



*Photo Credit: Councilor John Collins*

# *City of Dayton*

## 2020-2021 Adopted Budget

Rich in History...Envisioning our Future



# City of Dayton Oregon



## BUDGET COMMITTEE

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Elizabeth Wytoski  
John Collins  
Daniel Holbrook  
Kitty Mackin  
Trini Marquez  
Rosalba Sandoval-Perez  
Darrick Price

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Christopher Dahlvig  
Angie Gonzalez  
Michael Howard  
Steve Hopper  
Debra Lien  
Carlos Mejia  
Chris Wytoski

Rochelle Roaden, City Manager  
Patty Ringnalda, City Recorder

*Rich in History . . . Envisioning our Future*

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## Mission Statement

*The City of Dayton will provide inclusive, responsive, efficient, and ethical municipal government services to facilitate the health, safety, and livability of our community.*

## Vision Statement

*Dayton is an authentic, family-friendly small town with deep historic roots and cultural diversity surrounded by rich agriculture. Our City is a vibrant place to live, work, and play. There is a strong sense of community in Dayton where people value creativity, health and learning.*

## Motto

*Rich in History...Envisioning our Future*

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# TABLE OF CONTENTS

<u>SUBJECT</u>	<u>PAGE #</u>
Budget Message .....	1
City of Dayton	
Strategic Plan Goals .....	5
City Organizational Chart .....	7
Budget Overview (All Sources and Funds) .....	8
General Fund .....	10
Administration .....	12
Parks.....	16
Library.....	18
Planning .....	20
Building.....	22
Local Option Tax .....	26
Transient Lodging Tax Fund .....	30
Street Fund .....	32
Water Utility Fund .....	36
Sewer Utility Fund .....	42
State Revenue Sharing Fund .....	46
Capital Funds .....	48
Water Utility Capital Fund .....	49
Sewer Utility Capital Fund .....	50
Equipment Replacement Reserve Fund .....	52
Building Reserve Fund .....	54
Street Capital Projects Fund .....	56
Parks Capital Projects Fund .....	58
Debt Service Fund .....	60
Appendix .....	63
Salary Allocation Table	
Summary of Transfers	

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# CITY OF DAYTON, OREGON

## BUDGET MESSAGE

### FY 2020-21

The budget submitted herein is the proposed budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021. The budget has been prepared to satisfy the legal requirements of the Dayton City Charter and the State of Oregon local budget law. This financial plan for the City is balanced and is within all of the statutory property tax limitations. The proposed budget is the link between public policy, values and available resources.

The budget was developed to continue existing traditional services provided by the City of Dayton. We anticipate that the proposed budget will require use of reserves in the General Fund this year to maintain services at current levels. This has been true for the last several budgets, however, the City has benefitted from efforts to reduce costs to maintain a healthy amount of working capital. The 2020-2021 budget reflects responsible fiscal policy to maintain the Water Utility Fund and Sewer Utility Fund to meet operational expenses, debt service payment obligations and future anticipated costs for improvements.

The 2020-2021 budget is a modified line item budget with separate appropriation pages for each function. The budget is presented in a format to describe the department's activities and the revenue sources and provide explanation of the proposed expenditures in a manner that is understandable to the public. The City uses a cash basis of accounting for all revenue and expenditures for the City.

This year's budget includes a prudent cost of living adjustment for employee wages. However, any actual cost of living adjustment will be decided by the City Council in a public meeting. The cost of health insurance benefits is projected to increase by 5% for medical and 5% for vision in 2020. Employees will continue to contribute 10% of the overall cost for insurance in 2020-2021. The City's rate for the Public Employees Retirement System (PERS) increased significantly for the 2020-2021 fiscal year. While the increasing PERS rates affects the City's budget, this effect on the City has been mitigated by our small staff size as well as the fact that over half of our small staff are new enough to PERS to be on the Oregon Public Service Retirement Plan (OPSRP). This plan has significantly lower rates than Tier 1 and Tier 2 employees.

#### **Strategic Plan Goals**

The Strategic Plan Goals for FY 2020-21 are included in this budget document on page 5. This budget incorporates those goals and reflects the long term priorities of the Dayton City Council.

#### **General Fund Highlights**

The appraised taxable value of all the property within the Dayton City Limits increased from an estimated \$128,605,119 in December 2018 to \$135,689,575 in December 2019, which is a 5% increase in appraised value. We estimate that the General Fund will receive approximately \$208,000 in property taxes for City operations considering the effects of COVID-19. This is flat compared to the prior year. This assumption is made based on what the City has received over the past couple of years as well as the continued building the City has experienced. Under the rate based system with Measure 50 property tax limitations, the City can levy \$1.7057 per

\$1,000 on all property which is limited to a three (3) percent increase in the general property tax levy plus an increase for new property value.

Our beginning fund balance projected for 2020-21 reflects a decrease of \$349,515 from the prior year. This decrease is due to the transfer of funds to the Transient Lodging Tax Fund at the end of FY2019/20, a transfer to the Local Option Tax Fund, and due to the unpredictability of revenues for the fourth quarter of 2019/2020. The City continues to strive to find cost-saving opportunities as each year we anticipate a drop in our beginning fund balance. The General Fund has an unappropriated ending fund balance is \$82,359. The unappropriated ending fund balance plays two main roles for the City's General Fund: first, having a healthy unappropriated ending fund balance ensures that we do not run into a cash flow issue at the beginning of the fiscal year prior to receiving property taxes and other significant revenues; and second, it helps the City ensure that it will continue to have healthy working capital from year to year.

Personnel services are distributed in the General Fund and other funds based on the anticipated assignment of duties of employees. In 2019, a reorganization took place with regards to the administration staff. The City Recorder position which had previously included the Finance Manager role, was split off and a part time Accountant was hired. The City Clerk and Community Development Specialist positions were retitled to Office Specialist II and Office Specialist I, respectively. The Librarian position was moved to a full-time position and took on the Planning Coordinator responsibilities. The part-time office specialist position was extended to a full-time position with benefits in 2019. Additionally, the seasonal maintenance worker was extended to full time to assist with additional work demand and Brookside Cemetery maintenance.

Materials and services appropriations are generally lowered compared with 2019-20 appropriations due to the reduction in revenue across the board. Increases are shown for insurance, both property, liability and workers compensation. Several line items have been adjusted up or down according to the changing needs of the City.

### **Local Option Tax Fund/Public Safety**

A 3-year levy for Public Safety services was approved by voters in the November 2018 election. The 2020-21 budget will mark the third year of the renewed levy. Tax revenue is forecasted flat with the prior year due to the current economic situation. Additionally, Citations & Bail and Traffic School Fees are down due to the economy and the downward trend over the last few years. Adding the speed signs onto the Highway 221 bridge coming into town has made it much more safe and reduced the amount of speeders coming into town.

Anticipated expenditures for the 2020-21 budget are higher than prior year due to Yamhill County Sheriff's Office updating their Deputy salaries to bring them in line with industry standards. This added a 9% increase and we expect to receive additional increases next year. The levy will allow the City to contract for one full-time Deputy again this year, as well as 911 services, Code Enforcement, Court and other support services. Additionally, increased expenditures are budgeted in Legal Services to accommodate code enforcement litigation.

## **Transient Lodging Tax Fund**

A Transient Lodging Tax fund has been created. All tax revenue since the City enacted the tax in 2016 has been transferred to the new fund. This includes funds from both the General Fund and the State Shared Revenue Fund.

## **Street Fund and Capital Highlights**

The City's Street Fund has been more active over the last couple of fiscal years, and this will continue in the 2020-21 budget, mainly in regards to street patching and capital projects. In order for this activity to become sustainable and significant, an alternative revenue source for maintenance and improvements to the street system (streets, sidewalks, and storm drains) is needed. The City has been able to find efficiencies and made plans for addressing maintenance and improvement issues, but only on a fairly small scale. In the 2017 budget, the City pursued a Pavement Management Plan for the Transportation System. Currently, there is no guaranteed funding mechanism to improve City infrastructure with any kind of regularity but the plan outlines the conditions of our current infrastructure and the amount of funding needed to keep up with needed maintenance. In FY 2020-21 the City will evaluate funding options to invest in future street infrastructure improvements.

## **Water Utility Fund and Capital Highlights**

The Water Utility Fund contains programs that are mandated by the EPA and Oregon Health Authority. With recent significant capital investment in the City's infrastructure the Council has set fiscally responsible rates to pay for operating, capital and debt services. The Water Utility Fund does not anticipate any rate increases for FY 2020-21. As the infrastructure continues to be upgraded, additional increases will be required to ensure that fees are covering the cost of the system and any additional debt service. A water rate study has been budget for in the upcoming year under Professional Services. With all new meters deployed in the Fall of 2019, it is a good time to review our rates.

In August 2015, the City Council made the decision to withdraw from the Yamhill Regional Water Authority. The City has been able to secure additional water resources without the need for regional water. Over the next several years, the City anticipates replacing the main transmission line between the watershed springs and the footbridge, as well as developing newly acquired wells and tying them into the water system.

## **Sewer Utility Fund and Capital Highlights**

The City has established plans for addressing the City's most pressing wastewater needs. The challenge now is to put those plans into action. A major challenge for the City's wastewater system is Inflow and Infiltration of water into the system, which causes a capacity problem for the City's sewer lagoon system. The City continues to evaluate options. The Sewer Utility Fund does anticipate a \$4.51 mth/rate increase or FY 2020-2021. This was required by USDA for the bond payments for the new Main Pump Station and Ferry Street Trunk Sewer project.

The Dayton bridge over the Yamhill River which carries our water mainline into the City and our sewer mainline out to the sewer ponds has been closed since 2018. This year the City Council approved a steel truss bridge replacement option and infrastructure upgrades. The Department of Environmental Quality will be financing the sewer mainline and supporting

bridge portion of the project. The water mainline upgrade portion will hopefully be funded through a low interest Safe Drinking Water loan but that is not confirmed yet. The project will take a year to two for permitting and design/engineering and then another 9-12 months for construction.

### **Other Highlights**

Building activity has lessened in the last two years but anticipated to increase in FY 2020-21 with a new subdivision ramping up. However, the City's empty in-fill lots and available space for new development is quickly dwindling, so building activity will slow down in the near future if options are not available for expanding or swapping the Urban Growth Boundary. We look forward to continued improvement in the downtown area.

While the national and local economies full impact from COVID-19 is uncertain at this point, having a very healthy beginning balance coming into FY2019-20 has provided stabilization. The City's budget will still have ability to provide local services. Regardless of the state of the economy, the City must remain prudent and strategic in our budget practices and pursuits.

In December of 2020, the City will review/reforecast the revenue and expense projections having more understanding of the full impacts of COVID-19 on our resources. Spending in the first and second quarters of 2020/21 will be prudent.

The enclosed budget maintains City service levels for the 2020-21 fiscal year and allows the City to prepare for long-term needs as well.

I commend the staff, Mayor, City Council, and Budget Committee for their continued efforts in helping move the City forward, especially as tough decisions have to be made. City staff stand ready to assist the Mayor, City Council, and Budget Committee in finalizing a budget for City operations for another year.

Sincerely,

A handwritten signature in cursive script that reads "Rochelle Roaden". The signature is written in black ink and is positioned above the printed name.

Rochelle Roaden, City Manager and Budget Officer

# City of Dayton

## *FY 2019-20 Major Accomplishments*

- Completed Main Pump Station Upgrade
- Completed Ferry Street Trunk Sewer Replacement
- Evaluate the relocation of the water and sewer lines attached to the Dayton Footbridge
- Obtain financing for a steel truss bridge main span replacement to support the upgraded water and sewer mainlines
- Establish Historic Overlay Zone with Design Standards
- Update/Improve Water Restriction Language
- Explore smart phone application of other mobile/electronic social media based means for notification of community events, emergencies, and other matters of public interest

## *STRATEGIC PLAN GOALS 2020-21*

### ***Goal A Develop and maintain infrastructure to support operations and meet growth***

- Complete Sidewalk Improvements on Ferry Street – 9th to Flower Lane
- Develop five year plan consisting of finance strategy, design, and construction for the building of new City Hall and Library in 3-5 years.
- Evaluate funding models for establishing Pavement Management Program.
- Adopt prioritized list of pedestrian system improvements (for funding eligibility).
- Install sewer aeration in Lagoon 3 to increase waste water treatment capacity.
- Create framework for resiliency plan
- Develop Request for Proposals (RFP) for Dayton Village property as affordable housing.

### ***Goal B Create a livable community that is aesthetically pleasing, affordable, inviting, and with a vibrant and diverse economy***

- Develop a strategy and complete land zoning analysis for an urban growth boundary swap for residential property.
- Establish a Mural Policy to acquire murals as public art (similar to City of Salem, Metro area Regional Arts Council).
- Establish a General Sign Code

### ***Goal C Capitalize on Dayton's facilities and resources to provide recreational and cultural opportunities***

- Develop strategy for ownership of the County's Dayton Landing Park and boat ramp.
- Review existing sewer access easement in Country Heritage Estates Phase 2 for additional permissible use as pedestrian and bike trail with way finding signs; if not permissible, evaluate options for doing so.

### ***Goal D Use Dayton's heritage and historic resources to forward our image as an authentic and charming town***

### ***Goal E Engage in efficient and effective activities to promote community safety and wellness***

- Evaluate options for renewing or replacing existing three-year public safety levy

### ***Goal F Enhance communications to actively engage the community***

- Develop community newsletter
- Develop and implement an annual survey to obtain community feedback to be used for goal setting
- Explore Youth Advisory Council models

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City of Dayton, Oregon  
Organizational Chart  
2020

**DAYTON CITIZENS**

**DAYTON CITY COUNCIL**  
Mayor Beth Wytoski  
Council President Daniel Holbrook  
John Collins  
Kitty Mackin  
Trini Marquez  
Darrick Price  
Rosalba Sandoval-Perez

Contract Services

**CITY ATTORNEY**  
Beery, Elsner and  
Hammond

**CITY MANAGER**  
Rochelle Roaden

**CITY ENGINEER**  
Westech Engineering, Inc.

**CITY RECORDER**  
Patty Ringnalda

**PUBLIC WORKS  
DIRECTOR**  
Steve Sagmiller

**CITY PLANNER**  
Mid-Willamette Valley  
Council of Governments

**OFFICE  
SPECIALIST II**  
Vicki Durand

**MAINTENANCE  
OPERATOR 3**  
Greg Binks

**OFFICE  
SPECIALIST I**  
Cher Bailey

**MAINTENANCE  
OPERATOR 2**  
Corey Brown

**ACCOUNTANT**  
Dawn Beveridge

**MAINTENANCE  
OPERATOR 1**  
CJ Ahuna

**PUBLIC SAFETY**  
Yamhill County Sheriff's  
Office

**LIBRARY DIRECTOR**  
Cyndi Park

**MAINTENANCE  
WORKER**  
John Lindow

**BUILDING  
INSPECTOR**  
City of Newberg

# CITY OF DAYTON

The City of Dayton is located in the heart of the beautiful Willamette Valley. It is situated just off Highway 18 between McMinnville and Newberg and is centrally located 55 miles from the Pacific Ocean, 24 miles from the State Capital and 60 miles from Mt. Hood.

The 2019-2020 tax base of the City of Dayton (that amount within the statutory three percent limitation) is \$135,689,575; which is \$7,084,456 more than in the pervious year. The City can levy \$1.7057 Per \$1,000 on all property. Under the Measure 50 property tax limitations, there is a three (3) percent limit on the increase in value to existing individual properties each year unless improvements are made to the property.



Photo credit: Councilor John Collins

## Budget Overview

The City of Dayton budget is comprised of several funds including the General Fund (comprised of Administration, Parks, Library, Planning, and Building), Local Option Tax Fund, Transient Lodging Tax, Street Fund, Water Utility Fund, Sewer Utility Fund, State Revenue Sharing Fund, various Capital Funds, and the Debt Service Fund.

The following page identifies the total revenue and expenditures estimates for all funds.

