



**PROPOSED BUDGET
2022-2023**

**CITY OF LA GRANDE
AND
URBAN RENEWAL DISTRICT**

**ROBERT STROPE
CITY MANAGER**

URBAN RENEWAL AGENCY

URBAN RENEWAL DISTRICT

Budget Message

Proposed Budget for Fiscal Year 2022-23

The Urban Renewal District Proposed Budget for Fiscal Year 2022-23 reflects the guidance provided by the Urban Renewal Agency at their annual Retreat, which again included affirmation of continuing to fully fund core economic development efforts first and to under levy surplus property taxes. Based on that guidance, the Proposed Budget has an under levy of Urban Renewal to provide more revenues to the City's General Fund as well as additional revenues to other taxing districts. The under levy is an annual decision, and is at the discretion of the Agency. In addition to funding core programs, the intent is to maintain an ending fund balance of approximately \$250,000. The Proposed Budget includes a total unappropriated ending fund balance of \$346,706 plus \$150,000 of contingency.

The Proposed Budget includes funding for the Economic Development Director, core economic development program funding, and project funding for the Agency's existing programs. Below are the allocations of the \$1,350,000, in project funding, of which \$900,000 is being carried over from the current fiscal year. An additional \$118,742 is also being carried forward for previously approved projects that remain open.

Non-Business Park Call For Projects Program:	\$350,000
Business Park Call For Projects:	\$225,000
Agency identified, pro-actively targeted improvement project:	\$500,000
Traded Sector incentive:	\$200,000
Façade Grant Program:	\$75,000

Because of the regulatory constraints surrounding Urban Renewal, the City of La Grande and the Urban Renewal Agency have an agreement that provides for the transfer of funds from the Agency to the General Fund for services, including funding of the Economic Development Department and La Grande Main Street Downtown (LGMSD) at \$25,000. The Agency is not planning to provide funding for any outside third-party agency or organization for economic development efforts in the coming fiscal year other than the existing services provided by LGMSD.

Respectfully submitted,



Robert A. Stroe
District Manager/Budget Officer

Urban Renewal Agency - General Fund

*Urban Renewal Agency - General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

To promote the economic health of the area within the borders of the La Grande Urban Renewal District. To revitalize La Grande's Central Business Zone (CBZ) by:

1. Investing in public improvements and public/private development partnerships in the CBZ, and
2. Facilitating the development of commercial and industrial parts of the District to create jobs and income which will provide economic support to the CBZ.
3. Implementing the Central Business Zone Improvement Plan and the Oregon Main Street program.
4. Promoting the Business Park and other economic development opportunities within the District.
5. Implementing the Urban Renewal Plan.

Staffing:

Staffing is provided by 0.70 FTE Economic Development Director and 0.33 FTE shared Secretary. The City of La Grande General Fund provides funding 0.30 FTE for the Economic Development Director.

Major Objectives:

The major focus of this program for the current year will be to promote the area and actively seek to leverage private investment with public investment in downtown and in the Business Park. Major projects for this fiscal year will include:

Leveraging URA funds to support public/private partnership project requests.

Attract new businesses to the Business Park.

Continue to implement a downtown retail business development strategy.

Develop a strategy focused on attraction, recruitment, and expansion of small scale manufacturing businesses that can locate or expand in the District or City's Urban Growth area.

Urban Renewal Agency - General Fund

Urban Renewal Agency - General Fund

Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Professional SVC & Fees-M &S/C - Decreased by \$25,000 over FY 2021-22 with the elimination of the RARE participant request.
URA Plan Projects - CFP non-Business Park: \$350,000 (\$275,000 carried forward); CFP Business Park: \$225,000 (\$125,000 carried forward from prior years); Agency Initiated Project: \$500,000 (\$300,000 carried forward from prior years); and Facade Program: \$75,000.

Traded Sector - \$200,000 (carried forward).

Call for Projects carried forward from prior years: \$81,242: \$75,000 for Travelodge and \$6,242 for The Local.
 \$37,500 for Steve's Outdoor Adventures (Business Park).

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ 282,701	\$ 245,178	\$ 358,065	\$ 370,712	\$ 369,212
Capital Outlay	\$ 463,173	\$ 392,551	\$ 1,229,453	\$ 1,577,550	\$ 1,468,742
Operating Contingency	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ 65,496	\$ 153,336	\$ 3,336
TOTAL	\$ 745,874	\$ 637,729	\$ 1,803,014	\$ 2,101,598	\$ 1,991,290

URBAN RENEWAL

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				

URBAN RENEWAL - GENERAL FUND

RESOURCES

\$	100,871	\$	176,601	\$	183,166	\$	69,227	201-000-100100	BEGINNING CASH	\$	146,272	\$	146,272
\$	-	\$	-	\$	-	\$	-	201-000-451100	GRANTS	\$	-	\$	-
\$	4,506	\$	5,522	\$	5,264	\$	5,264	201-000-483530	PRINCIPAL PYMTS	\$	5,264	\$	5,264
\$	2,372	\$	2,281	\$	2,066	\$	2,008	201-000-483531	INTEREST PYMTS	\$	1,800	\$	1,800
\$	-	\$	1,805	\$	-	\$	-	201-000-484000	MISCELLANEOUS	\$	-	\$	-
\$	-	\$	-	\$	-	\$	69,773	201-000-490650	PROPERTY SALES	\$	-	\$	-
\$	697,744	\$	637,729	\$	1,612,518	\$	335,077	201-000-490680	TRANSFER FROM URA DEBT FUND	\$	1,948,262	\$	1,837,954
\$	805,493	\$	823,938	\$	1,803,014	\$	481,349	TOTAL RESOURCES		\$	2,101,598	\$	1,991,290

REQUIREMENTS

\$	83,558	\$	83,606	\$	92,532	\$	92,532	201-001-621500	ADMINISTRATIVE FEES GEN FUND	\$	100,479	\$	100,479
\$	102,070	\$	75,049	\$	160,675	\$	66,135	201-001-628803	PROFESSIONAL SVC & FEES-M & S/C	\$	167,147	\$	165,647
\$	97,073	\$	86,523	\$	104,858	\$	69,152	201-001-628804	PROFESSIONAL SVC & FEES - PSNL	\$	103,086	\$	103,086
\$	-	\$	-	\$	-	\$	-	201-001-645200	BUS DEVLMP LOAN PRG	\$	-	\$	-
\$	282,701	\$	245,178	\$	358,065	\$	227,819	TOTAL MATERIALS & SERVICES		\$	370,712	\$	369,212

\$	320,735	\$	341,213					201-001-640008	URA 'PLAN' PROJECTS	\$	-	\$	-
\$	-	\$	-	\$	350,000	\$	-		Call for Projects--Current Year	\$	350,000	\$	350,000
\$	-	\$	-	\$	129,453	\$	85,915		Call for Projects--Prior Years	\$	190,050	\$	81,242
\$	-	\$	-	\$	200,000	\$	-		CFP \Business and Tech Park	\$	262,500	\$	262,500
\$	-	\$	-	\$	300,000	\$	-		URA Initiated CBZ project	\$	500,000	\$	500,000
\$	-	\$	-	\$	50,000	\$	21,343		Façade Program	\$	75,000	\$	75,000
\$	-	\$	-	\$	200,000	\$	-	201-001-646123	TRADED SECTOR	\$	200,000	\$	200,000
\$	25,000	\$	25,000	\$	-	\$	-	201-001-646125	IOOF PROJECT	\$	-	\$	-

URBAN RENEWAL

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 117,438	\$ 26,338	\$ -	\$ -	201-001-646128	ADAMS AVENUE PROJECT	\$ -	\$ -
\$ 463,173	\$ 392,551	\$ 1,229,453	\$ 107,258		TOTAL CAPITAL OUTLAY	\$ 1,577,550	\$ 1,468,742
\$ -	\$ -	\$ 150,000	\$ -	201-001-740100	OPERATING CONTINGENCY	\$ -	\$ 150,000
\$ -	\$ -	\$ -	\$ -	201-001-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -
\$ -	\$ -	\$ 65,496	\$ 146,272	201-001-765100	UNAPP ENDING BALANCE	\$ 153,336	\$ 3,336
\$ 745,874	\$ 637,729	\$ 1,803,014	\$ 481,349		TOTAL REQUIREMENTS	\$ 2,101,598	\$ 1,991,290

Urban Renewal Agency - Debt Fund

Urban Renewal Agency - Debt Fund

Proposed Budget - FY 2022-23

Mission and Overview:

To promote the economic health of the area within the borders of the La Grande Urban Renewal District.

Staffing:

Staffing is provided by 0.70 FTE Economic Development Director and 0.33 FTE shared Secretary. The City of La Grande General Fund provides funding 0.30 FTE for the Economic Development Director.

Major Objectives:

Increasing prosperity of the Urban Renewal District to the benefit of the citizens of La Grande.

The URA General Fund will provide the budget for major projects. The URA Debt Fund will provide for debt payments for contractual services and principal and interest payments on loans for projects.

Urban Renewal Agency - Debt Fund

Urban Renewal Agency - Debt Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

In April 2018 a Bond Refunding was completed with a current balance due of \$631,655.

In 2015 bonds were sold for the Adams Avenue Street Scape project which has a current balance due of \$1,160,000.

In 2011 bonds were sold for the Big H project which currently has a balance due of \$635,000.

The current property tax revenue shown reflects the proposed under levy of Urban Renewal as recommended by the Fiscal Committee using as assessed value of \$52,422,181.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Total Debt	\$ 260,089	\$ 251,243	\$ 256,442	\$ 251,329	\$ 251,329
Interfund Transfers	\$ 697,744	\$ 637,729	\$ 1,612,518	\$ 1,948,262	\$ 1,837,954
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ 189,770	\$ 633,062	\$ 343,370
TOTAL	\$ 957,833	\$ 888,972	\$ 2,058,730	\$ 2,832,653	\$ 2,432,653

URBAN RENEWAL

Budget Analysis & Proposal

Budget Analysis & Proposal								2023	2023
2020 Actual	2021 Actual	2022		Account	Description	Requested	Proposed		
		Budget	Estimated						
URBAN RENEWAL - DEBT SERVICE FUND									
RESOURCES									
\$ 1,054,695	\$ 830,026	\$ 900,730	\$ 990,372	202-000-100100	BEGINNING CASH	\$ 1,452,153	\$ 1,452,153		
\$ 684,157	\$ 989,464	\$ 1,125,000	\$ 1,025,000	202-000-401002	CURRENT PROPERTY TAXES	\$ 1,350,000	\$ 950,000		
\$ 22,984	\$ 51,225	\$ 23,000	\$ 23,000	202-000-401003	DELINQ PROPERTY TAXES	\$ 25,000	\$ 25,000		
\$ 26,023	\$ 8,458	\$ 10,000	\$ 5,300	202-000-401004	INTEREST INCOME	\$ 5,500	\$ 5,500		
\$ -	\$ -	\$ -	\$ -	202-000-405000	PROCEEDS-BONDS/NOTES	\$ -	\$ -		
\$ -	\$ -	\$ -	\$ -	202-000-405001	BOND PREMIUM	\$ -	\$ -		
\$ -	\$ -	\$ -	\$ -	202-000-484000	MISCELLANEOUS	\$ -	\$ -		
\$ -	\$ -	\$ -	\$ -	202-000-490672	TRANS IN FROM 201 GEN FUND	\$ -	\$ -		
\$ 1,787,859	\$ 1,879,173	\$ 2,058,730	\$ 2,043,672	TOTAL RESOURCES		\$ 2,832,653	\$ 2,432,653		
REQUIREMENTS									
BUSINESS PARK DEBT payoff 2033 interest varies, 4%									
\$ 41,209	\$ 36,488	\$ 36,748	\$ 36,748	202-002-710001	PRINCIPAL PAYMENTS	\$ 37,085	\$ 37,085		
\$ 36,644	\$ 34,965	\$ 33,206	\$ 33,206	202-002-710002	INTEREST PAYMENTS	\$ 31,369	\$ 31,369		
\$ 77,853	\$ 71,453	\$ 69,954	\$ 69,954	TOTAL BUS PARK DEBT PAYMENTS		\$ 68,454	\$ 68,454		
BIG H DEBT payoff 2032 interest varies, 1.7-3.5%									
\$ 45,000	\$ 45,000	\$ 50,000	\$ 50,000	202-002-710001	PRINCIPAL PAYMENTS	\$ 50,000	\$ 50,000		
\$ 24,786	\$ 23,740	\$ 22,538	\$ 22,538	202-002-710002	INTEREST PAYMENTS	\$ 21,175	\$ 21,175		
\$ 69,786	\$ 68,740	\$ 72,538	\$ 72,538	TOTAL BIG H DEBT PAYMENTS		\$ 71,175	\$ 71,175		
ADAMS AVENUE PROJECT 20YR payoff 2034 interest varies, 2-3.5%									
\$ 70,000	\$ 70,000	\$ 75,000	\$ 75,000	202-002-710001	PRINCIPAL PAYMENTS	\$ 75,000	\$ 75,000		
\$ 42,450	\$ 41,050	\$ 38,950	\$ 38,950	202-002-710002	INTEREST PAYMENTS	\$ 36,700	\$ 36,700		
\$ 112,450	\$ 111,050	\$ 113,950	\$ 113,950	TOTAL ADAMS AVE DEBT PAYMENTS		\$ 111,700	\$ 111,700		

URBAN RENEWAL

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 156,209	\$ 151,488	\$ 161,748	\$ 161,748		Total Principal (all)	\$ 162,085	\$ 162,085
\$ 103,880	\$ 99,755	\$ 94,694	\$ 94,694		Total Interest (all)	\$ 89,244	\$ 89,244
\$ 260,089	\$ 251,243	\$ 256,442	\$ 256,442		GRAND TOTAL PRINCIPAL & INTEREST	\$ 251,329	\$ 251,329
\$ 697,744	\$ 637,729	\$ 1,612,518	\$ 335,077	202-002-729900	TRANSFER TO GEN/PROJ FUND (201)	\$ 1,948,262	\$ 1,837,954
\$ 697,744	\$ 637,729	\$ 1,612,518	\$ 335,077		TOTAL TRANSFERS	\$ 1,948,262	\$ 1,837,954
\$ -	\$ -	\$ -	\$ -	202-002-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -
\$ -	\$ -	\$ 189,770	\$ 1,452,153	202-002-765100	UNAPP ENDING BALANCE	\$ 633,062	\$ 343,370
\$ 957,833	\$ 888,972	\$ 2,058,730	\$ 2,043,672		TOTAL REQUIREMENTS	\$ 2,832,653	\$ 2,432,653

CITY BUDGET MESSAGE

CITY OF LA GRANDE

Budget Message

Proposed Budget for Fiscal Year 2022-2023

Since the start of the COVID-19 pandemic in 2020, our team has done an exceptional job providing services in La Grande. As we emerge from the restrictions of COVID-19, we are facing new challenges with rising inflation, higher fuel costs, and supply chain issues. In an effort to maximize our resources, while remaining balanced in terms of services and economic development efforts, the City Council again reinforced the desire to act upon the recommendations of the Fiscal Committee. These include not reducing service/staffing levels and seeking to increase revenues in the General Fund. The proposed General Fund budget reflects this intent as it relates to the programs and staffing as well as the Urban Renewal under levy which will provide an estimated \$357,754 of additional revenues without impacting our core economic development programs.

The Proposed Budget for the 2022-23 Fiscal Year for the City of La Grande generally maintains the staffing levels provided last fiscal year except as noted under the Executive Summary below. The Proposed Budget includes a total of 133.45 Full Time Equivalent (FTE) employees based on a 2088 hour year, of which 113 are full-time employees. For the General Fund, the budget reflects a higher level of expenditures than anticipated revenues, which is consistent with our projections through 2023 that were discussed with the City Council and Budget Committee at a Work Session in April, 2019. We continue to have more capital and maintenance needs than we can meet with our existing resources. We are using our cash on hand to bridge this gap between revenues and expenses to maintain services as well as purchase much needed capital items such as a new ambulance.

By law, it is your responsibility as the Budget Committee to review the budget, hear from our citizens, and ask questions so that you can make an informed decision regarding the City's FY 2022-23 Budgets. Once your questions are answered, and changes, if any, are made, the Committee will approve the budgets. To assist the Committee, we will begin with an executive level overview of the proposed budget. Following the presentation, my staff and I will provide whatever level of detail the Committee deems necessary to aid in your task. Once the Committee approves the budgets, the City Council will meet at a later date to adopt the budget. The City Council may make changes to the budget after the Committee approves it; however, taxes may not be increased beyond the amount approved by the Budget Committee, nor may approved expenditures in a fund be increased by more than \$5,000 or 10 percent, whichever is greater, unless additional actions are taken, including publication of revised budget figures and an additional public hearing.

The proposed FY 2022-23 Budget, as with the current year's budget, was developed using the priorities established by the City Council along with the best information available to the Staff when the document was prepared. The estimated amounts shown for the current year also reflect the best information available at the time and were used to forecast beginning cash balances. The City Council, during their annual Retreat, established the City's priorities which were based in large part on the Fiscal Committee's recommendations and the summary of the Retreat and the Goals and Priorities were provided to the Budget Committee in advance of this meeting. This proposed budget reflects those priorities and the City Council's philosophy of funding City of La Grande specific programs first.

When the FY 2021-22 Budget was adopted, it included a beginning cash estimated balance of \$4,884,501 and a budgeted ending cash balance of \$3,442,125 which included contingency and reserved for future expenditures. Through a combination of conservative revenue estimates, and a variety of factors that resulted in lower expenditures than budgeted the previous year, the beginning General Fund cash on hand for FY 2021-22 was actually \$5,756,778. This amount included carried forward funds that have been previously committed and the remainder are one-time funds that can be used to address budget requirements but should not be considered for continuing money expenditures. Regarding the unanticipated increase in cash balance, it was determined that \$464,255 was funding that was not dedicated for projects and can be used for any purpose. The City Council passed a Resolution that establishes a fiscal policy that dedicates 50% of these unrestricted, unanticipated increases in cash to the General Reserve Fund for capital projects and 25% of these funds to other capital needs. The Proposed Budget includes designating the remaining 25% of these funds to be used for Street and Road Infrastructure. This would require a change to the Fund Balance Classification Policy contained in Resolution 4781, Series 2019. The Proposed Budget

also includes allocating 100% of the estimated increase in General Fund revenues from an Urban Renewal Under Levy to also be used for Streets. In addition to the budget priorities and constraints related to our available resources, the goal is to maintain sufficient ending cash balances to allow the City's funds, the General Fund most notably, to enable the City to meet all operating expenses without the need for short-term borrowing from other funds. For the General Fund, this amount is between \$1.5 and \$1.7 million annually, given the operating expenses and the timing of the first receipt of property taxes each fall.

The City's Proposed FY 2022-23 General Fund budget estimates revenues of \$12,728,173 including transfers in, compared to \$16,243,537 of estimated expenditures, for a net deficit of \$3,515,364. Labor costs in the General Fund account for the vast majority of the total expenditures (67.84 % excluding the \$3,022,172 of ARPA funds), which will not change given the makeup of the organization. We plan to address the \$3.5 million deficit by using fund balance as recommended by the Fiscal Committee to avoid service cuts. The resulting General Fund ending fund balance will be \$3,594,541 which includes \$750,000 of contingency funds and \$750,000 reserved for future expenditures. The amount shown on the reserved for future expenditures line can only be accessed through a supplemental budgeting process, which is not anticipated. Contingency funds can only be accessed by Council Resolution.

There is \$3,022,172 of Federal funds from the American Rescue Plan Act of 2021 (ARPA) in the Proposed Budget. (Received \$1,511,936 in FY 2021-22 and will receive remaining \$1,511,086 in FY 2022-23) The restrictions on the use of these funds initially required they be used for wage premiums, revenue replacement, water and wastewater infrastructure projects, pandemic response, and/or broadband projects. Recently, the Federal rules were modified to allow cities to declare a standard deduction of revenue replacement of up to \$10 million of the total funds allocated. Declaring this standard deduction as revenue replacement would allow the City to use the full \$3.02 million of ARPA funding for a much wider range of governmental uses. The City Council will ultimately determine the specific uses of these funds.

The following materials provided represent the Proposed Budget for FY 2022-23. The format is generally the same as in past years. Following this budget message, you will find several summaries and charts. Behind each Department or Fund tab, you will find summaries outlining Mission and Overview; Major Objectives; Staffing; Explanation of major changes in the proposed budget (as compared to the previous year's budget); Actual Expenditures for the two most recently completed fiscal years; Current Budgeted amounts; Department Requested and Manager Proposed figures. My general guidance to the Directors is to explain changes that are \$5,000 or more for a given line or that reflect a 10% difference from the previous year, whichever is more. (a change of 20% in a \$100 line item would not warrant an explanation).

As a reminder, the process we used to develop the budget is as follows: based on the City Council's expressed priorities and the Directors' knowledge and experience regarding their areas of responsibility, the Department Directors submitted their budget requests to reflect what they believe they need to continue to maintain staffing and provide generally the same level of service to our citizens as the current year. The budgets provided show the Directors' initial, conservative requests under the REQUESTED column. Individual department meetings between each Director, their key staff members, the Finance Director and myself helped to clarify the basis for their requests. Following these meetings, we made revisions if required to bring the budget in line with revenue projections and available fund balance, which are reflected in the PROPOSED column. The PROPOSED figures are my recommendations as Budget Officer to the Budget Committee for approval.

EXECUTIVE SUMMARY—ALL FUNDS (includes Urban Renewal)

Compares Proposed FY 2022-23 Budget (PROPOSED) to the Adopted FY 2021-22 Budget (CURRENT)

- **SERVICE LEVELS** – Staffing levels remain essentially the same other than the addition of an Assistant Fire Chief and three grant-funded firefighters (grant period FY 2022-23 through FY 2025-26).
- **LABOR COSTS** – PROPOSED \$13,013,675 across all funds, as compared to \$12,284,830 CURRENT, an increase of 5.93%.
- **MATERIALS & SERVICES** – PROPOSED \$12,409,553 as compared to \$10,925,442 CURRENT, an increase of 13.72%.
- **CAPITAL OUTLAY** – PROPOSED \$10,702,066 as compared to \$8,668,953 CURRENT, an increase of 23.45%.
- **PROPOSED General Fund Capital Outlay**, including transfers to the General Reserve, total \$801,025 and includes Municipal Court software upgrade, two new police patrol vehicles, a Code Enforcement vehicle, a new ambulance, and Parks Department vehicle. This total is up from \$404,800 CURRENT. (The \$801,025 includes \$275,025 of carried over funds for vehicle purchases)
- **DEBT** –The CWSRF (Sewer Loan) was paid in full in July 2019.

For your convenience, there is a *Chart of Accounts* at the back of your budget notebook. Each line in the budget has a short description and account number. The first six digits identify the fund and department, the last six digits of the account number are tied to an expanded description that you may find helpful. Not all departments use all account numbers.

Please take the time to review this information. Should you have questions about the attached proposed budget, please call me at (541) 962-1309, or our Finance Director, Heather Rajkovich at 541-962-1316. I am also available to meet individually to discuss the proposed budget and the approval process once you review the document and before the start of the hearings. Experience has shown these meetings are very beneficial. It is our policy that any questions we receive from any members of the Budget Committee will be shared, along with the answer, with all members of the Budget Committee.

Your first Budget Hearing is scheduled for 6:00 p.m., on Monday, May 16, 2022, in the Colleen F. Johnson Community Room at the Cook Memorial Library. On behalf of the Staff and the citizens of La Grande, I want to thank you for your willingness to serve on this most important committee.

Respectfully submitted,


Robert A. Strobe
City Manager/Budget Officer

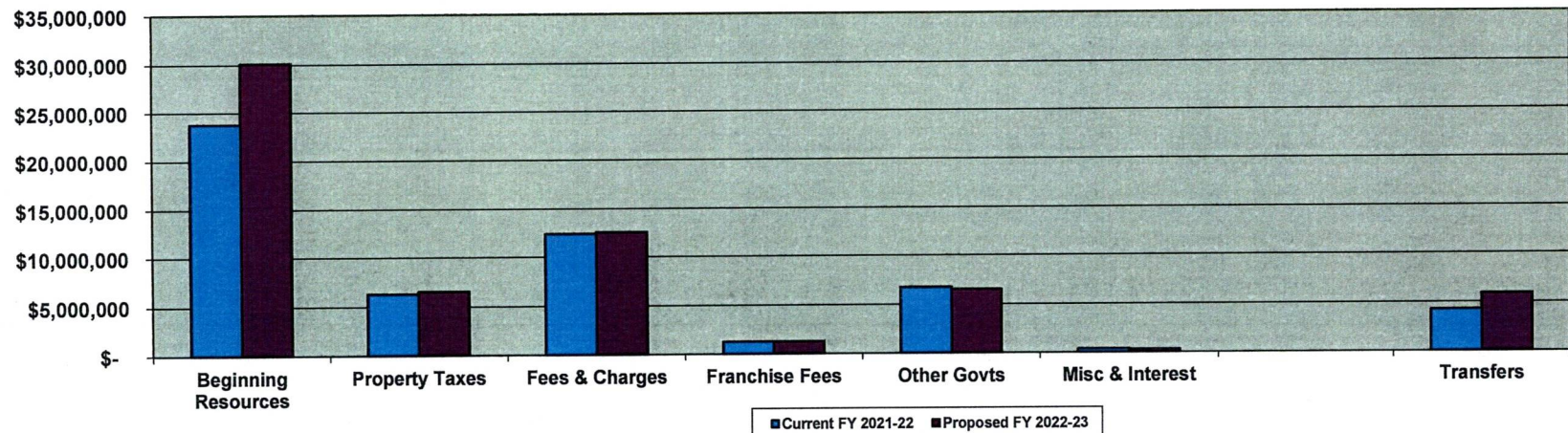
SUMMARIES

SUMMARIES and **GRAPHS**

FY 2022-23 PROPOSED BUDGET RESOURCES / CURRENT BUDGET RESOURCES--ALL FUNDS

	Beginning Resources	Property Taxes	Fees & Charges	Franchise Fees	Other Govts	Misc & Interest		Transfers	TOTAL
Current FY 2021-22	\$ 23,773,274	\$ 6,281,835	\$ 12,384,274	\$ 1,296,000	\$ 6,726,907	\$ 358,065		\$ 4,227,020	\$ 55,047,375
Proposed FY 2022-23	\$ 30,116,515	\$ 6,537,405	\$ 12,537,354	\$ 1,296,000	\$ 6,510,286	\$ 305,738		\$ 5,885,120	\$ 63,188,418
change-increase or (decrease)	\$ 6,343,241	\$ 255,570	\$ 153,080	\$ -	\$ (216,621)	\$ (52,327)		\$ 1,658,100	\$ 8,141,043
	26.68%	4.07%	1.24%	0.00%	-3.22%	-14.61%		39.23%	14.79%

Proposed vs. Current



FY 2022-23 PROPOSED BUDGET RESOURCES--ALL FUNDS

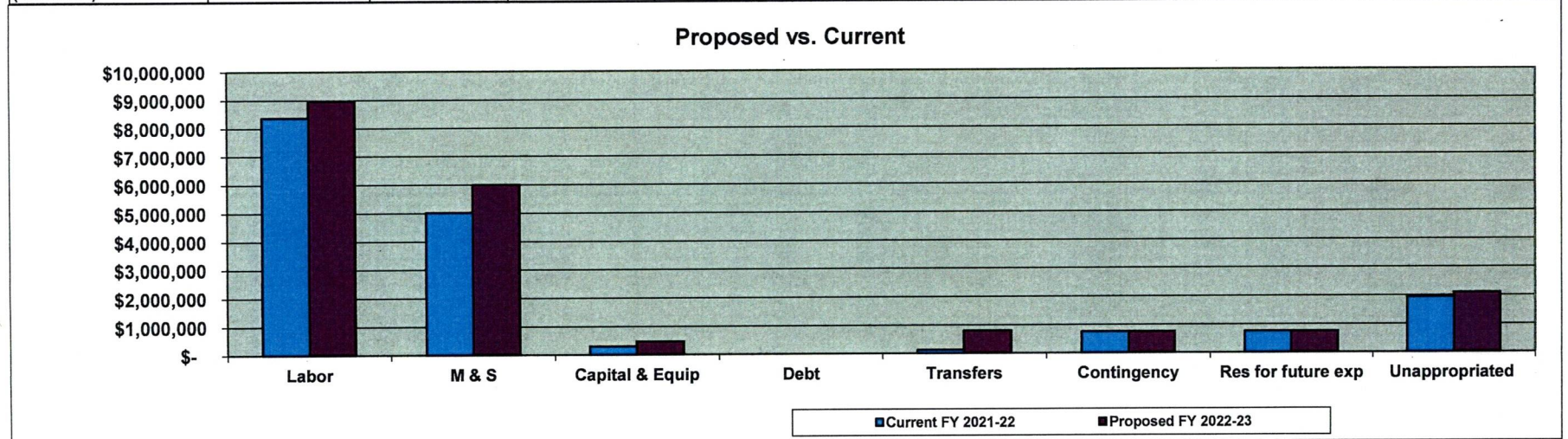
	Beg Resources	Property Taxes	Fees & Charges	Franchise Fees	Other Govts	Misc & Interest		Transfers	TOTAL
GENERAL FUND:	\$ 7,109,906	\$ 5,562,405	\$ 2,828,503	\$ 1,296,000	\$ 2,072,945	\$ 88,100		\$ 880,220	19,838,079
PUBLIC WORKS:									
Street & Road	\$ 902,418				\$ 950,000	\$ 14,000		\$ 250,000	2,116,418
Water	\$ 2,121,298		\$ 3,065,357			\$ 35,500			5,222,155
Water Reserve	\$ 3,980,064		\$ 40,000		\$ -	\$ 18,000		\$ 900,000	4,938,064
Sewer Fund	\$ 3,305,592		\$ 3,304,357			\$ 21,500			6,631,449
Sewer Reserve	\$ 4,838,909		\$ 40,000			\$ 22,500		\$ 850,000	5,751,409
PW Service	\$ 182,401		\$ 1,194,973		\$ -				1,377,374
Street Maintenance	\$ 741,929		\$ 425,000			\$ 2,000			1,168,929
Motor Pool	\$ 478,989		\$ 495,000		\$ -	\$ 55,400			1,029,389
Street Reserve	\$ 811,647		\$ 2,100		\$ 1,278,100	\$ 3,500		\$ 573,818	2,669,165
Storm Utility	\$ 324,296		\$ 210,000			\$ 2,500		\$ 110,000	646,796
Storm Utility Reserve	\$ 437,778					\$ 1,700		\$ 150,000	\$ 589,478
Sub Total:	\$ 18,125,321	\$ -	\$ 8,776,787	\$ -	\$ 2,228,100	\$ 176,600		\$ 2,833,818	\$ 32,140,626
ALL OTHERS:									
Building Inspections	\$ 1,683,922		\$ 490,000			\$ 9,500			2,183,422
Building Insp Reserve	\$ 51,069					\$ 250		\$ 5,000	56,319
Grants & Donations	\$ 275,995				\$ 2,209,241	\$ 19,788			2,505,024
General Reserve	\$ 1,019,809		\$ 10,000			\$ 5,000		\$ 328,128	1,362,937
911 Fund	\$ 252,069		\$ 425,000			\$ 1,000			678,069
Urban Renewal - Gen	\$ 146,272		\$ 7,064					\$ 1,837,954	1,991,290
Urban Renewal - Debt	\$ 1,452,153	\$ 975,000				\$ 5,500		\$ -	2,432,653
Debt	\$ -					\$ -		\$ -	0
Sub Total:	\$ 4,881,289	\$ 975,000	\$ 932,064	\$ -	\$ 2,209,241	\$ 41,038		\$ 2,171,082	\$ 11,209,714
TOTALS	\$ 30,116,515	\$ 6,537,405	\$ 12,537,354	\$ 1,296,000	\$ 6,510,286	\$ 305,738		\$ 5,885,120	\$ 63,188,418

CURRENT BUDGETED RESOURCES FY 2021-22-ALL FUNDS

	Beginning Cash	Property Taxes	Fees & Charges	Franchise Fees	Other Govts	Misc & Interest		Transfers	TOTAL
GENERAL FUND:	\$ 4,884,501	\$ 5,133,835	\$ 2,691,635	\$ 1,296,000	\$ 2,620,607	\$ 79,500		\$ 535,702	\$ 17,241,780
PUBLIC WORKS:									
Street & Road	\$ 396,176				\$ 950,000	\$ 14,500		\$ 250,000	\$ 1,610,676
Water	\$ 1,695,117		\$ 3,085,420			\$ 40,000			\$ 4,820,537
Water Reserve	\$ 3,417,153		\$ 40,000		\$ -	\$ 25,000		\$ 500,000	\$ 3,982,153
Sewer Fund	\$ 2,868,828		\$ 3,289,530			\$ 34,000			\$ 6,192,358
PW Service	\$ 182,401		\$ 1,100,819						\$ 1,283,220
Sewer Reserve	\$ 4,286,327		\$ 40,000			\$ 38,000		\$ 850,000	\$ 5,214,327
Street Maintenance	\$ 216,450		\$ 425,000			\$ 4,200			\$ 645,650
Motor Pool	\$ 421,679		\$ 505,000			\$ 63,700			\$ 990,379
Street Reserve	\$ 554,401		\$ 540		\$ 780,000	\$ 3,500		\$ 100,000	\$ 1,438,441
Storm Utility	\$ 373,684		\$ 210,000			\$ 3,200		\$ 110,000	\$ 696,884
Storm Utility Reserve	\$ 306,098					\$ 2,200		\$ 150,000	\$ 458,298
Sub Total:	\$ 14,718,314	\$ -	\$ 8,696,309	\$ -	\$ 1,730,000	\$ 228,300		\$ 1,960,000	\$ 27,332,923
ALL OTHERS:									
Building Inspections	\$ 1,547,938		\$ 580,000			\$ 13,000			\$ 2,140,938
Building Insp. Reserve	\$ 45,841					\$ 350		\$ 5,000	\$ 51,191
Grants & Donations	\$ 233,277				\$ 2,376,300	\$ 16,415			\$ 2,625,992
General Reserve	\$ 989,361		\$ 9,000			\$ 7,500		\$ 113,800	\$ 1,119,661
911 Fund	\$ 270,146		\$ 400,000			\$ 3,000			\$ 673,146
Urban Renewal - Gen	\$ 183,166		\$ 7,330	\$ -	\$ -			\$ 1,612,518	\$ 1,803,014
Urban Renewal - Debt	\$ 900,730	\$ 1,148,000	\$ -	\$ -		\$ 10,000		\$ -	\$ 2,058,730
Debt	\$ -					\$ -		\$ -	\$ -
Sub Total:	\$ 4,170,459	\$ 1,148,000	\$ 996,330	\$ -	\$ 2,376,300	\$ 50,265		\$ 1,731,318	\$ 10,472,672
TOTALS	\$ 23,773,274	\$ 6,281,835	\$ 12,384,274	\$ 1,296,000	\$ 6,726,907	\$ 358,065		\$ 4,227,020	\$ 55,047,375

GENERAL FUND
FY 2022-23 PROPOSED BUDGET REQUIREMENTS / CURRENT BUDGET REQUIREMENTS

	Labor	M & S	Capital & Equip	Debt	Transfers	Contingency	Res for future exp	Unappropriated	TOTAL
Current FY 2021-22	\$ 8,373,218	\$ 5,021,637	\$ 291,000	\$ -	\$ 113,800	\$ 750,000	\$ 750,000	\$ 1,942,125	\$ 17,241,780
Proposed FY 2022-23	\$ 8,968,754	\$ 5,999,940	\$ 472,897	\$ -	\$ 801,946	\$ 750,000	\$ 750,000	\$ 2,094,541	\$ 19,838,079
change-increase or (decrease)	\$ 595,536	\$ 978,303	\$ 181,897	\$ -	\$ 688,146	\$ -	\$ -	\$ 152,416	\$ 2,596,299
	7.11%	19.48%	62.51%	0.00%	604.70%	0.00%	0.00%	7.85%	15.06%



