

# BUDGET FOR FISCAL YEAR 2020-2021 

Adopted by<br>John Day City Council<br>June 9, 2020

Submitted by:
Nicholas Green, City Manager / Budget Officer
Anna Bass, /Contract City Recorder

## BUDGET MESSAGE

To: John Day Budget Committee
From: Nicholas Green, City Manager
Date: 05/21/2020
Re: FY21 Budget Message
This is a year of unprecedented changes for our community.
Over the past four years we have launched a series of integrated initiatives aimed at improving and revitalizing our community. These initiatives have been adopted after holding many public hearings and working groups with our advisory committees, commissions and residents. They include efforts to: repurpose the old Oregon Pine Mill site as the John Day Innovation Gateway; create new riverfront parks and trails; plan for our pool replacement; create new home incentives; spur private investments in a new hotel, event center and retail establishments, and; fund new community broadband, wastewater treatment and other public works projects (Tab 2).

Since our last budget committee meeting, we have also expanded our land acquisitions to increase downtown parking and to create a new 14-acre industrial park at the Innovation Gateway, along with new right-of-way acquisitions and other street improvement projects to facilitate housing expansion at the Ironwood Estates subdivision. These investments are part of our Strategy for Growth and Community Investment Strategy to rebuild our economy and ensure we have a 20 year supply of buildable residential, commercial and industrial lands (Tab 3).

We have proven to be highly adept at financing our investment strategy. To date, we have been awarded 25 grants valued at $\$ 12.6$ million. We have raised $\$ 3.5$ million to invest in projects at the Innovation Gateway. An additional $\$ 7$ million in private funding and more than $\$ 20$ million in public expenditures are planned over the next four years. These capital improvement projects directly or indirectly support our residents, businesses and our tourism-related facilities (Tab 4).

We have continued our pattern of community-wide investing by partnering successfully with other public agencies, non-profits and private companies. These include: the John Day/Canyon City Parks and Recreation District to build the new playground and splashpad at $7^{\text {th }}$ Street Sports Complex and plan for the new aquatics center; Grant County Digital and Oregon Telephone Corporation to raise funding for broadband, and; the Grant County Court to increase entrepreneurial activity and tourism through Oregon RAIN and the Fairground Master Plan.

While we will continue to fund and invest in these projects, we must also be cautious about overextending our budgets as we move into FY21. As a result of COVID-19 and the devastating economic impacts that came from the economic shutdown, the State is forecasting a $\$ 3$ billion
budget deficit. These deficits could impact several aspects of our budget, including our General Fund due to reduced state shared revenue and our Street Fund due to reduced fuel tax receipts.

Unlike the federal government, local governments cannot run budget deficits under Oregon State law. Our expenditures must be equal to or less than our revenues. If revenues decline, we can transfer funds for a period of only 12 months in order to offset operating budget shortfalls. This is an interim solution but one we can only use if revenues are expected to increase again within a 12month period, which they are not. As a result, we need to plan to decrease operating expenditures going into FY21 even as we plan to increase capital expenditures for our public works projects.

This distinction between operating and capital expenditures is important. Most of our General Fund operating revenue comes from local property taxes, franchise fees and state shared revenue. These revenue sources fund general operations for the year they are received with very little left over at the end of the year. Our capital expenditures, on the other hand, are long-term, strategic investments that are funded through enterprise revenues (water and sewer receipts) or through grants and loans. These funds are restricted for their specific, intended uses. They cannot be directed toward general operating expenses.

Our revenues from utility customers and grants will increase in FY21 while our cost of capital (interest rates and fees) will likely decrease due to state and federal stimulus. We are wellpositioned to take advantage of these optimal conditions for financing our capital improvement projects. Therefore, my budget proposal for FY21 has a net increase for capital outlay, while keeping operating costs at FY19 levels. City staff will not receive a cost of living increase for FY21. I am also reducing staff levels and hours in departments that are expected to see revenue declines to ensure we are lean enough going into FY21 that we do not experience operating budget deficits.

Because we are aiming at a moving target, we will be prepared to make further reductions, including the hours of operation at City Hall and staff furloughs, if they become necessary. The long-term economic impacts of COVID-19 are difficult to anticipate. We will work closely with the city council to ensure our financial house is in order by monitoring revenues and expenditures on a monthly basis and making quarterly evaluations on additional cost reductions based on funding received. We are also hoping for a federal or state stimulus package similar to the CARES act that will allow all our cities to sustain the level of service our residents have come to expect. In other words, we will plan for the worst, and hope for the best. Thank you for contributing your time to this process. Our community is stronger when we work together to achieve results that endure.

## BUDGET BACKGROUND

Oregon Local Budget Law (Oregon Revised Statutes Chapter 294) requires each local governmental unit to prepare and adopt an annual budget. A budget is a financial plan containing estimates of revenues and expenditures by fund for a single fiscal year. The enclosed budget document presents this information for the City of John Day for the fiscal year beginning July 1, 2020 and ending June 30, 2021 (Tab 5).

The budget document consists of a list of resources and expenditures for each fund within the City. The first two columns contain actual audited data for FY18 and FY19. The third column reflects the adopted budget figures for FY20. The last two columns pertain to the upcoming FY21 budget. The column titled "proposed" contains the budget that I am submitting to the John Day Budget Committee for review. These data are based in part on prior year budgets and in part on the City's investment strategy.

The "Approved by Budget Committee" column will be added and filled in following the approval of the proposed budget by the Budget Committee, including any changes you may make. I have also included "comments" in this column for you to understand why the line item was increased or decreased. The final column will be added and filled in upon approval of the data by the John Day City Council. The final budget data is then reported to the Grant County Assessor's Office.

## ROLE OF THE BUDGET COMMITTEE

A budget committee, comprised of the city council members and a like number of citizens of the city, reviews and approves the proposed budget and the tax rate or levy. The city council appoints the citizen members of the budget committee for three-year terms. The city council may make certain adjustments to the approved budget before adoption in June. Table 1 shows the FY20-21 appointed budget committee members.

Table 1. FY20 Budget Committee Members

| Committee Member | Appointed | Re-appointed | Term Expires |
| :--- | :--- | :--- | :--- |
| Ron Hasher | 2004 | 2019 | 2021 |
| Mike Miller | 2011 | 2019 | 2021 |
| Tom Olson | 2017 | 2019 | 2021 |
| Robert Raschio | 2017 | 2019 | Resigned |
| Darin Toy | 2017 |  | 2019 |
| Vincent Maurer | 2018 |  | 2020 |
| Katrina Randleas | 2018 |  | 2020 |
| Beth Spell | 2018 |  | 2020 |

Included in your budget packets is the Budgeting Basics article (Tab 6) that appeared in the February 2016 edition of Local Focus, a publication of the League of Oregon Cities. This article explains the role and purpose of the budget committee.

Each January, city staff begins the process of projecting revenues for the coming year and balancing those projections with anticipated department expenditures, taking into account factors such as historic trends; current economic indicators; demands for service; impacts of decisions made at the regional, state and federal levels; staffing needs; contractual obligations and increased cost of materials and supplies. We also take into consideration comments received from the city's auditors regarding the FY19 audit report, available on the Oregon Secretary of State website.

## BUDGET DETAIL

## Basis for Determining Property Taxes

The proposed property tax revenue is based on estimated FY20 assessed valuation of $\$ 108,480,758$ times our permanent tax rate of .0029915 of assessed value, giving us a total of $\$ 316,326.50$. When we subtract loss due to Measure 5 compression (-\$200); Gain/loss from Ext (\$0.63); the Grant County Assessor estimates total taxes to be received for the City of John Day at $\$ 318,571.36$. We estimated uncollectable at $11 \%$, leaving a total budgeted property tax of $\$ 283,530$.

