewal Total	1,170,000	1,170,000	-	-	-	-	
SEWER FUND							
<i>Sewer Operations</i>							
Taylor Ave. Pipe Replacements	751,400			370,600	380,800		6
Clay Pipe - Replace 8" Wilson St. Pipe from 9th-10th	334,200			65,400	268,800		7
Rebuild WestCliff Pump Station	200,000	200,000					8
Clay Pipe - Hull St - 9th to 12th	540,600		540,600				9
Clay Pipe Replacements on 3rd St. and Pine Streets	517,500					517,500	10
Clay Pipe - Various locations	2,144,000		1,272,000	472,000	400,000		11
Clay Pipe - Montello- 2nd to 5th & 2nd Street	731,500	731,500					12
Clay Pipe - 9th St - N. of May to Waucoma Park	409,000	409,000					13
Clay Pipe - Eugene - 10th to 12th	398,700	398,700					14
Clay Pipe - 10th St - Eugene to Sherman	306,000	306,000					15
Clay Pipe - Sherman	1,346,100	1,346,100					15
Clay Pipe - Prospect (1st to 7th)	955,000	955,000					16
Clay Pipe - 15th and Cascade Area Pipe Replacement	40,000	40,000					17
Clay Pipe - Cascade	230,000					230,000	18
Replace 15" Pipe near Jaymar & Wasco	639,060			98,100	540,960		19
Influent Pipe	1,085,060				535,360	549,700	20
County Club Forcemain (CIP-D- F1)	140,000	140,000					21
Clay Pipe - Upgrade 8" Columbia Ave Pipe	750,400				750,400		22
Sherman and 20th Street	482,750				224,000	258,750	23
Elevated Sewer Replacement (Mt Hood RR Lift Station)	2,940,000		600,000	1,170,000	1,170,000		24
Riverside Dr Pipe Replacement	500,000	500,000					25
13th-14th St Heights Alley Sewer Replacement	385,000	385,000					26
<i>Waste Water Treatment Plant</i>							
Biosolids Storage Bay Expansion	650,000	650,000					27
UV System	1,725,000	1,725,000					28
Replace Digester Gas Mixing	2,000,000	500,000	1,000,000	500,000			29
Digester Building Maintenance	300,000	300,000					30
Influent Channel Coarse Screen	170,000	170,000					31
Blower for Activated Sludge Process	682,375		682,375				32
Septage Receiving Station	547,180			547,180			33
WWTP - ph Enhancer	200,000	200,000					
Generator Replacement	300,000	300,000					
Sewer Fund Total	22,400,825	9,256,300	4,094,975	3,223,280	4,270,320	1,555,950	
WATER FUND							
Leaded Joint - 17th St-Sherman to May (reconnect)	170,000	170,000					34
Leaded Joint - Montello-Front to 2nd (reconnect)	43,260	43,260					52
Leaded Joint - 13th St-Columbia to Oak (reconnect)	31,800		31,800				35
Leaded Joint 6th St., Cascade	767,050					767,050	36
Leaded Joint - Oak - 5th to 9th	336,000				336,000		37
Leaded Joint - 1st, Prospect, 7th	700,000	700,000					38
Leaded Joint - 4th St - Prospect to Pine	713,000					713,000	39
Leaded Joint - 7th St - May to Pine	461,100		461,100				40
Leaded Joint - 12th St - May to Wilson	946,000		466,400	479,600			41
Leaded Joint - C and B Streets	1,326,000			654,000	672,000		42
Cascade- 15th to 18th	60,000	60,000					43
Leaded Joint - 15th - Columbia to Cascade	169,950		169,950				43
Leaded Joint - 18th - North of Columbia	31,930		31,930				43
Leaded Joint - 15th to hydrant between 10th & 13th	901,000		901,000				43
Sherman Improve. (STP 7 & 8)	509,000	509,000					44
STP 9 East Heights Improvements	1,489,540			734,660	754,880		45
Heights area improvements- South	917,150			452,350	464,800		46
Install bypass, open/close valves Marian, 13th, 12th	224,000				224,000		47
Leaded Joint - Eugene-9th to 12th & 11th St	573,500	573,500					48
Replace Leaded Joint - Lincoln and Oak from 10th -13th	500,000				500,000		49
Cascade Pressure Zone	130,000	130,000					50
Replace line along Hull St.	270,000		270,000				51
Montello-2nd to 4th (ductile iron)	682,600	682,600					52
Water Fund Total	11,952,880	2,868,360	2,332,180	2,320,610	2,951,680	1,480,050	
STORM WATER FUND							
Waterfront Storm Line (Phase Two)	2,498,686	2,498,686					53
Waterfront Storm Line (Phase Three)	1,823,900			1,823,900			54
Waterfront Storm Line (Phase Four)	661,657		661,657				55
13th Street Cascade to Lincoln	742,000					742,000	56
Henderson Creek	50,000		50,000				57
Oak St Storm System	1,025,000				1,025,000		58
West May St and 30th Street	1,329,800			1,329,800			59
20th Street (Eugene to Wasco)	1,657,600				1,657,600		60
Sherman (20th to 25th)	543,950					543,950	61
Hull St	400,000		400,000				62
Montello and 7th	450,000		450,000				63
Pine Street (5th to 11th)	402,500					402,500	64
Storm Water Fund Total	11,585,093	2,498,686	1,561,657	3,153,700	2,682,600	1,688,450	
TOTAL	50,658,798	17,593,346	9,288,812	8,847,590	10,054,600	4,874,450	

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

ROAD SDC FUND

TITLE: Traffic Signal, Realignment of Cascade & Rand

CIP PROJECT #: 598

City G/L # 220-220-43015-43200-00

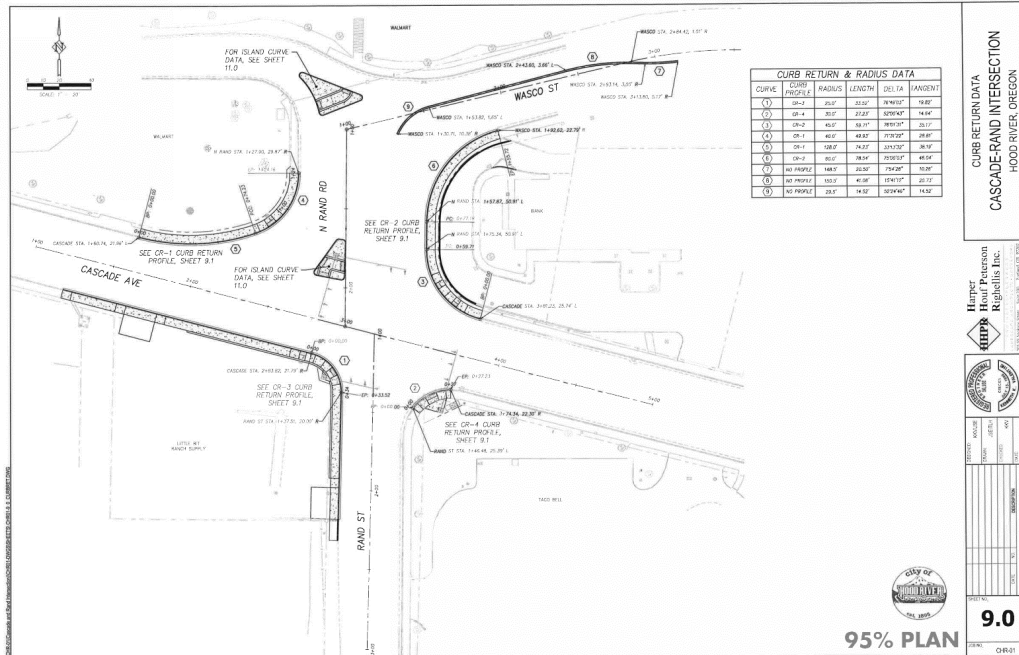
PROJECT DESCRIPTION:

In July 2017 the City entered into an Intergovernmental Agreement with ODOT for the design and construction of Cascade and Rand traffic intersection. This project is an important component of the City's planned transportation capital improvements. It will realign the Rand/Cascade intersection, provide a true pedestrian crossing and signalize the intersection. The following is the phasing and estimated cost per year of this project:

- 2018-19 Preliminary Engineering and Design
- 2019 Right of Way Acquisition
- 2020-21 Construction

Total Project cost is \$2,625,111 ODOT is contributing \$750,000 and the City of Hood River will fund the remainder which is estimated at \$1,875,111

Note: If ODOT's and the City's contribution for design and ROW acquisition is not spent in their phases the contribution will roll over into construction. Therefore, reducing the overall project cost.



CONSTRUCTION

Est. COST: \$2,907,000
FUNDING: 100% Transportation SDC's (STP Fund Transfer \$950,00)

Est. START: September, 2020
Est. COMPLETION: June, 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

ROAD FUND

TITLE: May Street Elevated Sidewalk




CIP PROJECT #:

City G/L # 200-200-43015-00415-00

PROJECT DESCRIPTION:

This project consists of installing a new retaining wall on the north side of the existing easement and replacing material that has washed away from underneath the sidewalk and roadway with new road fill and surfacing materials. In addition, the existing storm basins and manhole will be replaced and raised to accommodate the restored grades along the sidewalk and replaced road section. Also, part of the project is new ADA ramps at the intersection of May and 13th Street.



-  Replace Elevated Sidewalk - Approx. 240 LF
-  Replace Ramps and Curbs with ADA Compliant Ramps and Curbs – Approx. 460 LF
-  Replace ADA Ramps and Crosswalk at 13th

CONSTRUCTION

Est. COST: \$700,000

FUNDING: 100% Road Fund

Est. START: October 2021

Est. COMPLETION: June 2023

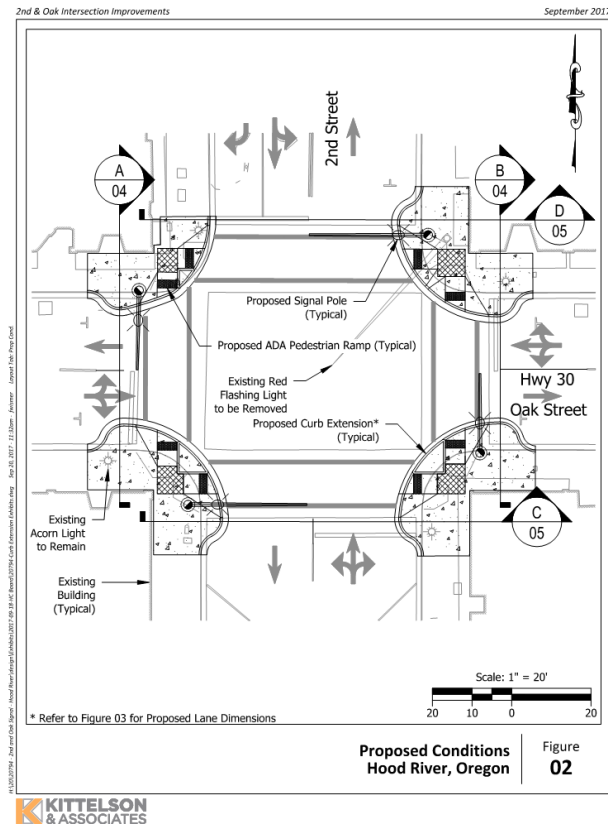
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

ROAD SYSTEM DEVELOPMENT CHARGE FUND

TITLE: 2nd & Oak Signalization
CIP PROJECT #: 648
City G/L # 220-220-43015-43300-00 / 710-710-42080-42069-00

PROJECT DESCRIPTION:

The proposed intersection design includes curb extensions, upgraded pedestrian ramps per current ADA standards, and storm inlet modifications. The curb extensions provide shorter pedestrian crossing distances and added space for new signal equipment. All quadrants include proposed curb extensions on both Oak Street and 2nd Street with the exception of the northwest quadrant along 2nd Street due to the dedicated right turn lane. With curb extensions all pedestrian ramps will be upgraded to the current ADA codes and ODOT standard drawings. With the curb extensions the storm inlets will be relocated to the end of the curb returns.



CONSTRUCTION

Est. COST: \$925,000
FUNDING: Columbia Cascade Urban Renewal
 Proportionate Share SDCs

Est. START: October, 2019
Est. COMPLETION: June, 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

ROAD FUND

TITLE: Parking Meter Upgrade

CIP PROJECT #:

CITY G/L #: 710-710-42080-42068

PROJECT DESCRIPTION:

Installation of 14 new Cale parking meter stations and removal of approximately 200 Duncan meters. The existing Duncan meters are coin operated and have been extended past their useful life. These existing meters require substantial personnel operational time to maintain and collect money from. At least one day per week, three (3) City personnel, 2 Streets and 1 policeman, are required to collect coins from the Duncan meters. The proposed Cale meter stations, 21 of which are already in use around the downtown Hood River area, allow payment at the machine or through an 'App' on a smartphone, obviating the need for coins and the collection of same during the week. Maintenance of the Calais meter stations is much lower than the Duncan meters as well, since the Duncan meters require battery removal and installation each year.

The new meter stations will allow removal of a substantial number of the existing Duncan meters, a total of 200, currently located on Front, Cascade, and Columbia Streets. Duncan meters will remain on 1st, 2nd, 3rd, 4th, 5th Streets, and a portion of 6th Street. Public Works expects that the continued use of the 3 parking apps currently being used by visitors will allow for removal of the remaining Duncan meters without the installation of any additional Cale meter stations.

- 2021-2022:
 - Install 7 Cale and remove 100 Duncan meters along Front and Cascade Streets.
- 2022-2023:
 - Install 7 Cale and remove 100 Duncan meters along Cascade and Columbia Streets.

CONSTRUCTION

EST. COST: \$145,000
FUNDING: 100% URA CC Development

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

ROAD FUND

TITLE: Painting Street Lights, Downtown Streets

CIP PROJECT #:

CITY G/L #: 710-710-42080-42065

PROJECT DESCRIPTION:

Stripping and application of paint onto existing 'Classic' light poles in the downtown area. Currently there are approximately 142 classic light poles in the downtown, the Port, and the residential areas west of downtown. These poles are in need of scraping and application of new paint due to weathering that has taken place over the past 15 years since the streetlight pole installation. Public Works is proposing a two (2) year project scope in order to accomplish this project. Light pole color to be the same or as otherwise decided by the City Council.

- 2021-2022:
 - Prepare and apply paint to 71 Streetlight poles along the eastern part of Downtown.
- 2022-2023:
 - Prepare and apply paint to 71 Streetlight poles along the western part of Downtown.

CONSTRUCTION

EST. COST: \$100,000

FUNDING: 100% URA CC Development

EST. START: July 2021

EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

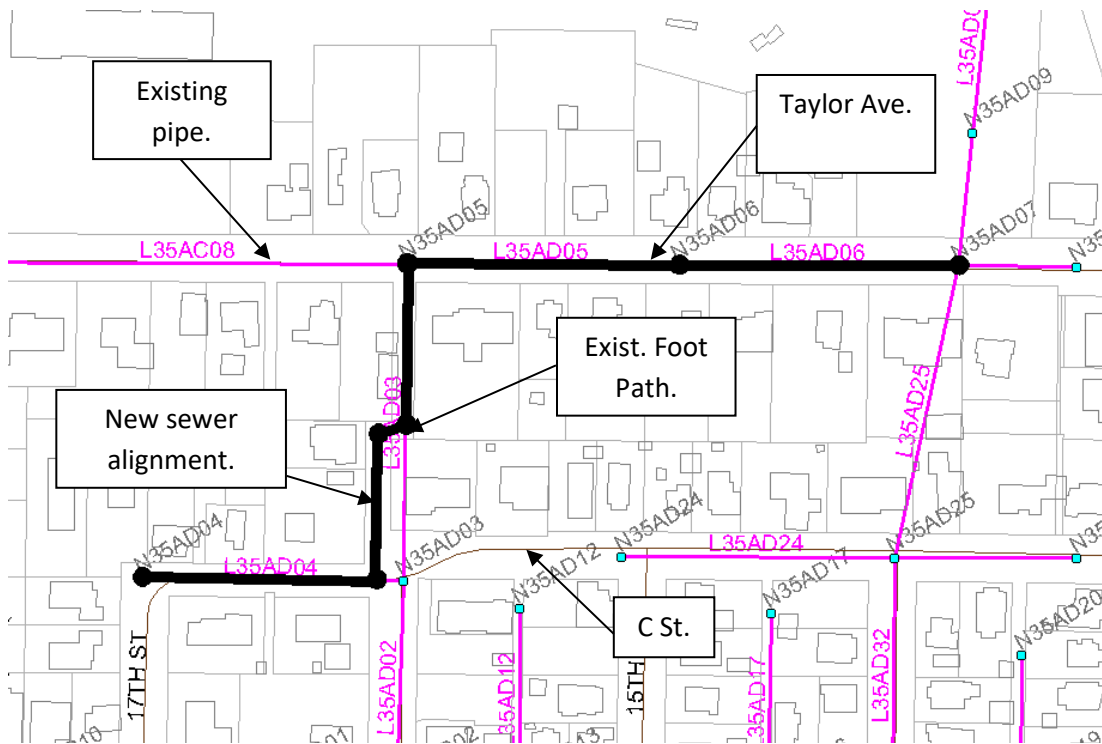
TITLE: Taylor Ave. and in C St. Sewer Pipe Replacement

CIP PROJECT #: M-4

CITY G/L #:

PROJECT DESCRIPTION:

A section of sewer line located in Taylor Ave. between 13th and 16th St. to Manhole N35AD03 and C St. between 16th and 17th St. will need to be replaced with the same size pipe due to roots and grease buildup. This portion of the sewer line has become a continuous maintenance problem for the City and needs to be replaced. Pipe L35AD03 will also need to be re-located 25' to the west to be in the foot path right-of-way. The project will replace 580 feet of 10" sewer pipe on Taylor Ave., and 595' of 8" sewer pipe on C St. and the foot path.



CONSTRUCTION

EST. COST: \$751,400
FUNDING: 100% Sewer Charges for Service

EST. START: July 2023
EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

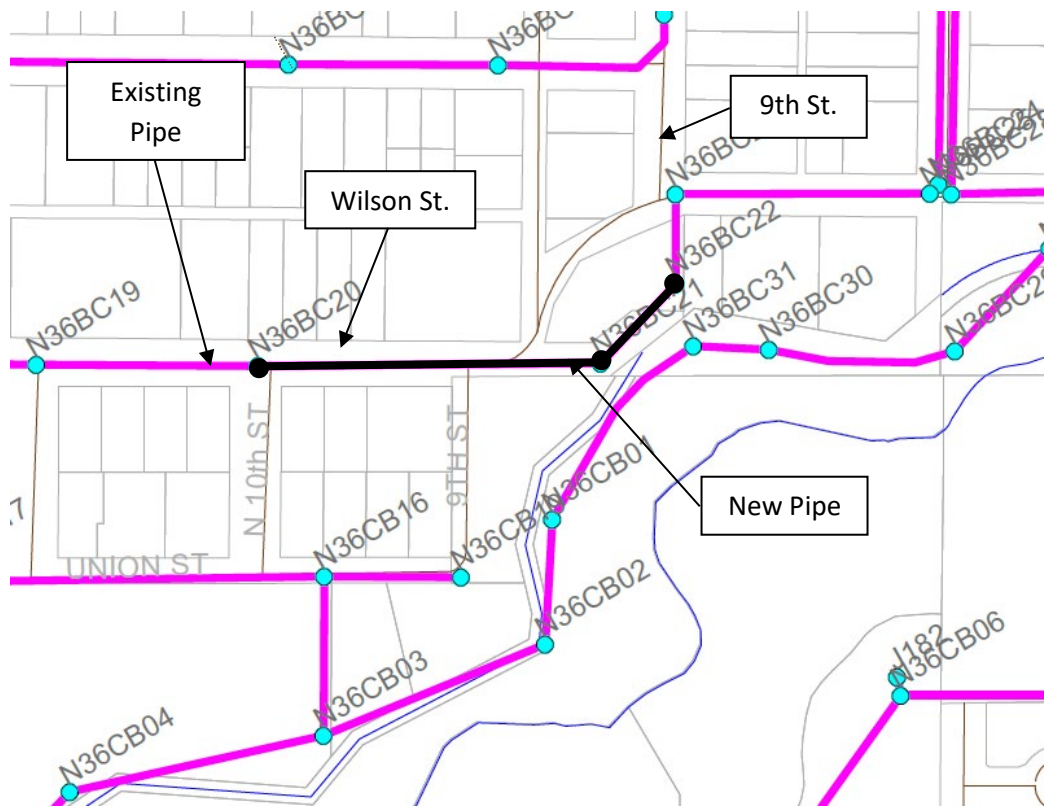
TITLE: Wilson St. Sewer Pipe Replacement

CIP PROJECT #: M-5

CITY G/L #:

PROJECT DESCRIPTION:

This pipe section has a problem with gravel entering and clogging the pipe which is potentially an indication of a breakage or separation of the line. This is a primary contributor to infiltration of water into the sanitary sewer system. Infiltration reduces the available capacity of the City's existing collection system and is a major cause of flooding at the City's WWTP. The pipe section is partially located on private property in a backyard that appears to have heavy vegetation. This project requires a 530' section of 8" clay sewer line located in Wilson St. between 9th and 10th St. to be replaced with an 8" pipe.



CONSTRUCTION

EST. COST: \$334,200
FUNDING: 100% Sewer Charges for Service

EST. START: July 2023
EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

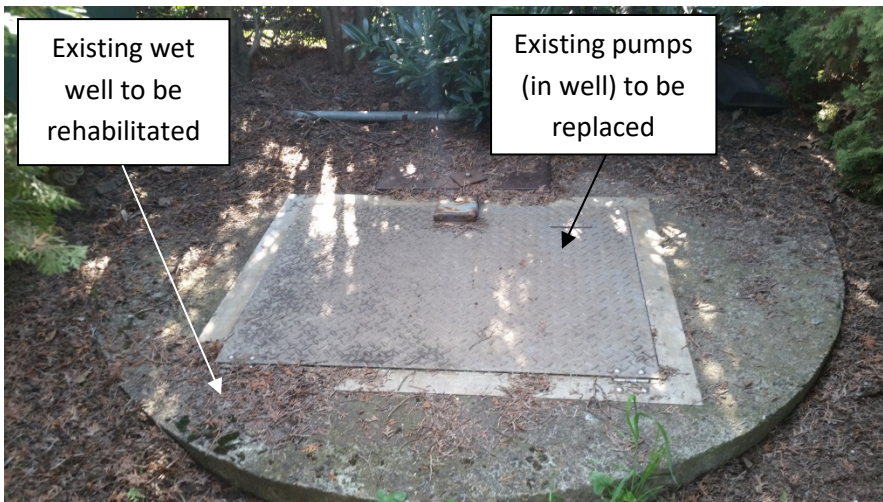
TITLE: Westcliff Pump Station Rebuild

CIP PROJECT #: M-6

CITY G/L #: 560-560-43015-00410

PROJECT DESCRIPTION:

The Westcliff Pump Station was built in 1987 and will need to be rebuilt. The sewer modeling indicated the pumping capacity is adequate for Buildout of the upstream service area. However, due to the recent expansions of both the Westcliff Lodge and the Columbia River Inn, a preliminary engineering review of the Master Plan assumptions for this service area will be made which may affect the replacement pump sizes. Most likely the existing caisson can be reused, but the pumps, valves, and electrical equipment will eventually need to be replaced and updated to current standards. The rebuild includes a dedicated generator, new valving with a flow meter, security fence, and additional land acquisition.



CONSTRUCTION

EST. COST: \$200,000

FUNDING: 100% Sewer SDCs

EST. START: July 2021

EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – Hull St 9th to 12th

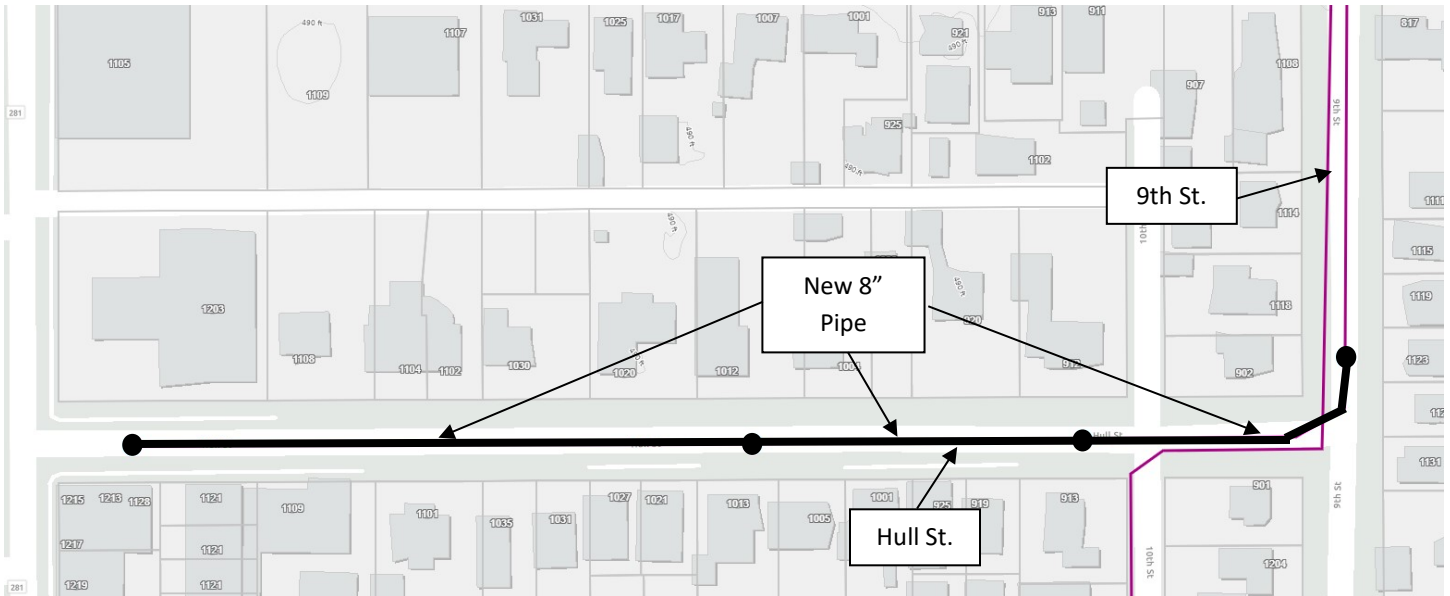
CIP PROJECT #: M-7

CITY G/L #:

PROJECT DESCRIPTION:

A section of sewer line located on Hull St. between 9th St. and 12th St. from manhole N36BC17 to manhole N36BC14 will need to be replaced with the same size pipe. This section of clay pipe was likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and has a root invasion problem which is a primary contributor to infiltration of water into the sanitary sewer system. The project will replace three sections of 8" clay pipe totaling approximately 942 feet.

- Section One:
 - Replace Pipe L36BC16- totaling 236 feet between 9th St. and 10th St.
 - Replace manhole N36BC17 at 9th St. and N36BC16 at around 10th St.
- Section Two:
 - Replace Pipe L36BC15 totaling 245 feet between 10th St. and 1013 Hull St.
 - Replace manhole N36BC15 near 1013 Hull St.
- Section Three:
 - Replace Pipe L36BC14- totaling 461 feet between 1013 Hull St. and 12th St.
 - Replace manhole N36BC14 at around 12th St.



CONSTRUCTION

EST. COST: \$540,600
FUNDING: 100% Sewer Charges for Service

EST. START: July 2022
EST. COMPLETION: June 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – 3rd St Pine to May

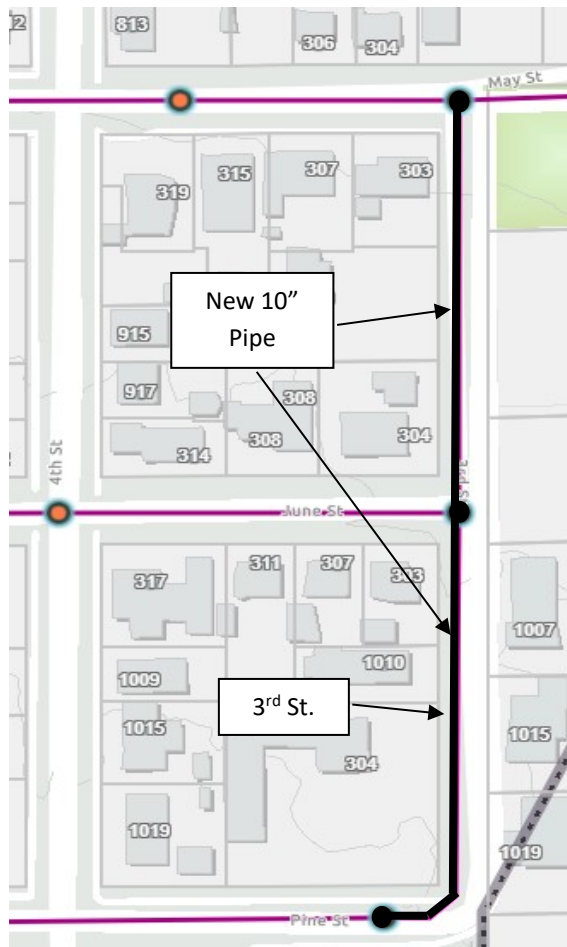
CIP PROJECT #: M-7

CITY G/L #:

PROJECT DESCRIPTION:

A section of sewer line located on 3rd St. between Pine St. and May St. from manhole N36BD18 to manhole N36BD14 will need to be replaced with the same size pipe. This section of clay pipe was likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and has a root invasion problem which is a primary contributor to infiltration of water into the sanitary sewer system. The project will replace two sections of 10" clay pipe totaling approximately 763 feet.

- Section One:
 - Replace Pipe L36BD17- totaling 362 feet between Pine St. and June St.
 - Replace manhole N36BD18 at Pine St. and N36BD17 at June St.
- Section Two:
 - Replace Pipe L36BD14 totaling 401 feet between June St. and Pine St.
 - Replace manhole N36BD14 at Pine St.



CONSTRUCTION

EST. COST: \$517,500
FUNDING: 100% Sewer Charges for Service

EST. START: July 2025
EST. COMPLETION: June 2026

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – Various Locations (Ongoing)

CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390

PROJECT DESCRIPTION:

The City of Hood River has identified the removal and replacement of clay sewer pipes as high priority projects due to the age and condition of existing pipes. The City has over 52 miles of sewer piping, with most of the lines being 8” or larger in diameter. The system consists of a mix of piping materials, and the City is planning to replace 40,000 feet of clay pipe in the next 10 years due to age and failing conditions to address infiltration & inflow. Clay pipe replacement projects will occur over the next 10 years at various locations throughout the City.

CONSTRUCTION

EST. COST: \$5,744,000

FUNDING: 100% Sewer Charges for Service

EST. START: July 2022

EST. COMPLETION: June 2030

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – Montello Ave 2nd to 5th, and 2nd Street Prospect to Montello

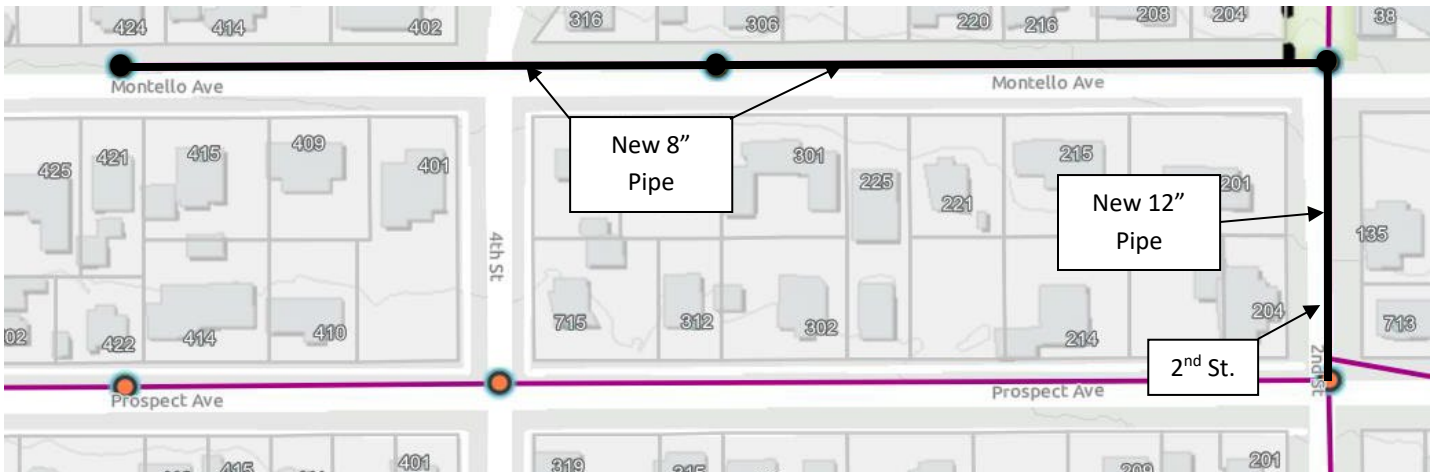
CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390

PROJECT DESCRIPTION:

A section of sewer line located on Montello Ave. between 2nd St. and 5th St. from manhole N36AA07 to manhole N36BA08 will need to be replaced with the same size pipe. Also, a section of sewer line located on 2nd Street between Prospect Ave and Montello Ave from manhole N36AA06 to manhole N36AA07 will need to be replaced with the same size pipe. This section of clay pipe was likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and has a root invasion problem which is a primary contributor to infiltration of water into the sanitary sewer system. The project will replace two sections of 8" clay pipe totaling approximately 960 feet. The project will also replace one section of 12" clay pipe totaling approximately 260 feet.