FY 2022-23 PROPOSED BUDGET REQUIREMENTS (expenses) ALL FUNDS

GENERAL FUND	Labor	M & S	Capital & Equip	Debt	Transfers	Contingency	Res. Future Ex.	Unappropriated	TOTAL
Council/Mngr/Psnl	\$ 690,188	\$ 3,840,188	\$ -		\$ 801,946				\$ 5,332,322
Finance/Municipal Crt	\$ 469,814	\$ 240,678	\$ 16,040						\$ 726,532
Police	\$ 3,184,791	\$ 412,938	\$ 151,857						\$ 3,749,586
Fire & EMS	\$ 2,788,692	\$ 584,110	\$ 232,000						\$ 3,604,802
Plng/Eco Devo/Blg Mnt	\$ 430,406	\$ 338,065	\$ 15,000						\$ 783,471
Parks/Aqu/Rec/ U.F.	\$ 917,402	\$ 357,039	\$ 58,000						\$ 1,332,441
Library	\$ 487,462	\$ 226,922	\$ -						\$ 714,384
General Operations						\$ 750,000	\$ 750,000	\$ 2,094,541	\$ 3,594,541
Sub Totals:	\$ 8,968,754	\$ 5,999,940	\$ 472,897	\$ -	\$ 801,946	\$ 750,000	\$ 750,000	\$ 2,094,541	\$ 19,838,079
PUBLIC WORKS:									
Street & Road	\$ 410,000	\$ 1,147,924	\$ -		\$ 68,401	\$ 243,949	\$ 246,144	\$ -	\$ 2,116,418
Water	\$ 500,000	\$ 1,594,543	\$ 881,000		\$ 1,237,549	\$ 447,831	\$ 500,000	\$ 61,232	\$ 5,222,155
Water Reserve	\$ -	\$ -	\$ 850,000		\$ -	\$ 127,500	\$ 1,500,000	\$ 2,460,564	\$ 4,938,064
Sewer Fund-coll	\$ 360,000	\$ 613,643	\$ 705,000		\$ 584,481	\$ 400,000	\$ 600,000	\$ 1,251,644	\$ 4,514,768
Sewer Fund-trmt	\$ 550,000	\$ 636,263	\$ 220,000		\$ 710,418				\$ 2,116,681
Sewer Reserve	\$ -		\$ 2,035,000			\$ 267,750	\$ 2,700,000	\$ 748,659	\$ 5,751,409
PW Service	\$ 1,194,973					\$ 182,401	\$ -	\$ -	\$ 1,377,374
Street Maintenance	\$ -	\$ 475,325			\$ 100,000	\$ 100,000	\$ 200,000	\$ 293,604	\$ 1,168,929
Motor Pool	\$ 185,000	\$ 376,278	\$ 60,000		\$ 14,521	\$ 117,150	\$ -	\$ 276,440	\$ 1,029,389
Street Reserve	\$ -		\$ 2,026,900			\$ 225,750	\$ 416,515	\$ -	\$ 2,669,165
Storm Utility	\$ -	\$ 345,391	\$ 100,000		\$ 150,000	\$ 51,405	\$ -	\$ -	\$ 646,796
Storm Utility Reserve	\$ -	\$ -	\$ 50,000		\$ -	\$ -	\$ 539,478	\$ -	\$ 589,478
Sub Totals:	\$ 3,199,973	\$ 5,189,367	\$ 6,927,900	\$ -	\$ 2,865,370	\$ 2,163,736	\$ 6,702,137	\$ 5,092,143	\$ 32,140,626
ALL OTHERS:									
Building Inspections	\$ 454,620	\$ 158,130	\$ -		\$ 46,997	\$ 100,000	\$ 200,000	\$ 1,223,675	\$ 2,183,422
Building Insp Reserve	\$ -	\$ -	\$ -			\$ -	\$ -	\$ 56,319	\$ 56,319
Grants & Donations		\$ 621,988	\$ 1,532,527		\$ 304,341		\$ -	\$ 46,168	\$ 2,505,024
Gen Reserve			\$ 300,000				\$ 1,062,937	\$ -	\$ 1,362,937
911 Fund	\$ 390,328	\$ 85,916	\$ -		\$ 28,512	\$ 40,000		\$ 133,313	\$ 678,069
Urban Renewal - Gen		\$ 369,212	\$ 1,468,742			\$ 150,000	\$ -	\$ 3,336	\$ 1,991,290
Urban Renewal - Debt		\$ -		\$ 251,329	\$ 1,837,954	\$ -	\$ -	\$ 343,370	\$ 2,432,653
Debt				\$ -			\$ -	\$ -	\$ -
Sub Totals:	\$ 844,948	\$ 1,235,246	\$ 3,301,269	\$ 251,329	\$ 2,217,804	\$ 290,000	\$ 1,262,937	\$ 1,806,181	\$ 11,209,714
TOTAL	\$ 13,013,675	\$ 12,424,553	\$ 10,702,066	\$ 251,329	\$ 5,885,120	\$ 3,203,736	\$ 8,715,074	\$ 8,992,866	\$ 63,188,418

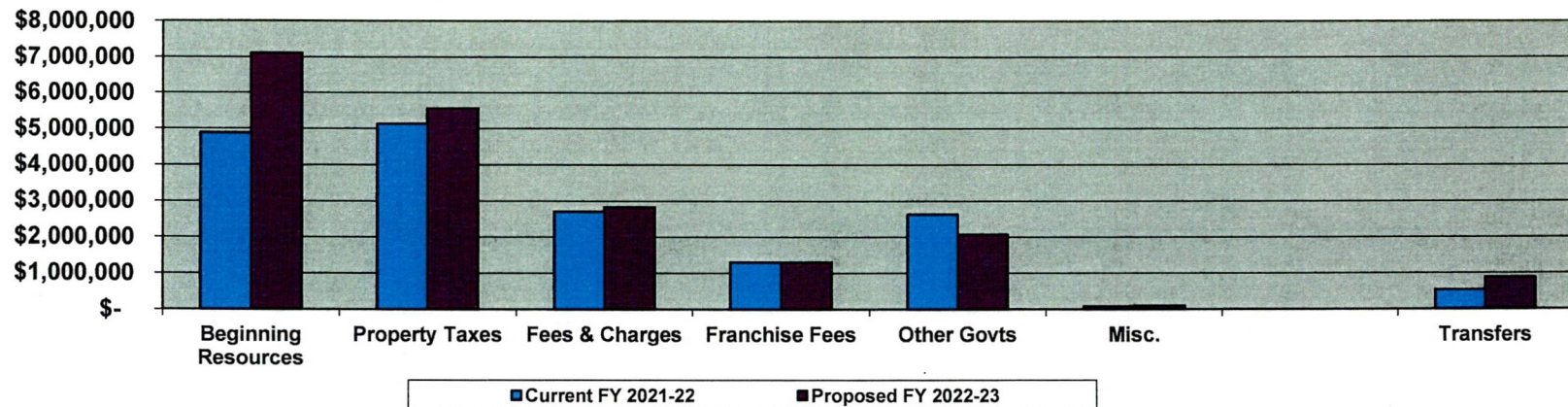
CURRENT BUDGETED REQUIREMENTS FY 2021-22 (expenses) ALL FUNDS

GENERAL FUND:	Labor	M & S	Capital & Equip	Debt	Transfers	Contingency	Res. Future Ex.	Unappropriated	TOTAL
Council/Mngr/Psnl	\$ 701,168	\$ 2,980,276	\$ -		\$ 113,800				\$ 3,795,244
Finance/Municipal Crt	\$ 442,386	\$ 199,511	\$ -						\$ 641,897
Police	\$ 3,245,163	\$ 389,636	\$ 53,000						\$ 3,687,799
Fire & EMS	\$ 2,189,100	\$ 566,735	\$ 195,000						\$ 2,950,835
Plng/Eco Devo/Blg Mnt	\$ 419,793	\$ 341,515	\$ 15,000						\$ 776,308
Parks/Aqu/Rec/ U.F.	\$ 884,537	\$ 339,279	\$ 28,000						\$ 1,251,816
Library	\$ 491,071	\$ 204,685	\$ -						\$ 695,756
General Operations						\$ 750,000	\$ 750,000	\$ 1,942,125	\$ 3,442,125
Sub Totals:	\$ 8,373,218	\$ 5,021,637	\$ 291,000		\$ 113,800	\$ 750,000	\$ 750,000	\$ 1,942,125	\$ 17,241,780
PUBLIC WORKS:									
Street & Road	\$ 410,000	\$ 1,038,813	\$ -		\$ 61,382	\$ 95,000	\$ -	\$ 5,481	\$ 1,610,676
Water	\$ 500,000	\$ 1,591,973	\$ 881,000		\$ 821,342	\$ 442,487	\$ 500,000	\$ 83,735	\$ 4,820,537
Water Reserve	\$ -	\$ -	\$ 350,000		\$ -	\$ 52,500	\$ 1,500,000	\$ 2,079,653	\$ 3,982,153
Sewer Fund-coll	\$ 360,000	\$ 624,114	\$ 705,000		\$ 590,861	\$ 400,000	\$ 600,000	\$ 835,717	\$ 4,115,692
Sewer Fund-trmt	\$ 550,000	\$ 612,230	\$ 220,000		\$ 694,436				\$ 2,076,666
Sewer Reserve	\$ -	\$ -	\$ 1,285,000			\$ 192,750	\$ 2,700,000	\$ 1,036,577	\$ 5,214,327
PW Service	\$ 1,100,819	\$ -	\$ -			\$ 182,401	\$ -	\$ -	\$ 1,283,220
Street Maintenance	\$ -	\$ 165,640			\$ 100,000	\$ 85,000	\$ 200,000	\$ 95,010	\$ 645,650
Motor Pool	\$ 180,000	\$ 351,322	\$ 340,000		\$ 11,912	\$ 67,985	\$ 39,160	\$ -	\$ 990,379
Street Reserve	\$ -	\$ -	\$ 940,000			\$ 141,000	\$ 357,441	\$ -	\$ 1,438,441
Storm Utility	\$ -	\$ 363,171	\$ 110,000		\$ 150,000	\$ 73,713	\$ -	\$ -	\$ 696,884
Storm Utility Reserve	\$ -	\$ -	\$ 50,000			\$ -	\$ 408,298	\$ -	\$ 458,298
Sub Totals:	\$ 3,100,819	\$ 4,747,263	\$ 4,881,000	\$ -	\$ 2,429,933	\$ 1,732,836	\$ 6,304,899	\$ 4,136,173	\$ 27,332,923
ALL OTHERS:									
Building Inspections	\$ 456,584	\$ 150,192	\$ -		\$ 44,619	\$ 100,000	\$ 200,000	\$ 1,189,543	\$ 2,140,938
Building Insp. Reserve	\$ -	\$ -	\$ -			\$ -	\$ -	\$ 51,191	\$ 51,191
Grants & Donations		\$ 571,315	\$ 1,907,500		\$ -		\$ -	\$ 147,177	\$ 2,625,992
General Reserve			\$ 360,000				\$ -	\$ 759,661	\$ 1,119,661
911 Fund	\$ 354,209	\$ 76,970	\$ -		\$ 26,150	\$ 40,000	\$ -	\$ 175,817	\$ 673,146
Urban Renewal-Gen		\$ 358,065	\$ 1,229,453			\$ 150,000	\$ -	\$ 65,496	\$ 1,803,014
Urban Renewal-Debt				\$ 256,442	\$ 1,612,518	\$ -	\$ -	\$ 189,770	\$ 2,058,730
Debt				\$ -			\$ -	\$ -	\$ -
Sub Totals:	\$ 810,793	\$ 1,156,542	\$ 3,496,953	\$ 256,442	\$ 1,683,287	\$ 290,000	\$ 200,000	\$ 2,578,655	\$ 10,472,672
TOTAL	\$ 12,284,830	\$ 10,925,442	\$ 8,668,953	\$ 256,442	\$ 4,227,020	\$ 2,772,836	\$ 7,254,899	\$ 8,656,953	\$ 55,047,375

GENERAL FUND
FY 2022-23 PROPOSED BUDGET RESOURCES / CURRENT BUDGET RESOURCES

	Beginning Resources	Property Taxes	Fees & Charges	Franchise Fees	Other Govts	Misc.		Transfers	TOTAL
Current FY 2021-22	\$ 4,884,501	\$ 5,133,835	\$ 2,691,635	\$ 1,296,000	\$ 2,620,607	\$ 79,500		\$ 535,702	\$ 17,241,780
Proposed FY 2022-23	\$ 7,109,906	\$ 5,562,405	\$ 2,828,503	\$ 1,296,000	\$ 2,072,945	\$ 88,100		\$ 880,220	\$ 19,838,079
change-increase or (decrease)	\$ 2,225,405	\$ 428,570	\$ 136,868	\$ -	\$ (547,662)	\$ 8,600		\$ 344,518	\$ 2,596,299
	45.56%	8.35%	5.08%	0.00%	-20.90%	10.82%		64.31%	15.06%

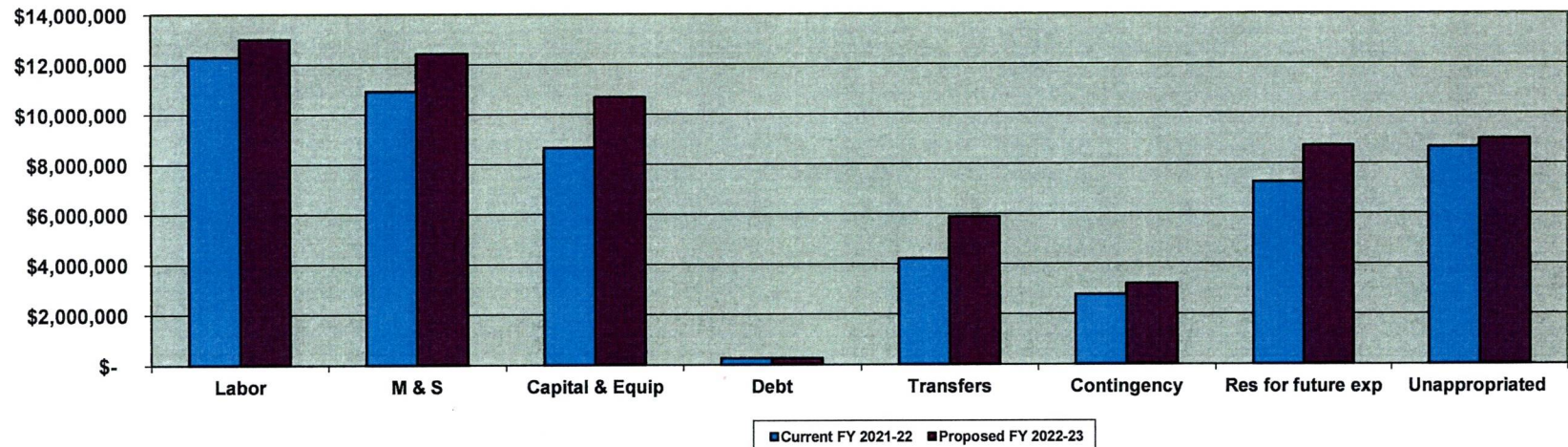
Proposed vs. Current



FY 2022-23 PROPOSED BUDGET REQUIREMENTS / CURRENT BUDGET REQUIREMENTS--ALL FUNDS

	Labor	M & S	Capital & Equip	Debt	Transfers	Contingency	Res for future exp	Unappropriated	TOTAL
Current FY 2021-22	\$ 12,284,830	\$ 10,925,442	\$ 8,668,953	\$ 256,442	\$ 4,227,020	\$ 2,772,836	\$ 7,254,899	\$ 8,656,953	\$ 55,047,375
Proposed FY 2022-23	\$ 13,013,675	\$ 12,424,553	\$ 10,702,066	\$ 251,329	\$ 5,885,120	\$ 3,203,736	\$ 8,715,074	\$ 8,992,866	\$ 63,188,418
change-increase or (decrease)	\$ 728,845	\$ 1,499,111	\$ 2,033,113	\$ (5,113)	\$ 1,658,100	\$ 430,900	\$ 1,460,175	\$ 335,913	\$ 8,141,043
	5.93%	13.72%	23.45%	-1.99%	39.23%	15.54%	20.13%	3.88%	14.79%

Proposed vs. Current



GENERAL FUND REVENUE

General Fund

Proposed Budget - FY 2022-23

Mission and Overview:

This budget has been prepared after analyzing and evaluating detailed requests from each of the City departments.

Revenues and other resources are based on conservative estimates and actual total revenues have historically been accurate within 2.5% of the budget for the General Fund. Urban Renewal property tax collections were again temporarily reduced by an under levy to bring an approximate \$357,754 of funding to the General Fund. All departments continue to budget conservatively.

It is important that the City maintain approximately \$1.5 - \$1.7 million Cash on Hand. During the first four months (July - October), we expend more funds than we collect. In November, this spending pattern changes because of the property tax collections from the County.

Major Objectives:

See Department narratives for major objectives.

General Fund

Proposed Budget - FY 2022-23

Explanation of major revenue increases or decreases in proposed budget:

Interest - Decreased as interest rates continue to decline.

Admin & Overhead - Trans in - This number fluctuates each year as actual expenses in the administrative divisions charged out changes annually in addition to time spent by each division performing specific work for other funds.

Hotel-Motel Taxes - Increased as there has been an increase in new Air BnB's.

Hotel-Motel Tax - Union County - Increased as there has been an increase in new Air BnB's.

	ACTUAL RESOURCES		CURRENT BUDGETED FY2021-22	DEPT MANAGER REQUESTED PROPOSED FY2022-23	
	FY2019-20	FY2020-21			
Beginning Cash	\$ 5,186,126	\$ 5,305,779	\$ 4,884,501	\$ 7,109,906	\$ 7,109,906
Property Taxes	\$ 5,169,402	\$ 5,297,347	\$ 5,133,835	\$ 5,317,309	\$ 5,562,405
Franchises	\$ 1,203,618	\$ 1,299,214	\$ 1,296,000	\$ 1,296,000	\$ 1,296,000
Dept. Fees & Charges	\$ 2,597,785	\$ 2,680,429	\$ 2,691,635	\$ 2,830,003	\$ 2,828,503
From other Governments	\$ 526,710	\$ 1,114,606	\$ 2,620,607	\$ 2,072,945	\$ 2,072,945
Interfund transfers	\$ 508,532	\$ 472,110	\$ 535,702	\$ 880,220	\$ 880,220
Miscellaneous	\$ 181,489	\$ 152,717	\$ 79,500	\$ 88,100	\$ 88,100
TOTAL	<u>\$15,373,662</u>	<u>\$16,322,202</u>	<u>\$17,241,780</u>	<u>\$19,594,483</u>	<u>\$19,838,079</u>

GENERAL FUND CONTINGENCY, RESERVED FOR FUTURE EXPENDITURE & UNAPPROPRIATED BALANCE

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

OPERATING CONTINGENCY:

To maintain an adequate amount in operating contingency to provide funding for unknown future needs. Operating contingency can **ONLY** be spent upon passage of a Resolution by the City Council.

RESERVED FOR FUTURE EXPENDITURES:

Identifies funds to be "saved" for use in future fiscal years. If the need arises during the current fiscal year to spend this money, a supplemental budget may be adopted to appropriate the funds required for the expenditure.

UNAPPROPRIATED ENDING FUND BALANCE:

This cannot be spent. This amount is a "not less than" amount that we expect to carry over to the next fiscal year to meet the cash requirements at the beginning of each fiscal year until sufficient revenues are received to fund expenditures.

Staffing:

Accounting management is performed by the Finance Director.

Major Objectives:

The City targets a minimum cash carryover of \$1.5 - \$1.7 million to cover operating costs from the beginning of the fiscal year until the receipt of the property tax revenues without the need to borrow funds. This amount is reflected as the unappropriated ending fund balance. As the operating budget changes, this figure will also change.

GENERAL FUND CONTINGENCY, RESERVED FOR FUTURE EXPENDITURE & UNAPPROPRIATED BALANCE

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

The City Manager and the Management Team have prepared the City's 2022-23 Proposed Budget with \$750,000 in Operating Contingencies, \$750,000 in Reserved for future expenditures with an Unappropriated Ending Fund Balance of \$2,094,541.

	ACTUAL		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 750,000
Reserved for future expenditure	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 750,000
Unapp. Ending Balance	\$ -	\$ -	\$ 1,942,125	\$ 2,622,263	\$ 2,094,541
TOTAL	\$ -	\$ -	\$ 3,442,125	\$ 4,122,263	\$ 3,594,541

City of La Grande

GENERAL FUND

Budget Analysis

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 5,186,126	\$ 5,305,779	\$ 4,884,501	\$ 5,756,778	001-000-401000	BEGINNING CASH	\$ 7,109,906	\$ 7,109,906
\$ 4,999,991	\$ 4,987,077	\$ 4,985,835	\$ 5,112,450	001-000-412100	CURRENT PROPERTY TAXES	\$ 5,167,309	\$ 5,412,405
\$ 169,411	\$ 310,270	\$ 148,000	\$ 115,000	001-000-412200	DELINQUENT PROPERTY TAXES	\$ 150,000	\$ 150,000
\$ 5,169,402	\$ 5,297,347	\$ 5,133,835	\$ 5,227,450		PROPERTY TAXES	\$ 5,317,309	\$ 5,562,405
\$ 439,532	\$ 443,316	\$ 440,000	\$ 440,000	001-000-420100	FRANCHISE-ELECTRIC	\$ 446,000	\$ 446,000
\$ 50,453	\$ 46,469	\$ 44,000	\$ 45,500	001-000-420200	FRANCHISE-TELEPHONE	\$ 45,000	\$ 45,000
\$ 208,158	\$ 224,615	\$ 212,000	\$ 210,000	001-000-420300	FRANCHISE-GAS	\$ 219,000	\$ 219,000
\$ 69,772	\$ 141,812	\$ 143,000	\$ 143,000	001-000-420400	FRANCHISE-GARBAGE	\$ 147,000	\$ 147,000
\$ 80,672	\$ 73,236	\$ 78,000	\$ 72,000	001-000-420500	FRANCHISE-CABLE T.V.	\$ 75,000	\$ 75,000
\$ 168,250	\$ 180,339	\$ 190,000	\$ 177,000	001-000-420800	FRANCHISE-WATER	\$ 175,000	\$ 175,000
\$ 186,781	\$ 189,427	\$ 189,000	\$ 188,000	001-000-420900	FRANCHISE-SEWER	\$ 189,000	\$ 189,000
\$ 1,203,618	\$ 1,299,214	\$ 1,296,000	\$ 1,275,500		FRANCHISE COLLECTIONS	\$ 1,296,000	\$ 1,296,000
\$ 353,114	\$ 381,462	\$ 300,000	\$ 400,000	001-000-412300	HOTEL-MOTEL TAXES	\$ 420,000	\$ 420,000
\$ 176,557	\$ 190,720	\$ 200,000	\$ 250,000	001-000-412301	HOTEL-MOTEL TAX-UNION COUNTY	\$ 260,000	\$ 260,000
\$ 3,680	\$ 2,600	\$ 4,800	\$ 4,000	001-000-430100	LICENSES	\$ 3,800	\$ 3,800
\$ 299,592	\$ 267,172	\$ 262,000	\$ 262,000	001-000-430105	ROW LICENSE FEES	\$ 266,000	\$ 266,000
\$ 7,495	\$ 9,150	\$ 7,000	\$ 20,000	001-000-430200	PARKING PERMITS	\$ 10,000	\$ 10,000
\$ 14,352	\$ 15,201	\$ 11,000	\$ 30,000	001-000-430420	PLANNING FEES	\$ 14,000	\$ 14,000
\$ 47,133	\$ 50,416	\$ 45,000	\$ 40,000	001-000-470100	FINES & COURT FEES	\$ 45,000	\$ 45,000
\$ 11,877	\$ 6,999	\$ 20,000	\$ 27,000	001-000-470150	PARKING FINES	\$ 25,000	\$ 25,000
\$ 265,799	\$ 265,879	\$ 264,000	\$ 264,000	001-000-470170	SERVICES-POLICE DISPATCH	\$ 256,000	\$ 256,000
\$ 7,789	\$ 2,338	\$ 2,500	\$ 4,500	001-000-480300	LIBRARY SERVICES	\$ 3,000	\$ 3,000
\$ 1,125	\$ -	\$ -	\$ 900	001-000-480310	COMMUNITY ROOM FEES	\$ 1,000	\$ 1,000
\$ 3,112	\$ 2,583	\$ 6,000	\$ 2,500	001-000-480350	SERVICES-POLICE	\$ 4,000	\$ 4,000
\$ 9,897	\$ 23,646	\$ 3,500	\$ 4,800	001-000-480400	SERVICES, FIRE	\$ 4,000	\$ 4,000
\$ 707,034	\$ 877,045	\$ 825,000	\$ 750,000	001-000-480455	AMBULANCE COLLECTIONS	\$ 750,000	\$ 750,000
\$ 142,552	\$ 148,785	\$ 145,000	\$ 145,000	001-000-480456	FIRE MED COLLECTIONS	\$ 145,000	\$ 145,000
\$ 17,395	\$ -	\$ -	\$ -	001-000-480457	UNION/ELGIN EMS COLLECTION	\$ -	\$ -
\$ 8,558	\$ -	\$ -	\$ -	001-000-480458	EMS-BAD DEBT COLLECTIONS	\$ -	\$ -
\$ 3,563	\$ 1,125	\$ 6,000	\$ 6,000	001-000-480459	SERVICES - EMS	\$ 6,000	\$ 6,000

City of La Grande

GENERAL FUND

Budget Analysis

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 14,296	\$ 19,104	\$ 15,000	\$ 20,000	001-000-480500	PARKS REVENUE	\$ 16,000	\$ 16,000
\$ 31,895	\$ 32,876	\$ 55,000	\$ 70,000	001-000-480501	RECREATION PROGRAM	\$ 65,000	\$ 65,000
\$ 474	\$ 417	\$ 500	\$ 610	001-000-480800	NUISANCE ABATEMENT	\$ 500	\$ 500
\$ 128,610	\$ 74,870	\$ 100,000	\$ 86,000	001-000-480900	AQUATICS PROGRAM	\$ 100,000	\$ 100,000
\$ 3,850	\$ 7,506	\$ 5,000	\$ 5,000	001-000-480905	URBAN FORESTRY SVCS & PERMITS	\$ 5,000	\$ 5,000
\$ 97,072	\$ 86,523	\$ 104,858	\$ 78,858	001-000-490401	ECONOMIC DEV - psnl costs	\$ 103,086	\$ 103,086
\$ 102,070	\$ 75,049	\$ 160,675	\$ 66,135	001-000-490402	ECONOMIC DEV - m & s /cap costs	\$ 167,147	\$ 165,647
\$ 83,558	\$ 83,606	\$ 92,532	\$ 92,532	001-000-490403	ADMIN & OVERHEAD - URA	\$ 100,479	\$ 100,479
\$ 42,758	\$ 43,539	\$ 44,660	\$ 44,518	001-000-490410	R-O-W TREE MAINT	\$ 45,511	\$ 45,511
\$ 12,578	\$ 11,818	\$ 11,610	\$ 14,480	001-000-490650	RENTS RECEIVED	\$ 14,480	\$ 14,480
\$ 2,597,785	\$ 2,680,429	\$ 2,691,635	\$ 2,688,833	FEES, CHARGES & SERVICES		\$ 2,830,003	\$ 2,828,503
\$ 213,789	\$ 260,138	\$ 230,000	\$ 230,000	001-000-450100	STATE LIQUOR TAX	\$ 230,000	\$ 230,000
\$ 14,849	\$ 12,740	\$ 15,000	\$ 11,500	001-000-450200	STATE CIGARETTE TAX	\$ 12,500	\$ 12,500
\$ 142,238	\$ 155,676	\$ 135,000	\$ 150,000	001-000-450500	STATE REVENUE SHARING	\$ 130,000	\$ 130,000
\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	001-000-451230	LIBRARY-COUNTY SUPPORT	\$ 40,000	\$ 40,000
\$ -	\$ 181,068	\$ 100,000	\$ 29,000	001-000-480250	COVID-19 GRANTS	\$ 46,000	\$ 46,000
	\$ 370,628	\$ -	\$ -	001-000-480251	CARES ACT FUNDS	\$ -	\$ -
\$ -	\$ -	\$ 2,000,000	\$ 1,511,936	001-000-480252	ARPA FUNDS	\$ 1,511,086	\$ 1,511,086
\$ 115,834	\$ 94,356	\$ 100,607	\$ 25,015	001-000-480351	POLICE GRANTS	\$ 103,359	\$ 103,359
\$ 526,710	\$ 1,114,606	\$ 2,620,607	\$ 1,997,451	FROM OTHER GOVTS		\$ 2,072,945	\$ 2,072,945
\$ 120,300	\$ 44,714	\$ 55,000	\$ 30,000	001-000-440100	INTEREST INCOME	\$ 25,000	\$ 25,000
\$ 60,078	\$ 56,777	\$ 15,000	\$ 22,000	001-000-480200	REBATES, DAMAGES, REFUNDS & MISC.	\$ 15,000	\$ 15,000
\$ -	\$ 51,151	\$ 9,000	\$ 45,158	001-000-483528	BUSNIESS SUPPORT LOAN PYMT	\$ 48,000	\$ 48,000
\$ 1,111	\$ 75	\$ 500	\$ 100	001-000-484000	MISCELLANEOUS	\$ 100	\$ 100
\$ 181,489	\$ 152,717	\$ 79,500	\$ 97,258	MISCELLANEOUS REVENUE		\$ 88,100	\$ 88,100
\$ 508,532	\$ 469,360	\$ 535,702	\$ 535,702	001-000-490400	ADMIN & OVERHEAD - TRANS IN	\$ 575,879	\$ 575,879
\$ -	\$ 2,750	\$ -	\$ -	001-000-490670	TRANS FROM GRANTS/DONATIONS - Tre	\$ 3,600	\$ 3,600
\$ -	\$ -	\$ -	\$ -	001-000-490672	TRANS FROM GRANTS/DONATIONS - Fen	\$ 300,741	\$ 300,741
\$ 508,532	\$ 472,110	\$ 535,702	\$ 535,702	TRANSFERS IN		\$ 880,220	\$ 880,220
\$ 15,373,662	\$ 16,322,202	\$ 17,241,780	\$ 17,578,972	TOTAL GENERAL FUND RESOURCES		\$ 19,594,483	\$ 19,838,079

COUNCIL, CITY MANAGER & PERSONNEL

CITY COUNCIL, MANAGER AND PERSONNEL

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview: Provide Great Service to the Citizens of La Grande

City Council: A seven member City Council is the governing and policy making body of the City of La Grande, establishing long and short-term community priorities and fiscal policy.

City Manager: The City Manager serves as the Chief Administrative Officer of the City, supervising multiple Department Directors and staff. Is responsible for the daily administration of the City; implementation of the Council's annual goals; and the efficient, equitable, and timely delivery of services.

The City Manager's office provides support to the City Council; serves as liaison between the Council and its constituents; and ensures the accurate and timely production of materials necessary for the Council to conduct its business with a broad range of staff, citizens, advisory commissions, and agency representatives. Handling all property liability insurance issues in coordination with CIS and Agent.

Personnel - This division is responsible for maintaining all employee permanent personnel records, processing all workers comp claims, unemployment and disability claims. Managing the hiring process, acting as the City's Risk Manager, providing support to CIS best practices and providing labor contract maintenance and assisting with labor negotiations are everyday functions.

Staffing:

Total FTE 4 and City Council

Council and City Manager Goals for 2022-23:

1. **American Rescue Plan Act (ARPA) Funding:** Develop a recommendation list of potential uses and/or projects for the City's ARPA funds to maximize the use of the funds for City Council consideration.
2. **Street and Road Infrastructure:** Develop recommendations for a long-term strategy to address the condition of the infrastructure to include potential funding options for City Council consideration with the intent of implementing the strategy upon approval.
3. **Housing:** Implement the Comprehensive Housing Productions Strategy (HPS) as adopted by the City Council.
4. **Economic Development:** Continue to implement the Urban Renewal Plan and economic development strategy as approved by the City Council/Urban Renewal Agency.
5. **Staffing:** Take necessary actions to address critical staffing issues including, but not limited to, hard to fill positions and succession planning for key positions.
6. **Fiscal Management:** Continue to manage the City's finances within limited resources to provide highest possible level of services to the City of La Grande.
7. **General Fund Capital Improvements:** Identify funding sources and strategy to address major capital needs.
8. **FEMA Maps and Land Use Code Amendments:** Complete the submittal to FEMA requesting the City's Floodplain Maps be updated and respond to any requirements as needed throughout the process. Complete the revisions and adoption of the City's Land Use Codes as necessary.
9. **Wildland Urban Interface:** In concert with Union County and other agencies, take actions to assure La Grande is prepared in the event of a wildfire or other natural disaster, such as the ones that devastated other communities in Oregon in 2020.

CITY COUNCIL, MANAGER AND PERSONNEL

General Fund Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Legal - Increased due to labor negotiations.

Computer System Maint & Repair - Increased by \$5,364 for Civicplus and Municode's annual service fees.

Professional Services - (CMO) - Decreased due to completion of Website. (PSNL) Decreased due to completion of the compensation study.

TRT allocations - \$143,796 for Parks-Tourism Facilities and \$82,654 Chamber for Tourism Promotion. A review of prior years' TRT revenues expended for tourism related facilities and/or tourism promotion from FY 2017-18 thru FY 2020-21 reflects the City has expended more than is required by ORS requirements and therefore we do not have any unexpended required amount remaining.

Nuisance Abatement - Increased to \$25,000 to reflect potential for demolition of nuisance properties which may become necessary.

COVID-19 - Removed COVID-19 support related expenses

ARP Funding - \$3,022,172 to reflect the full amount of funding. Specific uses shall be determined by the City Council.

Animal Control - Increased contribution to \$30,000.