When approving the budget, the budget committee must also approve a property tax rate or the tax amounts that will be submitted to the county assessor. The budget committee should make a motion to approve the property tax rate of $\$ 2.9915 / \$ 1,000$ assessed value to document the action in the committee meeting minutes.

## General Obligation Bonds $\mathcal{E}$ Other Debt Obligations

The City has four outstanding debt obligations and one new obligation for FY21.
Fire station bonds. At the May 20, 2014 primary election, the voters of the City of John Day approved to issue up to $\$ 655,000$ of general obligation bonds and the voters of the John Day Rural Fire Protection District approved to issue up to $\$ 550,000$ to finance a new fire station. Both the John Day City Council and the John Day Rural Fire Protection District accepted the proposal from Washington Federal and sold the bonds at $3.07 \%$ interest rate for 15 years. Bond payments began in December 2015 and will continue through 2030.

WA Fed consolidation loan. The Washington Federal loan consolidation resulted in $\$ 2,182,952$ in consolidated debt at $3.34 \%$ interest. This loan will be paid in full by December 1, 2022.

Gateway project. Business Oregon originated a loan for the purchase of Oregon Pine for the new wastewater treatment plant. It was approved by a resolution of the city council (Resolution No. 17-776-12). The loan originated on August 28, 2017 for $\$ 519,000$ at $3.78 \%$ interest. Annual principal and interest payments are $\$ 29,217.29$, with 26 payments remaining.

Greenhouse loan. The City originated a $\$ 350,000$ loan to construct the greenhouse, also through Business Oregon. Annual payments are $\$ 21,074.90$, with 22 payments remaining.

Brownfield Redevelopment Loan. The city council approved a new loan commitment this year for \$595,000 through Business Oregon's Brownfield Redevelopment Fund. This loan, of which $\$ 60,000$ is forgivable, will allow the city to purchase 16 acres of underutilized land from Iron Triangle and Russ \& Tara Young to build the new Government Entry Road and Innovation Gateway Industrial Park (Figure 1, see also Tab 7).

Figure 1. Oregon Pine \& City property (Pink); future industrial land (green); Ironwood Estates Phase 2/3 (yellow)


## General Fund - Fund 01

Administration (Fund 01; Dept. 010). Projected revenues in the Administration General Fund are estimated as conservative as possible while still being able to balance the fund. Cigarette, liquor and state revenue estimates were based on the League of Oregon Cities State Revenue projections. Revenue from cigarette taxes is paid to cities monthly within 35 days after the end of the month for which a distribution is made. The distribution is on a per capita (per person) basis. The city may use their share for general government service without program restrictions. Revenue from liquor taxes is distributed to cities from the OLCC by two methods: 1) 20 percent of the state's liquor receipts are given as revenues to cities on a per capita basis and distributed monthly; and 2) 14 percent of the state's liquor receipts are given to cities on a formula entitled "state revenue sharing." This formula is based on the city's consolidated property tax rate, per capita income and population.


CITY OF
JOHN DAY

Changes to the Administration Department as follows:

- Increased audit expenses to cover single audit (required for federal funding)
- $10 \%$ increase in electricity
- $15 \%$ increase in insurance
- $\$ 25,000$ reduction in legal expenditures due to fewer General Fund-financed projects
- $\$ 52,905$ transfer to Community Development Fund to offset operating expenditures

Police (Fund 01; Dept. 030). City intends to keep a four-man police department plus volunteer reserves.

Changes to the Police Department as follows:

- $10 \%$ increase in electricity
- $1 \%$ increase in insurance
- Revenue of $\$ 45,000$ from SRO position
- Transfer of $\$ 9,941$ from Fund 32 to zero out the fund

Fire (Fund 01; Dept. 050). City will maintain a full-time employee as Fire Chief / part-time public works employee for FY20.

Changes to the Fire Department as follows:

- $10 \%$ increase in electricity
- $10 \%$ increase in insurance
- \$5,000 for building improvements in case needed
- Revenue of $\$ 10,835$ from 9-1-1 tenant at fire station (\$750 per month $+\$ 130 /$ mo elec.)

Main Street Revitalization (Fund 01; Department 090). City applied for $\$ 292,000$ in Main Street Revitalization grants for 1188 Brewing and Len's Drug. City will continue to invest in downtown and Main Street as funding allows.

Changes to Main Street Revitalization as follows:

- No expenditures planned for Main Street
- Len's drug Main Street Revitalization grant revenues of $\$ 200,000 /$ equivalent expenditures are pass-through costs that may need to be budgeted for in this department; we are checking with the auditors on this


## Water - Fund 02

We are continuing to budget in the Water Fund for future replacement of our water meters. We are also budgeting a savings line item for the five-year payoff of the Washington Federal loan. The Water Fund incurred debt as a result of the interfund loan to the General Fund and we therefore show revenue as loan repayment proceeds from the General Fund in this year's budget. The Water Fund is also financing the purchase of the Iron Triangle property this fiscal year.

Changes to the Water Fund as follows:

- \$4,200 chlorinator injector maintenance
- $10 \%$ increase in electricity
- $10 \%$ increase in insurance
- $\$ 7,000$ for lab tests ( $\$ 3,000$ increase over FY20)
- \$14,000 for new operations and maintenance manual (required update)
- \$3,000 radio software update
- $\$ 1,000$ new radio install
- \$100,000 land purchase/legal/closing and environmental cost (\$60,000 is forgiveable)
- \$23,000 estimate for Iron Triangle (433 Patterson) property purchase debt service (new)
- \$13,000 estimate for Iron Triangle (433 Patterson) property loan interest (new)
- \$540,000 in unappropriated for WaFd loan payoff (loan costs shown as DEBT REFINANCE line item)
- Revenue of \$590,000 in Water Sales (conservative estimate)


## Sewer - Fund 03

The 2019 waste water facilities master plan update has been adopted by resolution and we will begin engineering for the new facility this year.

Changes to the Sewer fund as follows:

- $10 \%$ increase in electricity
- $10 \%$ increase in insurance
- $15 \%$ increase in insurance
- \$1,800 lab tests
- \$1,000 decrease for lift station cleaner
- Greenhouse loan moved to Community Development Fund (Fund 10)
- $\$ 68,488$ in unappropriated (savings account for WaFed final payment)
- Revenue of $\$ 670,000$ in Sewer Fees (based on new rate of $\$ 60 /$ mo effective Jan 1, 2021)
- Revenue of \$34,000 (transfer from Agribusiness to Sewer for asset recovery)


## Agribusiness Department (Fund 03; Department 111).

- Moved to Community Development Fund at request of Business Oregon loan officer (needed dedicated fund, not tied to enterprise fund for Sewer account)


## Project Construction (Fund 03; Department 075).

- New department to track project revenues and expenditures for Wastewater Treatment Plant replacement (estimating $\$ 11.2$ million in capital outlay, but this may increase or decrease depending on bids received for final design and construction)


## Joint Sewer Facility - Fund 04

The Joint Sewer Facility Fund administers the operation of the current treatment plant. The cost to operate the plant for FY20 is budgeted at $\$ 290,077$. These operating costs have remained stable over the years. Fund 04 does not include capital improvements as future expenditures will be made toward the new treatment plant from the Sewer Fund (Fund 03).

Additional changes to the Joint Sewer Facility Fund as follows:

- $10 \%$ increase for electricity
- $10 \%$ increase for heating fuel
- $10 \%$ increase for insurance
- $10 \%$ increase for chemicals
- Revenue of $\$ 75,168$ from Canyon City (last year of agreement)
- Transfer of \$184,220 from John Day (treatment portion of sewer fees)

Streets - Fund 06

City street funds are used to maintain transportation infrastructure and build new street and transit system improvements. New projects for this year include the Integrated Park System, $4^{\text {th }}$ Street Repairs, Canton paving and Main Street parking improvements. Charolais Heights will be budgeted for based on results of 2020 BUILD grant but is not included in this year's budget due to $4^{\text {th }}$ Street repairs and concerns about declining fuel tax receipts.