- Section One:
 - Replace Pipe L36BA09- totaling 486 feet between 2nd St. and 4th St.
 - Replace manhole N36AA07 at 2nd St. and N36BA09 at around 4th St.
- Section Two:
 - Replace Pipe L36BA08- totaling 474 feet between 4th St. and 424 Montello Ave.
 - Replace manhole N36BA08 near 424 Montello Ave.
- Section Three:
 - Replace Pipe L36AA06- totaling 260 feet on 2nd St. between Prospect Ave. and Montello Ave.



CONSTRUCTION

EST. COST: \$731,500
FUNDING: 100% Sewer Charges for Service

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – 9th Street, North of May to Waucoma Park

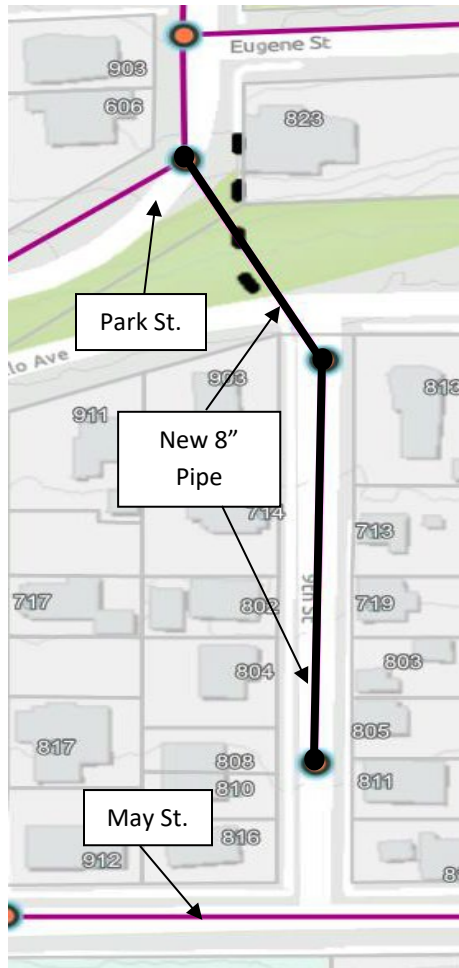
CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390

PROJECT DESCRIPTION:

A section of sewer line located on 9th St between North of May St to Waucoma Park from manhole N36BB19 to manhole N36BB10 will need to be replaced with the same size pipe. This section of clay pipe was likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and has a root invasion problem which is a primary contributor to infiltration of water into the sanitary sewer system. The project will replace two sections of 8" clay pipe totaling approximately 520 feet.

- Section One:
 - Replace Pipe L36BB19- totaling 331 feet between North of May St. and Montello Ave.
 - Replace manhole N36BB19 at North of May St. and N36BB18 at around Montello Ave.
- Section Two:
 - Replace Pipe L36BB18- totaling 189 feet between Montello Ave. and Park St.
 - Replace manhole N36BB10 at Park St.



CONSTRUCTION

EST. COST: \$409,000

FUNDING: 100% Sewer Charges for Service

EST. START: July 2021

EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – Eugene St 10th to 12th, and 10th Street Eugene to Sherman

CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390

PROJECT DESCRIPTION:

A section of sewer line located on Eugene St. between 10th St. and 12th St. from manhole N36BB07 to manhole N36BB08, and then to a clean-out across the street will need to be replaced with the same size pipe. Also, a section of sewer line located on 10th Street between Eugene St and Sherman Ave from manhole N36BB08 to manhole N36BB03 will need to be replaced with the same size pipe. This section of clay pipe was likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and has a root invasion problem which is a primary contributor to infiltration of water into the sanitary sewer system. The project will replace two sections of 8" clay pipe totaling approximately 837 feet.

- Section One:
 - Replace Pipe L36BB07- totaling 443 feet between 10th St. and 12th St.
 - Replace manhole N36BB08 at 10th St. and N36BB07 at around 12th St.
- Section Two:
 - Replace Pipe L36BB31- totaling 56 feet between 10th St. and cleanout located on south side of Eugene St.
- Section Three:
 - Replace Pipe L36BB08- totaling 337 feet on 10th St. between Eugene St. and Sherman Ave.



CONSTRUCTION

EST. COST: \$704,700
FUNDING: 100% Sewer Charges for Service

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

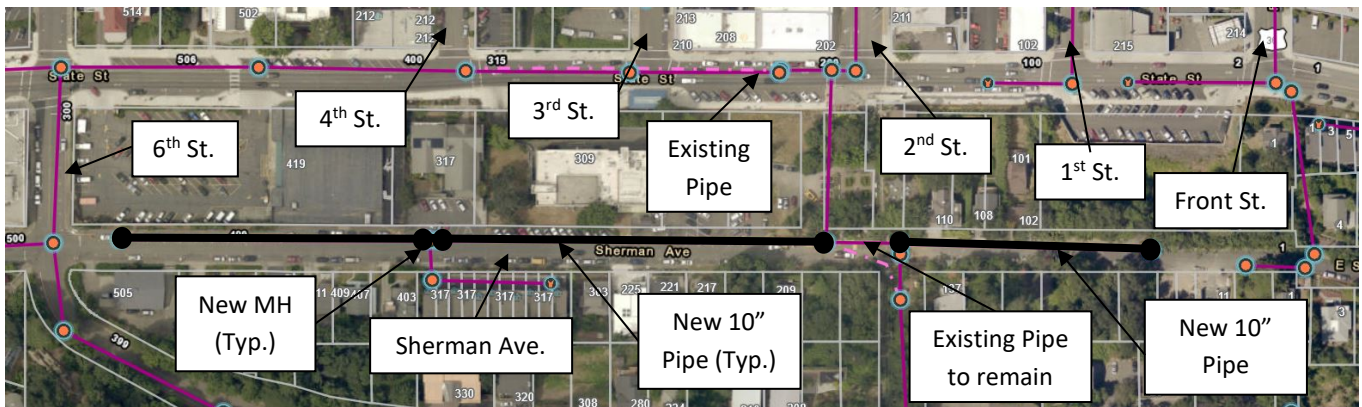
TITLE: Clay Pipe Replacement – Sherman

CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390-00

PROJECT DESCRIPTION:

A section of sewer line located along Sherman Ave. between 6th St. and 2nd St. from manhole N25CD28 to manhole N25DC15 will need to be replaced with the same size pipe. Another section located along Sherman Ave. between the 2nd St. stairs and Front St. from manhole N25DC34 to manhole N25DC36 will also need to be replaced with the same size pipe. These sections of clay pipe were likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and contributes to infiltration of water into the sanitary sewer system. Infiltration reduces the available capacity of the City's existing collection system and is a major cause of flooding at the City's WWTP. The project will replace a total of 1,250 ft of 10" Clay Pipe.



CONSTRUCTION

EST. COST: \$1,346,100
FUNDING: 100% Sewer Charges for Service

EST. START: July 2020
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – Prospect Between 2nd and 7th

CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390-00

PROJECT DESCRIPTION:

A section of Sewer Line Located on Prospect Ave. between 2nd St. and 7th St. from manhole N36AA06 to manhole N36BA10 will need to be replaced with the same size pipe. This section of clay pipe was likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and has a root invasion problem which is a primary contributor to infiltration of water into the sanitary sewer system. Infiltration reduces the available capacity of the City's existing collection system and is a major cause of flooding at the City's WWTP. The existing 10" clay pipe is situated at the north side of the street near large trees. The project will replace three sections of the 10" Clay Pipe totaling approximately 1,220 feet.

- Section One:
 - Replace Pipe L36BA12- totaling 660 feet between 2nd St. and 4th St.
 - Replace manhole N36AA06 at 2nd St. and N36BA12 at 4th St.
 - Install new manhole near 3rd St.
- Section Two:
 - Replace Pipe L36BA11- totaling 300 feet between 4th St. and 422 Prospect Ave.
 - Replace manhole N36BA11 near 422 Prospect Ave.
- Section Three:
 - Replace Pipe L36BA10- totaling 260 feet between 422 Prospect Ave. and 514 Prospect Ave.
 - Replace manhole N36BA10 near 514 Prospect Ave.



CONSTRUCTION

EST. COST: \$1,155,000
FUNDING: 100% Sewer Charges for Service

EST. START: July 2020
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

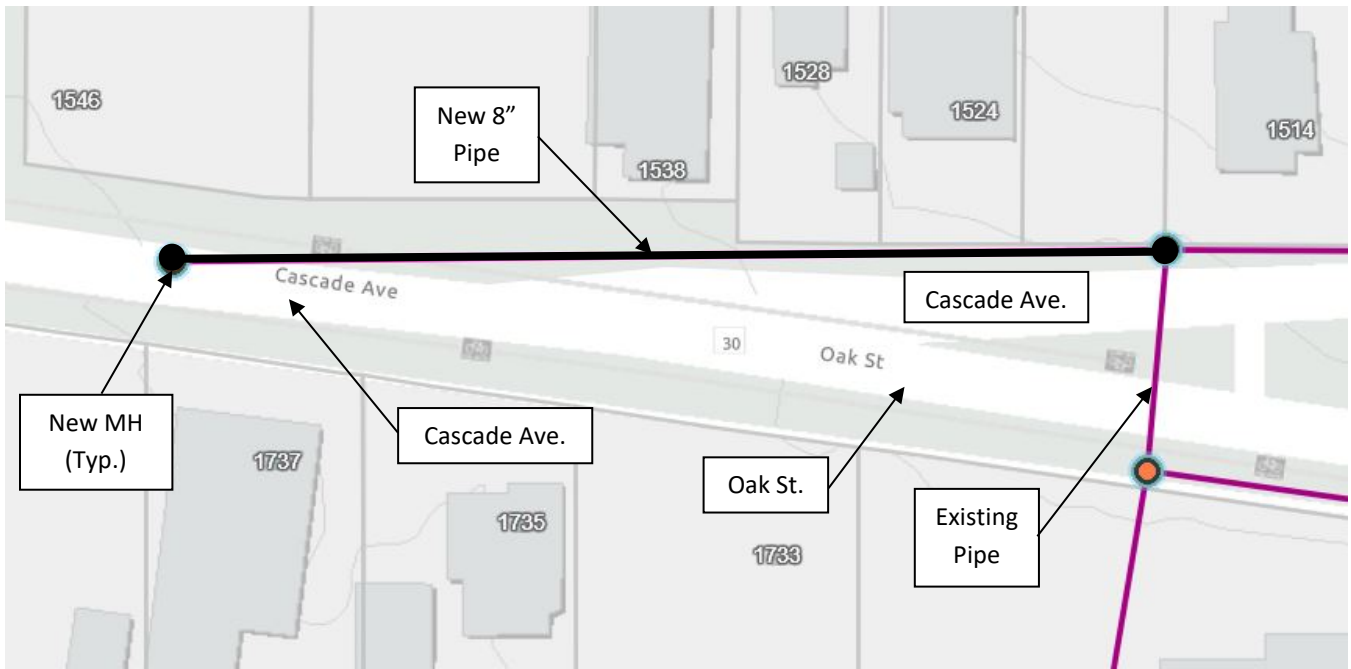
TITLE: Pipe Replacement – 15th and Cascade

CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390-00

PROJECT DESCRIPTION:

A section of sewer line located on along Cascade Ave. from manhole N26DC19 to manhole N26DD12, near the intersection with Oak St., will need to be replaced with the same size pipe. The existing 8" concrete sewer pipe (L26DC19) is in poor condition and sections of this pipe have collapsed. This project will require replacing approximately 350 ft of sewer pipe with new 8" ASTM 3034 PVC from manhole N26DC19 near 1546 Cascade Ave. to manhole N26DD12 near 1514 Cascade Ave. This project will also require the replacement of manholes N26DC19 and N26DD12. A section of this pipe is located in ODOT's right-of-way and will require an ODOT permit to work within the right-of-way.



CONSTRUCTION

EST. COST: \$200,000
FUNDING: 100% Sewer Charges for Service

EST. START: July 2020
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – Cascade Avenue Various Locations (Ongoing)

CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00390

PROJECT DESCRIPTION:

The City of Hood River has identified the removal and replacement of clay sewer pipes as high priority projects due to the age and condition of existing pipes. The City has over 52 miles of sewer piping, with most of the lines being 8” or larger in diameter. The system consists of a mix of piping materials, and the City is planning to replace 40,000 feet of clay pipe in the next 10 years due to age and failing conditions to address infiltration & inflow. Clay pipe replacement projects will occur at various points along Cascade Avenue.

CONSTRUCTION

EST. COST: \$829,000

FUNDING: 100% Sewer Charges for Service

EST. START: July 2025

EST. COMPLETION: June 2028

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

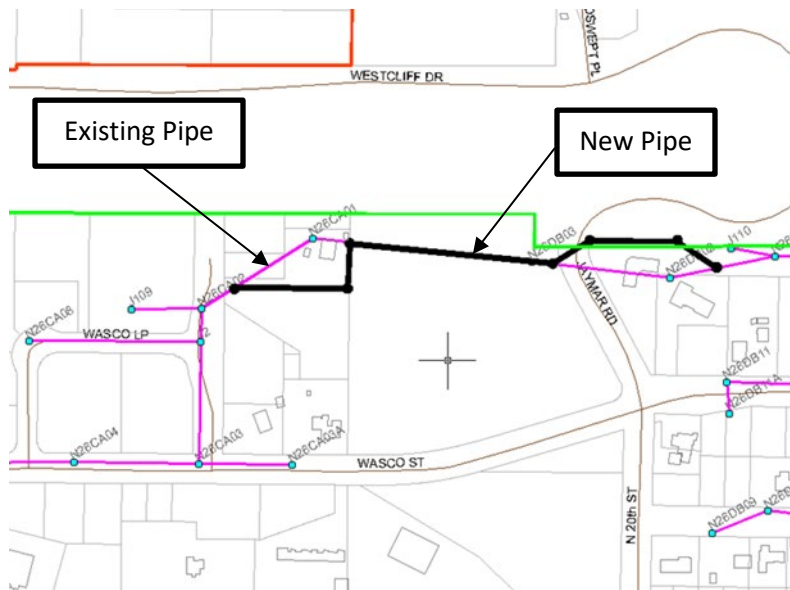
TITLE: Jaymar Rd. & Wasco St. Improvements

CIP PROJECT #: CIP-A

City G/L # 500-505-43015-00365

PROJECT DESCRIPTION:

The sewer pipe between Jaymar Road and Wasco Court needs to be upgraded because it is under capacity for future flows. Then re-route the pipe out from underneath an existing house and around the Cascade Area Transit (CAT) property which is currently not located in an easement and they recently developed the property into a park and ride. The project will require about 800 feet of 15" sewer pipe.



CONSTRUCTION

Est. COST: \$639,060

FUNDING: 100% Sewer Charges for Service

Est. START: July 2023

Est. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Influent Pipe Improvement

CIP PROJECT #: CIP-C

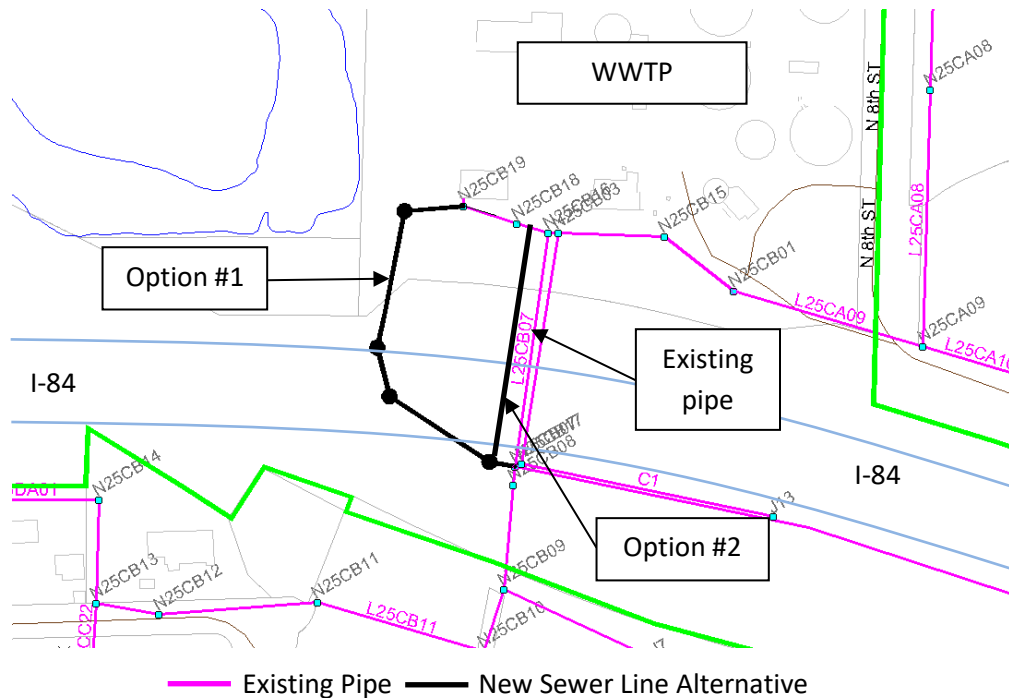
CITY G/L #: 560-560-43015-00220

PROJECT DESCRIPTION:

The Wastewater Facilities Plan indicates that the sewer trunk pipe, L25CB07, needs to be upgraded from 15” to 24”. Based on sewer model analysis, the existing sewer pipe has been estimated to be under capacity for the current peak hours flow rates. A new 24” influent pipe will allow redundancy to the system and provide suitable capacity for the City of Hood River.

Phase I of this project involves evaluating two route options. Option (1) is to install a new 24” pipe under the existing ODOT bridges along the existing dirt underpass roadway as shown below (labeled as New Sewer Alignment). Option (2) is to install a new 24” pipe next to the existing 15” pipe (labeled as Existing Pipe) by drilling a horizontal bore under I-84. Both options will be evaluated on a cost basis. Option (1) will be approximately 500 feet of new 24” diameter pipe following along the existing waterline route. This option will require approximately 80 to 100 feet of 36” diameter horizontal boring under the railroad spur. Option (2) will require a horizontal bore crossing approximately 300 feet long under I-84 and will require a 36” diameter steel casing to fit a 24” diameter pipe. The soil conditions for the routes and bore-crossing(s) are unknown. Coordination with ODOT and the railroad owners will be required for geotechnical evaluation of the bore path and for selection of the location of the new pipe crossing(s). The new route will connect directly upstream of the City’s WWTP plant headworks.

Phase II of this project involves the design and construction of the preferred alternative identified during phase I.



CONSTRUCTION

EST. COST: \$1,085,060

FUNDING: 100% Sewer SDCs

EST. START: July, 2024

EST. COMPLETION: June, 2026

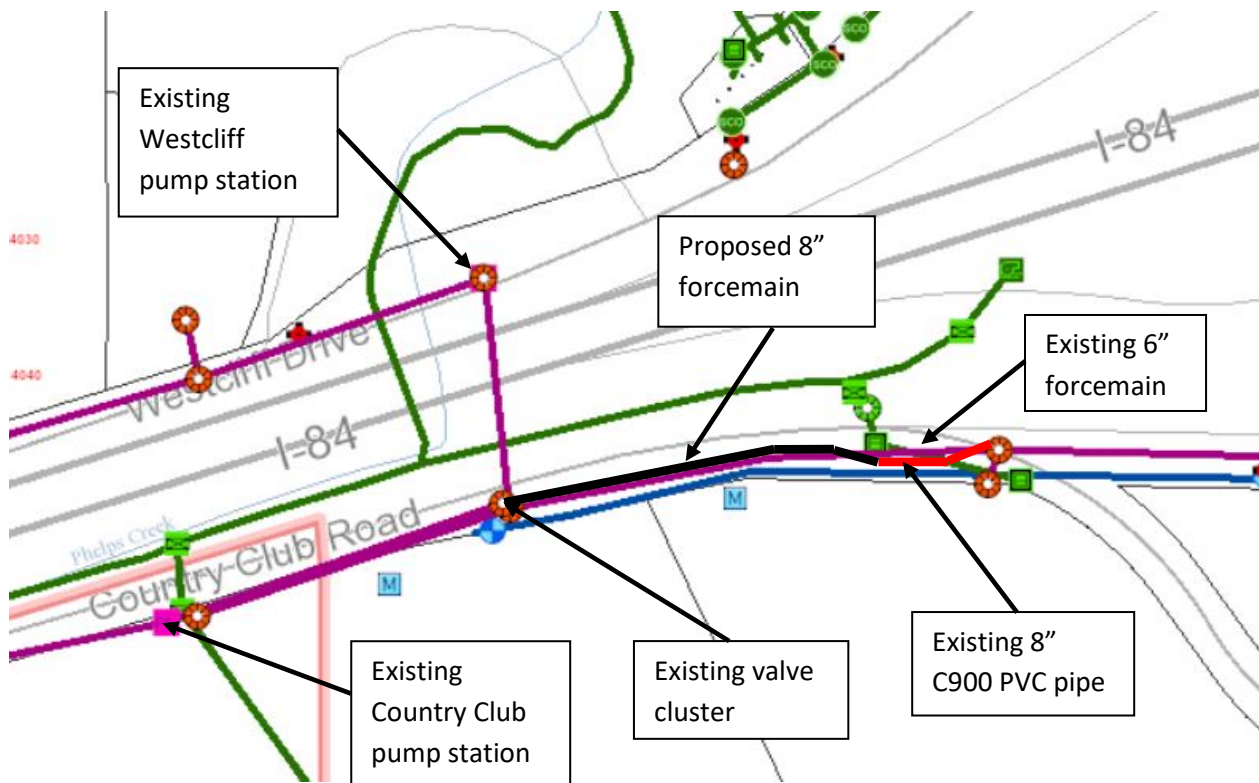
CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Country Club Force Main Improvement
CIP PROJECT #: CIP-D (Part of the Country Club Lift Station Replacement)
CITY G/L #: 500-505-43015-00440-00

PROJECT DESCRIPTION:

Currently the Westcliff pump station pumps into the Country Club pump station. The Country Club pump station then pumps the flow to receiving manhole #N27DC03 where the flows continue by gravity through the City’s system to the WWTP. As a result of this configuration, the Country Club pump station has experienced some overcapacity issues. As further development occurs to the west, these issues will become more frequent. To address this issue, the flows from the Westcliff pump station will need to be diverted around the Country Club pump station to the receiving manhole. This diversion can be accomplished through opening and closing valves at the existing valve cluster east of the Country Club pump station. However, the existing 6” forcemain from the valve cluster to the receiving manhole does not have the capacity to pass the projected flow rate from both the Westcliff pump station and the Country Club pump station while both are operating. This section of pipe will need to be replaced with an 8” to meet the projected flow rate. The project will require about 420 feet of 8-inch C900 PVC pipe and will be connected to the end of an existing 8” pipe approximately 100 ft west of the receiving manhole. This force main improvement project is included in the Capital Facilities Plan under *CIP-D Replace Existing Pump Stations* as part of the replacement of the Country Club pump station.



PROJECT COST

EST. COST: \$175,000	EST. START: January 2020
FUNDING: 67% Developer, 33% Sewer Charges	EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

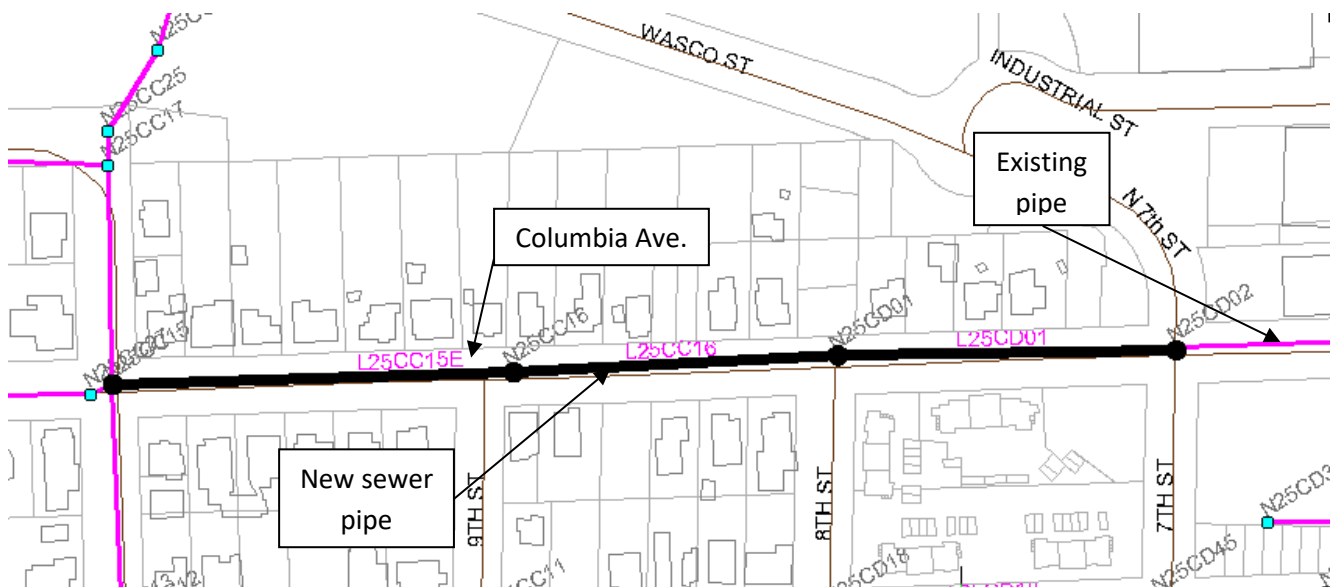
TITLE: Columbia Ave. Sewer Pipe Improvement

CIP PROJECT #: CIP-E

CITY G/L #:

PROJECT DESCRIPTION:

A section of sewer line along Columbia Avenue between 7th and 10th St., will need to be upgraded from 8" to 12" because this section of pipe has recurring backups. The pipe is old clay pipe which has likely degraded to the point where it no longer has its full capacity. The section upstream from 10th to 20th St. was recently replaced with 12" PVC. This pipe should be replaced with 12" PVC pipe to be consistent with the upstream piping. The project will require about 1,090 feet of 12" sewer pipe.



CONSTRUCTION

EST. COST: \$750,400
FUNDING: 100% Sewer Charges for Service

EST. START: July 2024
EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

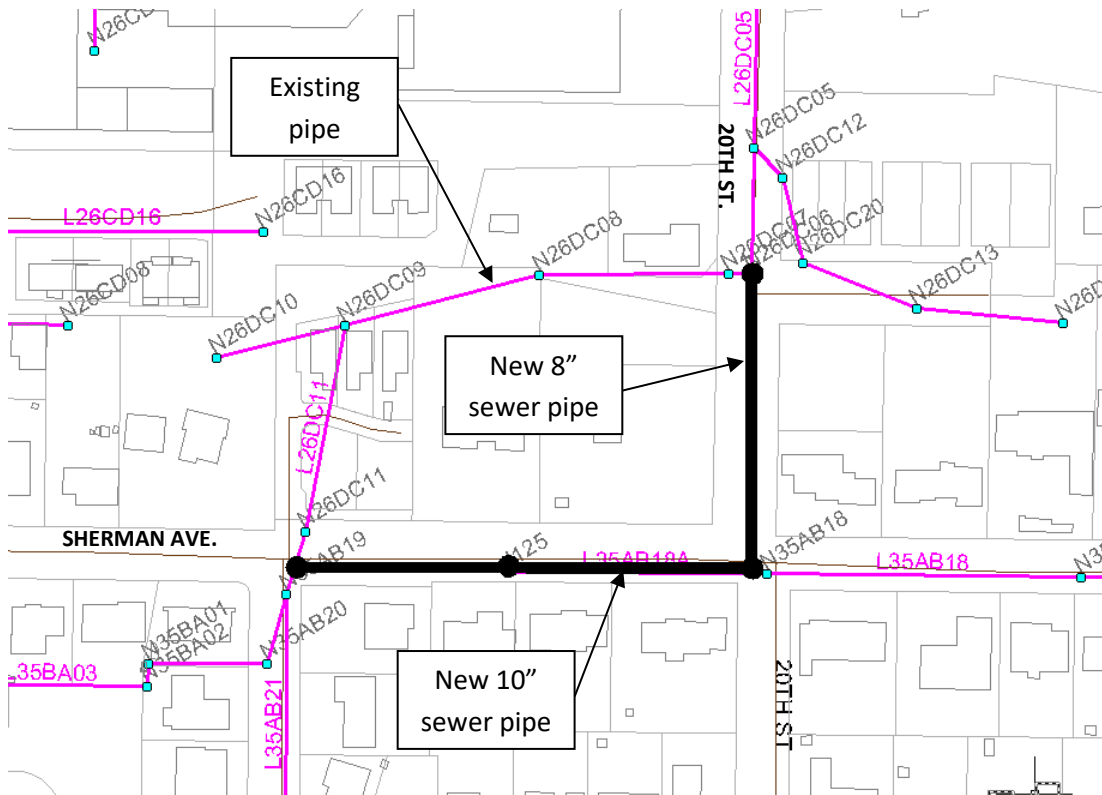
TITLE: Sherman and 20th Sewer Pipe Improvement

CIP PROJECT #: CIP-J

CITY G/L #: _____

PROJECT DESCRIPTION:

A section of sewer line (L26DC09) located northwest of the intersection of Sherman Ave. and 20th St. will need to be upgraded for Buildout flows. The pipe is at a relatively shallow slope and has the potential to surcharge the upstream cleanout N26DC09. Since the existing sewer lines between Sherman Ave. and 20th St. are located between houses on private property and would be difficult to access, the new lines be constructed in the right-of-ways of Sherman Ave. and 20th St. to divert the flows from these pipe sections. Water and stormwater lines are located on Sherman Ave. and 20th St., so the sewer will need to avoid those lines, where possible. The sewer pipe will need to cross an 8" water line on Sherman Avenue. The new sewer pipe along Sherman Avenue will be 10" due to the shallow slope, and the pipe on 20th will be 8". The pipe on Sherman will also replace an existing 6" sewer service lateral. A total of 725 feet of pipe will be required.



CONSTRUCTION

EST. COST: \$482,750
FUNDING: 100% Sewer Charges for Service

EST. START: July 2024
EST. COMPLETION: June 2026

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Mt Hood Rail Road Lift Station (Elevated Sewer)

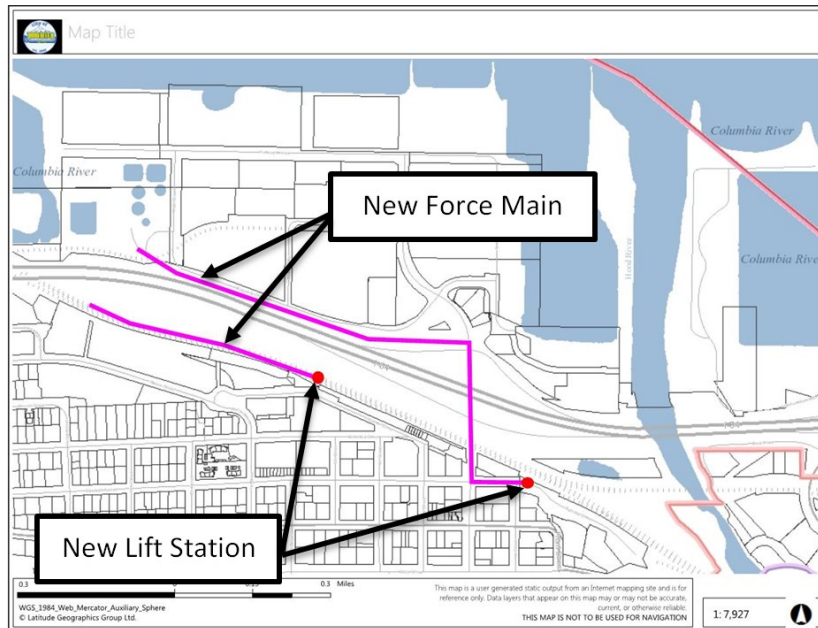
CIP PROJECT #:

City G/L # 500-505-43015-00375

PROJECT DESCRIPTION:

The existing elevated sewer main in the south side of the interstate is very old, exposed and there is no means to divert or stop the flow if there is a break on the main. Alternatives have been considered and the best one is a large and a small sewer lift station.