General Fund transfers to General Reserve for capital projects total \$328,128: Building Maintenance \$8,000; Police \$3,000 for fleet replacement in parking; Fire \$50,000 for future ambulance; Aquatics \$10,000 future pool boiler; Recreation \$20,000 for future fleet replacement; Library \$5,000 for future HVAC units; and \$232,128 of unanticipated increase in General Fund cash capital. An additional \$473,818 transfer to the Street and Road Reserve Fund is proposed using revenues from URA Under Levy and unanticipated increase in General Fund cash.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 580,262	\$ 652,072	\$ 701,168	\$ 690,188	\$ 690,188
Materials & Services	\$ 693,904	\$ 916,716	\$ 2,980,276	\$ 3,840,188	\$ 3,840,188
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ 374,408	\$ 153,314	\$ 113,800	\$ 328,128	\$ 801,946
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 1,648,574	\$ 1,722,102	\$ 3,795,244	\$ 4,858,504	\$ 5,332,322

City of La Grande

COUNCIL, CITY MANAGER & PERSONNEL

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023	2023
		Budget	Estimated			Requested	Proposed
\$ 306,488	\$ 334,112	\$ 341,476	\$ 324,188	001-110-610500	SALARIES	\$ 327,792	\$ 327,792
\$ -	\$ -	\$ -	\$ -	001-110-610800	SALARIES - PART-TIME	\$ -	\$ -
\$ 22,623	\$ 24,657	\$ 26,261	\$ 24,485	001-110-612100	FICA	\$ 25,214	\$ 25,214
\$ 125,660	\$ 153,452	\$ 184,000	\$ 187,913	001-100-612200	RETIRED EMPLOYEE/COBRA	\$ 185,942	\$ 185,942
\$ 45,621	\$ 51,061	\$ 53,752	\$ 42,317	001-110-612200	PENSION PLAN	\$ 51,564	\$ 51,564
\$ -	\$ -	\$ -	\$ -	001-110-612500	UNEMPLOYMENT BENEFIT	\$ -	\$ -
\$ 78,146	\$ 87,022	\$ 93,722	\$ 82,245	001-110-612600	MED ,DENTAL, & VISION INSURANCE	\$ 97,847	\$ 97,847
\$ 231	\$ 356	\$ 469	\$ 427	001-110-612700	LIFE INSURANCE	\$ 358	\$ 358
\$ 746	\$ 775	\$ 854	\$ 708	001-110-612800	DISABILITY	\$ 505	\$ 505
\$ 747	\$ 636	\$ 634	\$ 911	001-110-612900	WORKERS COMP	\$ 966	\$ 966
\$ 580,262	\$ 652,072	\$ 701,168	\$ 663,193	TOTAL PERSONNEL SERVICES		\$ 690,188	\$ 690,188
10.00	10.00	11.00		Total Full-Time Equivalent (FTE)		11.00	11.00
\$ 1,323	\$ 4,175	\$ 20,250	\$ 10,000	001-110-621200	LEGAL	\$ 30,250	\$ 30,250
\$ 22,137	\$ 22,318	\$ 34,000	\$ 29,000	001-100-621900	OTHER PROFESSIONAL SERVICES	\$ 34,000	\$ 34,000
\$ 183	\$ 67	\$ 400	\$ 239	001-110-622100	POSTAGE	\$ 400	\$ 400
\$ 5,219	\$ 6,454	\$ 7,500	\$ 7,453	001-110-622200	TELEPHONE/FAX	\$ 7,500	\$ 7,500
\$ 518	\$ 560	\$ 600	\$ 695	001-110-622800	ADVERTISING	\$ 600	\$ 600
\$ -	\$ -	\$ 90	\$ 90	001-110-623400	EQUIP MAINT/REPAIR	\$ 90	\$ 90
\$ 6,752	\$ 1,591	\$ 31,639	\$ 31,725	001-110-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 5,997	\$ 5,997
\$ 104,643	\$ 158,455	\$ 151,411	\$ 151,411	001-100-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 167,375	\$ 167,375
\$ 1,336	\$ 1,337	\$ 1,340	\$ 1,338	001-110-625100	EQUIPMENT RENTAL	\$ 1,340	\$ 1,340
\$ 15,064	\$ 14,730	\$ 16,350	\$ 15,600	001-110-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 16,950	\$ 16,950
\$ -	\$ -	\$ -	\$ 20	001-110-628200	RECRUITMENT COSTS	\$ -	\$ -
\$ 4,316	\$ 190	\$ 11,650	\$ 3,000	001-110-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 15,500	\$ 15,500
\$ -	\$ -	\$ 2,500	\$ -	001-110-628410	SPECIAL EDUCATION	\$ -	\$ -
\$ 4,106	\$ 7,526	\$ 4,436	\$ 7,976	001-110-628805	COMPUTER SYS MAINT AGMTS	\$ 9,800	\$ 9,800
\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	001-110-628700	ANIMAL CONTROL-UNION COUNTY	\$ 30,000	\$ 30,000
\$ 9,500	\$ 9,500	\$ 14,500	\$ 14,500	001-110-628750	ANIMAL RESCUE AND ADOPTION CTR	\$ 14,500	\$ 14,500
\$ 20,450	\$ 29,987	\$ 63,000	\$ 78,589	001-110-628800	PROFESSIONAL SERVICES & FEES	\$ 44,500	\$ 44,500
\$ 76	\$ 586	\$ 2,500	\$ 2,500	001-110-628802	NUISANCE ABATEMENT EXP	\$ 25,000	\$ 25,000
\$ 100,959	\$ 83,554	\$ 90,120	\$ 90,120	001-110-628900	TOURISM PROMOTION/FACILITIES	\$ 82,654	\$ 82,654
\$ 174,556	\$ 160,661	\$ 200,000	\$ 208,000	001-110-628910	H/M TAX-UNION COUNTY	\$ 260,000	\$ 260,000
\$ -	\$ -	\$ -	\$ -	001-110-629600	MISCELLANEOUS	\$ -	\$ -
\$ 260	\$ 250	\$ 310	\$ 310	001-110-631300	BOOKS/REFERENCE MATERIALS	\$ 310	\$ 310

City of La Grande

COUNCIL, CITY MANAGER & PERSONNEL

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 3,853	\$ 2,210	\$ 5,000	\$ 3,222	001-110-631400	OFFICE SUPPLIES	\$ 5,200	\$ 5,200
\$ 4,981	\$ 670	\$ 5,500	\$ 5,500	001-110-631700	DEPARTMENTAL SUPPLIES	\$ 5,500	\$ 5,500
\$ 1,787	\$ 3,554	\$ 3,500	\$ 4,223	001-110-631800	CITY EVENTS/COMMUNITY RELATIONS	\$ 5,000	\$ 5,000
\$ 192	\$ 217	\$ 200	\$ 500	001-110-631900	PROFESSIONAL PRINTING	\$ 600	\$ 600
\$ 1,306	\$ 243	\$ 700	\$ 700	001-110-634100	FLEET MAINTENANCE	\$ 700	\$ 700
\$ 899	\$ 674	\$ 1,000	\$ 1,271	001-110-635000	OFFICE EQUIP & FURNISHINGS	\$ 3,000	\$ 3,000
\$ 792	\$ 864	\$ 2,200	\$ 1,437	001-110-635010	COMPUTER SYSTEM (s/h)	\$ 5,250	\$ 5,250
\$ 183,696	\$ 94,533	\$ 184,580	\$ -	001-110-639702	COVID-19 SUPPORT	\$ -	\$ -
\$ -	\$ 172,500	\$ 100,000	\$ 29,000	001-110-639703	COVID-19 GRANT REFUNDS	\$ 46,000	\$ 46,000
\$ -	\$ 114,313	\$ -	\$ -	001-110-639704	COVID-19 Expenses	\$ -	\$ -
\$ -	\$ -	\$ 2,000,000	\$ -	001-110-639705	ARP FUNDS	\$ 3,022,172	\$ 3,022,172
\$ 693,904	\$ 916,716	\$ 2,980,276	\$ 723,419	TOTAL MATERIALS & SERVICES		\$ 3,840,188	\$ 3,840,188
\$ -	\$ -	\$ -	\$ -	001-110-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ 374,408	\$ 153,314	\$ 113,800	\$ 113,800	001-110-729922	TRANSFER TO GENERAL RESERVE-CIP	\$ 328,128	\$ 328,128
\$ -	\$ -	\$ -	\$ -	001-110-729923	TRANSFER TO STREET RESERVE	\$ -	\$ 473,818
\$ 374,408	\$ 153,314	\$ 113,800	\$ 113,800	TOTAL TRANSFERS OUT		\$ 328,128	\$ 801,946
\$ 1,648,574	\$ 1,722,102	\$ 3,795,244	\$ 1,500,412	TOTAL COUNCIL & CITY MANAGER		\$ 4,858,504	\$ 5,332,322

FINANCE & MUNICIPAL COURT

FINANCE/MUNICIPAL COURT

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The City of La Grande Finance Department is the hub of the City's financial management system.

The Finance Department provides and maintains a full range of services to the City including monthly management reports, audit preparation, utility billing and collection, Transient Room Tax payments, generates all city checks for payment of goods and services and all payroll checks. All employee tax payments are paid and reconciled, as well as all year end employee W-2's are prepared and distributed and compliance reporting for the Affordable Care Act. We also collect and account for all parking and traffic citations for Municipal Court as well as provide administrative support to the Municipal Court Judge. All Local Improvement District (LID) account set ups, receivables and lien processing are also a part of our regular duties. On average we send out 329 water/sewer delinquent notices per month. We currently process an average of 2,954 electronic payments per month which includes direct debits. We average 200 accounts payable checks per month and 175 payroll and payroll associated checks. Municipal Court processes about 12 traffic citations each month. Finance also maintains all accounting/reporting for the Urban Renewal District.

The Finance Director coordinates budget preparation and monitoring with the City Manager.

Staffing:

4.25 FTE in the Finance Division; .26 FTE in the Municipal Court Division.
Total FTE 4.51

Major Objectives:

Continue to stay up to date and knowledgeable about our financial software system.
Provide staff support with reports and financial information to City Departments.
Prepare budget documents for budget hearings and adoption and compile all information and reports for audit.

FINANCE/MUNICIPAL COURT

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Professional Services & Fees - Increased due to more participation in electronic payments resulting in increased processing fees.

Computer System (s/h) - Increased for computer switch upgrade.

Equipment & Improvements - Increased due to a required upgrade of the Municipal Court software.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 450,513	\$ 474,822	\$ 442,386	\$ 469,814	\$ 469,814
Materials & Services	\$ 169,577	\$ 167,008	\$ 199,511	\$ 225,678	\$ 240,678
Capital Outlay	\$ 16,290	\$ -	\$ -	\$ 16,040	\$ 16,040
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 636,380	\$ 641,830	\$ 641,897	\$ 711,532	\$ 726,532

City of La Grande

FINANCE & COURT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 301,877	\$ 321,550	\$ 271,164	\$ 275,307	001-120-610500	SALARIES	\$ 293,294	\$ 293,294
\$ 1,505	\$ 770	\$ 3,640	\$ 3,240	001-125-610800	SALARIES - PART-TIME	\$ 4,800	\$ 4,800
\$ -	\$ -	\$ -	\$ -	001-120-610900	OVERTIME	\$ -	\$ -
\$ 22,361	\$ 23,747	\$ 21,207	\$ 20,911	001-120-612100	FICA	\$ 22,896	\$ 22,896
\$ 41,845	\$ 42,165	\$ 39,943	\$ 39,932	001-120-612200	PENSION PLAN	\$ 44,420	\$ 44,420
\$ -	\$ -	\$ -	\$ -	001-120-612500	UNEMPLOYMENT BENEFIT	\$ -	\$ -
\$ 81,738	\$ 85,448	\$ 105,156	\$ 97,061	001-120-612600	MED, DENTAL, & VISION INSURANCE	\$ 103,116	\$ 103,116
\$ 221	\$ 272	\$ 343	\$ 288	001-120-612700	LIFE INSURANCE	\$ 263	\$ 263
\$ 671	\$ 610	\$ 603	\$ 581	001-120-612800	DISABILITY INSURANCE	\$ 396	\$ 396
\$ 295	\$ 260	\$ 330	\$ 453	001-120-612900	WORKMANS COMP	\$ 629	\$ 629
\$ 450,513	\$ 474,822	\$ 442,386	\$ 437,773	TOTAL PERSONNEL SERVICES		\$ 469,814	\$ 469,814
4.51	4.51	4.51		Total Full-Time Equivalent (FTE)		4.51	4.51
\$ 1,255	\$ -	\$ 500	\$ 100	001-120-621200	LEGAL	\$ 2,200	\$ 2,200
\$ 8,084	\$ 7,204	\$ 17,186	\$ 12,531	001-120-621400	AUDITING COSTS	\$ 13,250	\$ 13,250
\$ 2,881	\$ 2,548	\$ 2,700	\$ 2,900	001-120-622100	POSTAGE	\$ 3,000	\$ 3,000
\$ 3,153	\$ 3,828	\$ 3,970	\$ 4,005	001-120-622200	TELEPHONE/FAX	\$ 4,170	\$ 4,170
\$ 285	\$ 457	\$ 350	\$ 450	001-120-622800	ADVERTISING	\$ 500	\$ 500
\$ 8,481	\$ 1,591	\$ 2,039	\$ 2,052	001-120-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 4,723	\$ 4,723
\$ 679	\$ 829	\$ 920	\$ 850	001-120-625100	EQUIPMENT RENTAL	\$ 940	\$ 940
\$ 356	\$ 440	\$ 500	\$ 474	001-120-625900	OTHER RENTALS	\$ 500	\$ 500
\$ 1,081	\$ 762	\$ 635	\$ 615	001-120-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 695	\$ 695
\$ 6,478	\$ 2,088	\$ 10,196	\$ 4,000	001-120-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 12,250	\$ 12,250
\$ 96,378	\$ 106,492	\$ 115,600	\$ 125,169	001-120-628800	PROFESSIONAL SERVICES & FEES	\$ 135,850	\$ 135,850
\$ 30,658	\$ 32,231	\$ 33,750	\$ 34,406	001-120-628805	COMPUTER SYS MAINT AGMTS	\$ 35,405	\$ 35,405
\$ -	\$ 3	\$ -	\$ -	001-120-629600	MISCELLEANOUS	\$ -	\$ -
\$ -	\$ -	\$ 100	\$ 100	001-125-629610	PERMIT/FEE REFUNDS	\$ 100	\$ 100
\$ 5,356	\$ 4,665	\$ 6,700	\$ 6,720	001-125-631400	OFFICE SUPPLIES	\$ 6,700	\$ 6,700
\$ 157	\$ 328	\$ 1,000	\$ 200	001-120-631700	DEPARTMENTAL SUPPLIES	\$ 1,000	\$ 1,000
\$ 1,591	\$ 2,185	\$ 750	\$ 225	001-120-635000	OFFICE EQUIP/FURNISHINGS	\$ 1,300	\$ 1,300
\$ 2,704	\$ 1,358	\$ 2,615	\$ 2,469	001-120-635010	COMPUTER SYS (s/h)	\$ 3,095	\$ 18,095
\$ 169,577	\$ 167,008	\$ 199,511	\$ 197,266	TOTAL MATERIALS & SERVICES		\$ 225,678	\$ 240,678
\$ 16,290	\$ -	\$ -	\$ -	001-120-640000	EQUIPMENT & IMPROVEMENTS	\$ 16,040	\$ 16,040
\$ 636,380	\$ 641,830	\$ 641,897	\$ 635,039	TOTAL FINANCE & COURT		\$ 711,532	\$ 726,532

POLICE

Police Department

General Fund

Proposed Budget - FY 2022-23

Mission and Overview:

The La Grande Police Department provides professional and comprehensive law enforcement services and emergency dispatch services to the La Grande community with the primary goal of protecting life and property. We are also the primary law enforcement provider to Eastern Oregon University which has a daily service population of over 2,000 people. We are the only law enforcement agency in Union County that provides 24/7 patrol coverage. We provide the following programs: Patrol, Investigations, Parking and Code Enforcement, as well as law enforcement and fire department communications for the City of La Grande. We are also the headquarters for the Northeast Oregon Regional SWAT Team and members of the Union County Major Crime Team. We provide contracted dispatch and administrative support for the Union County Sheriff's Office.

We are the 9-1-1 Public Safety Answering Point (PSAP) for all of Union County and provide emergency dispatch services for 21 law enforcement, fire and EMS agencies throughout the county. Our Communications Division also manages all agency records as well as reception services. Our Operations Division manages all patrol, investigation and parking and code enforcement services.

Staffing:

The department currently consists of 19 FTE sworn personnel and 15 civilian personnel. This budget reflects a grant funded detective position (sworn). The costs associated with some of the Police Department's positions are reflected in the 9-1-1 Fund. We are structured in two main divisions, Communications and Operations. We run a minimum staffing level of two patrol officers on at a time and two dispatchers on 24 hours a day. There are occasions when we are only able to staff one dispatcher at a time.

Total FTE 34.2 (Operations and Communications)

Major Objectives:

Recruitment and retention of staff, as we have lost several police officers to retirement in the last several years.

Police Department

General Fund

Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Personnel - Decreased due to retirements, medical insurance and workers comp savings.

Legal - Increased due to labor negotiations.

Moving, Towing & Storage - Increased for RV towing in Parking/Code Enforcement budget.

Computer Systems Maintenance Agreements - Decreased as a result of new cost distribution formula, based on actual usage of services.

Fuel - Increased to cover higher fuel costs.

Small Tools & Equipment - Increased by \$5,000 last year to begin 3-year phased replacement of officers' portable radios that are over 11 years old. Supply shortages/delays prevented the acquisition of the new radios in FY 2021-22. This budget reflects a carryover of the \$5,000 from FY 2021-22 and an additional \$5,000 this FY 2022-23.

Capital Outlay - Supply shortages/delays prevented the acquisition of a new patrol vehicle for fleet rotation in FY 2021-22. This budget reflects a carryover of the \$52,025 (as the vehicle is still on order) and an additional \$99,832 (\$59,832 for new patrol vehicle for fleet rotation and \$40,000 to replace 1999 Ford Ranger utility pickup that is at the end of its service life).

Included with this budget but not shown here is \$3,000 into General Reserves for a replacement parking enforcement vehicle. This transfer is in the City Council/City Manager Budget.

	EXPENDITURES		CURRENT	DEPT	MANAGER
	FY2019-20	FY2020-21	BUDGETED	REQUESTED	PROPOSED
			FY2021-22	FY2022-23	
Personnel Cost	\$ 2,880,783	\$ 2,808,687	\$ 3,245,163	\$ 3,184,791	\$ 3,184,791
Materials & Services	\$ 291,947	\$ 286,664	\$ 389,636	\$ 412,938	\$ 412,938
Capital Outlay	\$ 89,552	\$ 114,877	\$ 53,000	\$ 151,857	\$ 151,857
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 3,262,282	\$ 3,210,227	\$ 3,687,799	\$ 3,749,586	\$ 3,749,586

City of La Grande

POLICE DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 1,697,124	\$ 1,658,715	\$ 1,854,882	\$ 1,709,255	001-130-610500	SALARIES	\$ 1,856,627	\$ 1,856,627
\$ 1,715	\$ 3,860	\$ 5,003	\$ 864	001-130-610800	SALARIES - PART-TIME	\$ 1,050	\$ 1,050
\$ 73,849	\$ 83,071	\$ 99,908	\$ 86,392	001-130-610900	OVERTIME	\$ 98,872	\$ 98,872
\$ 130,908	\$ 129,175	\$ 150,713	\$ 135,328	001-130-612100	FICA	\$ 150,470	\$ 150,470
\$ 53,541	\$ 55,223	\$ 70,354	\$ 64,340	001-130-612200	PENSION PLAN	\$ 75,310	\$ 75,310
\$ 362,002	\$ 334,115	\$ 393,840	\$ 336,565	001-130-612300	PERS PENSION PLAN	\$ 350,612	\$ 350,612
\$ 2,116	\$ 424	\$ 4,200	\$ 1,000	001-130-612500	UNEMPLOYMENT BENEFIT	\$ 4,200	\$ 4,200
\$ 525,080	\$ 519,413	\$ 615,152	\$ 524,805	001-130-612600	MED, DENTAL, & VISION INSURANCE	\$ 610,377	\$ 610,377
\$ 1,110	\$ 1,208	\$ 1,566	\$ 1,148	001-130-612700	LIFE INSURANCE	\$ 1,351	\$ 1,351
\$ 2,630	\$ 2,517	\$ 2,944	\$ 2,339	001-130-612800	DISABILITY INSURANCE	\$ 1,897	\$ 1,897
\$ 30,708	\$ 20,968	\$ 46,601	\$ 48,196	001-130-612900	WORKERS COMP	\$ 34,023	\$ 34,023
\$ 2,880,783	\$ 2,808,687	\$ 3,245,163	\$ 2,910,231	TOTAL PERSONNEL SERVICES		\$ 3,184,791	\$ 3,184,791
29.54	28.86	29.74		Total Full-Time Equivalent (FTE)		29.80	29.80
\$ 7,794	\$ 2,268	\$ 8,000	\$ 4,500	001-130-621200	LEGAL	\$ 14,025	\$ 14,025
\$ 289	\$ 400	\$ 1,600	\$ 1,550	001-130-621300	MEDICAL EXAMS	\$ 1,550	\$ 1,550
\$ 4,808	\$ 2,231	\$ 5,600	\$ 9,400	001-130-622000	MOVING, TOWING & STORAGE	\$ 12,400	\$ 12,400
\$ 554	\$ 1,185	\$ 1,475	\$ 1,475	001-130-622100	POSTAGE	\$ 1,475	\$ 1,475
\$ 10,599	\$ 12,349	\$ 17,900	\$ 16,500	001-130-622200	TELEPHONE/FAX	\$ 17,900	\$ 17,900
\$ 3,512	\$ 1,883	\$ 4,700	\$ 2,050	001-130-622800	ADVERTISING	\$ 5,800	\$ 5,800
\$ 377	\$ 565	\$ 1,000	\$ 1,000	001-130-623100	ELECTRICITY, GAS, OIL	\$ 1,000	\$ 1,000
\$ 8,111	\$ 9,087	\$ 12,500	\$ 12,500	001-130-623200	WASTE REMOVAL & JANITORIAL	\$ 12,800	\$ 12,800
\$ 2,074	\$ 1,867	\$ 3,600	\$ 2,100	001-130-623400	EQUIP MAINT/REPAIR	\$ 3,600	\$ 3,600
\$ 19,566	\$ 21,492	\$ 22,085	\$ 22,232	001-130-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 17,212	\$ 17,212
\$ 6,717	\$ 6,838	\$ 9,600	\$ 8,370	001-130-625100	EQUIPMENT RENTAL	\$ 9,100	\$ 9,100
\$ 20,811	\$ 18,217	\$ 24,600	\$ 20,800	001-130-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 25,100	\$ 25,100
\$ 56,451	\$ 56,451	\$ 56,451	\$ 56,451	001-130-625900	OTHER RENTALS	\$ 56,451	\$ 56,451
\$ 791	\$ 817	\$ 1,425	\$ 1,425	001-130-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 1,525	\$ 1,525
\$ 4,074	\$ 3,865	\$ 7,000	\$ 3,610	001-130-628200	RECRUITMENT COSTS	\$ 7,000	\$ 7,000
\$ 429	\$ -	\$ 3,000	\$ -	001-130-628410	SPECIAL EDUCATION	\$ 3,000	\$ 3,000
\$ 5,556	\$ 4,319	\$ 6,300	\$ 11,912	001-130-628800	PROFESSIONAL SERVICES & FEES	\$ 6,800	\$ 6,800
\$ 6,077	\$ 2,485	\$ 17,000	\$ 14,235	001-130-628805	COMPUTER SYS MAINT AGMTS	\$ 16,600	\$ 16,600
\$ 297	\$ 80	\$ 1,000	\$ 500	001-130-629600	MISCELLANEOUS	\$ 1,000	\$ 1,000

City of La Grande

POLICE DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ -	\$ 100	\$ 400	\$ 100	001-130-629610	PERMIT/FEE REFUNDS	\$ 400	\$ 400
\$ 998	\$ 1,068	\$ 1,500	\$ 1,000	001-130-631200	CHEMICAL & LAB SUPPLIES	\$ 1,500	\$ 1,500
\$ 847	\$ 82	\$ 850	\$ 850	001-130-631300	BOOKS/REFERENCE MATERIALS	\$ 850	\$ 850
\$ 8,069	\$ 10,184	\$ 14,200	\$ 12,450	001-130-631400	OFFICE SUPPLIES	\$ 14,200	\$ 14,200
\$ 30,083	\$ 35,128	\$ 40,400	\$ 37,100	001-130-631700	DEPARTMENTAL SUPPLIES	\$ 41,900	\$ 41,900
\$ 25,127	\$ 25,722	\$ 29,900	\$ 29,900	001-130-633500	FACILITIES REPAIR	\$ 29,900	\$ 29,900
\$ 27,209	\$ 34,482	\$ 35,000	\$ 29,500	001-130-634100	FLEET MAINTENANCE	\$ 35,000	\$ 35,000
\$ 23,267	\$ 18,273	\$ 26,300	\$ 28,500	001-130-634300	FUEL/LUBRICANTS	\$ 32,600	\$ 32,600
\$ 3,427	\$ 6,478	\$ 6,000	\$ 5,500	001-130-635000	OFFICE EQUIPMENT & FURNISHINGS	\$ 7,000	\$ 7,000
\$ 9,848	\$ 3,256	\$ 17,500	\$ 18,110	001-130-635010	COMPUTER SYSTEM (s/h)	\$ 17,500	\$ 17,500
\$ 4,185	\$ 5,492	\$ 12,750	\$ 6,200	001-130-635100	SMALL TOOLS & EQUIPMENT	\$ 17,750	\$ 17,750
\$ 291,947	\$ 286,664	\$ 389,636	\$ 359,820	TOTAL MATERIALS & SERVICES		\$ 412,938	\$ 412,938
\$ 89,552	\$ 114,877	\$ 53,000	\$ 975	001-130-640000	EQUIPMENT & IMPROVEMENTS	\$ 151,857	\$ 151,857
\$ 3,262,282	\$ 3,210,227	\$ 3,687,799	\$ 3,271,026	TOTAL POLICE DEPARTMENT		\$ 3,749,586	\$ 3,749,586

FIRE/EMS

Fire & EMS Department

*General Fund
Proposed Budget - FY 2022-23*

Mission, Values and Overview:

The mission of the La Grande Fire Department is to protect the lives and property of the citizens that we serve. We will achieve this by providing effective safety education, fair and balanced fire code enforcement, and professional and safe emergency response delivered with care and compassion. Department values are: Service, Compassion, Integrity, Teamwork and Courage.

The Fire Department provides: Fire protection to the City of La Grande; automatic aid and mutual aid to all other Union County fire and EMS agencies; Advanced Life Support (ALS) service to all of Union County; rescue response; fire inspections; preplanning; fire safety programs and training; juvenile fire setter intervention; child safety seat installation; smoke alarm checks & public assistance.

Staffing:

17 Full-time employees (15 career firefighters, 1 administrative assistant, 1 fire chief), 10 EMT casuals. (If this budget is approved and our FEMA Grant request is awarded we will add 1 assistant chief and 3 career firefighters.) Total FTE 23

Major Objectives:

Continue to deliver high quality fire and EMS services to our citizens.

Maintain a high level of preparedness through training in all appropriate fire and EMS fields.

Providing for the safety of our members with updated tools and training.

Increase paramedic staffing by making available an online training program.

Continue to improve department training facilities.

Solicit college student involvement in the department by engaging in a resident student program.

Increase line staffing to allow for more efficient and effective emergency response.

Adding an assistant chief position to aid in succession planning along with improving the training and inspection programs.

Fire & EMS Department

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Salaries - Increased due to three additional grant funded career firefighters and assistant chief.

Salaries Part-time - Decreased due to the elimination of the part-time firefighter position but retaining EMT casuals.

Legal - Increased due to labor negotiations.

Training, Travel and Meeting Expense - Decreased for the partial completion of training facility and props improvements. As well as the need to not provide some trainings as they are bi-annually required.

Professional Services & Fees - Increased for recruitment of an assistant fire chief.

Fleet Maintenance - Increased due to the retirement of a career firefighter that handled most of the departments fleet issues in-house.

Fuel - Increased due to increase in fuel costs.

Capital Equipment - Supply shortage has prevented the acquisition of a new ambulance in FY 2021-22. This budget reflects a carryover of \$195,000 for the ambulance.

Included with this budget but not show here is \$50,000 into General Reserves for the future purchase of an ambulance. This transfer is in the City Council/City Manager budget.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 1,927,977	\$ 1,969,769	\$ 2,189,100	\$ 2,788,692	\$ 2,788,692
Materials & Services	\$ 428,046	\$ 612,551	\$ 566,735	\$ 584,110	\$ 584,110
Capital Outlay	\$ 38,361	\$ 104,135	\$ 195,000	\$ 37,000	\$ 232,000
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 2,394,384	\$ 2,686,455	\$ 2,950,835	\$ 3,409,802	\$ 3,604,802

City of La Grande

FIRE & EMS DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 962,169	\$ 1,041,159	\$ 1,108,900	\$ 1,090,779	001-140-610500	SALARIES	\$ 1,422,045	\$ 1,422,045
\$ 39,876	\$ 25,449	\$ 68,045	\$ 26,536	001-140-610800	SALARIES - PART-TIME	\$ 38,900	\$ 38,900
\$ 294,934	\$ 208,861	\$ 224,133	\$ 269,647	001-140-610900	OVERTIME	\$ 287,991	\$ 287,991
\$ 97,979	\$ 96,265	\$ 107,182	\$ 105,465	001-140-612100	FICA	\$ 133,794	\$ 133,794
\$ 35,780	\$ 41,637	\$ 44,162	\$ 44,466	001-140-612200	PENSION PLAN	\$ 58,026	\$ 58,026
\$ 204,965	\$ 229,335	\$ 259,748	\$ 243,075	001-140-612300	PERS PENSION PLAN	\$ 331,313	\$ 331,313
\$ 5	\$ 260	\$ 250	\$ 73	001-140-612500	UNEMPLOYMENT BENEFIT	\$ 250	\$ 250
\$ 263,647	\$ 293,409	\$ 336,753	\$ 270,470	001-140-612600	MED, DENTAL, & VISION INSURANCE	\$ 468,927	\$ 468,927
\$ 1,083	\$ 1,262	\$ 1,455	\$ 1,266	001-140-612700	LIFE INSURANCE	\$ 1,244	\$ 1,244
\$ 1,386	\$ 1,565	\$ 1,787	\$ 1,494	001-140-612800	DISABILITY INSURANCE	\$ 1,794	\$ 1,794
\$ 26,153	\$ 30,567	\$ 36,685	\$ 51,401	001-140-612900	WORKERS COMP	\$ 44,409	\$ 44,409
\$ 1,927,977	\$ 1,969,769	\$ 2,189,100	\$ 2,104,673	TOTAL PERSONNEL SERVICES		\$ 2,788,692	\$ 2,788,692
19.48	17.14	20.03		Total Full-Time Equivalent (FTE)		23.00	23.00
\$ -	\$ 7,201	\$ 1,500	\$ 1,000	001-140-621200	LEGAL	\$ 7,500	\$ 7,500
\$ 9,054	\$ 8,199	\$ 14,000	\$ 10,000	001-140-621300	MEDICAL EXAMS	\$ 13,000	\$ 13,000
\$ 542	\$ 248	\$ 650	\$ 650	001-140-622100	POSTAGE	\$ 650	\$ 650
\$ 7,762	\$ 8,425	\$ 10,000	\$ 10,500	001-140-622200	TELEPHONE/FAX	\$ 11,000	\$ 11,000
\$ 1,754	\$ 1,820	\$ 1,500	\$ 2,600	001-140-622800	ADVERTISING	\$ 2,000	\$ 2,000
\$ 17,043	\$ 16,662	\$ 19,500	\$ 19,000	001-140-623100	ELECTRICITY, GAS, OIL	\$ 21,000	\$ 21,000
\$ 1,560	\$ 1,222	\$ 1,500	\$ 1,500	001-140-623200	WASTE REMOVAL & JANITORIAL	\$ 1,600	\$ 1,600
\$ 3,287	\$ 7,105	\$ 7,500	\$ 7,500	001-140-623400	EQUIP MAINT/REPAIR	\$ 5,500	\$ 5,500
\$ 5,115	\$ 9,548	\$ 9,835	\$ 9,835	001-140-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 9,210	\$ 9,210
\$ 5,533	\$ 5,575	\$ 6,500	\$ 5,500	001-140-625100	EQUIPMENT RENTALS	\$ 6,500	\$ 6,500
\$ 3,138	\$ 3,057	\$ 4,000	\$ 3,000	001-140-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 3,500	\$ 3,500
\$ 19,795	\$ 21,353	\$ 55,000	\$ 40,000	001-140-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 45,000	\$ 45,000
\$ 106,989	\$ 101,818	\$ 128,000	\$ 163,355	001-140-628800	PROFESSIONAL SERVICES & FEES	\$ 143,000	\$ 143,000
\$ 1,492	\$ 3,686	\$ 5,000	\$ 4,000	001-140-628805	COMPUTER SYS MAINT AGMTS	\$ 5,100	\$ 5,100
\$ 425	\$ 468	\$ 1,000	\$ 1,000	001-140-629600	MISCELLANEOUS	\$ 1,250	\$ 1,250
\$ 767	\$ 615	\$ 1,250	\$ 1,250	001-140-629700	PERMIT FEES	\$ 1,900	\$ 1,900
\$ 1,767	\$ 1,445	\$ 2,500	\$ 1,750	001-140-631300	BOOKS/REFERENCE MATERIALS	\$ 2,000	\$ 2,000
\$ 2,781	\$ 3,761	\$ 4,000	\$ 2,500	001-140-631400	OFFICE SUPPLIES	\$ 4,000	\$ 4,000
\$ 88,357	\$ 86,462	\$ 110,000	\$ 110,000	001-140-631600	MEDICAL SUPPLIES	\$ 110,000	\$ 110,000

City of La Grande

FIRE & EMS DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 36,951	\$ 22,827	\$ 40,000	\$ 35,000	001-140-631700	DEPARTMENTAL SUPPLIES	\$ 40,000	\$ 40,000
\$ 289	\$ 784	\$ 500	\$ 100	001-140-631900	PROFESSIONAL PRINTING	\$ 500	\$ 500
\$ 2,075	\$ 2,096	\$ 3,000	\$ 3,000	001-140-633100	JANITOR & SANIT. SUPPLIES	\$ 3,000	\$ 3,000
\$ 36,344	\$ 38,351	\$ 40,000	\$ 40,000	001-140-633500	FACILITIES REPAIR	\$ 40,000	\$ 40,000
\$ 23,076	\$ 38,024	\$ 45,000	\$ 45,000	001-140-634100	FLEET MAINTENANCE	\$ 50,000	\$ 50,000
\$ 11,267	\$ 12,808	\$ 16,000	\$ 19,000	001-140-634300	FUEL/LUBRICANTS	\$ 21,000	\$ 21,000
\$ 5,425	\$ 1,044	\$ 5,000	\$ 5,000	001-140-635000	OFFICE EQUIP & FURNISHINGS	\$ 3,700	\$ 3,700
\$ 6,794	\$ 585	\$ 4,000	\$ 3,938	001-140-635010	COMPUTER SYSTEM (s/h)	\$ 2,200	\$ 2,200
\$ 28,664	\$ 207,363	\$ 30,000	\$ 25,000	001-140-635100	SMALL TOOLS & EQUIPMENT	\$ 30,000	\$ 30,000
\$ 428,046	\$ 612,551	\$ 566,735	\$ 570,978		TOTAL MATERIALS & SERVICES	\$ 584,110	\$ 584,110
\$ 38,361	\$ 104,135	\$ 195,000	\$ -	001-140-640000	EQUIPMENT & IMPROVEMENTS	\$ 37,000	\$ 232,000
\$ 2,394,384	\$ 2,686,455	\$ 2,950,835	\$ 2,675,651		TOTAL FIRE & EMS DEPARTMENT	\$ 3,409,802	\$ 3,604,802

PARKS

Parks Department

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The Parks Department maintains a total of 263 acres of parkland with a diverse range of facilities including 204 acres of natural areas at Morgan Lake Park. Staff services everything from the highly groomed ball fields to neighborhood parks to the Island City strip to playgrounds, trails and natural woodlands.

Parks provide a great benefit to citizens, both those who live nearby and tourists. In addition to their many environmental benefits, including preserving plant and animal habitat, decreasing air pollution and storm water filtration, parks create an economic benefit for both governments and individuals. Homebuyers prefer homes close to parks, open space and greenery. According to national research, proximity to parks can increase property value between 8%-20%* thereby increasing property tax revenue. Companies and families often choose to locate in communities that offer amenities such as parks as a means of attracting and retaining top-level workers.

In our community, Parks and Recreation services drive tourism. Attractions like our parks, pool and events put on by our department staff and other community groups using our parks, activate the tourism system generating thousands of visitors from out of the area each year. Pleasure trips are generated by the attractions that are available and without those attractions, there is no tourism.

*<https://www.theparkcatalog.com/blog/parks-homes-values/>

*http://depts.washington.edu/hhwb/Thm_Economics.html

Staffing:

Parks Maintenance is staffed with 0.4 FTE Director, 1 FTE Parks Leadperson, 1 FTE Utility Tech II, and 2.74 FTE Seasonal Maintenance Workers. Total FTE 5.14

Major Objectives:

Install restroom building at Morgan Lake.