Grant County remits a portion of the timber receipts received under Public Law 75-210, 7 U.S.C. 1010-1012, Bankhead-Jones Farm Tenant Act. These are federal funds restricted for the benefit of public schools and public roads of the county or counties in which National Grassland or Land Utilization Projects are situated. We have budgeted $\$ 157,346$ from County in the proposed budget, which is funding received last year that was held in unappropriated.

With these changes, the Street Fund is projected to have a net working capital balance of \$204,972 for FY20. The fund has $\$ 100,000$ for operating contingency and $\$ 42,631$ for street maintenance and repairs for unanticipated expenses. An additional $\$ 100,000$ from ODOT special cities allotment grant (awarded in 2019) is available for Charolais Heights but is currently unbudgeted and will carry forward to FY22 for project completion.

Additional changes to the Street Fund as follows:

- $10 \%$ increase for electricity
- $10 \%$ increase for insurance
- $\$ 2,000$ for weed control at city parks/trails
- \$5,000 for downtown parking signage
- $\$ 467,000$ for $4^{\text {th }}$ Street Repairs
- \$35,000 for Canton Street paving
- Revenue of $\$ 134,000$ from fuel tax receipts
- Revenue of $\$ 157,346$ from forest receipts
- Revenue of $\$ 252,16$ from OPRD large government grant (awarded in 2019)
- Revenue of $\$ 427,500$ from FEMA for $4^{\text {th }}$ Street Repairs
- Revenue (unbudgeted) from future BUILD grants will accrue to the Street Fund and will be appropriated by resolution of the city council if awarded.


## IT Fund - Fund 07

The IT Fund was created to manage the finances of the Grant County Digital Network Coalition. We have budgeted to spend $\$ 1.3 \mathrm{M}$ in this fund for capital outlay in FY21 based on anticipated grant revenues and expenditures. These funds will be for the USDA ReConnect grant to build fiber to Monument, Long Creek and Seneca, connecting all county residents and farms/ranches along these routes, plus a full fiber buildout to every premise in John Day (if EDA grant is awarded).

## Debt Service Fund - Fund 09

Fund 09 was new in FY20 and is required for accounting procedures to identify principal and interest payments on the fire hall capital improvement bond. Expenditures of $\$ 57,000$ for FY2 are offset by $\$ 57,000$ in collectible general obligation bond tax receipts.

## Community Development - Fund 10

This fund has been structured to operate as the collateral fund for the John Day Urban Renewal Agency's housing incentives and other community development investments. We budgeted to
extend a line of credit to the URA in FY20 to allow them to make SDC and housing incentive rebate payments until the URA has enough tax increment financing revenues to be self-sustaining. The URA expects to finance future incentives on a line of credit we are requesting through Old West Federal Credit Union. Details of the administration of that program will be provided in the John Day URA budget meeting. This fund will also manage greenhouse revenues and expenditures moving forward for the Agribusiness department.

Several community partners, including the Grant County Community Health Improvement Coalition, Hope 4 Paws, and CASA have made funding requests to the city (Tab 8). This fund may be able to accommodate those requests later in the fiscal year. However, they are not budgeted at this time due to concerns about declining state shared revenue. Staff hours that were allocated to this fund from the City Planner position have been reduced and that position has been converted to Part-time ( 20 hrs per week).

Changes to the CD Fund as follows:

- $\$ 20,000$ revenue from URA as debt proceeds from loan repayment
- $\$ 52,905$ transfer from General Fund for operating expenditures
- \$80,000 revenue from Community Development Fee
- $\$ 113,072$ for contingency expenses


## Agribusiness Department (Fund 10; Department 111).

- Moved from Sewer Fund at request of Business Oregon loan officer (needed dedicated fund, not tied to enterprise fund for Sewer account)
- Includes $\$ 34,000$ transfer to Sewer for capital investment
- $\$ 22,000$ for debt service on Business Oregon loan
- $\$ 26,400$ in unappropriated (one-year debt service as required by Business Oregon loan)
- $\$ 101,300$ estimated revenue from produce sales (\$388/week day)

The Agribusiness Department is expected to generate $\$ 200-300$ per weekday in direct to consumer sales through the new e-commerce platform. Business-to-Business sales to restaurants and Chesters should make up the balance of the estimated revenue.

## Motor Pool - Fund 26

This fund covers motor vehicles expenditures and shared equipment/shop expenditures for all city departments.

Changes to the Motor Pool Fund as follows:

- $10 \%$ increase in insurance, heating and electrical
- $\$ 12,300$ for annual payment on 5-year lease for police vehicle
- \$30,000 transfer from General Fund for operating expenses
- $\$ 61,846$ all other capital outlay (no specific needs identified)
- Revenue of $\$ 115,000$ via interfund transfers from four departments


## Water Replacement Reserve - Fund 27

Discontinued at the end of FY17. Funds transferred to Water Fund.

## Sewer Collection Replacement - Fund 28

Discontinued at the end of FY17. Funds transferred to Sewer Fund.

9-1-1 Dispatch - Fund 32
Fund balance of $\$ 9,941$ will transfer to Police Department. Fund will then be discontinued.

## Unpaid Compensation - Fund 33

This fund is used to pay leave for employees that exceed their normal paid leave for the payroll year. The fund is projected to have $\$ 131,426$ in net working capital for FY21.

Safe Communities Coalition - Fund 100

The City of John Day no longer serves as the fiscal agent for the Grant County Safe Communities Coalition. This fund will remain in our budget for one more year to report historical data only.

## ACCOUNTING CLARIFICATIONS - MISCELLANEOUS

- Some funds reflect Contingency balances (reserves) whenever possible, to offset any potential funding shortfall brought on by economic recession during the fiscal year or during upcoming fiscal years.
- Most expenditure line items have buffer amounts added to them as the budget has allowed. These additional amounts are intended to cover any unanticipated expenses and are to act as ceilings for expenditures.


## ACCOUNTING POLICIES

There are no major changes to the accounting policies of the City of John Day. City is contracting with Gaslin Accounting CPAs, PC (Baker City, OR) beginning with the FY19 audit.

In order to ensure adherence of limitations and restrictions placed on the use of the money available to the City, the accounts are maintained in accordance with the principles of "fund accounting". This is the procedure by which revenues and expenditures for various purposes are classified, for accounting and reporting purposes, in account groups that are in accordance with activities or objectives specified under an adopted budget. The operation of these funds is accounted for by providing a set of self-balancing accounts. The basis of accounts utilized by the City is the modified accrual basis of account. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (when they are measureable and available). "Measureable" means the amount of the transaction can be determined and "available" means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period. The City considers property taxes as available if they are collected within 60 days after year-end.

A one-year availability period is used for revenue recognition for all other governmental fund revenues. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on general long-term debt, which is recognized when obligations are expected to be liquidated with expendable available financial resources. Property taxes, interest and special assessments are susceptible to accrual. Other receipts and taxes become measurable and available when the cash is received by the City and are recognized as revenue at that time. Entitlements and shared revenues are recorded at the time of receipt or earlier if the "susceptible to accrual" criteria are met. Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other grant requirements have been met. Capital asset acquisitions under capital leases are reported as other financing sources.

## SUMMARY

We are budgeting $\$ 18,287,761$ for the city's operating budget, which is up from the current year budget of $\$ 5,221,056$. The projected increase is the result of the $\$ 11-12$ million treatment plant construction project and the broadband project, plus the street improvement projects, all of which are funded through revenue increases and/or grant and loan proceeds dedicated for these capital improvement projects.


This budget is a continuation of our Strategy for Growth and the city council's strong desire to revitalize our economy while preserving our high quality of life. The budget is another step on a path that will allow us to fundamentally restructure our economy and place the city's finances and services on a stable financial base.