This project consists of two lift stations and force mains that will start near the Mt. Hood Rail Road parking lot and routes across the Second Street overpasses through existing pier core-holes, and along Riverside Drive to the north side of I-84, until reaching the Waste Water Treatment Plant. This route would fall mostly within ODOT ROW. The smaller lift station near Full Sail Brewery would be routed northwest along the railroad tracks and connect to an existing main going to the WWTP. This project would be completed in phases over several budget years.



CONSTRUCTION

Est. COST: \$3,340,000
FUNDING: 100% Sewer Charges for Service

Est. START: July 2020
Est. COMPLETION: June 2024

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Pipe Replacement – Riverside Dr

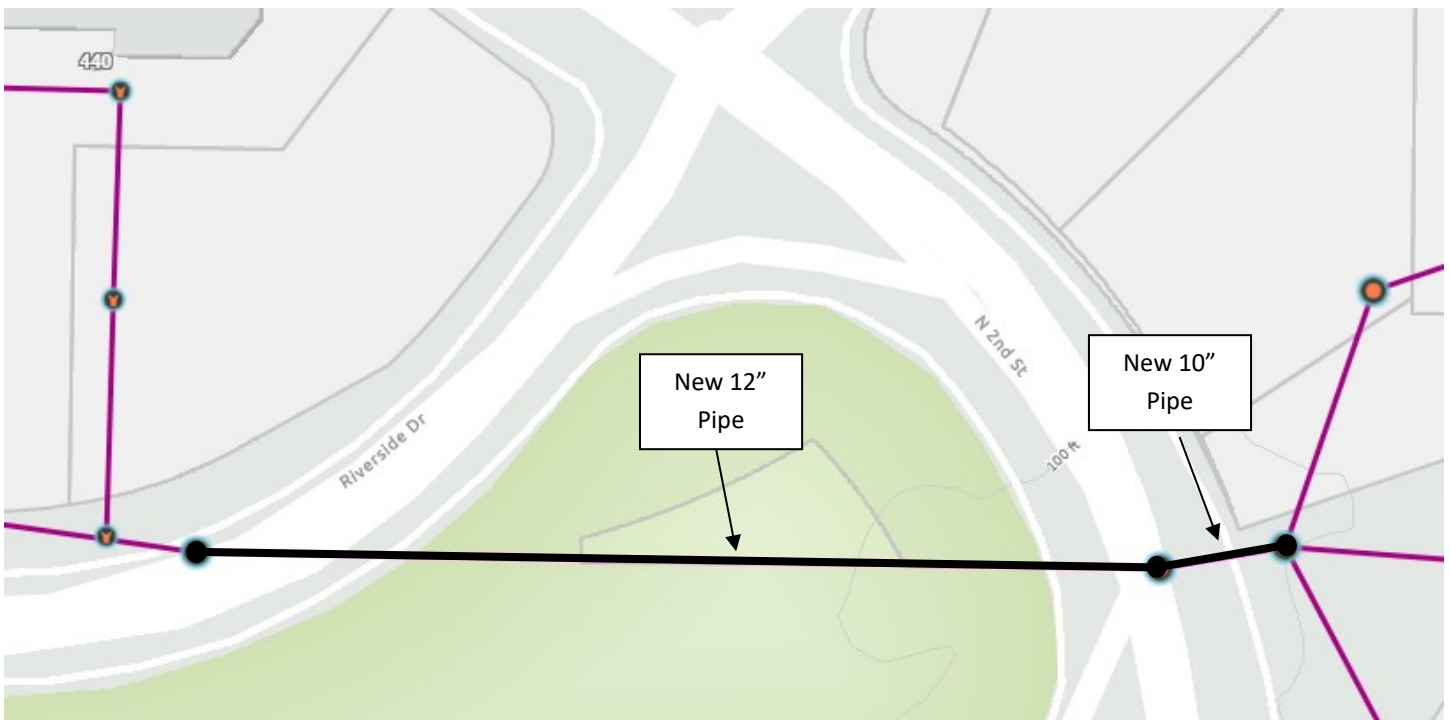
CIP PROJECT #:

CITY G/L #: 500-505-43015-00505

PROJECT DESCRIPTION:

A section of sewer line located from Riverside Dr. to N. 2nd St. from manhole N25CA13 to manhole N25DB01 will need to be replaced with the same size pipe. The pipeline is in poor condition and has had a section replaced through an emergency repair in the winter of 2020. The project will replace one section of 12" concrete pipe totaling approximately 374 feet and one section of 10" PVC pipe totaling approximately 50 feet.

- Section One:
 - Replace Pipe L25DB04 totaling 374 feet between Riverside Dr. and N. 2nd St.
 - Possibly eliminate manhole N25DB04 at N. 2nd St. and continue new line to manhole N25DB01.
- Section Two:
 - Replace Pipe L25DB01 totaling 50 feet between N. 2nd St. and manhole East of N. 2nd St.



CONSTRUCTION

EST. COST: \$575,000
FUNDING: 100% Sewer Charges for Service

EST. START: July 2020
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Clay Pipe Replacement – 13th-14th St Heights Alley

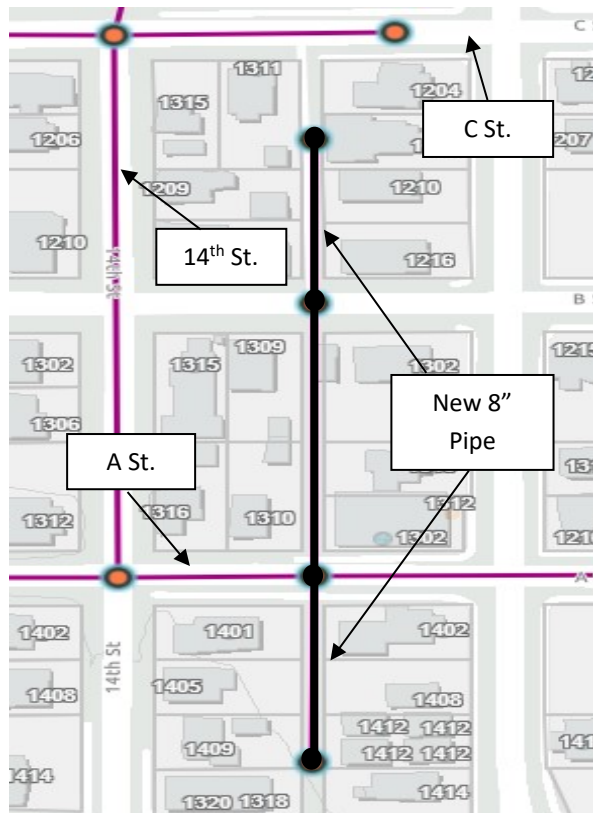
CIP PROJECT #: M-14

CITY G/L #: 500-505-43015-00510

PROJECT DESCRIPTION:

A section of sewer line located in between 13th St and 14th St. from around Belmont Ave to around C St. from manhole N35DA12 to manhole N35AD20 will need to be replaced with the same size pipe. This section of clay pipe was likely installed in the late 1800's to early 1900's. The pipeline is in poor condition and has a root invasion problem which is a primary contributor to infiltration of water into the sanitary sewer system. The project will replace three sections of 8" clay pipe totaling approximately 570 feet.

- Section One:
 - Replace Pipe L35DA12- totaling 170 feet between North of Belmont Ave. and A St.
 - Replace manhole N35DA12 at North of Belmont Ave. and N35AD18 at A St.
- Section Two:
 - Replace Pipe L35AD19- totaling 250 feet between A St. and B St.
 - Replace manhole N35AD19 at B St.
- Section Three:
 - Replace Pipe L35AD20- totaling 150 feet between B St. and South of C St.
 - Replace manhole N35AD20 at South of C St.



CONSTRUCTION

EST. COST: \$385,000
FUNDING: 100% Sewer Charges for Service

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Biosolids Storage Building Expansion

CIP PROJECT #: WWTP-1

CITY G/L #: 500-510-43015-40130

PROJECT DESCRIPTION:

The waste water treatment plant (WWTP) processes waste water effluent into treated water that meets regulatory requirements of the State of Oregon, and is then released into the Columbia River. During that processing, biosolids are collected and set aside for further treatment, and ultimately are transformed into a solid material referred to as 'cake'. The cake is subsequently spread onto farm fields or as a last resort, deposited within landfills. Because most of the cake is spread on farm fields that are both local and up to 45 miles away, and the action of spreading can be delayed by inclement weather events, storage of large amounts of the cake is an absolute necessity at the WWTP. Currently, while approximately 500 cubic yards of cake can be stored under roof at the plant, past experience has shown that additional storage is needed to make sure we do not run out of covered storage and are forced to store the cake outside in the elements, possibly generating a Notice of Violation from the State. Uncovered storage of cake at the WWTP has occurred several times during the past few years, with one reason for this situation being that we accept biosolids from other WWTPs within the Gorge.

Proposals for the design of the additional storage building have been requested by Public Works, with the scope including the addition of approximately 3,000 sf of new building roof area matching the existing storage structure architecture, extending the existing mechanical cake transfer conveyor, and the addition of solar panels to the existing and new roof. Public Works is proposing to spend up to \$650,000 on the design and construction of the storage structure during 2021-2022.

- 2021-2022:
 - Award a design Contract, complete Public Bidding relative to a construction contract, manage building construction.



CONSTRUCTION

EST. COST: \$650,000
FUNDING: 100% Sewer Fund

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: UV System Replacement
CIP PROJECT #: WWTP-2 Replace Existing UV System
CITY G/L #: 500-510-43015-40150-00

PROJECT DESCRIPTION:

The existing UV system has adequate capacity for the planning period, but the system is outdated and the hypochlorite system that serves as a backup cannot provide redundancy because it does not have adequate capacity for peak flow events. Therefore, a new disinfection system is recommended.

Selection of the disinfection system for Hood River will depend on a combination of factors including capital costs, operating and maintenance costs, operator preference, and regulatory requirements. Disposal method of treated wastewater is also an important factor to consider when choosing a disinfection system. Recycled water disinfected by UV radiation has the propensity for bacteria re-growth. Facilities that disinfect by UV radiation and move water through long transmission lines or require storage prior to reuse, may need to utilize chlorine and maintain a chlorine residual to control bio-film development. The City's current NPDES permit does not allow reuse of the effluent, and it does not allow chlorine usage for disposal to the Columbia River except in emergencies.

This project includes the evaluation and selection of the primary and backup disinfection systems. This project involves two phases, Phase I will evaluate various alternatives and physical configurations to operate reliable UV disinfection with excess capacity for future plant flows. Phase I includes producing a detailed technical memorandum which outlines the evaluated alternatives and presents the selected preferred alternative.

Phase II involves design and specification of the UV system modifications to the existing chlorine contact chamber and modification to the chlorine feed system.



CONSTRUCTION

EST. COST: \$2,000,000	EST. START: February 2020
FUNDING: 100% Sewer Charges for Service	EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Digester Gas Mixing System Replacement
CIP PROJECT #: WWTP-4 Replace Digester Gas Mixing System
CITY G/L #: 560-560-43015-40156

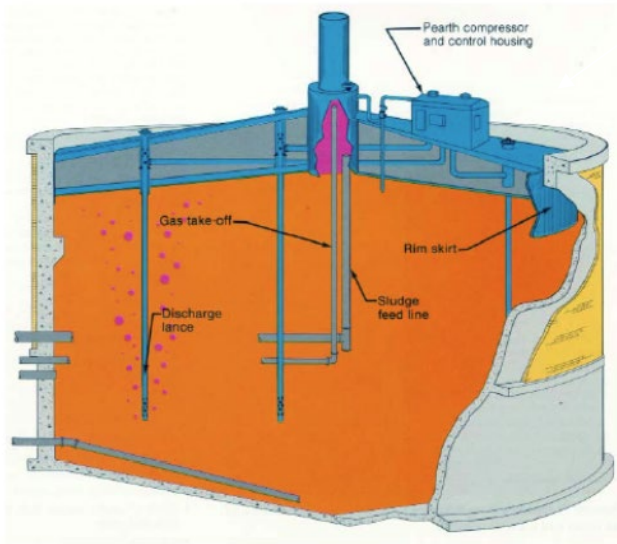
PROJECT DESCRIPTION:

The digesters are used to convert thickened waste activated sludge into biosolids. The City’s digesters were built and put into operation in the early 1970’s. In order to maximize the processes efficiency within the digesters, a mixing system is used to keep the biosolids circulating throughout the tank. The digester’s mixing system was also installed in the early 1970’s and is beyond its useful life. The lines for the gas mixing system inside the anaerobic digesters are difficult to maintain and plug regularly according to the plant operators. This project will replace the existing floor mounted gas mixing system with a newer, more efficient system that is easier to access and maintain. Phase I of this project will involve identifying and evaluation alternative mixing systems for their suitability to operate with the existing digester’s structure and compatibility with the City’s sludge characteristics. Alternative systems will be ranked and a preferred alternative will be recommended in a technical memorandum. Depending on the alternative selected a pilot study may be required to establish design values to be used to size and design the system.

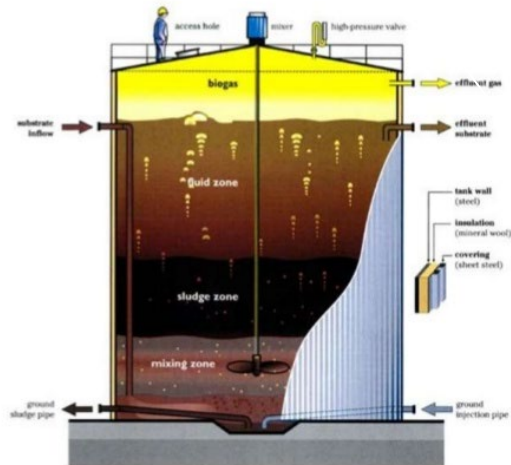
Phase II will involve designing and specifying the preferred system and making alterations to the existing digesters. The construction will likely be phased so that one digester will remain in service while the other is modified.

Potential Digester Mixing System Alternatives

Pearth™ Gas-Lance System



Vertical Shaft Mixer



CONSTRUCTION

EST. COST: \$2,000,000	EST. START: September 2020
FUNDING: 100% Sewer SDCs	EST. COMPLETION: June 2024

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Digester Building Maintenance

CIP PROJECT #: WWTP-5 Building Maintenance

CITY G/L #: 565-565-43015-40145

PROJECT DESCRIPTION:

The project includes repairing roof leaks in the Digester Building and the Support Building located by the Digested Sludge Storage Tank. The roofs are membrane systems that were installed in 2001. The roof on the Digester Building appears to be in fair condition, but ponding and membrane bubbling has been observed. This project includes removal of the existing roof membranes, installing leveling material, and replacing the membrane. In addition, this project includes replacing hatches, vents and piping on the roof of the south digester. Finally, this project also includes repairing the deteriorating mortar for the upper three feet of the brick facade on the two anaerobic digesters.



CONSTRUCTION

EST. COST: \$300,000

FUNDING: 100% Sewer SLARRA

EST. START: July 2021

EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

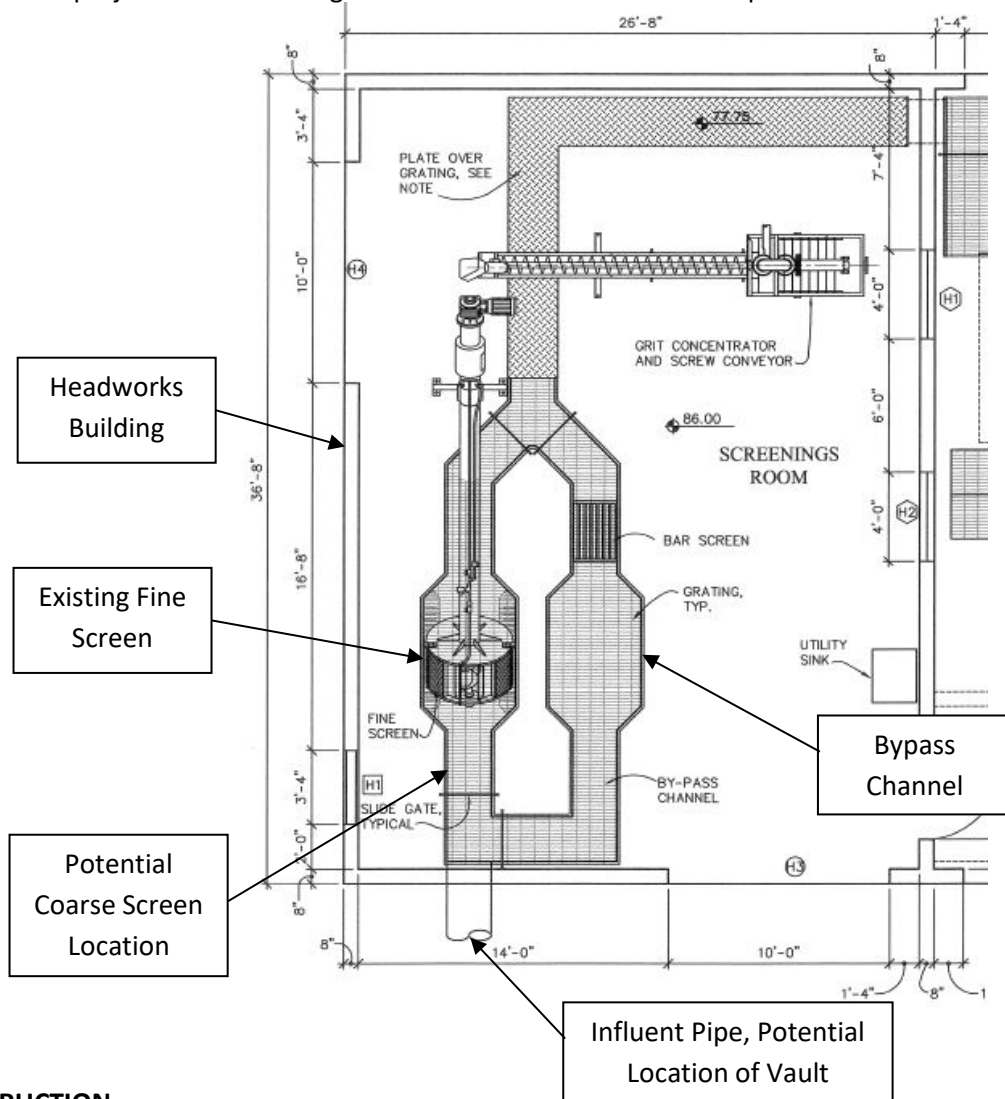
TITLE: Influent Channel Coarse Screen

CIP PROJECT #: WWTP-6 Coarse Influent Screen

CITY G/L #: 565-565-43015-40175

PROJECT DESCRIPTION:

The WWTP influent channel is equipped with a mechanical, fine screen that captures materials that can cause operation and maintenance problems with the downstream process. However, this fine screen can be damaged by large objects such as rocks. The City's Wastewater Facilities Plan recommends installing a manual bar screen in the influent channel upstream of the mechanical screen. Due to limited space upstream of the fine screen, the coarse screen may need to be housed in a new vault upstream of the existing headworks building. The first phase of this project will assess three screening options: 1) Install a vertical manual coarse screen in the existing channel directly upstream of the fine screen; 2) Install a vertical mechanical coarse screen in the existing channel directly upstream of the fine screen; or 3) Install an angled manual screen in a vault upstream of the headworks building. The Second phase of this project will be to design and install the selected screen option.



CONSTRUCTION

EST. COST: \$170,000

FUNDING: 100% Sewer SLARRA

EST. START: July 2021

EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

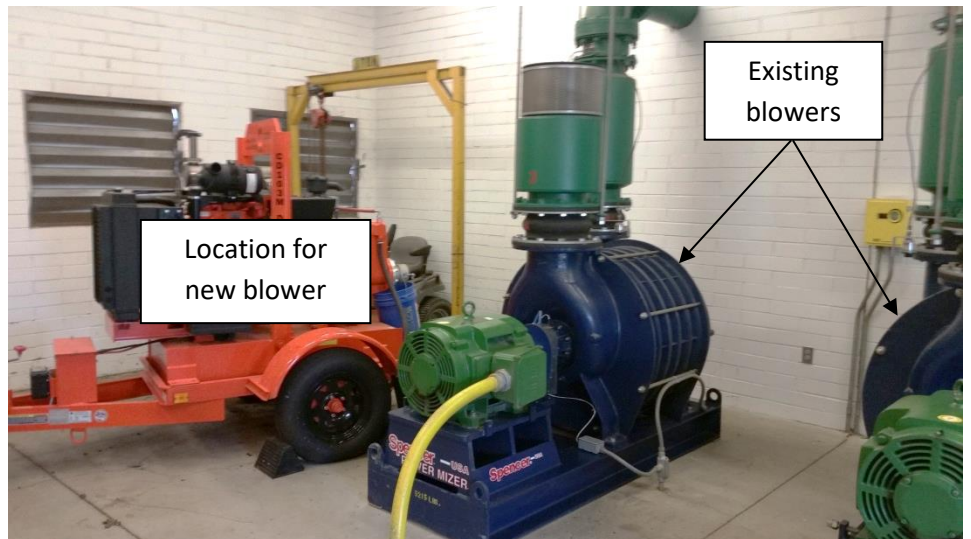
TITLE: Blower for Activated Sludge Process

CIP PROJECT #: WWTP-8

CITY G/L #:

PROJECT DESCRIPTION:

A 2,600 CFM blower will be needed at the WWTP for the planning period. The blower building has a space to accommodate a fourth blower. According to the O&M manual the air-diffuser disks are rated 0.5-4 CFM/disk. With the extra blower, a total air supply of 8,600 CFM would equate to approximately 3.0 CFM/ disk for peak conditions. The additional blower will increase the dissolved oxygen capacity of the treatment plant to 20,700 pounds per day which will help the plant better match peak day BOD and ammonia loads in the future and provide a redundant blower for maximum monthly loads during the planning period.



CONSTRUCTION

EST. COST: \$682,375
FUNDING: 100% Sewer Charges for Service

EST. START: July 2022
EST. COMPLETION: June 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

SEWER FUND

TITLE: Septage Receiving Station Improvements

CIP PROJECT #: WWTP-9

CITY G/L #:

PROJECT DESCRIPTION: The WWTP receives septage from portable toilets and septic systems from all around the region. The ability of the City to receive septage is a critical factor in the economics of Hood River Valley. The City is reimbursed through tipping fees that are based on the number of gallons dumped at the site. The City's current septage receiving station consists of a catchbasin that is plumbed into the WWTP's headworks. Odor control was installed in 2010 and consists of a metal hood with a vacuum system which maintains negative pressure under the hood. During the 2015 Odor Study conducted by the City, the septic receiving station was determined to be the next largest contributor of odors behind the WAS storage tank and the aeration basin splitter box. Due to "ragging" the septage receiving station consistently overflows into its containment basin and out from under its odor control hood. The corrective action would require a complete redesign of the station and a mechanical system to clean the screens or grind up the solids contained in the septage. A prepackaged system known as the Raptor Acceptance Control System is a popular solution and is replacing many of the traditional septage receiving stations. The advantages of the Raptor System are: 1) The automated receiving station screens and dewater solids which are then sent to the land fill and not processed by our WWTP. 2) The Raptor System automatically and accurately measures flows, pH, and takes samples. 3) The system also provides for automated invoicing to be made for each waste hauler. 4) The system is completely contained so no odors are emitted.



Raptor Acceptance Control System



Existing receiving station

CONSTRUCTION

EST. COST: \$547,180
FUNDING: 100% Sewer Charges for Service

EST. START: July 2023
EST. COMPLETION: June 2024

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

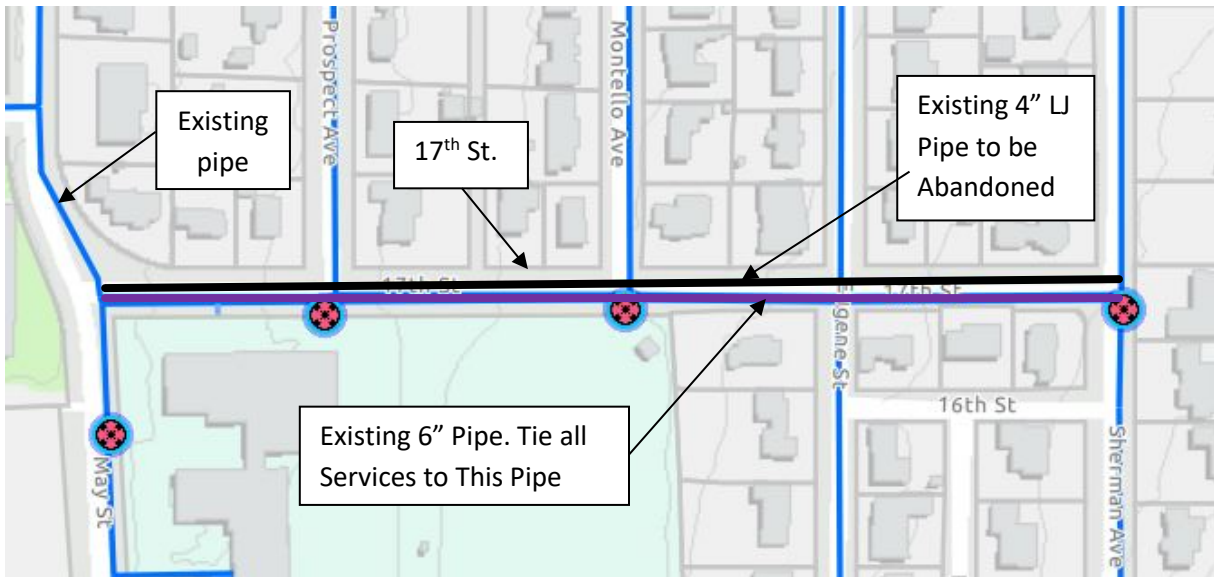
TITLE: 17th St. Lead Joint Pipe Replacement

CIP PROJECT #: LJ-1

CITY G/L #: _____

PROJECT DESCRIPTION:

An existing 4-inch lead jointed pipe along 17th St. between May St. and Sherman Ave. needs to be replaced. Currently, this pipeline is connected at May St., Prospect Ave., Montello Ave., Eugene St., and Sherman Ave. In addition, there are several service lines connected to this 4-inch pipe. An existing 6-inch non-lead jointed pipe runs parallel to the 4-inch lead jointed pipe. This project consists of disconnecting all existing services currently connected to the 4-inch lead jointed pipe and reconnecting the services to the parallel 6-inch pipe. Also, the existing pipelines running along Eugene, Prospect, and Montello will be disconnected from the existing 4-inch lead jointed pipe and reconnected to the existing 6-inch line. After all the connections are made, the existing 4-inch lead jointed line will be disconnected from the system at May St. and Sherman Ave. and abandoned.



CONSTRUCTION

EST. COST: \$170,000
FUNDING: 100% Water Charges for Service

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

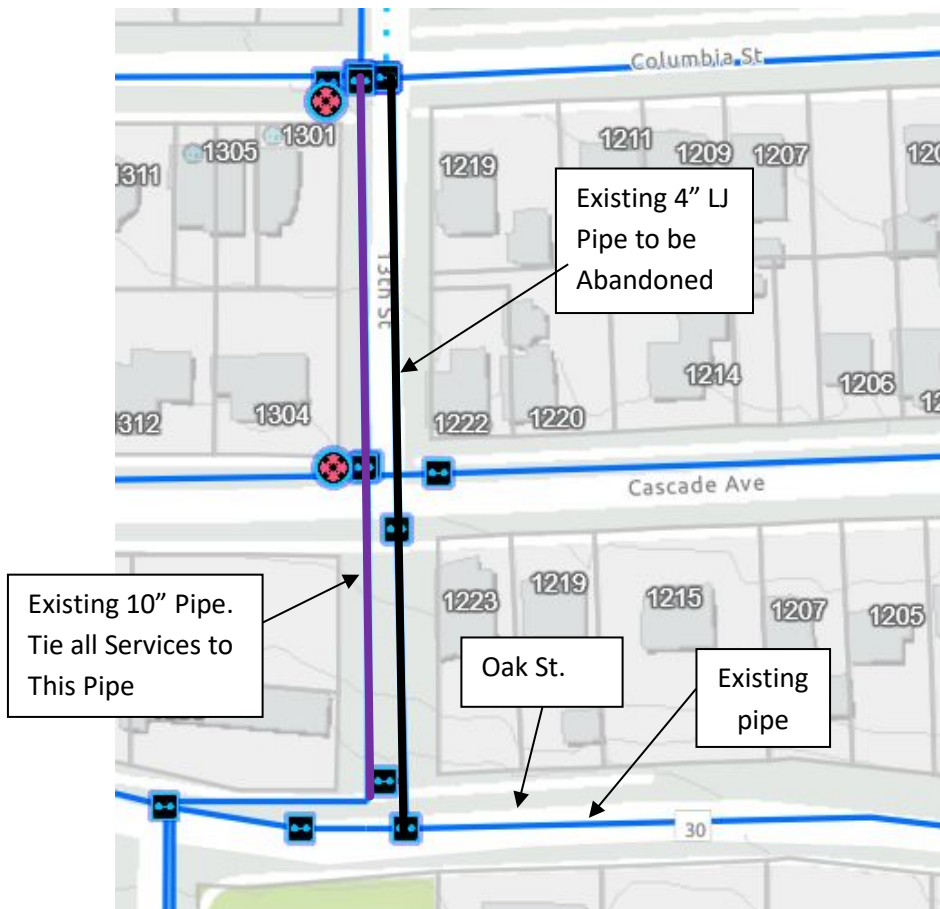
TITLE: 13th St. Lead Joint Pipe Replacement

CIP PROJECT #: LJ-1

CITY G/L #: 600-600-43015-00260

PROJECT DESCRIPTION:

An existing 4-inch lead jointed pipe along 13th St. between Oak St. and Columbia St. needs to be replaced. Currently, there are several service lines connected to this 4-inch pipe. An existing 10-inch non-lead jointed pipe runs parallel to the 4-inch lead jointed pipe along 13th St. This project consists of disconnecting all existing services currently connected to the 4-inch lead jointed pipe and reconnecting the services to the parallel 10-inch pipe. After all the connections are made, the existing 4-inch lead jointed line will be disconnected from the system at Oak St. and Columbia St. and abandoned.



CONSTRUCTION

EST. COST: \$31,800

FUNDING: 100% Water Charges for Service

EST. START: July 2022

EST. COMPLETION: November 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

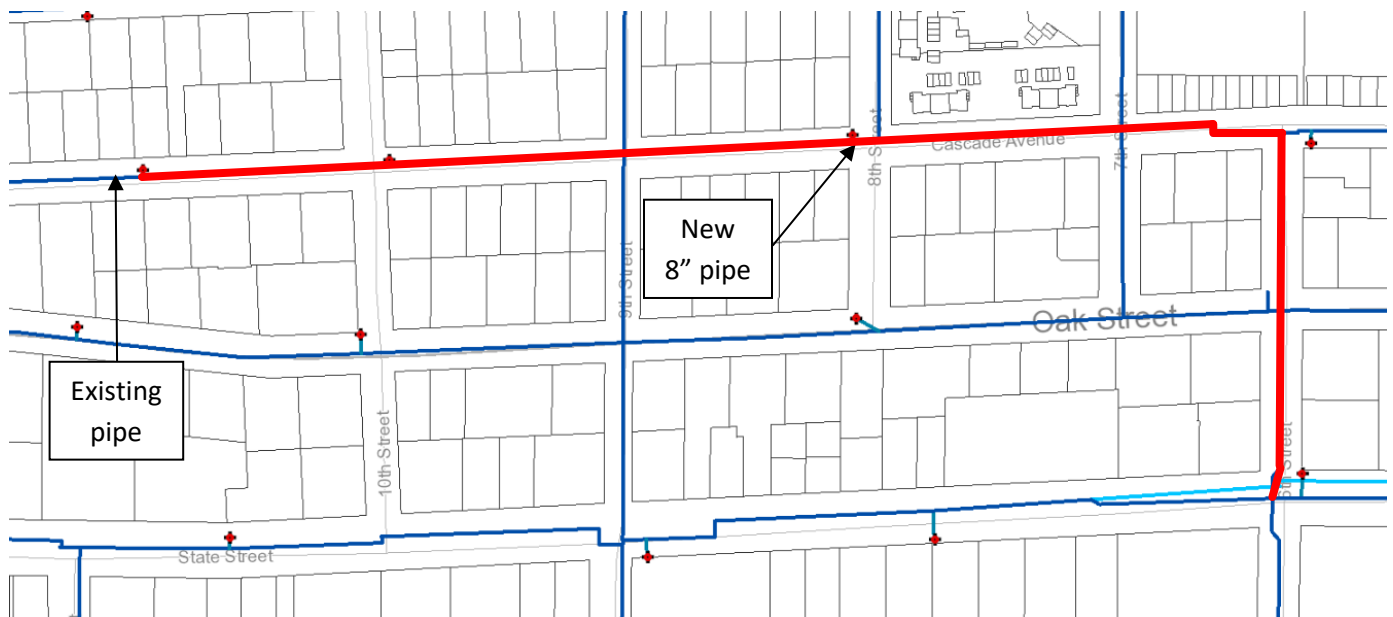
TITLE: 6th St. and Cascade Ave. Lead Joint Pipe Replacement

CIP PROJECT #: LJ-2

CITY G/L #:

PROJECT DESCRIPTION:

A section of waterline located in 6th St. between Cascade Ave. and State St. and another located in Cascade Ave. between 6th St. and the hydrant near 1024 Cascade Ave. will need to be replaced due to the existing pipe being lead jointed. The project will replace 2,160 feet of 6" lead jointed water pipe with the City minimum 8" C900 PVC pipe.