Purchase a 3/4 ton pick-up, plow and backhoe attachment.

Complete the Riverside Greenway Trail loop expansion project.

Parks Department

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Capital Outlay - Includes \$28,000 carry over from FY 2021-22 for new 3/4 ton pickup that was unavailable due to supply chain issues, a v-plow for pickup (snow removal), and backhoe attachment for tractor.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 278,389	\$ 276,771	\$ 308,880	\$ 325,790	\$ 325,790
Materials & Services	\$ 114,329	\$ 95,151	\$ 123,600	\$ 128,433	\$ 128,433
Capital Outlay	\$ -	\$ 33,834	\$ 28,000	\$ 58,000	\$ 58,000
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 392,718	\$ 405,756	\$ 460,480	\$ 512,223	\$ 512,223

City of La Grande

PARKS DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 138,628	\$ 143,028	\$ 148,338	\$ 148,725	001-181-610500	SALARIES	\$ 159,046	\$ 159,046
\$ 41,745	\$ 43,977	\$ 63,773	\$ 50,971	001-181-610800	SALARIES - PART-TIME	\$ 66,248	\$ 66,248
\$ -	\$ -	\$ -	\$ -	001-181-610900	OVERTIME	\$ -	\$ -
\$ 13,216	\$ 13,786	\$ 16,355	\$ 15,068	001-181-612100	FICA	\$ 17,364	\$ 17,364
\$ 18,092	\$ 19,767	\$ 20,338	\$ 20,848	001-181-612200	PENSION PLAN	\$ 21,851	\$ 21,851
\$ 1,869	\$ -	\$ 500	\$ 429	001-181-612500	UNEMPLOYMENT BENEFIT	\$ 500	\$ 500
\$ 48,130	\$ 50,366	\$ 53,415	\$ 52,053	001-181-612600	MED, DENTAL, & VISION INSURANCE	\$ 55,738	\$ 55,738
\$ 106	\$ 118	\$ 134	\$ 111	001-181-612700	LIFE INSURANCE	\$ 103	\$ 103
\$ 245	\$ 247	\$ 261	\$ 201	001-181-612800	DISABILITY INSURANCE	\$ 172	\$ 172
\$ 16,358	\$ 5,482	\$ 5,766	\$ 4,451	001-181-612900	WORKERS COMP	\$ 4,768	\$ 4,768
\$ 278,389	\$ 276,771	\$ 308,880	\$ 292,856	TOTAL PERSONNEL SERVICES		\$ 325,790	\$ 325,790
4.90	4.89	5.14		Total Full-Time Equivalent (FTE)		5.14	5.14
\$ 1,885	\$ -	\$ -	\$ -	001-181-621200	LEGAL	\$ 1,400	\$ 1,400
\$ 91	\$ 175	\$ 200	\$ 500	001-181-621300	MEDICAL EXAMS	\$ 250	\$ 250
\$ 17	\$ 15	\$ 20	\$ 20	001-181-622100	POSTAGE	\$ 20	\$ 20
\$ 1,283	\$ 2,172	\$ 2,200	\$ 2,200	001-181-622200	TELEPHONE/FAX	\$ 2,200	\$ 2,200
\$ 122	\$ 261	\$ 200	\$ 250	001-181-622800	ADVERTISING	\$ 250	\$ 250
\$ 14,426	\$ 14,144	\$ 14,000	\$ 15,000	001-181-623100	ELECTRICITY, GAS, OIL	\$ 15,000	\$ 15,000
\$ 4,035	\$ 4,701	\$ 4,000	\$ 3,500	001-181-623200	WASTE REMOVAL	\$ 4,000	\$ 4,000
\$ 9,912	\$ 6,015	\$ 8,000	\$ 7,000	001-181-623400	EQUIP MAINT/REPAIR	\$ 7,500	\$ 7,500
\$ 925	\$ 401	\$ -	\$ -	001-181-623500	GROUNDS MAINT.	\$ -	\$ -
\$ 818	\$ 796	\$ 820	\$ 820	001-181-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 4,788	\$ 4,788
\$ 1,108	\$ 1,144	\$ 800	\$ 2,000	001-181-625100	EQUIPMENT RENTAL	\$ 2,000	\$ 2,000
\$ 542	\$ 396	\$ 600	\$ 600	001-181-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 600	\$ 600
\$ 2,885	\$ 503	\$ 2,000	\$ 1,400	001-181-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 2,000	\$ 2,000
\$ 3,187	\$ 3,065	\$ 4,500	\$ 2,980	001-181-628800	PROFESSIONAL SERVICES & FEES	\$ 3,000	\$ 3,000
\$ -	\$ -	\$ -	\$ -	001-181-629600	MISCELLANEOUS	\$ -	\$ -
\$ 1,740	\$ 1,610	\$ 635	\$ 1,000	001-181-629610	PERMIT/FEE REFUNDS	\$ 1,000	\$ 1,000
\$ 3,033	\$ 7,213	\$ 12,000	\$ 12,000	001-181-631100	AG/HORTICULTURE SUPPLIES	\$ 12,500	\$ 12,500
\$ 274	\$ 702	\$ 600	\$ 400	001-181-631400	OFFICE SUPPLIES	\$ 400	\$ 400
\$ 91	\$ -	\$ 25	\$ 25	001-181-631600	MEDICAL SUPPLIES	\$ 25	\$ 25
\$ 2,769	\$ 2,483	\$ 2,500	\$ 2,500	001-181-631700	DEPARTMENTAL SUPPLIES	\$ 2,500	\$ 2,500
\$ 3,237	\$ 3,746	\$ 2,500	\$ 2,500	001-181-633100	JANITOR & SANIT. SUPPLIES	\$ 3,000	\$ 3,000
\$ 35,900	\$ 31,973	\$ 55,000	\$ 62,000	001-181-633500	FACILITIES REPAIR	\$ 50,000	\$ 50,000
\$ 9,453	\$ 3,344	\$ 3,000	\$ 2,500	001-181-634100	FLEET MAINT/REPAIR	\$ 3,000	\$ 3,000

City of La Grande

PARKS DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 7,704	\$ 6,407	\$ 6,000	\$ 8,000	001-181-634300	FUEL/LUBRICANTS	\$ 9,000	\$ 9,000
\$ -	\$ -	\$ -	\$ -	001-181-635000	OFFICE EQUIP & FURNISHINGS	\$ -	\$ -
\$ 141	\$ 49	\$ -	\$ 253	001-181-635010	COMPUTER SYSTEM (s/h)	\$ 500	\$ 500
\$ 8,751	\$ 3,232	\$ 4,000	\$ 3,000	001-181-635100	SMALL TOOLS & EQUIP	\$ 3,000	\$ 3,000
\$ -	\$ 603	\$ -	\$ 500	001-181-635600	STREET SIGNS	\$ 500	\$ 500
\$ 114,329	\$ 95,151	\$ 123,600	\$ 130,948		TOTAL MATERIALS & SERVICES	\$ 128,433	\$ 128,433
\$ -	\$ 33,834	\$ 28,000	\$ -	001-181-640000	EQUIPMENT & IMPROVEMENTS	\$ 58,000	\$ 58,000
\$ -	\$ 33,834	\$ 28,000	\$ -		TOTAL CAPITAL OUTLAY	\$ 58,000	\$ 58,000
\$ 392,718	\$ 405,756	\$ 460,480	\$ 423,804		TOTAL PARKS DEPARTMENT	\$ 512,223	\$ 512,223

AQUATICS

Aquatics

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

To provide a welcoming public aquatics facility managed in a fiscally-responsible manner with a focus on safety. We carry out this mission with staff who are compassionate and responsive to the needs of our community, working to foster positive life-long experiences with aquatic environments.

Program and fees include:

Swim lessons and other instructional programs, swim passes and memberships, daily admissions, facility rentals, concessions and contracts.

Provide recreational swimming, "learn to swim" program, a facility for competitive swimming, water babies program, water aerobics, arthritis classes, kayaking, lifeguard and water safety training, and lessons for schools.

Annual agreements with Grande Ronde Hospital, La Grande High School, La Grande Swim Club, and Eastern Oregon University.

Staffing:

Aquatics is staffed with 0.2 FTE Director, 0.5 FTE Aquatics/Recreations Superintendent, 1 FTE Aquatics Coordinator, and Seasonal and part-time staff varies throughout the year but is equivalent to 4.55 FTE.
Total FTE 6.25

Major Objectives:

Retail expansion

Launch new Jr. Lifeguard program

Expand pool event offerings

Aquatics

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Salaries - Decreased due to the Aquatics/Recreation Superintendent position getting split between Aquatics and Recreation budgets.

Professional Services and Fees - Decreased by \$9,000. Of which \$8,000 of that is being moved to Facilities Repair (633500). Electrician and plumbing contractors will be paid from Facilities Repair from now on.

Included with this budget but not shown here is \$10,000 into General Reserves for future pool boiler replacement as requested by the Parks Commission. This transfer is in the City Council/City Manager Budget.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 238,861	\$ 228,435	\$ 316,994	\$ 278,278	\$ 278,278
Materials & Services	\$ 196,423	\$ 159,602	\$ 155,104	\$ 161,152	\$ 161,152
Capital Outlay	\$ -	\$ 12,484	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expendi	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 435,284	\$ 400,521	\$ 472,098	\$ 439,430	\$ 439,430

City of La Grande

AQUATICS DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 101,784	\$ 117,412	\$ 115,980	\$ 114,734	001-182-610500	SALARIES	\$ 85,203	\$ 85,203
\$ 76,359	\$ 42,957	\$ 123,500	\$ 73,986	001-182-610800	SALARIES - PART-TIME	\$ 128,250	\$ 128,250
\$ -	\$ -	\$ -	\$ -	001-182-610900	OVERTIME	\$ -	\$ -
\$ 13,331	\$ 11,950	\$ 18,415	\$ 14,332	001-182-612100	FICA	\$ 16,407	\$ 16,407
\$ 14,451	\$ 17,754	\$ 15,727	\$ 17,541	001-182-612200	PENSION PLAN	\$ 14,067	\$ 14,067
\$ -	\$ 4,755	\$ 500	\$ -	001-182-612500	UNEMPLOYMENT BENEFIT	\$ 500	\$ 500
\$ 28,006	\$ 30,315	\$ 37,716	\$ 31,184	001-182-612600	MED ,DENTAL, & VISION INSURANCE	\$ 29,255	\$ 29,255
\$ 79	\$ 141	\$ 169	\$ 145	001-182-612700	LIFE INSURANCE	\$ 96	\$ 96
\$ 251	\$ 296	\$ 322	\$ 225	001-182-612800	DISABILITY INSURANCE	\$ 145	\$ 145
\$ 4,600	\$ 2,855	\$ 4,665	\$ 4,647	001-182-612900	WORKERS COMP	\$ 4,354	\$ 4,354
\$ 238,861	\$ 228,435	\$ 316,994	\$ 256,794	TOTAL PERSONNEL SERVICES		\$ 278,278	\$ 278,278
6.01	6.50	6.42		Total Full-Time Equivalent (FTE)		6.25	6.25
\$ 389	\$ -	\$ 300	\$ -	001-182-621200	LEGAL	\$ 500	\$ 500
\$ 12	\$ 28	\$ 30	\$ 10	001-182-622100	POSTAGE	\$ 30	\$ 30
\$ 2,331	\$ 3,024	\$ 2,500	\$ 3,100	001-182-622200	TELEPHONE/FAX	\$ 3,100	\$ 3,100
\$ 2,400	\$ 2,319	\$ 3,000	\$ 3,000	001-182-622800	ADVERTISING	\$ 4,000	\$ 4,000
\$ 46,628	\$ 34,424	\$ 50,000	\$ 40,000	001-182-623100	ELECTRICITY, GAS, OIL	\$ 50,000	\$ 50,000
\$ 7,671	\$ -	\$ 12,000	\$ 8,000	001-182-623200	WASTE REMOVAL & JANITORIAL	\$ 9,000	\$ 9,000
\$ 17,429	\$ 20,752	\$ 18,000	\$ 22,000	001-182-623400	EQUIP MAINT/REPAIR	\$ 20,000	\$ 20,000
\$ 638	\$ 1,194	\$ 2,394	\$ 1,240	001-182-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 2,322	\$ 2,322
\$ 1,639	\$ 1,902	\$ 1,680	\$ 1,825	001-182-625100	EQUIPMENT RENTAL	\$ 2,000	\$ 2,000
\$ 734	\$ 676	\$ 1,900	\$ 1,900	001-182-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 3,000	\$ 3,000
\$ 699	\$ 927	\$ 1,500	\$ 700	001-182-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 1,500	\$ 1,500
\$ 9,577	\$ 22,162	\$ 14,000	\$ 12,240	001-182-628800	PROFESSIONAL SERVICES & FEES	\$ 5,000	\$ 5,000
\$ 221	\$ -	\$ -	\$ -	001-182-629600	MISCELLANEOUS	\$ -	\$ -
\$ 857	\$ 250	\$ 300	\$ 150	001-182-629620	REFUNDS OF FEES	\$ 300	\$ 300
\$ 7,088	\$ 6,092	\$ 7,500	\$ 7,500	001-182-631200	CHEMICAL & LAB SUPPLIES	\$ 7,500	\$ 7,500
\$ 199	\$ 497	\$ 500	\$ 1,200	001-182-631400	OFFICE SUPPLIES	\$ 500	\$ 500
\$ 363	\$ 88	\$ 300	\$ 300	001-182-631600	MEDICAL SUPPLIES	\$ 300	\$ 300
\$ 9,444	\$ 2,334	\$ 18,000	\$ 18,000	001-182-631700	DEPARTMENTAL SUPPLIES	\$ 18,000	\$ 18,000
\$ 110	\$ -	\$ 200	\$ -	001-182-631900	PROFESSIONAL PRINTING	\$ -	\$ -
\$ 2,149	\$ 640	\$ 2,200	\$ 2,200	001-182-633100	JANITOR & SANIT. SUPPLIES	\$ 2,200	\$ 2,200

City of La Grande

AQUATICS DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 85,783	\$ 61,769	\$ 18,000	\$ 18,000	001-182-633500	FACILITIES REPAIR	\$ 30,000	\$ 30,000
\$ -	\$ -	\$ 300	\$ 300	001-182-635000	OFFICE EQUIP & FURNISHINGS	\$ -	\$ -
\$ 62	\$ 526	\$ 500	\$ 444	001-182-635010	COMPUTER SYSTEM (s/h)	\$ 1,900	\$ 1,900
\$ 196,423	\$ 159,602	\$ 155,104	\$ 142,109		TOTAL MATERIALS & SERVICES	\$ 161,152	\$ 161,152
\$ -	\$ 12,484	\$ -	\$ -	001-182-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ 435,284	\$ 400,521	\$ 472,098	\$ 398,903		TOTAL AQUATICS	\$ 439,430	\$ 439,430

RECREATION

Recreation Division

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

To provide a City Recreation Program which meets the community's needs through leadership, activities and coordination of resources and facilities. Recreation programs include an after school program, summer camps and programs, youth and adult sports/activities, and a variety of community events.

Staffing:

The Recreation Division is staffed with 0.2 FTE Director, 1 FTE Recreation Coordinator, 0.5 Aquatics/Recreation Superintendent, and Seasonal and part-time staff varies throughout the year but is equivalent to 1.6 FTE.
Total FTE 3.3

Major Objectives:

Develop a standard program evaluation tool to improve future program offerings.

Develop youth, teen and family excursion programming.

Recreation Division

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Other Rentals - Decreased by \$8,700 due to After School program rent being waived by the School District.

Departmental Supplies - Increased \$8,800 for youth/teen program expansion in Master Plan and more community event offerings.

Included with this budget but not shown here is \$20,000 into General Reserves for future purchase of recreation van/bus as requested by the Parks Commission. This transfer is in the City Council/City Manager Budget.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 101,025	\$ 118,244	\$ 162,775	\$ 213,095	\$ 213,095
Materials & Services	\$ 27,066	\$ 26,076	\$ 41,995	\$ 42,054	\$ 42,054
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 128,091	\$ 144,320	\$ 204,770	\$ 255,149	\$ 255,149

City of La Grande

RECREATION DEPARTMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 57,061	\$ 60,130	\$ 73,016	\$ 57,384	001-183-610500	SALARIES	\$ 98,838	\$ 98,838
\$ 13,663	\$ 17,811	\$ 39,783	\$ 44,119	001-183-610800	SALARIES-PART TIME	\$ 41,785	\$ 41,785
\$ 4	\$ -	\$ -	\$ -	001-183-610900	OVERTIME	\$ -	\$ -
\$ 5,319	\$ 5,840	\$ 8,690	\$ 7,719	001-183-612100	FICA	\$ 10,836	\$ 10,836
\$ 8,677	\$ 9,745	\$ 10,158	\$ 8,533	001-183-612200	PENSION PLAN	\$ 12,076	\$ 12,076
\$ -	\$ 1,835	\$ 500	\$ 449	001-183-612500	UNEMPLOYMENT BENEFIT	\$ 500	\$ 500
\$ 13,779	\$ 21,286	\$ 27,792	\$ 17,950	001-183-612600	MED, DENTAL, & VISION INSURANCE	\$ 45,760	\$ 45,760
\$ 69	\$ 107	\$ 155	\$ 89	001-183-612700	LIFE INSURANCE	\$ 152	\$ 152
\$ 149	\$ 157	\$ 201	\$ 119	001-183-612800	DISABILITY INSURANCE	\$ 168	\$ 168
\$ 2,304	\$ 1,333	\$ 2,480	\$ 2,325	001-183-612900	WORKERS COMP	\$ 2,981	\$ 2,981
\$ 101,025	\$ 118,244	\$ 162,775	\$ 138,688		TOTAL PERSONNEL SERVICES	\$ 213,095	\$ 213,095
1.89	2.77	2.94			Total Full-Time Equivalent (FTE)	3.30	3.30
\$ 27	\$ 7	\$ 10	\$ 1	001-183-622100	POSTAGE	\$ 10	\$ 10
\$ 1,061	\$ 1,450	\$ 1,500	\$ 1,400	001-183-622200	TELEPHONE/FAX	\$ 1,500	\$ 1,500
\$ 210	\$ 101	\$ 1,000	\$ 200	001-183-622800	ADVERTISING	\$ 1,000	\$ 1,000
\$ 614	\$ 796	\$ 1,985	\$ 825	001-183-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 1,144	\$ 1,144
\$ 1,155	\$ 647	\$ 700	\$ 450	001-183-625100	EQUIP RENTAL	\$ 500	\$ 500
\$ 4,853	\$ 5,400	\$ 14,700	\$ 5,000	001-183-625900	OTHER RENTALS	\$ 6,000	\$ 6,000
\$ 496	\$ 1,200	\$ 1,100	\$ 1,200	001-183-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 1,200	\$ 1,200
\$ 1,406	\$ 145	\$ 1,200	\$ 400	001-183-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 1,200	\$ 1,200
\$ 1,856	\$ 6,738	\$ 4,000	\$ 4,000	001-183-628800	PROFESSIONAL SERVICES & FEES	\$ 4,000	\$ 4,000
\$ -	\$ -	\$ -	\$ -	001-183-629600	MISCELLANEOUS	\$ -	\$ -
\$ 2,690	\$ 1,040	\$ 500	\$ 500	001-183-629610	PERMIT/FEE REFUNDS	\$ 500	\$ 500
\$ 724	\$ 339	\$ 500	\$ 500	001-183-631400	OFFICE SUPPLIES	\$ 500	\$ 500
\$ 11,224	\$ 7,253	\$ 13,200	\$ 19,000	001-183-631700	DEPARTMENTAL SUPPLIES	\$ 22,000	\$ 22,000
\$ 417	\$ 278	\$ 1,000	\$ 500	001-183-634100	FLEET MAINT/REPAIR	\$ 1,000	\$ 1,000
\$ 202	\$ 184	\$ 500	\$ 700	001-183-634300	FUEL/LUBRICANTS	\$ 1,000	\$ 1,000
\$ 131	\$ 498	\$ 100	\$ 221	001-183-635010	COMPUTER SYSTEM (s/h)	\$ 500	\$ 500
\$ 27,066	\$ 26,076	\$ 41,995	\$ 34,897		TOTAL MATERIALS & SERVICES	\$ 42,054	\$ 42,054
\$ -	\$ -	\$ -	\$ -	001-183-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ 128,091	\$ 144,320	\$ 204,770	\$ 173,585		TOTAL RECREATION DEPARTMENT	\$ 255,149	\$ 255,149

URBAN FORESTRY

Urban Forestry Division

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The mission of the Urban Forestry Division is to enhance the community forest and to provide information and education to our citizens regarding all aspects of tree care. Urban forests are a significant asset to the urban environment and trees contribute to a more livable City.

As a Tree City USA since 1990, the City of La Grande recognizes the value of its urban forest. La Grande's community forest includes over 4,400 street trees, 500 trees in parks and green spaces, and several thousand more trees on private property. La Grande is in the top ten cities in the nation receiving Tree City USA Growth Awards. This award recognizes communities that are committed to planning and management of the urban landscape, preserving their community forests, and growing their tree care programs.

Staffing:

Program is staffed by 0.2 FTE Director, 1 FTE Urban Forester who is a certified arborist.
Total FTE 1.2.

Major Objectives:

- Provide education and support to the community regarding trees and urban forestry including pruning and removals.
- Increase the density and diversity of the urban forest with the goal of planting a minimum of 100 shade trees annually.
- Maintain Tree City USA status and coordinate Arbor Day events.
- Recognize exceptional landscaping efforts with seasonal awards through the Beautification Awards Program.
- Encourage community support through the Memorial Tree and Sponsor a Tree programs and volunteer opportunities.

Urban Forestry Division

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Revenue in support of the Urban Forestry Program includes: Street and Roads, \$45,511; Urban Renewal Program, \$5,000; and other fees and charges.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 90,007	\$ 92,642	\$ 95,888	\$ 100,238	\$ 100,238
Materials & Services	\$ 17,956	\$ 24,572	\$ 18,580	\$ 25,400	\$ 25,400
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 107,963	\$ 117,214	\$ 114,468	\$ 125,638	\$ 125,638

City of La Grande

URBAN FORESTRY

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 55,082	\$ 56,486	\$ 57,448	\$ 58,268	001-184-610500	SALARIES	\$ 60,141	\$ 60,141
\$ -	\$ -	\$ -	\$ -	001-184-610800	SALARIES - PART-TIME	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	001-184-610900	OVERTIME	\$ -	\$ -
\$ 4,038	\$ 4,146	\$ 4,404	\$ 4,372	001-184-612100	FICA	\$ 4,610	\$ 4,610
\$ 7,258	\$ 7,870	\$ 7,974	\$ 8,136	001-184-612200	PENSION PLAN	\$ 8,385	\$ 8,385
\$ -	\$ -	\$ -	\$ -	001-184-612500	UNEMPLOYMENT BENEFIT	\$ -	\$ -
\$ 22,354	\$ 23,160	\$ 24,570	\$ 23,944	001-184-612600	MED, DENTAL, & VISION INSURANCE	\$ 25,650	\$ 25,650
\$ 53	\$ 59	\$ 67	\$ 55	001-184-612700	LIFE INSURANCE	\$ 52	\$ 52
\$ 122	\$ 123	\$ 134	\$ 102	001-184-612800	DISABILITY INSURANCE	\$ 89	\$ 89
\$ 1,100	\$ 797	\$ 1,291	\$ 1,254	001-184-612900	WORKERS COMP	\$ 1,312	\$ 1,312
\$ 90,007	\$ 92,642	\$ 95,888	\$ 96,131	TOTAL PERSONNEL SERVICES		\$ 100,238	\$ 100,238
1.20	1.20	1.20		Total Full-Time Equivalent (FTE)		1.20	1.20
\$ 389	\$ -	\$ -	\$ -	001-184-621200	LEGAL	\$ 500	\$ 500
\$ -	\$ -	\$ 200	\$ 100	001-184-621900	OTHER PROFESSIONAL SERVICES	\$ 100	\$ 100
\$ 19	\$ 5	\$ 20	\$ 30	001-184-622100	POSTAGE	\$ 30	\$ 30
\$ 1,357	\$ 1,331	\$ 1,400	\$ 1,400	001-184-622200	TELEPHONE/FAX	\$ 1,400	\$ 1,400
\$ -	\$ -	\$ 100	\$ 100	001-184-623400	EQUIP MAINT/REPAIR	\$ 100	\$ 100
\$ 225	\$ 7,600	\$ 1,000	\$ 25,000	001-184-623500	GROUND MAINTENANCE	\$ 3,000	\$ 3,000
\$ 307	\$ 403	\$ 410	\$ 410	001-184-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 320	\$ 320
\$ 686	\$ 647	\$ 800	\$ 500	001-184-625100	EQUIPMENT RENTAL	\$ 500	\$ 500
\$ 435	\$ 241	\$ 500	\$ 525	001-184-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 650	\$ 650
\$ 1,887	\$ 761	\$ 1,000	\$ 1,000	001-184-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 2,000	\$ 2,000
\$ 43	\$ 35	\$ 200	\$ 290	001-184-628800	PROFESSIONAL SERVICES & FEES	\$ 50	\$ 50
\$ 7,839	\$ 7,091	\$ 9,000	\$ 9,000	001-184-631100	AG/HORTICULTURE SUPPLIES	\$ 12,000	\$ 12,000
\$ 51	\$ 30	\$ 50	\$ -	001-184-631300	BOOKS/REFERENCE MATERIALS	\$ 50	\$ 50
\$ 174	\$ 88	\$ 400	\$ 100	001-184-631400	OFFICE SUPPLIES	\$ 200	\$ 200
\$ 2,037	\$ 2,914	\$ 2,000	\$ 1,500	001-184-631700	DEPARTMENTAL SUPPLIES	\$ 2,500	\$ 2,500
\$ 1,453	\$ 117	\$ 100	\$ 82	001-184-634100	FLEET MAINTENANCE	\$ 100	\$ 100
\$ 365	\$ 667	\$ 600	\$ 900	001-184-634300	FUEL/LUBRICANTS	\$ 1,000	\$ 1,000
\$ 113	\$ 1,758	\$ 400	\$ 170	001-184-635010	COMPUTER SYSTEM (s/h)	\$ 500	\$ 500
\$ 576	\$ 887	\$ 400	\$ 400	001-184-635100	SMALL TOOLS & EQUIP	\$ 400	\$ 400
\$ -	\$ -	\$ -	\$ -	001-184-639700	MISCELLANEOUS	\$ -	\$ -
\$ 17,956	\$ 24,572	\$ 18,580	\$ 41,507	TOTAL MATERIALS & SERVICES		\$ 25,400	\$ 25,400
\$ -	\$ -	\$ -	\$ -	001-184-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ 107,963	\$ 117,214	\$ 114,468	\$ 137,638	TOTAL URBAN FORESTRY		\$ 125,638	\$ 125,638

LIBRARY

Library

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

Make library materials, programs, and services accessible to all patrons in a cost effective manner, proportionate to levels of demand.

Provide access to resources outside the Library - interlibrary loan, digital resources, etc.

Provide lifelong learning opportunities to patrons of all ages.

Cultivate community partnerships that are mutually beneficial for the Library and its partners.

Cook Memorial Library officially serves the 13,200 residents of La Grande, providing a wide array of traditional and electronic/digital services. The Library, with funding from the County, also potentially serves the 8,000+ residents of Union County who do not receive library services from another town within the county (Elgin, North Powder and Union), providing traditional/basic library services (access to print materials, DVDs and in-library services such as computer, programs, etc.). The City employs 5 full-time staff making it the lowest-staffed library in Eastern Oregon (.25 per 1,000 population) and the fifth lowest in Oregon. Even with such low staffing levels, the library provides a variety of programs and services which include the programs of Adult, Young Adult and Children's Services, Reference, Readers' Advisory, Outreach, Administration and Technical Services. In addition to the low staffing levels, CML also has the lowest number of open hours at 44 hours per week; the average open hours for libraries in our peer group is 54 hours per week. Through the Library's website, the Library offers services and collections that include 24/7 reference help thru AnswerLand, Library2Go, hoopla and Freading for eBooks and eAudioBooks, hoopla and Kanopy for streaming movies and TV shows, LinkedIn Learning for thousands of continuing education courses. Learning Express for testing preparation (e.g., GED, Post Office, ASVAB, LSAT, GRE), and Gale databases offering hundreds of thousands of periodical databases and e-books.

Staffing:

The Library Department consist of a 1 FTE Library Director, 4 FTE full-time Library Techs , 0.95 FTE part-time Library Aides, and 0.26 FTE Literacy Center employee. Total FTE 6.21

Major Objectives:

Provide full 21st Century library services to the residents of La Grande.

Library

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Computer System Maint & Repair - Increased as a result of a new cost distribution formula, based on actual usage of services.

Facilities Repair - Increased \$8,000 for the installation of new automatic flushing toilets/urinals in the library building and to install a second water bottle filling station.

Included with this budget but not shown here is \$5,000 into General Reserves for the future replacement of the HVAC system. This transfer is in the City Council/City Manager Budget.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 401,326	\$ 460,613	\$ 491,071	\$ 487,462	\$ 487,462
Materials & Services	\$ 155,298	\$ 165,074	\$ 204,685	\$ 225,922	\$ 226,922
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 556,624	\$ 625,687	\$ 695,756	\$ 713,384	\$ 714,384

City of La Grande

LIBRARY

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 251,495	\$ 284,635	\$ 277,990	\$ 246,624	001-190-610500	SALARIES	\$ 264,878	\$ 264,878
\$ 5,741	\$ 5,087	\$ 31,819	\$ 29,309	001-190-610800	SALARIES - PART-TIME	\$ 33,015	\$ 33,015
\$ 19,186	\$ 21,774	\$ 24,399	\$ 21,948	001-190-612100	FICA	\$ 23,487	\$ 23,487
\$ 24,610	\$ 39,940	\$ 38,949	\$ 32,167	001-190-612200	PENSION PLAN	\$ 36,817	\$ 36,817
\$ -	\$ -	\$ -	\$ -	001-190-612500	UNEMPLOYMENT BENEFIT	\$ -	\$ -
\$ 99,298	\$ 108,120	\$ 116,157	\$ 113,648	001-190-612600	MED, DENTAL, & VISION INSURANCE	\$ 127,936	\$ 127,936
\$ 204	\$ 245	\$ 291	\$ 177	001-190-612700	LIFE INSURANCE	\$ 225	\$ 225
\$ 462	\$ 524	\$ 570	\$ 313	001-190-612800	DISABILITY INSURANCE	\$ 338	\$ 338
\$ 330	\$ 286	\$ 896	\$ 630	001-190-612900	WORKERS COMP	\$ 766	\$ 766
\$ 401,326	\$ 460,613	\$ 491,071	\$ 444,815		TOTAL PERSONNEL SERVICES	\$ 487,462	\$ 487,462
5.25	5.23	6.21			Total Full-Time Equivalent (FTE)	6.21	6.21
\$ 2,166	\$ -	\$ 1,000	\$ -	001-190-621200	LEGAL	\$ 3,500	\$ 3,500
\$ 506	\$ 411	\$ 750	\$ 497	001-190-622100	POSTAGE	\$ 500	\$ 500
\$ 7,506	\$ 4,835	\$ 5,500	\$ 5,370	001-190-622200	TELEPHONE/FAX	\$ 5,500	\$ 5,500
\$ 58	\$ 900	\$ 500	\$ 1,280	001-190-622800	ADVERTISING	\$ 1,000	\$ 1,000
\$ 19,586	\$ 19,399	\$ 28,000	\$ 26,226	001-190-623100	ELECTRICITY, GAS, OIL	\$ 28,000	\$ 28,000
\$ 432	\$ -	\$ 300	\$ 215	001-190-623200	WASTE REMOVAL & JANITORIAL	\$ 300	\$ 300
\$ 2,705	\$ 10,516	\$ 9,835	\$ 10,100	001-190-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 19,322	\$ 19,322
\$ 1,408	\$ 1,298	\$ 2,400	\$ 1,511	001-190-625100	EQUIPMENT RENTAL	\$ 2,400	\$ 2,400
\$ 1,165	\$ 1,310	\$ 1,500	\$ 1,183	001-190-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 1,500	\$ 1,500
\$ 4,291	\$ 743	\$ 6,500	\$ 6,500	001-190-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 6,500	\$ 6,500
\$ 2,000	\$ -	\$ -	\$ -	001-190-628200	RECRUITMENT	\$ -	\$ -
\$ 4,699	\$ 7,398	\$ 7,200	\$ 7,605	001-190-628800	PROFESSIONAL SERVICES & FEES	\$ 7,200	\$ 7,200
\$ 15,065	\$ 15,982	\$ 17,500	\$ 16,838	001-190-628805	COMPUTER SYS MAINT AGMTS	\$ 17,500	\$ 17,500
\$ -	\$ -	\$ -	\$ 25	001-190-629600	MISCELLANEOUS	\$ -	\$ -
\$ 8,722	\$ 6,043	\$ 16,000	\$ 15,060	001-190-631400	OFFICE SUPPLIES	\$ 16,000	\$ 16,000
\$ 5,288	\$ 7,586	\$ 8,500	\$ 8,104	001-190-631700	DEPARTMENTAL SUPPLIES	\$ 8,500	\$ 8,500
\$ 3,096	\$ 1,390	\$ 2,700	\$ 2,123	001-190-633100	JANITOR & SANIT. SUPPLIES	\$ 2,700	\$ 2,700
\$ 16,103	\$ 5,119	\$ 19,000	\$ 18,375	001-190-633500	FACILITIES REPAIR	\$ 27,000	\$ 27,000
\$ 3,511	\$ 1,881	\$ 5,000	\$ 4,566	001-190-635000	OFFICE EQUIP & FURNISHINGS	\$ 5,000	\$ 6,000
\$ 4,044	\$ 18,868	\$ 12,000	\$ 12,526	001-190-635010	COMPUTER SYSTEM (s/h)	\$ 12,000	\$ 12,000
\$ 38,153	\$ 46,948	\$ 45,000	\$ 45,000	001-190-636100	BOOKS	\$ 45,000	\$ 45,000
\$ 7,382	\$ 6,583	\$ 8,000	\$ 8,000	001-190-636200	PERIODICALS	\$ 9,000	\$ 9,000
\$ 7,412	\$ 7,867	\$ 7,500	\$ 7,500	001-190-636300	AUDIO-VISUAL MAT. & REC.	\$ 7,500	\$ 7,500
\$ 155,298	\$ 165,074	\$ 204,685	\$ 198,604		TOTAL MATERIALS & SERVICES	\$ 225,922	\$ 226,922
\$ -	\$ -	\$ -	\$ -	001-190-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ 556,624	\$ 625,687	\$ 695,756	\$ 643,419		TOTAL LIBRARY	\$ 713,384	\$ 714,384

PLANNING

Planning Department

General Fund
Proposed Budget - FY 2022-23

Mission and Overview:

The mission of the Planning Department is to promote planned and managed change as a means of creating and maintaining an attractive "built environment" with special emphasis placed upon providing staff support to the Planning Commission and Landmarks Commission, overseeing the La Grande Downtown Historic District, as well as being involved with short and long range planning development projects.

Staffing:

The Planning Department includes 1FTE Community Development Director and a 0.67 FTE shared Secretary.
Total FTE 1.67

Major Objectives:

The Planning Department will continue to work with the City Manager and other City Departments toward the accomplishment of the City Council Goals.

In FY 2022-23, the Planning Department will continue pursuing the completion of floodplain map amendments and working towards adopting and implementing Housing Production Strategies as required in Oregon HB2003 which supports the City's recently adopted Housing Needs Analysis.