I would like to thank our department heads for working together as a team to produce the budget and the Budget Committee members for their consideration of this proposed budget and their continued dedication to the City and residents of John Day.

Respectfully submitted,

Nicholas Green
City Manager/Budget Officer

## BUDGET CALENDAR

## CITY OF JOHN DAY FY 2020-2021 BUDGET PROCESS SCHEDULE

## ACTION ITEMS

TARGET DATES

PRELIMINARY BUDGET WORKSHEETS TO STAFF 1/22/2020
CITY COUNCIL APPOINTS BUDGET OFFICER 2/13/2020
PROPOSED WORKSHEETS BACK TO CITY RECORDER 2/29/2020
TO CITY MANAGER (BUDGET OFFICER)
PROPOSED BUDGET DISCUSSIONS WITH STAFF
FINAL BUDGET PROPOSALS STAFF MEETING 3/31/2020
6 FIRST PUBLICATION OF NOTICE OF BUDGET COMMITTEE MEETING (5-30 DAYS PRIOR TO MTG)
A TO BLUE MOUNTAIN EAGLE
4/11/2020
B PUBLICATION DATE 4/16/2020

7 SECOND PUBLICATION OF NOTICE OF BUDGET COMMITTEE MEETING
A TO BLUE MOUNTAIN EAGLE 4/18/2020
B PUBLICATION DATE 4/23/2020
8
9 FIRST BUDGET COMMITTEE MEETING 4/30/2020
4/25/2020

A RECEIVE CITY MANAGERS BUDGET MESSAGE AND PROPOSED BUDGET
B HOLD HEARING ON PROPOSALS FOR BUDGET AND STATE REVENUE SHARING
C WORK ON BUDGET - EITHER APPROVE OR SET DATE FOR FURTHER WORK
12

15
16 ADOPTION OF RESOLUTIONS
(1) ADOPT BUDGET, (2), APPROPRIATE BUDGET, (3) LEVY TAXES AND

6/25/2020
(4) CLASSIFY AND CATEGORIZE TAXES)
a. IF PROPOSED LEVY PASSED IN MAY ELECTION - ALL RESOLUTIONS ADOPTED
b. IF LEVY IS NOT PASSED - RESOLUTIONS TO ADOPT AND APPROPRIATE ARE ADOPTED, ASSESSOR IS REQUESTED TO GRANT AN EXTENTION FOR FILING CERTIFICATION, CLASSIFICATION AND CATEGORIZATION OF LEVY

## BUDGET COMMITTEE

## JOHN DAY <br> Oregon

## BUDGET COMMITTEE

## Budgeting Process

The City of John Day Charter requires the city manager to prepare and transmit to the council an annual budget. The city manager is assisted in this responsibility by a budget committee made up of local residents. Committee members are appointed by the city council and serve for a three-year term. The budget committee reviews and may revise the proposed budget before it is formally adopted

| Committee Member | Appointed | Re-appointed | Term Expires |
| :--- | :--- | :--- | :--- |
| Darin Toy | 2017 |  | 2019 |
| Tom Olson | April 9, 2019 |  | 2020 |
| Mike Miller | April 9, 2019 | 2017 | December 31, 2021 |
| Ron Hasher | April 9,2019 | 2016 | December 31, 2021 |
| VACANT <br> Vincent Maurer <br> Katrina Randleas <br> Beth Spell | April 24, 2018 | April 24, 2018 |  |

## Budgeting Process

Municipal budgets must be prepared in compliance with Oregon Revised Statue Chapter 294 - County and Municipal Financial Administration. The budgeting process has four parts. The budget is: 1) prepared, 2) approved, 3) adopted, and 4) executed. The process begins in December and concludes in June, with the new budget taking effect on July 1st, the start of the City's new fiscal year.

## Citizen Involvement

Local Budget Law is designed to give the public ample opportunity to participate in the budgeting process. After the budget committee approves the budget, the city council publishes a summary of the budget and holds a public hearing, at which any person may appear for or against any item in the budget. These requirements encourage public participation in budget making. They also give public exposure to budgeted programs and fiscal policies before the City adopts the budget.

## Supporting Documents

## f FY18-19 Adopted Budget ( 256 KB )

FY17-18 Adopted Budget (5 MB)

## fi FY17-18 Budget Calendar (16 KB)

1 Oregon Department of Revenue Local Budgeting Manual (2 MB)

NOTICES

## IN THE CIRCUIT COURT OF THE STATE OF OREGON FOR GRANT <br> COUNTY

\}AFFIDAVIT OF PUBLICATION

## STATE OF OREGON

County of Grant \} ss
1, Alixandra Hand being duly sworn, depose and say that I am the principal clerk of the publisher of the Blue Mountain Eagle, bluemountaineagle.com, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; that the

## A public meeting of the Budget Comm

a printed copy of which is hereto annexed; was published in the entire issue of said newspaper for 1 successive and consecutive issues in the following issues:
05/13/2020

Subscribed and sworn to before me on this 13th day of May, A.D. 2020


Notary Public of Oregon


OFFICIAL STAMP
MAKENNA MARIE ADAIR NOTARY PUBLIC-OREGON COMMISSION NO. 986210 MY COMMISSION EXPIRES APRIL 14, 2023

A public meeting of the Budget Committee of the City of John Day, County of Grant, State of Oregon, to discuss the budget for fiscal year July 1, 2020 to June 30, 2021, will be held, virtually under the authority of the Governor's Executive Order 20-16, which requires local governments, during the COVID-19 emergency period, "to hold public meetings and hearings by telephone, video, or through some other electronic or virtual means, whenever possible." The meeting will take place on Tuesday the 26th of May, 2020 at 7PM and may be joined from a computer, tablet or smartphone at https://global. gotomeeting.com/join/950493293 or by dialing in via phone in the United States at +1 (872)240-3412; Access Code: 950-493-293. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear virtually at the meeting and discuss the proposed programs with the Budget Committee.
A copy of the budget document may be obtained on or after May 22 by calling City Hall at (541) 575-0028, emailing cityofjohnday@grant-county-or.gov, or online at www.cityofjohnday.com.
$\leftarrow \rightarrow$ C $\leftarrow$ cityofjohnday.com/bc-budget/page/budget-committee-meeting-0

## BUDGET COMMITTEE

|  | Agendas/Minutes |
| :--- | :--- |
| $+\quad$ Budget Committee |  |
|  | Urban Renewal Agency |
| $+\quad$ City Council |  |
|  | Planning Commission |

Contact Information

City of John Day
450 East Main St
John Day OR 97845
phone: 541-575-0028
fax: 541-575-3668
Email: cityoffohnday@grantcounty-or.gov
Edit Contact Details View Full Contact Details

Upcoming Events

Budget Committee Meeting
05/26/2020-7:00pm

## View Edit Revisions Clone content

## Budget Committee Meeting

## Calendar Date:

Tuesday, May 26, 2020-7:00pm
Add to your calendar: Outlook (iCa) - Google
Back to calendar

A public meeting of the Budget Committee of the City of John Day, County of Grant, State of Oregon, to discuss the budget for fiscal year July 1, 2020 to June 30,2021 , will be held, virtually under the authority of the Governor's Executive Order 20-16, which requires local governments, during the COVID-19 emergency period, "to hold public meetings and hearings by telephone, video, or through some other electronic or virtual means, whenever possible." The meeting will take place on Tuesday the 26th of May, 2020 at 7PM and may be joined from a computer, tablet or smartphone at https://global.gotomeeting.com/join/950493293 or by dialing in via phone in the United States at +1 (872)240-3412; Access Code: 950-493-293. The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place. Any person may appear virtually at the meeting and discuss the proposed programs with the Budget Committee.