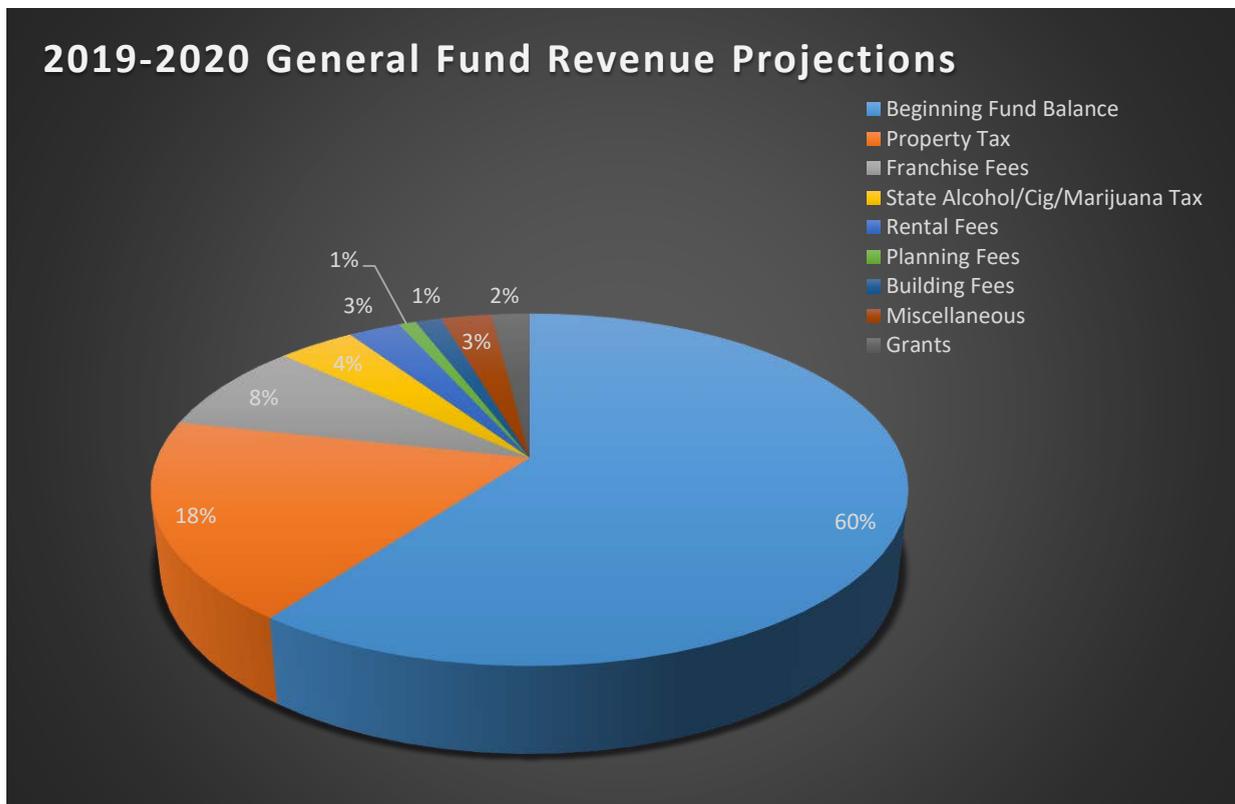
ACTUAL		2019/2020 BUDGET		2020/2021 BUDGET			
2017/2018	2018/2019	Adopted	Projected	Revenues	Proposed by Budget Officer	Approved by Budget Committee	Adopted by City Council
1,156,380	1,250,053	1,136,357	1,114,256	General Fund	738,983	741,983	741,983
430,780	453,499	441,955	434,912	Local Option Tax Fund	333,484	333,484	333,484
-	-	244,202	250,346	Transient Lodging Tax Fund	296,613	296,613	296,613
274,692	304,634	286,225	324,968	Street Fund	278,450	278,450	278,450
1,498,089	1,591,535	1,565,173	1,609,373	Water Utility Fund	1,318,329	1,318,329	1,318,329
700,091	830,184	803,829	823,767	Sewer Utility Fund	797,619	797,619	797,619
118,929	168,370	173,636	180,269	State Revenue Sharing Fund	50,940	50,940	50,940
231,337	252,443	490,005	498,211	Water Utility Capital Projects Fund	411,501	411,501	411,501
290,668	2,075,199	1,237,151	1,297,659	Sewer Utility Capital Projects Fund	1,236,604	1,236,604	1,236,604
28,258	33,391	56,775	56,933	Equipment Replacement Reserve Fund	97,483	97,483	97,483
94,927	173,356	176,781	180,536	Building Reserve Fund	196,946	196,946	196,946
245,455	231,553	443,317	282,278	Street Capital Projects Fund	460,843	460,843	460,843
50,535	50,337	53,052	59,182	Parks Capital Projects Fund	56,682	56,682	56,682
465,307	529,411	464,067	467,626	Debt Service Fund	566,912	566,912	566,912
5,585,446	7,943,965	7,572,525	7,580,316		6,841,389	6,844,389	6,844,389

2017/2018	2018/2019	Adopted	Projected	Expenditures	Proposed by Budget Officer	Approved by Budget Committee	Adopted by City Council
487,406	589,012	1,136,357	780,163	General Fund	738,983	741,983	741,983
229,819	313,272	441,955	331,428	Local Option Tax Fund	333,484	333,484	333,484
-	-	244,202	11,128	Transient Lodging Tax Fund	296,613	296,613	296,613
168,586	159,053	286,225	204,575	Street Fund	278,450	278,450	278,450
851,657	917,559	1,565,173	1,164,544	Water Utility Fund	1,318,329	1,318,329	1,318,329
341,434	425,289	803,829	527,999	Sewer Utility Fund	797,619	797,619	797,619
28,074	36,053	173,636	160,979	State Revenue Sharing Fund	50,940	50,940	50,940
141,459	75,248	490,005	384,131	Water Utility Capital Projects Fund	411,501	411,501	411,501
178,732	1,994,820	1,237,151	1,200,695	Sewer Utility Capital Projects Fund	1,236,604	1,236,604	1,236,604
25,812	7,143	56,775	-	Equipment Replacement Reserve Fund	97,483	97,483	97,483
-	35,445	176,781	15,590	Building Reserve Fund	196,946	196,946	196,946
69,745	3,885	443,317	10,685	Street Capital Projects Fund	460,843	460,843	460,843
9,925	-	53,052	6,000	Parks Capital Projects Fund	56,682	56,682	56,682
249,452	242,469	464,067	160,963	Debt Service Fund	566,912	566,912	566,912
2,782,102	4,799,247	7,572,525	4,958,881		6,841,389	6,844,389	6,844,389

# General Fund

The General Fund receives and distributes money for general operations of the City of Dayton. Revenues include all property taxes, franchise payments, fines, fees and reimbursements. The General Fund also includes Working Capital, which is the amount carried over from the previous fiscal year. It distributes money to support the administration, parks, library, planning, and building functions of the City. It also transfers some money to the Capital Improvement Funds for projects.

The chart below identifies the projected sources of funds for the General Fund in the Fiscal Year 2020-21:



## Fund Assumptions:

Due to COVID-19's impact on our economy, revenues for the upcoming year are going to be severely impacted. Taxes, franchise payments, fines and fees will all take a hit. The 20/21 revenues are estimated with a 15-20% decrease which is calculated on the actuals received in FY2018/2019.

In the pages that follow, expenditures of each of the departments are described.

ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				100.000	General Fund Revenue			
586,084	668,889	683,607	661,079	400.000	Working Capital (Accrual)	334,092	334,092	334,092
6,894	7,953	6,500	2,727	402.000	Levied Taxes (Prior Years)	1,000	1,000	1,000
6,709	11,815	1,500	9,944	404.000	Interest	5,000	5,000	5,000
6,054	3,545	2,000	3,453	410.000	Bus/Amusement License	2,000	2,000	2,000
20,997	18,584	20,000	13,563	412.000	Franchise-Cable TV	15,796	15,796	15,796
6,968	7,089	5,000	6,486	412.100	Franchise-Solid Waste	6,025	6,025	6,025
69,239	67,760	65,000	69,972	412.200	Franchise-Electric Service	57,596	57,596	57,596
12,872	5,623	4,000	2,673	412.300	Franchise-Telecommunications	4,780	4,780	4,780
-	-	-	-	412.400	In Lieu Franchise Fees Water	-	-	-
-	-	-	-	412.500	In Lieu Franchise Fees Sewer	-	-	-
35,278	13,914	15,000	7,672	416.000	Building Permits	11,131	11,131	11,131
15,953	4,055	7,000	2,670	416.010	Plan Check Fees	5,000	5,000	5,000
3,750	1,250	1,500	1,255	416.020	Type A Permit Fees	1,500	1,500	1,500
-	11,308	3,500	7,339	416.030	Type B Permit Fees	5,000	5,000	5,000
3,472	13,669	3,000	4,794	416.100	Planning Fees	3,000	3,000	3,000
279	25	100	10	416.200	Construction Excise Tax	100	100	100
153	-	100	-	416.300	Encroachment Permit Fee	100	100	100
-	-	-	-	417.000	Lien Search Fees	-	-	-
-	-	-	-	417.100	Lien Payments	-	-	-
39,461	47,390	34,000	34,878	426.000	State Alcohol Taxes	40,280	40,280	40,280
3,061	3,088	3,000	2,827	428.000	State Cigarette Taxes	2,624	2,624	2,624
-	7,775	7,500	8,036	428.100	State Marijuana Taxes	6,609	6,609	6,609
59,517	73,509	-	-	429.000	Transient Lodging Tax Collected	-	-	-
11,067	10,785	8,000	8,051	430.000	CCRLS Use Based Reimbursement	7,800	7,800	7,800
614	226	-	122	430.100	Library Fees/Fines	-	-	-
5,278	7,895	5,000	5,904	432.000	Dayton Rural FD Shared Costs	5,000	5,000	5,000
1,000	1,000	1,000	1,000	436.000	Library Grant	1,000	1,000	1,000
-	-	-	-	442.000	LCDC Grant	-	-	-
-	-	-	-	443.000	Energy Efficiency Grant	-	-	-
-	12,465	13,000	11,000	444.000	CLG Grant	-	-	-
-	1,000	-	-	445.000	DLCD Grant	-	-	-
-	-	8,000	-	450.000	Library COVID-19 Grant	-	3,000	3,000
-	-	-	-	459.600	Cemetery Grant - Brookside	-	-	-
-	-	-	-	459.700	Transfer from Building Reserve Fund	-	-	-
-	-	-	-	480.000	Transfer from State Revenue Sharing	-	-	-
21,936	3,315	1,000	480	480.000	Miscellaneous Revenue	500	500	500
-	-	-	-	480.100	City Hall Annex Rental Fees	-	-	-
-	-	-	-	480.200	Community Recreation Fees	-	-	-
32,360	31,793	30,000	28,215	480.300	Community Center Rental Fees	15,000	15,000	15,000
30	200	50	5	485.000	Public Contributions	50	50	50
207,356	214,131	208,000	220,100	499.300	Taxes Collected	208,000	208,000	208,000
<b>1,156,380</b>	<b>1,250,053</b>	<b>1,136,357</b>	<b>1,114,256</b>		<b>Total General Fund Revenue</b>	<b>738,983</b>	<b>741,983</b>	<b>741,983</b>

# Administration

The Administration budget supports all City Management, city recording and elections as well as financial management and general operations of the City.

This fund includes a portion of the City Manager's salary. The City Manager is the chief administrative officer of the City. The manager is responsible to the Mayor and City Council for the administration of all city business, assists in the development of city policies and carries out policies established by ordinances and resolutions.



*Rochelle Roaden, City Manager*



*Patty Ringnalda, City Recorder*

Also included in the Administration budget is a portion of the City Recorder and Accountant's salaries for the maintenance of accounting records for the City, payroll and internal audit controls. The department staff is also responsible for receipting all cash, recording revenues, and maintaining bank accounts.

There are also proportional shares of salaries included in this budget for other duties carried out by departmental staff attributable to administration and City facilities, including the Community Center.

ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>100-100</b>	<b>Administration - Expenditures</b>			
					<b>Personnel Services</b>			
42,508	48,947	58,964	58,964		Salaries	60,900	60,900	60,900
20,228	21,037	37,806	28,006		Fringe Benefits	36,967	36,967	36,967
<b>62,736</b>	<b>69,984</b>	<b>96,770</b>	<b>86,970</b>		<b>Total Personnel Services</b>	<b>97,867</b>	<b>97,867</b>	<b>97,867</b>
					<b>Materials and Services</b>			
1,439	1,347	1,500	1,500	600.000	Electricity	1,500	1,500	1,500
8,310	7,442	10,000	10,000	600.001	Electricity - Community Center	10,000	10,000	10,000
772	807	1,000	1,000	600.100	Propane	1,000	1,000	1,000
12	2,237	2,500	2,500	600.101	Propane - Community Center	2,500	2,500	2,500
4,375	4,862	5,000	5,000	601.000	Office Expense	5,000	5,000	5,000
360	384	450	450	601.100	Postage	450	450	450
464	422	700	700	602.000	Telephone & Related	700	700	700
1,413	1,457	1,800	1,800	604.000	Insurance	1,800	1,800	1,800
1,244	1,273	1,400	1,400	608.000	Audit	1,400	1,400	1,400
1,280	1,256	2,000	2,000	611.000	Travel & Meeting	2,000	2,000	2,000
144	217	500	500	614.000	Equipment Repair & Maintenance	500	500	500
595	556	750	750	614.100	Fuel	750	750	750
6	13	50	50	616.100	Safety/Uniforms	50	50	50
35	40	125	125	617.000	Small Tools/Shop Supplies	125	125	125
2,613	6,186	4,800	4,800	700.000	Legal Services	4,800	4,800	4,800
119	118	500	500	700.100	Misc Legal (Non Attorney)	500	500	500
3,676	6,583	5,200	5,200	705.000	Professional Services	5,200	5,200	5,200
1,048	1,104	2,085	2,085	705.300	Data Processing	2,085	2,085	2,085
620	540	1,000	1,000	706.000	Dues & Certifications	1,000	1,000	1,000
1,812	4,022	4,000	5,334	707.000	City Hall Maintenance	4,000	4,000	4,000
986	214	300	300	707.200	City Hall Annex Maintenance	300	300	300
13,508	23,915	23,000	23,780	707.300	Community Center Maintenance	15,000	15,000	15,000
-	-	100	100	708.100	Tool & Equipment Rental	100	100	100
-	-	100	100	725.000	Election Expense	100	100	100
-	-	-	-	750.100	City Hall Annex Rental Refund	-	-	-
12,450	13,238	17,500	15,380	750.200	Community Center Rental Refund	6,300	6,300	6,300
816	2,379	1,000	1,000	799.000	Miscellaneous Expense	1,000	1,000	1,000
<b>58,096</b>	<b>80,612</b>	<b>87,360</b>	<b>87,353</b>		<b>Total Materials and Services</b>	<b>68,160</b>	<b>68,160</b>	<b>68,160</b>

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ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
					<b>Capital Outlay</b>			
1,030	848	1,500	5,846	903.000	Equipment	1,500	1,500	1,500
-	1,084	5,000	12,539	904.000	City Hall Improvements	1,000	1,000	1,000
564	6,466	7,000	7,938	904.400	City Hall Annex/Community Center	1,000	1,000	1,000
-	-	-	-	940.000	Entry Areas for the City	3,000	3,000	3,000
-	-	-	-	904.500	Property Acquisition	-	-	-
3,998	1,417	8,000	5,910	950.000	Holiday Lighting/Banners	500	500	500
<b>5,592</b>	<b>9,815</b>	<b>21,500</b>	<b>32,233</b>		<b>Total Capital Outlay</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>126,424</b>	<b>160,410</b>	<b>205,630</b>	<b>206,556</b>		<b>Total Administration Expenditures</b>	<b>173,027</b>	<b>173,027</b>	<b>173,027</b>

# Parks

The City's Public Works Department maintains all park facilities, including picnic tables and benches, playgrounds, ball fields, picnic shelter, restroom facilities, and numerous trees, shrubs and flower beds.

In 2018, the Dayton School District transferred ownership of Brookside Cemetery to the City. The Historic Preservation Committee and the City, through a Certified Local Government (CLG) grant, updated the Brookside Cemetery sign.

In FY2019-20, the Historic Preservation Committee received another CLG grant to help fund the Brookside Cemetery Restoration project which included the restoration of remaining headstones, ground penetrating radar assessment, and other maintenance needs. This project work was completed and the project was selected by the Oregon Parks and Recreation Department to receive an Oregon Heritage Excellence Award!



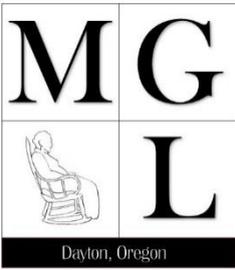
Dave Pinyerd, Historic Preservation Northwest

The departmental focus in fiscal year 2020-2021 will be continued maintenance within the park system as well as minor improvements.