Planning Department

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Consultants - Increased for the Goal 9 economic needs analysis per Council's direction for the Economic Development Strategy. Total cost of the project is \$65,000. \$50,000 is in the Planning Department budget and \$15,000 in the Economic Development budget. A significant amount of our existing commercial space is in the District, and is part of the project and therefore warrants some level of participation by the Agency.

	ACTUAL EXPENDITURES FY2019-20 FY2020-21		CURRENT BUDGETED FY2021-22	DEPT MANAGER REQUESTED PROPOSED FY2022-23
Personnel Cost	\$ 178,416	\$ 190,541	\$ 201,661	\$ 210,426 \$ 210,426
Materials & Services	\$ 22,686	\$ 29,381	\$ 45,020	\$ 37,348 \$ 87,348
Capital Outlay	\$ -	\$ -	\$ -	\$ - \$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ - \$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ - \$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ - \$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ - \$ -
TOTAL	\$ 201,102	\$ 219,922	\$ 246,681	\$ 247,774 \$ 297,774

City of La Grande

PLANNING

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 116,098	\$ 123,419	\$ 128,514	\$ 129,446	001-170-610500	SALARIES	\$ 133,987	\$ 133,987
\$ 8,330	\$ 8,919	\$ 9,908	\$ 9,720	001-170-612100	FICA	\$ 10,327	\$ 10,327
\$ 16,810	\$ 18,975	\$ 19,613	\$ 19,830	001-170-612200	PENSION PLAN	\$ 20,441	\$ 20,441
\$ -	\$ -	\$ -	\$ -	001-170-612500	UNEMPLOYMENT BENEFIT	\$ -	\$ -
\$ 36,695	\$ 38,718	\$ 43,046	\$ 40,006	001-170-612600	MED, DENTAL, & VISION INSURANCE	\$ 44,952	\$ 44,952
\$ 85	\$ 117	\$ 146	\$ 137	001-170-612700	LIFE INSURANCE	\$ 112	\$ 112
\$ 274	\$ 287	\$ 303	\$ 293	001-170-612800	DISABILITY INSURANCE	\$ 193	\$ 193
\$ 124	\$ 105	\$ 131	\$ 200	001-170-612900	WORKERS COMP	\$ 414	\$ 414
\$ 178,416	\$ 190,541	\$ 201,661	\$ 199,631		TOTAL PERSONNEL SERVICES	\$ 210,426	\$ 210,426
1.67	1.67	1.67			Total Full-Time Equivalent (FTE)	1.67	1.67
\$ 10,100	\$ 10,400	\$ 20,700	\$ 20,860	001-170-621100	CONSULTANTS	\$ 11,000	\$ 61,000
\$ 1,738	\$ 2,028	\$ 8,000	\$ 2,000	001-170-621200	LEGAL	\$ 8,425	\$ 8,425
\$ 1,171	\$ 3,531	\$ 2,000	\$ 2,000	001-170-622100	POSTAGE	\$ 2,000	\$ 2,000
\$ 1,847	\$ 2,435	\$ 2,600	\$ 2,600	001-170-622200	TELEPHONE/FAX	\$ 2,600	\$ 2,600
\$ 533	\$ 2,121	\$ 2,000	\$ 2,000	001-170-622800	ADVERTISING	\$ 2,000	\$ 2,000
\$ 767	\$ 796	\$ 820	\$ 820	001-170-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 2,123	\$ 2,123
\$ 668	\$ 668	\$ 700	\$ 700	001-170-625100	EQUIPMENT RENTAL	\$ 700	\$ 700
\$ 757	\$ 388	\$ 600	\$ 600	001-170-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 650	\$ 650
\$ 400	\$ -	\$ 2,000	\$ 500	001-170-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 2,000	\$ 2,000
\$ 398	\$ 471	\$ 800	\$ 960	001-170-628800	PROFESSIONAL SERVICES AND FEES	\$ 800	\$ 800
\$ 1,030	\$ 986	\$ 900	\$ 900	001-170-628805	COMPUTER SYS MAINT AGMTS	\$ 1,000	\$ 1,000
\$ -	\$ 175	\$ 500	\$ 200	001-170-629610	PERMIT/FEE REFUNDS	\$ 500	\$ 500
\$ -	\$ -	\$ 100	\$ -	001-170-631300	BOOKS/REFERENCE MATERIALS	\$ 100	\$ 100
\$ 1,860	\$ 2,349	\$ 2,000	\$ 2,000	001-170-631400	OFFICE SUPPLIES	\$ 2,000	\$ 2,000
\$ 64	\$ 9	\$ 300	\$ -	001-170-631700	DEPARTMENTAL SUPPLIES	\$ 300	\$ 300
\$ 80	\$ -	\$ 500	\$ 500	001-170-635000	OFFICE EQUIP & FURNISHINGS	\$ 500	\$ 500
\$ 1,273	\$ 3,025	\$ 500	\$ 690	001-170-635010	COMPUTER SYSTEM (s/h)	\$ 650	\$ 650
\$ 22,686	\$ 29,381	\$ 45,020	\$ 37,330		TOTAL MATERIALS & SERVICES	\$ 37,348	\$ 87,348
\$ -	\$ -	\$ -	\$ -	001-170-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ 201,102	\$ 219,922	\$ 246,681	\$ 236,961		TOTAL PLANNING DEPARTMENT	\$ 247,774	\$ 297,774

ECONOMIC DEVELOPMENT

Economic Development Department

*General Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The mission of the Economic Development Department is to carry out the La Grande Urban Renewal Plan and to promote economic development in La Grande. This body of work includes efforts related to the Main Street program, downtown business development and efforts to fill the La Grande Business & Technology Park.

The Economic Development Department assists in programs such as:

Urban Renewal

Implementing La Grande Economic Development Strategic Plan

Union County Business Retention & Expansion and Recruitment

La Grande Main Street Program

Regional economic development partnerships

Staffing:

The Economic Department includes 1 FTE Economic Development Director and a 0.33 FTE shared Secretary.

Total FTE 1.33

Major Objectives:

The Economic Development Department will work with the City Manager and other City Departments toward the accomplishment of the City Council Goals, with special emphasis on those included on the City Manager's Top Priorities. Specific Goals established for Economic Development Department are as follows:

Implement the Urban Renewal Plan

Continue proactive recruitment of priority industry sectors identified in the strategic plan

Retail recruitment and downtown redevelopment

Continue business assistance, retention, and expansion efforts

Develop and implement a targeted retail business attraction program

Work with other partner organizations to develop a culture of entrepreneurialism

Develop a tactic for developing/attracting small scale manufacturing

Departmental Goals:

Continue to implement Economic Development Strategy for La Grande, to include: Provide resources to small business through implementation of the Ignite Center for Entrepreneurship, conduct downtown retail attraction, utilize a comprehensive retail market analysis; implement strategies for non-retail business recruitment to the Business Park and other commercial/industrial areas; conduct regular annual visits to local key employers; facilitate urban renewal training for the City Council, Urban Renewal Agency and URAC; implement the Urban Renewal Plan to include a 2022 Call for Projects.

Economic Development Department

General Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Consultants - Increased for the Goal 9 economic needs analysis per Council's direction for the Economic Development Strategy. Total cost of the project is \$65,000. \$50,000 is in the Planning Department budget and \$15,000 in the Economic Development budget. A significant amount of our existing commercial space is in the District, and is part of the project and therefore warrants some level of participation by the Agency.

Other Professional Services - Decreased due to not having a RARE participant.

Advertising - This line includes General Fund carry over of \$35,000 from prior years in anticipation that promotion and recruitment activities will resume outside the URD.

The Grants & Donations fund (005) is where several grant opportunities are being budgeted. This budget anticipates \$300,000 for CDBG grants or other grant opportunities including the remaining \$30,000 from current ROI Grant. The City continues to pursue grant opportunities in the amount of \$1,300,000 to be used for the Ignite Center for Entrepreneurship which includes updates to the City's historic firehouse.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 121,400	\$ 133,367	\$ 138,064	\$ 134,992	\$ 134,992
Materials & Services	\$ 94,633	\$ 68,699	\$ 190,675	\$ 152,147	\$ 185,647
Capital Outlay	\$ 7,437	\$ 6,350	\$ 15,000	\$ 15,000	\$ 15,000
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 223,470	\$ 208,416	\$ 343,739	\$ 302,139	\$ 335,639

City of La Grande

ECONOMIC DEVELOPMENT

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 86,203	\$ 95,417	\$ 96,614	\$ 64,371	001-172-610500	SALARIES	\$ 93,558	\$ 93,558
\$ -	\$ -	\$ -	\$ -	001-172-610900	OVERTIME	\$ -	\$ -
\$ 6,219	\$ 6,941	\$ 7,406	\$ 4,865	001-172-612100	FICA	\$ 7,172	\$ 7,172
\$ 12,664	\$ 14,843	\$ 14,991	\$ 4,001	001-172-612200	PENSION PLAN	\$ 14,478	\$ 14,478
\$ -	\$ -	\$ -	\$ -	001-172-612500	UNEMPLOYMENT BENEFIT	\$ -	\$ -
\$ 15,873	\$ 15,739	\$ 18,513	\$ 13,820	001-172-612600	MED, DENTAL, & VISION INSURANCE	\$ 19,296	\$ 19,296
\$ 71	\$ 93	\$ 132	\$ 86	001-172-612700	LIFE INSURANCE	\$ 101	\$ 101
\$ 211	\$ 205	\$ 235	\$ 144	001-172-612800	DISABILITY INSURANCE	\$ 139	\$ 139
\$ 159	\$ 129	\$ 173	\$ 179	001-172-612900	WORKERS COMP	\$ 248	\$ 248
\$ 121,400	\$ 133,367	\$ 138,064	\$ 87,467	TOTAL PERSONNEL SERVICES		\$ 134,992	\$ 134,992
1.33	1.33	1.33		Total Full-Time Equivalent (FTE)		1.33	1.33
\$ 34,051	\$ 8,396	\$ 30,000	\$ 5,000	001-172-621100	CONSULTANTS	\$ 34,000	\$ 49,000
\$ 181	\$ -	\$ 5,000	\$ 2,500	001-172-621200	LEGAL	\$ 5,000	\$ 5,000
\$ 4,280	\$ 3,900	\$ 4,575	\$ 4,575	001-172-621400	AUDITING COSTS	\$ 4,965	\$ 4,965
\$ 25,549	\$ 37,299	\$ 55,500	\$ 30,500	001-172-621900	OTHER PROFESSIONAL SERVICES	\$ 25,500	\$ 30,000
\$ 22	\$ 105	\$ 200	\$ 250	001-172-622100	POSTAGE	\$ 500	\$ 500
\$ 2,086	\$ 2,862	\$ 4,000	\$ 3,500	001-172-622200	TELEPHONE/FAX	\$ 4,000	\$ 4,000
\$ 12,824	\$ 4,453	\$ 59,800	\$ 1,450	001-172-622800	ADVERTISING-ura	\$ 45,000	\$ 59,000
\$ -	\$ 19	\$ 2,000	\$ 2,000	001-172-623400	EQUIP MAINT/REPAIR	\$ 2,000	\$ 2,000
\$ 870	\$ 796	\$ 820	\$ 820	001-172-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 3,030	\$ 3,030
\$ 178	\$ 3,894	\$ 1,200	\$ 1,200	001-172-624600	INS. PREMIUM-CLAIMS-DEDUCTABLE	\$ 222	\$ 222
\$ 668	\$ 668	\$ 670	\$ 670	001-172-625100	EQUIPMENT RENTAL	\$ 670	\$ 670
\$ 2,005	\$ 295	\$ 2,260	\$ 2,260	001-172-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 3,760	\$ 3,760
\$ 4,237	\$ 60	\$ 11,000	\$ 2,050	001-172-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 13,000	\$ 13,000
\$ -	\$ -	\$ 500	\$ -	001-172-628200	RECRUITMENT COSTS	\$ -	\$ -
\$ 4,199	\$ 4,322	\$ 3,600	\$ 3,680	001-172-628800	PROFESSIONAL SERVICES & FEES	\$ 3,600	\$ 3,600
\$ 1,796	\$ 86	\$ 2,750	\$ -	001-172-628805	COMPUTER SYS MAINT AGREEMENTS	\$ 100	\$ 100
\$ 12	\$ -	\$ 300	\$ 300	001-172-631300	BOOKS/REFERENCE MATERIALS	\$ 300	\$ 300
\$ 520	\$ 882	\$ 1,200	\$ 1,200	001-172-631400	OFFICE SUPPLIES	\$ 1,200	\$ 1,200
\$ 18	\$ -	\$ 300	\$ -	001-172-631700	DEPARTMENTAL SUPPLIES	\$ 300	\$ 300
\$ -	\$ -	\$ 1,000	\$ -	001-172-631900	PROFESSIONAL PRINTING	\$ 1,000	\$ 1,000
\$ -	\$ 5	\$ 1,000	\$ 1,000	001-172-635000	OFFICE EQUIP & FURNISHINGS	\$ 1,000	\$ 1,000
\$ 1,137	\$ 658	\$ 3,000	\$ 3,180	001-172-635010	COMPUTER SYSTEM (s/h)	\$ 3,000	\$ 3,000
\$ 94,633	\$ 68,699	\$ 190,675	\$ 66,135	TOTAL MATERIALS & SUPPLIES		\$ 152,147	\$ 185,647
\$ 7,437	\$ 6,350	\$ 15,000	\$ -	001-172-640000	EQUIPMENT & IMPROVEMENTS	\$ 15,000	\$ 15,000
\$ 7,437	\$ 6,350	\$ 15,000	\$ -	TOTAL CAPITAL OUTLAY		\$ 15,000	\$ 15,000
\$ 223,470	\$ 208,416	\$ 343,739	\$ 153,602	TOTAL ECONOMIC DEVELOPMENT		\$ 302,139	\$ 335,639

BUILDING MAINTENANCE

Building Maintenance

*General Fund
Proposed Budget - FY 2022-23*

Mission:

The City of La Grande places a high emphasis on its historical character and is proud of its City Hall building. As such, all finishes are expected to be in good repair. Items that fall within this category are: exterior window trim, interior trim, plumbing fixture repair, tile and marble floors, flag pole hardware, and others of similar work.

The City of La Grande Building Maintenance Department will address the cleanliness, sanitation and maintenance of the building finishes and permanent equipment. The Building Maintenance program routinely performs the following services:

Cleaning of City Hall and Library sidewalks, including snow and ice removal.
Cleaning and maintaining City Hall and Library offices, bathrooms, hallways and building common areas.
Raising and lowering of appropriate US, Oregon and POW flags at both City Hall and Library.
Minor repair and maintenance of heating and cooling equipment in both City Hall and Library.
Monitor outside contractor bid and regular scheduled maintenance work for both City Hall and Library.
Landscaping, lawn mowing, repair of irrigation sprinklers as needed for both City Hall and Library.

Staffing:

Total FTE 1

Major Objectives:

Preventative maintenance is a program of scheduled work to extend the serviceable life of equipment and systems, reduce downtime due to failure incidents, and reduce cost of routine maintenance. This includes inspection, lubricating, adjustments, replacement of components, performance testing, and analysis. Routine maintenance is a program of unscheduled, day-to-day repairs that restore equipment and systems to operation. Activities that fall within this category are typically accomplished quickly.

Building Maintenance

General Fund

Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Waste Removal/Janitorial - Increased by \$14,100 from the prior FY 2021-22 for additional contracted janitorial services. The additional services include added monthly or bi-monthly contracted janitorial for deep cleaning of City Hall and Library facilities due to increased transient activity in both facilities. This increase also covers an anticipated leave of the staff that regularly performs this work.

Facilities Repair - Decreased by \$58,000 from the prior FY 2021-22 for removing asbestos tile and carpet replacement in the main hallway of the second floor of City Hall and the Building Division office, upgrading the City Hall alarm system from a 3G to 4G service, and upgrading/replacing the HVAC system in City Hall.

Included with this budget but not shown here is \$8,000 into General Reserves for future projects. This transfer is in the City Council/City Manager Budget.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 69,876	\$ 75,354	\$ 80,068	\$ 84,988	\$ 84,988
Materials & Services	\$ 58,140	\$ 49,464	\$ 105,820	\$ 62,070	\$ 65,070
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 128,016	\$ 124,818	\$ 185,888	\$ 147,058	\$ 150,058

City of La Grande

BUILDING MAINTENANCE

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 39,287	\$ 41,964	\$ 44,307	\$ 44,310	001-171-610500	SALARIES	\$ 47,217	\$ 47,217
\$ 2,826	\$ 3,017	\$ 3,390	\$ 3,291	001-171-612100	FICA	\$ 3,612	\$ 3,612
\$ 4,848	\$ 5,463	\$ 5,760	\$ 5,760	001-171-612200	PENSION PLAN	\$ 6,138	\$ 6,138
\$ -	\$ -	\$ -	\$ -	001-171-612500	UNEMPLOYMENT BENEFIT	\$ -	\$ -
\$ 22,209	\$ 24,328	\$ 25,776	\$ 25,140	001-171-612600	MED, DENTAL, & VISION INSURANCE	\$ 26,917	\$ 26,917
\$ 42	\$ 41	\$ 44	\$ 41	001-171-612700	LIFE INSURANCE	\$ 34	\$ 34
\$ 81	\$ 81	\$ 85	\$ 79	001-171-612800	DISABILITY INSURANCE	\$ 54	\$ 54
\$ 583	\$ 459	\$ 706	\$ 805	001-171-612900	WORKERS COMP	\$ 1,016	\$ 1,016
\$ 69,876	\$ 75,354	\$ 80,068	\$ 79,425		TOTAL PERSONNEL SERVICES	\$ 84,988	\$ 84,988
1.00	1.00	1.00			Total Full-Time Equivalent (FTE)	1.00	1.00
\$ 502	\$ -	\$ 900	\$ -	001-171-621200	LEGAL	\$ 1,550	\$ 1,550
\$ 1,851	\$ 1,738	\$ 2,000	\$ 2,000	001-171-622200	TELEPHONE/FAX	\$ 2,000	\$ 2,000
\$ -	\$ -	\$ 250	\$ -	001-171-622800	ADVERTISING	\$ 250	\$ 250
\$ 13,339	\$ 13,328	\$ 16,000	\$ 16,000	001-171-623100	ELECTRICITY, GAS, OIL	\$ 16,000	\$ 16,000
\$ 2,851	\$ 1,940	\$ 2,900	\$ 2,900	001-171-623200	WASTE REMOVAL/JANITORIAL	\$ 17,000	\$ 17,000
\$ 14	\$ 6,783	\$ 8,000	\$ 8,000	001-171-623400	EQUIP MAINT/REPAIR	\$ 8,000	\$ 8,000
\$ -	\$ -	\$ 400	\$ 400	001-171-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 400	\$ 400
\$ 5,826	\$ 96	\$ 100	\$ 340	001-171-628800	PROFESSIONAL SERVICES & FEES	\$ 100	\$ 100
\$ 86	\$ 881	\$ 820	\$ 820	001-171-628805	COMPUTER SYS MAINT AGMTS	\$ 320	\$ 320
\$ 240	\$ 137	\$ 400	\$ 400	001-171-631600	MEDICAL SUPPLIES	\$ 400	\$ 400
\$ -	\$ -	\$ 250	\$ 250	001-171-631700	DEPARTMENTAL SUPPLIES	\$ 250	\$ 250
\$ 2,124	\$ 1,717	\$ 2,000	\$ 2,000	001-171-633100	JANITOR & SANIT. SUPPLIES	\$ 2,000	\$ 2,000
\$ 30,387	\$ 18,059	\$ 70,000	\$ 78,000	001-171-633500	FACILITIES REPAIR	\$ 12,000	\$ 15,000
\$ -	\$ 1,163	\$ 500	\$ 500	001-171-634100	FLEET MAINTENANCE	\$ 500	\$ 500
\$ 479	\$ 388	\$ 600	\$ 600	001-171-634300	FUEL/LUBRICANTS	\$ 600	\$ 600
\$ 31	\$ 2,714	\$ 200	\$ 200	001-171-635010	COMPUTER SYSTEM (s/h)	\$ 200	\$ 200
\$ 410	\$ 520	\$ 500	\$ 500	001-171-635100	SMALL TOOLS & EQUIPMENT	\$ 500	\$ 500
\$ 58,140	\$ 49,464	\$ 105,820	\$ 112,910		TOTAL MATERIALS & SERVICES	\$ 62,070	\$ 65,070
\$ -	\$ -	\$ -	\$ -	001-171-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ 128,016	\$ 124,818	\$ 185,888	\$ 192,335		TOTAL BUILDING MAINT.	\$ 147,058	\$ 150,058

BUILDING INSPECTION

Building Inspections

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

To protect the health, safety, and welfare of the citizens of the City of La Grande and Union County through administration of state building codes, local codes, and ordinances. This is accomplished through construction plan review, permit issuance, inspections and code enforcement.

Staffing:

The Building Inspections Department includes 1 FTE Building Official, 1 FTE Permit Technician, 1 FTE Building Inspector, 1 FTE Electrical Inspector and 2 Part-time Inspectors, 0.13 FTE.
Total FTE 4.13

Major Objectives:

Provide fast response! Provide fair treatment! Provide friendly service! Provide flexible solutions!

We are committed to seeking methods by which we can improve our processes and services. We will continue to staff and provide a full service professional Building Safety Division to our community.

The Building Safety Division is committed to effective and efficient operation receiving 100% of its support from the collection of permit fees.

Building Inspections

*Enterprise Fund
Proposed Budget - FY 2022-23*

Explanation of major increases or decreases in proposed budget:

Computer Sys Maintenance and Repair - Increased as a result of new cost distribution formula, based on acutal usage.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 304,089	\$ 321,630	\$ 456,584	\$ 454,620	\$ 454,620
Materials & Services	\$ 108,183	\$ 101,577	\$ 150,192	\$ 158,130	\$ 158,130
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ 50,650	\$ 52,148	\$ 44,619	\$ 46,997	\$ 46,997
Operating Contingency	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
Reserved for future expenditure	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000
Unapp. Ending Balance	\$ -	\$ -	\$ 1,189,543	\$ 1,223,675	\$ 1,223,675
TOTAL	<u>\$ 462,922</u>	<u>\$ 475,354</u>	<u>\$ 2,140,938</u>	<u>\$ 2,183,422</u>	<u>\$ 2,183,422</u>

BUILDING INSPECTIONS FUND

Budget Analysis & Proposal

2020		2021		2022		Account	Description	2023 Requested	2023 Proposed				
Actual		Actual		Budget	Estimated								
RESOURCES													
\$	1,110,021	\$	1,354,177	\$	1,547,938	\$	1,685,294	011-000-100100	BEGINNING CASH	\$	1,683,922	\$	1,683,922
\$	248,081	\$	393,613	\$	230,000	\$	225,000	011-000-430300	BUILDING PERMITS - CITY	\$	220,000	\$	220,000
\$	333,787	\$	309,544	\$	270,000	\$	210,000	011-000-430400	BUILDING PERMITS - COUNTY	\$	200,000	\$	200,000
\$	88,710	\$	92,179	\$	80,000	\$	70,000	011-000-430410	STATE ELECTRICAL PERMITS	\$	70,000	\$	70,000
\$	25,015	\$	11,470	\$	12,500	\$	9,000	011-000-440100	INTEREST INCOME	\$	9,000	\$	9,000
\$	451	\$	10,823	\$	500	\$	425	011-000-452400	MISCELLANEOUS REVENUE	\$	500	\$	500
\$	1,806,065	\$	2,171,807	\$	2,140,938	\$	2,199,719		TOTAL RESOURCES	\$	2,183,422	\$	2,183,422

BUILDING INSPECTIONS FUND

Budget Analysis & Proposal

2020		2021		2022				2023		2023			
Actual		Actual		Budget	Estimated	Account	Description		Requested	Proposed			
REQUIREMENTS													
\$	190,214	\$	200,575	\$	278,881	\$	254,539	011-210-610500	SALARIES	\$	278,753	\$	278,753
\$	3,929	\$	1,965	\$	8,747	\$	2,520	011-210-610800	SALARIES - PART-TIME	\$	8,858	\$	8,858
\$	-	\$	-	\$	-	\$	-	011-210-610900	OVERTIME	\$	-	\$	-
\$	14,122	\$	14,718	\$	22,003	\$	19,261	011-210-612100	FICA	\$	22,002	\$	22,002
\$	25,020	\$	28,412	\$	36,254	\$	31,518	011-210-612200	PENSION PLAN	\$	41,026	\$	41,026
\$	-	\$	-	\$	-	\$	-	011-210-612500	UNEMPLOYMENT BENEFIT	\$	-	\$	-
\$	68,523	\$	74,161	\$	108,177	\$	77,696	011-210-612600	MED, DENTAL, & VISION INSURANCE	\$	101,018	\$	101,018
\$	147	\$	187	\$	269	\$	228	011-210-612700	LIFE INSURANCE	\$	248	\$	248
\$	297	\$	381	\$	499	\$	425	011-210-612800	DISABILITY INSURANCE	\$	471	\$	471
\$	1,837	\$	1,231	\$	1,754	\$	2,113	011-210-612900	WORKERS COMP	\$	2,244	\$	2,244
\$ 304,089		\$ 321,630		\$ 456,584		\$ 388,300		TOTAL PERSONNEL SERVICES		\$ 454,620		\$ 454,620	
5.03		4.63		4.63				Total Full-Time Equivalent (FTE)		4.13		4.13	
\$	266	\$	-	\$	10,000	\$	-	011-210-621100	CONSULTANTS	\$	10,000	\$	10,000
\$	1,255	\$	-	\$	5,000	\$	-	011-210-621200	LEGAL	\$	5,000	\$	5,000
\$	1,074	\$	906	\$	1,631	\$	1,631	011-210-621400	AUDITING COSTS	\$	1,680	\$	1,680
\$	15	\$	34	\$	150	\$	30	011-210-622100	POSTAGE	\$	150	\$	150
\$	4,775	\$	5,418	\$	6,500	\$	4,710	011-210-622200	TELEPHONE/FAX	\$	6,000	\$	6,000
\$	221	\$	-	\$	1,000	\$	-	011-210-622800	ADVERTISING/PROMOTIONAL	\$	1,000	\$	1,000
\$	-	\$	-	\$	1,500	\$	-	011-210-623400	EQUIP MAINT/REPAIR	\$	1,500	\$	1,500
\$	3,069	\$	796	\$	820	\$	820	011-210-623800	COMPUTER SYS MAINT & REPAIR	\$	6,094	\$	6,094
\$	1,888	\$	2,133	\$	2,291	\$	2,421	011-210-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$	2,906	\$	2,906
\$	2,074	\$	110	\$	2,500	\$	120	011-210-625100	EQUIPMENT RENTAL	\$	2,500	\$	2,500
\$	1,210	\$	943	\$	2,500	\$	802	011-210-628000	SUBSCRIPTION AND MEMBERSHIPS	\$	1,500	\$	1,500
\$	4,654	\$	1,719	\$	12,000	\$	6,000	011-210-628100	TRAINING, TRAVEL & MTG EXPENSE	\$	12,000	\$	12,000
\$	-	\$	-	\$	1,000	\$	-	011-210-628200	RECRUITMENT COSTS	\$	1,000	\$	1,000
\$	12,862	\$	13,017	\$	15,000	\$	12,480	011-210-628800	PROFESSIONAL SERVICES & FEES	\$	15,000	\$	15,000
\$	86	\$	86	\$	500	\$	-	011-210-628805	COMPUTER SYS MAINT AGREEMENTS	\$	500	\$	500
\$	52,664	\$	57,933	\$	60,000	\$	38,000	011-210-629500	STATE FEES	\$	60,000	\$	60,000
\$	-	\$	-	\$	-	\$	-	011-210-629600	MISCELLANEOUS	\$	-	\$	-
\$	9,132	\$	8,348	\$	3,000	\$	-	011-210-629610	PERMIT/FEE REFUNDS	\$	3,000	\$	3,000
\$	1,626	\$	1,573	\$	2,500	\$	1,400	011-210-631300	BOOKS/REFERENCE MATERIALS	\$	2,500	\$	2,500
\$	2,824	\$	2,040	\$	3,000	\$	2,800	011-210-631400	OFFICE SUPPLIES	\$	3,000	\$	3,000
\$	175	\$	81	\$	1,000	\$	1,200	011-210-631700	DEPARTMENTAL SUPPLIES	\$	1,500	\$	1,500
\$	-	\$	-	\$	300	\$	-	011-210-631900	PROFESSIONAL PRINTING	\$	300	\$	300

BUILDING INSPECTIONS FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 3,748	\$ 3,863	\$ 5,000	\$ 1,400	011-210-634100	FLEET MAINTENANCE	\$ 5,000	\$ 5,000
\$ 2,900	\$ 2,435	\$ 4,000	\$ 3,700	011-210-634300	FUEL	\$ 7,000	\$ 7,000
\$ 830	\$ -	\$ 5,000	\$ 3,000	011-210-635000	OFFICE EQUIP & FURNISHINGS	\$ 5,000	\$ 5,000
\$ 835	\$ 143	\$ 4,000	\$ 2,364	011-210-635010	COMPUTER SYSTEM (s/h)	\$ 4,000	\$ 4,000
\$ 108,183	\$ 101,577	\$ 150,192	\$ 82,878	TOTAL MATERIALS & SERVICES		\$ 158,130	\$ 158,130
\$ -	\$ -	\$ -	\$ -	011-210-640000	EQUIPMENT & IMPROVEMENTS	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	TOTAL CAPITAL OUTLAY		\$ -	\$ -
\$ 45,650	\$ 37,648	\$ 39,619	\$ 39,619	011-210-729900	ADMIN PERSONNEL SERVICES	\$ 41,997	\$ 41,997
\$ 5,000	\$ 14,500	\$ 5,000	\$ 5,000	011-210-729924	TRANSFER TO BLDG RESERVES	\$ 5,000	\$ 5,000
\$ 50,650	\$ 52,148	\$ 44,619	\$ 44,619	TOTAL TRANSFERS		\$ 46,997	\$ 46,997
\$ -	\$ -	\$ 100,000	\$ -	011-210-740100	OPERATING CONTINGENCY	\$ 100,000	\$ 100,000
\$ -	\$ -	\$ 200,000	\$ -	011-210-750000	RESERVED FOR FUTURE EXPENDITURE	\$ 200,000	\$ 200,000
\$ -	\$ -	\$ 1,189,543	\$ 1,683,922	011-210-765100	UNAPPRO. ENDING FUND BALANCE	\$ 1,223,675	\$ 1,223,675
\$ 462,922	\$ 475,354	\$ 2,140,938	\$ 2,199,719	TOTAL REQUIREMENTS		\$ 2,183,422	\$ 2,183,422

BUILDING INSPECTION RESERVE

Building Inspection Reserve Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

This fund is authorized and established by resolution number 4726 Series 2016 for the following specified purpose: Construction, reconstruction, and the furnishing of municipal buildings; and the purchase and repairs of equipment related to the Building Inspection Fund.

NEXT REVIEW 2025-26

Major Objectives:

Expenditures from the Building Inspection Reserve Fund are for capital expenditures that will be determined each year through the budget process and the needs that arise.

Building Inspection Reserve Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Explanation of major increases or decreases in proposed budget:

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 22,108	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ 51,191	\$ 56,319	\$ 56,319
TOTAL	\$ 22,108	\$ -	\$ 51,191	\$ 56,319	\$ 56,319

City of La Grande

BUILDING INSPECTION RESERVE FUND

Budget Analysis & Proposal

Budget Analysis & Proposal								2023	2023				
2020	2021	2022		Account	Description	2023	2023						
Actual	Actual	Budget	Estimated					Requested	Proposed				
RESOURCES													
\$	47,212	\$	31,016	\$	45,841	\$	45,819	020-000-100100	BEGINNING CASH	\$	51,069	\$	51,069
\$	913	\$	302	\$	350	\$	250	020-000-440100	INTEREST INCOME	\$	250	\$	250
\$	5,000	\$	14,500	\$	5,000	\$	5,000	020-000-490683	TRANSFER IN FROM BLDG INSPEC	\$	5,000	\$	5,000
\$	53,125	\$	45,818	\$	51,191	\$	51,069	TOTAL RESOURCES		\$	56,319	\$	56,319
REQUIREMENTS													
\$	22,108	\$	-	\$	-	\$	-	020-276-640000	EQUIP & IMPROVEMENTS	\$	-	\$	-
\$	22,108	\$	-	\$	-	\$	-	TOTAL CAPITAL OUTLAY		\$	-	\$	-
\$	-	\$	-	\$	-	\$	-	020-276-750000	RESERVED FOR FUTURE EXPENDITURE	\$	-	\$	-
\$	-	\$	-	\$	51,191	\$	51,069	020-276-765100	UNAPPR ENDING BALANCE	\$	56,319	\$	56,319
\$	22,108	\$	-	\$	51,191	\$	51,069	TOTAL BUILDING INSPECTION RESERVE REQUIREMENTS		\$	56,319	\$	56,319

9-1-1

9-1-1 Emergency Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

While providing a high quality 9-1-1 Public Safety Answering Point (PSAP), we will ensure accurate and timely dissemination of information to the appropriate Union County agencies regarding emergency threats to life and property. We will present a positive, caring, and professional image at all times and treat each citizen with respect and empathy.

We are the 9-1-1 answering point for Union County dispatching emergency services for 21 agencies.

Staffing:

Budgeted staffing for 9-1-1 is associated with Communications staffing. Personnel costs are split 40% paid by 9-1-1 and 60% paid by Communications which equals 4.40 FTE which are included in the 15 FTE shown in the police narrative.

Major Objectives:

Retention of current staffing and to maintain service levels within the available 9-1-1 funds.

9-1-1 Emergency Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Explanation of major increases or decreases in proposed budget:

Personnel - Increased due to COLA's and medical insurance elections, and planned retirement payout.