## Directions

John Day Fire Hall
316 S Canyon Blvd
John Day, OR 97845
See map: Google Maps


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## \}AFFIDAVIT OF PUBLICATION

STATE OF OREGON
County of Grant \} ss
1, Alixandra Hand being duly sworn, depose and say that I am the principal clerk of the publisher of the Blue Mountain Eagle, bluemountaineagle.com, a newspaper of general circulation, as defined by ORS 193.010 and 193.020; that the

## Budget Summary

a printed copy of which is hereto annexed; was published in the entire issue of said newspaper for 1 successive and consecutive issues in the following issues:
06/03/2020

Subscribed and sworn to before me on this 4th day of June, A.D. 2020


## CITY OF JOHN DAY

A virtual meeting of the John Day City Council will be held on June 9 at 7:00 p.m. Due to social distancing requirements, interested parties are encouraged to join the meeting by computer, tablet or smartphone at: https://global.gotomeeting.com/join/483010045 You can also dial in using your phone by dialing: +1 (786) 535-3211; Access Code: 483-010-045. The purpose of this meeting is to discuss the budget for fiscal year beginning July 1, 2020 as approved by the Budget Committee. A summary of the budget is presented below. A copy is available on the city website at: https://bit.ly/JD_Budget Written copies may be inspected or obtained by appointment only at John Day City Hall by calling (541) 575-0028 between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday. The budget was prepared on a basis of accounting that is consistent with the basis used last year

## CITY OF JOHN DAY PROPOSED 2020-2021 BUDGET SUMMARY FINANCIAL SUMMARY-RESOURCES

| TOTAL OF ALL FUNDS | Actual <br> Amounts <br> $\mathbf{2 0 1 8 - 2 0 1 9}$ | Adopted Budget <br> This Year: <br> $\mathbf{2 0 1 9 - 2 0 2 0}$ | Approved Budget <br> Next Year: <br> $\mathbf{2 0 2 0 - 2 0 2 1}$ |
| :--- | ---: | ---: | ---: |
| 1. Net Working Capital | $5,470,660$ | $3,961,165$ | $3,208,490$ |
| 2. Fees, Licenses, Permits, Fines, <br> Assessments \& Other Service <br> Charges | $1,210,722$ | $1,264,077$ | $1,145,590$ |
| 3. Federal, State \& All Other Grants, <br> Gifts, Allocations \& Donations | 631,964 | $4,510,161$ | $4,023,562$ |
| 4. Revenue from Bonds \& Other <br> Debt | 350,000 | 785,000 | $8,150,000$ |
| 5. Interfund Transfers | 523,451 | 444,375 | 426,459 |
| 6. Other Current Resources | 727,245 | 990,005 | $1,040,165$ |
| 7. Estimated Resources Other than <br> Property Taxes | $8,914,042$ | $11,954,783$ | $17,994,266$ |
| 8. Revenue from Division of Tax | 369,935 | 288,530 | 293,530 |
| TOTAL RESOURCES | $\mathbf{9 , 2 8 3 , 9 7 7}$ | $\mathbf{1 2 , 2 4 3 , 3 1 3}$ | $\mathbf{1 8 , 2 8 7 , 7 9 6}$ |

FINANCIAL SUMMARY-REQUIREMENTS BY OBJECT CLASSIFICATION

| Personnel Services | $1,408,754$ | $1,729,734$ | $1,772,215$ |
| :--- | ---: | ---: | ---: |
| Materials \& Services | $1,192,160$ | $1,653,669$ | $1,120,122$ |
| Capital Outlay | $1,658,167$ | $6,953,545$ | $13,443,111$ |
| Debt Service | 367,695 | 393,450 | 419,500 |
| Interfund Transfers | 439,123 | 435,904 | 509,881 |
| Contingencies | 0 | 557,011 | 365,229 |
| Unappropriated Ending Fund <br> Balance and Reserved for Future <br> Expenditure | 0 | 520,000 | 652,738 |
| TOTAL REQUIREMENTS | $\mathbf{5 , 0 6 5 , 9 0 0}$ | $\mathbf{1 2 , 2 4 3 , 3 1 3}$ | $\mathbf{1 8 , 2 8 2 , 7 9 6}$ |

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

| Administration | 729,561 | $1,303,813$ | 784,555 |
| :--- | ---: | ---: | ---: |
| FTE | 3.75 | 5.50 | 6.00 |
| Police | 408,586 | 544,810 | 569,551 |
| FTE | 4.23 | 4.73 | 4.23 |
| Fire | 510,161 | 251,866 | 231,925 |
| FTE | 0.39 | 1.20 | 0.15 |
| Streets \& Public Works | $2,545,057$ | $5,340,704$ | $15,121,018$ |
| FTE | 6.20 | 5,80 | 5.85 |
| Dispatch | 617,293 | 48,339 | 9,941 |
| FTE | 5.67 | 0 | 0 |
| Broadband | 241,825 | $4,644,009$ | 0 |
| FTE | 0 | 0 | $1,430,147$ |
| Non-departmental/Non-program | 13,419 | 109,712 | 0 |
| FTE | 0 | 0 | 135,659 |
| TOTAL. REQUIREMENTS | $\mathbf{5 , 0 6 5 , 9 0 0}$ | $\mathbf{1 2 , 2 4 3 , 3 1 3}$ | $\mathbf{1 8 , 2 8 2 , 7 9 6}$ |
| TOTAL FTE | $\mathbf{2 0 . 2 4}$ | $\mathbf{1 7 . 2 3}$ | $\mathbf{1 6 . 2 3}$ |

## BUDGET COMMITTEE MEETING MINUTES

# CITY OF JOHN DAY <br> budget committee meeting <br> JOHN DAY FIRE HALL <br> 7:00 PM 

May 26, 2020

## BUDGET COMMITTEE MEMBERS PRESENT

Katrina Randleas
Ron Hasher, Committee Chairman
Tom Olson, Committee Secretary
Beth Spell (virtually)

## COUNCILORS PRESENT

Ron Lundbom, Mayor
Steve Schuette, Council President
Paul Smith, Councilor
Gregg Haberly, Councilor
Shannon Adair, Councilor
Elliot Sky, Councilor
Dave Holland, Councilor

## STAFF PRESENT

Nicholas, City Manager
Chantal DesJardin, Secretary
Anna Bass, Solutions CPA's (City Recorder)

## GUESTS PRESENT

Tammy Bremner, GC Chamber
Sherrie Rininger, GC Chamber

BUDGET COMMITTEE MEMBERS ABSENT
Vincent Maurer
Mike Miller

## COUNCILORS ABSENT

Don Gabbard, Fire Chief
Monte Legg, Public Works Director
Scott Moore, Sergeant

Rudy Diaz, Blue Mtn Eagle
Logan Bagett

Agenda Item No. 1 - OPEN AND NOTE ATTENDANCE
Mayor Lundbom opened the meeting at 7:00 PM and handed it off to prior budget chair Ron Hasher.

## Agenda Item No. 2 - ELECTION OF A COMMITTEE CHAIR

Ron Hasher called for nominations of a committee chair.

Councilor Schuette nominated Committee Member Ron Hasher for Committee Chairman. Councilor Adair seconded the nomination and the motion passed unanimously.

## Agenda Item No. 3 -ELECTION OF COMMITTEE SECRETARY

Committee Chairman Hasher opened the floor for nominations for the Committee Secretary.

Committee Chairman Hasher nominated Committee Member Tom Olson for Committee Secretary. Mayor Lundbom seconded the nomination and the motion passed unanimously.