Photo Credit: Councilor John Collins

ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>100-103</b>	<b>Parks Expenditures</b>			
					<b>Personnel Services</b>			
31,049	38,629	63,546	63,546		Salaries	70,961	70,961	70,961
12,708	13,216	40,743	40,743		Fringe Benefits	43,075	43,075	43,075
<b>43,757</b>	<b>51,845</b>	<b>104,289</b>	<b>104,289</b>		<b>Total Personnel Services</b>	<b>114,036</b>	<b>114,036</b>	<b>114,036</b>
					<b>Materials and Services</b>			
2,304	1,896	2,700	2,700	600.000	Electricity	2,700	2,700	2,700
228	238	400	400	600.100	Propane	400	400	400
391	541	800	800	601.000	Office Expense	800	800	800
111	115	150	150	601.100	Postage	150	150	150
218	181	300	300	602.000	Telephone & Related	300	300	300
1,781	1,848	2,600	2,600	603.000	Garbage/Sanitation	2,600	2,600	2,600
3,399	3,505	3,800	3,800	604.000	Insurance	4,100	4,100	4,100
414	424	475	475	608.000	Audit	475	475	475
319	355	350	350	611.000	Travel & Meeting	400	400	400
1,415	947	2,000	2,000	614.000	Equipment Repair & Maintenance	2,000	2,000	2,000
2,143	2,002	2,700	2,700	614.100	Fuel	2,700	2,700	2,700
120	59	150	150	616.100	Safety/Uniforms	150	150	150
818	2,082	2,500	2,500	617.000	Small Tools/Shop Supplies	2,500	2,500	2,500
9,833	9,741	11,000	11,000	619.000	Park Maintenance	11,000	11,000	11,000
		3,000	1,000	619.100	Brookside Maintenance	1,000	1,000	1,000
62	233	525	525	700.000	Legal Services	525	525	525
48	47	200	200	700.100	Misc Legal (Non Attorney)	200	200	200
2,286	4,051	7,000	7,000	705.000	Professional Services	5,000	5,000	5,000
528	562	1,140	1,140	705.300	Data Processing	1,140	1,140	1,140
244	277	350	350	706.000	Dues & Certifications	350	350	350
519	1,113	1,000	1,610	707.000	City Hall Maintenance	1,000	1,000	1,000
4	214	250	250	707.200	City Hall Annex Maintenance	250	250	250
0	0	200	200	708.100	Tool & Equipment Rental	200	200	200
0	0	16,000	-	750.000	Cemetery Grant - Brookside	-	-	-
0	0	-	-	765.000	Recreation/Activities	-	-	-
469	406	1,000	1,000	799.000	Miscellaneous Expense	1,000	1,000	1,000
<b>27,652</b>	<b>30,836</b>	<b>60,590</b>	<b>43,200</b>		<b>Total Materials and Services</b>	<b>40,940</b>	<b>40,940</b>	<b>40,940</b>
					<b>Capital Outlay</b>			
465	90	1,000	1,000	903.000	Equipment	1,000	1,000	1,000
-	-	500	761	904.000	City Hall Improvements	500	500	500
-	465	1,000	500	904.200	City Yards/ Shop Improvements	1,000	1,000	1,000
7,250	3,600	6,000	6,000	910.000	Park Improvements	6,000	6,000	6,000
-	-	2,000	500	910.100	Alderman Park Improvements	2,000	2,000	2,000
-	-	3,000	500	913.000	Signs	3,000	3,000	3,000
-	-	-	-	912.000	Bandstand Improvements	-	-	-
<b>7,715</b>	<b>4,154</b>	<b>13,500</b>	<b>9,261</b>		<b>Total Capital Outlay</b>	<b>13,500</b>	<b>13,500</b>	<b>13,500</b>
<b>79,124</b>	<b>86,836</b>	<b>178,379</b>	<b>156,750</b>		<b>Total Parks Expenditures</b>	<b>168,476</b>	<b>168,476</b>	<b>168,476</b>



# Library

The Mary Gilkey City Library is located next to Dayton City Hall and serves the community as an information resource. The Library is housed in a space that is approximately 1,300 square feet. The current inventory consists of approximately 13,000 books and materials. The majority of our collection for adults is in English, along with many children's resources in Spanish.



The 2019-2020 fiscal year started off really well for the library. We were able to add an additional week to the Summer Reading Program, changed the reward structure, and increased participation dramatically! We replaced the three public use computers, got all new monitors, keyboards and mice and it was a hit! Everyday users and our after-school group of video game lovers all appreciated the upgrade. We had one of the best Halloween parties yet. Thanks to a community member, we had a very successful (and adorable) Spanish-language story time for under two year old age group. One of our surprise hits this year was an international candy tasting. People had very strong opinions about some of the candies. The community of Dayton is responding to the changes that we've made at the library and we've been seeing increased visits, patron registration, and circulation of materials.

Due to COVID-19, our operations effectively ended on March 16<sup>th</sup> with Governor Kate Brown's Executive Order. The library may be closed, but we've still been working. During our closure we have been able to replace the server that controls the public use computers. This should correct the login and other issues we've been having. We've also been planning for a whole new Summer Reading Program in a time where there can be no performers and no crowds.

## Library Statistical Information

Type of information	FY 19/20	FY 17/18	FY 16/17	FY 15/16	FY 14/15
Circulation of materials	6858	6677	8,352	8,520	7,166
Registered borrowers	1529	1203	1,378	1,288	1,087
Summer Reading Program					
-Number of programs	11	11	11	11	17
-Attendance	1128	605	605	630	626
Total Library Volunteer hours	593	300	308	319	290
-Summer Reading Program	34.25	13.25	33.5	32	44

*The City of Dayton holds membership in the Chemeketa Cooperative Regional Library System (CCRLS). Benefits of our membership include access to regional on-line catalog, ability of patrons to use electronic databases, including a full text periodicals database, and the Oregonian Index.*

ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>100-104</b>	<b>Library Expenditures</b>			
					<b>Personnel Services</b>			
39,649	36,900	38,801	38,801		Salaries	41,723	41,723	41,723
22,931	23,848	24,879	22,939		Fringe Benefits	25,328	25,328	25,328
<b>62,580</b>	<b>60,748</b>	<b>63,680</b>	<b>61,740</b>		<b>Total Personnel Services</b>	<b>67,051</b>	<b>67,051</b>	<b>67,051</b>
					<b>Materials and Services</b>			
451	424	450	412	600.000	Utilities Electricity	450	450	450
892	955	800	804	600.100	Utilities Propane	800	800	800
2,134	5,131	4,000	4,000	601.000	Library & Office Expense	4,000	4,000	4,000
308	320	375	375	601.100	Postage	375	375	375
198	476	300	300	602.000	Telephone & Related	300	300	300
894	922	1,050	891	604.000	Insurance	1,250	1,250	1,250
621	635	700	654	608.000	Audit	700	700	700
234	706	1,000	513	611.000	Travel & Meeting	1,000	1,000	1,000
-	-	100	7	616.100	Clothing/Safety	100	100	100
25	141	250	238	700.000	Legal Services	250	250	250
36	35	150	8	700.100	Misc. Legal (Non-Atty)	150	150	150
918	313	1,200	1,200	705.000	Professional Services	1,200	1,200	1,200
509	545	2,550	1,954	705.300	Data Processing	2,550	2,550	2,550
355	392	500	451	706.000	Dues & Certificates	500	500	500
49	411	500	500	706.100	Subscriptions	500	500	500
761	1,445	1,500	2,122	707.000	Library Maintenance	2,500	2,500	2,500
443	154	500	271	710.000	CCLRS Expenses	500	500	500
2,870	5,090	6,000	6,000	715.000	Books Audio/Visual	6,000	6,000	6,000
1,341	381	1,500	1,500	730.000	Summer Reading Program	1,500	1,500	1,500
850	996	1,000	1,000	730.100	Ready to Read Program	1,000	1,000	1,000
-	-	1,000	1,000	730.200	Programming	1,000	1,000	1,000
206	63	1,000	1,000	799.000	Covid Grant Program	-	3,000	3,000
					Miscellaneous Expense	1,000	1,000	1,000
<b>14,096</b>	<b>19,536</b>	<b>26,425</b>	<b>25,199</b>		<b>Total Materials and Services</b>	<b>27,625</b>	<b>30,625</b>	<b>30,625</b>
					<b>Capital Outlay</b>			
889	1,729	3,500	3,425	903.000	Equipment	1,000	1,000	1,000
-	1,013	1,000	1,020	906.000	Library Improvements	1,000	1,000	1,000
<b>889</b>	<b>2,743</b>	<b>4,500</b>	<b>4,446</b>		<b>Total Capital Outlay</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b>77,565</b>	<b>83,026</b>	<b>94,605</b>	<b>91,384</b>		<b>Total Library Expenditures</b>	<b>96,676</b>	<b>99,676</b>	<b>99,676</b>

# Planning

The Planning Commission is composed of five citizen members appointed by the City Council. The Planning Commission reviews and processes land use applications including development proposals, land divisions, variance requests, conditional use requests, and zone changes. Planning Department staff also reviews the Dayton City Code for compliance with the City's Planning Atlas and Comprehensive Plan.



Planning Commission 2020



Historic Preservation Committee 2020

The Historic Preservation Committee, an advisory committee to the Planning Commission, assists in preserving historic resources in our community. Salaries are proportional to the staff time spent on planning issues.

The City of Dayton utilizes the services of a contracted professional planner through the Mid Willamette Council of Governments to administer the planning program.

2020 will be the year that we see the new face of Ferry St when Filbert Pointe is complete. As land is a premium in the city limits, we expect property line adjustments and partitions to dominate planning projects this year.

Land Use Actions	2019	2018	2017	2016
Annexation	0	0	0	0
Comprehensive Plan Text Amendment	0	0	0	0
Conditional Use Permit	0	0	0	0
Development Code Amendment	0	1	0	0
Historic Alteration	2	2	3	2
Historic Demolition	0	0	0	0
Historic Relocation	0	0	0	0
Land Use Regulation Amendment (new)	0	0	0	2
Major Variance	0	0	0	0
Minor Partition	1	3	1	0
Minor Variance	0	0	1	0
Property Line Adjustment	2	0	1	2
Request to Amend Conditions of Approval	0	0	0	0
Site Plan Review	0	0	0	0
Subdivision	0	1	1	0
Zone Change	0	0	0	0
Vacation	0	0	0	0
Totals	20	5	7	6

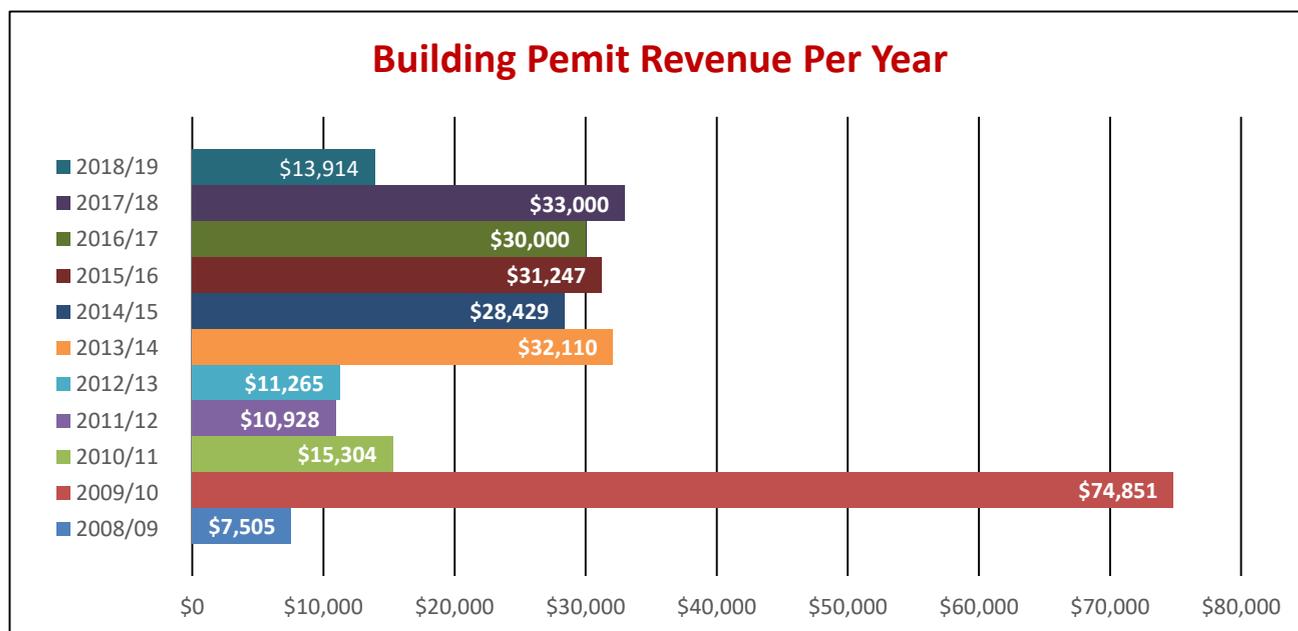
ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>100-105</b>	<b>Planning Expenditures</b>			
					<b>Personnel Services</b>			
13,697	23,214	20,151	20,151		Salaries	23,486	23,486	23,486
8,174	8,501	12,920	12,920		Fringe Benefits	14,257	14,257	14,257
<b>21,871</b>	<b>31,715</b>	<b>33,071</b>	<b>33,071</b>		<b>Total Personnel Services</b>	<b>37,743</b>	<b>37,743</b>	<b>37,743</b>
					<b>Materials and Services</b>			
305	284	300	283	600.000	Utilities Electricity	300	300	300
106	111	175	160	600.100	Utilities Propane	175	175	175
943	1,058	1,500	1,692	601.000	Office Expense	1,500	1,500	1,500
95	103	150	131	601.100	Postage	150	150	150
231	211	350	258	602.000	Telephone & Related	350	350	350
894	922	1,100	1,303	604.000	Insurance	1,250	1,250	1,250
1,060	1,084	1,250	1,117	608.000	Audit	1,250	1,250	1,250
355	428	500	432	611.000	Travel & Meeting	500	500	500
652	346	3,200	2,070	700.000	Legal Services	3,200	3,200	3,200
119	118	1,000	26	700.100	Misc. Legal (Non-Atty)	1,000	1,000	1,000
570	114	2,000	360	705.000	Professional Services	2,000	2,000	2,000
14,968	17,215	16,000	16,000	705.100	Engineering Services	16,000	16,000	16,000
12,561	21,353	30,000	16,725	705.200	Planning Services	25,000	25,000	25,000
793	1,111	1,560	1,192	705.300	Data Processing	1,560	1,560	1,560
164	273	500	259	706.000	Dues & Certificates	500	500	500
242	511	500	971	707.000	City Hall Maintenance	1,000	1,000	1,000
2	107	200	30	707.200	City Hall Annex Maintenance	200	200	200
-	424	700	-	752.000	Planning Commission Expense	700	700	700
228	6	1,200	70	799.000	Miscellaneous Expense	1,200	1,200	1,200
<b>34,288</b>	<b>45,779</b>	<b>62,185</b>	<b>43,079</b>		<b>Total Materials and Services</b>	<b>57,835</b>	<b>57,835</b>	<b>57,835</b>
					<b>Capital Outlay</b>			
251	142	750	750	903.000	Equipment	750	750	750
-	-	-	-	904.000	City Hall Improvements	-	-	-
<b>251</b>	<b>142</b>	<b>750</b>	<b>750</b>		<b>Total Capital Outlay</b>	<b>750</b>	<b>750</b>	<b>750</b>
<b>56,411</b>	<b>77,635</b>	<b>96,006</b>	<b>76,900</b>		<b>Total Planning Expenditures</b>	<b>96,328</b>	<b>96,328</b>	<b>96,328</b>

# Building

The Building Department staff assist homeowners and builders in complying with City, State and Federal code requirements. The staff also offers essential information for businesses, homeowners, landlords, tenants, contractors and developers.

The City of Dayton contracts for professional building inspection services with the City of Newberg. All fees are assessed and collected by the City of Dayton and a proportional share is paid to the City of Newberg. Staff salaries are proportional based on time spent on building related activities.

Building permit revenue has slowed down since FY2017/18. Building permit revenue for FY 2019/20 as of April 1, 2020 is at \$6977. Building permits are anticipated to increase in the next two years with the development of a new subdivision. Filbert Pointe (Sweeney & Ferry Streets) will offer 16 new single family lots with 9 of those lots to be dedicated to single family attached affordable housing. All other anticipated building projects have been postponed or cancelled for the up coming year and there are no new projects in the planning stage.



ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>100-106</b>	<b>Building Expenditures</b>			
					<b>Personnel Services</b>			
13,168	17,394	18,888	18,888		Salaries	20,048	20,048	20,048
7,455	7,753	12,110	12,110		Fringe Benefits	12,169	12,169	12,169
<b>20,622</b>	<b>25,146</b>	<b>30,998</b>	<b>30,998</b>		<b>Total Personnel Services</b>	<b>32,217</b>	<b>32,217</b>	<b>32,217</b>
					<b>Materials and Services</b>			
112	106	200	114	600.000	Utilities Electricity	200	200	200
76	79	200	109	600.100	Utilities Propane	200	200	200
1,030	1,476	1,500	1,500	601.000	Office Expense	1,500	1,500	1,500
220	237	275	280	601.100	Postage	275	275	275
198	181	300	319	602.000	Telephone & Related	300	300	300
1,175	1,212	1,375	1,170	604.000	Insurance	1,600	1,600	1,600
782	800	900	824	608.000	Audit	900	900	900
210	219	1,200	509	611.000	Travel & Meeting	500	500	500
722	154	525	495	700.000	Legal Services	525	525	525
359	35	300	8	700.100	Misc. Legal (Non-Atty)	300	300	300
4,660	1,368	3,500	1,981	700.350	Local Government Surcharge Fee	3,500	3,500	3,500
434	104	2,000	1,239	705.000	Professional Services	2,000	2,000	2,000
-	-	5,000	5,000	705.100	Engineering Services	5,000	5,000	5,000
545	577	1,200	1,242	705.300	Data Processing	1,200	1,200	1,200
65	103	200	163	706.000	Dues & Certificates	200	200	200
173	364	250	532	707.000	City Hall Maintenance	250	250	250
23,092	4,648	15,000	10,000	716.000	Building Inspection Services	15,000	15,000	15,000
23,038	13,896	15,000	10,323	716.100	Plan Check Services	15,000	15,000	15,000
-	-	500	500	716.200	Type A Permit Inspections	500	500	500
6,455	3,682	10,000	9,115	716.300	Type B Permit Inspections	10,000	10,000	10,000
2,000	17,930	23,000	18,000	717.000	CLG Project/Façade Improvements	5,000	5,000	5,000
411	6	200	100	799.000	Miscellaneous Expenses	200	200	200
<b>65,760</b>	<b>47,178</b>	<b>82,625</b>	<b>63,523</b>		<b>Total Materials and Services</b>	<b>64,150</b>	<b>64,150</b>	<b>64,150</b>
					<b>Capital Outlay</b>			
500	291	750	750	903.000	Equipment	750	750	750
-	-	-	-	904.000	City Hall Improvements	-	-	-
<b>500</b>	<b>291</b>	<b>750</b>	<b>750</b>		<b>Total Capital Outlay</b>	<b>750</b>	<b>750</b>	<b>750</b>
<b>86,883</b>	<b>72,615</b>	<b>114,373</b>	<b>95,271</b>		<b>Total Building Expenditures</b>	<b>97,117</b>	<b>97,117</b>	<b>97,117</b>

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ACTUAL		2019/2020				2020/2021 Budget		
2017/2018	2018/2019	Adopted	Projected	General Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council

126,424	160,410	205,630	206,556			Total Administration Expenditures	173,027	173,027	173,027
79,124	86,836	178,379	156,750			Total Parks Expenditures	168,476	168,476	168,476
77,565	83,026	94,605	91,384			Total Library Expenditures	96,676	99,676	99,676
56,411	77,635	96,006	76,900			Total Planning Expenditures	96,328	96,328	96,328
86,883	72,615	114,373	95,271			Total Building Expenditures	97,117	97,117	97,117

						Transfers			
-	-	58,302	58,302			Tfr to Transient Lodging Tax Fund	-	-	-
-	-	50,000	50,000			Tfr to Local Option Tax	-	-	-
5,000	5,000	5,000	5,000	840.000		Tfr to Equipment Replace Fund	5,000	5,000	5,000
36,000	48,000	20,000	20,000	886.000		Tfr to State Revenue Sharing Fund	10,000	10,000	10,000
5,000	5,000	5,000	5,000	876.000		Tfr to Park Reserve Fund	5,000	5,000	5,000
15,000	50,489	15,000	15,000	870.000		Tfr to Building Reserve Fund	5,000	5,000	5,000
<b>61,000</b>	<b>108,489</b>	<b>153,302</b>	<b>153,302</b>			<b>Total Transfers</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
-	-	49,062	-	880.000		Contingency			
-	-	245,000	-	999.000		Unappropriated Ending Fund Balance	82,359	82,359	82,359

487,406	589,012	1,136,357	780,163			Total General Fund Expenditures	738,983	741,983	741,983
1,156,380	1,250,053	1,136,357	1,114,256			Total General Fund Revenue	738,983	741,983	741,983

# Local Option Tax Fund

The Local Option Tax Fund is that part of the budget that provides public safety services. The City assesses \$1.85 per \$1,000 of tax valuation for these services. FY 2020/21 is the second year of the 3-year levy for the local option tax.