CONSTRUCTION

EST. COST: \$1,554,110
FUNDING: 100% Water Charges for Service

EST. START: July 2025
EST. COMPLETION: June 2027

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

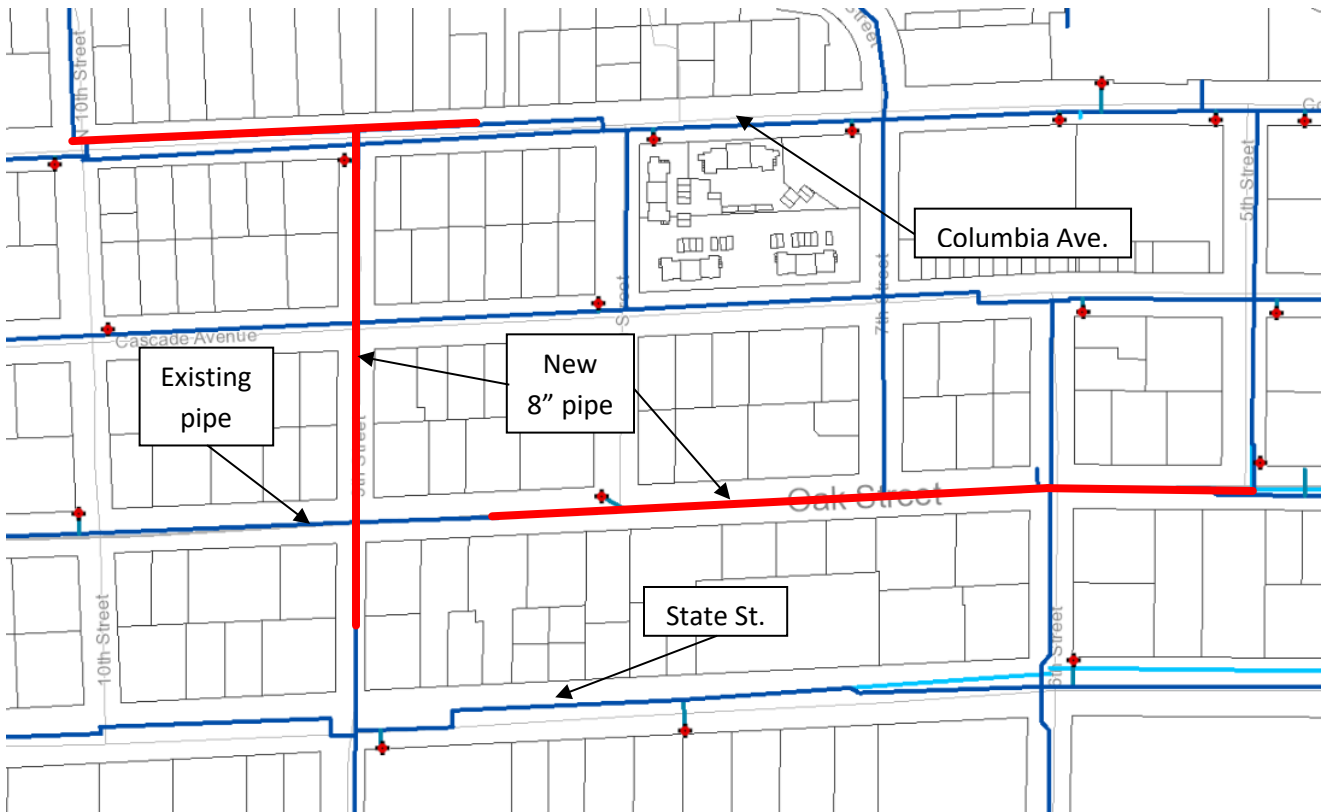
TITLE: Columbia, 9th, and Oak Lead Joint Pipe Replacement

CIP PROJECT #: LJ-3

CITY G/L #:

PROJECT DESCRIPTION:

The project consists of replacing 500 feet of 4" lead jointed water line along Columbia Ave. from 10th St. to 814 Columbia Ave. This project also includes replacing 1,680 feet of 8" lead jointed water line along 9th St. from Columbia Ave. to the north side of 904 State St. and along Oak St. from 5th St. to 810 Oak St. All pipe should be replaced with 8" C900 PVC pipe.



CONSTRUCTION

EST. COST: \$1,561,000
FUNDING: 100% Water Charges for Service

EST. START: July 2024
EST. COMPLETION: June 2029

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

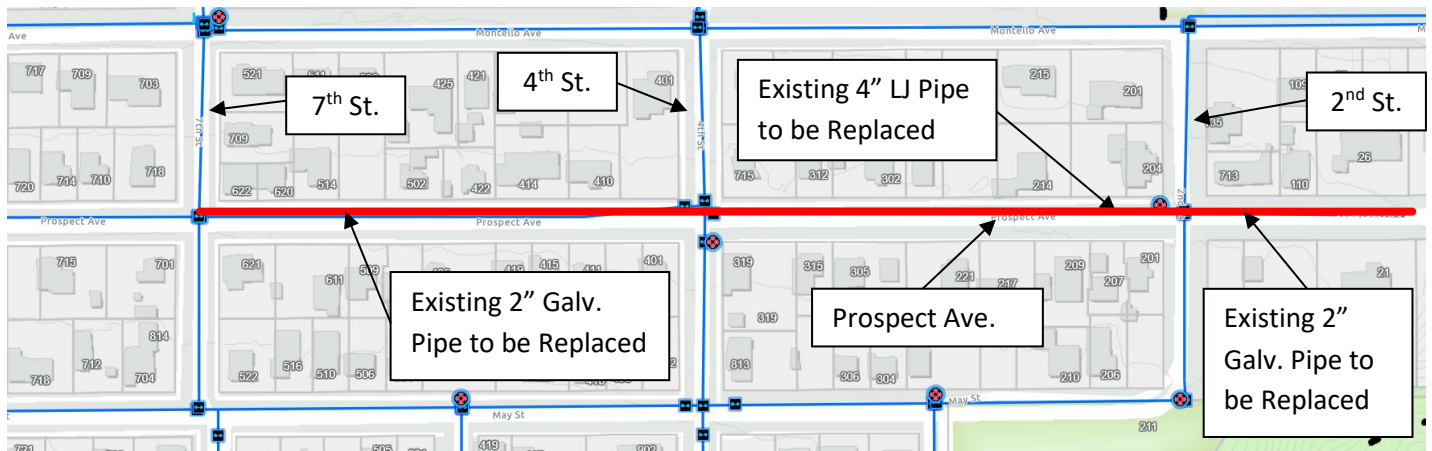
TITLE: Prospect, 1st to 7th Lead Joint Pipe Replacement

CIP PROJECT #: LJ-4

CITY G/L #: 600-600-43015-00260

PROJECT DESCRIPTION:

Existing 4-inch lead jointed pipes along Prospect Ave. from 2nd St. to 4th St. needs to be replaced. In addition, a section of existing 2-inch galvanized pipe along Prospect Ave. from 1st St. to 2nd St. and another section of 2" galvanized pipe along Prospect Ave. from 4th St. to 7th St. will need to be replaced. Since the City requires all new water mains to be a minimum of 8-inches, this project will consist of replacing all sections of pipe along this route with 8-inch PVC. This project will require the replacement of approximately 620 ft of 4-inch lead jointed and 990 ft of 2-inch galvanized pipe with approximately 1,610 ft of 8-inch PVC. This project will be constructed concurrent with a clay pipe replacement project along the same route.



CONSTRUCTION

EST. COST: \$800,000
FUNDING: 100% Water Charges for Service

EST. START: July 2020
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

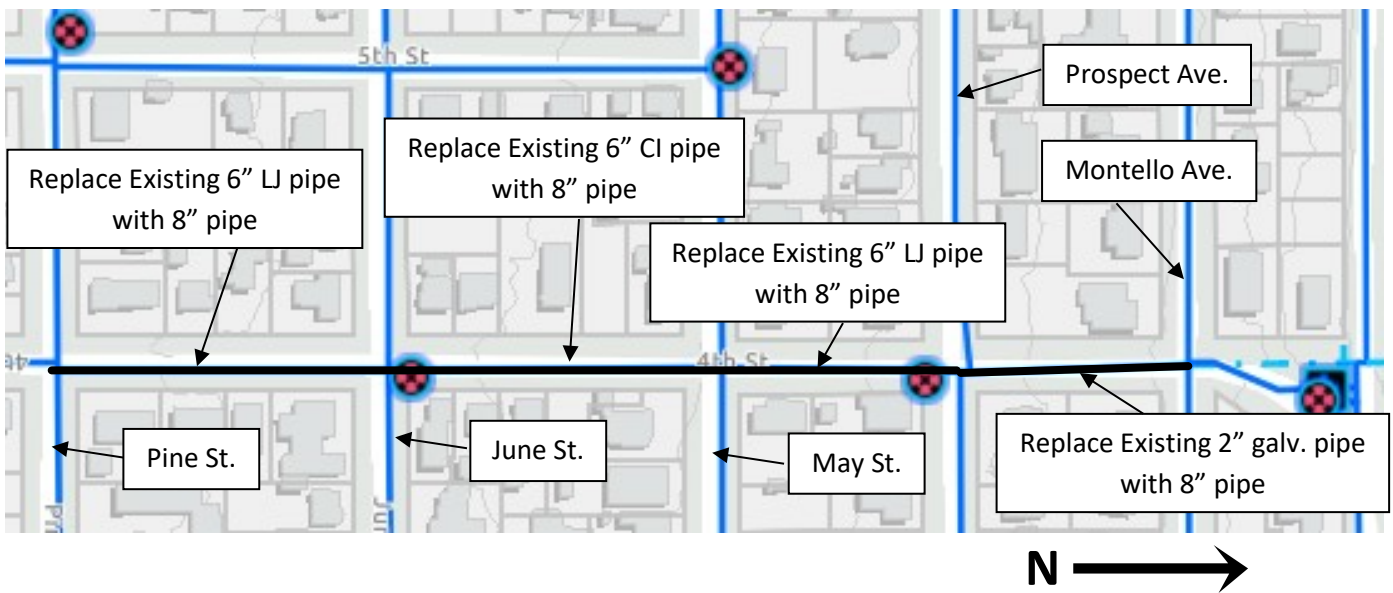
TITLE: 4th St. Montello to Pine Lead Joint Pipe Replacement

CIP PROJECT #: LJ-4

CITY G/L #:

PROJECT DESCRIPTION:

Existing 6-inch lead jointed pipes along 4th St. from Prospect Ave. to May St., and June St. to Pine St. needs to be replaced. In addition, a section of existing 6-inch cast iron pipe along 4th St. from May St. to June St. and a 2" galvanized pipe from Montello Ave. to Prospect Ave. will need to be replaced. Since the City requires all new water mains to be a minimum of 8-inches, this project will consist of replacing all sections of pipe along this route with 8-inch PVC. This project will require the replacement of approximately 560 ft of 6-inch lead jointed, 384 ft of 6-inch cast iron pipe, and 241 feet of 2-inch galvanized pipe with approximately 1,185 ft of 8-inch PVC.



CONSTRUCTION

EST. COST: \$713,000
FUNDING: 100% Water Charges for Service

EST. START: July 2025
EST. COMPLETION: June 2026

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

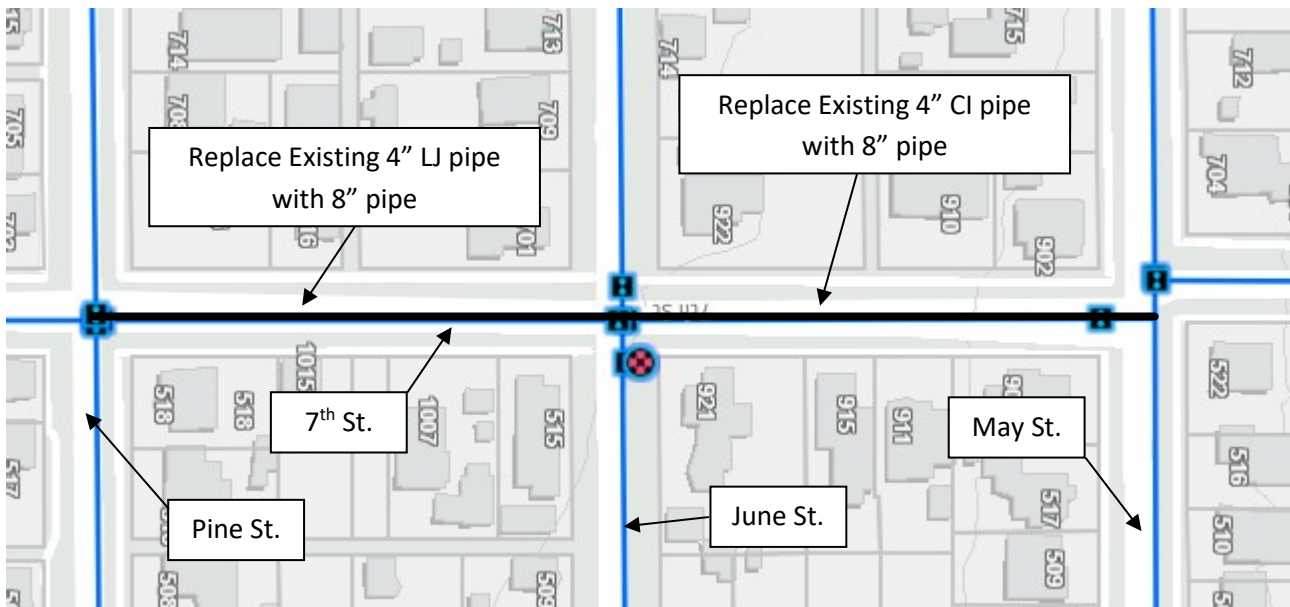
TITLE: 7th St. May to Pine Lead Joint Pipe Replacement

CIP PROJECT #: LJ-7

CITY G/L #:

PROJECT DESCRIPTION:

Existing 4-inch lead jointed pipe along 7th St. from June St. to Pine St. needs to be replaced. In addition, a section of existing 4-inch cast iron pipe along 7th St. from May St. to June St. will need to be replaced. Since the City requires all new water mains to be a minimum of 8-inches, this project will consist of replacing all sections of pipe along this route with 8-inch PVC. This project will require the replacement of approximately 337 ft of 4-inch lead jointed and 363 ft of 4-inch cast iron pipe with approximately 700 ft of 8-inch PVC.



CONSTRUCTION

EST. COST: \$461,100
FUNDING: 100% Water Charges for Service

EST. START: July 2022
EST. COMPLETION: June 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

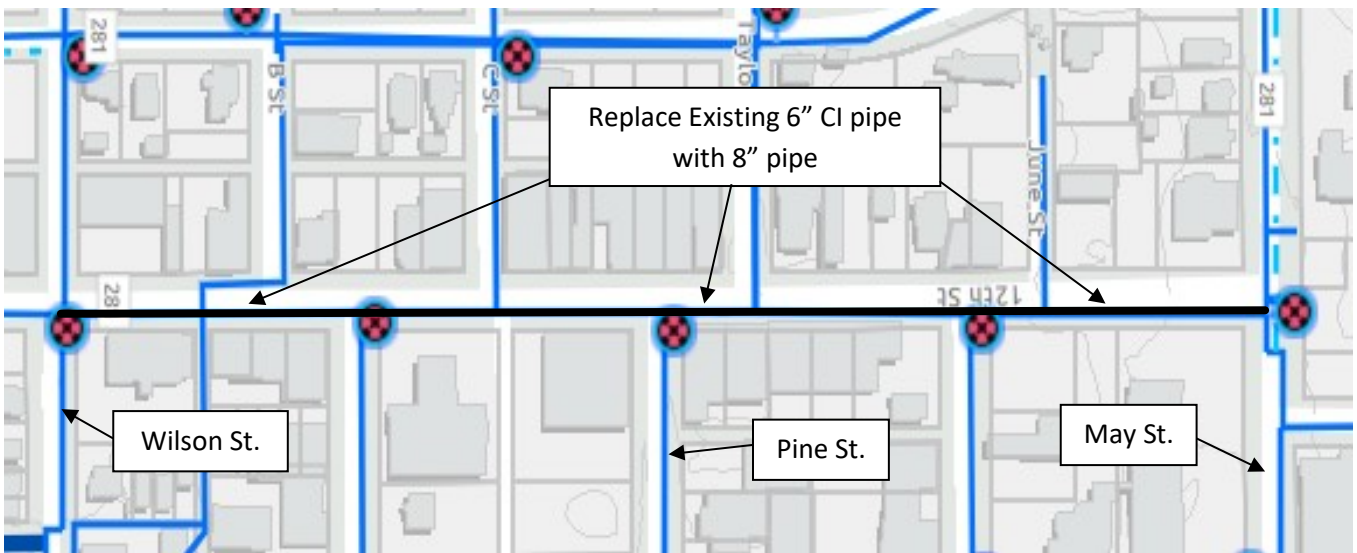
TITLE: 12th St. May to Wilson Lead Joint Pipe Replacement

CIP PROJECT #: LJ-7

CITY G/L #:

PROJECT DESCRIPTION:

Existing 6-inch cast iron pipe along 12th St. from May St. to Wilson St. needs to be replaced. Since the City requires all new water mains to be a minimum of 8-inches, this project will consist of replacing all sections of pipe along this route with 8-inch PVC. This project will require the replacement of approximately 1,420 ft of 6-inch cast iron pipe with 8-inch PVC.



CONSTRUCTION

EST. COST: \$946,000

FUNDING: 100% Water Charges for Service

EST. START: July 2022

EST. COMPLETION: June 2024

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

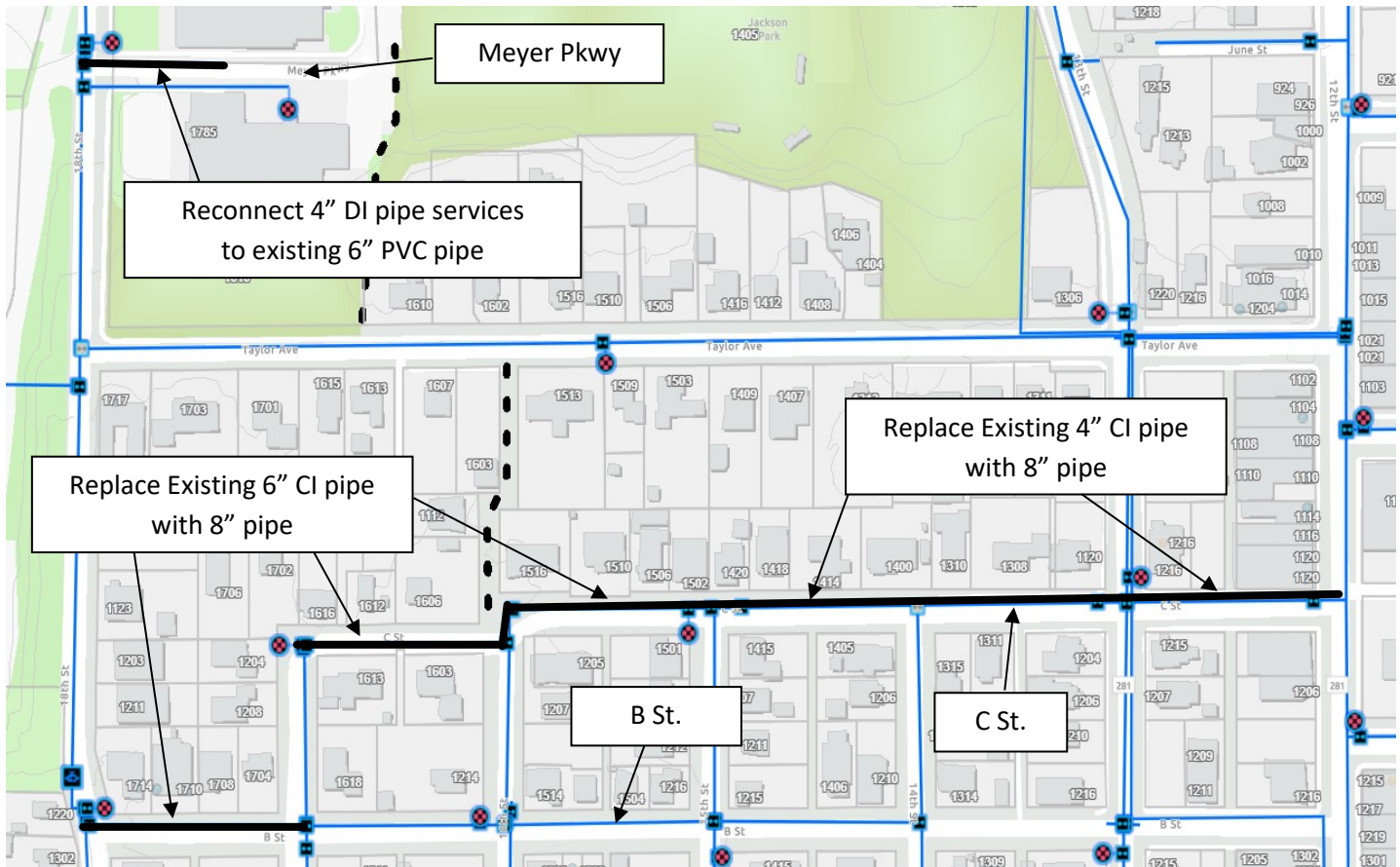
TITLE: C St. 12th to 17th, B St. 17th to 18th, and Meyer Parkway Lead Joint Pipe Replacement

CIP PROJECT #: LJ-8

CITY G/L #:

PROJECT DESCRIPTION:

Existing 4-inch and 6-inch cast iron pipe along C St. from 12th St. to 17th St. needs to be replaced. In addition, existing 4-inch cast iron pipe along B St. from 17th St. to 18th St. needs to be replaced as well as reconnecting services from an old 4-inch ductile iron line to an existing 6" PVC line. Since the City requires all new water mains to be a minimum of 8-inches, this project will consist of replacing all sections of pipe along this route with 8-inch PVC. This project will require the replacement of approximately 1,111 ft of 4-inch cast iron pipe and 523 ft of 6-inch cast iron pipe with approximately 1,634 ft of 8-inch PVC.



CONSTRUCTION

EST. COST: \$1,326,000
FUNDING: 100% Water Charges for Service

EST. START: July 2023
EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

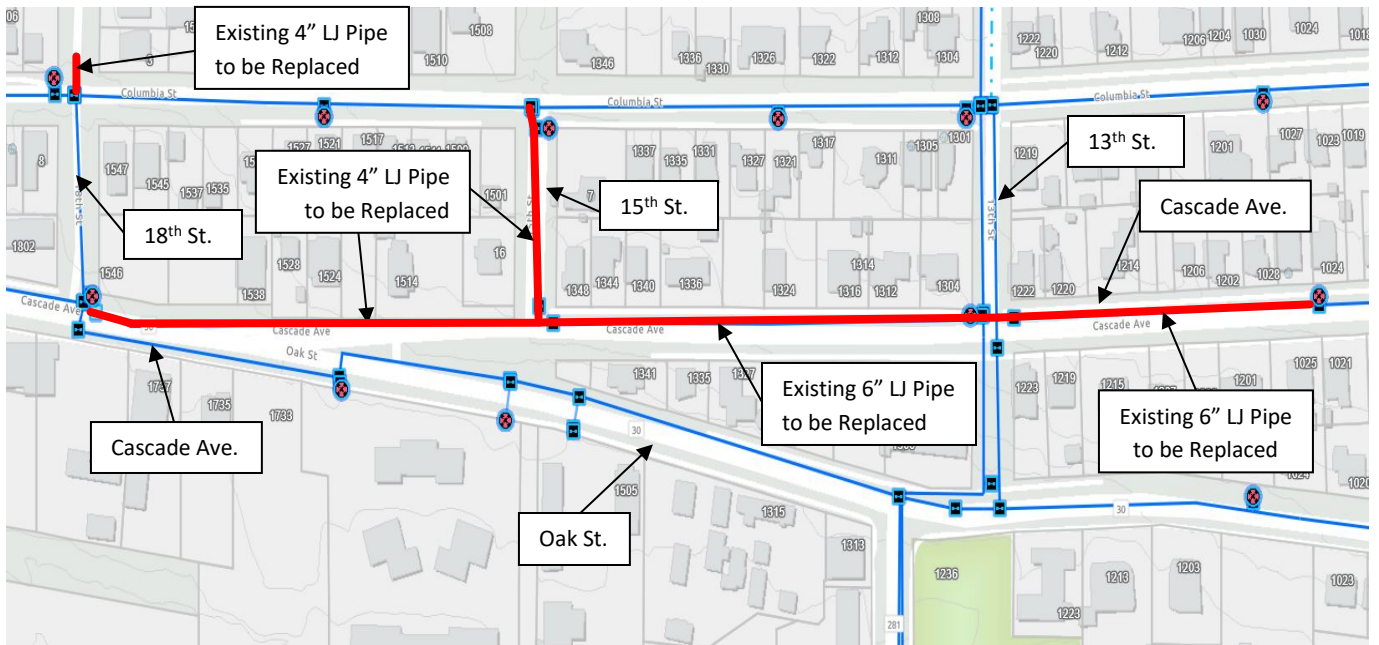
TITLE: Cascade Lead Joint Pipe Replacement

CIP PROJECT #: LJ-11

CITY G/L #: 600-600-43015-00271

PROJECT DESCRIPTION:

Sections of existing 4-inch lead jointed pipe along Cascade Ave. from 15th St. to 18th St. and 6-inch lead jointed pipe from 1024 Cascade Ave. to 15th St. needs to be replaced. In addition, sections of existing 4-inch lead jointed pipe along 15th St. from Columbia St. to Cascade Ave. and 18th St. north of Columbia St. needs to be replaced. Since the City requires all new water mains to be a minimum of 8-inches, this project will consist of replacing all sections of pipe along this route with 8-inch PVC. This project will require the replacement of approximately 950 ft of 4-inch and 1,125 ft of 6-inch lead jointed with 8-inch PVC. A portion of this project along Cascade Ave. from 15th St. to 18th St. will be constructed concurrent with a clay pipe replacement project along the same route.



CONSTRUCTION

EST. COST: \$1,402,880
FUNDING: 100% Water Charges for Service

EST. START: July 2020
EST. COMPLETION: June 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER SYSTEM DEVELOPMENT FUND

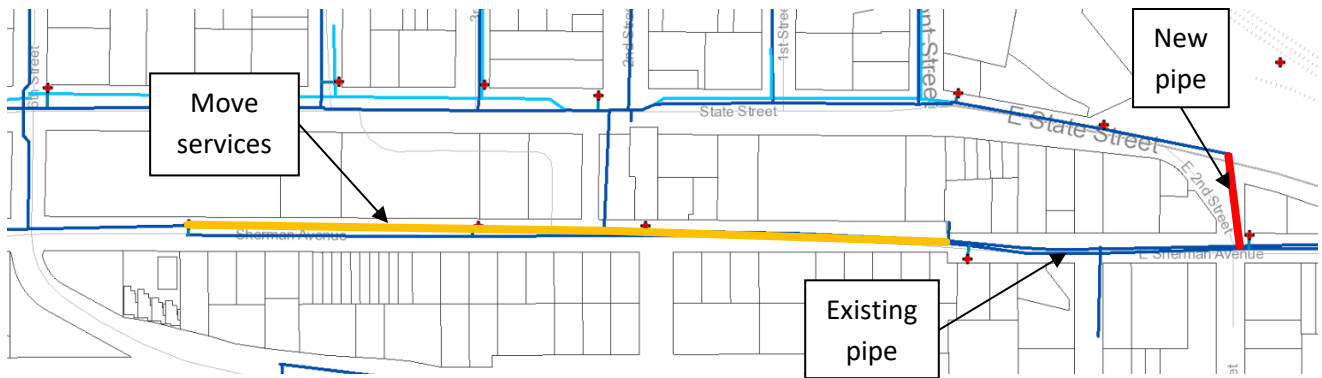
TITLE: Sherman Water System Improvements

CIP PROJECT #: STP-7/8

CITY G/L #: 600-660-43015-00590-00

PROJECT DESCRIPTION:

Available design fire flows along Sherman Ave. between 9th St. and 12th St, 10th St. between Eugene St. and Sherman Ave., and 13th St. between State St. and Montello Ave. are less than half the required flows. In addition, available design fire flows along and south of Sherman Avenue and east of Front Street are less than the required flows. This deficiency is primarily due to small 2-inch and 4-inch lines and lines that have been disconnected from others, reducing the looping effect within this area. This project consists of installing 20 feet of new 6" pipe along Sherman Ave. west of 13th St.; replacing approximately 725 feet of 2" pipe with 8" along Sherman Ave. from 9th St. to 12th St.; and installing approximately 160 feet of new 8" pipe along East 2nd St. Furthermore this project includes the reconnection of service lines from the 4" lead jointed line to the 6" line along Sherman Ave. from 5th St. to Front St.



CONSTRUCTION

EST. COST: \$609,000
FUNDING: 100% Water Charges for Service

EST. START: January 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

TITLE: East Heights Water System Improvements

CIP PROJECT #: STP-9

CITY G/L #: _____

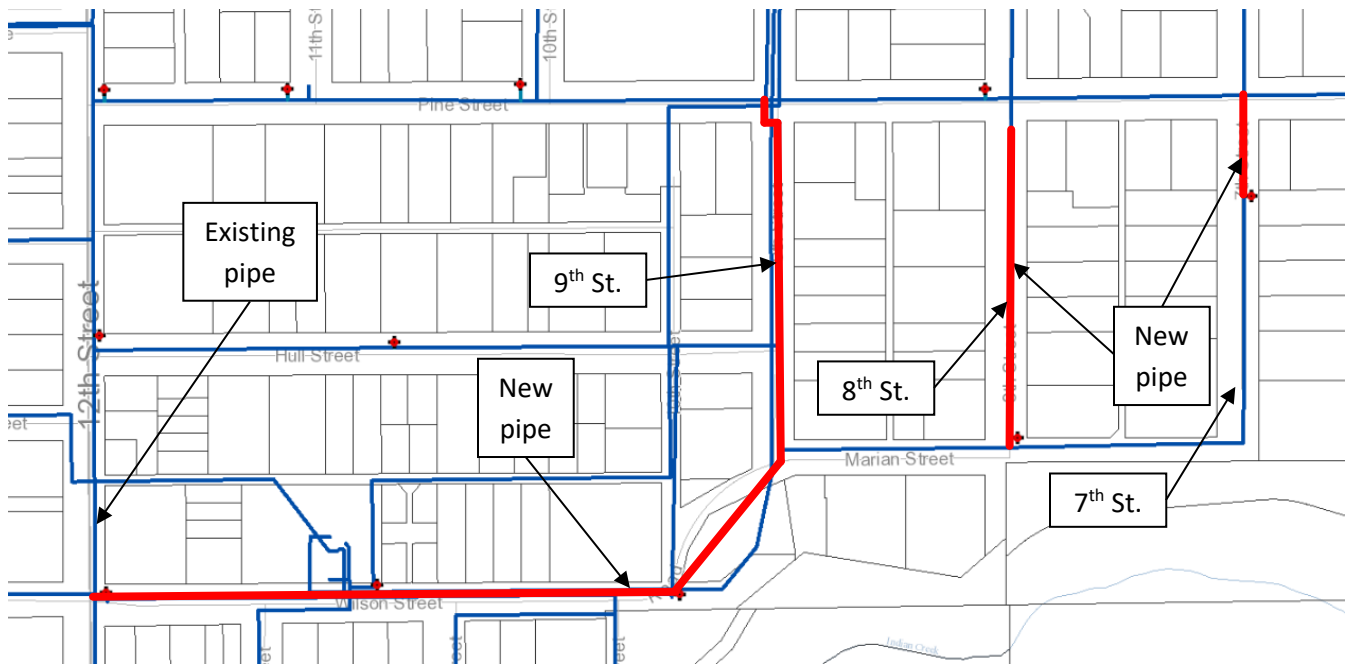
PROJECT DESCRIPTION:

Currently, deficient fire flows exist east of 9th St. and south of Pine St. Flows range from 52 gpm at the south end of 7th St. to 1,200 gpm at the intersection of Wilson and Marian St. The required fire flow in this area is 1,500 gpm.