## Agenda Item No. 4 - BUDGET MESSAGE

City Manager Green asked the Chairman if he wanted to review or just ask for questions. Chairman Hasher asked for any questions or comments regarding the budget message or attachments. Committee Secretary Olson asked about the duplicate in insurance under the sewer fund (page 8); Green clarified it was a typo and it should read as just a $10 \%$ increase for insurance across all funds. Council noted the layout was appreciated, it is concise and helps make sense of the numbers. Mayor Lundbom asked if the greenhouse revenue estimate was conservative or generous for the agribusiness fund (page 11); Green responded that it was in line with their targets for the current production scale and spoke to adjusting expenditures throughout the year if they are not meeting the numbers.

Chairman Hasher asked for any other comments. None appearing.

## Agenda Item No. 5 - REVIEW OF BUDGET

Chairman Ron Hasher proceeded to lead the review of the proposed budget.

## General Fund

Administration Department
Page1: Mayor Lundbom asked City Manager Green to explain the single audit for those who don't know; Green noted anytime they receive over $\$ 750,000$ in federal grant revenue, they are subject to a single scope audit. They will meet that threshold for the wastewater treatment plant and likely for the $4^{\text {th }}$ street repairs, but it is just one audit, not each project, for all the federal funds, in addition to the regular annual city audit. Councilor Smith asked if they had done one before; Green remarked not in his time.
Page2: Mayor Lundbom asked when the uncollected property taxes had increased from $10 \%$ to $11 \%$ (42100). Anna Bass noted it has been $11 \%$ for years, but it is a conservative estimate and they see better than that because the current assessor is good at collections. She noted that budgeting with the lower amount leaves a cushion.

## Police Department

Page 3: Mayor Lundbom asked if PERS was going to change due to the impact on the stock market from COVID-19; Anna Bass noted they receive updated rates every two years. Since this will be the second year of the current rate, they likely won't see the effect in the actuaries for another three years.

Fire Department
No comments

## Main Street Revitalization

Page 7: City Manager Green noted the Len's Grant is expected to be paid out this fiscal year so they will be zeroing out this department. Anna Bass clarified because it is just passing through the city, the auditor stated they can show it as revenue in miscellaneous revenue and expense the same line since they specifically audit miscellaneous revenue.

## Water Fund

Administration Department
No comments

Water Department

Page 9: Mayor Lundbom inquired about line 63800, asking if the increase was all for the new o/m manual; Public Works Director Legg noted the increase of $\$ 9,000$ includes cost for additional water lines and valves but is mostly based off the quote for a new manual. The drinking water program requires the update and the low bidder was Joe Hitz with Sisul Engineering. Legg also spoke on the recent increase in chlorine cost from $\$ 1.08$ to $\$ 1.98$ per gallon, market rate, due to a forced change in distributor.
Secretary Olson asked about the volume of chlorine; Legg replied they use about 32-35 cylinders, which hold about 150 gallons, to handle the water system disinfection and treatment plant.
Page 10: Chairman Hasher asked if the Business OR-Patterson was for the Iron Triangle purchase and where the money would come from. City Manager Green noted there is money in the water fund currently and the loan for $\$ 495,000$; he also confirmed the money from the sale of the property, once developed, will go back into the water fund. Hasher inquired about who was developing the property, noting his concerns about money being spent to develop land when historically those purchases have not produced anything. Green confirmed they have applied for a grant to develop through the BUILD program, they will be looking for lease opportunities for the shop as is, and will start discussing how to sell the lots up at the Industrial Park to liquidate those land assets. Councilors spoke to the versatility, noting the property has far less restrictions than those that were imposed on the Industrial Park property. There was discussion about the zoning restrictions and issues with the state enterprise zone; Green noted the city will own the property outright in two years and could pursue trying to lift some of the restrictions and the lack of purchase makes a good argument for change. Mayor Lundbom also spoke to the utility needs in the area and strengthening the EDA application.

## Sewer Fund

Administration Department
No Comments

## Sewer Department

Page 13: Councilor Holland asked about the decrease in line 40110 for net working capital. City Manager Green noted that originally the proposal was to operate greenhouse as an extension of the sewer fund and it worked well. Business Oregon, who is doing the underwriting for the treatment plant, asked them to move it out of the sewer fund and into the community development fund, so they are now doing asset transfers from fund to fund so it is not carried on the books when they go to finance the new treatment plant. It's a lot of moving around but Business Oregon has been the largest lender historically. The asset being moved to the community development fund means it will have to repay the sewer fund for the portion that was used to launch the greenhouse. He noted the sale of the land for the new hotel is also not accounted for in the sewer fund but once that land is sold, all those revenue funds will accrue to the sewer fund unappropriated in the next fiscal year.

## Agribusiness Department

No comments

## Project Construction

Page 15: Mayor Lundbom asked if they were being optimistic on the USDA Rural Development Financing; Green stated that was the requested amount based on the four bids received. As the biggest lender, they have asked for additional analysis prior to doing the awards; the city brough on Flagline Engineering and Kenedy Jenks Consultants to do the additional analysis. The presented numbers are the best capital outlay they could propose but may adjust based on the analysis and where USDA lands.

## Joint Sewer Facility Fund

## Administration Department <br> No comments

## Sewer Department

Page 18: Councilor Sky inquired about the Canyon City fees; City Manager Green explained they are fees for treating their sewer based on a five-year agreement through 2021. He noted that financing for the new facility would inform the new rates, with the goal being the same rate for both communities.

## Treatment Plant Equipment Fund

No comments

## Street Fund

Administration Department
No comments

## Street Department

Page 21: Mayor Lundbom brought attention to 64300, showing the funds designated for street repair/maintenance in the coming year. City Manager Green noted that while there is nearly $\$ 760,000$ in capital outlay, but that was not reflective of the local revenue sources, most is special purpose grants through OPRD, ODOT, and FEMA. There was discussion about the need for funds for street maintenance, it was noted that they could implement a local fuel tax(voter approved) since the only revenue currently is from the County and State. Green highlighted points regarding the cost of construction and prevailing wage as significant hurdles to projects; Public Works Director Legg discussed the costs for maintaining the infrastructure that is within the streets, noting that it is not just the cost of repaving. Green noted they currently have $\$ 100,000$ in contingency but like the state, they don't know what kind of hit there will be to the fuel tax receipts; he suggested that they could reassess later and discuss addition street maintenance. Director Legg confirmed that once it dries out, they are planning to address the various potholes with a new cold mix they have found to work well. Legg gave an update about some ODOT chip sealing that will be taking place in the coming months.
Page 22: Councilor Smith suggested city allotted road funds from the forest receipts (line 44650) could be tapped into for a loan to complete road work, as a create way to solve this problem; he noted it is not a popular idea. Councilor sky asked for clarification about responsibility and cooperation for road maintenance between the various agencies. Chairman Hasher commented that Canyon City had hired the county to do some roadwork, which saved them some money. Councilor Holland noted the County Court is concerned with the long stretches of rural roads they have to maintain and less with the portion that is inside the cities, while not very much, there is some cooperation. Councilor Smith stated that he felt there could be a broader influence with the funds available. Secretary Olson asked if that was a point that had been made to the county. Mayor Lundbom noted that they were more generous before the logging decline but what they gathered from the Court is they don't find that to be the intended purpose of the funds. He stated he was told they were going to let the interest grow on the reserve funds until it could fund the road department, which hasn't happened in the last forty years because of the low interest rate.

## IT Fund

IT Department
Page 23: City Manager Green noted one million of the capital outlay is to match Oregon Telphone's million and the six million ReConnect Grant funds for an eight million dollar project to extend fiber to Long Creek, Monument, Spray, and Seneca. The City is the fiduciary agent for Grant County Digital. The
remaining $\$ 328,000$ is to cover the match on the fiber to every home in John Day, which they are applying for through the EDA; if awarded those funds will be expended in the next fiscal year and complete the fiber networks in John Day. Chairman Hasher asked if the route would be down to Burns; Green noted there will be just enough left over to make one more swing at USDA funding for the route from Seneca to Burns but that will exhaust all of the funds they were given.