The City currently contracts with the Sheriff’s Department in Yamhill County to provide our City policing, criminal law enforcement, issuance of citations based on City Ordinances, traffic enforcement, preparation of reports and related services. This contract provides for one full time Deputy, a vehicle, training and certification, equipment, communication facilities and supplies.

Also budgeted in this fund are the expenses required to support the 911 dispatch service administered by Yamhill County. This fund also includes our code enforcement program and court operations.

### *City of Dayton Crime Stats, Supplied by Yamhill County Sheriff’s Office:*

Complaint	2019	2018	2017	2016	2015
Animal Problems	0	9	28	17	25
Arson	2	1	n/a	n/a	n/a
Assault [Aggravated Rape, Sex Offenses, Stalker, Harassment, Intimidation, etc.]	38	41	61	48	27
Burglary/Robbery [Resident, Business, other]	11	26	9	16	9
Curfew	0	1	n/a	n/a	n/a
Disorderly Conduct [Public Disturbance, Fighting]	4	16	25	11	7
Drug & Paraphernalia	13	18	10	15	14
Domestic Disturbance [Reportable and Non-Reportable]	n/a	n/a	47	92	38
DUII, Liquor Law violations	7	19	9	7	10
Fraud [Forgery, NSF Check, Credit Card, Deception, Id Theft, etc.]	5	9	15	6	3
Larceny [Simple Theft, Shoplifting, Motor Vehicle, Bicycle, Stolen Property, etc.]	66	63	34	44	54
Runaway/Family Offenses	5	4	4	6	2
Traffic Crime [Hit & Run, Reckless, Eluding, etc.]	n/a	10	24	26	17
Trespass/Prowler	21	17	21	7	13
Vandalism	19	41	10	22	39
Weapon Complaints	8	3	5	2	3
All Other Types of Complaints	56	83	n/a	n/a	n/a
Non-Reportable Offenses	128	157	n/a	n/a	n/a

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Local Option Tax Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>101-000</b>	<b>Local Option Tax Fund Revenue</b>			
190,854	200,961	138,705	140,228	400.000	Working Capital (Accrual)	103,484	103,484	103,484
6,288	8,278	6,000	2,838	402.000	Levied Taxes (Prior Years)	2,000	2,000	2,000
2,514	4,326	1,000	3,127	404.000	Interest	2,000	2,000	2,000
19,768	13,383	20,000	8,298	418.000	Citations & Bail	8,000	8,000	8,000
100	375	250	-	418.110	Fix-It-Ticket Fees	-	-	-
7,240	3,305	10,000	1,263	418.200	Traffic School Fees	2,000	2,000	2,000
-	-	-	75	418.300	Towing Fees	-	-	-
-	-	50,000	50,000	459.400	Transfer from General Fund	-	-	-
204,016	222,871	216,000	229,084	499.300	Taxes Collected	216,000	216,000	216,000
<b>430,780</b>	<b>453,499</b>	<b>441,955</b>	<b>434,912</b>		<b>Total Local Option Tax Fund Revenue</b>	<b>333,484</b>	<b>333,484</b>	<b>333,484</b>

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Local Option Tax Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				101-101	Local Option Tax Fund Expenditures			
					Personnel Services			
33,792	39,467	36,009	36,009		Salaries	37,893	37,893	37,893
15,498	16,118	23,088	23,088		Fringe Benefits	23,001	23,001	23,001
<b>49,290</b>	<b>55,584</b>	<b>59,097</b>	<b>59,097</b>		<b>Total Personal Services</b>	<b>60,894</b>	<b>60,894</b>	<b>60,894</b>
					Materials and Services			
429	397	400	374	600.000	Electricity	400	400	400
91	95	200	95	600.100	Propane	200	200	200
2,852	3,690	3,000	3,000	601.000	Office Expense	3,000	3,000	3,000
264	274	350	334	601.100	Postage	350	350	350
198	181	300	332	602.000	Telephone & Related	350	350	350
1,413	1,457	1,700	1,407	604.000	Insurance	2,000	2,000	2,000
690	706	800	727	608.000	Audit	800	800	800
405	293	350	1,288	611.000	Travel & Meeting	350	350	350
1,031	964	1,300	1,084	614.100	Fuel	1,300	1,300	1,300
-	-	100	222	616.100	Safety/Uniforms	100	100	100
210	72,847	60,000	60,000	700.000	Legal Services	20,000	20,000	20,000
60	59	250	13	700.100	Misc (Legal) Non-Atty	250	250	250
4,044	2,012	6,500	2,132	700.350	Court Assessments	3,000	3,000	3,000
-	1,819	1,000	-	700.500	Code Enforcement & Abatement	1,000	1,000	1,000
991	2,211	8,000	5,000	700.510	Community-Wide Clean-up	4,000	4,000	4,000
1,325	799	1,500	924	705.000	Professional Services	1,500	1,500	1,500
131,069	131,361	150,000	150,000	705.100	Sheriff's Contract	162,000	162,000	162,000
2,506	2,628	4,865	4,993	705.300	Data Processing	4,865	4,865	4,865
2,800	2,675	3,000	2,950	705.400	City of Yamhill	3,000	3,000	3,000
230	278	700	448	706.000	Dues & Certifications	700	700	700
208	439	550	790	707.000	City Hall Maintenance	550	550	550
4	214	300	150	707.200	City Hall Annex Maintenance	300	300	300
-	-	300	-	707.300	City Hall Annex Rental	300	300	300
-	-	500	-	752.000	Election Expense	500	500	500
29,115	30,398	32,000	31,849	770.000	9-1-1 Services (YCOM)	32,960	32,960	32,960
230	27	750	726	799.000	Miscellaneous Expense	750	750	750
<b>180,164</b>	<b>255,825</b>	<b>278,715</b>	<b>268,836</b>		<b>Total Materials and Services</b>	<b>244,525</b>	<b>244,525</b>	<b>244,525</b>
					Transfers			
-	-	-	-			-	-	-
-	-	-	-		<b>Total Transfers</b>	-	-	-
					Capital Outlay			
366	475	1,000	994	903.000	Equipment	500	500	500
-	-	1,000	1,000	904.000	City Hall Improvements	500	500	500
-	465	500	500	904.200	City Shops/Yards Improvements	500	500	500
-	924	1,000	1,000	904.300	City Hall Annex Improvements	500	500	500
<b>366</b>	<b>1,863</b>	<b>3,500</b>	<b>3,495</b>		<b>Total Capital Outlay</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Local Option Tax Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
-	-	100,643	-	880.000	Contingency	26,065	26,065	26,065
-	-	-	-	999.000	Unappropriated Ending Fund Balance	-	-	-
<b>229,819</b>	<b>313,272</b>	<b>441,955</b>	<b>331,428</b>		<b>Total Local Option Tax Fund Expenditures</b>	<b>333,484</b>	<b>333,484</b>	<b>333,484</b>
<b>430,780</b>	<b>453,499</b>	<b>441,955</b>	<b>434,912</b>		<b>Total Local Option Tax Fund Revenue</b>	<b>333,484</b>	<b>333,484</b>	<b>333,484</b>

# Transient Lodging Tax Fund

In 2015, the City enacted an 8% Transient Lodging Tax (TLT) and started receiving revenue in 2016. This revenue was recorded in the General Fund and 70% of the funds were transferred to the State Shared Revenue Fund for tourism. In FY2019-20 the TLT Fund is being created and all TLT tax revenue is being transferred into the fund. No expenditures have been made with the TLT funds received since the tax has imposed.

In FY2020-21, revenue for this tax is budgeted with a 20% reduction due to the impacts of COVID-19 on the industry.

Per Oregon State law, any local governments that imposed a TLT after July 1, 2003 may only spend TLT tax dollars in three ways:

- (1) For “tourism promotion” or “tourism-related facilities” as those terms are defined in ORS 320.300;
- (2) For city and county services; or
- (3) To finance or re-finance the debt on tourism related facilities and pay associated administrative costs, with some restrictions.

In addition, if the local government imposes a new tax, it must comply with the 70/30 distribution.

The City Council will be establishing a Transient Lodging Tax Revenue Plan in the future.



ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Transient Lodging Tax Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>105-000</b>	<b>Transient Lodging Tax Revenue</b>			
-	-	-	-	400.000	Working Capital	239,218	239,218	239,218
-	-	300	300	404.000	Interest	300	300	300
-	-	65,000	71,244	429.000	Transient Lodging Tax	56,995	56,995	56,995
-	-	120,500	120,500	459.700	Transfer from State Shared Revenue Fund	-	-	-
-	-	58,302	58,302	459.400	Transfer from the General Fund	-	-	-
-	-	100	-	480.000	Miscellaneous Revenue	100	100	100
-	-	<b>244,202</b>	<b>250,346</b>		<b>Total State Revenue Sharing Fund Revenue</b>	<b>296,613</b>	<b>296,613</b>	<b>296,613</b>

				<b>105-105</b>	<b>Transient Lodging Tax Fund</b>			
					<b>Materials and Services</b>			
		250	182	604.000	Insurance	460	460	460
		75	136	608.000	Audit	200	200	200
		300	193	611.000	Travel & Meetings	300	300	300
		300	200	700.000	Legal Services	300	300	300
		50	50	700.100	Misc. Legal (Non-Atty)	50	50	50
		150	166	705.300	Data Processing	150	150	150
		100	100	706.000	Dues & Certifications.	100	100	100
		-	-	710.000	Tourism Facilities and Promotion	-	750	750
		100	100	799.000	Miscellaneous Expense	100	100	100
-	-	<b>1,325</b>	<b>1,128</b>		<b>Total Materials &amp; Services</b>	<b>1,660</b>	<b>2,410</b>	<b>2,410</b>
					<b>Capital Outlay</b>			
		-	-		Tourism Promotion	-	-	-
-	-	-	-		Tourism Facilities	-	-	-
-	-	-	-		<b>Total Transfers</b>	-	-	-
					<b>Transfers</b>			
		-	-	840.000	Transfer to Deb Service	-	-	-
		-	-	840.100	Transfer to General Fund	-	-	-
		-	3,500		Transfer to Sewer Fund (URBAN Program Funding)	-	-	-
		-	6,500		Transfer to Water Fund (URBAN Program Funding)	-	-	-
		-	<b>10,000</b>		<b>Total Transfers</b>	-	-	-
		170,661	-	880.000	Contingency	224,953	224,203	224,203
		72,216	-	999.000	Unappropriated Ending Fund Balance	70,000	70,000	70,000
-	-	<b>244,202</b>	<b>11,128</b>		<b>Total State Revenue Sharing Fund Expenditures</b>	<b>296,613</b>	<b>296,613</b>	<b>296,613</b>
-	-	<b>244,202</b>	<b>250,346</b>		<b>Total State Revenue Sharing Fund Revenue</b>	<b>296,613</b>	<b>296,613</b>	<b>296,613</b>

# Street Fund

The Street Fund provides for the operations and maintenance of the City's street and storm system, bikeways, and pedestrian element. The major funding for these operations is State Highway appropriations. State Highway revenues are paid to cities from net receipts collected by the Motor Vehicles Division and other State agencies.

The City has approximately 11 miles of transportation facilities to maintain. Ferry Street and 3<sup>rd</sup> Street are both State Highways. The City partners with Oregon Department of Transportation (ODOT) for maintenance and upkeep of these streets.

Although the City does not have a formal conditional index rating system in place, the overall condition of the City's streets is considered poor to fair. The streets that are in good condition are attributable to growth related improvements or areas maintained by ODOT.

The FY 2020-21 budget includes funds to update the City's Transportation System capital improvement priorities.

ACTUAL		2019/2020 BUDGET				2020-2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Street Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>200-000</b>	<b>Street Fund Revenue</b>			
104,947	106,106	125,125	145,581	400.000	Working Capital	120,392	120,392	120,392
1,355	2,331	1,000	2,135	404.000	Interest	1,000	1,000	1,000
168,390	196,197	160,000	177,251	438.000	State Highway Revenue	156,958	156,958	156,958
-	-	100	-	480.000	Miscellaneous Revenue	100	100	100
-	-	-	-	490.310	Yamhill County Match	-	-	-
<b>274,692</b>	<b>304,634</b>	<b>286,225</b>	<b>324,968</b>		<b>Total Street Fund Revenue</b>	<b>278,450</b>	<b>278,450</b>	<b>278,450</b>

ACTUAL		2019/2020 BUDGET				2020-2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Street Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>200-200</b>	<b>Street Fund Expenditures</b>			
					<b>Personnel Services</b>			
27,139	32,164	33,500	33,500		Salaries	34,611	34,611	34,611
10,768	11,198	21,478	21,478		Finge Benefits	21,009	21,009	21,009
<b>37,907</b>	<b>43,362</b>	<b>54,978</b>	<b>54,978</b>		<b>Total Personnel Services</b>	<b>55,620</b>	<b>55,620</b>	<b>55,620</b>
					<b>Materials and Services</b>			
14,347	14,467	17,500	15,528	600.000	Utilities - Electricity	17,500	17,500	17,500
106	111	600	160	600.100	Utilities - Propane	600	600	600
1,297	1,552	1,500	1,465	601.000	Office Expense	1,500	1,500	1,500
308	320	350	330	601.100	Postage	350	350	350
408	362	650	667	602.000	Telephone & Related	650	650	650
1,804	1,211	1,700	1,876	603.000	Garbage/Sanitation	1,700	1,700	1,700
2,829	2,918	3,150	2,818	604.000	Insurance	3,500	3,500	3,500
1,474	1,508	1,680	1,553	608.000	Audit	1,680	1,680	1,680
188	204	368	274	611.000	Travel & Meeting	368	368	368
862	1,305	3,000	2,926	614.000	Equipment Repair & Maintenance	3,000	3,000	3,000
2,539	2,373	3,200	2,629	614.100	Fuel	3,200	3,200	3,200
-	-	2,000	2,000	614.300	Footbridge Repair & Maintenance	2,000	2,000	2,000
25,628	11,600	20,000	24,362	614.400	Street/Alley Repair & Maintenance	25,000	25,000	25,000
248	-	2,000	2,000	614.410	Gravel	2,000	2,000	2,000
260	669	1,500	273	616.000	Supplies	1,500	1,500	1,500
72	36	200	63	616.100	Clothing/Safety	200	200	200
105	2,679	3,000	1,980	616.200	Signs & Related	3,000	3,000	3,000
459	594	1,500	528	617.000	Shop Supplies & Small Tools	1,500	1,500	1,500
186	203	1,575	1,285	700.000	Legal Services	1,575	1,575	1,575
83	83	350	19	700.100	Misc. Legal (Non-Atty)	350	350	350
6,399	477	5,000	4,965	705.000	Professional Services	5,000	5,000	5,000
4,792	4,196	7,500	7,500	705.100	Engineering Services	7,500	7,500	7,500
590	629	1,295	1,225	705.300	Data Processing	1,295	1,295	1,295
115	146	350	353	706.000	Dues & Certifications	350	350	350
242	481	350	746	707.000	City Hall Maintenance	350	350	350
4	214	100	-	707.200	City Hall Annex Maintenance	100	100	100
-	-	2,000	-	707.300	City Hall Annex Rental	-	-	-
-	-	500	47	708.100	Tool & Equipment Rental	500	500	500
75	27	500	500	799.000	Miscellaneous Expense	500	500	500
<b>65,422</b>	<b>48,361</b>	<b>83,418</b>	<b>78,070</b>		<b>Total Material and Services</b>	<b>86,768</b>	<b>86,768</b>	<b>86,768</b>

					<b>Transfers</b>			
5,000	5,000	5,000	5,000	840.000	Tfr to Equipment Replacement Res	5,000	5,000	5,000
10,000	10,000	10,000	10,000	870.000	Tfr to Building Reserve	10,000	10,000	10,000
50,000	50,000	50,000	50,000	875.000	Tfr to Street Reserve	25,000	25,000	25,000
<b>65,000</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>		<b>Total Transfers</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>

ACTUAL		2019/2020 BUDGET				2020-2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Street Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
					<b>Capital Outlay</b>			
258	192	1,000	1,000	903.000	Equipment	1,000	1,000	1,000
-	67	1,000	1,000	904.000	City Hall Improvements	-	-	-
-	857	-	28	904.100	City Hall Annex Improvements	1,000	1,000	1,000
-	465	1,000	1,000	904.200	City Shops/Yards Improvements	1,000	1,000	1,000
-	750	1,000	1,000	904.300	Street Trees	2,500	2,500	2,500
-	-	2,500	2,500	910.000	Street Improvements	1,000	1,000	1,000
<b>258</b>	<b>2,330</b>	<b>6,500</b>	<b>6,528</b>		<b>Total Capital Outlay</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
-	-	76,329	-	880.000	Contingency	89,562	89,562	89,562
-	-	-	-	999.000	Unappropriated Ending Fund Balance	-	-	-
<b>168,586</b>	<b>159,053</b>	<b>286,225</b>	<b>204,575</b>		<b>Total Street Fund Expenditures</b>	<b>278,450</b>	<b>278,450</b>	<b>278,450</b>
<b>274,692</b>	<b>304,634</b>	<b>286,225</b>	<b>324,968</b>		<b>Total Street Fund Revenue</b>	<b>278,450</b>	<b>278,450</b>	<b>278,450</b>

# Water Utility Fund

The Water Utility Fund provides for operations of the City's water treatment, pumping, and distribution system. The City owns seven wells, co-owns a well with Lafayette, operates two additional wells in partnership with the City of Lafayette, and operates the Breyman Watershed Area, which is comprised of natural spring water. The City will continue significant infrastructure investment into the City's drinking water system this year.