This project requires the replacement of the existing:

- 4" pipe along Wilson St. between 11th St. and Marian St. with 8" PVC pipe;
- 8" line on Wilson St. between 12th and 11th St. with a new 8" PVC pipe;
- 4" pipe along Marian St. between Wilson St. and 9th St. with 8" PVC pipe;
- 4" line along 9th St. from Marian St. to Pine St. with 8" PVC pipe;
- 4" pipe along 8th St. between Pine and Marian St. with 8" PVC pipe; and
- 4" pipe along 7th St. south of Pine St. to the hydrant with 8" PVC pipe.

This project will require approximately 2,180 feet of 8" PVC pipe.



CONSTRUCTION

EST. COST: \$1,489,540
FUNDING: 100% Water Charges for Service

EST. START: July 2023
EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

TITLE: Heights Area Water System Improvements- North and South

CIP PROJECT #: STP-10

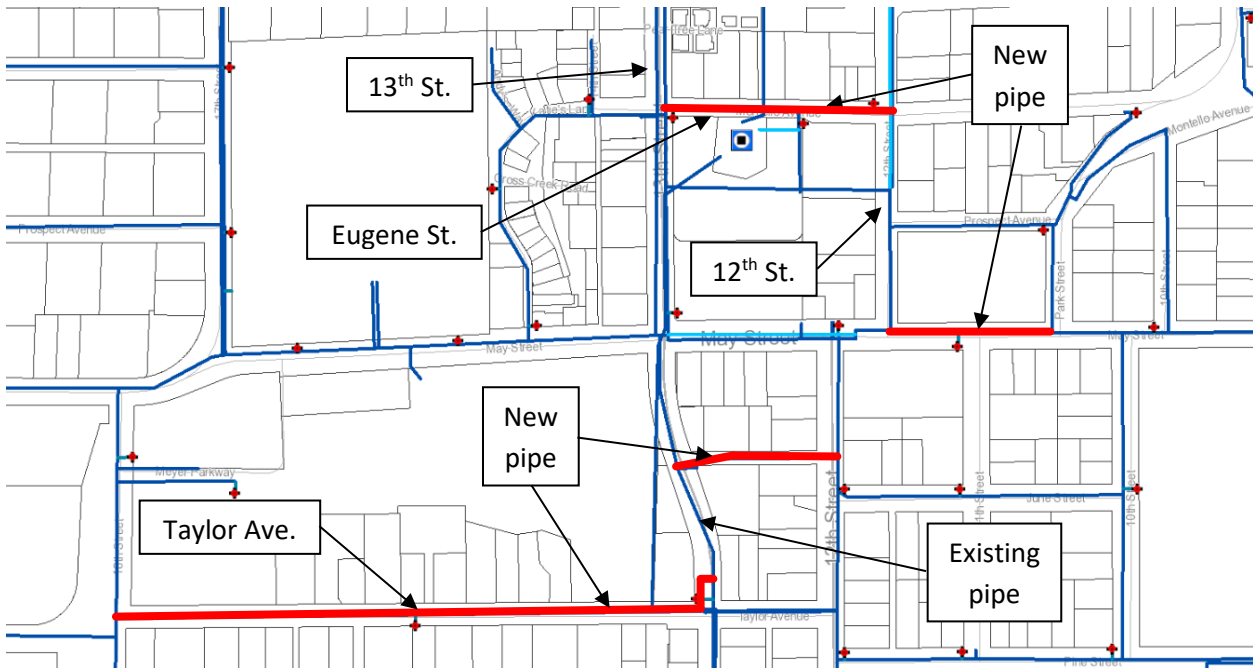
CITY G/L #: _____

PROJECT DESCRIPTION:

Inadequate fire flows exist within the *First Reg* pressure zone along 13th St. and 12th St. between Montello Ave. and June St. These fire flows range from 900 gpm to 1,300 gpm. The required fire flow in this area is 2,000 gpm. This area includes the Providence Hospital facilities. Very low fire flow of 383 gpm also exists on the 4" line on Taylor Ave. in the vicinity of 15th St. at the location of the existing hydrant. This project requires the replacement of the:

- 4" line along Taylor Ave. between 18th and 13th St. with 8" PVC pipe and the reconnection of this line to the 13th St. line north of the hydrant;
- 1.5" line along June St. between 12th and 13th St. with 8" PVC pipe and reconnect into 13th St.;
- 6" pipe in May St. between 12th and Park St. with 10" pipe; and
- 4" line along Montello Ave. between 12th and 13th St. with 8" PVC pipe.

This project also requires the installation of a new valve on the north side of the waterline tee in the intersection of 12th and June St. In addition, various valves in the area will need to be opened or closed to adjust the zone boundaries. The project will require approximately 2,235 feet of new 8" PVC pipe and 370 feet of new 10" PVC pipe.



CONSTRUCTION

EST. COST: \$1,466,850
FUNDING: 100% Water Charges for Service

EST. START: July 2023
EST. COMPLETION: June 2028

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

TITLE: Marian St. PRV

CIP PROJECT #: STP-12

CITY G/L #: _____

PROJECT DESCRIPTION:

Pressures within the heights area east of 12th St. and along and south of Montello Ave. currently range from 110 psi to 150 psi. Most of this area lies within the same elevational range as the *First Reg* pressure zone on the west side of 13th St., but it is currently being fed by the *Mainline* pressure zone. Pressures can be reduced in the area between Montello Ave. to the north and Wilson St. to the south on the eastern side of town by bringing this area into the *First Reg* pressure zone. This project requires a new 6-inch PRV and 2-inch bypass PRV to be installed along Marian St. between Wilson St. and 9th St. near elevation 486 feet. In addition, various valves in the area will need to be opened or closed to adjust the zone boundaries.



CONSTRUCTION

EST. COST: \$224,000
FUNDING: 100% Water Charges for Service

EST. START: July 2024
EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

TITLE: Eugene 9th – 12th & 11th St. Water System Improvements

CIP PROJECT #: STP-13

CITY G/L #: 600-600-43015-00730

PROJECT DESCRIPTION:

The area of State St. between 13th and 12th St., Sherman Ave. between 13th and 9th St., and Eugene St. between 12th and 9th St. currently experiences pressures ranging between 120 psi and 150 psi. Most of this area lies within the same elevational range as the *Serpentine* pressure zone (created in **STP-6**), but it is currently being fed by the *First Reg* pressure zone. This project is part of a larger project to transfer this area into the new *Serpentine* pressure zone and to eliminate lead jointed pipes.

Inadequate fire flows also exist within this area. However, many of the area pipes are undersized lead jointed pipes that require replacement. Replacing these lead jointed pipes with 8" PVC pipe will provide adequate fire flows to this area. This project replaces 4" lead jointed pipe along Eugene St. between 9th and 12th St. with 8" PVC pipe and replaces 2" galvanized pipe along 11th St. with 8" PVC pipe.



CONSTRUCTION

EST. COST: \$573,500
FUNDING: 100% Water Charges for Service

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

TITLE: Lincoln & Oak 10th-13th Water Pipe Replacement

CIP PROJECT #: STP-15

CITY G/L #:

PROJECT DESCRIPTION:

An existing 4-inch cast iron pipe along Lincoln St. and an existing 4-inch lead jointed pipe along Oak St. between 10th St. and 13th St. need to be replaced. All lead jointed pipe is to be removed from the City's distribution system per the Oregon Health Authority. Additionally, currently deficient fire flows will be remedied by upsizing the 4" pipes to the City's current minimum diameter of 8". A currently closed water valve on 9th St. just south of Columbia Ave. should be opened at the conclusion of this project.



CONSTRUCTION

EST. COST: \$500,000
FUNDING: 100% Water Charges for Service

EST. START: July 2024
EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

TITLE: Cascade Pressure Zone

CIP PROJECT #: STP-16

CITY G/L #: 600-600-43015-00660

PROJECT DESCRIPTION:

Decreasing the hydraulic grade line (HGL) of the Coe pressure zone to 408 feet will reduce the pressures below 50 psi along Cascade Ave. between Rand Rd. and 13th St. To increase pressures along this route, a new pressure zone referred to as the *Cascade* pressure zone will be created using the existing Rand PRV vault, the Clearwater PRV vault, and the 20nd Street PRV vault to feed the new zone and by closing various existing valves. 75 feet of new 8" pipe will also be constructed to connect the line in Oak St. to Cascade Ave. near the intersection of Oak St. and Cascade Ave. to maintain fire flows in this area. The Cascade pressure zone should be set to maintain an HGL of 442 feet. In addition, a 2-inch bypass valve will be installed at the 20th St. PRV vault.



CONSTRUCTION

EST. COST: \$130,000
FUNDING: 100% Water Charges for Service

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

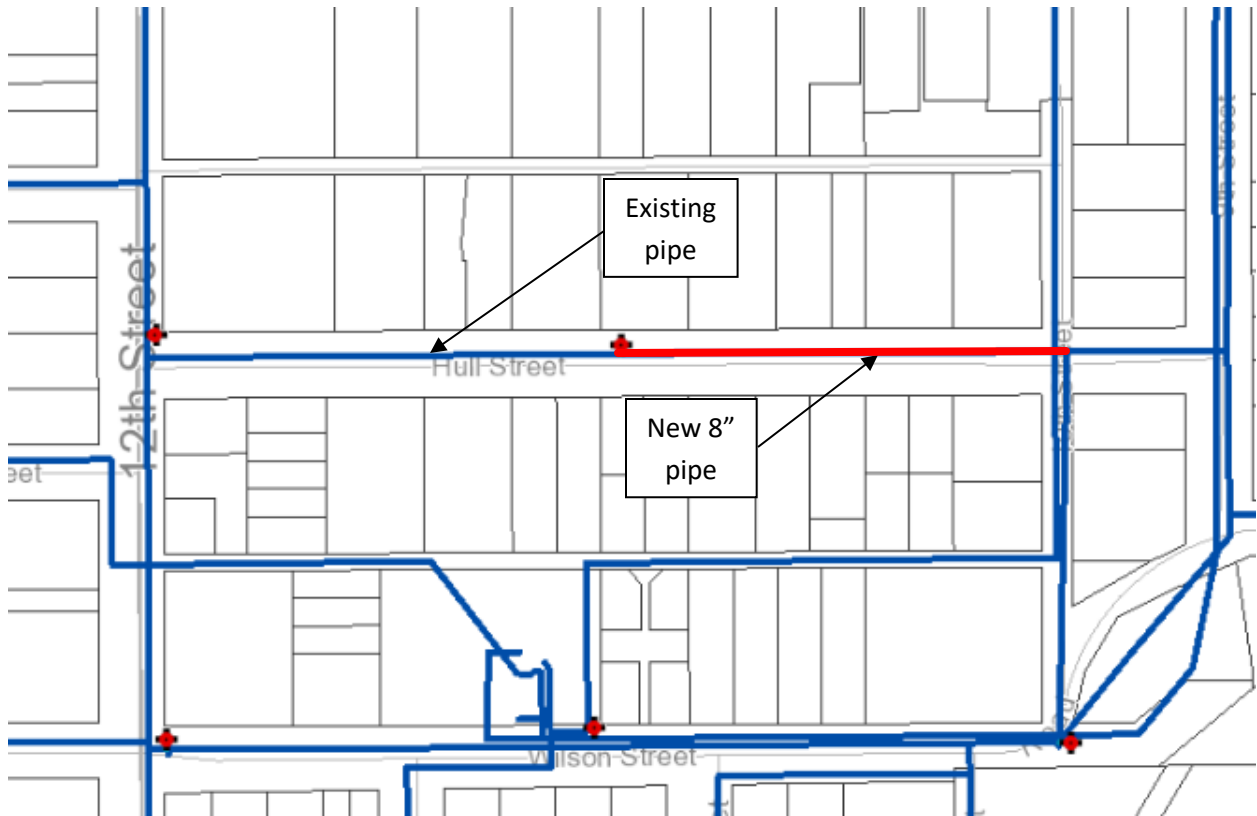
TITLE: Hull St. Waterline Replacement

CIP PROJECT #: STP-17

CITY G/L #: _____

PROJECT DESCRIPTION:

A hydrant exists midway down Hull Street. This hydrant is served by a 2-inch line. The calculated fire flow at this location is 670 gpm. The required fire flow is 1,500 gpm. This project requires replacing approximately 391 feet of the line with an 8-inch waterline from the intersection of 10th Street and Hull Street to the hydrant.



CONSTRUCTION

EST. COST: \$270,000
FUNDING: 100% Water Charges for Service

EST. START: July 2022
EST. COMPLETION: June 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

WATER FUND

TITLE: Montello Ave. Water Pipe Replacement

CIP PROJECT #: LJ-1 / STP-23

CITY G/L #: 660-660-43015-00720-00

PROJECT DESCRIPTION:

An existing 4-inch lead jointed pipe along Montello between Front St. and 2nd St. needs to be replaced. Currently, there are several service lines connected to this 4-inch pipe. An existing 6-inch non-lead jointed pipe runs parallel to the 4-inch lead jointed pipe along Montello. This project consists of disconnecting all existing services currently connected to the 4-inch lead jointed pipe and reconnecting the services to the parallel 6-inch pipe. After all the connections are made, the existing 4-inch lead jointed line will be disconnected from the system at Front St. and 2nd St. and abandoned. Additionally, an existing 6" pressure reducing vault should be replaced at Front and Montello.

An existing 6-inch cast iron water line along Montello from 2nd to 4th Streets has experienced multiple breaks and leaks over the years and is due for replacement. It should be replaced with a new 8-inch waterline, along with the addition of fire hydrants and reconnecting water services.



CONSTRUCTION

EST. COST: \$725,860
FUNDING: 100% Water Charges for Service

EST. START: July 2021
EST. COMPLETION: June 2022

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM FUND

TITLE: Waterfront Storm Line (Phase Two)

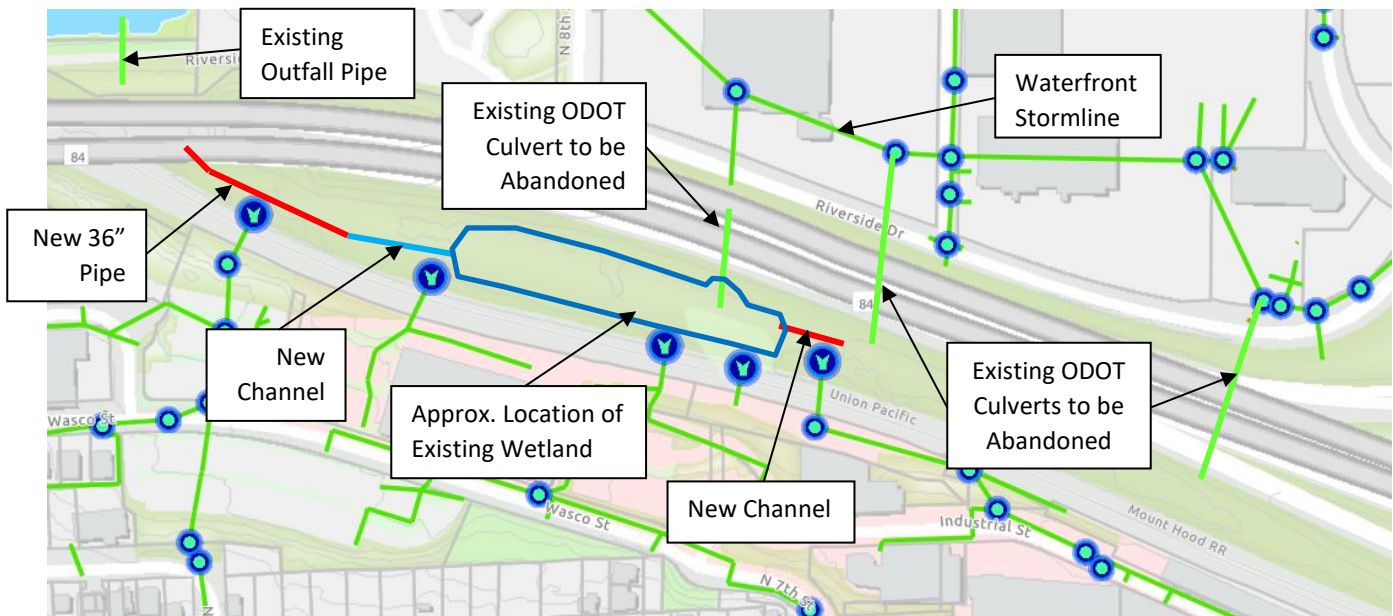
CIP PROJECT #:

City G/L # 695-695-43015-73721-00

PROJECT DESCRIPTION:

An existing pipeline located north of Riverside Dr. primarily on private property is in poor and failing condition. This pipeline is threatening several structures in the area including three private building, the north secondary clarifier, and the aeration basins of the City's Wastewater Treatment Plant. In addition, this line is located approximately 20 feet below ground and is continually in a surcharged condition from laying below the water surface elevation of the Columbia River Bonneville Pool.

This project will raise and reroute the current deteriorating storm water pipeline into the Public Right-of-Way of Riverside Dr. and N. 8th St. and in Public Property of the City Park. As part of this project, the three existing ODOT culverts will need to be disconnected and abandoned. This Phase of the project consists of intercepting and rerouting the existing storm water flows entering these culverts on the south side of I-84. The stormwater will be conveyed to the west, under the I-84 bridges, and to the existing outfall north of the I-84 bridges. The existing ODOT culverts under I-84 will be plugged and abandoned.



CONSTRUCTION

Est. COST: \$2,498,686

FUNDING: 100% Grant Funding

Est. START: July 2021

Est. COMPLETION: November 2021

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM FUND

TITLE: Waterfront Storm Line (Phase Three)

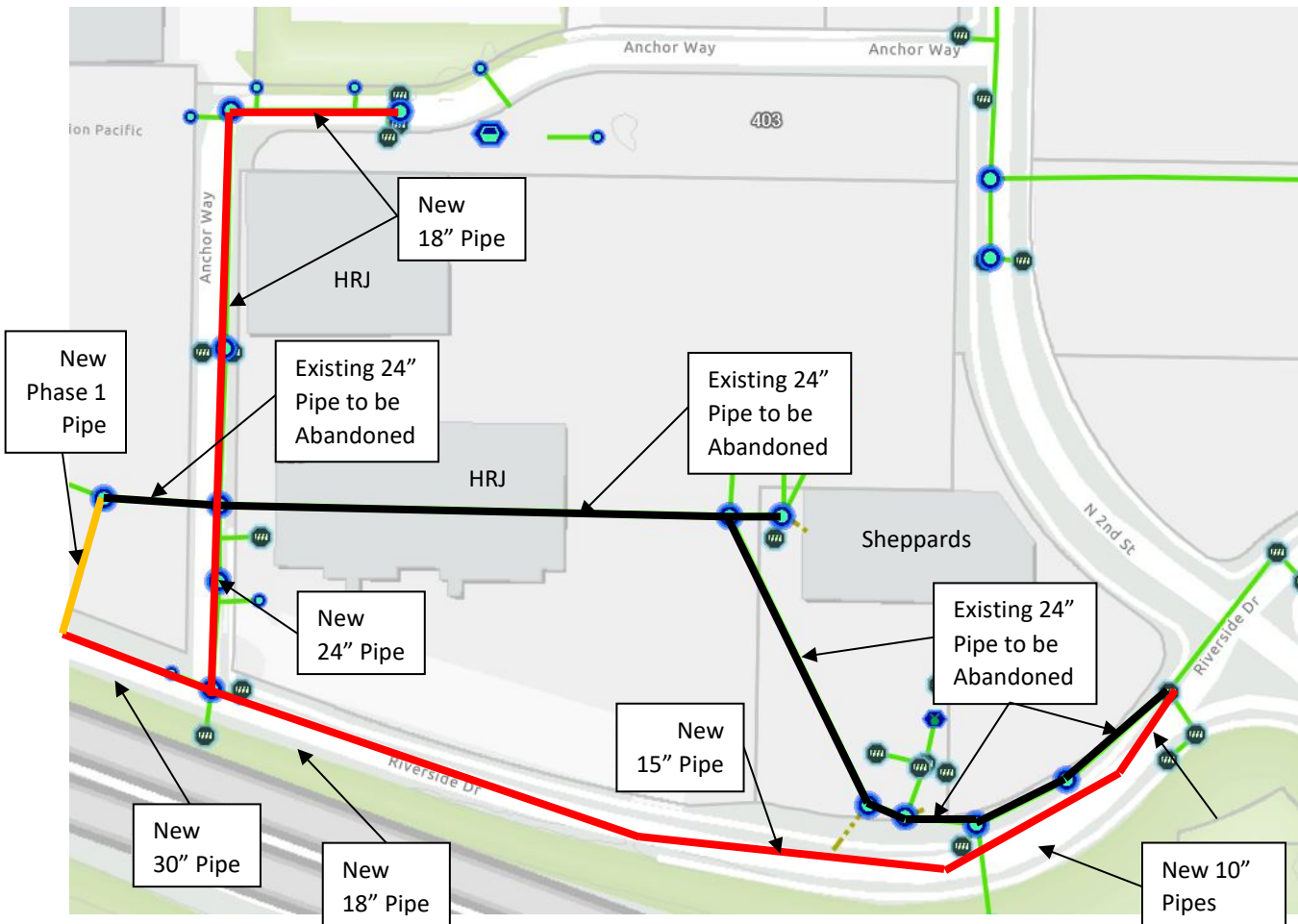
CIP PROJECT #:

City G/L # 695-695-43015-73721-00

PROJECT DESCRIPTION:

An existing pipeline located north of Riverside Dr. primarily on private property is in poor and failing condition. This pipeline is threatening several structures in the area including three private building, the north secondary clarifier, and the aeration basins of the City's Wastewater Treatment Plant. In addition, this line is located approximately 20 feet below ground and is continually in a surcharged condition from laying below the water surface elevation of the Columbia River Bonneville Pool.

This project will raise and reroute the current deteriorating storm water pipeline into the Public Right-of-Way of Riverside Dr. and N. 8th St. and in Public Property of the City Park. This phase will raise and relocate the stormwater line around the Hood River Juice facility. The new stormwater line will be constructed along the eastern portion of Riverside Drive, along the frontage of Hood River Juice and Shepherds to the line installed in Phase 1. This phase will also raise and replace the existing stormwater line in Anchor Way.



CONSTRUCTION

Est. COST: \$1,823,900

FUNDING: 100% Grant Funding

Est. START: January 2023

Est. COMPLETION: November 2024

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM FUND

TITLE: Waterfront Storm Line (Phase Four)

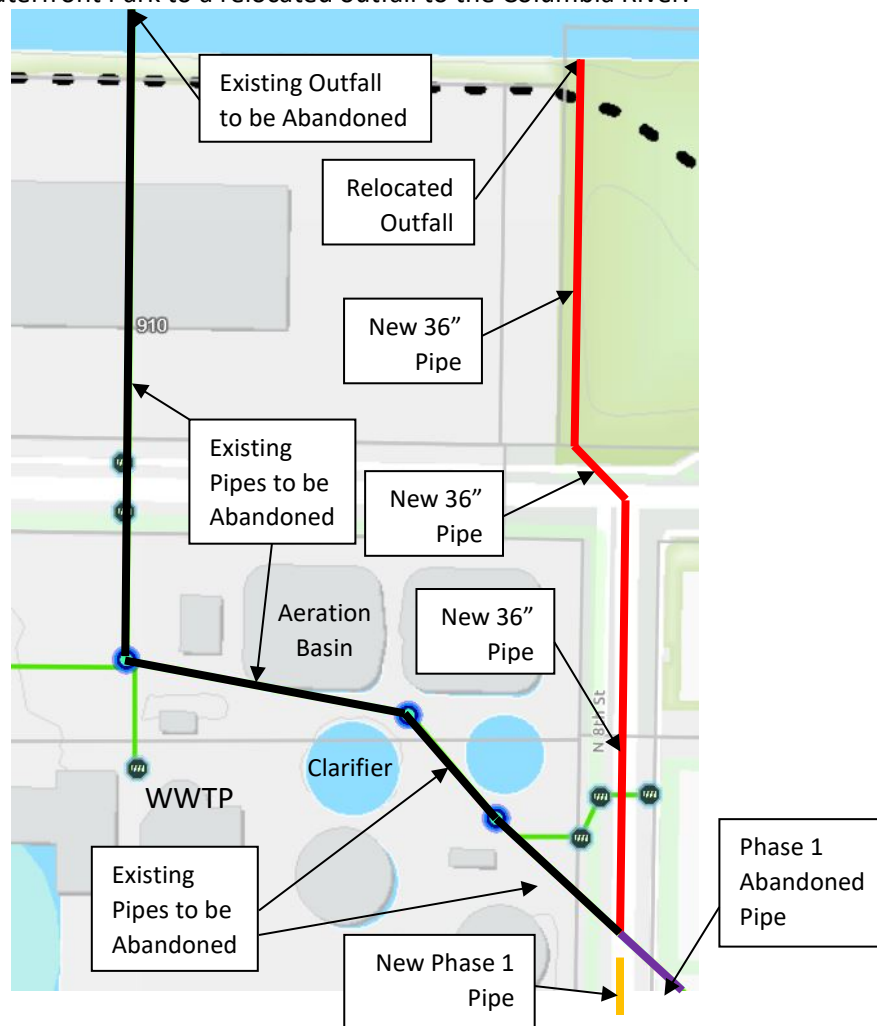
CIP PROJECT #:

City G/L # 695-695-43015-73721-00

PROJECT DESCRIPTION:

An existing pipeline located north of Riverside Dr. primarily on private property is in poor and failing condition. This pipeline is threatening several structures in the area including three private building, the north secondary clarifier, and the aeration basins of the City's Wastewater Treatment Plant. In addition, this line is located approximately 20 feet below ground and is continually in a surcharged condition from laying below the water surface elevation of the Columbia River Bonneville Pool.

This project will raise and reroute the current deteriorating storm water pipeline into the Public Right-of-Way of Riverside Dr. and N. 8th St. and in Public Property of the City Park. This phase will build a new stormwater line northward of the existing stormwater line in North 8th Street. This new line will be constructed along North 8th Street, through the intersection of Portway Avenue, where it will continue along the west side of Waterfront Park to a relocated outfall to the Columbia River.



CONSTRUCTION

Est. COST: \$661,657

FUNDING: 100% Grant Funding

Est. START: January 2022

Est. COMPLETION: November 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: 13th St. Cascade to Lincoln Storm Sewer System Improvements

CIP PROJECT #: CIP-3

CITY G/L #: _____

PROJECT DESCRIPTION:

Storm system overflows have been observed along the 14th St. alignment at Columbia St. due to an inadequately sized pipe at Columbia St. With the completion of CIP#2 (Cottonwood Stormline Replacement Project) the model analysis indicated that most of the downstream pipes along this alignment from Cascade Ave. to the east side of the apartment complex at 1301 15th St. are under sized. Flooding of catch basins has also been observed along the existing 13th St. storm line at Cascade Ave. and Columbia St. The existing 13th St. pipeline is assumed to turn east at a 90° angle just north of Lincoln St. where it continues approximately 150 feet east through private property just north of Lincoln St. to an open channel. It is believed that this pipe plugs at the bend causing surcharge in the pipe and flooding at the upstream catch basins. Ponding has also been observed on the south side of Lincoln St. approximately 100 feet east of the open channel due to a low point in the road.

Rather than replace two parallel lines, this project will intercept and divert flows from the 14th St. alignment to 13th St. by installing a new pipeline along Cascade Ave. This project will consist of constructing approximately 250 feet of new 30" pipe along Cascade Ave. from the 14th St. alignment to 13th St., 510 feet of 30" pipe along 13th St. from Cascade Ave. to Lincoln St., and 150 feet of 36" pipe in the right-of-way along Lincoln St. from 13th St. to the open channel. In addition, a new catch basin will be installed at the area of observed ponding and 100 feet of 10" pipe will be constructed to the open channel north of Lincoln St.



CONSTRUCTION

EST. COST: \$742,000
FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2025
EST. COMPLETION: June 2026

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: Henderson Creek Improvements

CIP PROJECT #: CIP-4

CITY G/L #: _____

PROJECT DESCRIPTION:

Flooding has been observed along Henderson Creek west of 30th St. and Sherman Ave. due to increased flows from new developments upstream of this location. During a storm event in December of 2015 a large pond formed in the area west of 30th St. up to the westernmost houses near Sherman Ave. requiring sandbagging to redirect flow around these houses to the conveyance system in Sherman Ave. Henderson Creek appears to be shallow from west of Hazel Ave. to Creekside Lp. The channel appears to be no more than 12" deep for most of this section. Model analysis of this section indicates that Henderson Creek will be required to have a minimum depth of 2 feet and a minimum slope of 1% to convey the projected flows. At the existing end of Creekside Lp, Henderson Creek descends rapidly for a short distance before the grade flattens out again.

This project involves rechanneling approximately 1,500 feet of Henderson Creek west of Hazel Ave. to the existing driveway east of Wine Country Ave. The final channel will be a minimum 3 feet deep, which includes a 1-foot freeboard. The bottom width of the channel will be a minimum of 5 feet wide.



CONSTRUCTION

EST. COST: \$550,000
FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2022
EST. COMPLETION: November 2027

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

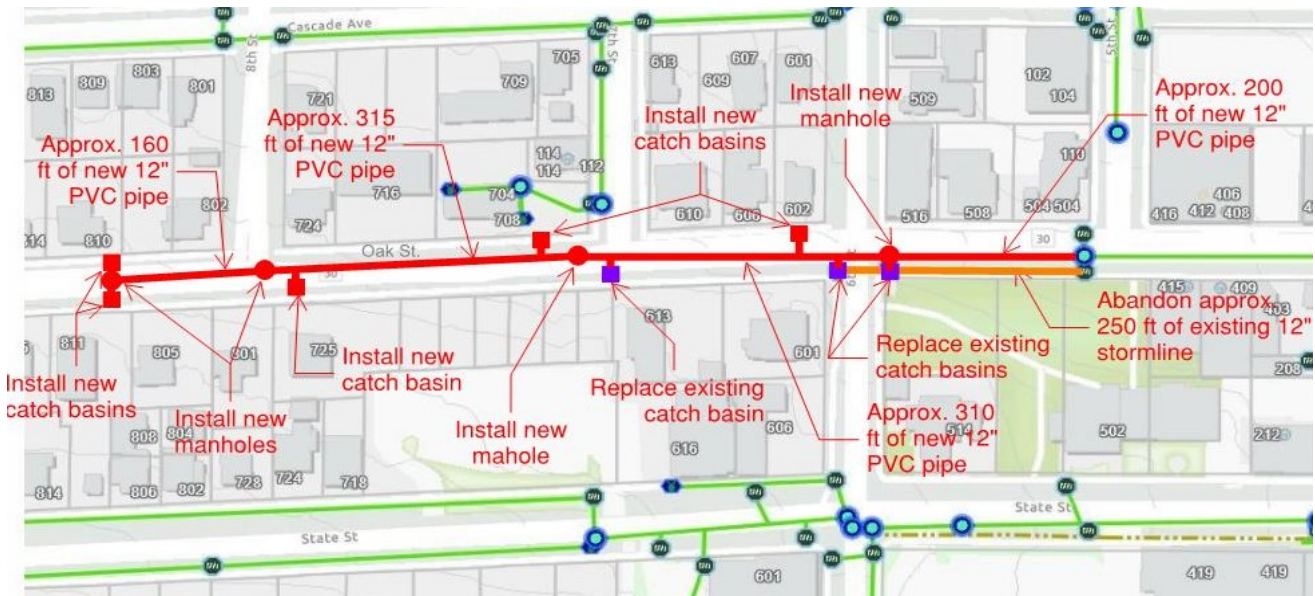
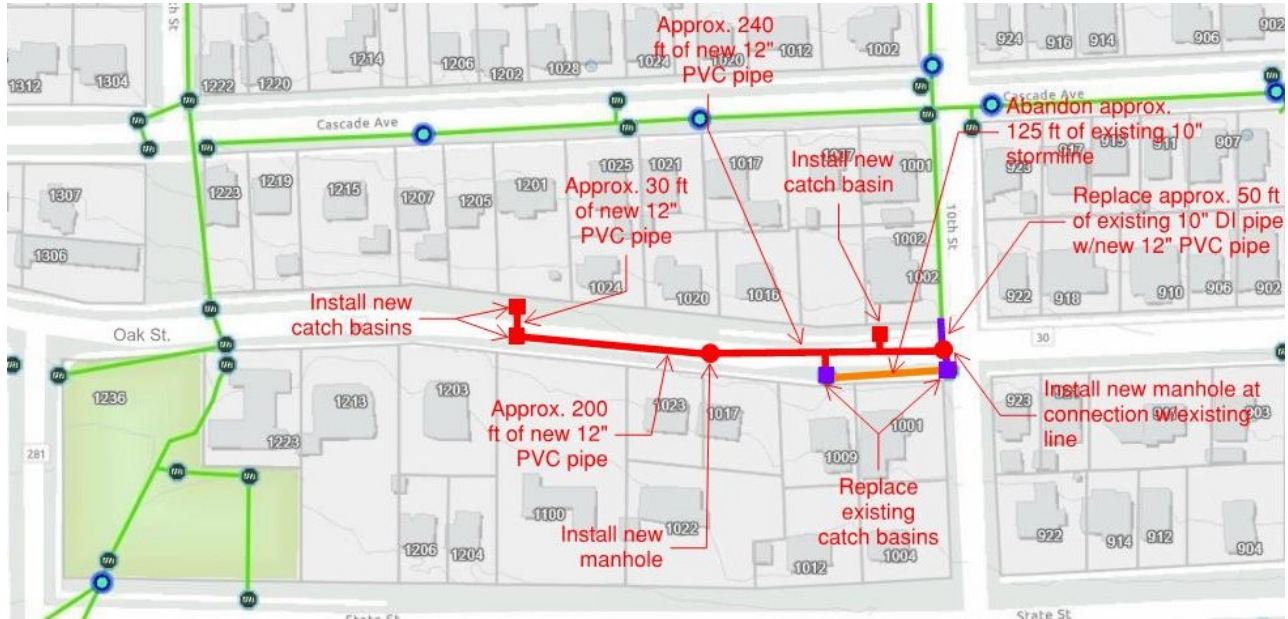
TITLE: Oak Street Storm System

CIP PROJECT #: Needs to be added to the Capital Facilities Plan

CITY G/L #:

PROJECT DESCRIPTION:

The storm water system in Oak St. between 5th St. and 13th St. has deteriorated beyond its useful life and needs to be replaced. This project will install new catch basins, manholes and 12" storm pipes.