## Debt Service Fund

No comments

## Community Development Fund

Administration Department
Page 25: Tammy Bremner asked why the budgeted amount had decreased from what Green stated last week at the study session of $\$ 60,000$ down to $\$ 45,000$ for transient room tax. Green responded that the city tax has not been passed and with the impact on travel, they are trying to be conservative. She confirmed they still aren't sure how that revenue is going to be collected and asked about asked about the Economic Development Fee. Green explained the change that took place in water rates to allocate a portion for capital improvement projects that would improve the community.

## Agribusiness Department

Page 26/27: Secretary Olson asked if the fire chief position was still committing ten percent of time at the greenhouse. City Manager Green noted that included as a portion of the wages and salaries (line 61050); he noted they are still working on the market and distribution, but production is going well. Olson noted it appears it is losing money and how long until it breaks even; Green responded that the goal is to break even within three years but they do have some exit strategies such as convert it to community supported agriculture because the biggest hinderance to profit is the cost of labor. He noted they are also pursuing the option with EDA to add two additional bays, which would increase volume and productivity without increasing fixed costs of labor; they will be watching closely over the next two years and see where they land. He discussed some of the creative ways they have pursued to improve the labor cost portion, such as interns from OSU.

## Motor Pool Fund

## Police

Page 28: Mayor Lundbom asked for an update on the pickup; City Manager Green noted it was ordered, the lease agreement has been signed, and they are upfitting it now.

## Motor Pool

Page 30: Councilor Schuette asked about the $\$ 55,000$ for wages and salary in motor pool. Anna Bass noted it was an estimate based on a percentage across the board, is variable between employees, and has only been $\$ 30,000$ the last several years. Councilor Holland explained during his time with the city, they had changed motor pool to include personnel services to account for the wages when doing in house vehicle maintenance instead of taking it to the shop.

No comments regarding the following funds:

## Water Replacement Reserve Fund

## Sewer Collection Replacement Fund

9-1-1 Fund
Unpaid Comp Fund
Safe Communities Coalition

Councilor Sky asked if city had considered creating a grant fund, or pool of money specifically allocated for non-profits, that was flexible based on revenues year to year. He acknowledged that the requests were not budgeted for due to the concerns resulting from COVID-19 but spoke to the significance of contribution, even a token amount, that local backing has for non-profits when they are pursuing grants and other external funders. City Manager Green reviewed his opinion as stated on page 11 of the budget message. Mayor Lundbom noted this is the first year he has not seen a cost of living increase and suggested opportunities through the CARES Act. Councilor Sky noted that yes his wife is the director of CASA so he is more informed about it but the significance is not just in funding but the public statement that the funding makes. When an organization like a non-profit doesn't get support locally, it is hard to show worth to the organizations that bring in bigger money, as the city has experienced in their attempts to bring in grant dollars. He thinks it would be nice if local agencies could lend support where they can and recognized the value and lending support, where available. He understands why it was left off the proposed budget but wanted to raise awareness and consideration for the future. Mayor Lundbom noted they should make it a point to revisit in the New Year. City Manager Green restated a point made in the working group about marijuana revenue. He explained the ordinance prohibits marijuana sales citywide but if you walk ten feet outside city limits there is a legal marijuana shop. Therefore, the city is forgoing the state shared revenue for marijuana taxes. The ordinance is not changing marijuana behavior, in his opinion. If they repeal the ordinance the three percent tax on those in city limits would take effect but they would also begin participating in the state shared revenue immediately, which when incidentally included, constituted $\$ 4,500$. Chairman Hasher stated that there was no increase in funding for the police for increased criminal activity relating to marijuana. There was discussion about the feeling at the time and council's decision to follow the voting of the constituents and concerns about dispensaries on Main Street. City Manager Green noted they are still subject to the current development code and he isn't sold that there is a market for a second shop in John Day, so they may not even receive the three percent on local sales, but they would still receive the state shared revenue if it was repealed. Mayor Lundbom also added that when they were considering the ordinance they had mapped the possible locations for a shop and there were very few places that conformed to the restrictions on distances from schools, parks, and daycares. Mayor Lundbom asked if anyone attending virtually had questions or concerns. None appeared.

There were no recommended changes to the proposed budget.
Councilor Holland moved that the City of John Day budget committee approve the presented budget and approved property tax for the 2020-2021 fiscal year at the rate of $\mathbf{2 . 9 9 1 5 0}$ per thousand for assessed value for operating purposes and in the amount of $\$ 64,045$ for the payment of bond principal and interest. The motion was seconded by Mayor Lundbom. Councilor Smith asked if it could be in one motion; Anna Bass confirmed in her research with the Secretary of State that it could be combined. The vote in favor of the motion was unanimous.

Mayor Lundbom closed the budget committee meeting at 7:59PM.


## PUBLIC HEARING COUNCIL MINUTES

# CITY OF JOHN DAY CITY COUNCIL MINUTES JOHN DAY, OREGON 

June 9, 2020

## COUCILORS PRESENT:

Ron Lundbom, Mayor
Shannon Adair, Councilor
Paul Smith, Councilor
Elliot Sky, Councilor
Steve Schuette, Council President
Gregg Haberly, Councilor

## STAFF PRESENT:

Nicholas Green, City Manager
Monte Legg, Public Works Director
Mike Durr, Police Chief

## GUESTS PRESENT (IN PERSON):

Rudy Diaz
Logan Bagett
Andy Day
Chris Fox
Lisa Weigum
Zach Williams
Marissa Williams
Sam Palmer
Russ Young
Stephanie Williams
Dusty Williams

## COUNCILORS ABSENT:

David Holland, Councilor

Anna Bass, Solutions CPAs
Chantal DesJardin, Secretary
Don Gabbard, Fire Chief

## GUESTS PRESENT (VIRTUALLY):

Louis
Bret, Uptmor
Aaron Lieuallen
541-620-372
Chris
Didgette McCracken
Stephanie LeQuieu
831-596-1771
541-620-1125
Logan Bagett

## Agenda Item No. 1-Open and Note Attendance

Mayor Lundbom called the meeting to order at 6:04PM, noting everyone was present except Councilor Holland, who was excused.

## Agenda Item No. 2-Approval of Prior City Council Minutes

Councilor Schuette moved to approve the minutes of May 12, 2020. The motion was seconded by Councilor Smith and passed unanimously.

Councilor Adair moved to approve the audio recorded city council minutes of May 21, 2020. The motion was seconded by Councilor Haberly and passed unanimously.

## Agenda Item No. 3-Appearance of Interested Citizens

Mayor Lundbom welcomed the audience. No items added to the agenda.

## Agenda Item No. 4-Executive Session

Mayor Lundbom read the executive session notice as included in the agenda memo.
Councilor Smith moved to enter executive session pursuant to ORS 192.660(2)(e). The motion was seconded by Councilor Schuette and passed unanimously.

Council met in executive session to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Councilor Schuette moved to leave executive session at 6:43PM. The motion was seconded by Councilor Adair and passed unanimously. Council then recessed.

## Agenda Item No. 5-Items for Approval on Consent Agenda

Mayor Lundbom called the meeting back into order at 7:00PM. He asked if anyone had something to add to the agenda; Stephanie LeQuieu was added to Item 13.

No items for approval on the consent agenda.
Agenda Item No. 6-Public Hearing for Resolution No. 20-834-07-A Resolution to Adopt Fiscal Year 2020-2021 Budget

Councilor Smith moved to open the public hearing for Resolution No. 20-834-07, A Resolution to Adopt Fiscal Year 2020-2021 Budget. The motion was seconded by Councilor Schuette and passed unanimously.

No public comment.
Councilor Adair moved to close the public hearing for Resolution No. 20-834-7, A Resolution to Adopt Fiscal Year 2020-2021 Budget. The motion was seconded by Councilor Sky and passed unanimously.