Computer Systems Maintenance & Repair - Increased as a result of new cost distribution formula, based on actual usage.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 306,429	\$ 308,964	\$ 354,209	\$ 390,328	\$ 390,328
Materials & Services	\$ 47,838	\$ 43,770	\$ 76,970	\$ 85,916	\$ 85,916
Capital Outlay	\$ -	\$ 20,490	\$ -	\$ -	\$ -
Interfund Transfers	\$ 16,400	\$ 24,667	\$ 26,150	\$ 28,512	\$ 28,512
Operating Contingency	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ 40,000
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ 175,817	\$ 133,313	\$ 133,313
TOTAL	<u>\$ 370,667</u>	<u>\$ 397,891</u>	<u>\$ 673,146</u>	<u>\$ 678,069</u>	<u>\$ 678,069</u>

City of La Grande

9-1-1 EMERGENCY FUND

Budget Analysis & Proposal

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 409,976	\$ 366,875	\$ 270,146	\$ 291,281	013-000-100100	BEGINNING CASH	\$ 252,069	\$ 252,069
\$ 6,272	\$ 1,683	\$ 3,000	\$ 900	013-000-440100	INTEREST INCOME	\$ 1,000	\$ 1,000
\$ 96	\$ 2,309	\$ -	\$ 8	013-000-484000	MISCELLANEOUS	\$ -	\$ -
\$ 320,000	\$ 320,000	\$ 400,000	\$ 400,000	013-000-484500	911 REIMBURSEMENT	\$ 425,000	\$ 425,000
\$ 736,344	\$ 690,867	\$ 673,146	\$ 692,189		TOTAL RESOURCES	\$ 678,069	\$ 678,069

City of La Grande

9-1-1 EMERGENCY FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
REQUIREMENTS							
\$ 200,990	\$ 201,503	\$ 225,021	\$ 223,351	013-272-610500	SALARIES	\$ 243,786	\$ 243,786
\$ -	\$ -	\$ -	\$ -	013-272-610800	PART-TIME SALARIES		\$ -
\$ 10,891	\$ 10,308	\$ 12,603	\$ 10,626	013-272-610900	OVERTIME	\$ 13,550	\$ 13,550
\$ 15,808	\$ 15,757	\$ 18,178	\$ 17,607	013-272-612100	FICA	\$ 19,686	\$ 19,686
\$ 26,770	\$ 27,560	\$ 31,747	\$ 30,950	013-272-612200	PENSION PLAN	\$ 34,378	\$ 34,378
\$ -	\$ -	\$ 800	\$ -	013-272-612500	UNEMPLOYMENT BENEFIT	\$ 800	\$ 800
\$ 51,165	\$ 53,000	\$ 64,172	\$ 67,655	013-272-612600	MED, DENTAL, & VISION INSURANCE	\$ 77,094	\$ 77,094
\$ 143	\$ 150	\$ 175	\$ 141	013-272-612700	LIFE INSURANCE	\$ 191	\$ 191
\$ 375	\$ 372	\$ 414	\$ 337	013-272-612800	DISABILITY INSURANCE	\$ 317	\$ 317
\$ 287	\$ 314	\$ 1,099	\$ 462	013-272-612900	WORKERS COMP	\$ 525	\$ 525
\$ 306,429	\$ 308,964	\$ 354,209	\$ 351,128	TOTAL PERSONNEL SERVICES		\$ 390,328	\$ 390,328
4.50	4.40	4.40		Total Full-Time Equivalent (FTE)		4.40	4.40
\$ 37	\$ 52	\$ 750	\$ 750	013-272-621200	LEGAL	\$ 1,800	\$ 1,800
\$ 806	\$ 680	\$ 1,224	\$ 1,224	013-272-621400	AUDITING COSTS	\$ 1,500	\$ 1,500
\$ 5	\$ 46	\$ 75	\$ 75	013-272-622100	POSTAGE	\$ 75	\$ 75
\$ 2,590	\$ 2,427	\$ 3,000	\$ 3,000	013-272-622200	TELEPHONE/FAX	\$ 3,300	\$ 3,300
\$ 660	\$ 156	\$ 1,500	\$ -	013-272-622800	ADVERTISING	\$ 2,000	\$ 2,000
\$ 1,302	\$ 1,558	\$ 2,000	\$ 2,200	013-272-623200	WASTE REMOVAL & JANITORIAL	\$ 2,500	\$ 2,500
\$ 26	\$ -	\$ 500	\$ 100	013-272-623400	EQUIP MAINT/REPAIR	\$ 500	\$ 500
\$ 4,055	\$ 4,054	\$ 4,141	\$ 4,169	013-272-623800	COMPUTER SYSTEM MAINT & REPAIR	\$ 8,866	\$ 8,866
\$ 2,301	\$ 2,439	\$ 4,000	\$ 2,572	013-272-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 4,000	\$ 4,000
\$ 18,642	\$ 19,202	\$ 19,780	\$ 19,780	013-272-625100	EQUIPMENT RENTAL	\$ 20,375	\$ 20,375
\$ 4,249	\$ 4,249	\$ 4,250	\$ 4,250	013-272-625900	OTHER RENTALS	\$ 4,250	\$ 4,250
\$ 549	\$ 500	\$ 600	\$ 550	013-272-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 700	\$ 700
\$ 1,452	\$ 1,642	\$ 4,000	\$ 3,050	013-272-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 4,000	\$ 4,000
\$ 286	\$ 572	\$ 1,900	\$ -	013-272-628200	RECRUITMENT COSTS	\$ 1,900	\$ 1,900
\$ 286	\$ -	\$ 1,200	\$ -	013-272-628410	SPECIAL EDUCATION	\$ 1,200	\$ 1,200
\$ 542	\$ 623	\$ 800	\$ 1,759	013-272-628800	PROFESSIONAL SERVICES & FEES	\$ 1,200	\$ 1,200
\$ 4,324	\$ 306	\$ 6,500	\$ 4,040	013-272-628805	COMPUTER SYSTEM MAINT AGMTS	\$ 6,500	\$ 6,500
\$ -	\$ -	\$ 50	\$ 50	013-272-631300	BOOKS/REFERENCE MATERIALS	\$ 50	\$ 50

City of La Grande

9-1-1 EMERGENCY FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 652	\$ 745	\$ 1,700	\$ 1,500	013-272-631400	OFFICE SUPPLIES	\$ 1,700	\$ 1,700
\$ 540	\$ 256	\$ 1,500	\$ 1,000	013-272-631700	DEPARTMENTAL SUPPLIES	\$ 1,500	\$ 1,500
\$ 2,715	\$ 2,696	\$ 5,000	\$ 5,000	013-272-633500	FACILITIES REPAIR	\$ 5,000	\$ 5,000
\$ 594	\$ 653	\$ 1,500	\$ 1,500	013-272-635000	OFFICE EQUIP & FURNISHINGS	\$ 2,000	\$ 2,000
\$ 1,225	\$ 850	\$ 10,000	\$ 6,173	013-272-635010	COMPUTER SYSTEM (s/h)	\$ 10,000	\$ 10,000
\$ -	\$ 66	\$ 1,000	\$ 100	013-272-635100	SMALL TOOLS & EQUIP	\$ 1,000	\$ 1,000
\$ 47,838	\$ 43,770	\$ 76,970	\$ 62,842	TOTAL MATERIALS & SERVICES		\$ 85,916	\$ 85,916
\$ -	\$ 20,490	\$ -	\$ -	013-272-641640	EQUIPMENT	\$ -	\$ -
\$ -	\$ 20,490	\$ -	\$ -	TOTAL CAPITAL OUTLAY		\$ -	\$ -
\$ 16,400	\$ 24,667	\$ 26,150	\$ 26,150	013-272-729900	ADMIN PERSONNEL SERVICES	\$ 28,512	\$ 28,512
\$ -	\$ -	\$ -	\$ -	013-272-729922	TRANSFER TO GENERAL RESERVE	\$ -	\$ -
\$ 16,400	\$ 24,667	\$ 26,150	\$ 26,150	TOTAL TRANSFERS		\$ 28,512	\$ 28,512
\$ -	\$ -	\$ 40,000	\$ -	013-272-740100	OPERATING CONTINGENCY	\$ 40,000	\$ 40,000
\$ -	\$ -	\$ -	\$ -	013-272-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -
\$ -	\$ -	\$ 175,817	\$ 252,069	013-272-765100	UNAPPRO ENDING BALANCE	\$ 133,313	\$ 133,313
\$ 370,667	\$ 397,891	\$ 673,146	\$ 692,189	TOTAL REQUIREMENTS		\$ 678,069	\$ 678,069

PW LABOR

Public Works Personnel Services

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

This budget provides an efficient and accurate method for distribution of wages and fringe benefits for Public Works personnel services. These expenditures are supported by all of the Public Works Enterprise Fund Divisions and are based on actual cost. The following Divisions budget dollars to support the cost of labor and fringe benefits:

Street Division
Water Fund and Water Reserves
Sewer Collection, Sewer Treatment and Sewer Reserves
Street User Fee
Motor Pool
Street Reserves
Storm Utility and Storm Utility Reserves

Staffing:

This budget provides for the cost of maintaining a staffing level of 34.64 employees, with a vacancy in the Assistant Public Works Director position. The breakdown of employees by Division is as follows: Street Division = 9.97; Water Division = 11.97; Wastewater Division = 9.70; Motor Pool Division = 2; Street Reserve (grant funded position) = 1.

Major Objectives:

This budget proposes a Contingency Fund of \$182,401 to provide funds in the event of a fluctuation in Worker's Compensation, unemployment costs, or any other unforeseen costs.

Public Works Personnel Services

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 2,678,198	\$ 2,682,984	\$ 3,100,819	\$ 3,210,954	\$ 3,199,973
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ 182,401	\$ 182,401	\$ 182,401
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 2,678,198	\$ 2,682,984	\$ 3,283,220	\$ 3,393,355	\$ 3,382,374

City of La Grande

PUBLIC WORKS SERVICE FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 182,401	\$ 182,401	\$ 182,401	\$ 182,401	006-000-100100	BEGINNING CASH	\$ 182,401	\$ 182,401
\$ 2,678,198	\$ 2,682,984	\$ 3,100,819	\$ 2,904,649	006-000-490300	LABOR	\$ 3,210,954	\$ 3,199,973
\$ 2,860,599	\$ 2,865,385	\$ 3,283,220	\$ 3,087,050	TOTAL RESOURCES		\$ 3,393,355	\$ 3,382,374
REQUIREMENTS							
\$ 1,617,360	\$ 1,594,795	\$ 1,800,521	\$ 1,715,268	006-164-610500	SALARIES	\$ 1,858,548	\$ 1,849,778
\$ 52,632	\$ 37,612	\$ 60,000	\$ 34,212	006-164-610800	SALARIES - PARTTIME	\$ 67,282	\$ 67,282
\$ 44,018	\$ 41,066	\$ 30,582	\$ 39,423	006-164-610900	OVERTIME	\$ 31,196	\$ 30,975
\$ 125,311	\$ 122,134	\$ 144,738	\$ 133,747	006-164-612100	FICA	\$ 149,850	\$ 149,162
\$ 38,506	\$ 64,220	\$ 71,664	\$ 60,541	006-164-612150	RETIRED EMPLOYEES/COBRA	\$ 61,025	\$ 61,025
\$ 205,469	\$ 206,050	\$ 248,839	\$ 223,832	006-164-612200	PENSION PLAN	\$ 251,661	\$ 250,492
\$ 1,073	\$ 39	\$ 1,000	\$ -	006-164-612500	UNEMPLOYMENT BENEFIT	\$ 1,000	\$ 1,000
\$ 553,907	\$ 588,971	\$ 698,682	\$ 660,206	006-164-612600	MED, DENTAL,& VISION INSURANCE	\$ 751,979	\$ 751,979
\$ 1,233	\$ 1,358	\$ 1,754	\$ 1,360	006-164-612700	LIFE INSURANCE	\$ 1,325	\$ 1,325
\$ 2,737	\$ 2,667	\$ 3,177	\$ 2,273	006-164-612800	DISABILITY INSURANCE	\$ 2,066	\$ 2,066
\$ 35,952	\$ 24,072	\$ 39,862	\$ 33,786	006-164-612900	WORKERS COMP	\$ 35,022	\$ 34,889
\$ 2,678,198	\$ 2,682,984	\$ 3,100,819	\$ 2,904,649	TOTAL LABOR COST		\$ 3,210,954	\$ 3,199,973
33.68	34.15	34.40		Total Full-Time Equivalent (FTE)		34.64	34.64
\$ -	\$ -	\$ 182,401	\$ -	006-164-740100	OPERATING CONTINGENCY	\$ 182,401	\$ 182,401
\$ -	\$ -	\$ -	\$ -	006-164-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -
\$ -	\$ -	\$ -	\$ 182,401	006-164-765100	UNAPPRO. ENDING FUND BALANCE	\$ -	\$ -
\$ 2,678,198	\$ 2,682,984	\$ 3,283,220	\$ 3,087,050	TOTAL REQUIREMENTS		\$ 3,393,355	\$ 3,382,374

WATER

Water

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The Water Division's objective is to provide a safe, consistent, reliable source of water to our community and businesses at a sufficient pressure and volume at all times for domestic, irrigation, and emergency purposes.

The City of La Grande Water Distribution System consists of two deep basalt wells, three alluvial wells, the Beaver Creek Watershed, two in-ground covered concrete water storage reservoirs, 73 miles of distribution water mains, 5,058 water service connections and meters, 570 fire hydrants and all associated valves, fittings, grounds, building structures, monitoring equipment, and security. The following programs assist in maintaining our stringent level of service:

System maintenance - leak repairs, valve and hydrant repairs, pump and motor repairs, reservoir cleaning and inspection, SCADA, building maintenance and repair, mowing and trimming, and water quality monitoring, testing, and reporting.

Rehabilitation - ongoing water line replacement program including undersized mains and outdated service lines, replacement of outdated and undersized fire hydrants, radio communications for meter reading, telemetry and security updates, meter replacement program, and other capital investments within the system to keep it in good operating condition.

Staffing:

See Public Works Personnel Services Budget.

Major Objectives:

System Rehabilitation

Continue upgrading the telemetry and meter reading system = \$600,000

Replace aging steel main line (18") on Second Street (Penn to M) = \$200,000

Transfer to Water Reserve Fund

Continue with transfer of funds to be used for long-term capital improvement projects; these may consist of new alluvial well, a water treatment plant, or a yet to be determined project = \$900,000.

Water

Enterprise Fund Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Legal - Increased due to labor negotiations.

Transfer to Water Reserve (019) - Increased in preparation for major future water projects.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 398,272	\$ 398,814	\$ 500,000	\$ 500,000	\$ 500,000
Materials & Services	\$ 1,299,706	\$ 1,110,686	\$ 1,591,973	\$ 1,594,543	\$ 1,594,543
Capital Outlay	\$ 283,942	\$ 800,585	\$ 881,000	\$ 881,000	\$ 881,000
Interfund Transfers	\$ 1,070,731	\$ 750,003	\$ 821,342	\$ 1,237,549	\$ 1,237,549
Operating Contingency	\$ -	\$ -	\$ 442,487	\$ 447,831	\$ 447,831
Reserved for future expenditure	\$ -	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
Unapp. Ending Balance	\$ -	\$ -	\$ 83,735	\$ 61,232	\$ 61,232
TOTAL	\$3,052,651	\$3,060,088	\$4,820,537	\$5,222,155	\$5,222,155

City of La Grande

WATER FUND

Budget Analysis & Proposal

Budget Analysis of Fiscal Year 2022								2023	2023
2020	2021	2022		Account	Description	Requested	Proposed		
Actual	Actual	Budget	Estimated						
RESOURCES									
\$ 2,079,805	\$ 2,103,409	\$ 1,695,117	\$ 2,208,203	004-000-100100	BEGINNING CASH	\$ 2,121,298	\$ 2,121,298		
\$ 168,237	\$ 180,339	\$ 190,000	\$ 177,000	004-000-420800	FRANCHISE FEE COLLECTION 7%	\$ 175,000	\$ 175,000		
\$ 49,296	\$ 19,132	\$ 20,000	\$ 15,500	004-000-440100	INTEREST INCOME	\$ 15,500	\$ 15,500		
\$ 2,643,855	\$ 2,828,987	\$ 2,750,000	\$ 2,800,000	004-000-481000	WATER RENTS	\$ 2,750,000	\$ 2,750,000		
\$ 63,741	\$ 89,015	\$ 50,000	\$ 50,000	004-000-481800	WATER TAPS	\$ 50,000	\$ 50,000		
\$ 15,273	\$ 15,634	\$ 15,000	\$ 15,000	004-000-481900	WATER TURN ON CHARGE	\$ 15,000	\$ 15,000		
\$ 57,291	\$ 73,789	\$ 80,000	\$ 80,000	004-000-481950	PENALTY AND OTHER FEES	\$ 75,000	\$ 75,000		
\$ -	\$ -	\$ -	\$ -	004-000-483530	LID PRINCIPAL	\$ -	\$ -		
\$ 695	\$ 764	\$ 420	\$ 235	004-000-483531	LID INTEREST	\$ 357	\$ 357		
\$ 18,379	\$ 24,563	\$ 20,000	\$ 25,153	004-000-484000	MISCELLANEOUS	\$ 20,000	\$ 20,000		
\$ 5,096,572	\$ 5,335,631	\$ 4,820,537	\$ 5,371,091	TOTAL RESOURCES		\$ 5,222,155	\$ 5,222,155		

City of La Grande

WATER FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
REQUIREMENTS							
\$ 398,272	\$ 398,814	\$ 500,000	\$ 400,000	004-162-610000	SALARIES & BENEFITS	\$ 500,000	\$ 500,000
\$ 398,272	\$ 398,814	\$ 500,000	\$ 400,000		TOTAL PERSONNEL COST	\$ 500,000	\$ 500,000
12.23	12.72	11.85			Total Full-Time Equivalent (FTE)	11.97	11.97
\$ -	\$ 1,893	\$ 105,000	\$ 70,000	004-162-621100	CONSULTANTS	\$ 105,000	\$ 105,000
\$ 5,541	\$ 3,163	\$ 10,000	\$ 10,000	004-162-621200	LEGAL	\$ 15,500	\$ 15,500
\$ 1,462	\$ 1,007	\$ 2,500	\$ 2,500	004-162-621300	MEDICAL EXAMS	\$ 2,500	\$ 2,500
\$ 6,643	\$ 5,437	\$ 9,788	\$ 9,788	004-162-621400	AUDITING COSTS	\$ 10,080	\$ 10,080
\$ 6,290	\$ 2,377	\$ 42,000	\$ 20,000	004-162-621900	OTHER PROFESSIONAL SERVICES	\$ 42,000	\$ 42,000
\$ 3,982	\$ 662	\$ 2,400	\$ 1,000	004-162-622100	POSTAGE	\$ 2,400	\$ 2,400
\$ 11,608	\$ 11,832	\$ 14,000	\$ 14,000	004-162-622200	TELEPHONE/FAX	\$ 15,500	\$ 15,500
\$ 66	\$ -	\$ 2,500	\$ 1,000	004-162-622800	ADVERTISING	\$ 2,500	\$ 2,500
\$ 157,655	\$ 146,066	\$ 180,000	\$ 180,000	004-162-623100	ELECTRICITY, GAS, OIL	\$ 180,000	\$ 180,000
\$ 3,319	\$ 2,059	\$ 5,500	\$ 2,200	004-162-623200	WASTE REMOVAL & JANITORIAL	\$ 5,500	\$ 5,500
\$ -	\$ 68	\$ 1,000	\$ -	004-162-623400	EQUIP MAINT/REPAIR	\$ 1,000	\$ 1,000
\$ 3,382	\$ 1,910	\$ 1,967	\$ 1,967	004-162-623800	COMPUTER SYS MAINT & REPAIR	\$ 2,788	\$ 2,788
\$ -	\$ -	\$ 500	\$ -	004-162-623900	OTHER MAINT/REPAIRS	\$ 500	\$ 500
\$ 17,000	\$ 21,016	\$ 21,018	\$ 22,479	004-162-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 26,975	\$ 26,975
\$ -	\$ 868	\$ 1,000	\$ 1,000	004-162-625100	EQUIPMENT RENTAL	\$ 1,000	\$ 1,000
\$ -	\$ -	\$ 500	\$ -	004-162-625900	OTHER RENTALS	\$ 500	\$ 500
\$ 108,867	\$ 102,386	\$ 125,000	\$ 125,000	004-162-626000	MOTOR POOL RENTAL	\$ 125,000	\$ 125,000
\$ 2,219	\$ 1,318	\$ 3,000	\$ 1,500	004-162-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 3,000	\$ 3,000
\$ 4,497	\$ 5,025	\$ 13,000	\$ 13,000	004-162-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 13,000	\$ 13,000
\$ 866	\$ 1,409	\$ 3,000	\$ 3,657	004-162-628800	PROFESSIONAL SERVICES & FEES	\$ 3,000	\$ 3,000
\$ 5,770	\$ 1,563	\$ 2,500	\$ 2,200	004-162-628805	COMPUTER SYS MAINT AGMTS	\$ 2,500	\$ 2,500
\$ 5,625	\$ 6,980	\$ 6,000	\$ 6,000	004-162-629700	PERMIT FEES	\$ 8,000	\$ 8,000
\$ 168,250	\$ 180,339	\$ 190,000	\$ 177,000	004-162-629800	FRANCHISE FEES 7%	\$ 175,000	\$ 175,000
\$ 51,136	\$ 43,388	\$ 30,000	\$ 25,000	004-162-631200	CHEMICAL & LAB SUPPLIES	\$ 30,000	\$ 30,000
\$ 1,996	\$ 1,154	\$ 4,500	\$ 2,000	004-162-631400	OFFICE SUPPLIES	\$ 4,500	\$ 4,500
\$ 10,824	\$ 9,371	\$ 12,000	\$ 10,000	004-162-631700	DEPARTMENTAL SUPPLIES	\$ 12,000	\$ 12,000
\$ 92	\$ -	\$ 300	\$ -	004-162-633100	JANITOR & SANIT. SUPPLIES	\$ 300	\$ 300
\$ 13,653	\$ 13,259	\$ 15,000	\$ 15,000	004-162-633500	FACILITIES REPAIR	\$ 15,000	\$ 15,000

City of La Grande

WATER FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 13,759	\$ 12,271	\$ 20,000	\$ 15,000	004-162-634300	FUEL	\$ 20,000	\$ 20,000
\$ 340	\$ 1,337	\$ 1,500	\$ 1,500	004-162-635000	OFFICE EQUIP & FURNISHINGS	\$ 3,000	\$ 3,000
\$ 5,937	\$ 11,913	\$ 12,000	\$ 12,000	004-162-635010	COMPUTER SYSTEM (s/h)	\$ 12,000	\$ 12,000
\$ 1,922	\$ 3,682	\$ 3,500	\$ 13,500	004-162-635100	SMALL TOOLS & EQUIPMENT	\$ 3,500	\$ 3,500
\$ 687,005	\$ 516,935	\$ 750,000	\$ 700,000	004-162-637500	WATER SYSTEM MAINTENANCE	\$ 750,000	\$ 750,000
\$ -	\$ -	\$ 1,000	\$ 160	004-162-639700	MISCELLANEOUS	\$ 1,000	\$ 1,000
\$ 1,299,706	\$ 1,110,686	\$ 1,591,973	\$ 1,458,451	TOTAL MATERIALS & SERVICES		\$ 1,594,543	\$ 1,594,543
\$ 179,803	\$ 708,026	\$ 800,000	\$ 500,000	004-162-643200	SYSTEM REHABILITATION	\$ 800,000	\$ 800,000
\$ 101,547	\$ 68,262	\$ 80,000	\$ 70,000	004-162-643300	SERVICE TAPS	\$ 80,000	\$ 80,000
\$ 2,592	\$ -	\$ 1,000	\$ -	004-162-643700	SERVICE REFUNDS	\$ 1,000	\$ 1,000
\$ -	\$ 24,297	\$ -	\$ -	004-162-643970	WATER IMPROVEMENT DISTRICT	\$ -	\$ -
\$ 283,942	\$ 800,585	\$ 881,000	\$ 570,000	TOTAL CAPITAL OUTLAY		\$ 881,000	\$ 881,000
\$ 191,181	\$ 168,066	\$ 196,342	\$ 196,342	004-162-729900	ADMIN PERSONNEL SERVICES	\$ 212,549	\$ 212,549
\$ 79,550	\$ 81,937	\$ 125,000	\$ 125,000	004-162-729902	TRANSF TO STREET & ROAD FUND	\$ 125,000	\$ 125,000
\$ 800,000	\$ 500,000	\$ 500,000	\$ 500,000	004-162-729909	TRANSF TO WATER RESERVE (019)	\$ 900,000	\$ 900,000
\$ 1,070,731	\$ 750,003	\$ 821,342	\$ 821,342	TOTAL TRANSFERS		\$ 1,237,549	\$ 1,237,549
\$ -	\$ -	\$ 442,487	\$ -	004-162-740100	OPERATING CONTINGENCY	\$ 447,831	\$ 447,831
\$ -	\$ -	\$ 500,000	\$ -	004-162-750000	RESERVED FOR FUTURE EXPENDITURE	\$ 500,000	\$ 500,000
\$ -	\$ -	\$ 83,735	\$ 2,121,298	004-162-765100	UNAPPRO. ENDING FUND BALANCE	\$ 61,232	\$ 61,232
\$ 3,052,651	\$ 3,060,088	\$ 4,820,537	\$ 5,371,091	TOTAL REQUIREMENTS		\$ 5,222,155	\$ 5,222,155

WATER RESERVE

Water Reserve Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

This fund is authorized and established by resolution number 4723 Series 2016 for the following specified purpose: Construction, reconstruction, and the furnishing of municipal buildings; the acquisition, construction, reconstruction of infrastructure; and the purchase and repairs of equipment related to the Water Fund.

NEXT REVIEW 2025-26

Major Objectives:

Increase the Water Reserve Fund to provide long-term capital improvement projects funding.

Water LID's & Main Extensions: \$150,000 for other likely Water Improvement projects.

Water Reserve Fund

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Equip & Improvements - Increased for 8" water main bore project at Riverside Park under the Grande Ronde River.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 8,578	\$ 27,599	\$ 350,000	\$ 850,000	\$ 850,000
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ 52,500	\$ 127,500	\$ 127,500
Reserved for future expenditure	\$ -	\$ -	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Unapp. Ending Balance	\$ -	\$ -	\$ 2,079,653	\$ 2,460,564	\$ 2,460,564
TOTAL	\$ 8,578	\$ 27,599	\$ 3,982,153	\$ 4,938,064	\$ 4,938,064

City of La Grande

WATER RESERVE FUND

Budget Analysis & Proposal

2020		2021		2022		Account	Description	2023 Requested	2023 Proposed				
Actual		Actual		Budget	Estimated								
RESOURCES													
\$	1,950,451	\$	2,875,567	\$	3,417,153	\$	3,426,064	019-000-100100	BEGINNING CASH	\$	3,980,064	\$	3,980,064
\$	49,564	\$	23,078	\$	25,000	\$	18,000	019-000-440100	INTEREST INCOME	\$	18,000	\$	18,000
\$	27,919	\$	55,018	\$	40,000	\$	36,000	019-000-481975	ASSESSMENT CONNECTION FEE	\$	40,000	\$	40,000
\$	60,000	\$	-	\$	-	\$	-	019-000-484127	BEAVER CREEK FISH PROJECT-Grant	\$	-	\$	-
\$	800,000	\$	500,000	\$	500,000	\$	500,000	019-000-490688	TRANSFER IN FROM WATER	\$	900,000	\$	900,000
\$	2,887,934	\$	3,453,663	\$	3,982,153	\$	3,980,064	TOTAL RESOURCES		\$	4,938,064	\$	4,938,064
REQUIREMENTS													
\$	5,643	\$	-	\$	200,000	\$	-	019-275-640000	EQUIP & IMPROVEMENTS	\$	700,000	\$	700,000
\$	2,935	\$	27,599	\$	150,000	\$	-	019-275-643970	WATER LID'S & MAIN EXTENSIONS	\$	150,000	\$	150,000
\$	8,578	\$	27,599	\$	350,000	\$	-	TOTAL CAPITAL OUTLAY		\$	850,000	\$	850,000
\$	-	\$	-	\$	52,500	\$	-	019-275-740100	OPERATING CONTINGENCY	\$	127,500	\$	127,500
\$	-	\$	-	\$	1,500,000	\$	-	019-275-750000	RESERVED FOR FUTURE EXPENDITUR	\$	1,500,000	\$	1,500,000
\$	-	\$	-	\$	2,079,653	\$	3,980,064	019-275-765100	UNAPPR ENDING BALANCE	\$	2,460,564	\$	2,460,564
\$	8,578	\$	27,599	\$	3,982,153	\$	3,980,064	TOTAL WATER RESERVE REQUIREMENTS		\$	4,938,064	\$	4,938,064

MOTOR POOL

Motor Pool

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The basic elements of the Motor Pool Division are to provide a means for vehicle replacement and to establish an effective maintenance and repair program for the equipment in the fleet. Each Division pays rent on the equipment they use. The rental rate is established by three criteria:

- a. Replacement Cost
- b. Operation and Maintenance
- c. Fuel

These funds are accumulated and credited to each Division to allow for equipment replacement.

Staffing:

See Public Works Personnel Services Budget.

Major Objectives:

Maintain levels of service to existing fleet.

Integrate usage of new Asset Essentials software for inventory and cost tracking.

Purchase a new 3/4 ton pickup that has reached its useful life.

Motor Pool

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Legal - Increased due to labor negotiations.

Fuel - Increased in anticipation of projected fuel costs.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 155,467	\$ 169,370	\$ 180,000	\$ 185,000	\$ 185,000
Materials & Services	\$ 215,744	\$ 247,625	\$ 351,322	\$ 376,278	\$ 376,278
Capital Outlay	\$ 47,906	\$ 250,103	\$ 340,000	\$ 60,000	\$ 60,000
Interfund Transfers	\$ 4,308	\$ 10,990	\$ 11,912	\$ 14,521	\$ 14,521
Operating Contingency	\$ -	\$ -	\$ 67,985	\$ 73,400	\$ 117,150
Reserved for future expenditure	\$ -	\$ -	\$ 39,160	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ 320,190	\$ 276,440
TOTAL	\$ 423,425	\$ 678,088	\$ 990,379	\$ 1,029,389	\$ 1,029,389

City of La Grande

MOTOR POOL FUND

Budget Analysis & Proposal

Budget Analysis & Proposal								2023	2023
2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed		
		Budget	Estimated						
RESOURCES									
\$ 463,379	\$ 471,564	\$ 421,679	\$ 509,441	012-000-100100	BEGINNING CASH	\$ 478,989	\$ 478,989		
\$ 8,185	\$ 3,619	\$ 3,700	\$ 1,400	012-000-440100	INTEREST INCOME	\$ 1,400	\$ 1,400		
\$ 89,650	\$ 82,556	\$ 90,000	\$ 90,000	012-000-483350	FUEL SALES	\$ 90,000	\$ 90,000		
\$ 246,066	\$ 234,610	\$ 240,000	\$ 215,000	012-000-483800	MOTOR POOL-O&M CHARGES	\$ 235,000	\$ 235,000		
\$ 173,953	\$ 171,155	\$ 175,000	\$ 170,000	012-000-483900	MOTOR POOL-REPLACEMENT	\$ 170,000	\$ 170,000		
\$ 2,367	\$ 2,269	\$ 60,000	\$ 25,000	012-000-484000	MISCELLANEOUS	\$ 54,000	\$ 54,000		
\$ 983,600	\$ 965,774	\$ 990,379	\$ 1,010,841		TOTAL RESOURCES	\$ 1,029,389	\$ 1,029,389		

City of La Grande

MOTOR POOL FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
REQUIREMENTS							
\$ 155,467	\$ 169,370	\$ 180,000	\$ 180,000	012-152-610000	SALARIES & BENEFITS	\$ 185,000	\$ 185,000
\$ 155,467	\$ 169,370	\$ 180,000	\$ 180,000		TOTAL PERSONNEL COST	\$ 185,000	\$ 185,000
2.00	2.00	2.00			Total Full-Time Equivalent (FTE)	2.00	2.00
\$ 1,004	\$ -	\$ 500	\$ 250	012-152-621200	LEGAL	\$ 1,750	\$ 1,750
\$ 747	\$ 295	\$ 700	\$ 500	012-152-621300	MEDICAL EXAMS	\$ 700	\$ 700
\$ 2,417	\$ 2,039	\$ 3,671	\$ 3,671	012-152-621400	AUDITING COSTS	\$ 3,780	\$ 3,780
\$ -	\$ -	\$ 100	\$ 50	012-152-622100	POSTAGE	\$ 50	\$ 50
\$ 1,531	\$ 1,638	\$ 2,000	\$ 1,650	012-152-622200	TELEPHONE/FAX	\$ 2,000	\$ 2,000
\$ 2,865	\$ 2,933	\$ 3,300	\$ 2,350	012-152-623100	ELECTRICITY, GAS, OIL	\$ 3,300	\$ 3,300
\$ 737	\$ 1,915	\$ 2,000	\$ 2,000	012-152-623200	WASTE REMOVAL & JANITORIAL	\$ 2,000	\$ 2,000
\$ -	\$ -	\$ 600	\$ 300	012-152-623400	EQUIP MAINT/REPAIR	\$ 600	\$ 600
\$ 3,561	\$ 1,910	\$ 1,967	\$ 1,967	012-152-623800	COMPUTER MAINT/REPAIR	\$ 2,788	\$ 2,788
\$ 26,091	\$ 25,945	\$ 28,734	\$ 30,382	012-152-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 36,460	\$ 36,460
\$ 6,819	\$ 6,083	\$ 12,000	\$ 6,650	012-152-626000	MOTOR POOL RENTAL	\$ 8,000	\$ 8,000
\$ -	\$ -	\$ 500	\$ 250	012-152-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 500	\$ 500
\$ 1,142	\$ 186	\$ 2,500	\$ 1,500	012-152-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 2,000	\$ 2,000
\$ 1,018	\$ 1,512	\$ 1,500	\$ 1,680	012-152-628800	PROFESSIONAL SERVICES & FEES	\$ 1,500	\$ 1,500
\$ -	\$ 2,836	\$ 3,000	\$ 2,990	012-152-628805	COMPUTER SYS MAINT AGMTS	\$ 3,300	\$ 3,300
\$ -	\$ 366	\$ 1,000	\$ 400	012-152-631200	CHEMICAL & LAB SUPPLIES	\$ 1,000	\$ 1,000
\$ -	\$ -	\$ 250	\$ 125	012-152-631300	BOOKS/REFERENCE MATERIALS	\$ 250	\$ 250
\$ 256	\$ 65	\$ 300	\$ 225	012-152-631400	OFFICE SUPPLIES	\$ 300	\$ 300
\$ 2,628	\$ 3,939	\$ 4,000	\$ 3,650	012-152-631700	DEPARTMENTAL SUPPLIES	\$ 4,000	\$ 4,000
\$ -	\$ 246	\$ 700	\$ 300	012-152-633100	JANITOR & SANIT. SUPPLIES	\$ 1,000	\$ 1,000
\$ 4,614	\$ 6,286	\$ 7,500	\$ 7,500	012-152-633500	FACILITIES REPAIR	\$ 7,500	\$ 7,500
\$ 73,470	\$ 90,889	\$ 140,000	\$ 105,000	012-152-634100	FLEET MAINTENANCE	\$ 150,000	\$ 150,000
\$ 84,866	\$ 98,026	\$ 130,000	\$ 130,000	012-152-634300	FUEL	\$ 140,000	\$ 140,000
\$ -	\$ -	\$ 2,000	\$ 1,500	012-152-635010	COMPUTER SYSTEM (s/h)	\$ 1,500	\$ 1,500
\$ 1,978	\$ 514	\$ 2,000	\$ 1,200	012-152-635100	SMALL TOOLS & EQUIPMENT	\$ 2,000	\$ 2,000
\$ -	\$ -	\$ 500	\$ 250	012-152-639700	MISCELLANEOUS	\$ -	\$ -
\$ 215,744	\$ 247,625	\$ 351,322	\$ 306,340		TOTAL MATERIALS & SERVICES	\$ 376,278	\$ 376,278

City of La Grande

Budget Analysis & Proposal

MOTOR POOL FUND

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 47,906	\$ 250,103	\$ 340,000	\$ 33,600	012-152-641000	MOTOR VEHICLES & EQUIPMENT	\$ 60,000	\$ 60,000
\$ 47,906	\$ 250,103	\$ 340,000	\$ 33,600		TOTAL CAPITAL OUTLAY	\$ 60,000	\$ 60,000
\$ 4,308	\$ 10,990	\$ 11,912	\$ 11,912	012-152-729900	ADMIN PERSONNEL SERVICES	\$ 14,521	\$ 14,521
\$ 4,308	\$ 10,990	\$ 11,912	\$ 11,912		TOTAL TRANSFERS	\$ 14,521	\$ 14,521
\$ -	\$ -	\$ 67,985	\$ -	012-152-740100	OPERATING CONTINGENCY	\$ 73,400	\$ 117,150
\$ -	\$ -	\$ 39,160	\$ -	012-152-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -
\$ -	\$ -	\$ -	\$ 478,989	012-152-765100	UNAPPRO. ENDING BALANCE	\$ 320,190	\$ 276,440
\$ 423,425	\$ 678,088	\$ 990,379	\$ 1,010,841		TOTAL REQUIREMENTS	\$ 1,029,389	\$ 1,029,389

STREET & ROAD

Street and Road

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The Street Division maintains approximately 90 lane miles of asphalt, concrete and oil mat streets that provide for the citizens of La Grande and its visitors a safe and effective street system. This Division also works within the scope of established snow removal and street sweeping policies, and they work in conjunction with the recommendations of the Parking, Traffic Safety and Street Maintenance Advisory Commission. The Street and Road Division maintains the following programs:

Street sweeping - Entire town a minimum of two times per year, the downtown area and major roads with bike lanes (e.g. Gekeler Lane, Washington Avenue, etc.) once a month, weather permitting

Street patching

Paint crosswalks, railroad crossings, curbs and parking - Centerline striping is contracted out to Oregon Department of Transportation

Leaf Pickup Program in the fall - Contracted with City Garbage Service; sweep as needed

Sign Maintenance - Maintenance only (\$10,000 budgeted for new signs)

Urban Forestry support

Right-of-way mowing and spraying

Crack filling

Staffing:

See Public Works Personnel Services Budget.