CONSTRUCTION

EST. COST: \$1,025,000

FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2024

EST. COMPLETION: June 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: 30th and May Storm Sewer System Improvements

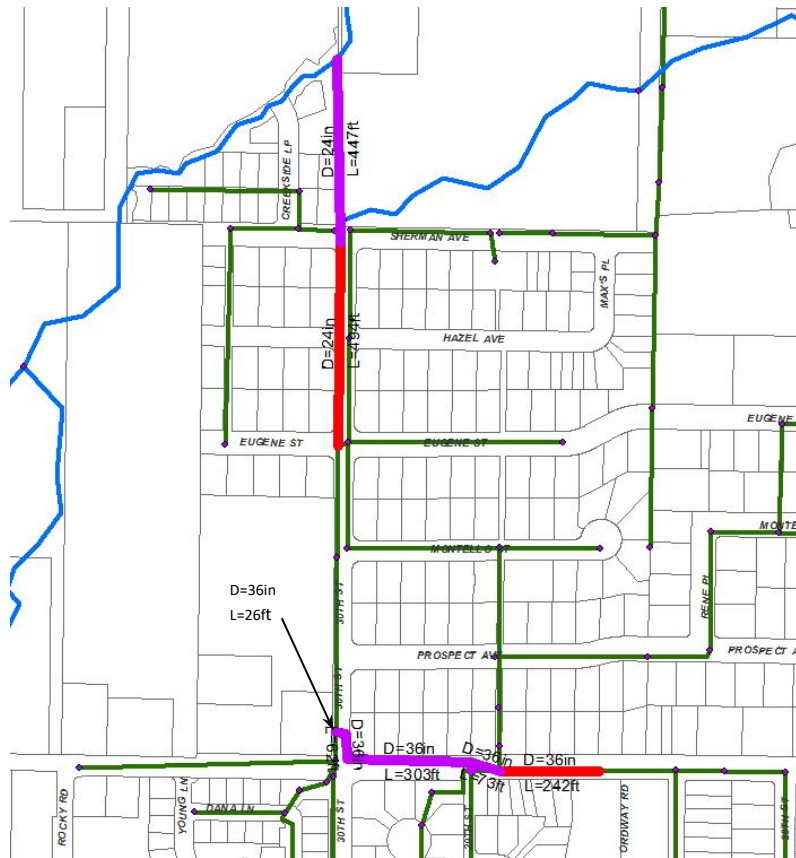
CIP PROJECT #: CIP-6

CITY G/L #:

PROJECT DESCRIPTION:

Flooding has been observed in areas north of May St. between 29th St. and 30th St. and along 30th St. Ponding has also been observed at 29th and May St. due to the lack of a catch basin at the low point of the road. During a storm event in December of 2015 manholes along the 29th St. path between May St. and Prospect Ave. overflowed and flooded the backyards of the houses along Prospect Ave. The flows continued down the path and around houses to Prospect Ave. During the same storm event several catch basins along 30th St. north of May St. overflowed. There are several factors that contribute to the flooding issues in this area and are described in detail on the City's Stormwater Facilities Plan.

This project will divert flows from May St. to 30th St. and then to a new outlet on Henderson Creek. This project consists of upsizing existing pipe along May St. from Ordway Rd. to 29th St., installing new pipes along May St. from 29th St. to 30th St., upsizing existing pipe along 30th St. from Eugene St. to Sherman Ave. and installing new pipe east of Creekside Lp. from 30th and Sherman Ave. north to Henderson Creek. This project will also require installing a new catch basin and regrading the roadway as needed at the intersection of 29th St. and May St. to capture the flows that are ponding at this location. This project will require the installation of approximately 700 feet of new 36" pipe along May St. and approximately 940 feet of new 24" pipe along 30th St.



— Existing Pipe
 — Open Channel
 — New Pipe
 — Replace Pipe

CONSTRUCTION

EST. COST: \$1,329,800

FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2023

EST. COMPLETION: June 2024

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: 20th St. from Eugene to Wasco Storm Sewer System Improvements

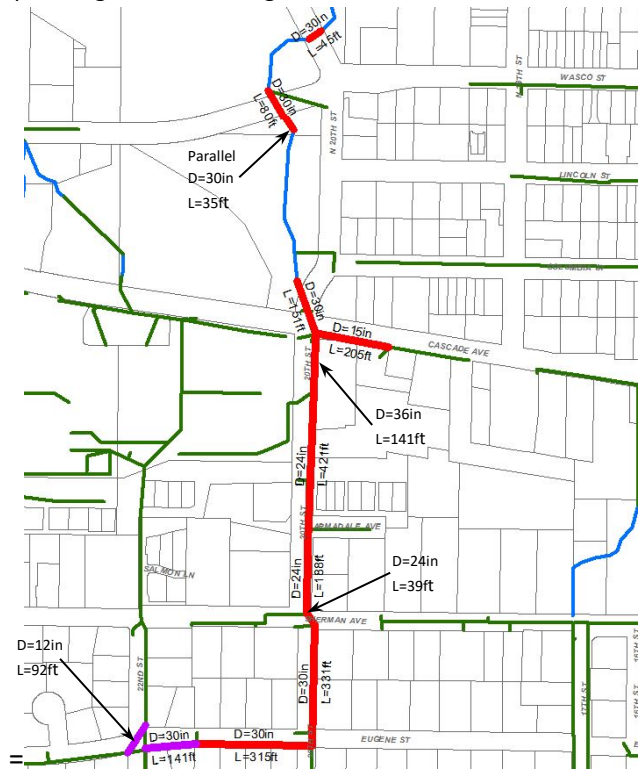
CIP PROJECT #: CIP-7

CITY G/L #:

PROJECT DESCRIPTION:

Flooding has been observed along the 20th St. alignment between Prospect Ave. and Sherman Ave. During a storm event in December of 2015 the catch basins along 20th St. from Prospect Ave. to Sherman Ave. overflowed due to undersized pipes and flowed east on Prospect Ave., Montello Ave., Eugene St., and Sherman Ave. to 17th St. Since the conveyance system along 17th St. and Sherman Ave. is undersized and cannot adequately convey its own collected flows, the overflows from 20th St. further aggravated the flooding issues along 17th St. Other flooding has also been observed at the skate park south of Wasco St. due to an undersized culvert under Wasco St. Model analysis also indicated that multiple pipe segments from May St. to Wasco St. in the vicinity of 20th and 22nd St. are undersized. In addition, the City has indicated that a pipe segment along 20th St. in the vicinity of Armadale Ave. is old and due for replacement.

To minimize the amount of pipe replacement in this area, the City will reroute some of the stormwater flow through new pipe sections and replace sections along 22nd and 20th St. with larger pipe. Due to the size of the project, this work will be constructed in two phases under separate project numbers (CIP#7 and CIP#9). This project will include the lower section from 22nd St. and Eugene St. to Jaymar Rd. This will include diverting the existing flows from 22nd St. at Eugene St. and upsize the existing pipe along the 20th St. alignment to Wasco St. This project will require a total of 2,200 feet of new pipe with the individual pipe section's size and lengths as shown below. The second project, CIP#9, will divert the existing flow from May St. at 22nd St. and upsize the existing pipe along 22nd St. to Eugene St.



— Existing Pipe
 — Open Channel
 — New Pipe
 — Replace Pipe

CONSTRUCTION

EST. COST: \$1,657,600

FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2024

EST. COMPLETION: November 2025

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: Sherman Ave 20th to 25th St. Sewer System Improvements

CIP PROJECT #: CIP-8

CITY G/L #:

PROJECT DESCRIPTION:

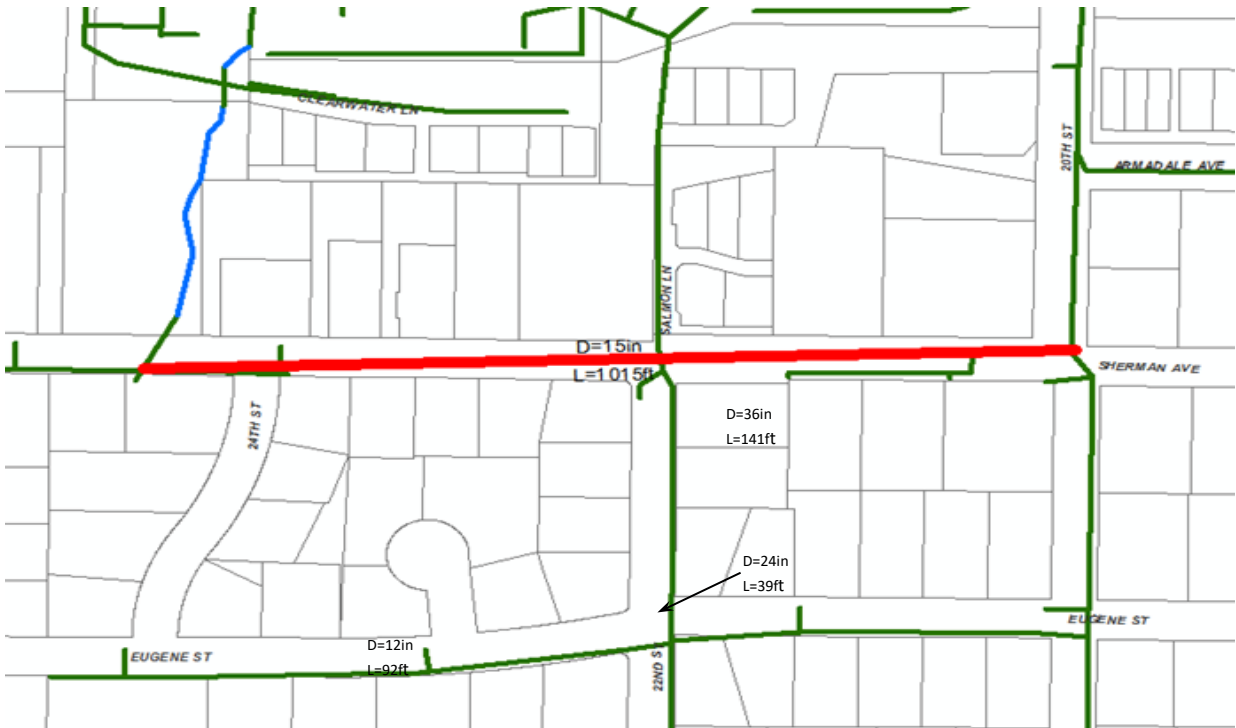
Flooding has been observed near the southwest corner of Safeway. An existing open channel cascades over the bank and a retaining wall to an existing private catch basin where it is pumped out and conveyed through an above ground 3" pipe to the Safeway parking lot. There the water sheet flows to the nearest catch basin. Due to the limited space, rough terrain, and private ownership directly south and west of Safeway, construction of a new pipe along this existing route would be extremely difficult.

Since, the 22nd St. flows will be diverted to 20th St. in CIP#7 and the entire 20th St. pipe upsized, the storm water from south of the open channel be diverted to 20th St. through a new pipe along Sherman Ave.

This project will require a total of 1,015 feet of new pipe to be constructed. The construction of the following new pipe sections will be required:

- 1,015 feet of new 15" pipe from existing City manhole #35BA22 west of 24th St. to the existing City manhole #26DC05 at 20th St.

Note that this project assumes CIP#7 has been completed prior to this project.



— Existing Pipe
 — Open Channel
 — New Pipe
 — Replace Pipe

CONSTRUCTION

EST. COST: \$543,950	EST. START: July 2025
FUNDING: 100% Storm Sewer Charges for Service	EST. COMPLETION: June 2026

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: Hull St. Sewer System Improvements

CIP PROJECT #: CIP-17

CITY G/L #:

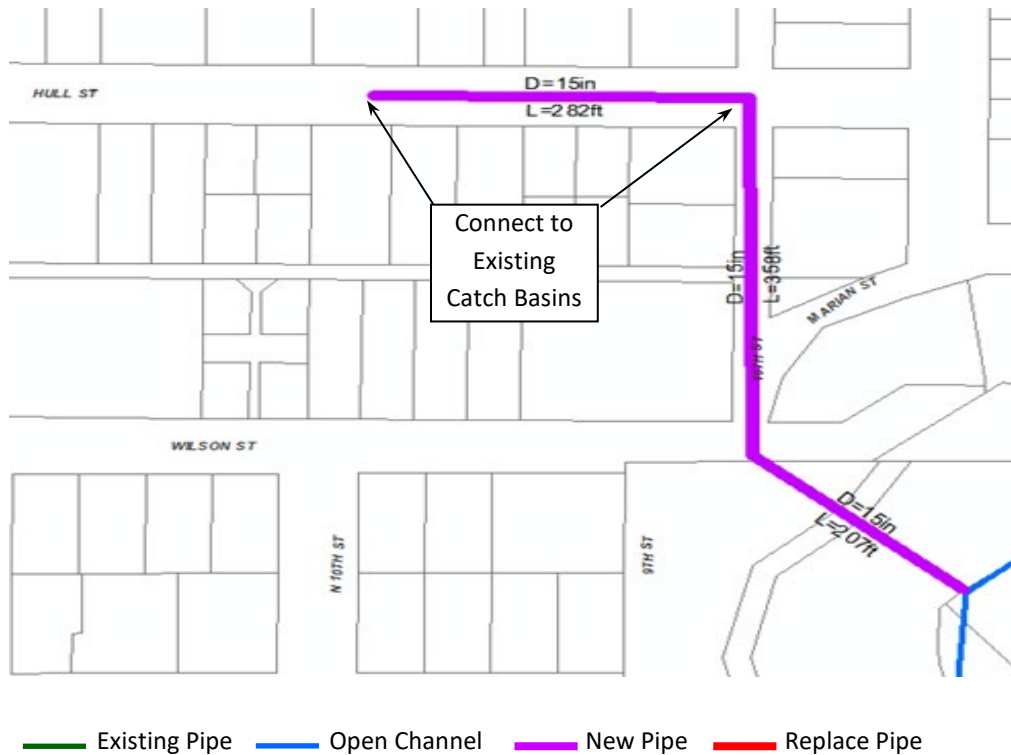
PROJECT DESCRIPTION:

The existing infiltration catch basins along Hull St. have failed causing ponding along the street. The nearest stormwater facilities are along 12th St. and along Pine St. However, the surface grade in this area is flat preventing these basins from discharging to these facilities while staying in the public right-of-way.

Therefore, the City will construct a new line from the existing basins near 1011 Hull St. east along Hull St. to 10th St, then south along 10th St. to Wilson St, and southeast to Indian Creek.

This project will require a total of 847 feet of new pipe be constructed. The construction of the following new pipe sections will be required:

- 282 feet of new 15" pipe along Hull St. from a new manhole near the existing catch basins north of 1011 Hull St. to a new manhole at 10th St. Connect existing catch basins to the new pipe. Install main with a minimum 1% slope.
- 358 feet of new 15" pipe along 10 St. from a new manhole at Hull St. to a new manhole at Wilson St. Connect existing catch basins at Hull St. to the new pipe. Install main with a minimum 1% slope.
- 207 feet of new 15" pipe from new manhole at 10th St. and Wilson St. southeast to Indian Creek.



CONSTRUCTION

EST. COST: \$400,000

FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2022

EST. COMPLETION: June 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: Montello Ave. & 7th St. Sewer System Improvements

CIP PROJECT #: CIP-18

CITY G/L #:

PROJECT DESCRIPTION:

There is a small catch basin at the southwest Corner of 7th St. and Prospect Ave. that is connected to the City's sanitary sewer system. The City desires to maintain separate sanitary and storm systems. Therefore, this catch basin will need to be disconnected from the sanitary system and a new pipe constructed from this basin along 7th St. to the existing stormwater manhole in Montello Ave.

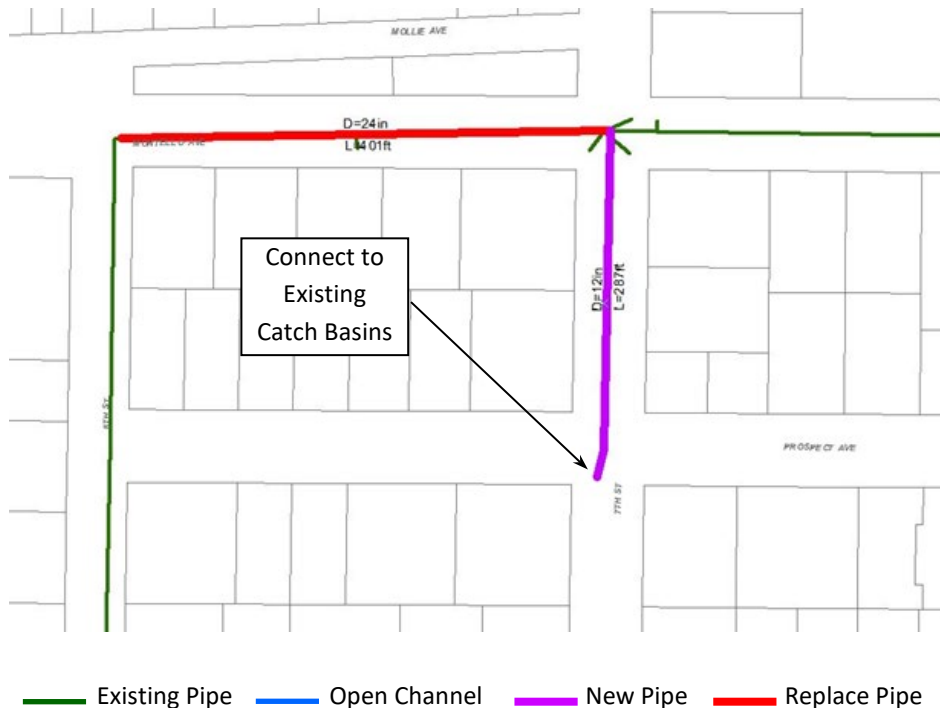
Model analysis also indicated that a section of pipe along Montello Ave. between 7th St. and 8th St. is undersized and needs to be replaced.

This project will require a total of 287 feet of new pipe be constructed and 401 feet of existing pipe be replaced. The construction of the following new pipe sections will be required:

- 287 feet of new 12" pipe along 7th St. from existing City catch basin (unknown city catch basin number) at the southwest corner of Prospect Ave. to existing manhole #36BA05 at Montello Ave. Disconnect and plug the existing pipe to the sanitary system.

This project will also require the replacement of the following existing pipe sections:

- 401 feet of 18" pipe with 24" along Montello Ave. from existing City manhole #36BB04 at 8th St. to existing manhole #36BB05 at 7th St.



CONSTRUCTION

EST. COST: \$450,000

FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2022

EST. COMPLETION: June 2023

CAPITAL IMPROVEMENT PROJECT INFORMATION SHEET

STORM SEWER FUND

TITLE: Pine St 5th to 11th St. Sewer System Improvements

CIP PROJECT #: CIP-21

CITY G/L #:

PROJECT DESCRIPTION:

Model analysis indicated that the pipeline along Pine St. from 11th St. to 9th St. and 8th St. to 5th St. is undersized and cannot adequately convey the projected flows.

This project will require a total of 1,305 feet of existing pipe be replaced. The replacement of the following existing pipe sections will be required:

- 365 feet of 8" pipe with 12" along Pine St. from existing City manhole #36BC10 at 11th St. to existing manhole #36BC14 at 10th St.
- 273 feet of 8" pipe with 12" along Pine St. from existing City manhole #36BC14 at 10th St. to existing manhole #36BC05 at 9th St.
- 337 feet of 8" pipe with 12" along Pine St. from existing City manhole #36BC02 at 8th St. to existing manhole #36BD08 at 7th St.
- 330 feet of 10" pipe with 15" along Pine St. from existing City manhole #36BD08 at 7th St. to existing manhole #36BD12 at 5th St.

Note that this project assumes CIP#18 and CIP-PRP#3 have been completed prior to this project.



— Existing Pipe
 — Open Channel
 — New Pipe
 — Replace Pipe

CONSTRUCTION

EST. COST: \$815,000

FUNDING: 100% Storm Sewer Charges for Service

EST. START: July 2025

EST. COMPLETION: June 2027



Appendix II

City of Hood River Financial Policies

RESOLUTION 2020-07

(A resolution establishing financial policies for the City of Hood River, replacing Resolution 2016-19)

WHEREAS the State of Oregon requires all cities to maintain balanced budgets;

WHEREAS the City Council wishes to promote maximum transparency in the budgeting process;

WHEREAS the City Council desires to ensure the City uses the most sustainable, fiscally responsible budgeting processes practicable;

WHEREAS the City's financial health will benefit from an increased planning horizon;

NOW, THEREFORE, BE IT RESOLVED by the Hood River City Council that:

1. The Budget will be Structurally Balanced

Background – A budget is structurally balanced if it does not spend more on ongoing services than it receives in ongoing revenues. A structurally balanced budget is a necessary component of good financial management and financial discipline and will help sustain the consistent delivery of services to residents. An unbalanced budget (spending more than is received) undermines the City's ability to deal with financial problems. It may lead to reduced services in the future and inhibit the City's ability to take advantage of opportunities that will periodically occur.

Policy - The budget for the General Fund will be structurally balanced for the fiscal Year or will include an explanation and describe the expected approach and time frame for achieving structural balance within the context of official revenue and expenditure projections. It is not a violation of this policy to have a planned use of funds available to fund one-time items, including capital, equipment, land or transitional costs for operations (starting up or termination of a service element). It is also not a violation of this policy to use funds previously set aside to mitigate temporarily higher costs or lower revenues.

2. One-Time Resources will be Used Only for One-Time Purposes

Background - One-time resources are revenues that only occur once, for a very limited time, or are too unpredictable or unstable to fund operations. One-time revenues may include the variable portion of some revenue sources that have highly variable components. One-time revenues are not suited to fund ongoing operations because they are not available in the future or cannot be relied on from year-to-year to pay the ongoing costs of operations.

Policy - One-time resources will not be used to fund ongoing operations. They will be used for one-time uses, including capital and other one-time expenditures, transitional funding of operations (for a limited time-period with a planned ending date), increasing reserves, or paying down unfunded liabilities.

3. The Budget Process Is Based on an Annual Cycle with Minimal Mid-Cycle Adjustments

Background - Budgeting on an annual basis provides time to review all revenue sources, develop solutions to previously identified problems, and to discuss and decide on policies and priorities. An annual budget process also provides time for management to plan and implement changes incorporated into the budget more efficiently and effectively. Shortening or interrupting the process with significant mid-cycle changes can lead to poor decision making due to incomplete information and to inefficient and ineffective operations or expenditures.

Policy -

- a) The annual budget process will be the general method used by the City to develop its annual service priorities and the level and type of resources to fund those services.
- b) Changes to the budget and to service levels during the fiscal year will be minimized. "Routine" changes during the fiscal year will generally be limited to technical adjustments, time sensitive opportunities or issues, or new grants or awards that are intended to be spent during the year.
- c) The creation of non-routine mid-year new programs or projects, higher service levels, or other expenditures during mid-budget cycle should be evaluated for programmatic feasibility and impact and for fiscal impact, preferably by the responsible operational department and by the Finance Department. If an adopted mid-year program or project is in conflict in terms of resource use or other aspects, the midyear program or project will have a lower priority (compared to preexisting budgeted programs and projects) unless otherwise specified by City Council.
- d) Unexpected revenue shortfalls or other significant issues that may create a budget shortfall during the fiscal year are to be reported to the City Council with recommendations by the City Manager as to whether a mid-year budget adjustment should be made.

4. General Fund Emergency and Operating Reserves

Background - Maintaining adequate emergency and operating reserves is a basic component of a financially strong City. Adequate reserves help sustain City operations when adverse or unexpected circumstances impact the City. Reserve levels should be set in the context of the City's specific revenue environment and operating conditions.

Policy –

- a) The City will maintain a General Fund ending balance equal to three months of operating expenditures.
- b) An Operating Reserve equaling one year of unrestricted Transient Room Tax collection will be accumulated by the end of FY2024-25.
- c) Essential services will receive priority for reserve funding.
- d) Spending emergency or operating reserves is allowed under the following circumstances:
 - Severe economic downturn
 - One-time loss or impairment of a significant revenue source
 - Natural disaster or state of emergency
 - When paying down liabilities is a financial benefit to the City

- e) If emergency or operating reserves are drawn down below the minimums, a plan will be developed and implemented to replenish them, generally, from future surpluses. Replenishing reserves will be a priority use of one-time resources.

5. Vehicles, Apparatus, and Other Large Equipment Purchases

Background – Municipal operations require the daily use of expensive equipment and vehicles that must be replaced periodically. Without long-term financial planning, cities can be left with essential equipment in need of replacement without a defined funding source.

Policy – The City will maintain a fleet replacement program that will charge a reasonably calculated fee to operating funds for the planned replacement of assigned vehicles, apparatus, and large equipment at the end of their useful life. Interest earnings on the accumulated balance within the fleet replacement program will be used to proportionately offset annual operating fund charges.

6. Facilities, Utility Infrastructure, and other Long-lived Asset Investments

Background – Buildings and capital projects typically have lifespans of over thirty-years and are built to accommodate future growth. Borrowing promotes intergenerational equity by spreading the cost of new or upgraded City infrastructure over time so that future generations benefitting from such infrastructure contribute to its costs.

Policy – Debt is a preferred method to fund facilities, utility infrastructure, and other long-lived City assets with a useful life of thirty or more years. The City will strive to maintain a high bond rating to minimize interest expenses.

7. Employee Compensation

Background – The employment of people is the City's largest ongoing expense. This is because the City's business is providing public services instead of a product. The City must closely control drivers' personnel expenditures while also maintaining a competitive compensation structure to attract and retain high-quality employees.

Policy –

- a) The City Council shall approve all collective bargaining agreements.
- b) Cost of living increases for general service pay scales will be tied to an appropriate inflationary index.
- c) Pay scales for all employees will be published as an appendix to the annual budget document.

8. Operating Funds will be Charged to Offset Accrued Liabilities

Background – Business operations routinely involve the creation of future liabilities. The most common example is retirement benefits attached to earned service hours. The true cost of these obligations can be easily overlooked because the expenses will not occur for many years in the future. This can lead to unsustainable operating levels followed by rapidly increasing future costs.

Policy – The City will charge operations for the present value of long-term liabilities created by current activities. At minimum this will include:

- a) Administer an operational charge to operational funds that is reasonably calculated to equal the cost of accrued compensated absences. Revenue from these charges will be set aside in an Internal Service Fund to pay for future compensated absence payouts.
- b) When the City's Public Employee Retirement System (PERS) account maintains an unfunded actuarial liability, the City will deposit up to the amount necessary to bring the City to 100% funded status into a PERS Side Account. To the extent feasible, this deposit will be proportionally distributed across operating funds based on their payroll liability.

9. Annual Audit Review

Background – Budgets are critical planning tools but are necessarily forward looking, based on forecasting assumptions. Periodically uniting budgeted figures to actual spending amounts is necessary to provide the most accurate and current view of the City's financial condition.

Policy - Each year, the City Council shall review the actual beginning fund balances shown in the external audit. If the General Fund amount is in excess of the budgeted amount, the City Council shall determine the disposition of the excess.

10. Budgeted Contingency

Background – Budgeted contingency is a routine line-item needed to accommodate natural variation in expenditures from budgeted figures. Contingency appropriations are not a substitute for estimating known expenditures or to facilitate loose budgeting practices. Contingency should be estimated to reasonably equal expenditure variation and not as a "savings account" in which to sequester excess revenues.

Policy – Budgeted Contingency must be reasonable, based on experience, and consistent with the purpose of the particular fund.

11. Limited Use of Special Revenue Funds

Background – Fund accounting is required in the governmental context in order to separate funds by legal use. For instance, System Development Charges cannot be used for general system maintenance. Further segregation of dollars beyond legally restricted uses can obscure the City's financial condition by overly complicating its budget.

Policy – Special Revenue Funds shall be created only as needed to segregate funds due to statutory requirements, ordinances or contractual commitments.

12. Use of Multi-Year Financial Projections

Background – The City’s financial situation and projected future status are important factors in the financial and economic decisions the City Council may make. To support the City’s budgetary planning and financial decision-making process, the City needs to analyze its financial situation and the key factors impacting its economic and financial status.

Policy - At a minimum, the proposed annual budget will include a three-year General Fund projection (the fiscal year plus two additional years). Major assumptions should be identified. It is desirable that the budget should include similar projections of key funds and potentially all funds.

13. Required Elements of the Budget Message

Background – The annual budget message is the primary explanation of the City’s financial plans for the coming fiscal year. It gives the budget committee and the public information that will help them understand the proposed budget.

Policy – The Budget Message will describe the changes from the prior year budget in sufficient detail to provide transparency and assist the public and Budget Committee to understand the proposed budget.

14. User Fees and Charges will be Set at the Cost of the Service

Background - Fee supported services typically benefit an individual, business, or group. Because these services provide a discreetly assignable benefit, communities often seek to recover costs through user charges. This allows general revenues to be directed to funding services performed for the community as a whole. Incrementally increasing fees in alignment with an appropriate inflation index helps charges remain stable on a real dollar basis over time and lessens the need for large periodic fee revisions.

Policy - The City shall annually review its fees or charges for services. Annual automatic increases should be tied to an appropriate inflationary index. Fees will be set to fully recover costs, except where there is a greater public benefit through use of a lower fee, such as where full recovery may adversely impact overall revenue or may discourage participation in programs where the participation benefits the overall community

15. Capital Improvement Plans

Background – Capital investments in public infrastructure is the City’s largest asset. Capital improvement plants should be reviewed annually, and the state of infrastructure continuously monitored.

Policy - The City will maintain a multi-year plan for capital improvements, update it annually and make all capital improvements in accordance with the plan. The City will maintain its physical assets at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs. The budget will provide for adequate maintenance and orderly replacement of capital assets from current revenues where

possible. A five-year capital improvement plan will be included in the annual budget document.

16. Financial Policies Reviewed Annually

Background – Regular review of financial policies ensures that they are still meeting the needs of the organization and expectations of the elected Officials

Police – The City of Hood River’s Financial Policies will be reviewed during a Regular City Council prior to the start of the budget process on an annual basis

Adopted this 13 day of April, 2020, and effective for the FY 2021-22 budgeting process.