The City operates a Water Treatment Facility in accordance with an Intergovernmental Agreement with the City of Lafayette. The facility is located in Dayton, but both cities use the facility to treat water. The operation and maintenance of the facility is shared, based on the water usage.

Much of the City's system is quite old and requires high maintenance costs. Additional improvements are necessary to address the City's aging system.



These projects have been identified in the City's Water Master Plan which was updated in the winter of 2011.

In 2014, the City purchased the former Dayton Nursery for the water rights and wells on the property. There are four wells that the City can potentially tie-in to the City's water system.

Daily operations include new services, distribution collections, and utility locations.

Improvements to the City's main water source at the Breyman Watershed Springs were completed in the summer of 2014. In FY 2015-16, the City implemented a Well Maintenance Program for the wells shared with the City of Lafayette in order to get as much production as possible out of the wells, which will further improve the amount of water available to the City. Even with the improvements made to the system so far, it will always be prudent to conserve water as much as possible.

ACTUAL		2019/2020 BUDGET		2020/2021 BUDGET				
2017/2018	2018/2019	Adopted	Projected	Water Utility Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>300-000</b>	<b>Water Utility Revenue</b>			
561,509	646,331	640,773	673,976	400.000	Working Capital	444,829	444,829	444,829
6,604	11,351	6,000	10,607	404.000	Interest	6,000	6,000	6,000
10,629	10,884	11,000	9,113	421.300	Late Fees	6,000	6,000	6,000
799,213	816,166	805,000	812,407	450.000	Water Service Charges	800,000	800,000	800,000
5,205	5,597	5,500	3,029	451.000	Water Deposit	2,000	2,000	2,000
416	348	100	189	451.100	NSF Fees	-	-	-
3,113	3,420	1,800	1,920	451.200	Water On/Off Fees	1,800	1,800	1,800
2,996	2,986	2,500	3,095	451.300	Backflow Testing	2,500	2,500	2,500
88,473	76,741	75,000	80,000	459.999	City of Lafayette	40,000	40,000	40,000
1,305	1,504	1,000	487	480.000	Miscellaneous Revenue	1,000	1,000	1,000
4,206	1,936	2,500	230	480.100	Water Meters	200	200	200
14,420	14,270	14,000	14,320	480.200	Fisher Land Lease/Caretaker Rent	14,000	14,000	14,000
			6,500		Transfer from TLT Fund	-	-	-
<b>1,498,089</b>	<b>1,591,535</b>	<b>1,565,173</b>	<b>1,609,373</b>		<b>Total Water Utility Fund Revenue</b>	<b>1,318,329</b>	<b>1,318,329</b>	<b>1,318,329</b>

ACTUAL		2019/2020 BUDGET		2020/2021 BUDGET				
2017/2018	2018/2019	Adopted	Projected	Water Utility Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>300-300</b>	<b>Water Department Expenditures</b>			
					<b>Personnel Services</b>			
106,804	112,824	139,593	139,593		Salaries	152,006	152,006	152,006
51,136	53,181	89,502	89,503		Fringe Benefits	92,270	92,270	92,270
<b>157,940</b>	<b>166,005</b>	<b>229,095</b>	<b>229,096</b>		<b>Total Personnel Services</b>	<b>244,276</b>	<b>244,276</b>	<b>244,276</b>
					<b>Materials and Services</b>			
21,249	24,780	35,000	28,482	600.000	Utilities - Electricity	35,000	35,000	35,000
-	-	3,500	3,500	600.001	Utilities - Electricity Well #5	3,500	3,500	3,500
137	143	850	742	600.100	Utilities - Propane	850	850	850
6,957	8,778	8,000	7,724	601.000	Office expense	8,000	8,000	8,000
3,546	3,715	4,300	4,044	601.100	Postage	4,300	4,300	4,300
3,399	3,246	3,500	3,577	602.000	Telephone & Related	3,500	3,500	3,500
8,950	9,230	9,975	8,914	604.000	Insurance	10,750	10,750	10,750
3,870	3,959	4,410	4,077	608.000	Audit	4,410	4,410	4,410
1,718	3,471	4,000	3,658	611.000	Travel & Meeting	4,000	4,000	4,000
2,669	4,063	10,000	9,818	614.000	Equipment Repair & Maintenance	10,000	10,000	10,000
2,776	2,595	3,500	2,710	614.100	Fuel	3,500	3,500	3,500
1,390	1,634	4,000	1,400	614.300	Footbridge Repair & Maintenance	4,000	4,000	4,000
17,760	16,680	45,000	38,088	614.400	Wells & Springs Maintenance	45,000	45,000	45,000
-	523	2,500	2,500	614.410	Gravel	2,500	2,500	2,500
3,265	1,680	17,000	17,122	614.600	Water Line Repair & Maintenance	17,000	17,000	17,000
10,723	12,337	30,000	29,129	616.000	Supplies	30,000	30,000	30,000
192	103	500	133	616.100	Clothing/Safety	500	500	500
8,472	3,177	1,000	325	616.200	Water Meters	1,000	1,000	1,000
1,361	3,768	4,000	1,686	617.000	Shop Supplies & Small Tools	4,000	4,000	4,000
1,726	1,116	7,875	9,552	700.000	Legal Services	7,875	7,875	7,875
179	177	1,000	240	700.100	Misc. Legal (Non-Atty)	1,000	1,000	1,000
14,647	10,719	22,000	19,205	705.000	Professional Services	27,000	27,000	27,000
6,519	22,112	25,000	22,770	705.100	Engineering Services	25,000	25,000	25,000
-	-	-	-	705.110	Water Master Plan	-	-	-
11,101	11,425	15,550	13,218	705.300	Data Processing	15,550	15,550	15,550
4,223	3,452	7,000	7,261	706.000	Dues/Certifications	7,000	7,000	7,000
311	657	1,000	1,259	707.000	City Hall Maintenance	1,000	1,000	1,000
4	214	300	100	707.200	City Hall Annex Maintenance	300	300	300
-	-	-	-	707.300	City Hall Annex Rental	-	-	-
2,000	2,000	2,100	2,000	708.000	Land Rental	2,100	2,100	2,100
-	-	500	297	708.100	Tool & Equipment Rental	500	500	500
-	-	5,000	1,000	710.000	Water Conservation Education	5,000	5,000	5,000
3,150	2,168	3,500	1,424	750.000	Water Deposit Refunds	3,500	3,500	3,500
2,546	2,635	5,000	4,644	751.000	Water Analysis	5,000	5,000	5,000
-	-	-	-	790.100	Contract Services	-	-	-
830	383	750	660	799.000	Miscellaneous Expense	750	750	750
<b>145,669</b>	<b>160,939</b>	<b>287,610</b>	<b>251,258</b>		<b>Total Material and Services</b>	<b>293,385</b>	<b>293,385</b>	<b>293,385</b>

ACTUAL		2019/2020 BUDGET		2020/2021 BUDGET				
2017/2018	2018/2019	Adopted	Projected	Water Utility Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
					<b>Transfers</b>			
7,000	15,000	15,000	15,000	840.000	Tfr to Equipment Replacement Res	15,000	15,000	15,000
150,000	150,000	315,000	315,000	860.000	Tfr to Water System Capital Project	250,000	250,000	250,000
235,000	235,000	150,000	150,000	860.100	Tfr to Debt Service Fund	150,000	150,000	150,000
10,000	10,000	10,000	10,000	870.000	Tfr to Building Reserve Fund	10,000	10,000	10,000
<b>402,000</b>	<b>410,000</b>	<b>490,000</b>	<b>490,000</b>		<b>Total Transfers</b>	<b>425,000</b>	<b>425,000</b>	<b>425,000</b>
					<b>Capital Outlay</b>			
9,196	2,009	6,000	3,608	903.000	Equipment	5,000	5,000	5,000
-	-	-	-	904.000	City Hall Improvements	-	-	-
-	1,385	1,500	1,803	904.100	City Hall Annex Improvements	1,500	1,500	1,500
-	697	1,500	1,500	904.200	City Shop/Yards Improvements	1,500	1,500	1,500
-	-	-	-	904.300	City Hall Curb/Sidewalk Improvements	-	-	-
-	-	1,500	1,500	910.000	System Improvements	1,500	1,500	1,500
-	-	1,000	1,000	910.200	Wellhouse Improvements	1,000	1,000	1,000
-	-	-	-	920.000	Land Acquisition	-	-	-
<b>9,196</b>	<b>4,091</b>	<b>11,500</b>	<b>9,410</b>		<b>Total Capital Outlay</b>	<b>10,500</b>	<b>10,500</b>	<b>10,500</b>
-	-	158,061	-	880.000	Contingency	50,000	50,000	50,000
-	-	200,000	-	999.000	Unappropriated Ending Fund Balance	100,459	100,459	100,459
<b>714,805</b>	<b>741,035</b>	<b>1,376,266</b>	<b>979,765</b>		<b>Total Water Department Expenditures</b>	<b>1,123,620</b>	<b>1,123,620</b>	<b>1,123,620</b>

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ACTUAL		2019/2020 BUDGET		2020/2021 BUDGET				
2017/2018	2018/2019	Adopted	Projected	Water Utility Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>300-301</b>	<b>Water Treatment Facility Expenditures</b>			
					<b>Personnel Services</b>			
37,779	40,904	46,357	46,357		Salaries	50,472	50,472	50,472
18,048	18,770	29,724	29,724		Fringe Benefits	30,636	30,636	30,636
<b>55,827</b>	<b>59,674</b>	<b>76,081</b>	<b>76,081</b>		<b>Total Personnel Services</b>	<b>81,108</b>	<b>81,108</b>	<b>81,108</b>
					<b>Materials and Services</b>			
19,629	22,037	30,000	26,818	600.000	Electricity	30,000	30,000	30,000
2,016	1,546	3,500	3,372	600.100	Utilities - Propane	3,500	3,500	3,500
296	592	600	427	601.000	Office Expense	600	600	600
198	205	225	210	601.100	Postage	225	225	225
3,419	3,247	3,700	3,428	602.000	Telephone	3,700	3,700	3,700
9,899	10,210	11,025	9,860	604.000	Insurance	11,800	11,800	11,800
414	424	475	436	608.000	Audit	475	475	475
230	321	500	432	611.000	Travel & Meeting	500	500	500
14,232	5,940	10,000	16,082	614.000	Equipment Repair & Maintenance	10,000	10,000	10,000
2,143	2,002	2,700	2,228	614.100	Fuel	2,700	2,700	2,700
17,506	58,706	13,500	13,405	616.000	Supplies	13,500	13,500	13,500
72	27	150	60	616.100	Clothing/Safety	150	150	150
544	2,018	1,500	403	617.000	Shop Supplies & Small Tools	1,500	1,500	1,500
62	180	525	295	700.000	Legal Services	525	525	525
119	118	500	26	700.100	Misc Legal (Non-Att)	500	500	500
2,280	376	6,000	9,384	705.000	Professional Services	6,000	6,000	6,000
30	270	6,000	1,248	705.100	Engineering Services	6,000	6,000	6,000
4,318	4,554	6,425	6,316	705.300	Data Processing	6,425	6,425	6,425
380	423	1,000	869	706.000	Dues & Certifications.	1,000	1,000	1,000
208	439	400	760	707.000	City Hall Maintenance	400	400	400
2,843	2,027	12,000	11,170	707.001	Water Treatment Facility Maint	12,000	12,000	12,000
11	320	500	500	707.200	City Hall Annex Maintenance	500	500	500
0	27	100	128	799.000	Miscellaneous Expense	100	100	100
<b>80,848</b>	<b>116,009</b>	<b>111,325</b>	<b>107,857</b>		<b>Total Material and Services</b>	<b>112,100</b>	<b>112,100</b>	<b>112,100</b>
					<b>Capital Outlay</b>			
177	841	1,500	841	903.000	Equipment	1,500	1,500	1,500
-	-	-	-	910.300	Security Improvements	-	-	-
<b>177</b>	<b>841</b>	<b>1,500</b>	<b>841</b>		<b>Total Capital Outlay</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
<b>136,852</b>	<b>176,524</b>	<b>188,906</b>	<b>184,779</b>		<b>Total Water Treatment Facility Expenditures</b>	<b>194,708</b>	<b>194,708</b>	<b>194,708</b>

<b>851,657</b>	<b>917,559</b>	<b>1,565,173</b>	<b>1,164,544</b>		<b>Total Water Utility Fund Expenditures</b>	<b>1,318,329</b>	<b>1,318,329</b>	<b>1,318,328</b>
<b>1,498,089</b>	<b>1,591,535</b>	<b>1,565,173</b>	<b>1,609,373</b>		<b>Total Water Utility Fund Revenue</b>	<b>1,318,329</b>	<b>1,318,329</b>	<b>1,318,329</b>

# Sewer Utility Fund

The Sewer Utility Fund includes administrative, engineering, and inspection related to the sanitary sewer system and lagoons. It includes expenditure funds for sanitary sewer line repair and maintenance, lift station repair and maintenance, lagoon maintenance and the de-chlorination system maintenance.

Many components of the City's sewer system are aging and the system is nearing capacity. Several times over the last 9 years, the City has had to extend our effluent discharge season to prevent overflows during the dry months of the year. The City continues to evaluate options for sewer treatment that will permit summer discharge that will meet DEQ standards.

It is likely that sewer rates will need to continue to increase to pay for capital improvements, but the City is committed to doing this in as prudent a way as possible.