Major Objectives:

Continue ongoing maintenance programs to the extent allowed with current funding levels.

Resurface Miller Drive from Second Street to west end.

Work with Union County to repave May Lane.

Continue to increase efforts to install and bring existing sidewalk corner ramps up to current standards.

Street and Road

*Enterprise Fund
Proposed Budget - FY 2022-23*

Explanation of major increases or decreases in proposed budget:

Legal - Increased due to labor negotiations.

Paint - Increased to purchase burndown markings for pavement markings to increase durability and longevity.

Road Maintenance - Increased for planned contractor maintenance contracts, resurfacing Miller Drive, and repaving May Lane.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 348,846	\$ 302,074	\$ 410,000	\$ 410,000	\$ 410,000
Materials & Services	\$ 667,712	\$ 620,888	\$ 1,038,813	\$ 1,147,924	\$ 1,147,924
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ 51,093	\$ 49,724	\$ 61,382	\$ 68,401	\$ 68,401
Operating Contingency	\$ -	\$ -	\$ 95,000	\$ 243,949	\$ 243,949
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ 246,144
Unapp. Ending Balance	\$ -	\$ -	\$ 5,481	\$ 246,144	\$ -
TOTAL	\$1,067,651	\$972,686	\$1,610,676	\$2,116,418	\$2,116,418

City of La Grande

STREET & ROAD FUND

Budget Analysis & Proposal

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 541,832	\$ 598,384	\$ 396,176	\$ 762,061	003-000-100100	BEGINNING CASH	\$ 902,418	\$ 902,418
\$ 12,057	\$ 4,634	\$ 4,500	\$ 3,600	003-000-440100	INTEREST INCOME	\$ 4,000	\$ 4,000
\$ 943,151	\$ 962,743	\$ 950,000	\$ 1,200,000	003-000-450300	STATE HIGHWAY TAX	\$ 950,000	\$ 950,000
\$ 8,367	\$ 21,322	\$ 10,000	\$ 15,695	003-000-484000	MISCELLANEOUS	\$ 10,000	\$ 10,000
\$ 79,550	\$ 81,937	\$ 125,000	\$ 125,000	003-000-490690	TRANSFER IN FROM WATER	\$ 125,000	\$ 125,000
\$ 80,140	\$ 82,545	\$ 125,000	\$ 125,000	003-000-490691	TRANSFER IN FROM SEWER	\$ 125,000	\$ 125,000
\$ 1,665,097	\$ 1,751,565	\$ 1,610,676	\$ 2,231,356	TOTAL RESOURCES		\$ 2,116,418	\$ 2,116,418

City of La Grande

STREET & ROAD FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
REQUIREMENTS							
\$ 348,846	\$ 302,074	\$ 410,000	\$ 410,000	003-161-610000	SALARIES & BENEFITS	\$ 410,000	\$ 410,000
\$ 348,846	\$ 302,074	\$ 410,000	\$ 410,000		TOTAL PERSONNEL COST	\$ 410,000	\$ 410,000
8.95	8.95	9.85			Total Full-Time Equivalent (FTE)	9.97	9.97
\$ 4,576	\$ -	\$ 5,000	\$ 3,650	003-161-621200	LEGAL	\$ 9,100	\$ 9,100
\$ 857	\$ 1,097	\$ 1,800	\$ 1,050	003-161-621300	MEDICAL EXAMS	\$ 1,500	\$ 1,500
\$ 1,611	\$ 1,359	\$ 2,447	\$ 2,447	003-161-621400	AUDITING COSTS	\$ 2,520	\$ 2,520
\$ 15	\$ 14	\$ 200	\$ 15	003-161-622100	POSTAGE	\$ 100	\$ 100
\$ 3,835	\$ 3,618	\$ 4,400	\$ 4,015	003-161-622200	TELEPHONE/FAX	\$ 4,500	\$ 4,500
\$ 66	\$ 2,395	\$ 1,000	\$ 1,000	003-161-622800	ADVERTISING	\$ 1,000	\$ 1,000
\$ 2,889	\$ 2,951	\$ 3,000	\$ 2,981	003-161-623100	ELECTRICITY, GAS, OIL	\$ 3,300	\$ 3,300
\$ 1,432	\$ 1,945	\$ 3,000	\$ 2,200	003-161-623200	WASTE REMOVAL & JANITORIAL	\$ 3,000	\$ 3,000
\$ 731	\$ -	\$ 700	\$ 500	003-161-623400	EQUIP MAINT/REPAIR	\$ 700	\$ 700
\$ 1,534	\$ 1,910	\$ 1,967	\$ 1,880	003-161-623800	COMPUTER SYS MAINT & REPAIR	\$ 2,788	\$ 2,788
\$ -	\$ -	\$ 100	\$ 50	003-161-623900	OTHER MAINT/REPAIRS	\$ 100	\$ 100
\$ 5,924	\$ 14,715	\$ 12,089	\$ 7,963	003-161-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 11,555	\$ 11,555
\$ -	\$ -	\$ 1,000	\$ 500	003-161-625100	EQUIPMENT RENTAL	\$ 1,000	\$ 1,000
\$ -	\$ -	\$ 100	\$ 50	003-161-625900	OTHER RENTALS	\$ 100	\$ 100
\$ 54,448	\$ 29,466	\$ 80,000	\$ 46,350	003-161-626000	MOTOR POOL RENTAL	\$ 75,000	\$ 75,000
\$ 83	\$ -	\$ 500	\$ 85	003-161-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 500	\$ 500
\$ 2,410	\$ 3,174	\$ 3,000	\$ 2,890	003-161-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 4,000	\$ 4,000
\$ 46,905	\$ 63,997	\$ 60,000	\$ 61,200	003-161-628800	PROFESSIONAL SERVICES & FEES	\$ 60,000	\$ 60,000
\$ 106,941	\$ 102,867	\$ 115,000	\$ 111,500	003-161-628801	STREET LIGHTS	\$ 115,000	\$ 115,000
\$ 638	\$ 2,363	\$ 3,000	\$ 3,000	003-161-628805	COMPUTER SYS MAINT AGMTS	\$ 3,000	\$ 3,000
\$ 42,758	\$ 43,539	\$ 44,660	\$ 44,518	003-161-629428	TREE EXPENSES/Right of Way	\$ 45,511	\$ 45,511
\$ 3,035	\$ 1,194	\$ 3,200	\$ 1,600	003-161-631200	CHEMICAL & LAB SUPPLIES	\$ 3,200	\$ 3,200
\$ 700	\$ 296	\$ 1,500	\$ 845	003-161-631400	OFFICE SUPPLIES	\$ 1,500	\$ 1,500
\$ -	\$ -	\$ 150	\$ 100	003-161-631600	MEDICAL SUPPLIES	\$ 150	\$ 150
\$ 6,098	\$ 7,999	\$ 6,500	\$ 5,800	003-161-631700	DEPARTMENTAL SUPPLIES	\$ 6,800	\$ 6,800
\$ -	\$ -	\$ 500	\$ 250	003-161-633100	JANITOR & SANIT. SUPPLIES	\$ 500	\$ 500
\$ 12,334	\$ 3,670	\$ 12,000	\$ 7,500	003-161-633300	PAINT	\$ 16,000	\$ 16,000
\$ 8,161	\$ 9,801	\$ 10,000	\$ 9,976	003-161-633500	FACILITIES REPAIR	\$ 10,000	\$ 10,000

City of La Grande

STREET & ROAD FUND

Budget Analysis & Proposal

Budget Analysis of Proposed								2023	2023
2020	2021	2022		Account	Description	2023	2023		
Actual	Actual	Budget	Estimated					Requested	Proposed
\$ 5,998	\$ 3,677	\$ 15,000	\$ 4,800	003-161-634300	FUEL	\$ 15,000	\$ 15,000		
\$ 2,730	\$ 3,948	\$ 5,000	\$ 5,000	003-161-635010	COMPUTER SYSTEM (s/h)	\$ 6,000	\$ 6,000		
\$ 299	\$ 1,174	\$ 2,000	\$ 1,941	003-161-635100	SMALL TOOLS & EQUIPMENT	\$ 2,500	\$ 2,500		
\$ 52,450	\$ 20,221	\$ 60,000	\$ 45,000	003-161-635600	STREET SIGNS	\$ 60,000	\$ 60,000		
\$ 30,625	\$ 29,919	\$ 65,000	\$ 61,900	003-161-635720	STREET CLEANING	\$ 65,000	\$ 65,000		
\$ 256,497	\$ 251,562	\$ 500,000	\$ 400,000	003-161-637500	ROAD MAINTENANCE	\$ 600,000	\$ 600,000		
\$ -	\$ -	\$ -	\$ -	003-161-639700	MISCELLANEOUS	\$ -	\$ -		
\$ 11,132	\$ 12,016	\$ 15,000	\$ 15,000	003-161-639705	BIKE/PED PATHS	\$ 17,000	\$ 17,000		
\$ 667,712	\$ 620,888	\$ 1,038,813	\$ 857,556	TOTAL MATERIALS & SERVICES		\$ 1,147,924	\$ 1,147,924		
\$ 51,093	\$ 49,724	\$ 61,382	\$ 61,382	003-161-729900	ADMIN PERSONNEL SERVICES	\$ 68,401	\$ 68,401		
\$ -	\$ -	\$ -	\$ -	003-161-729914	TRANSFER TO STREET RESERVE	\$ -	\$ -		
\$ 51,093	\$ 49,724	\$ 61,382	\$ 61,382	TOTAL TRANSFERS		\$ 68,401	\$ 68,401		
\$ -	\$ -	\$ 95,000	\$ -	003-161-740100	OPERATING CONTINGENCY	\$ 243,949	\$ 243,949		
\$ -	\$ -	\$ -	\$ -	003-161-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ 246,144		
\$ -	\$ -	\$ 5,481	\$ 902,418	003-161-765100	UNAPPRO ENDING BALANCE	\$ 246,144	\$ -		
\$ 1,067,651	\$ 972,686	\$ 1,610,676	\$ 2,231,356	TOTAL REQUIREMENTS		\$ 2,116,418	\$ 2,116,418		

STREET RESERVE

Street Reserve Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The Street Reserve Fund is where dollars are set aside for future Street Capital Improvement projects, including the annual City Wide Sidewalk projects and Street Local Improvement Districts (LID).

Additionally, this Fund will utilize Street Funds for road projects, bike projects and pedestrian improvements. Some budgeted lines are placeholders in case outside funding becomes available. Street User Fees are transferred to this budget to be used on large projects or for grant matching funds.

Staffing:

Public Works Staff, contractors and consultants.

Major Objectives:

General Fund - Under Levy Project = \$521,900 (Gekeler Lane 4th to 16th - Grand and Inlay Project)

Local Improvement District Improvements = \$150,000

Bike/Ped project from Community Pathways grant = \$165,000

ODOT grant for Adams Avenue ramps - \$150,000

Safe Routes to School Grant = \$285,000 (\$50,000 staff and \$235,000 infrastructure)

STP Project Selected by Parking, Traffic Safety and Street Maintenance Advisory Commission = \$165,000; these projects are Third Street (F to I) and G Avenue (Second to Fourth)

CMAQ Grant Funding = \$590,000; these projects are Penn Avenue (Pine to Willow), Jefferson Avenue (Second to Walnut), L Avenue (Second to First), D Avenue (First to Second and Fourth to Sixth), Pioneer (Palmer to Park), Pine Street (Jackson to X), and Z Avenue (Depot to Spruce)

Street Reserve Fund

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

The amounts shown are designated as "Existing" for projects that have been confirmed as funded for this budget year, and as "New" for projects that present an opportunity for potential funding within this budget year. New projects will not be completed unless funding is received.

Existing - Bike/Ped Project (Community Pathways grant) \$165,000; STP Project \$165,000; CMAQ Project \$590,000

New - ADA Accessibility Grant \$150,000
Local Improvement District (LID) \$150,000
Safe Routes to Schools Grant \$285,000 (\$50,000 staff and \$235,000 infrastructure)
Gekeler Lane 4th to 16th Street \$521,900 (\$357,574 URA Under Levy; \$116,064 General Fund; \$48,262 STP)

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 555,725	\$ 320,583	\$ 940,000	\$ 1,505,000	\$ 2,026,900
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ 141,000	\$ -	\$ 225,750
Reserved for future expenditure	\$ -	\$ -	\$ 357,441	\$ -	\$ 416,515
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ 642,247	\$ -
TOTAL	\$ 555,725	\$ 320,583	\$ 1,438,441	\$ 2,147,247	\$ 2,669,165

City of La Grande

STREET RESERVE FUND

Budget Analysis & Proposal

Reso 4680 Series 2014, re-establishment will be in 2024

Budget Analysis & Proposal

Reso 4680 Series 2014, re-establishment will be in 2024

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 529,209	\$ 476,031	\$ 554,401	\$ 734,032	015-000-100100	BEGINNING CASH	\$ 811,647	\$ 811,647
\$ 8,998	\$ 3,824	\$ 3,500	\$ 3,700	015-000-440100	INTEREST INCOME	\$ 3,500	\$ 3,500
\$ 20,695	\$ 7,683	\$ 500	\$ 6,265	015-000-483530	LID PRINCIPAL PYMTS	\$ 2,000	\$ 2,000
\$ 1,286	\$ 1,547	\$ 40	\$ 1,150	015-000-483531	LID INTEREST PYMTS	\$ 100	\$ 100
\$ 40,907	\$ 183,666	\$ 50,000	\$ 58,000	015-000-483558	SAFE ROUTES TO SCHOOLS (staff positior	\$ 250,000	\$ 250,000
\$ -	\$ -	\$ 200,000	\$ 150,000	015-000-484116	BIKE/PEDESTRIAN PROJECT	\$ 150,000	\$ 150,000
\$ -	\$ 286,962	\$ -	\$ -	015-000-484118	CMAQ OVERLAY	\$ 540,000	\$ 540,000
\$ -	\$ -	\$ 200,000	\$ 200,000	015-000-484133	ADA GRANT-SIDEWALK PROJECT	\$ 150,000	\$ 150,000
\$ 117,405	\$ 51,859	\$ 330,000	\$ 330,000	015-000-484134	STP PROJECT	\$ 140,000	\$ 188,100
\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	015-000-490680	TRANSFER IN - FROM STREET MAINT	\$ 100,000	\$ 100,000
\$ 170,000	\$ -	\$ -	\$ -	015-000-490682	TRANSFER IN - GENERAL FUND -Whistle	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	015-000-490683	TRANSFER IN - GENERAL FUND - Under L	\$ -	\$ 473,818
\$ 988,500	\$ 1,111,572	\$ 1,438,441	\$ 1,583,147	TOTAL RESOURCES		\$ 2,147,247	\$ 2,669,165

City of La Grande

STREET RESERVE FUND

Budget Analysis & Proposal

Reso 4680 Series 2014, re-establishment will be in 2024

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
REQUIREMENTS							
\$ 11,602	\$ 7,854	\$ 150,000	\$ 33,500	015-271-643960	STREET IMPR-LID's	\$ 150,000	\$ 150,000
\$ -	\$ -	\$ 200,000	\$ 150,000	015-271-645551	BIKE/PEDESTRIAN PROJECT	\$ 165,000	\$ 165,000
\$ 238,847	\$ 50,907	\$ 60,000	\$ 58,000	015-271-646000	SAFE ROUTES TO SCHOOLS	\$ 285,000	\$ 285,000
\$ 84,119	\$ 249,042	\$ -	\$ -	015-271-646112	CMAQ OVERLAY	\$ 590,000	\$ 590,000
\$ 77,822	\$ -	\$ -	\$ -	015-271-646133	WHISTLE FREE ZONE	\$ -	\$ -
\$ 136	\$ -	\$ 200,000	\$ 200,000	015-271-646134	ADA GRANT-SIDEWALK PROJECT	\$ 150,000	\$ 150,000
\$ 143,199.00	\$ 12,779	\$ 330,000	\$ 330,000	015-271-646135	STP PROJECT	\$ 165,000	\$ 165,000
\$ -	\$ -	\$ -	\$ -	015-271-646136	GENERAL FUND - Underlevy Project	\$ -	\$ 521,900
\$ 555,725	\$ 320,583	\$ 940,000	\$ 771,500	TOTAL CAPITAL OUTLAY		\$ 1,505,000	\$ 2,026,900
\$ -	\$ -	\$ 141,000	\$ -	015-271-740100	OPERATING CONTINGENCY	\$ -	\$ 225,750
\$ -	\$ -	\$ 357,441	\$ -	015-271-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ 416,515
\$ -	\$ -	\$ -	\$ 811,647	015-271-765100	UNAPPRO. ENDING FUND BALA	\$ 642,247	\$ -
\$ 555,725	\$ 320,583	\$ 1,438,441	\$ 1,583,147	TOTAL REQUIREMENTS		\$ 2,147,247	\$ 2,669,165

STREET MAINTENANCE

Public Works - Street Maintenance (User Fee)

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

To review, improve and maintain the paved street surfaces in accordance with the guidelines established by Ordinance #2708, Series 1985.

These funds are used for paved street maintenance as recommended by the Parking, Traffic Safety and Street Maintenance Advisory Commission on an established priority basis. Historically, half of these funds are used as matching funds for grant projects at an exchange rate of one City dollar to nine grant dollars; the other half is used for major reconstruction and/or overlays on developed streets. When grant projects are not available, the funds go entirely for major street surface rehabilitation.

Provide funding used for major road construction with \$200,000 per year dedicated to minor streets and \$200,000 per year to be used on major streets as match funds for grants and/or project funding.

Staffing:

Public Works Staff and/or contractor.

Major Objectives:

Reconstruct Second Street from Penn Avenue to K Avenue

Public Works - Street Maintenance (User Fee)

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Professional Services & Fees - Increased for Second Street (Penn to K) Reconstruction Project.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ 143,818	\$ 308,077	\$ 165,640	\$ 475,325	\$ 475,325
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Transfers	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Operating Contingency	\$ -	\$ -	\$ 85,000	\$ 100,000	\$ 100,000
Reserved for future expenditure	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000
Unapp. Ending Balance	\$ -	\$ -	\$ 95,010	\$ 293,604	\$ 293,604
TOTAL	\$ 243,818	\$ 408,077	\$ 645,650	\$ 1,168,929	\$ 1,168,929

City of La Grande

STREET MAINTENANCE (Street User Fee)

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 494,144	\$ 367,542	\$ 216,450	\$ 564,755	010-000-100100	BEGINNING CASH	\$ 741,929	\$ 741,929
\$ 6,346	\$ 4,188	\$ 4,200	\$ 2,000	010-000-440100	INTEREST INCOME	\$ 2,000	\$ 2,000
\$ -	\$ -	\$ -	\$ 7,517	010-000-484000	MISCELLANEOUS	\$ -	\$ -
\$ 429,221	\$ 432,140	\$ 425,000	\$ 432,800	010-000-484550	STREET USER FEE	\$ 425,000	\$ 425,000
\$ 929,711	\$ 803,870	\$ 645,650	\$ 1,007,072	TOTAL RESOURCES		\$ 1,168,929	\$ 1,168,929
REQUIREMENTS							
\$ 261	\$ 196	\$ 320	\$ 269	010-167-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 325	\$ 325
\$ 143,557	\$ 307,880	\$ 165,320	\$ 164,874	010-167-628800	PROFESSIONAL SERVICES & FEES	\$ 475,000	\$ 475,000
\$ 143,818	\$ 308,077	\$ 165,640	\$ 165,143	TOTAL MATERIALS & SERVICES		\$ 475,325	\$ 475,325
\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	010-167-729923	TRANSF TO STREET RESERVES 015	\$ 100,000	\$ 100,000
\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	TOTAL TRANSFERS		\$ 100,000	\$ 100,000
\$ -	\$ -	\$ 85,000	\$ -	010-167-740100	OPERATING CONTINGENCY	\$ 100,000	\$ 100,000
\$ -	\$ -	\$ 200,000	\$ -	010-167-750000	RESERVED FOR FUTURE EXPENDITURE	\$ 200,000	\$ 200,000
\$ -	\$ -	\$ 95,010	\$ 741,929	010-167-765100	UNAPPRO ENDING BAL	\$ 293,604	\$ 293,604
\$ 243,818	\$ 408,077	\$ 645,650	\$ 1,007,072	TOTAL REQUIREMENTS		\$ 1,168,929	\$ 1,168,929

STORM UTILITY

Storm Utility Fee

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission:

Funds from this budget are used for snow removal, flooding, storm sewer maintenance and storm sewer construction as addressed by Ordinance #2974, Series 2001, and approved by the City Council. The Storm Utility Fee is \$4.00 per water meter. This fund should generate \$210,000 in revenue this year. Along with this revenue, \$110,000 is being transferred into this fund for storm sewer system projects to limit inflow and infiltration into the sanitary sewer.

Staffing:

Public Works Staff, contractors and consultants.

Major Objectives:

Snow removal and storm events = \$200,000

Storm sewer system improvements = \$100,000

Storm sewer system improvements (Transfer to Storm Utility Reserve Fund) = \$150,000

Letter of Map Revision (LOMR) submittal and revision of tax map public notification process (Consultants) = \$75,000

Storm Utility Fee

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Storm Sewer Maintenance - Decreased based on previous year's records and anticipated project budgets.
Storm Sewer Rehab - Decreased based off anticipated project budgets.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ 295,445	\$ 164,053	\$ 363,171	\$ 345,391	\$ 345,391
Capital Outlay	\$ 23,062	\$ 6,963	\$ 110,000	\$ 100,000	\$ 100,000
Interfund Transfers	\$ 50,000	\$ 50,000	\$ 150,000	\$ 150,000	\$ 150,000
Operating Contingency	\$ -	\$ -	\$ 73,713	\$ 51,405	\$ 51,405
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 368,507	\$ 221,016	\$ 696,884	\$ 646,796	\$ 646,796

City of La Grande

Budget Analysis & Proposal

STORM UTILITY FEE FUND

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 362,181	\$ 317,034	\$ 373,684	\$ 464,974	017-000-100100	BEGINNING CASH	\$ 324,296	\$ 324,296
\$ 7,734	\$ 2,964	\$ 3,100	\$ 2,500	017-000-440100	INTEREST INCOME	\$ 2,500	\$ 2,500
\$ 2	\$ -	\$ 100	\$ 44,000	017-000-484000	MISCELLANEOUS	\$ -	\$ -
\$ 214,611	\$ 216,047	\$ 210,000	\$ 210,000	017-000-484551	STORM UTILITY FEE	\$ 210,000	\$ 210,000
\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	017-000-490685	TRANSFER IN FROM SWR COLL	\$ 110,000	\$ 110,000
\$ 694,528	\$ 646,045	\$ 696,884	\$ 831,474	TOTAL RESOURCES		\$ 646,796	\$ 646,796
REQUIREMENTS							
\$ 56,358	\$ 43,724	\$ 75,000	\$ 55,000	017-169-621100	CONSULTANTS	\$ 75,000	\$ 75,000
\$ 7,500	\$ -	\$ 5,000	\$ 3,300	017-169-621200	LEGAL	\$ 5,000	\$ 5,000
\$ 50,183	\$ 4,617	\$ 5,171	\$ 5,742	017-169-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 6,891	\$ 6,891
\$ 3,016	\$ 197	\$ 1,000	\$ 197	017-169-628800	PROFESSIONAL SERVICES & FEES	\$ 1,000	\$ 1,000
\$ -	\$ -	\$ 2,500	\$ 1,000	017-169-629610	PERMIT/FEE REFUNDS	\$ 2,500	\$ 2,500
\$ -	\$ 3,282	\$ 4,500	\$ 12,939	017-169-629700	PERMIT FEES	\$ 5,000	\$ 5,000
\$ 150,601	\$ 99,255	\$ 200,000	\$ 200,000	017-169-631950	STORM EVENTS	\$ 200,000	\$ 200,000
\$ 27,787	\$ 12,979	\$ 70,000	\$ 35,000	017-169-637600	STORM SEWER MAINTENANCE	\$ 50,000	\$ 50,000
\$ 295,445	\$ 164,053	\$ 363,171	\$ 313,178	TOTAL MATERIALS & SERVICES		\$ 345,391	\$ 345,391
\$ 23,062	\$ 6,963	\$ 110,000	\$ 44,000	017-169-643150	STORM SEWER REHAB	\$ 100,000	\$ 100,000
\$ -	\$ -	\$ -	\$ -	017-169-643700	SERVICE REFUNDS	\$ -	\$ -
\$ 23,062	\$ 6,963	\$ 110,000	\$ 44,000	TOTAL CAPITAL OUTLAY		\$ 100,000	\$ 100,000
\$ -	\$ -	\$ -	\$ -	017-169-729911	TRANSFER TO STREET RESERVE FUND	\$ -	\$ -
\$ 50,000	\$ 50,000	\$ 150,000	\$ 150,000	017-169-729935	TRANSFER TO STORM UTILITY RES	\$ 150,000	\$ 150,000
\$ 50,000	\$ 50,000	\$ 150,000	\$ 150,000	TOTAL TRANSFERS		\$ 150,000	\$ 150,000
\$ -	\$ -	\$ 73,713	\$ -	017-169-740100	OPERATING CONTINGENCY	\$ 51,405	\$ 51,405
\$ -	\$ -	\$ -	\$ -	017-169-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -
\$ -	\$ -	\$ -	\$ 324,296	017-169-765100	UNAPPRO. ENDING FUND BALA	\$ -	\$ -
\$ 368,507	\$ 221,016	\$ 696,884	\$ 831,474	TOTAL REQUIREMENTS		\$ 646,796	\$ 646,796

STORM UTILITY RESERVE

Storm Utility Reserve Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

This fund is authorized and established by resolution number 4724 Series 2016 for the following specified purpose: Construction, reconstruction, and the furnishing of municipal buildings; the acquisition, construction, reconstruction of infrastructure; and the purchase and repairs of equipment related to the Storm Utility Fund.

NEXT REVIEW 2025-26

Major Objectives:

Complete engineering design, permits, and NEPA process for replacement structure at Gekeler Slough (18th Street).

Storm Utility Reserve Fund

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ 408,298	\$ 539,478	\$ 539,478
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ -	\$ -	\$ 458,298	\$ 589,478	\$ 589,478

City of La Grande

STORM UTILITY RESERVE FUND

Budget Analysis & Proposal

2020		2021		2022		Account	Description	2023 Requested	2023 Proposed				
Actual		Actual		Budget	Estimated								
RESOURCES													
\$	199,176	\$	253,898	\$	306,098	\$	306,078	018-000-100100	BEGINNING CASH	\$	437,778	\$	437,778
\$	4,723	\$	2,179	\$	2,200	\$	1,700	018-000-440100	INTEREST INCOME	\$	1,700	\$	1,700
\$	-	\$	-	\$	-	\$	-	018-000-484000	MISCELLANEOUS	\$	-	\$	-
\$	50,000	\$	50,000	\$	150,000	\$	150,000	018-000-490689	TRANSFER IN FROM STORM UTILITY F	\$	150,000	\$	150,000
\$	253,899	\$	306,077	\$	458,298	\$	457,778	TOTAL RESOURCES		\$	589,478	\$	589,478
REQUIREMENTS													
\$	-	\$	-	\$	50,000	\$	20,000	018-274-646124	18th STREET CULVERT REPLACEMENT	\$	50,000	\$	50,000
\$	-	\$	-	\$	50,000	\$	20,000	TOTAL CAPITAL OUTLAY		\$	50,000	\$	50,000
\$	-	\$	-	\$	-	\$	-	018-274-740100	OPERATING CONTINGENCY	\$	-	\$	-
\$	-	\$	-	\$	408,298	\$	-	018-274-750000	RESERVED FOR FUTURE EXPENDITUF	\$	539,478	\$	539,478
\$	-	\$	-	\$	-	\$	437,778	018-274-765100	UNAPPR ENDING BALANCE	\$	-	\$	-
\$	-	\$	-	\$	458,298	\$	457,778	TOTAL REQUIREMENTS		\$	589,478	\$	589,478

SEWER

Wastewater Treatment

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

Operate and maintain the Wastewater Treatment Plant and Wetlands Facility in compliance with the Department of Environmental Quality regulations. The Wastewater Treatment Division maintains the following programs:

1. Provide wastewater treatment for the City of La Grande and Island City Area Sanitation District (treated a total of 637 million gallons last year).
2. Maintain reuse program, which includes wetlands and irrigation.
3. Maintain Wastewater Treatment Plant Laboratory.
4. Maintain pretreatment programs, which include Grease Management and the Industrial User Survey.

****NOTE:** Contingencies and Reserved for future expenditures are always shown in the Sewer Collection budget. The Sewer Treatment and Collection budgets are appropriated as one fund.

Staffing:

See Public Works Personnel Services Budget.

Major Objectives:

Continue to complete Toxicity Reduction Evaluation (TRE) Toxicity Identification Evaluation Phase III.

Preparatory work in anticipation of developing a new NPDES permit.

Wastewater Treatment

Enterprise Fund
Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Legal - Increased due to labor negotiations.

Facilities Repair - Increased to replace septage at Tule Lake rental house.

Computer System (s/h) - Decreased based on planned computer purchases at the Wastewater Treatment Plant.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 442,213	\$ 448,586	\$ 550,000	\$ 550,000	\$ 550,000
Materials & Services	\$ 367,745	\$ 432,136	\$ 612,230	\$ 636,263	\$ 636,263
Capital Outlay	\$ -	\$ 43,133	\$ 220,000	\$ 220,000	\$ 220,000
Interfund Transfers	\$ 1,096,816	\$ 689,275	\$ 694,436	\$ 710,418	\$ 710,418
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	<u>\$ 1,906,774</u>	<u>\$ 1,613,130</u>	<u>\$ 2,076,666</u>	<u>\$ 2,116,681</u>	<u>\$ 2,116,681</u>

Sewer Collection

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

The Public Works Sewer Collection Division collects and transports wastewater to the Wastewater Treatment Plant. This Division maintains the following programs:

1. Operation and maintenance of 55 miles of sewer mains and 980 manholes
2. Operation and maintenance of 7 lift stations
3. Television inspection of 17,426 feet of sewer lines in 2021
4. Underground locates totaling 1,077 locate requests in 2021
5. Crews cleaned 74,469 feet of sewer lines in 2021
6. Crews chemically treated 3,770 feet of sewer mains for root abatement in 2021

****NOTE:** Contingencies and Reserved for future expenditures are always shown in the Sewer Collection budget. The Sewer Treatment and Collection budgets are appropriated as one fund.

Staffing:

See Public Works Personnel Services Budget.

Major Objectives:

Continue ongoing rehabilitation work to the Sanitary Sewer Collection System to reduce inflow and infiltration.

Remain on a 5 year schedule of cleaning and inspecting every sewer main in the service area.