Kate McBride, Mayor

ATTEST:



Jennifer Gray, City Recorder



Appendix III

Adopted FY2021-22 Consolidated schedule of Fees, Rates, and Charges

		CPI-W West, OR:		1.50%	https://www.bls.gov/regions/west/news-release/ConsumerPriceIndex_west.htm			
		ENR Const. Index		1.63%				
	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
1	BURGLAR ALARM SYSTEMS HRMC 8.28							
2	Alarm User Permit	Police	46	-		-	46	
3	Revoked Alarm User Permit	Police	130	2		2	132	
4	Alarm User Permit - Late Renewal	Police	65	1		1	66	
5	3rd false Alarm w/in 12 mos.	Police	130	2		2	132	
6								
7	CLASSIC LIGHT POLE BANNER HANGING FEE							
8	Downtown Zone	Public Works	206	3		3	209	
9	Port Zone	Public Works	206	3		3	209	
10	Cascade Zone	Public Works	206	3		3	209	
11	Bike rack installation	Public Works	376	6		6	382	
12								
13	DRIVEWAYS & CURB CUTS HRMC 13.28							
14	Service Driveways Authorized under Permit	Public Works	96	2		2	98	
15								
16	CONSTRUCTION SITE / WORK IN THE ROW PERMIT							
17	No street cut	Public Works	96	2		2	98	
18	Street cut	Public Works	175	2		2	177	
19	Street Degradation Fee	Public Works	Formula in City Engineering Standards				Formula in City Engineering Standards	
20	Re-Inspection	Public Works	55	1		1	56	
21	Detailed Engineering review fee	Public Works	2% of the approved construction engineering estimate				2% of the approved construction engineering estimate	
22	TEMPORARY ROCK CRUSHING PERMIT	Public Works	96	5		5	101	
23								
24	FINANCE - MISC							
25	(Excluding Utilities, Parking, and Municipal Court)							
26								
27	Debit/Credit Card Service Fee (non-utility payments)	Finance	3.0%				3.0%	debit/credit card users to pay fees instead of City absorbing these costs
28	Invoicing							
29	Late fees (added after 30 days past due)	Finance	1.5% of total bill				1.5% of total bill	
30	Payment arrangements	Finance	28	-		-	28	
31	Returned Check/Payment Fee (plus bank fee)	Finance	38	1		1	39	+ bank fee
32								
33	FIRE/EMS DEPARTMENT							
34	Fire/EMS Department Emergency Response							
35	(All rates are per hour)							
36								
37	Engine, with crew	Fire	463	7		7	470	
38	Tower, with crew	Fire	534	8		8	542	
39	Ambulance, with crew - use at emergency scene, no	Fire	215	3		3	218	
40	Brush truck, with crew	Fire	215	3		3	218	
41	Salvage unit, with crew	Fire	215	3		3	218	
42	Command vehicle w/crew	Fire	144	2		2	146	
43	Rescue equipment use	Fire	289	4		4	293	
44	Field decontamination	Fire	417	6		6	423	
45	Mileage	Fire	IRS rate				IRS rate	

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
46	Paid staff w/o apparatus	Fire	At cost + 5%				At cost + 5%	
47	Volunteer FF w/o apparatus	Fire	22	1			23	
48	Miscellaneous expenses	Fire	At cost + 5%					
49	Damaged property	Fire	At cost + 5%					
50								
51	Ambulance Transportation Rates							
52	Basic Life Support, per transport	Fire	1,958	29		29	1,987	
53	Advanced Life Support, Level 1 (ALS1), per transport	Fire	1,958	29		29	1,987	
54	Advanced Life Support, Level 2 (ALS2), per transport	Fire	2,182	32		32	2,214	
55	Specialty Care Transport (SCT), per transport	Fire	2,182	32		32	2,214	
56								
57	Mileage rate (per mile)	Fire	23	-		-	23	
58	Non-City Resident Surcharge, per transport	Fire	448	7		7	455	
59	Care Facility Assistance, per occurrence, if more than 1	Fire	280	4		4	284	
60	Hospice Transport	Fire	463	-		-	463	
61	Special Events							
62	(Pre-scheduled events with an approved license)							
63	ALS Ambulance Standby, with crew, per hour	Fire	122	2		2	124	
64	Event medical crew, without ambulance, with bikes & equipment	Fire	92	2		2	94	
65	Fireworks Booth	Fire	122	2		2	124	
66	Fireworks in Tent	Fire	155	2		2	157	
67	Fireworks Display	Fire	215	3		3	218	
68								
69	Fire Department Service Charge							
70	[Response to Protect Covered Property from a Covered Loss]							
71	Up to maximum amount provided by policy of insurance	Fire	Max				Max	
72								
73	Fire Alarm Systems - HRMC 08.32							
74	4th and greater False Alarm within 12 months - 1/2 hour	Fire	As outlined					
75	Automatic Dialing Device Connected to City Phone System	Fire	500.00			-	500.00	Municipal Code Violation - maximum penalty
76								
77	Burn Permits - HRMC 8.43							
78	Burn Permit for Open Burning	Fire	no charge				no charge	no fines for corrective action
79								
80	Fire Inspection Fee							
81	First inspection	Fire	no charge				no charge	
82	Second inspection, with compliance	Fire	no charge				no charge	No fines for corrective action
83	Second inspection, without compliance	Fire	105	1		1	106	+ \$20 per violation class
84	Third inspection, with compliance	Fire	no charge				no charge	No fines for corrective action
85	Third inspection, without compliance	Fire	209	3		3	212	+ \$20 per violation class
86	Fourth inspection, with compliance	Fire	no charge				no charge	No fines for corrective action
87	Fourth inspection, without compliance	Fire	417	6		6	423	+ \$20 per violation class
88	Fifth(& above) Inspection, with compliance	Fire	no charge				no charge	No fines for corrective action
89	Fifth(& above) Inspection, without compliance	Fire	580	9		9	589	+ \$20 per violation class
90								
91	Specific Violation Fees							
92	Failure to adhere to Occupant load limit	Fire	117	1		1	118	
93	Exit Blocked, Locked or Obstructed	Fire	128	2		2	130	
94	Fire Protection System not functioning	Fire	128	2		2	130	
95	Burning in violation of Fire Code	Fire	87	1		1	88	
96	Parking on posted Fire Access Road/Lane	Fire	92	2		2	94	
97	Obstructing FD Appliance	Fire	175	2		2	177	
98	Imminent hazard to life & Property	Fire	347	6		6	353	

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
99								
100								
101	FRANCHISE APPLICATION FEE	City Recorder	220	4		4	224	
102								
103	LIQUOR LICENSE PROCESSING FEES ORS 471.166 (Res. No. 2016-10)							
104	Any new application	City Recorder	100			-	100	Maximum fee amounts established by State Law (ORS 471.166)
105	Renewal or Special Event Application processing	City Recorder	35			-	35	
106	Temporary Liquor License	City Recorder	10			-	10	
107	Any addition or change - Per change	City Recorder	75			-	75	
108	Expedited processing	City Recorder	50			-	50	
109								
110	LOADING ZONE/HANDICAP PARKING SPACE FORMATION							
111	[Includes any signage placed at request of private party]							
112	To create space or sign	Public Works	461	7		7	468	
113	To remove any old Markings	Public Works	153	2		2	155	
114	Yearly maintenance	Public Works	130	2		2	132	
115								
116	MOBILE HOMES & RECREATIONAL VEHICLES HRMC 13.48							
117	Permit for use for sleeping or living	City Recorder	73	1		1	74	
118	Permit for emergency use for sleeping or living	City Recorder	37	1		1	38	
119	Use for live-in at Construction site	City Recorder	73	1		1	74	
120	Extension fee per month	City Recorder	51	1		1	52	
121								
122	MOVING BUILDINGS							
123	Permit - Application	Engineering	153	2		2	155	
124								
125	MUNICIPAL COURT							
126								
127	Copy of Video and Audio Tapes - Per tape	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
128	Copy of CD	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
129	Evidentiary Communications - Per tape	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
130	Color Reprints of Digital Photos	Municipal Court	see Public Records Request section				see Public Record	see Public Records Request section
131	Records check	Municipal Court	See Police Section				See Police Sectio	See Police Section
132	Late Change of Plea / PD OT Reimbursement	Municipal Court					95	Charge to pay for Police Officer Overtime when a Defendant Changes Plea less than 24hrs before a scheduled Trial
133	Warrant Fee	Municipal Court	112	2		2	114	
134	Release Cost	Municipal Court	15% of bail				15% of bail	set by ORS
135	Suspension Hold Fee	Municipal Court	28	-		-	28	
136	Collections fee - charged by Collection Agency	Parking	25% of fines due				25% of fines due	
137	collections interest - 50% to Agency/City	Parking	9% per annum				9% per annum	
138								
139	NOTARY PUBLIC							
140	City-related business	City Recorder	no charge				no charge	
141	Non-City business	City Recorder	8	-		-	8	
142								
143	PARKING							
144								
145	Parking Fines							
146	Disabled Zone	Police	450.00			-	450.00	Set by ORS
147	Expired meter	Police	28	-		-	28	
148	Loading zone	Police	33	-		-	33	
149	Obstructing a street	Police	83	1		1	84	
150	Overtime limit	Police	28	-		-	28	
151	Parked against traffic	Police	33	-		-	33	

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
152	Parked for repair	Police	33	-		-	33	
153	Parked for sale	Police	33	-		-	33	
154	Parked in a crosswalk	Police	83	1		1	84	
155	Parked in an intersection	Police	83	1		1	84	
156	Parked in front of a driveway	Police	83	1		1	84	
157	Parked on a sidewalk	Police	83	1		1	84	
158	Parked over/across lines	Police	33	-		-	33	
159	Parked over 72 hours	Police	33	-		-	33	
160	Abandoned, Disabled, or Unlicensed Vehicle	Police	33	-		-	33	
161	Parking by permit only	Police	28	-		-	28	
162	Prohibited zone	Police	28	-		-	28	
163	RV/Trailer (not for occupancy) parked over 72 hours	Police	33	-		-	33	
164	RV/Trailer parked over 72 hours	Police	33	-		-	33	
165	Snow emergency	Police	33	-		-	33	
166	Within 10' of fire hydrant	Police	150			-	150	Set by ORS
167								
168	Parking Collection Fees							
169	Late Fee (28 day)	Parking	10	-		-	10	
170	Collections fee - charged by Collection Agency	Parking	25% of fines due				25% of fines due	
171	collections interest - 50% to Agency/City	Parking	9% per annum				9% per annum	
172								
173	Parking Meter							
174	Meter hourly rate	Parking	1			-	1	
175	Winter On-street Meter pass - Monthly	Parking	38	1		1	39	Meter passes for Summer months are being phased out, ongoing sales for Fall/Winter/Spring only
176	Local delivery vehicle pass - Monthly	Parking	5	-		-	5	
177	Work permit - Daily	Parking	9	0		0	9	
178	Lost meter Bag Fee	Parking	28	-		-	28	\$150 max
179	Per parking space per day (any street)	Parking	9	0		0	9	
180	Oak Street Apartments - Monthly	Parking	22	1		1	23	
181	Hotel Guest Parking - 1/2 Day	Parking	4	-		-	4	Downtown metered spaces except Oak St.
182	Hotel Guest Parking - Full Day	Parking	8	0		0	8	Downtown metered spaces except Oak St.
183								
184	Municipal Parking Lot Fees - Monthly							
185	Columbia Lot	Parking	25	-		-	25	Moved to a number divisible by 5 with the intention to increase +\$5 annually until passes
186	Cascade Lot (formerly West)	Parking	45	-		-	45	are no longer sold out during peak season months. The City has had staff-level
187	Front Lot	Parking	45	-		-	45	discussions about potential downtown public transit investments for the additional parking
188	State Street Lot (formerly East)	Parking	45	-		-	45	lot fee revenue
189	Additional pass (Front & State Lots only)	Parking	1	-		-	1	
190								
191	Parking Lot Closure							
192	Columbia Street Lot -							
193	First day	Parking	344	5		5	349	
194	each consecutive add'l day	Parking	115	2		2	117	not to exceed 3 consecutive days (max = \$600)
195	All other lots - per space per day	Parking	7	-		-	7	not to exceed 3 consecutive days
196	Late / expedited process fee	Parking	36	1		1	37	
197								
198	PARKING IN LIEU (2020-18)							
199	Business Districts						3,000	Res. 2020-18
200								
201	PLANNING APPLICATION FEES - 17.09.090							
202								
203	Accessory Dwelling Unit	Planning	400	6		6	406	
204	Review Adequate Public Facilities	Planning						

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
205	Planning		256	4		4	260	
206	Engineering	Engineering	256	4		4	260	
207	Annexation							
208	Planning	Planning	2,407	35		35	2,442	
209	Engineering	Engineering	235	4		4	239	
210	Fire	Fire	235	4		4	239	
211	Appeal							
212	Administrative Decision	Planning	Equal to Application Fee			-	\$ 250.00	Set to \$250, max allowed ORS 227.175
213	Quasi-Judicial Decision	Planning	Equal to Application Fee				Equal to Application Fee	1/2 refunded if Appellant prevails on appeal
214	Bed & Breakfast	Planning	985	15		15	1,000	
215	Change of Use	Planning						
216	Planning		985	15		15	1,000	
217	Engineering		322	5		5	327	
218	Conditional Use Permit (CUP)							
219	all CUP except PUD and Greater than 1.5 Acres							
220	Planning	Planning	2,049	30		30	2,079	
221	Engineering	Engineering	977	14		14	991	
222	Fire	Fire	977	14		14	991	
223	Conditional use - 1.5 acres and larger							
224	Planning	Planning	3,157	47		47	3,204	
225	Engineering	Engineering	1,449	21		21	1,470	
226	Fire	Fire	1,449	21		21	1,470	
227	Building	Building	182	3		3	185	
228	Conditional use - PUD							
229	MP or SUB (as applicable) plus							
230	Planning	Planning	2,049	30		30	2,079	
231	Engineering	Engineering	977	14		14	991	
232	Fire	Fire	977	14		14	991	
233	Conditional use - TWN							
234	MP or SUB (as applicable) plus							
235	Planning	Planning	2,049	30		30	2,079	
236	Engineering	Engineering	977	14		14	991	
237	Fire	Fire	977	14		14	991	
238	Conditional Use Permit Modification							
239	Major - Quasi-judicial							
240	Planning	Planning	976	14		14	990	
241	Engineering	Engineering	487	7		7	494	
242	Minor - Administrative							
243	Planning	Planning	643	9		9	652	
244	Engineering	Engineering	322	5		5	327	
245	Conditional Use Permit Extension	Planning	130	2		2	132	
246	Home Occupation	Planning	985	15		15	1,000	Same Fee as Bed and Breakfasts
247	Final Plat Approval - Subdivisions	Planning						
248	Planning	Planning	519	8		8	527	
249	Engineering	Engineering	519	8		8	527	
250	Final Plat Approval - Minor Partition & Townhouse Plat	Planning	260	3		3	263	
251		Engineering	260	3		3	263	
252	Final Re-Plat Consolidation	Planning	124	2		2	126	Lower fee for minor clean-up of remanent parcels that are sometimes require prior to
253		Engineering	126	2		2	128	issuance of a building permit
254	Landmarks Review							
255	Exterior Alteration (minor) - Admin Review	Planning	989	14		14	1,003	Set to mirror Plan Review
256	New construction (Major Alteration, removal, demolition, moving, or designation)	Planning	1,529	23		23	1,552	

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
257	Land Use Compatibility Statement (LUCS)	Planning	110	2		2	112	
258	Mobile Home Parks							
259	Planning	Planning	2,541	37		37	2,578	
260	Engineering	Engineering	1,430	21		21	1,451	+\$45 per pad
261	Fire	Fire	1,430	21		21	1,451	
262	Minor Partition							
263	Planning	Planning	766	11		11	777	
264	Engineering	Engineering	476	7		7	483	
265	Minor Partition Extension	Planning	130	2		2	132	Mirrors Site Plan Review Extension Fee
266	Natural Resource Review	Planning	770	11		11	781	
267	Non Conforming Use Determination	Planning	519	8		8	527	
268	Pre-application Conference							
269	Planning	Planning	448	7		7	455	
270	Engineering	Engineering	177	2		2	179	
271	Fire	Fire	177	2		2	179	
272	Property Line Adjustment							
273	Planning	Planning	519	8		8	527	
274	Engineering	Engineering	226	3		3	229	
275	Property Line Adjustment - Extension		130	2		2	132	Mirrors Site Plan Review Extension Fee
276								
277								
278	Replat/Partition							
279	Standard - Planning	Planning	754	11		11	765	
280	Standard- Engineering	Engineering	469	7		7	476	
281	Simple Consolidation - Planning	Planning	377	6		6	383	
282	Simple Consolidation - Engineering	Engineering	235	3		3	238	Lower fee for minor clean-up of remanent parcels that are sometimes require prior to issuance of a building permit
283	Site Plan Review							
284	Site Plan Review - Administrative	Planning	1,543	23		23	1,566	
285	Engineering		735	11		11	746	
286	< 1 acre - Quasi-judicial							
287	Planning	Planning	1,543	23		23	1,566	
288	Engineering	Engineering	735	11		11	746	
289	Fire	Fire	735	11		11	746	
290	Building	Building	178	3		3	181	
291	1 to 5 acres - Quasi-judicial							
292	Planning	Planning	1,894	28		28	1,922	
293	Engineering	Engineering	1,103	16		16	1,119	
294	Fire	Fire	735	11		11	746	
295	Building	Building	178	3		3	181	
296	> 5 acres - Quasi-judicial							
297	Planning	Planning	1,894	28		28	1,922	
298	Engineering	Engineering	1,470	22		22	1,492	
299	Fire	Fire	1,477	21		21	1,498	
300	Building	Building	178	3		3	181	
301	Site Plan Review Extension	Planning	130	2		2	132	
302	Site Plan Review Modification (administrative)	Planning	643	9		9	652	
303	Site Plan Review Modification (Quasi-Judicial)	Planning	1,544	22		22	1,566	
304	Planning Director Interpretation	Planning	560	9		9	569	
305	(To include Use Determination)							
306	Street Vacation							
307	Planning	Planning	2,568	37		37	2,605	
308	Deposit		337	5		5	342	
309	Engineering	Engineering	177	2		2	179	
310	Subdivision (Includes Expedited Land Division)							
311	Planning	Planning	1,012	14		14	1,026	
312	Per Lot fee in addition to Subdivision fee		112	2		2	114	

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
313	Engineering	Engineering	1,236	18		18	1,254	
314	Fire	Fire	1,236	18		18	1,254	
315	Subdivision Amendment							
316	Minor Amendment							
317	Planning	Planning	256	4		4	260	
318	Per Lot fee in addition to Subdivision fee		112	2		2	114	
319	Engineering	Engineering	235	4		4	239	
320	Major Amendment							
321	Planning	Planning	1,012	14		14	1,026	
322	Per Lot fee in addition to Subdivision fee		122	2		2	124	
323	Engineering	Engineering	702	11		11	713	
324	Subdivision Extension		130	2		2	132	Mirrors Site Plan Review Extension Fee
325	Temporary Use Permit	Planning	130	2		2	132	
326	Townhouse Partition							
327	Planning	Planning	658	9		9	667	
328	Engineering	Engineering	476	7		7	483	
329	Variance, including Natural Resource							
330	Planning	Planning	1,283	19		19	1,302	
331	Engineering	Engineering	702	11		11	713	
332	Zone Change - Map	Planning	4,074	60		60	4,134	
333	Zone Change - Text	Planning	3,503	51		51	3,554	
334	Zoning Confirmation Letter	Planning	112	2		2	114	
335	Planning Documents							
336	Background Report	Planning	29	-		-	29	
337	Comprehensive Plan	Planning	21	-		-	21	
338	Vision Statement	Planning	9	0		0	9	
339	Title 16 - Land Division	Planning	26	1		1	27	
340	Title 17 - Zoning	Planning	76	1		1	77	
341	Transportation System Plan	Planning	46	-		-	46	
342	Deposits - 3rd Party Review	Planning	Exp. Amt. + 10%				Exp. Amt. + 10%	Based on Engineer's or Attorney's Estimate of Probable Cost
343								
344	PLANNING, ENGINEERING & FIRE MARSHAL							
345								
346	Building Permit Review - County/UGA							
347	Administrative Review	Engineering	58	1		1	59	
348	Fire Protection System Plans (Alarms, Sprinklers, Standpipes, etc.)							
349	Based on value:							
350	\$0 to \$4,999	Fire	232	3		3	235	
351	\$5,000 to \$24,999	Fire	463	7		7	470	
352	\$25,000 to \$49,999	Fire	927	13		13	940	
353	\$50,000 to \$99,999	Fire	1,738	26		26	1,764	
354	\$100,000 and greater	Fire	1,738	26		26	1,764	
355	plus value over \$100,000 - per \$1,000	Fire	5	-		-	5	
356	Formation of Reimbursement District	Engineering	452	7		7	459	
357	Planner/Engineering/Fire Marshal Review of Building Permits							
358	Residential - New							
359	Planning	Planning	112	2		2	114	
360	Engineering	Engineering	82	1		1	83	
361	Fire	Fire	83	1		1	84	
362	Residential - Addition/Remodel/Demolition							
363	Planning	Planning	82	1		1	83	
364	Engineering - No Street Cut	Engineering	101	1		1	102	
365	- Street Cut	Engineering	175	2		2	177	
366	Fire	Fire						
367	Commercial, Industrial or Multi-Family	Planning	232	3		3	235	
368	Engineering - Based on value:							

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
369	\$0 to \$4,999	Engineering	75	1		1	76	
370	\$5,000 to \$24,999	Engineering	260	3		3	263	
371	\$25,000 to \$99,999	Engineering	694	10		10	704	
372	\$100,000 to \$499,999	Engineering	1,151	17		17	1,168	
373	\$500,000 to \$999,999	Engineering	1,540	23		23	1,563	
374	\$1M to \$4,999,999	Engineering	2,693	39		39	2,732	
375	\$5M and greater	Engineering	4,621	68		68	4,689	
376	Fire - Based on value:							
377	Minimal Review Fee	Fire	83	1		1	84	
378	\$0 to \$4,999	Fire	190	2		2	192	
379	\$5,000 to \$24,999	Fire	371	5		5	376	
380	\$25,000 to \$99,999	Fire	741	11		11	752	
381	\$100,000 to \$499,999	Fire	1,236	18		18	1,254	
382	\$500,000 to \$999,999	Fire	1,854	27		27	1,881	
383	\$1M to \$4,999,999	Fire	2,965	43		43	3,008	
384	\$5M and greater	Fire	4,942	73		73	5,015	
385	Demolition Fee - Administrative Review	Planning	58	1		1	59	
386	No Street Cut	Engineering	96	2		2	98	
387	Street Cut	Engineering	175	2		2	177	
388								
389	POLICE DEPARTMENT							
390								
391	Police Reports		13	-		-	13	
392	Basic (30 pages or less)	Police	see Public Records Request section				see Public Records Request section	
393	Plus per page, if over 30 pages	Police	see Public Records Request section				see Public Records Request section	
394	Finger printing							
395	Blue Card (first card)	Police	17	-		-	17	
396	additional finger printing cards (per card)	Police	5	-		-	5	
397	Vehicle impound fee	Police	85	1		1	86	
398	Records check	Police	11	-		-	11	
399	Decoy Services							
400	Officer only	Police	At cost + 5%					
401	Officer plus vehicle	Police	At cost + 10%					
402	Security Service for Private Events (Police Officers)							
403	Per hour or partial hour	Police	62	1		1	63	
404	Removal of Illegally posted flyers, advertisements, e	Police	75	1		1	76	incl. discarded windshield flyers
405								
406	PROPORTIONATE SHARE							
407	Cascade & Rand - per PM Peak Hour trip (Res. No 200)	Planning	567	10		10	577	Construction Cost Index
408	2nd & Oak Street - per PM Peak Hour trip	Planning	696	11		11	707	
409								
410	PUBLIC RECORDS REQUESTS ORS 192.324							
411	Research fees							
412	including summarizing, compiling, tailoring, copying or							
413	Minimum Fee	City Recorder	9	-		-	9	
414	Hourly Fee (payable in 1/4 hour increments)	City Recorder	34	-		-	34	
415	Copies - CD or thumb drive (charge per item)	City Recorder	34	-		-	34	
416	Copies - Photocopies							

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
417	Standard size (8.5 x 11)							
418	Black and white	City Recorder	0.56	0.01		0.01	0.57	
419	Color	City Recorder	1.21	0.02		0.02	1.22	
420	All non-standard copies							
421	Black and white	City Recorder	0.73	0.01		0.01	0.75	
422	Color	City Recorder	2.42	0.04		0.04	2.46	
423	Drawings							
424	Minimum Fee	Public Works	11	-		-	11	
425	Hourly Fee (payable in 1/4 hour increments)	Public Works	48	-		-	48	
426	Other Public Records Charges							
427	Any charges from 3rd parties, including the City Atto	City Recorder						
428	Postage							
429	Any postage or packing charges incurred by the City	City Recorder						
430								
431	RECORDING FEES							
432	Documents recorded at HR County	City Recorder						
433								
434	SHORT TERM RENTALS (HRMC 5.10)							
435	Application Fee	Finance	83	1			84	
436	Annual Fee, pro-rated for mid-year applications	Finance	166	2			168	
437	Annual Fee w/ Discount for Online Tax Filing	Finance	124	2			126	25% Discount to promote online tax filing
438	Inspection Fee	Finance	249	3		3	252	
439	Re-Inspection Fee	Finance	111	1		1	112	
440	City Drafted Parking Diagram	Finance						Ch
441	STR Decision Appeal to Hearings Officer	Finance	221	3		3	224	
442								
443	SYSTEM DEVELOPMENT CHARGES (SDC)							
444	SDC Evaluation Fee	Public Works						
445	Stormwater System Development Charges (Res 2007-21)							
446	Residential							
447	SDC per ERU	Public Works	735					
448	Commercial							
449	Per Sq. Ft. of Impervious Surface	Public Works	0.27					To Be Determined through Utility Rate Study
450								
451	Water System Development Charges (Res. 2015-19)							
452	Reimbursement							
453	3/4"	Public Works	1,757	29		29	1,786	
454	1"	Public Works	2,929	48		48	2,977	
455	1 1/2"	Public Works	5,858	96		96	5,954	
456	2"	Public Works	9,373	153		153	9,526	
457	3"	Public Works	29,292	478		478	29,770	
458	4"	Public Works	58,582	958		958	59,540	
459	6"	Public Works	117,166	1,915		1,915	119,081	
460	8"	Public Works	158,172	2,585		2,585	160,757	
461	Improvement							
462	3/4"	Public Works	2,622	43		43	2,665	
463	1"	Public Works	4,369	71		71	4,440	
464	1 1/2"	Public Works	8,738	143		143	8,881	
465	2"	Public Works	13,980	229		229	14,209	
466	3"	Public Works	43,690	714		714	44,404	
467	4"	Public Works	87,379	1,428		1,428	88,807	
468	6"	Public Works	174,759	2,856		2,856	177,615	
469	8"	Public Works	235,924	3,857		3,857	239,781	
470								Tied to Construction Cost Index
471	Sewer System Development Charges (Res. 2015-20)							
472	Reimbursement							

				FY 2020-21	Price Index	Other	July 1, 2021	FY 2021-22	
	DESCRIPTION			Fee Amount	Adjustment	Changes (\$)	Change	Fee Amount	Comments
473		3/4"	Public Works	1,038	18		18	1,056	
474		1"	Public Works	1,736	28		28	1,764	
475		1 1/2"	Public Works	3,461	57		57	3,518	
476		2"	Public Works	5,541	90		90	5,631	
477		3"	Public Works	17,326	284		284	17,610	Tied to Construction Cost Index
478		4"	Public Works	34,644	566		566	35,210	
479		6"	Public Works	69,296	1,132		1,132	70,428	
480		8"	Public Works	93,545	1,530		1,530	95,075	
481		Improvement							
482		3/4"	Public Works	931	15		15	946	
483		1"	Public Works	1,555	25		25	1,580	
484		1 1/2"	Public Works	3,099	50		50	3,149	
485		2"	Public Works	4,961	80		80	5,041	
486		3"	Public Works	15,514	254		254	15,768	Tied to Construction Cost Index
487		4"	Public Works	31,018	507		507	31,525	
488		6"	Public Works	62,047	1,013		1,013	63,060	
489		8"	Public Works	83,760	1,368		1,368	85,128	
490									
491		Transportation System Development Charges (Res. 2013-02)							
492		Residential							
493		Single Family (ITE 210) - per dwelling unit	Engineering	2,063	34		34	2,097	
494		Multi-Family (ITE 220) - per dwelling unit	Engineering	1,445	23		23	1,468	
495		Residential Townhome/Plex (ITE 230) - per dwelling	Engineering	1,262	21		21	1,283	
496		Assisted Living (ITE 254) - per bed	Engineering	591	9		9	600	
497		Continuing Care Retirement (ITE 255) - per unit	Engineering	606	10		10	616	
498		Non-Residential							
499		Hotel/Motel/B&B (ITE 310) - per room	Engineering	3,545	59		59	3,604	
500		Elementary School (Public) (ITE 520) - per student	Engineering	111	2		2	113	
501		Middle/Jr High School (Public) (ITE 522) - per student	Engineering	140	2		2	142	
502		High School (public) (ITE530) - per student	Engineering	275	5		5	280	
503		Community College (Public) (ITE 540) - per student	Engineering	193	4		4	197	
504		Church (ITE 560) - per T.S.F.G.F.A	Engineering	1,473	24		24	1,497	
505		Daycare/Preschool (ITE 565) - per student	Engineering	386	6		6	392	
506		Parking Lot (ITE 090) - per space	Engineering	1,077	18		18	1,095	
507		Campground/RV (ITE 416) - per campsite	Engineering	981	17		17	998	
508		Non-Residential (continued)							
509		Multipurpose Recreation/Arcade (ITE 435) - per T.S	Engineering	8,015	131		131	8,146	
510		Multiplex Movie Theater (ITE 445) - per screen	Engineering	32,635	533		533	33,168	
511		Sports Field/Complex (ITE 448) - per field	Engineering	17,067	279		279	17,346	
512		Health/Fitness Club (ITE492) - per T.S.F.G.F.A	Engineering	7,879	129		129	8,008	
513		Amusement Park (ITE 480) - per acre	Engineering	43,119	705		705	43,824	
514		Hospital (ITE 610) - per bed	Engineering	2,698	44		44	2,742	
515		Clinic (ITE 630) - per T.S.F.G.F.A	Engineering	7,185	118		118	7,303	
516		Specialty Retail Center (ITE 814) - per T.S.F.G.F.A	Engineering	3,531	57		57	3,588	
517		Shopping Center (ITE 820) - per T.S.F.G.F.A	Engineering	3,420	56		56	3,476	
518		Car Sales (ITE 841) - per T.S.F.G.F.A	Engineering	3,984	64		64	4,048	
519		Auto Part Sales (ITE 843) - per T.S.F.G.F.A	Engineering	6,389	105		105	6,494	
520		Tire Superstore (ITE 849) - per T.S.F.G.F.A	Engineering	2,654	44		44	2,698	
521		Discount Club (ITE 861)- per T.S.F.G.F.A	Engineering	6,283	102		102	6,385	
522		Supermarket (ITE 850) - per T.S.F.G.F.A	Engineering	11,848	193		193	12,041	
523		Convenience Market (ITE 853) - per T.S.F.G.F.A	Engineering	26,055	426		426	26,481	
524		Pharmacy/Drugstore (ITE 880) - per T.S.F.G.F.A	Engineering	8,316	136		136	8,452	
525		Bank/Savings (ITE 911) - per T.S.F.G.F.A	Engineering	15,016	245		245	15,261	
526		Quality Restaurants (ITE 931) - per T.S.F.G.F.A	Engineering	5,526	90		90	5,616	
527		Fast Food Restaurants (ITE 934) - per T.S.F.G.F.A	Engineering	22,992	376		376	23,368	
528		Automobile Care Center (ITE 942) - per T.S.F.G.F.A	Engineering	3,196	51		51	3,247	Tied to Constructing Cost Index