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Sewer Utility Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>400-000</b>	<b>Sewer Utility Revenue</b>			
257,686	358,657	347,979	354,895	400.000	Working Capital	295,769	295,769	295,769
4,744	8,434	4,000	5,900	404.000	Interest	4,000	4,000	4,000
428,475	454,032	444,000	452,661	450.000	Sewer Service Charges	494,000	494,000	494,000
3,231	3,014	2,500	1,377	450.100	Sewer Service Deposits	1,000	1,000	1,000
224	187	100	102	451.100	NSF Fees	100	100	100
5,731	5,860	5,000	4,474	451.300	Late Fees	2,500	2,500	2,500
0	0	-	-	460.000	Land Rental	-	-	-
0	0	250	859	480.000	Miscellaneous Revenue	250	250	250
0	0	-	-	490.000	Technical Assistance Grant	-	-	-
0	0	-	3,500		Transfer from TLT Fund	-	-	-
<b>700,091</b>	<b>830,184</b>	<b>803,829</b>	<b>823,767</b>		<b>Total Sewer Utility Fund Revenue</b>	<b>797,619</b>	<b>797,619</b>	<b>797,619</b>

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Sewer Utility Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				400-400	Sewer Utility Fund Expenditures			
					<b>Personnel Services</b>			
104,923	110,162	134,373	134,373		Salaries	142,249	142,249	142,249
51,027	53,068	86,155	86,155		Fringe Benefits	86,346	86,346	86,346
<b>155,951</b>	<b>163,229</b>	<b>220,528</b>	<b>220,528</b>		<b>Total Personnel Services</b>	<b>228,595</b>	<b>228,595</b>	<b>228,595</b>
					<b>Materials and Services</b>			
12,843	9,795	23,000	21,008	600.000	Utilities - Electricity	23,000	23,000	23,000
668	700	1,000	893	600.100	Utilities - Propane	1,000	1,000	1,000
10,128	8,265	11,500	8,095	600.200	Utilities - Water	11,500	11,500	11,500
7,945	9,220	8,000	6,301	601.000	Office Expense	8,000	8,000	8,000
3,971	4,152	4,500	4,206	601.100	Postage	4,500	4,500	4,500
3,149	2,666	3,500	2,744	602.000	Telephone & Related	3,500	3,500	3,500
8,008	8,259	9,500	7,976	604.000	Insurance	10,000	10,000	10,000
2,396	2,451	3,000	2,524	608.000	Audit	3,000	3,000	3,000
1,875	2,926	3,500	3,398	611.000	Travel & Meeting	3,500	3,500	3,500
5,153	25,446	10,000	10,273	614.000	Equipment Repair & Maintenance	10,000	10,000	10,000
3,174	2,966	4,000	3,012	614.100	Fuel	4,000	4,000	4,000
5,990	15,254	4,000	4,000	614.300	Footbridge Repair & Maintenance	4,000	4,000	4,000
9,595	14,401	11,000	11,000	614.400	Sewer Pond Repair & Maintenance	11,000	11,000	11,000
496	-	2,500	2,500	614.410	Gravel	2,500	2,500	2,500
3,797	19,384	20,000	20,000	614.500	Liftstation Repair & Maintenance	20,000	20,000	20,000
6,595	944	10,000	9,538	614.600	Sewer Lines Repair & Maintenance.	10,000	10,000	10,000
22,868	8,252	25,000	25,000	616.000	Supplies	25,000	25,000	25,000
144	71	500	133	616.100	Clothing/Safety	500	500	500
1,058	3,299	3,000	1,143	617.000	Shop Supplies/Small Tools	3,000	3,000	3,000
5,374	141	850	948	700.000	Legal Services	850	850	850
771	352	1,000	553	700.100	Misc. Legal (Non-Atty)	1,000	1,000	1,000
2,846	1,221	8,000	2,501	705.000	Professional Services	8,000	8,000	8,000
6,507	24,982	17,000	10,848	705.100	Engineering Services	17,000	17,000	17,000
4,990	4,990	5,000	5,000	705.200	I & I Project	5,000	5,000	5,000
2,696	2,793	4,875	4,246	705.300	Data Processing	4,875	4,875	4,875
-	-	-	-	705.400	Sewer Plan Update	-	-	-
4,160	4,228	4,250	3,046	706.000	Dues & Certifications	4,250	4,250	4,250
1,524	3,216	3,250	4,967	707.000	City Hall Maintenance	3,250	3,250	3,250
13	427	500	168	707.200	City Hall Annex Maintenance	500	500	500
-	-	500	-	707.300	City Hall Annex Rental	500	500	500
-	412	1,000	845	708.100	Tool & Equipment Rental	1,000	1,000	1,000
1,572	1,150	1,500	800	750.000	Sewer Deposits Refund	1,500	1,500	1,500
2,630	2,079	7,000	7,000	751.000	Sewer Analysis	7,000	7,000	7,000
-	-	-	-	790.100	In lieu Franchise Fee	-	-	-
433	(553)	1,000	533	799.000	Miscellaneous Expense	1,000	1,000	1,000
<b>143,368</b>	<b>183,889</b>	<b>213,225</b>	<b>185,200</b>		<b>Total Materials &amp; Services</b>	<b>213,725</b>	<b>213,725</b>	<b>213,725</b>

					<b>Transfers</b>			
5,000	5,000	5,000	5,000	840.000	Tfr to Equipment Replacement	15,000	15,000	15,000
30,000	63,876	100,000	100,000	850.000	Tfr to Sewer Reserve Fund	10,000	10,000	10,000
-	-	3,000	3,000	861.100	Tfr to Debt Service	86,000	86,000	86,000
5,000	5,000	5,000	5,000	870.000	Tfr to Building Reserve Fund	5,000	5,000	5,000
<b>40,000</b>	<b>73,876</b>	<b>113,000</b>	<b>113,000</b>		<b>Total Transfers</b>	<b>116,000</b>	<b>116,000</b>	<b>116,000</b>

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Sewer Utility Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
					<b>Capital Outlay</b>			
2,115	2,213	6,275	6,275	903.000	Equipment	5,000	5,000	5,000
-	-	-	-	904.000	City Hall Improvements	-	-	-
-	1,386	1,500	496	904.001	City Hall Annex Improvements	1,500	1,500	1,500
-	697	1,500	1,500	904.200	City Shops/Yards Improvements	1,500	1,500	1,500
-	-	50,000	-	905.000	Sewer Pond Improvements	50,000	50,000	50,000
-	-	1,000	1,000	910.000	System Improvements	1,000	1,000	1,000
<b>2,115</b>	<b>4,295</b>	<b>60,275</b>	<b>9,270</b>		<b>Total Capital Outlay</b>	<b>59,000</b>	<b>59,000</b>	<b>59,000</b>
-	-	111,801	-	880.000	Contingency	80,299	80,299	80,299
-	-	85,000	-	999.000	Unappropriated Ending Fund Balance	100,000	100,000	100,000
<b>341,434</b>	<b>425,289</b>	<b>803,829</b>	<b>527,999</b>		<b>Total Sewer Utility Fund Expenditures</b>	<b>797,619</b>	<b>797,619</b>	<b>797,619</b>
<b>700,091</b>	<b>830,184</b>	<b>803,829</b>	<b>823,767</b>		<b>Total Sewer Utility Fund Revenue</b>	<b>797,619</b>	<b>797,619</b>	<b>797,619</b>

## State Revenue Sharing Fund

In the early 1970's Federal and State governments developed a system to return some of the State and Federal funds to the local level. These funds were distributed to the Cities and were used for a variety of activities or purchases.

The Revenue Sharing Fund receives receipts under the State Revenue Sharing program which distributes a portion of the State Liquor Tax to local government. In FY2019-20, Transient Lodging Taxes which a portion had previously been transferred from the General Fund to the State Revenue Sharing Fund are now in a new Transient Lodging Tax Fund. All prior transfers from the General Fund are being transferred to the new fund.



*Your 2019 Old Timer's Weekend Court – Queen Eunice, King Bill, Prince Sam, and Princess Hope (Photo Credit: Mayor Beth Wytoski)*

The State Revenue Sharing Fund is a discretionary fund that supports community events and activities as directed by the City Council. It can also be used to support other Funds within the budget that enhance other projects that are important to the community.

Some of the expenditures included in the Revenue Sharing proceeds in Fiscal Year 2020-21 include City Council expenses, community projects, and support of the Dayton Community Development Association for downtown revitalization.

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	State Revenue Sharing Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>500-000</b>	<b>State Revenue Sharing Fund Revenue</b>			
56,100	90,856	128,236	132,317	400.000	Working Capital	19,290	19,290	19,290
203	350	200	328	404.000	Interest	200	200	200
26,367	27,328	25,000	27,624	424.000	State of Oregon	21,250	21,250	21,250
36,000	48,000	20,000	20,000	429.000	Transfer from General Fund	10,000	10,000	10,000
259	1,836	200	-	480.000	Miscellaneous Revenue	200	200	200
<b>118,929</b>	<b>168,370</b>	<b>173,636</b>	<b>180,269</b>		<b>Total State Revenue Sharing Fund Revenue</b>	<b>50,940</b>	<b>50,940</b>	<b>50,940</b>

				<b>500-500</b>	<b>State Revenue Sharing Fund Expenditures</b>			
					<b>Materials and Services</b>			
692	714	950	690	604.000	Insurance	950	950	950
184	185	350	190	608.000	Audit	350	350	350
1,361	2,295	2,500	2,897	611.000	Travel & Meeting	3,000	3,000	3,000
-	-	5,000	1,591	611.100	Travel - Legislative/Economic Development	5,000	2,000	2,000
620	5,111	3,586	950	700.000	Legal Services	3,800	3,800	3,800
-	-	-	-	700.100	Misc. Legal (Non-Atty)	-	-	-
-	-	-	-	705.300	Data Processing	-	-	-
642	319	600	600	706.000	Dues & Certifications.	590	590	590
4,653	6,724	6,500	6,500	752.000	City Council Expense	6,500	6,500	6,500
-	3,911	-	-	752.100	City/County Dinner	4,000	4,000	4,000
8,000	1,767	6,500	10,700	752.200	Community Giving	7,750	10,750	10,750
-	1,500	1,500	1,500	752.240	YCTA Contribution	1,500	1,500	1,500
2,500	2,500	2,500	2,500	752.220	Task Force - Downtown Revitalization/DCDA	2,500	2,500	2,500
-	-	-	-	752.230	Task Force - Police Services	-	-	-
9,421	10,155	10,000	8,825	752.600	Community Events	10,000	10,000	10,000
-	873	1,150	1,000	799.000	Miscellaneous Expense	1,000	1,000	1,000
<b>28,074</b>	<b>36,053</b>	<b>41,136</b>	<b>37,944</b>		<b>Total Materials &amp; Services</b>	<b>46,940</b>	<b>46,940</b>	<b>46,940</b>
					<b>Transfers</b>			
-	-	120,500	120,500	830.000	Transfer to Transient Lodging Tax Fund	-	-	-
-	-	-	-	840.000	Transfer to General Fund	-	-	-
-	-	<b>120,500</b>	<b>120,500</b>		<b>Total Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>
					<b>Capital Outlay</b>			
-	-	6,000	186	903.000	Council Chamber Furnishings	2,000	2,000	2,000
-	-	6,000	2,350	903.100	Community Center Furnishings	2,000	2,000	2,000
-	-	<b>12,000</b>	<b>2,536</b>		<b>Total Capital Outlay</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>28,074</b>	<b>36,053</b>	<b>173,636</b>	<b>160,979</b>		<b>Total State Revenue Sharing Fund Expenditures</b>	<b>50,940</b>	<b>50,940</b>	<b>50,940</b>
<b>118,929</b>	<b>168,370</b>	<b>173,636</b>	<b>180,269</b>		<b>Total State Revenue Sharing Fund Revenue</b>	<b>50,940</b>	<b>50,940</b>	<b>50,940</b>

# Capital Funds

The City's Capital Funds represent those monies being spent on Capital Improvements for the City.

The following pages highlight our Capital Funds that include the Water Capital Fund, the Sewer Capital Fund, the Street Capital Fund, the Parks Capital Fund, the Equipment Replacement Fund, and the Building Reserve Fund. These funds receive transfers from the other funds and the money is then used to finance the construction or purchase of new or upgraded assets for the City.

Also included in the Water, Sewer, Street, and Parks capital funds are revenues from System Development Charges (SDC's) associated with new development. These charges are to be used to pay for the cost of extra capacity or extension of improvements for water, sanitary or storm sewer facilities, streets, or parks. System Development Charges are contributed as the priority revenue source to these projects, then transfers from other funds.

## Water Utility Capital Fund

The Water Capital Fund primarily receives money from the Water Utility Fund, from grant sources, and from System Development Charges (SDCs) for improvements to the City's water system and treatment facilities.

### **Major Projects to be completed for fiscal year 2020-21 include:**

- Water System Computer Upgrade (SCADA)
- Chlorine Generator
- Reservoir Maintenance
- Fisher Farms Intertie Planning

The Cost of the above improvements will be approximately \$412,000.

This fund is authorized and established by Resolution 1998/99-35 for the following specified purpose: repair, replacement, or improvements to the water system.

Year this reserve fund will be reviewed to be continued or abolished. Was reviewed in 2011. Next review year: 2020

ACTUAL		2019/2020 BUDGET		2020/2021 BUDGET						
2017/2018	2018/2019	Adopted	Projected	Water Utility Capital Fund			Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council	
				600-000	Water Utility Capital Fund Revenue					
21,353	89,878	130,085	177,195	400.000	Working Capital	114,081	114,081	114,081		
4,837	8,324	2,500	6,016	404.000	Interest	5,000	5,000	5,000		
55,146	4,242	42,420	-	420.000	System Development Charges	42,420	42,420	42,420		
-	-	-	-	440.100	Grant Reimbursements	-	-	-		
150,000	150,000	315,000	315,000	459.000	Transfer from Water Fund	250,000	250,000	250,000		
<b>231,337</b>	<b>252,443</b>	<b>490,005</b>	<b>498,211</b>		<b>Total Water Utility Capital Fund Revenue</b>	<b>411,501</b>	<b>411,501</b>	<b>411,501</b>		

				600-600	Water Utility Capital Fund Expenditures					
					<b>Materials and Services</b>					
-	-	-	-	705.000	CIP & SDC Update Project	-	-	-		
		-	-		<b>Total Materials &amp; Services</b>	-	-	-		
					<b>Capital Outlay</b>					
3,644	0	20,000	5,000	910.100	Engineering Services	10,000	10,000	10,000		
0	0	250,000	244,262	910.200	Flow IQ Water Meter Replacement	-	-	-		
-	-	30,000	-		Fisher Farms Intertie	30,000	30,000	30,000		
					SCADA Upgrade	40,000	40,000	40,000		
					Chlorine Generator	120,000	120,000	120,000		
53,612	56,193	100,005	50,000	930.100	Wells & System Improvements	49,901	49,901	49,901		
					Wells Maintenance	25,600	25,600	25,600		
84,203	19,055	90,000	84,868	930.600	Reservoir Maintenance	136,000	136,000	136,000		
<b>141,459</b>	<b>75,248</b>	<b>490,005</b>	<b>384,131</b>		<b>Total Capital Outlay</b>	<b>411,501</b>	<b>411,501</b>	<b>411,501</b>		

<b>141,459</b>	<b>75,248</b>	<b>490,005</b>	<b>384,131</b>		<b>Total Water Utility Capital Fund Expenditures</b>	<b>411,501</b>	<b>411,501</b>	<b>411,501</b>
<b>231,337</b>	<b>252,443</b>	<b>490,005</b>	<b>498,211</b>		<b>Total Water Utility Capital Fund Revenue</b>	<b>411,501</b>	<b>411,501</b>	<b>411,501</b>

# Sewer Capital Projects Fund

The Sewer Utility Capital Fund receives money from the Sewer Utility Fund and System Development Charges (SDCs).

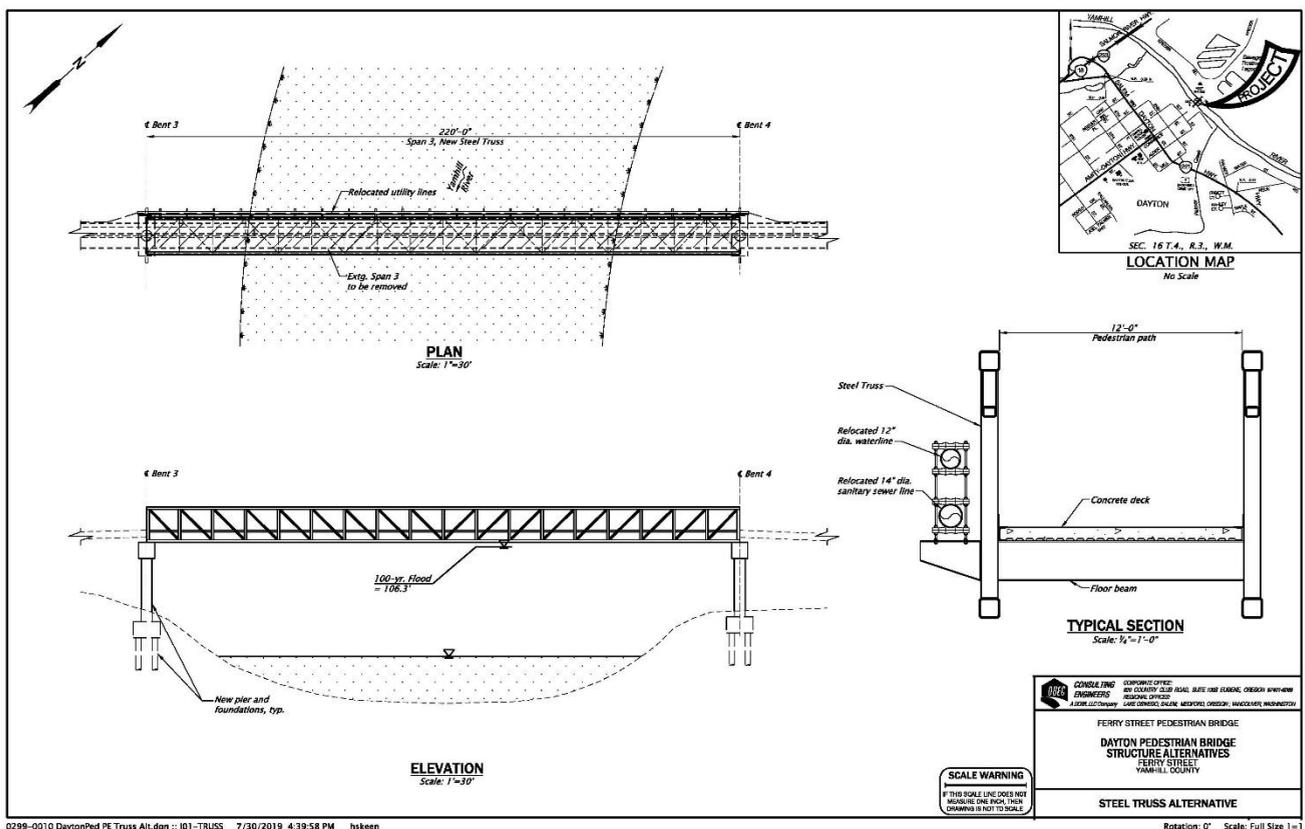
With the Main Pump Station and Ferry Street Trunk Sewer Improvements project substantially completed in December of 2019. The City received a \$910,000 grant with this project and to use funds remaining is completing another small portion of the Ferry Street Trunk Sewer will be completed in May of 2020.