Sewer Collection

*Enterprise Fund
Proposed Budget - FY 2022-23*

Explanation of major increases or decreases in proposed budget:

Legal - Increased due to labor negotiations.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ 271,526	\$ 263,956	\$ 360,000	\$ 360,000	\$ 360,000
Materials & Services	\$ 427,539	\$ 463,364	\$ 624,114	\$ 613,643	\$ 613,643
Capital Outlay	\$ 422,707	\$ 271,455	\$ 705,000	\$ 705,000	\$ 705,000
Interfund Transfers	\$ 389,245	\$ 381,535	\$ 590,861	\$ 584,481	\$ 584,481
TOTAL SEWER COLLECTION	\$ 1,511,017	\$ 1,380,310	\$ 2,279,975	\$ 2,263,124	\$ 2,263,124
TOTAL SEWER TREATMENT	\$ 1,906,774	\$ 1,613,130	\$ 2,076,666	\$ 2,116,681	\$ 2,116,681
Operating Contingency	\$ -	\$ -	\$ 400,000	\$ 400,000	\$ 400,000
Reserved for future expenditure	\$ -	\$ -	\$ 600,000	\$ 600,000	\$ 600,000
Unapp. Ending Balance	\$ -	\$ -	\$ 835,717	\$ 1,251,644	\$ 1,251,644
GRAND TOTAL SEWER	\$ 3,417,791	\$ 2,993,440	\$ 6,192,358	\$ 6,631,449	\$ 6,631,449

City of La Grande

SEWER FUND

Budget Analysis & Proposal

2020		2021		2022		Account	Description	2023 Requested	2023 Proposed				
Actual	Actual	Budget	Estimated										
RESOURCES													
\$	3,562,453	\$	3,204,883	\$	2,868,828	\$	3,657,388	007-000-100100	BEGINNING CASH	\$	3,305,592	\$	3,305,592
\$	186,781	\$	189,427	\$	189,000	\$	188,000	007-000-420900	SEWER FRANCHISE FEE 7%	\$	189,000	\$	189,000
\$	66,771	\$	29,092	\$	32,000	\$	19,500	007-000-440100	INTEREST INCOME	\$	19,500	\$	19,500
\$	2,822,653	\$	2,851,300	\$	2,900,000	\$	2,900,000	007-000-481100	SEWER SERVICE CHARGES	\$	2,900,000	\$	2,900,000
\$	37,661	\$	41,387	\$	40,000	\$	40,000	007-000-481900	SEWER TAPS	\$	40,000	\$	40,000
\$	83,610	\$	40,076	\$	60,000	\$	24,000	007-000-482200	SEPTIC TANK HAULERS FEE	\$	25,000	\$	25,000
\$	215,142	\$	142,115	\$	100,000	\$	156,025	007-000-482400	ICASD USER CHARGE	\$	150,000	\$	150,000
\$	-	\$	-	\$	-	\$	-	007-000-483530	LID PRINCIPAL	\$	-	\$	-
\$	919	\$	741	\$	530	\$	536	007-000-483531	LID INTEREST	\$	357	\$	357
\$	23,716	\$	13,117	\$	2,000	\$	16,780	007-000-484000	MISCELLANEOUS	\$	2,000	\$	2,000
\$	6,999,706	\$	6,512,138	\$	6,192,358	\$	7,002,229		TOTAL RESOURCES	\$	6,631,449	\$	6,631,449

City of La Grande

SEWER FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
TREATMENT REQUIREMENTS							
\$ 442,213	\$ 448,586	\$ 550,000	\$ 500,000	007-151-610000	SALARIES & BENEFITS	\$ 550,000	\$ 550,000
\$ 442,213	\$ 448,586	\$ 550,000	\$ 500,000		TOTAL PERSONNEL COST	\$ 550,000	\$ 550,000
6.25	6.00	5.55			Total Full-Time Equivalent (FTE)	5.55	5.55
\$ 1,510	\$ 11,435	\$ 50,000	\$ 23,000	007-151-621100	CONSULTANTS	\$ 50,000	\$ 50,000
\$ 2,024	\$ -	\$ 6,700	\$ 1,000	007-151-621200	LEGAL	\$ 6,700	\$ 6,700
\$ 445	\$ 1,053	\$ 1,500	\$ 1,000	007-151-621300	MEDICAL EXAMS	\$ 1,500	\$ 1,500
\$ 3,321	\$ 2,719	\$ 4,894	\$ 4,612	007-151-621400	AUDITING COSTS	\$ 5,040	\$ 5,040
\$ 29,401	\$ 30,633	\$ 55,000	\$ 40,000	007-151-621900	OTHER PROFESSIONAL SERVICES	\$ 55,000	\$ 55,000
\$ 820	\$ 993	\$ 2,500	\$ 1,850	007-151-622100	POSTAGE	\$ 2,500	\$ 2,500
\$ 3,627	\$ 4,223	\$ 5,000	\$ 5,000	007-151-622200	TELEPHONE/FAX	\$ 5,000	\$ 5,000
\$ -	\$ -	\$ 2,500	\$ 1,000	007-151-622800	ADVERTISING	\$ 2,500	\$ 2,500
\$ 139,819	\$ 136,674	\$ 185,000	\$ 150,000	007-151-623100	ELECTRICITY, GAS, OIL	\$ 185,000	\$ 185,000
\$ 1,306	\$ 1,594	\$ 3,000	\$ 3,000	007-151-623200	WASTE REMOVAL & JANITORIAL	\$ 3,000	\$ 3,000
\$ 19,078	\$ 23,374	\$ 40,000	\$ 25,000	007-151-623400	EQUIP MAINT/REPAIR	\$ 40,000	\$ 40,000
\$ 1,581	\$ 1,944	\$ 1,967	\$ 2,000	007-151-623800	COMPUTER SYS MAINT & REPAIR	\$ 2,788	\$ 2,788
\$ 19,266	\$ 37,125	\$ 40,569	\$ 25,110	007-151-624600	INS. PREMIUM-CLAIMS-DEDUCTABLE	\$ 45,135	\$ 45,135
\$ 13	\$ -	\$ 600	\$ 600	007-151-625900	OTHER RENTALS	\$ 600	\$ 600
\$ 16,747	\$ 17,851	\$ 25,000	\$ 20,000	007-151-626000	MOTOR POOL RENTAL	\$ 25,000	\$ 25,000
\$ 57	\$ 111	\$ 250	\$ 250	007-151-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 250	\$ 250
\$ 1,300	\$ 1,719	\$ 3,500	\$ 3,500	007-151-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 3,500	\$ 3,500
\$ 1,543	\$ 1,664	\$ 2,000	\$ 3,598	007-151-628800	PROFESSIONAL SERVICES & FEES	\$ 2,500	\$ 2,500
\$ 9,902	\$ 11,657	\$ 12,000	\$ 12,000	007-151-629700	PERMIT FEES	\$ 14,000	\$ 14,000
\$ 42,469	\$ 44,975	\$ 65,000	\$ 35,000	007-151-631200	CHEMICAL & LAB SUPPLIES	\$ 65,000	\$ 65,000
\$ 1,849	\$ 2,373	\$ 2,500	\$ 2,000	007-151-631400	OFFICE SUPPLIES	\$ 2,500	\$ 2,500
\$ 1,799	\$ 3,666	\$ 4,000	\$ 4,000	007-151-631700	DEPARTMENTAL SUPPLIES	\$ 4,000	\$ 4,000
\$ -	\$ 26	\$ 450	\$ 450	007-151-633100	JANITOR & SANIT. SUPPLIES	\$ 250	\$ 250
\$ 35,452	\$ 32,638	\$ 30,000	\$ 30,000	007-151-633500	FACILITIES REPAIR	\$ 50,000	\$ 50,000
\$ 3,464	\$ 4,023	\$ 6,000	\$ 6,000	007-151-634300	FUEL	\$ 6,000	\$ 6,000
\$ 397	\$ 659	\$ 1,500	\$ 750	007-151-635000	OFFICE EQUIP & FURNISHINGS	\$ 1,500	\$ 1,500
\$ -	\$ 8,804	\$ 10,000	\$ 10,000	007-151-635010	COMPUTER SYSTEM (S/H)	\$ 6,000	\$ 6,000
\$ 1,641	\$ 2,995	\$ 5,800	\$ 6,000	007-151-635100	SMALL TOOLS AND EQUIP	\$ 6,000	\$ 6,000
\$ 28,914	\$ 43,735	\$ 45,000	\$ 38,000	007-151-637500	TREATMENT SYS. MAINT.	\$ 45,000	\$ 45,000
\$ -	\$ 3,474	\$ -	\$ -	007-151-639700	MISCELLANEOUS	\$ -	\$ -
\$ 367,745	\$ 432,136	\$ 612,230	\$ 454,720	TOTAL MATERIALS & SERVICES		\$ 636,263	\$ 636,263

City of La Grande

SEWER FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ -	\$ 43,133	\$ 220,000	\$ 75,000	007-151-643100	SYSTEM REHABILITATION	\$ 220,000	\$ 220,000
\$ -	\$ 43,133	\$ 220,000	\$ 75,000		TOTAL CAPITAL OUTLAY	\$ 220,000	\$ 220,000
\$ 100,795	\$ 89,275	\$ 94,436	\$ 94,436	007-151-729900	ADMIN PERSONNEL SERVICES	\$ 110,418	\$ 110,418
\$ 646,021	\$ -	\$ -	\$ -	007-151-729902	TRANSFER FOR DEBT TO 190	\$ -	\$ -
\$ 350,000	\$ 600,000	\$ 600,000	\$ 600,000	007-151-729906	TRANSFER TO SWR RESERVES 008	\$ 600,000	\$ 600,000
\$ 1,096,816	\$ 689,275	\$ 694,436	\$ 694,436		TOTAL TRANSFERS	\$ 710,418	\$ 710,418
\$ 1,906,774	\$ 1,613,130	\$ 2,076,666	\$ 1,724,156		TOTAL TREATMENT REQUIREMENTS	\$ 2,116,681	\$ 2,116,681

City of La Grande

SEWER FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
COLLECTION REQUIREMENTS							
\$ 271,526	\$ 263,956	\$ 360,000	\$ 310,000	007-165-610000	SALARIES & BENEFITS	\$ 360,000	\$ 360,000
\$ 271,526	\$ 263,956	\$ 360,000	\$ 310,000		TOTAL PERSONNEL COST	\$ 360,000	\$ 360,000
\$ 4.25	\$ 4.00	4.15			Total Full-Time Equivalent (FTE)	4.15	4.15
\$ -	\$ -	\$ 30,000	\$ 5,000	007-165-621100	CONSULTANTS	\$ 30,000	\$ 30,000
\$ 876	\$ 259	\$ 7,500	\$ 5,000	007-165-621200	LEGAL	\$ 7,500	\$ 7,500
\$ 766	\$ 416	\$ 1,000	\$ 500	007-165-621300	MEDICAL EXAMS	\$ 1,000	\$ 1,000
\$ 3,321	\$ 2,719	\$ 4,894	\$ 4,612	007-165-621400	AUDITING COSTS	\$ 5,040	\$ 5,040
\$ 2,814	\$ 722	\$ 35,000	\$ 2,500	007-165-621900	OTHER PROFESSIONAL SERVICES	\$ 31,500	\$ 31,500
\$ 20	\$ 11	\$ 800	\$ 800	007-165-622100	POSTAGE	\$ 400	\$ 400
\$ 4,372	\$ 4,294	\$ 4,500	\$ 4,500	007-165-622200	TELEPHONE/FAX	\$ 4,500	\$ 4,500
\$ 1,053	\$ -	\$ 1,000	\$ 1,000	007-165-622800	ADVERTISING	\$ 1,000	\$ 1,000
\$ 20,191	\$ 20,903	\$ 22,000	\$ 22,000	007-165-623100	ELECTRICITY, GAS, OIL	\$ 24,500	\$ 24,500
\$ 2,060	\$ 2,055	\$ 2,500	\$ 2,250	007-165-623200	WASTE REMOVAL & JANITORIAL	\$ 2,500	\$ 2,500
\$ 3,118	\$ 1,140	\$ 15,000	\$ 12,000	007-165-623400	EQUIP MAINT/REPAIR	\$ 15,000	\$ 15,000
\$ 3,079	\$ 1,944	\$ 1,967	\$ 2,000	007-165-623800	COMPUTER SYS MAINT & REPAIR	\$ 2,788	\$ 2,788
\$ -	\$ -	\$ 1,500	\$ -	007-165-623900	OTHER MAINT/REPAIRS	\$ 1,500	\$ 1,500
\$ 18,990	\$ 23,186	\$ 40,003	\$ 24,718	007-165-624600	INS. PREMIUM-CLAIMS-DEDUCTIBLE	\$ 29,665	\$ 29,665
\$ -	\$ 868	\$ 500	\$ 500	007-165-625100	EQUIPMENT RENTAL	\$ 500	\$ 500
\$ 47,000	\$ 48,135	\$ 75,000	\$ 65,000	007-165-626000	MOTOR POOL RENTAL	\$ 75,000	\$ 75,000
\$ -	\$ 93	\$ 250	\$ 250	007-165-628000	SUBSCRIPTIONS AND MEMBERSHIPS	\$ 250	\$ 250
\$ 2,649	\$ 2,592	\$ 3,500	\$ 3,500	007-165-628100	TRAINING, TRAVEL & MTG EXPENSE	\$ 3,500	\$ 3,500
\$ 2,154	\$ 1,845	\$ 1,400	\$ 2,240	007-165-628800	PROFESSIONAL SERVICES & FEES	\$ 2,000	\$ 2,000
\$ 638	\$ 1,563	\$ 2,500	\$ 2,200	007-165-628805	COMPUTER SYS MAINT AGMTS	\$ 2,500	\$ 2,500
\$ 186,781	\$ 189,427	\$ 189,000	\$ 188,000	007-165-629850	FRANCHISE FEES 7%	\$ 189,000	\$ 189,000
\$ -	\$ 2,289	\$ 12,000	\$ 4,200	007-165-631200	CHEMICAL & LAB SUPPLIES	\$ 12,000	\$ 12,000
\$ 1,016	\$ 818	\$ 4,000	\$ 2,500	007-165-631400	OFFICE SUPPLIES	\$ 4,000	\$ 4,000
\$ 5,586	\$ 4,894	\$ 3,800	\$ 2,800	007-165-631700	DEPARTMENTAL SUPPLIES	\$ 3,800	\$ 3,800
\$ -	\$ -	\$ 1,000	\$ 250	007-165-631900	PROFESSIONAL PRINTING	\$ 500	\$ 500
\$ -	\$ -	\$ 500	\$ 500	007-165-633100	JANITOR & SANIT. SUPPLIES	\$ 500	\$ 500
\$ 6,024	\$ 7,073	\$ 12,000	\$ 12,000	007-165-633500	FACILITIES REPAIR	\$ 12,000	\$ 12,000
\$ 8,218	\$ 8,280	\$ 9,000	\$ 9,000	007-165-634300	FUEL	\$ 9,000	\$ 9,000
\$ -	\$ 725	\$ 1,000	\$ 500	007-165-635000	OFFICE EQUIPMENT	\$ 1,000	\$ 1,000
\$ 6,128	\$ 7,062	\$ 10,000	\$ 10,000	007-165-635010	COMPUTER SYSTEM (S/H)	\$ 10,000	\$ 10,000

City of La Grande

SEWER FUND

Budget Analysis & Proposal

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
\$ 1,693	\$ 2,245	\$ 1,000	\$ 1,300	007-165-635100	SMALL TOOLS & EQUIPMENT	\$ 1,200	\$ 1,200
\$ 98,992	\$ 127,807	\$ 130,000	\$ 130,000	007-165-637500	COLLECTION SYS. MAINT.	\$ 130,000	\$ 130,000
\$ -	\$ -	\$ -	\$ -	007-165-639700	MISCELLANEOUS	\$ -	\$ -
\$ 427,539	\$ 463,364	\$ 624,114	\$ 521,620	TOTAL MATERIALS & SERVICES		\$ 613,643	\$ 613,643
\$ 36,274	\$ 22,150	\$ 100,000	\$ 40,000	007-165-641600	ALL OTHER EQUIPMENT	\$ 100,000	\$ 100,000
\$ 328,569	\$ 194,319	\$ 500,000	\$ 425,000	007-165-643200	SYSTEM REHABILITATION	\$ 500,000	\$ 500,000
\$ 57,864	\$ 54,798	\$ 100,000	\$ 80,000	007-165-643300	SERVICE TAPS	\$ 100,000	\$ 100,000
\$ -	\$ 188	\$ 5,000	\$ 5,000	007-165-643700	SERVICE REFUNDS	\$ 5,000	\$ 5,000
\$ 422,707	\$ 271,455	\$ 705,000	\$ 550,000	TOTAL CAPITAL OUTLAY		\$ 705,000	\$ 705,000
\$ 99,105	\$ 88,990	\$ 105,861	\$ 105,861	007-165-729900	ADMIN PERSONNEL SERVICES	\$ 99,481	\$ 99,481
\$ 80,140	\$ 82,545	\$ 125,000	\$ 125,000	007-165-729902	TRANSF TO STREET & ROAD FUND	\$ 125,000	\$ 125,000
\$ 100,000	\$ 100,000	\$ 250,000	\$ 250,000	007-165-729906	TRANSF TO SWR RESERVES 008	\$ 250,000	\$ 250,000
\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	007-165-729935	TRANSF TO STORM UTILITY	\$ 110,000	\$ 110,000
\$ 389,245	\$ 381,535	\$ 590,861	\$ 590,861	TOTAL TRANSFERS		\$ 584,481	\$ 584,481
\$ 1,511,017	\$ 1,380,310	\$ 2,279,975	\$ 1,972,481	TOTAL COLLECTION REQUIREMENTS		\$ 2,263,124	\$ 2,263,124
\$ -	\$ -	\$ 400,000	\$ -	007-165-740100	OPERATING CONTINGENCY	\$ 400,000	\$ 400,000
\$ -	\$ -	\$ 600,000	\$ -	007-165-750000	RESERVED FOR FUTURE EXPENDITURE	\$ 600,000	\$ 600,000
\$ -	\$ -	\$ 835,717	\$ 3,305,592	007-165-765100	UNAPPRO. ENDING FUND BALA	\$ 1,251,644	\$ 1,251,644
\$ 3,417,791	\$ 2,993,440	\$ 6,192,358	\$ 7,002,229	TOTAL SEWER REQUIREMENTS		\$ 6,631,449	\$ 6,631,449

SEWER RESERVE

Sewer Reserve Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Mission and Overview:

This fund is authorized and established by resolution number 4725 Series 2016 for the following specified purpose: Construction, reconstruction, and the furnishing of municipal buildings; the acquisition, construction, reconstruction of infrastructure; and the purchase and repairs of equipment related to the Sewer Fund.

NEXT REVIEW 2025-26

Major Objectives:

Improvements to wastewater treatment facilities (blower header pipe replacement; screen, grinder, move headworks with back-up generator; replace SCADA system; replace secondary pumps at headworks and upgrade primary electrical panel; install irrigation pivot for disposal of sludge in the next two years).

Improvements to wastewater collection facilities (rehabilitation of Airport #2 lift station - \$150,000; back-up generator for lift station with hookup - \$250,000).

Sewer Reserve Fund

*Enterprise Fund
Proposed Budget - FY 2022-23*

Explanation of major increases or decreases in proposed budget:

Equipment & Improvements - Treatment - Increased for backup generator for screen and grinder at headworks and irrigation pivot for sludge disposal.

Equipment & Improvements - Collection - Increased for anticipated project budgets.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ 36,713	\$ 475,134	\$ 1,285,000	\$ 2,035,000	\$ 2,035,000
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Contingency	\$ -	\$ -	\$ 192,750	\$ 267,750	\$ 267,750
Reserved for future expenditure	\$ -	\$ -	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000
Unapp. Ending Balance	\$ -	\$ -	\$ 1,036,577	\$ 748,659	\$ 748,659
TOTAL	\$ 36,713	\$ 475,134	\$ 5,214,327	\$ 5,751,409	\$ 5,751,409

City of La Grande

SEWER RESERVE FUND

Budget Analysis & Proposal

2020		2021		2022		Account	Description	2023 Requested	2023 Proposed				
Actual		Actual		Budget	Estimated								
RESOURCES													
\$	3,586,356	\$	4,117,827	\$	4,286,327	\$	4,474,309	008-000-100100	BEGINNING CASH	\$	4,838,909	\$	4,838,909
\$	84,772	\$	31,138	\$	38,000	\$	22,500	008-000-440100	INTEREST INCOME	\$	22,500	\$	22,500
\$	33,413	\$	58,128	\$	40,000	\$	12,600	008-000-481975	ASSESSMENT CONNECTION FEE	\$	40,000	\$	40,000
\$	350,000	\$	600,000	\$	600,000	\$	600,000	008-000-490674	TRANSFER IN FROM SWR TRMT	\$	600,000	\$	600,000
\$	100,000	\$	100,000	\$	250,000	\$	250,000	008-000-490675	TRANSFER IN FROM SWR COLL	\$	250,000	\$	250,000
\$ 4,154,541		\$ 4,907,093		\$ 5,214,327		\$ 5,359,409		TOTAL RESOURCES		\$ 5,751,409		\$ 5,751,409	
REQUIREMENTS													
\$	26,000	\$	380,151	\$	1,100,000	\$	405,500	008-150-640000	EQUIP & IMPROVEMENTS-Treatment	\$	1,600,000	\$	1,600,000
\$	-	\$	55,671	\$	150,000	\$	115,000	008-150-640001	EQUIP & IMPROVEMENTS-Collection	\$	400,000	\$	400,000
\$	10,713	\$	39,313	\$	35,000	\$	-	008-150-643980	SEWER LID'S & MAIN EXTENSIONS	\$	35,000	\$	35,000
\$ 36,713		\$ 475,134		\$ 1,285,000		\$ 520,500		TOTAL CAPITAL OUTLAY		\$ 2,035,000		\$ 2,035,000	
\$	-	\$	-	\$	192,750	\$	-	008-150-740100	OPERATING CONTINGENCY	\$	267,750	\$	267,750
\$	-	\$	-	\$	2,700,000	\$	-	008-150-750000	RESERVED FOR FUTURE EXPENDITURE	\$	2,700,000	\$	2,700,000
\$	-	\$	-	\$	1,036,577	\$	4,838,909	008-150-765100	UNAPPR ENDING BALANCE	\$	748,659	\$	748,659
\$ 36,713		\$ 475,134		\$ 5,214,327		\$ 5,359,409		TOTAL SEWER RESERVE REQUIREMENTS		\$ 5,751,409		\$ 5,751,409	

GRANTS & DONATIONS

Grants & Donations Fund

Proposed Budget - FY 2022-23

Mission and Overview:

This fund can be used by all Governmental departments for expenditures that are offset by grants and/or donations. Frequently, the revenues and expenditures for a particular grant or donation do not occur in the same fiscal year. Expenses in this fund are not considered normal or regular in nature. Funds that may use this fund include General Fund departments, Street and Road Division, General Building/Equipment, Street Maintenance, 9-1-1 and Urban Renewal. Each of these departments may be involved in several programs which are accounted for in this fund.

Staffing:

This fund is not staffed by individuals. Each department is responsible for origination of their grants. Quarterly accounting and year end audit reporting is provided by the Finance Director.

Major Objectives:

This fund allows departments to budget for special projects that are not considered as normal operational type expenditures. All expenditures in this fund must be offset by grants, donations or reimbursements from other organizations.

Grants & Donations Fund

Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

This fund can fluctuate a great amount year to year depending on grants applied for or anticipated donations and the timing of the revenues received and the expenditures.

Economic Development Improvements - This budget anticipates \$300,000 for CDBG grants or other grant opportunities including the remaining \$30,000 from current ROI Grant. The City continues to pursue grant opportunities in the amount of \$1,300,000 to be used for the Ignite Center for Entrepreneurship which includes updates to the City's historic firehouse.

Fire FEMA Grant - This is anticipation of being awarded a grant to fund three career firefighters.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Personnel Cost	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & Services	\$ 110,672	\$ 80,901	\$ 571,315	\$ 621,988	\$ 621,988
Capital Outlay	\$ 48,381	\$ 573,664	\$ 1,907,500	\$ 1,532,527	\$ 1,532,527
Interfund Transfers	\$ -	\$ 2,750	\$ -	\$ 304,341	\$ 304,341
Operating Contingency	\$ -	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ 147,177	\$ 46,168	\$ 46,168
TOTAL	\$ 159,053	\$ 657,316	\$ 2,625,992	\$ 2,505,024	\$ 2,505,024

Budget Analysis & Proposal

GRANTS & DONATIONS FUND

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 173,300	\$ 147,220	\$ 233,277	\$ 211,685	005-000-100100	BEGINNING CASH	\$ 275,995	\$ 275,995
\$ 4,110	\$ 1,573	\$ 2,000	\$ 800	005-000-440100	INTEREST INCOME	\$ 1,000	\$ 1,000
\$ 5,316	\$ 5,330	\$ 5,300	\$ 11,547	005-000-451000	LIBRARY GRANTS	\$ 5,500	\$ 5,500
\$ 34,265	\$ 75,932	\$ 381,000	\$ 335,000	005-000-451200	PARKS GRANT/IMPROVEMENTS	\$ 100,000	\$ 100,000
\$ 15,000	\$ -	\$ 10,000	\$ 10,000	005-000-452620	PLANNING GRANTS	\$ 13,000	\$ 13,000
\$ 600	\$ 2,137	\$ -	\$ -	005-000-452630	UR FORESTRY GRANTS-DONATIONS	\$ 100	\$ 100
\$ 300	\$ -	\$ -	\$ -	005-000-452631	TREE DONATIONS	\$ -	\$ -
\$ 15,000	\$ 28,600	\$ -	\$ -	005-000-452635	DEQ AIR QUALITY GRANT	\$ -	\$ -
\$ 34,982	\$ 7,111	\$ 1,800,000	\$ 72,946	005-000-452640	ECONOMIC DEVELOPMENT GRANT	\$ 1,600,000	\$ 1,600,000
\$ 34,299	\$ 17,617	\$ 5,000	\$ 5,100	005-000-480610	LIBRARY DONATIONS	\$ 5,000	\$ 5,000
\$ 100	\$ 100	\$ 100	\$ 100	005-000-480612	LIBRARY LITERACY CENTER	\$ 100	\$ 100
\$ -	\$ -	\$ -	\$ -	005-000-484000	MISCELLANEOUS	\$ -	\$ -
\$ 4,951	\$ 8,621	\$ 7,815	\$ 8,659	005-000-484011	POLICE GRANTS	\$ 7,588	\$ 7,588
\$ 2,600	\$ 1,450	\$ 130,000	\$ 1,000	005-000-484020	FIRE DONATIONS/GRANTS	\$ 140,000	\$ 140,000
\$ -	\$ 572,095	\$ -	\$ -	005-000-484021	FIRE FEMA GRANT	\$ 300,741	\$ 300,741
\$ 1,932	\$ 3,073	\$ 1,200	\$ 11,500	005-000-484025	RECREATION GRANTS-DONATIONS	\$ 5,000	\$ 5,000
\$ -	\$ -	\$ -	\$ 750	005-000-484030	HEALTH PROGRAM GRANT	\$ 750	\$ 750
\$ 1,640	\$ 250	\$ 50,000	\$ 750	005-000-484402	ART COMMISSION COLLECTION	\$ 50,000	\$ 50,000
\$ -	\$ 598	\$ 300	\$ 1,200	005-000-484403	SWIM POOL DONATIONS	\$ 250	\$ 250
\$ 328,395	\$ 871,708	\$ 2,625,992	\$ 671,037	TOTAL RESOURCES		\$ 2,505,024	\$ 2,505,024

GRANTS & DONATIONS FUND

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
REQUIREMENTS							
\$ 1,985	\$ 1,500	\$ 1,500	\$ 1,000	005-163-629405	LIBRARY LITERACY CENTER	\$ 1,500	\$ 1,500
\$ 30,495	\$ 24,262	\$ 5,000	\$ 15,000	005-163-629410	GRANTS/GIFTS-LIBRARY	\$ 8,000	\$ 8,000
\$ 4,801	\$ 5,157	\$ 5,300	\$ 5,400	005-163-629411	LIBRARY GRANTS-RTR	\$ 5,500	\$ 5,500
\$ 8,112	\$ 4,851	\$ 9,915	\$ 8,396	005-163-629420	GRANTS/GIFTS-POLICE	\$ 9,588	\$ 9,588
\$ 5,506	\$ -	\$ 5,600	\$ 5,000	005-163-629428	UR FORESTRY GRANT-DONATION PROJE	\$ 7,900	\$ 7,900
\$ 1,674	\$ 21,744	\$ -	\$ -	005-163-629429	DEQ AIR QUALITY PROJECT	\$ 10,000	\$ 10,000
\$ 15,329	\$ -	\$ 10,000	\$ 10,000	005-163-629433	PLANNING GRANT	\$ 13,000	\$ 13,000
\$ -	\$ 3,550	\$ -	\$ -	005-163-629431	PARK IMPROVEMENTS	\$ -	\$ -
\$ 425	\$ 985	\$ 130,000	\$ 1,000	005-163-629440	GRANTS/GIFTS-FIRE	\$ 140,000	\$ 140,000
\$ 34,982	\$ 7,111	\$ 300,000	\$ 72,946	005-163-629442	ECONOMIC DEV GRANTS	\$ 300,000	\$ 300,000
\$ -	\$ -	\$ -	\$ 500	005-163-629448	HEALTH GRANT EXPENSES	\$ 2,500	\$ 2,500
\$ 2,630	\$ 5,954	\$ 5,000	\$ 9,500	005-163-629551	RECREATION EXPENSES	\$ 12,000	\$ 12,000
\$ 3,221	\$ 4,794	\$ 15,000	\$ 14,000	005-163-629553	PARKS PAVILION	\$ 29,000	\$ 29,000
\$ -	\$ 56	\$ 20,000	\$ -	005-163-629600	MISC -OTHER GRANT PROJECTS	\$ 20,000	\$ 20,000
\$ 1,347	\$ 461	\$ 56,000	\$ 2,000	005-163-629601	ARTS COMMISSION EXPENSES	\$ 54,000	\$ 54,000
\$ 165	\$ 477	\$ 8,000	\$ 300	005-163-629602	SWIM POOL DONATIONS	\$ 9,000	\$ 9,000
\$ 110,672	\$ 80,901	\$ 571,315	\$ 145,042	TOTAL MATERIALS & SERVICES		\$ 621,988	\$ 621,988
EQUIPMENT AND IMPROVEMENTS							
\$ 48,381	\$ 62	\$ 400,000	\$ 250,000	005-163-640003	PARK IMPROVEMENTS	\$ 225,000	\$ 225,000
\$ -	\$ 572,095	\$ -	\$ -	005-163-640005	FIRE FEMA GRANT	\$ -	\$ -
\$ -	\$ 1,507	\$ -	\$ -	005-163-640007	GREENWAY PROJECT	\$ 27	\$ 27
\$ -	\$ -	\$ 1,500,000	\$ -	005-163-640009	ECONOMIC DEVELOPMENT IMPVMTS.	\$ 1,300,000	\$ 1,300,000
\$ -	\$ -	\$ 7,500	\$ -	005-163-640010	CHARTER CAPITAL GRANT	\$ 7,500	\$ 7,500
\$ 48,381	\$ 573,664	\$ 1,907,500	\$ 250,000	TOTAL CAPITAL OUTLAY		\$ 1,532,527	\$ 1,532,527
\$ -	\$ 2,750	\$ -	\$ -	005-163-729904	TRANSFER TO GEN FUND - RIDGE TREE	\$ 3,600	\$ 3,600
\$ -	\$ -	\$ -	\$ -	005-163-729905	TRANSFER TO GEN FUND - FIRE FEMA	\$ 300,741	\$ 300,741
\$ -	\$ 2,750	\$ -	\$ -	TOTAL TRANSFERS		\$ 304,341	\$ 304,341
\$ -	\$ -	\$ -	\$ -	005-163-750000	RESERVED FOR FUTURE EXPENDITUE	\$ -	\$ -
\$ -	\$ -	\$ 147,177	\$ 275,995	005-163-765100	UNAPPRO ENDING BAL	\$ 46,168	\$ 46,168
\$ 159,053	\$ 657,316	\$ 2,625,992	\$ 671,037	TOTAL GRANTS & DONATIONS		\$ 2,505,024	\$ 2,505,024

GENERAL RESERVE

General Reserve Fund

Proposed Budget - FY 2022-23

Mission:

This fund is authorized and established by resolution number 4781 Series 2019 for the following specified purpose: Acquisition, construction, reconstruction, and the furnishing of municipal buildings; and for the purchase and repairs of equipment and fixtures in municipal buildings.

NEXT REVIEW 2023-24

Staffing:

Accounting management is performed by the Finance Director.

Major Objectives:

Expenditures from the General Reserve Fund are for capital expenditures that will be determined each year through the budget process and the needs that arise.

General Reserve Fund

Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Capital - General CIP - \$300,000 for potential capital improvements may be required.

All General Fund transfer amounts are shown in the City Manager budget. For the Fiscal Year 2022-23 transfers total \$328,128 which includes \$8,000 for future projects in Building Maintenance, \$3,000 for Police Department future fleet replacement in parking, \$50,000 for Fire Department future purchase of ambulance, \$10,000 in Aquatics for pool boiler, \$20,000 for future fleet replacement in Recreation and \$5,000 for Library future purchase of HVAC units. As part of the fund balance policy, \$232,128 of unanticipated increase in General Fund cash will be distributed to reserves for capital expenditures.

	ACTUAL EXPENDITURES		CURRENT BUDGETED	DEPT REQUESTED	MANAGER PROPOSED
	FY2019-20	FY2020-21	FY2021-22	FY2022-23	
Capital Outlay for Parks	\$ 28,524	\$ -	\$ -	\$ -	\$ -
Capital Outlay for Aquatics	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay for Police	\$ 135,580	\$ 30,400	\$ -	\$ -	\$ -
Capital Outlay for Fire Dept.	\$ 19,187	\$ 4,797	\$ -	\$ -	\$ -
Capital Outlay for Library	\$ -	\$ 201,000	\$ -	\$ -	\$ -
Capital Outlay for Building Maint.	\$ -	\$ -	\$ 60,000	\$ -	\$ -
Capital Outlay for 9-1-1	\$ 44,118	\$ -	\$ -	\$ -	\$ -
Capital Outlay for General CIP	\$ -	\$ 8,594	\$ 300,000	\$ 300,000	\$ 300,000
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ 1,062,937
Unapp. Ending Balance	\$ -	\$ -	\$ 759,661	\$ 1,062,937	\$ -
TOTAL	\$ 227,409	\$ 244,791	\$ 1,119,661	\$ 1,362,937	\$ 1,362,937

GENERAL RESERVE FUND

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
RESOURCES							
\$ 905,788	\$ 1,010,838	\$ 989,361	\$ 992,514	016-000-100100	BEGINNING CASH	\$ 1,019,809	\$ 1,019,809
\$ 19,322	\$ 7,528	\$ 7,500	\$ 5,200	016-000-440100	INTEREST INCOME	\$ 5,000	\$ 5,000
\$ 204,408	\$ 153,314	\$ 113,800	\$ 113,800	016-000-440150	TRANSFER FROM GENERAL FUND	\$ 328,128	\$ 328,128
\$ 11,025	\$ 65,625	\$ 9,000	\$ 9,000	016-000-440180	PARK IMPR RESERVE-Land Purchase SDC	\$ 10,000	\$ 10,000
\$ 54,000	\$ -	\$ -	\$ -	016-000-484000	MISCELLANEOUS	\$ -	\$ -
\$ 1,194,543	\$ 1,237,305	\$ 1,119,661	\$ 1,120,514	TOTAL RESOURCES		\$ 1,362,937	\$ 1,362,937
REQUIREMENTS							
\$ -	\$ -	\$ -	\$ -	016-273-640003	PARK IMPROVEMENTS	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	016-273-640005	POOL IMPROVEMENTS	\$ -	\$ -
\$ 19,187	\$ 4,797	\$ -	\$ -	016-273-641001	CAPITAL EQUIP/-FIRE/EMS	\$ -	\$ -
\$ 28,524	\$ -	\$ -	\$ -	016-273-641002	CAPITAL EQUIP/-PARKS	\$ -	\$ -
\$ 91,462	\$ 30,400	\$ -	\$ 705	016-273-641004	CAPITAL EQUIP/-POLICE	\$ -	\$ -
\$ -	\$ -	\$ 60,000	\$ 60,000	016-273-641005	CAPITAL - BLDG MAINTENANCE	\$ -	\$ -
\$ 44,118	\$ -	\$ -	\$ -	016-273-641006	9-1-1 EQUIP	\$ -	\$ -
\$ 415	\$ 201,000	\$ -	\$ -	016-273-641007	CAPITAL - LIBRARY MAINTENANCE	\$ -	\$ -
\$ -	\$ 8,594	\$ 300,000	\$ 40,000	016-273-646100	GENERAL CIP	\$ 300,000	\$ 300,000
\$ 183,706	\$ 244,791	\$ 360,000	\$ 100,705	TOTAL CAPITAL OUTLAY		\$ 300,000	\$ 300,000
\$ -	\$ -	\$ -	\$ -	016-276-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ 1,062,937
\$ -	\$ -	\$ 759,661	\$ 1,019,809	016-273-765100	UNAPPRO. ENDING FUND BALANCE	\$ 1,062,937	\$ -
\$ 183,706	\$ 244,791	\$ 1,119,661	\$ 1,120,514	TOTAL GENERAL RESERVE FUND		\$ 1,362,937	\$ 1,362,937

DEBT

Debt Fund

Proposed Budget - FY 2022-23

Mission and Overview:

The Debt Fund represents the City's long term obligations to repay borrowed money for improvements to our buildings, water and sewer systems, streets or large equipment.

These obligations have been paid in full. This will be the last year that this fund and the history will remain a part of the budget presentation.

Staffing:

Accounting and year end audit reporting is provided by the Finance Director.

Major Objectives:

Debt Fund

Proposed Budget - FY 2022-23

Explanation of major increases or decreases in proposed budget:

Principal and Interest - This loan was paid in full in FY 2019-20.

	ACTUAL EXPENDITURES FY2019-20 FY2020-21		CURRENT BUDGETED FY2021-22	DEPT MANAGER REQUESTED PROPOSED FY2022-23	
Principal Payments	\$ 1,150,356	\$ -	\$ -	\$ -	\$ -
Interest Payments	\$ 4,708	\$ -	\$ -	\$ -	\$ -
Reserved for future expenditure	\$ -	\$ -	\$ -	\$ -	\$ -
Unapp. Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	<u>\$1,155,064</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

DEBT FUND

2020 Actual	2021 Actual	2022		Account	Description	2023 Requested	2023 Proposed
		Budget	Estimated				
CWSRF LOAN							
\$ 506,771	\$ -	\$ -	\$ -	190-000-100100	BEGINNING CASH	\$ -	\$ -
\$ 2,272	\$ -	\$ -	\$ -	190-000-440100	INTEREST INCOME	\$ -	\$ -
\$ 646,021	\$ -	\$ -	\$ -	190-000-490670	TRANSFER IN - from Sewer Fund	\$ -	\$ -
\$ 1,155,064	\$ -	\$ -	\$ -	CWSRF RESOURCES		\$ -	\$ -
REQUIREMENTS							
CWSRF LOAN payoff 12/1/22 interest 3.83%							
\$ 1,150,356	\$ -	\$ -	\$ -	190-506-703001	PRINCIPAL PAYMENTS	\$ -	\$ -
\$ 4,708	\$ -	\$ -	\$ -	190-506-703002	INTEREST & FEES	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	190-506-750000	RESERVED FOR FUTURE EXPENDITURE	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	190-506-703009	UNAPPRO. ENDING FUND BALANCE	\$ -	\$ -
\$ 1,155,064	\$ -	\$ -	\$ -	REQUIREMENTS CWSRF LOAN		\$ -	\$ -
\$ 1,155,064	\$ -	\$ -	\$ -	TOTAL DEBT FUND REQUIREMENTS		\$ -	\$ -