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
529	Gasoline/Service Station (ITE 944)- per V.F.P	Engineering	6,561	108		108	6,669	
530	General Office Buildings (ITE 710) - per T.S.F.G.F.A	Engineering	2,374	38		38	2,412	
531	Medical-Dental Office Building (ITE 720) - per T.S.F	Engineering	7,788	127		127	7,915	
532	Government Office Building (ITE 730) - per T.S.F.G	Engineering	14,859	242		242	15,101	
533	State Motor Vehicles Dept. (ITE 731) - per T.S.F.G.F	Engineering	35,787	584		584	36,371	
534	US Post Office (ITE 732)- per T.S.F.G.F.A	Engineering	19,356	316		316	19,672	
535	General Light Industrial (ITE 110) - per T.S.F.G.F.A	Engineering	1,503	24		24	1,527	
536	General Heavy Industrial (ITE 120) - per T.S.F.G.F.A	Engineering	324	4		4	328	
537	Warehouse (ITE 150) - per T.S.F.G.F.A	Engineering	1,069	18		18	1,087	
538	Mini-Warehouse (ITE 151) - per T.S.F.G.F.A	Engineering	539	9		9	548	
539								
540	SEPARATION OF ASSESSMENTS HRMC 3.16							
541	Per newly-configured lot		377	4		4	381	
542								
543	SEPTAGE RECEIVING FEE - Per Gallon	WWTP	0.20			-	0.20	
544								
545	SIGN HANGING FEE [e.g. banner in park]							
546	Hang and remove temporary sign [7 day limit]							
547	Non-profit	Public Works	35	-		-	35	
548	For profit	Public Works	58	1		1	59	
549								
550	SIGNS							
551	Sign Permits	Engineering	136	1		1	137	
552								
553	SOLICITOR'S LICENSE HRMC 5.12							
554	Door to door	City Recorder	85	1		1	86	
555								
556	STREET CLOSURE FEE							
557	Street Closure - per day, plus per street, per block	City Recorder	119	1		1	120	
558	Late / expedited process fee	City Recorder	36	-		-	36	
559								
560	TAXICABS HRMC 5.20							
561	License--Per vehicle--Annual fee [includes safety ins	City Recorder	87	2		2	89	
562	License--Per vehicle--After July 1 [includes safety in	City Recorder	66	1		1	67	
563	Cab Driver Permit	City Recorder	51	-		-	51	
564	Cab Driver Permit--Renewal	City Recorder	51	-		-	51	
565								
566	TELECOMMUNICATIONS REGISTRATION							
567	Registration (non-refundable)	City Recorder	80	2		2	82	
568	Construction Site Permit							
569	No street cut	Engineering	96	2		2	98	
570	Street cut	Engineering	175	2		2	177	
571	Application and Review	Planning	774	12		12	786	
572								
573	TELEVISION AND RADIO TOWERS HRMC 15.20							
574	Tower License Fee (HRMC 15.20.040)							
575	Full Year (apply before 12/31)	City Recorder						to be covered by separate resolution after Wireless Ord. adopted
576	Partial Year (apply 1/1 of after)	City Recorder						
577	Renewal Fee	City Recorder						
578	Permit Fee - Antennae, Tower, or Mast (15.20.090)							
579	Inspection Fee	City Recorder						
580	Re-inspection Fee	City Recorder						
581	Application Data Fee	City Recorder						
582								
583	TRANSIENT MERCHANTS & SPECIAL EVENTS HRMC 5.07							
584	Class 1 connecting directly to City water or sewer:							

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
585	Annual Application Fee	City Recorder	328	5		5	333	
586	Annual Issuance Fee (Max 180 days/No annual renewal)	City Recorder	328	5		5	333	
587	Class 2 (All others):							
588	Initial Fee (1st 30 days)	City Recorder	85	1		1	86	
589	Renewal Fee (If no changes) - Per each 30 day renewal	City Recorder	17	-		-	17	
590	(Renewal fee applies to subsequent years only if no changes)							
591	Transient merchant inspection fees - Fire Dept							
592	Transient Merchant Fire and Life Safety Inspection Fee	Fire	89	2		2	91	
593	Special Event/Dance License							
594	Special Event license fee	City Recorder	73	1		1	74	
595	Temporary ROW- Tables	City Recorder	59	1		1	60	
596	Appeal Fee							
597	Fee stated or 1/2 the license fee, whichever is greater	City Recorder	67	1		1	68	Minimum
598	Late / expedited process fee	City Recorder	36	-		-	36	
599								
600	USE OF CITY PROPERTY							
601	(excluding City Parking Lots - under Street/Parking Lot)							
602	City Parks							
603	Stratton Rose Garden Rental Fee - 3 hours	Public Works	117	1		1	118	
604	Jackson Park - Per 4 Block of Time							
605	Lawn Use	Public Works	103	1		1	104	
606	Small Site	Public Works	82	1		1	83	
607	Large Site	Public Works	190	3		3	193	
608	Stage Use	Public Works	58	1		1	59	
609	Waterfront Park - daily fee							
610	Entire Park	Public Works						"Entire Park" Fee removed, charged on a piecemeal basis going forward
611	Great Lawn	Public Works	159	2		2	161	
612	Shelter Use - 4 Block of Time	Public Works	117	1		1	118	
613	Stage/Amphitheater Use: 0 to 50 People	Public Works	109	2		2	111	
614	Stage/Amphitheater Use: 50 0 to 100 People	Public Works	212	3		3	215	
615	Stage/Amphitheater Use: Over 100 People	Public Works	530	8		8	538	
616	Event Vendor Site - daily per site	Public Works	57	1		1	58	
617	Electrical Spider Box Refundable Deposit - per event	Public Works	580	9		9	589	
618	Electrical Spider Box Use Fee - per event	Public Works	28	-		-	28	
619	All other City Parks - daily	Public Works	87	1		1	88	
620	City Fields							
621	Collins Field - daily use	Public Works	55	1		1	56	
622	Collins Field - Night use	Public Works	103	-		-	103	Fee added to cover the electricity cost to power on lights
623	Fire Station							
624	Community Room							
625	Less than 4 hours	Fire	51	1		1	52	Prior existing charge added to Consolidated Fee Schedule
626	More than 4 hours	Fire	103	2		2	105	Prior existing charge added to Consolidated Fee Schedule
627	Public Works Vehicle Rental by Outside Agencies	Public Works				-	175	Per Day, Restricted to Governmental Agencies insured by CIS or SDAO
628								
629	USED ARTICLE DEALERS HRMC 5.24 - Per Year	City Recorder	-					
630								
631	UTILITY BILLING FEES							
632	Delinquent Fee (30 days past due)	Finance	5	-		-	5	
633	Water turn on/turn off							
634	After hours- per trip	Finance	92	2		2	94	
635	Temporary Disconnection/Reconnection	Finance					35	HRMC 12.02.090 Temporary Disconnection - Charges
636	Delinquent shut off/turn on	Finance	35	-		-	35	
637	Water meter removal and/or reinstallation fee	Finance	58	1		1	59	
638	Windmaster Manual Meter Read Surcharge	Finance					2.20	Windmaster Area Requires Manual Reading of Ice Fountain Meters to Calculate Sewer Bills

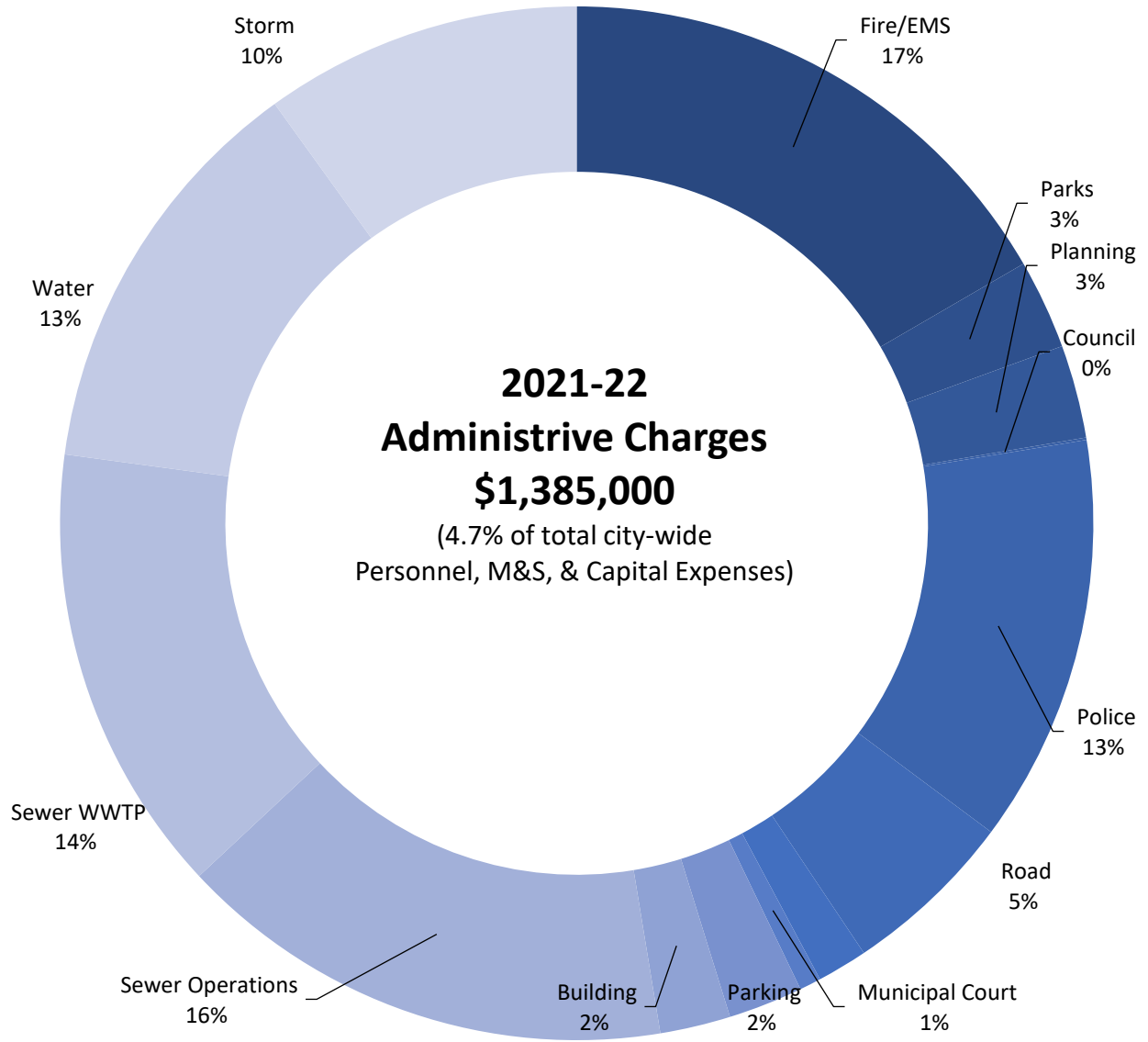
	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
639	Water meter read (other than routine)	Finance	23	1		1	24	
640	Water shut-off notice (doorhanger)	Finance	23	1		1	24	
641	Water calibration/testing of meter - requested by	Finance	29	1		1	30	no fee if meter is working improperly
642	Processing Fee - New Accounts	Finance	10.00			-	10.00	
643	Process Fee - Closed Accounts	Finance	10.00			-	10.00	
644	Lien Processing Fee	Finance	At Assessor's Cost				At Assessor's Cost	
645	Collections fee - charged by Collection Agency	Finance	25% of fines due				25% of fines due	
646	collections interest - 50% to Agency/City	Finance	9% per annum				9% per annum	
647	Bulk Water Sale Per Day	Finance	150			-	150	Waived if for dust control
648								
649	UTILITY CONNECTION FEES							
650	Water Connection Fees							
651	3/4"	Public Works	2,228	32		32	2,260	
652	1"	Public Works	2,444	36		36	2,480	
653	1 1/2"	Public Works	3,737	55		55	3,792	
654	2"	Public Works	4,084	60		60	4,144	
655	3"	Public Works	Actual + 10%				Actual + 10%	
656	4"	Public Works	Actual + 10%				Actual + 10%	
657	6"	Public Works	Actual + 10%				Actual + 10%	
658	8"	Public Works	Actual + 10%				Actual + 10%	
659								
660	UTILITY INSPECTION FEES							
661	Sewer Inspection Fees							
662	3/4"	Public Works	165	3		3	168	
663	1"	Public Works	165	3		3	168	
664	1 1/2"	Public Works	165	3		3	168	
665	2"	Public Works	165	3		3	168	
666	3"	Public Works	165	3		3	168	
667	4"	Public Works	165	3		3	168	
668	6"	Public Works	165	3		3	168	
669	8"	Public Works	165	3		3	168	
670								
671	UTILITY RATES (12.01.030)							
672	Water Meter Monthly Base Fee							
673	3/4"	Public Works	41.35		0.33	0.33	41.68	
674	1"	Public Works	70.29		0.55	0.55	70.84	
675	1 1/2"	Public Works	124.06		0.98	0.98	125.04	
676	2"	Public Works	222.02		1.75	1.75	223.77	
677	3"	Public Works	442.42		3.48	3.48	445.90	
678	4"	Public Works	690.47		5.43	5.43	695.90	
679	6"	Public Works	1,376.89		10.84	10.84	1,387.73	
680	Water Commodity Charge							
681	Residential > 5,000 gallons/month, per 1,000 gallons	Public Works	2.56		0.14	0.14	2.70	
682	Commercial > 0 gallons/month, per 1,000 gallons	Public Works	2.56		0.19	0.19	2.75	
683	Multi-Family > 0 gallons/month, per 1,000 gallons	Public Works				-	2.58	
684	Industrial > 0 gallons/month, per 1,000 gallons	Public Works				-	2.86	
685	Irrigation > 0 gallons/month, per 1,000 gallons	Public Works				-	3.26	
686	Stormwater Monthly Base Fee							
687	3/4"	Public Works	9.80					
688	1"	Public Works	47.33					
689	1 1/2"	Public Works	82.00					
690	2"	Public Works	89.70					
691	3"	Public Works	156.30					
692	4"	Public Works	313.70					
693	6"	Public Works	489.25					
694	Equivalent Dwelling Unit (per 2,490 sq. ft. surface)	Public Works					7.86	

	DESCRIPTION	Department	FY 2020-21 Fee Amount	Price Index Adjustment	Other Changes (\$)	July 1, 2021 Change	FY 2021-22 Fee Amount	Comments
695	Sewer Monthly Base Fee							
696	Residential - Inside City Limits							
697	3/4"	Public Works	62.39		1.47	1.47	63.86	
698	1"	Public Works	105.82		2.49	2.49	108.31	
699	1 1/2"	Public Works	205.59		4.84	4.84	210.43	
700	2"	Public Works	330.16		7.78	7.78	337.94	
701	3"	Public Works	666.46		15.71	15.71	682.17	
702	4"	Public Works	1,040.39		24.53	24.53	1,064.92	
703	6"	Public Works	2,074.34		48.90	48.90	2,123.24	
704	Residential - Outside City Limits							
705	3/4"	Public Works	77.85		1.83	1.83	79.68	
706	1"	Public Works	132.29		3.11	3.11	135.40	
707	1 1/2"	Public Works	256.97		6.06	6.06	263.03	
708	2"	Public Works	412.67		9.72	9.72	422.39	
709	3"	Public Works	833.70		19.65	19.65	853.35	
710	4"	Public Works	1,299.96		30.65	30.65	1,330.61	
711	6"	Public Works	2,592.41		61.11	61.11	2,653.52	
712	Sewer Non-Residential Commodity Rates - Per 1,000 gallons							
713	Multi-Family						2.96	
714	Standard <500 mg/L BOD/TSS						3.01	
715	Low 501 - 1,000 mg/L BOD/TSS	Public Works	2.72		0.56	0.56	3.28	
716	Medium 1,001 - 1,500 mg/L BOD/TSS	Public Works	4.06		0.49	0.49	4.55	
717	High 1,501 - 2,000 mg/L BOD/TSS	Public Works	5.40		0.15	0.15	5.55	
718	Super High >2,000 mg/L BOD/TSS						6.16	
719	Permitted Industrial Users							
720	FLOW per gallon	Public Works	0.00143		0.00024	0.00024	0.00167	
721	BOD per lbs.	Public Works	0.18		0.03	0.03	0.21	
722	TSS per lbs.	Public Works	0.29		0.05	0.05	0.34	
723	Utility Rate Assistance Program - Residential Only							
724	Water Rate Reduction - as % of Base Rate	Public Works	40%				40%	
725	Sewer Rate Reduction - as % of Base Rate	Public Works	30%				30%	
726	Stormwater - No Rate Reduction	Public Works	n/a				n/a	
727	Utility Rate Assistance Program - Residential Only							
728	Sludge Haulign	Public Works	0.12		0.22	0.22	0.34	
729								



Appendix IV

Administrative Allocation Schedule





Appendix V

Debt Service Schedule

Year	Misc. Restricted Fund			Water Fund			Sewer Fund			Stormwater Fund			
	Principal	Interest		Principal	Interest		Principal	Interest		Principal	Interest		
2021-22	710,000	29,675	85,647	294,094	40,585	141,272	195,161	87,216	120,485	220,000	34,475	230,000	26,986
2022-23	-	-	88,430	294,094	33,821	145,157	191,276	89,614	118,086	230,000	25,360	230,000	27,600
2023-24	-	-	91,304	294,094	27,057	149,148	187,285	92,079	115,622	235,000	15,651	235,000	28,227
2024-25	-	-	94,272	294,094	20,292	153,250	183,183	94,611	113,090	245,000	5,329	245,000	-
2025-26	-	-	97,336	294,094	13,528	157,464	178,969	97,212	110,488	-	-	-	-
2026-27	-	-	100,499	294,094	6,764	161,795	174,638	99,886	107,815	-	-	-	-
2027-28	-	-	103,765	-	-	166,244	170,189	102,633	105,068	-	-	-	-
2028-29	-	-	107,137	-	-	170,816	165,617	105,455	102,245	-	-	-	-
2029-30	-	-	110,619	-	-	175,513	160,920	108,355	99,345	-	-	-	-
2030-31	-	-	-	-	-	180,340	156,093	111,335	96,366	-	-	-	-
2031-32	-	-	-	-	-	185,299	151,134	114,397	93,304	-	-	-	-
2032-33	-	-	-	-	-	190,395	146,038	117,543	90,158	-	-	-	-
2033-34	-	-	-	-	-	195,631	140,802	120,775	86,926	-	-	-	-
2034-35	-	-	-	-	-	201,011	135,422	124,096	83,604	-	-	-	-
2035-36	-	-	-	-	-	206,538	129,895	127,509	80,192	-	-	-	-
2036-37	-	-	-	-	-	212,218	124,215	131,015	76,685	-	-	-	-
2037-38	-	-	-	-	-	218,054	118,379	134,618	73,082	-	-	-	-
2038-39	-	-	-	-	-	224,051	112,382	138,320	69,380	-	-	-	-
2039-40	-	-	-	-	-	230,212	106,221	142,124	65,576	-	-	-	-
2040-41	-	-	-	-	-	236,543	99,890	146,033	61,668	-	-	-	-
2041-42	-	-	-	-	-	243,048	93,385	150,048	57,652	-	-	-	-
2042-43	-	-	-	-	-	249,732	86,701	154,175	53,526	-	-	-	-
2043-44	-	-	-	-	-	256,599	79,834	158,415	49,286	-	-	-	-
2044-45	-	-	-	-	-	263,656	72,777	162,771	44,930	-	-	-	-
2045-46	-	-	-	-	-	270,906	65,527	167,247	40,453	-	-	-	-
2046-47	-	-	-	-	-	278,356	58,077	171,846	35,854	-	-	-	-
2047-48	-	-	-	-	-	286,011	50,422	176,572	31,128	-	-	-	-
2048-49	-	-	-	-	-	293,876	42,557	181,428	26,273	-	-	-	-
2049-50	-	-	-	-	-	301,958	34,475	186,417	21,283	-	-	-	-
2050-51	-	-	-	-	-	310,262	26,171	191,544	16,157	-	-	-	-
2051-52	-	-	-	-	-	318,794	17,639	196,811	10,889	-	-	-	-
2052-53	-	-	-	-	-	322,625	8,872	199,164	5,476	-	-	-	-
2053-54	-	-	-	-	-	-	-	-	-	-	-	-	-
2054-55	-	-	-	-	-	-	-	-	-	-	-	-	-
2055-56	-	-	-	-	-	-	-	-	-	-	-	-	-

TOTAL	710,000	29,675	879,009	1,764,561	142,047	7,096,774	3,664,146	4,381,264	2,262,092	930,000	80,815	1,762,713	802,902	1,464,232	247,151	82,814	3,794
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Appendix VI

Wage Scales

Classification and Compensation Rates Under Review for

FY2021-22

FY2021-22 CITY OF HOOD RIVER - General Service Payscale

Pay Range		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Seasonal Temporary	<i>Annual</i>	27,562	28,389	29,240	30,118	31,021	31,952	32,910	33,898
Parks Extra Help	<i>Monthly</i>	2,297	2,366	2,437	2,510	2,585	2,663	2,743	2,825
Police Extra Help (Parking)	<i>Hourly</i>	13.25	13.65	14.06	14.48	14.91	15.36	15.82	16.30
Grade A	<i>Annual</i>	42,043	43,304	44,603	45,941	47,320	48,739	50,201	51,707
Administrative Assistant	<i>Monthly</i>	3,504	3,609	3,717	3,828	3,943	4,062	4,183	4,309
Parking Enforcement	<i>Hourly</i>	20.21	20.82	21.44	22.09	22.75	23.43	24.14	24.86
Grade B	<i>Annual</i>	45,091	46,444	47,837	49,272	50,750	52,273	53,841	55,456
Customer Service Rep.	<i>Monthly</i>	3,758	3,870	3,986	4,106	4,229	4,356	4,487	4,621
Court Clerk	<i>Hourly</i>	21.68	22.33	23.00	23.69	24.40	25.13	25.89	26.66
Permit/Development Technician									
Grade C	<i>Annual</i>	48,360	49,811	51,305	52,844	54,430	56,063	57,744	59,477
City Recorder	<i>Monthly</i>	4,030	4,151	4,275	4,404	4,536	4,672	4,812	4,956
Planning Assistant	<i>Hourly</i>	23.25	23.95	24.67	25.41	26.17	26.95	27.76	28.59
Grade D	<i>Annual</i>	51,866	53,422	55,025	56,676	58,376	60,127	61,931	63,789
Comp. & Payments Specialist	<i>Monthly</i>	4,322	4,452	4,585	4,723	4,865	5,011	5,161	5,316
	<i>Hourly</i>	24.94	25.68	26.45	27.25	28.07	28.91	29.77	30.67
Grade E	<i>Annual</i>	55,627	57,295	59,014	60,785	62,608	64,486	66,421	68,414
GIS Analyst	<i>Monthly</i>	4,636	4,775	4,918	5,065	5,217	5,374	5,535	5,701
Development Coordinator	<i>Hourly</i>	26.74	27.55	28.37	29.22	30.10	31.00	31.93	32.89
Grade F	<i>Annual</i>	59,659	61,449	63,293	65,191	67,147	69,162	71,236	73,374
	<i>Monthly</i>	4,972	5,121	5,274	5,433	5,596	5,763	5,936	6,114
	<i>Hourly</i>	28.68	29.54	30.43	31.34	32.28	33.25	34.25	35.28
Grade G	<i>Annual</i>	63,985	65,904	67,881	69,918	72,015	74,176	76,401	78,693
Associate Planner	<i>Monthly</i>	5,332	5,492	5,657	5,826	6,001	6,181	6,367	6,558
Building Inspector	<i>Hourly</i>	30.76	31.68	32.64	33.61	34.62	35.66	36.73	37.83
Management Analyst									
Grade H	<i>Annual</i>	68,624	70,682	72,803	74,987	77,237	79,554	81,940	84,398
Senior Planner	<i>Monthly</i>	5,719	5,890	6,067	6,249	6,436	6,629	6,828	7,033
Construction Inspector	<i>Hourly</i>	32.99	33.98	35.00	36.05	37.13	38.25	39.39	40.58
Grade I	<i>Annual</i>	73,599	75,807	78,081	80,423	82,836	85,321	87,881	90,517
Public Works Operations Mngr.	<i>Monthly</i>	6,133	6,317	6,507	6,702	6,903	7,110	7,323	7,543
Project Manager	<i>Hourly</i>	35.38	36.45	37.54	38.67	39.83	41.02	42.25	43.52
Grade J	<i>Annual</i>	78,935	81,303	83,742	86,254	88,842	91,507	94,252	97,080
Senior Project Manager	<i>Monthly</i>	6,578	6,775	6,978	7,188	7,403	7,626	7,854	8,090
	<i>Hourly</i>	37.95	39.09	40.26	41.47	42.71	43.99	45.31	46.67
Grade K	<i>Annual</i>	84,658	87,197	89,813	92,508	95,283	98,141	101,086	104,118
Administrative Services Officer	<i>Monthly</i>	7,055	7,266	7,484	7,709	7,940	8,178	8,424	8,677
Police Lieutenant	<i>Hourly</i>	40.70	41.92	43.18	44.47	45.81	47.18	48.60	50.06
Building Official									
City Engineer									
Grade L	<i>Annual</i>	90,795	93,519	96,325	99,214	102,191	105,257	108,414	111,667
	<i>Monthly</i>	7,566	7,793	8,027	8,268	8,516	8,771	9,035	9,306
	<i>Hourly</i>	43.65	44.96	46.31	47.70	49.13	50.60	52.12	53.69
Grade M	<i>Annual</i>	97,378	100,299	103,308	106,407	109,600	112,888	116,274	119,762
Department Directors	<i>Monthly</i>	8,115	8,458	8,809	9,167	9,533	9,907	10,290	10,681
	<i>Hourly</i>	46.82	48.22	49.67	51.16	52.69	54.27	55.90	57.58
Grade N	<i>Annual</i>	104,438	107,571	110,798	114,122	117,546	121,072	124,704	128,445
	<i>Monthly</i>	8,703	9,064	9,433	9,810	10,195	10,589	10,992	11,404
	<i>Hourly</i>	50.21	51.72	53.27	54.87	56.51	58.21	59.95	61.75
Grade O	<i>Annual</i>	112,009	115,370	118,831	122,396	126,068	129,850	133,745	137,758
Assistant City Manager	<i>Monthly</i>	9,334	9,814	10,303	10,800	11,306	11,821	12,345	12,878
	<i>Hourly</i>	53.85	55.47	57.13	58.84	60.61	62.43	64.30	66.23

OTHER COMPENSATION

Cell Phone Allowance	\$40 per Month
Executive Leave (Grades K to O)	+40 Hrs Annual Leave
Public Safety Differential	+5% to Base Pay
Bilingual Differential	+5% to Base Pay

Scale Structure

Grade Increment	7.25%
Step Increment	3.00%
FY2021-22 COLA	1.50%

The City's financial system is to the cent. Varies slightly from this scale due to rounding.

APPROVED



City Manager

Date

Fire / EMS

16.1 Wages:

Effective upon the first month following execution of this agreement, the base hourly wage for each classification and step is as follows:

Base Hourly Wage:

Classification:	Step 1	Step 2	Step 3	Step 4
Engineer	24.57	25.31	26.07	26.85*
Lieutenant	28.69	29.55*		
Captain	31.62	32.56*		

Steps for each classification are 3% apart.

* For 2020, these are new steps. Employees will be moved to this step so long as the employee has been their previous step for at least the past 12 months.

Retroactive payment: Effective and retroactive to July 1, 2019, each bargaining unit member currently employed in the Department will receive a one-time lump sum payment equivalent to 3.0% of all wages earned from July 1, 2019 to the implementation date of the new wage scale for this agreement. Payment will be made in the next pay period following execution.

Effective July 1, 2021, Step 1 for each classification of the wage scale will be increased by CPI-U West Region as reported for December 2020 (*12-month change*) with a minimum of 2% and maximum of 4%. Steps for each classification are 3% apart.

Effective July 1, 2022, Step 1 for each classification of the wage scale will be increased by CPI-U West Region as reported for December 2021 (*12-month change*) with a minimum of 2% and maximum of 4%. Steps for each classification are 3% apart.

16.2 Pay days: Employees are paid semi-monthly, generally on the 5th and 20th.

16.3 EMT Certification Pay:

Employees who maintain a current certification of Oregon EMT-Intermediate will receive premium pay equal to 4.5% of the employee's base hourly rate.

Employees who maintain a current certification of Oregon Paramedic will receive premium pay equal to 9% of the employee's base hourly rate.

Certification pay is not cumulative and only paid for one or the other certification.

16.4 Longevity:

Effective July 1, 2021, Employees with continuous service within the City Fire Department are eligible for an additional incentive premium of base hourly wage as follows:

Months of Continuous Service:	% of base hourly wage
Upon completion of 180 months:	1.0%
Upon completion of 240 months:	1.5%

These values are not cumulative

Police

	7/1/2021		7/1/2022		7/1/2023
	2.5%		2.5%		2.5%
OFFICER					
Step 1	\$ 5,066		\$ 5,192		\$ 5,322
Step 2	5,120		5,248		5,379
Step 3	5,461		5,598		5,738
Step 4	5,659		5,801		5,946
Step 5	5,856		6,002		6,152
Step 6	6,054		6,205		6,360

SERGEANT					
Step 1	\$ 6,514		\$ 6,677		\$ 6,844
Step 2	6,777		6,947		7,120

COMMUNITY SERVICE OFFICER					
Step 1	\$ 4,704		\$ 4,821		\$ 4,942
Step 2	4,869		4,990		5,115
Step 3	5,034		5,160		5,289
Step 4	5,198		5,328		5,461
Step 5	5,362		5,496		5,633
Step 6	5,526		5,664		5,806



Appendix VII

Appropriations Resolution

RESOLUTION 2021-06
ADOPTING THE FY2021-22 BUDGET

BE IT RESOLVED that the City Council of the City of Hood River hereby adopts the budget for fiscal year 2021-22 in the total amount of \$54,054,504

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2021, for the following purposes:

GENERAL FUND	
Police	2,823,423
Fire	4,057,187
Parks	738,988
Planning	666,685
City Council	23,806
Engineering	287,768
Municipal Court	147,851
Parking	529,686
Non-Department	321,200
Debt Service	0
Transfers	0
Special Payments	0
Contingency	259,197
TOTAL - GENERAL FUND	9,855,791
 ROAD FUND	
Operations	1,327,851
System Development Charges	1,500,000
Debt Service	0
Transfers	0
Special Payments	0
Contingency	190,000
TOTAL - ROAD FUND	3,017,851
 WATER FUND	
Operations	4,578,365
System Development Charges	0
USDA Waterline Debt Reserve	0
Water Reserve - Equip. Replacement	0
Debt Service	879,217
Transfers	0
Special Payments	0
Contingency	125,000
TOTAL - WATER FUND	5,582,582
 SEWER FUND	
Operations	
Distribution	6,617,683
Waste Water Treatment Plant	4,572,480
Systems Development Charges	700,000
USDA SLARRA	820,000
USDA Indian Creek Debt Reserve	0
Debt Service	434,810
Transfers	148,218
Special Payments	0

Contingency	225,000
TOTAL - SEWER FUND	<u>13,518,191</u>

STORMWATER FUND

Operations	3,095,785
Systems Development Charges	0
Debt Service	28,872
Transfers	0
Special Payments	0
Contingency	110,000
TOTAL - STORMWATER FUND	<u>3,234,657</u>

RESTRICTED REVENUE FUND

Building Program	450,857
LID Assessments	34,724
Small Grants	70,701
Fire General Obligation Bonds	0
Tourist Promotion Fund	496,314
CET - Local Program	0
CET - Development Incentives	0
CET - State OHCS Distribution	75,000
AFT AirPack Grant	0
Debt Service	852,901
Transfers	0
Special Payments	0
Contingency	300,000
TOTAL - RESTRICTED REVENUE FUND	<u>2,280,497</u>

INTERNAL SERVICE FUND

Equipment Replacement	1,322,500
Administration	1,515,365
Compensated Absences	86,000
Debt Service	0
Transfers	3,500,000
Special Payments	0
Contingency	130,000
TOTAL - INTERNAL SERVICE FUND	<u>6,553,865</u>

RESERVES FUND

Parking in Lieu	12,294
Affordable Housing	100,000
PERS Stabilization	0
Parks Facilities Replacement	105,500
Debt Service	0
Transfers	0
Special Payments	0
Contingency	25,000
TOTAL - RESERVES FUND	<u>242,794</u>

AGENCY FUND

Mosier Sewer Billing	300,000
Mosier Water Billing	200,000
TOTAL - AGENCY FUND	<u>500,000</u>

SUMMARY

TOTAL APPROPRIATIONS, All Fund	44,786,228
TOTAL UNAPPROPRIATED AMOUNTS, All Funds	9,268,276
TOTAL ADOPTED BUDGET	54,054,504

IMPOSING THE TAX

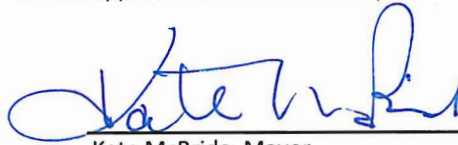
BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for the tax year 2021-22: 1) at the rate of \$2.8112 per \$1,000 of assessed value for the permanent rate, and 2) in the amount of \$754,700 for general obligation bonds.

CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for the purposes of Article XI 11b as:

	General Government	Excluded from Limitation
Permanent Rate Tax	\$2.8112 per \$1,000	----
General Obligation Bond Debt Service	----	\$754,700

The above resolution statements were approved and declared adopted on this 14th day of June, 2021



Kate McBride, Mayor

ATTEST:



Jennifer Gray, City Recorder



City of Hood River
211 Second Street
Hood River, OR 97031
541-386-1488 | CityofHoodRiver.gov