The next big capital project coming up will be the Dayton Utility Bridge with Infrastructure upgrades. Also known in town as “The Footbridge”, this bridge carries our water and sewer infrastructure across the Yamhill River. In FY2019-20, the City and Council spent considerable time researching the possible replacement options. As you can see from the diagram below, the utility bridge will support the water and sewer mainlines on the side of the bridge.

This project has many moving parts and will include the following:

A prefabricated Steel Truss Main Span	\$2,946,495	
Sewerline Replacement	\$ 319,830	
Waterline Replacement	\$ 325,675	(to be budgeted in the Water Capital Fund)
Total Project Cost:	\$3,592,000	

For FY2020-21, the planning and engineering portion of this project has been budgeted. It is expected to take 12-18 months for design and permitting and approximately 9 month to a year for construction.



This fund is authorized and established by Resolution 1998/99-36 for the following specified purpose: repair, replacement, or

Year this reserve fund will be reviewed to be continued or abolished. Was reviewed in 2011. Next review year: 2020

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Sewer Utility Capital Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>700-000</b>	<b>Sewer Utility Capital Fund Revenue</b>			
87,702	111,935	56,711	80,379	400.000	Working Capital	96,964	96,964	96,964
2,966	5,103	4,800	4,409	404.000	Interest	4,000	4,000	4,000
84,500	7,564	75,640	-	420.000	System Development Charges	75,640	75,640	75,640
85,500	1,886,720	1,000,000	1,212,871	422.000	System Improvement Grants/Loans (MPS/FSTS)	50,000	50,000	50,000
-	-	-	-		Utility Bridge with Infrastructure Grants/Loans	1,000,000	1,000,000	1,000,000
30,000	63,876	100,000	-	459.300	Transfer from Sewer Fund	10,000	10,000	10,000
<b>290,668</b>	<b>2,075,199</b>	<b>1,237,151</b>	<b>1,297,659</b>		<b>Total Sewer Utility Capital Fund Revenue</b>	<b>1,236,604</b>	<b>1,236,604</b>	<b>1,236,604</b>

				<b>700-700</b>	<b>Sewer Utility Capital Fund Expenditures</b>			
					<b>Materials and Services</b>			
-	-	-	-	705.000	CIP & SDC Update Project	-	-	-
		-	-		<b>Total Materials &amp; Services</b>	-	-	-
					<b>Capital Outlay</b>			
30,000	26,115	30,000	-	910.000	System Improvements	30,000	30,000	30,000
140,864	1,855,973	1,000,000	1,200,695	910.400	Footbridge Pump Station	50,000	50,000	50,000
-	-	-	-		Utility Bridge with Infrastructure Improvements	1,000,000	1,000,000	1,000,000
-	-	15,000	-	910.450	Short-lived Assets Reserve	15,000	15,000	15,000
7,868	112,732	-	-	930.300	Lift Station Improvement and/or Replacement	-	-	-
<b>178,732</b>	<b>1,994,820</b>	<b>1,045,000</b>	<b>1,200,695</b>		<b>Total Capital Outlay</b>	<b>1,095,000</b>	<b>1,095,000</b>	<b>1,095,000</b>
-	-	42,151	-	880.000	Contingency	41,604	41,604	41,604
-	-	150,000	-	999.000	Unappropriated	100,000	100,000	100,000
<b>178,732</b>	<b>1,994,820</b>	<b>1,237,151</b>	<b>1,200,695</b>		<b>Total Sewer Utility Capital Fund Expenditures</b>	<b>1,236,604</b>	<b>1,236,604</b>	<b>1,236,604</b>
<b>290,668</b>	<b>2,075,199</b>	<b>1,237,151</b>	<b>1,297,659</b>		<b>Total Sewer Utility Capital Fund Revenue</b>	<b>1,236,604</b>	<b>1,236,604</b>	<b>1,236,604</b>

# Equipment Replacement Reserve

This fund is used for the purchase or major improvement of the City's equipment and vehicles. It receives revenue from transfers from the Street Fund, the Water Fund, the Sewer Fund, and the General Fund.

In the current fiscal year, the City needs to purchase a new pickup truck for Public Works to replace an older truck which is in constant need of maintenance and repairs. With the exception of the truck purchased in FY18/19, the fleet is getting older and additional replacements will need to be made in the upcoming years. The FY20-21 budget includes an increased transfer from the Sewer Department to start saving for these expenditures.

## **FY 2020-2021 Capital Investments include:**

- New ½ ton 4x4 Pick Up Truck



John Lindow, Maintenance Worker, Public Works Department

This is authorized and established by Resolution 1098/99-32 for the following specified purpose: replacement of equipment used in maintaining and repairing city facilities including, but not limited to, parks, streets, water and sewer systems.

Year this reserve fund will be reviewed to be continued or abolished. Was reviewed in 2011. Next review year: 2020

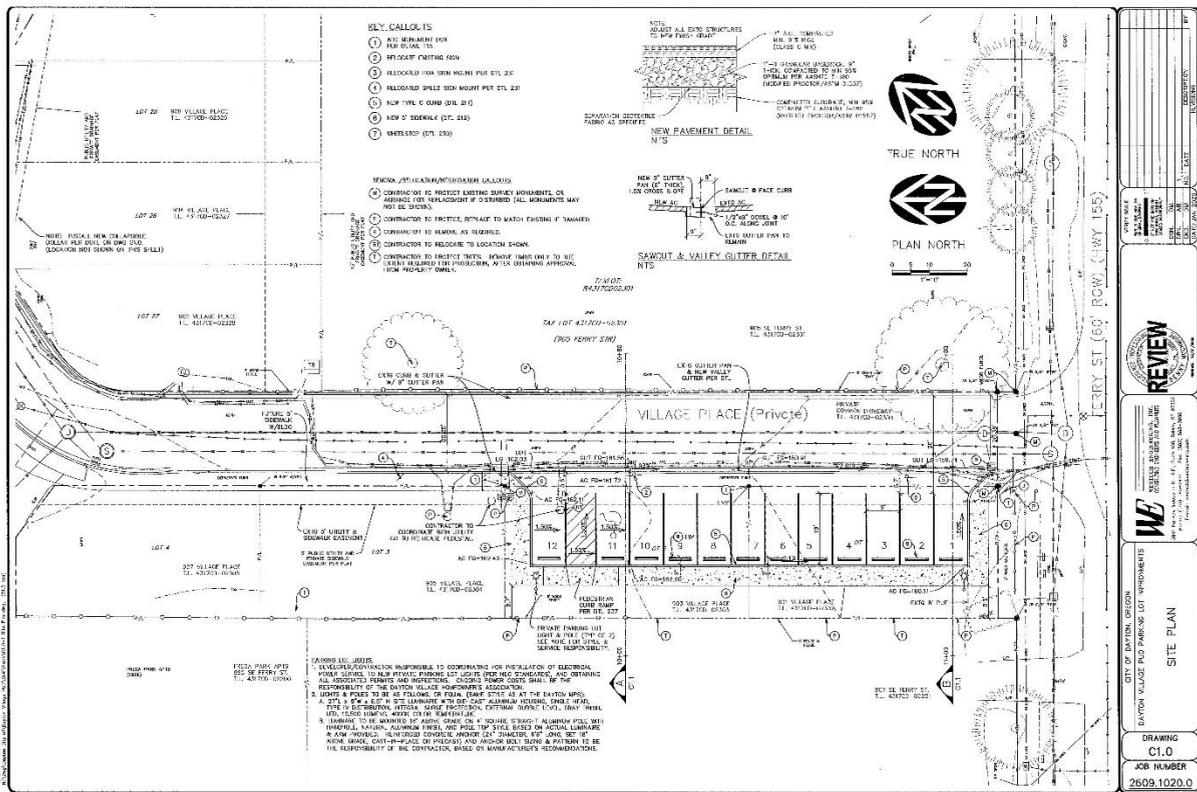
ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Equipment Replacement Reserve Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				750-000	Equipment Replacement Reserve Fund Revenue			
5,709	2,446	26,225	26,248	400.000	Working Capital	56,933	56,933	56,933
549	945	500	685	404.000	Interest	500	500	500
5,000	5,000	5,000	5,000	459.100	Transfer from Street Fund	5,000	5,000	5,000
7,000	15,000	15,000	15,000	459.200	Transfer from Water Fund	15,000	15,000	15,000
5,000	5,000	5,000	5,000	459.300	Transfer from Sewer Fund	15,000	15,000	15,000
5,000	5,000	5,000	5,000	459.400	Transfer from General Fund	5,000	5,000	5,000
-	-	50	-	459.800	Miscellaneous Revenue	50	50	50
<b>28,258</b>	<b>33,391</b>	<b>56,775</b>	<b>56,933</b>		<b>Total Equipment Replacement Reserve Fund Revenue</b>	<b>97,483</b>	<b>97,483</b>	<b>97,483</b>

				750-750	Equipment Replacement Reserve Fund Transfers			
					<b>Transfers</b>			
		-	-		<b>Total Transfers</b>	-	-	-
					<b>Capital Outlay</b>			
-	7,143	10,000	-	903.000	Equipment	10,000	10,000	10,000
25,812	-	-	-	903.100	Replace Pickup	35,000	35,000	35,000
-	-	-	-	903.200	Replace Mower	-	-	-
-	-	-	-	903.300	Replace Tractor	-	-	-
<b>25,812</b>	<b>7,143</b>	<b>10,000</b>	-		<b>Total Capital Outlay</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>
-	-	46,775	-	880.000	Contingency	52,483	52,483	52,483
-	-	-	-	999.000	Unappropriated Ending Fund Balance	-	-	-
<b>25,812</b>	<b>7,143</b>	<b>56,775</b>	-		<b>Total Equipment Replacement Reserve Fund Expenditures</b>	<b>97,483</b>	<b>97,483</b>	<b>97,483</b>
<b>28,258</b>	<b>33,391</b>	<b>56,775</b>	<b>56,933</b>		<b>Total Equipment Replacement Reserve Fund Revenue</b>	<b>97,483</b>	<b>97,483</b>	<b>97,483</b>

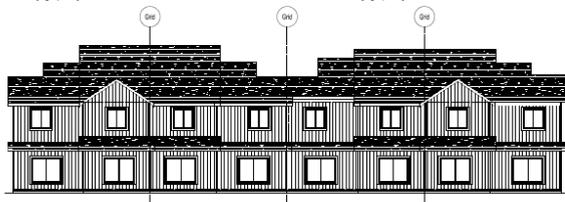
# Building Reserve Fund

This fund is used for all major construction of City facilities. As the City Council has made it a goal to build a new City Hall, fund transfers to the Building Reserve Fund will increase over the next fiscal year.

In late 2018, the City Council approved the purchase of 12 tax foreclosed lots in Dayton Village from Yamhill County to be developed as affordable housing. The City Council voted to donate two of the lots to the Home Owner's Association to improve the parking capacity in the complex. This remaining 10 lots will be developed into affordable housing and go out to bid in the Spring/Summer of 2020.



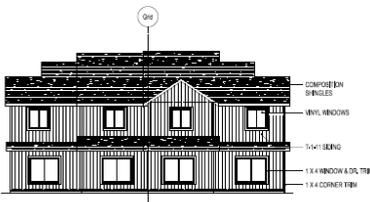
E1 Building 6 - West Elevation



E3 Building 6 - East Elevation



E5 Building 5 - East Elevation



A1 Building 6 - South Elevation



A3 Building 5 - South Elevation



Composition	Elevations
1x4 WINDOW	0000
1x4 CORNER FIN	0000
2x4 BEAM	0000
LEVEL WINDOW	0000
COMPOSITION	0000

A4

This is authorized and established by Resolution 1098/99-31 for the following specified purpose: repair, remodel, replacement or construction of facilities for various purposes that include public use and maintenance, repair or storage of city equipment and supplies.

Year this reserve fund will be reviewed to be continued or abolished. Was reviewed in 2011.  
Next review year: 2020

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Building Reserve Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>760-000</b>	<b>Building Reserve Fund Revenue</b>			
53,218	94,927	135,281	137,911	400.000	Working Capital	164,946	164,946	164,946
1,709	2,940	1,500	2,625	404.000	Interest	2,000	2,000	2,000
10,000	10,000	10,000	10,000	459.100	Transfer from Street Fund	10,000	10,000	10,000
10,000	10,000	10,000	10,000	459.200	Transfer from Water Fund	10,000	10,000	10,000
5,000	5,000	5,000	5,000	459.300	Transfer from Sewer Fund	5,000	5,000	5,000
15,000	50,489	15,000	15,000	459.400	Transfer from General Fund	5,000	5,000	5,000
-	-	-	-	490.000	CDBG Grant - Community Center	-	-	-
-	-	-	-	490.100	Energy Efficiency Grants	-	-	-
<b>94,927</b>	<b>173,356</b>	<b>176,781</b>	<b>180,536</b>		<b>Total Building Reserve Fund Revenue</b>	<b>196,946</b>	<b>196,946</b>	<b>196,946</b>

				<b>760-760</b>	<b>Building Reserve Fund Transfers</b>			
					<b>Transfers</b>			
-	-	-	-	459.600	Transfer to General Fund	-	-	-
-	-	-	-	459.700	Transfer to Sewer Fund	-	-	-
-	-	-	-	-	<b>Total Transfers</b>	-	-	-
					<b>Capital Outlay</b>			
-	35,445	-	-	930.000	Building Construction	-	-	-
-	-	-	-	930.100	City Maintenance Shop Improvements	-	-	-
-	-	20,000	15,590	920.000	Land Acquisition/ Dayton Village Development	20,000	20,000	20,000
-	-	-	-	930.300	Community Center	-	-	-
-	<b>35,445</b>	<b>20,000</b>	<b>15,590</b>		<b>Total Capital Outlay</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
-	-	56,781		880.000	Contingency	76,946	76,946	76,946
-	-	100,000		999.000	Unappropriated Ending Fund Balance	100,000	100,000	100,000
-	<b>35,445</b>	<b>176,781</b>	<b>15,590</b>		<b>Total Building Reserve Fund Expenditures</b>	<b>196,946</b>	<b>196,946</b>	<b>196,946</b>
<b>94,927</b>	<b>173,356</b>	<b>176,781</b>	<b>180,536</b>		<b>Total Building Reserve Fund Revenue</b>	<b>196,946</b>	<b>196,946</b>	<b>196,946</b>

# Street Capital Projects Fund

The Street Capital Projects Fund receives transfers from the Street Fund and General Fund as well as grant proceeds to complete upgrades to the City's streets, storm system, bikeways, and pedestrian element.

The City has received two Small City Allotment (SCA) grants from the Oregon Department of Transportation for street overlays which are planned for completion in the 2020-2021 fiscal year.

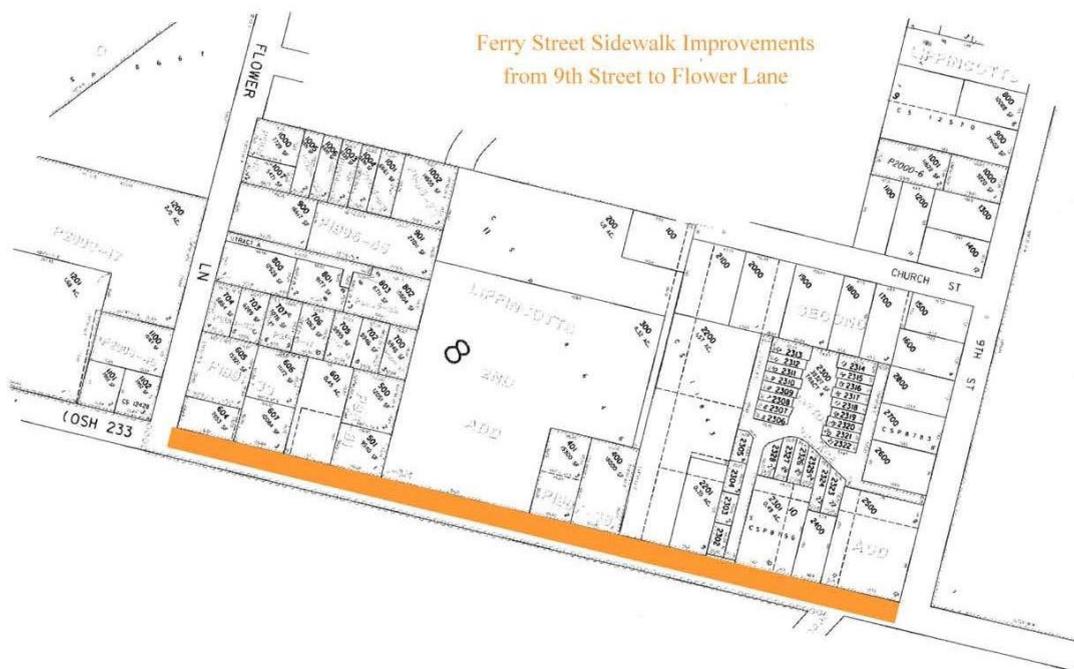
Additionally in FY2020-2021, the City will be applying for Oregon Department of Transportation's Safe Routes to School grant for funding to complete the sidewalk improvements from 9<sup>th</sup> Street to Flower Lane.

## Projects planned in fiscal year 2020-2021 include:

- Transportation improvement funding strategy
- Street Overlay projects – Main Street 3<sup>rd</sup>-5<sup>th</sup> and 5<sup>th</sup> Street

## Capital Needs:

- Continued street overlays
- Funding for pedestrian improvements on Ferry Street from 9<sup>th</sup> Street approximately 1000 feet west towards Flower Lane. (Estimate \$500,000)
- Sidewalk improvements on Church Street between downtown and the High School



This is authorized and established by Resolution 98/99-33 for the following specified purpose: future street improvements.

Year this reserve fund will be reviewed to be continued or abolished. Was reviewed in 2011.  
Next review year: 2020

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Street Capital Projects Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>770-000</b>	<b>Street Capital Projects Fund Revenue</b>			
178,088	175,710	229,067	227,668	400.000	Working Capital	271,593	271,593	271,593
2,742	4,718	3,000	4,610	404.000	Interest	3,000	3,000	3,000
13,500	1,125	11,250	-	420.000	System Development Charges	11,250	11,250	11,250
-	-	-	-	438.100	Street Maintenance Fee	-	-	-
50,000	50,000	50,000	50,000	459.100	Transfer from Street Fund	25,000	25,000	25,000
1,125	-	150,000	-	490.200	SCA Grant/ODOT Grants	150,000	150,000	150,000
-	-	-	-	459.800	Miscellaneous Revenue	-	-	-
-	-	-	-	490.300	Sidewalk Improvement Reimbursement	-	-	-
<b>245,455</b>	<b>231,553</b>	<b>443,317</b>	<b>282,278</b>		<b>Total Street Capital Projects Fund Revenue</b>	<b>460,843</b>	<b>460,843</b>	<b>460,843</b>

				<b>770-770</b>	<b>Street Capital Projects Expenditures</b>			
					<b>Materials and Services</b>			
-	-	-	-	700.000	Transportation System Plan	-	-	-
-	-	-	-	705.000	Street CIP & SDC Update Project	-	-	-
-	-	-	-	-	<b>Total Materials and Services</b>	-	-	-
					<b>Capital Outlay</b>			
57,370	2,065	125,000	10,000	910.000	Street Capital Projects	100,000	100,000	100,000
-	-	50,000	685		Fifth Street Overlay	75,000	75,000	75,000
-	-	132,000	-		Main Street Overlay/Sidewalk Improvement(3rd to 5th)	132,000	132,000	132,000
12,375	1,821	90,000	-	910.200	Sidewalk Improvements	90,000	90,000	90,000
<b>69,745</b>	<b>3,885</b>	<b>397,000</b>	<b>10,685</b>		<b>Total Capital Outlay</b>	<b>397,000</b>	<b>397,000</b>	<b>397,000</b>
-	-	-	-	880.000	Contingency	25,000	25,000	25,000
-	-	46,317	-	999.000	Unappropriated Ending Fund Balance	38,843	38,843	38,843
<b>69,745</b>	<b>3,885</b>	<b>443,317</b>	<b>10,685</b>		<b>Total Street Capital Projects Fund Expenditures</b>	<b>460,843</b>	<b>460,843</b>	<b>460,843</b>
<b>245,455</b>	<b>231,553</b>	<b>443,317</b>	<b>282,278</b>		<b>Total Street Capital Projects Fund Revenue</b>	<b>460,843</b>	<b>460,843</b>	<b>460,843</b>

# Park Capital Projects Fund

The Park Capital Projects Fund receives transfers from the General Fund and grant proceeds for the improvement of City Parks.

A City Council Strategic Goal in 2019/20 includes developing a strategy for improvement of the County's Dayton Landing Park and boat ramp including permitting, funding, construction and possible ownership.

## The major projects for fiscal year 2020-2021 include:

- Various improvements to both Courthouse Square Park and Andrew Smith Park including an entrance sign for Courthouse Square Park.



*Photo Credit: Councilor John Collins*

This is authorized and established by Resolution 98/99-34 for the following specified purpose: development of new city parks or for major additions or improvements for existing city parks.

Year this reserve fund will be reviewed to be continued or abolished. Was reviewed in 2011.  
Next review year: 2020

ACTUAL		2019/2020 BUDGET		2020/2021 BUDGET						
2017/2018	2018/2019	Adopted	Projected	Parks Capital Projects Fund			Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council	
				<b>780-000</b>	<b>Parks Capital Projects Fund Revenue</b>					
41,546	40,610	44,052	50,337	400.000	Working Capital	47,682	47,682	47,682		
2,689	4,627	3,000	3,845	404.000	Interest	3,000	3,000	3,000		
1,300	100	1,000	-	420.000	System Development Charges	1,000	1,000	1,000		
5,000	5,000	5,000	5,000	459.400	Transfer from General Fund	5,000	5,000	5,000		
-	0	-	-	459.500	Land & Water Conservation Grant	-	-	-		
-	0	-	-	459.600	Preserving Oregon Grant	-	-	-		
-	0	-	-	459.700	Local Government Grant	-	-	-		
-	0	-	-	460.000	Developer Park Fees	-	-	-		
<b>50,535</b>	<b>50,337</b>	<b>53,052</b>	<b>59,182</b>		<b>Total Parks Capital Projects Fund Revenue</b>	<b>56,682</b>	<b>56,682</b>	<b>56,682</b>		

				<b>780-780</b>	<b>Parks Capital Projects Expenditures</b>					
					<b>Materials and Services</b>					
-	-	-	-	705.000	CIP & SDC Update Project	-	-	-		
-	-	-	-	706.000	Park Planning Project	-	-	-		
-	-	-	-		<b>Total Materials and Services</b>	-	-	-		
					<b>Capital Outlay</b>					
-	-	-	-	920.000	Park Acquisition	-	-	-		
0	-	14,000	-	920.200	Courthouse Square Park Improvements	14,000	14,000	14,000		
9,925	-	1,000	1,000	920.300	Andrew Smith Park	1,000	1,000	1,000		
-	-	20,000	5,000	920.350	Other Park Improvements	20,000	20,000	20,000		
-	-	-	-	920.400	Bandstand Improvements	-	-	-		
-	-	-	-	920.500	Blockhouse Rehabilitation	-	-	-		
<b>9,925</b>	<b>-</b>	<b>35,000</b>	<b>6,000</b>		<b>Total Capital Outlay</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>		
-	-	18,052		880.000	Contingency	21,682	21,682	21,682		
-	-	-		999.000	Unappropriated Ending Fund Balance	-	-	-		
<b>9,925</b>	<b>-</b>	<b>53,052</b>	<b>6,000</b>		<b>Total Parks Capital Projects Fund Expenditures</b>	<b>56,682</b>	<b>56,682</b>	<b>56,682</b>		
<b>50,535</b>	<b>50,337</b>	<b>53,052</b>	<b>53,682</b>		<b>Total Parks Capital Projects Fund Revenue</b>	<b>56,682</b>	<b>56,682</b>	<b>56,682</b>		

# Debt Service Fund

The Debt Service fund accumulates money for repayment of City debt. The debt can be created by any other fund with City Council approval. Debt can be of varying natures such as bonded debt, bank loans or loans from other government agencies.

Currently, the City is paying on 2 separate loans for water system improvements through the Infrastructure Finance Authority of the State of Oregon, for the Water Treatment Plant and Wells as well as the Springs Rehabilitation.

Additionally, the City will start paying on the loan for the Main Pump Station and Ferry Street Trunk Sewer project which was substantially complete in December of 2019. The first payment will be due in December of 2020.

	Outstanding July 1, 2019	Rate of Interest	Outstanding July 1, 2020	Maturing 20/21 Principal	Maturing 20/21 Interest
Safe Drinking Water Revolving Loan (Water Treatment Plant)	2,350,625	1.00%	2,231,985	121,013	22,320
Safe Drinking Water Revolving Loan (Springs Rehabilitation)	415,365	1.00%	402,022	13,610	4,020
USDA RD Loan (Main Pump Station & Ferry Street Trunk Sewer Upgrade)	2,300,000	1.875%	2,300,000	39,123	43,125

ACTUAL		2019/2020 BUDGET				2020/2021 BUDGET		
2017/2018	2018/2019	Adopted	Projected	Debt Service Fund		Proposed By Budget Officer	Approved By Budget Committee	Adopted By City Council
				<b>850-000</b>	<b>Debt Service Fund Revenue</b>			
203,974	215,855	286,818	286,942	400.000	Working Capital	306,663	306,663	306,663
3,084	5,306	1,000	4,435	404.000	Interest	1,000	1,000	1,000
235,000	285,000	150,000	150,000	459.000	Transfer from Water Fund	150,000	150,000	150,000
-	-	3,000	3,000	459.300	Transfer from Sewer Fund	86,000	86,000	86,000
23,249	23,249	23,249	23,249	459.999	City of Lafayette	23,249	23,249	23,249
<b>465,307</b>	<b>529,411</b>	<b>464,067</b>	<b>467,626</b>		<b>Total Debt Service Fund Revenue</b>	<b>566,912</b>	<b>566,912</b>	<b>566,912</b>

				<b>850-850</b>	<b>Debt Service Expenditures</b>			
118,640	119,827	121,025	121,025	774.000	Debt Service to Bond - WTP(Principal)	121,013	121,013	121,013
24,693	23,506	22,308	22,308	776.000	Debt Service to Bond - WTP (Interest)	22,320	22,320	22,320
88,488	81,505	-	-	777.000	Fisher Nursery Payments	-	-	-
17,630	17,630	13,610	13,612	778.000	Debt Service to Springs (Principal)	13,610	13,610	13,610
-	-	4,020	4,019	778.100	Debt Service to Springs (Interest)	4,020	4,020	4,020
-	-	-	-	780.000	Debt Service to Bond - Sewer MPS/FSTS	82,248	82,248	82,248
					US Bank Loan for USDA Appl.	-	-	-
<b>249,452</b>	<b>242,469</b>	<b>160,963</b>	<b>160,963</b>		<b>Total Debt Service Fund Expenditures</b>	<b>286,336</b>	<b>286,336</b>	<b>286,336</b>
-	-	23,625	-	900.300	Reserve for Lafayette Loan Payoff	23,625	23,625	23,625
-	-	279,479	-	999.000	Reserve for MPS FSTS USDA Loan Payment	82,248	82,248	82,248
					Unappropriated Ending Fund Balance	256,951	256,951	174,703
<b>249,452</b>	<b>242,469</b>	<b>464,067</b>	<b>160,963</b>		<b>Total Debt Service Fund Expenditures</b>	<b>566,912</b>	<b>566,912</b>	<b>566,912</b>
<b>465,307</b>	<b>529,411</b>	<b>464,067</b>	<b>467,626</b>		<b>Total Debt Service Fund Revenue</b>	<b>566,912</b>	<b>566,912</b>	<b>566,912</b>

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# Appendix

2020/2021 Salary Allocation Table

POSITION	19/20 Budget	Admin 100-100	Parks 100-103	Library 100-104	Planning 100-105	Building 100-106	Total Admin	Local Option 101-101	Streets 200-200	Water 300-300	WTP 300-301	Sewer 400-400	Grand Total
City Manager	97,200	21,384	7,776	4,860	7,776	4,860	<b>46,656</b>	5,832	3,888	17,496	5,832	17,496	<b>97,200</b>
% of Total Salary	1.0 FTE	22.00%	8.00%	5.00%	8.00%	5.00%	<b>48.00%</b>	6.00%	4.00%	18.00%	6.00%	18.00%	<b>100.00%</b>
City Recorder	64,500	12,255	1,290	1,290	1,290	3,225	<b>19,350</b>	7,095	2,580	17,092	1,290	17,092	<b>64,500</b>
% of Total Salary	1.0 FTE	19.00%	2.00%	2.00%	2.00%	5.00%	<b>30.00%</b>	11.00%	4.00%	26.50%	2.00%	26.50%	<b>100.00%</b>
Accountant	39,500	7,505	790	790	790	790	<b>10,665</b>	3,555	1,580	11,060	790	11,850	<b>39,500</b>
% of Total Salary	.6 FTE	19.00%	2.00%	2.00%	2.00%	2.00%	<b>27.00%</b>	9.00%	4.00%	28.00%	2.00%	30.00%	<b>100.00%</b>
Public Works Superintendent	90,000	5,400	9,000	0	3,600	3,600	<b>21,600</b>	0	9,000	18,000	18,000	23,400	<b>90,000</b>
% of Total Salary	1.0 FTE	6.00%	10.00%	0.00%	4.00%	4.00%	<b>24.00%</b>	0.00%	10.00%	20.00%	20.00%	26.00%	<b>100.00%</b>
Maintenance Operator 1	42,900	1,287	10,725	0	0	0	<b>12,012</b>	0	5,148	12,870	4,290	8,580	<b>42,900</b>
% of Total Salary	1.0 FTE	3.00%	25.00%	0.00%	0.00%	0.00%	<b>28.00%</b>	0.00%	12.00%	30.00%	10.00%	20.00%	<b>100.00%</b>
Maintenance Operator 2	55,500	1,665	5,550	0	0	555	<b>7,770</b>	0	3,885	16,650	11,100	16,095	<b>55,500</b>
% of Total Salary	1.0 FTE	3.00%	10.00%	0.00%	0.00%	1.00%	<b>14.00%</b>	0.00%	7.00%	30.00%	20.00%	29.00%	<b>100.00%</b>
Maintenance Operator 3	56,800	1,704	5,680	0	0	568	<b>7,952</b>	0	5,680	22,720	5,680	14,768	<b>56,800</b>
% of Total Salary	1.0 FTE	3.00%	10.00%	0.00%	0.00%	1.00%	<b>14.00%</b>	0.00%	10.00%	40.00%	10.00%	26.00%	<b>100.00%</b>
Librarian	47,900	958	0	33,051	9,580	0	<b>43,589</b>	479	0	1,916	0	1,916	<b>47,900</b>
% of Total Salary	1.0 FTE	2.00%	0.00%	69.00%	20.00%	0.00%	<b>91.00%</b>	1.00%	0.00%	4.00%	0.00%	4.00%	<b>100.00%</b>
Office Specialist II	46,600	5,592	0	932	0	0	<b>6,524</b>	932	0	19,572	0	19,572	<b>46,600</b>
% of Total Salary	1.0 FTE	12.00%	0.00%	2.00%	0.00%	0.00%	<b>14.00%</b>	2.00%	0.00%	42.00%	0.00%	42.00%	<b>100.00%</b>
Office Specialist I	40,000	1,200	0	800	0	6,000	<b>8,000</b>	20,000	0	6,000	0	6,000	<b>40,000</b>
% of Total Salary	1.0 FTE	3.00%	0.00%	2.00%	0.00%	15.00%	<b>20.00%</b>	50.00%	0.00%	15.00%	0.00%	15.00%	<b>100.00%</b>
Maintenance Worker	39,000	1,950	29,250	0	0	0	<b>31,200</b>	0	1,950	1,950	1,950	1,950	<b>39,000</b>
% of Total Salary	1.0 FTE	5.00%	75.00%	0.00%	0.00%	0.00%	<b>80.00%</b>	0.00%	5.00%	5.00%	5.00%	5.00%	<b>100.00%</b>
Summer Reading Assistant Seasonal % of Total Salary	0			0			<b>0</b>						<b>0</b>
				100.00%			<b>100.00%</b>						<b>100.00%</b>
Overtime	9,000		900		450	450	<b>1,800</b>		900	4,500	450	1,350	<b>9,000</b>
% of Total Allocation			10%		5%	5%	<b>20.00%</b>		10%	50%	5%	15%	<b>100.00%</b>
On-Call Hourly Cost	5,450									2,180	1,090	2,180	<b>5,450</b>
										40.00%	20.00%	40.00%	<b>100.00%</b>
<b>TOTAL SALARIES</b>	<b>634,349</b>	<b>60,900</b>	<b>70,961</b>	<b>41,723</b>	<b>23,486</b>	<b>20,048</b>	<b>217,117</b>	<b>37,893</b>	<b>34,611</b>	<b>152,006</b>	<b>50,472</b>	<b>142,249</b>	<b>634,349</b>

**2020/2021 SUMMARY OF TRANSFERS**

Transferred From	Amount	Transferred to												Total
		Gen Fund	LOT Fund	TLT Fund	Sewer Fund	State Rev Sh	Water Cap	Sewer Cap	Equip Res	Bldg Res	Street Cap	Parks Cap	Debt	
		100-100	101-101	105-105	400-400	500-500	600-600	700-700	750-750	760-760	770-770	780-780	850-850	
<b>General Fund</b>	100-100	25,000				10,000			5,000	5,000		5,000		25,000
<b>Street Fund</b>	200-200	40,000							5,000	10,000	25,000			40,000
<b>Water Utility Fund</b>	300-300	425,000					250,000		15,000	10,000			150,000	425,000
<b>Sewer Utility Fund</b>	400-400	116,000						10,000	15,000	5,000			86,000	116,000
<b>Totals</b>		<b>606,000</b>												<b>606,000</b>