Councilor Schuette moved to approve Resolution No. 20-834-07, A Resolution to Adopt Fiscal Year 2020-2021 Budget. The motion was seconded by Councilor Adair and passed unanimously.

Agenda Item No. 7-Resolution No. 20-835-08—A Resolution to Appropriate Fiscal Year 2020-2021 Budget

Councilor Adair moved to approve Resolution No. 20-835-08, A Resolution to Appropriate Fiscal Year 2020-2021 Budget. The motion was seconded by Councilor Sky and passed unanimously

Agenda Item No. 8-Resolution No. 20-836-09- A Resolution of the City of John Day, Grant County, Oregon Approving Participation in the State Revenue Sharing Program

Councilor Sky moved to approve Resolution No. 20-836-09, A Resolution of the City of John Day, Grant County, Oregon Approving Participation in the State Revenue Sharing Program. The motion was seconded by Councilor Schuette and passed unanimously.

Councilor Adair moved to approve Resolution No. 20-837-10, A Resolution to Impose and Categorize Taxes for Fiscal Year 2020-2021 Budget. The motion was seconded by Councilor Smith and passed unanimously.

Agenda Item No. 10—Resolution No. 20-838-11-A Resolution Extending Workers' Compensation Coverage to the Volunteers of the City of John Day

Councilor Schuette moved to approve Resolution No. 20-838-11, A Resolution Extending Workers' Compensation Coverage to the Volunteers of the City of John Day. The motion was seconded by Councilor Adair and passed unanimously.

Agenda Item No. 11-Resolution No. 20-839-12-A Resolution to Support Grant County Initiating a Ballot Measure to Establish a County Service District for the Purposes of Providing and Operating a New Public Swimming Pool for the Residents of Central Grant County

City Manager Green reviewed the extensive work the steering committee has done to try and replace the city pool before it is lost altogether. City Council approved the spending of $\$ 73,200$ on the new design, but the actual came in at $\$ 69,720$, just under $\$ 30,000$ of which was local money with the remainder funded by the Oregon State Parks and Recreation Department. Green stated there is no money budgeted in the coming fiscal year except from anticipated funding from a property sale, which will be held for five years for the new pool if it is approved by voters. Green noted the Kam Wah Chung master plan is proceeding and the State is actively working to put forward the new interpretive center at the site, as discussed.

City Manager Green also discussed the constantly shifting COVID-19 regulations and JDCC Parks \& Recreation decision not to open the pool for the summer season. He noted that it was a very late decision to allow public pools to open during Phase 2 and some of the effects that last-minute notice and other factors had on making it unfeasible for Gleason to open for the season.

Concerned residents inquired about what the specific restrictions were that made it unfeasible and if the tax money that was used to subsidize the pool would be refunded to taxpayers. City Manager Green noted restrictions were included with the agenda and are available on the website and he reviewed some of the restrictions with additional comments from Lisa Weigum, Parks and Recreation District Board Member. Weigum spoke to the roadblocks of staffing and maintenance necessary before they could open, along with the provisions they were responsible for enforcing once they were open to enforce strict social distancing measures that would be difficult with the limited staffing and small pool area. She noted their insurance provider would require complete compliance $100 \%$ of the time, otherwise all their liability insurance would be lost for any kind of accident, even if not COVID-19 related. This compliance included an extensive plan of operations that had to be submitted before opening, further shortening the season. Weigum also touched on some of the other pools in eastern Oregon and their discovery that it was not feasible for them either.

There was discussion about what the other cities had done regarding passing resolutions similar to John Day's to refer the new pool to the voters on the November ballot. John Day City Council supported that it should be put on the ballot to give voters the chance to choose. There was discussion about the
process for referring on the ballot. Dusty Williams commented on the city surveys being sent by Mt. Vernon, Canyon City and Prairie City related to the pool, adding that once it is on the ballot John Day, in numbers, could outvote anyone in other cities who voted against the measure. Green responded that when it comes to numbers, due to the proposed District's size, John Day does not hold the majority of votes - Canyon City and Prairie City outnumber John Day, and that does not include the people in Mt. Vernon and the surrounding areas. Lisa Weigum also commented that the surveys were not an accurate measurement because they were sent to water account holders, not the register voters, which is who would vote on a ballot measure. Stephanie LeQuieu noted as a Mt. Vernon resident, she didn't feel that there was adequate time to return the survey, it was delivered in an odd form of mail, and the explanation of cost was not thorough, it was generalized, and didn't provide an opportunity to make an informed decision. It could have been more straight forward and descriptive. Lisa Weigum noted that Canyon City's survey did not include anything stating that a decision would be made based on the results. County Commissioner Sam Palmer noted that he had done some constituent outreach but no formal decision had been made in county court. He added that he was leaning towards putting it on the ballot, even if not in favor of adding taxes on property owners. Councilor Smith commented that the report was well written, and the city's money spent was well worth it to draft a report for replacement.

Councilor Adair moved to approved Resolution No. 20-839-12, A Resolution to Support Grant County Initiating A Ballot Measure to Establish a County Service District for the Purposes of Providing and Operating a New Public Swimming Pool for the Residents of Central Grant. The motion was seconded by Councilor Schuette and passed unanimously.

## Agenda Item No. 12-Riverside Home Park Appeal of Ordinance No. 20-180-01 and Ordinance No. 20-185-06

City Manager Green reviewed the information included in the agenda memo.
Councilor Schuette moved to withdraw Ordinance No. 20-181-01 and Ordinance No. 20-185-06 and request the city planning staff resubmit Code Amendments AMD-20-01 and AMD-20-06 to the John Day Planning Commission for consideration. The motion was seconded by Councilor Adair. Mayor Lundbom asked how it would affect previous development; Green clarified because the thirty day period had not lapsed, the ordinance had never gone into effect and therefore no development had been affected. There was discussion with Chris Fox regarding his current code violations and enforcement proceedings. Green noted that some components of the code are not clear regarding development of manufactured homes and since a Code Interpretation was not effective, a more clear, precise, and consistent language was vital to ensuring understanding of the standards for both property owners and city staff. He emphasized the ordinances are not meant to be punitive, but provide uniformity and clarity to guide development and it is beneficial for the planning commission and city council to have an opportunity to receive Riverside's input prior to going to the Land Use Board of Appeals. There was further discussion about the condition of the homes in the park, resident's perception of their condition, and Chris Fox's challenges regarding nuisance code compliance.
Mayor Lundbom called for a vote on the motion, it was passed unanimously in favor.

## Agenda Item No. 13-Other Business \& Upcoming Meetings

Stephanie LeQuieu noted due to new social distancing guidelines, they will need to mark stalls on SW Brent Street and inquired about using paint or tape; Public Works Director Monte Legg noted due to COVID-19, he was okay with the additional paint, as long as they used the paint that washes away.

Mayor Lundbom reviewed the upcoming meetings and topics for discussion. He checked in with councilors and staff. Green noted he would schedule the study sessions sometime in the first few weeks of July.

Councilor Schuette motioned to adjourn the meeting at 7:46PM. The motion was seconded by Councilor Adair and passed unanimously.

Respectfully Submitted:
Nicholas Green
City Manager


## RESOLUTIONS

## CITY OF JOHN DAY JOHN DAY, OREGON

RESOLUTION NO. 20-834-07

## A RESOLUTION TO ADOPT FISCAL YEAR 2020-2021 BUDGET

BE IT RESOLVED that the City Council of the City of John Day, Oregon hereby adopts the budget approved by the Budget Committee of the City of John Day and as adjusted by the City Council for Fiscal Year 2020-2021, in the total sum of
$\$ 18,287,796$
BE IT FINALLY RESOLVED that the Budget Officer file this resolution with the Grant County Clerk and the County Assessor on or before July 15, 2020.

PASSED AND ADOPTED by the City Council of the City of John Day, Oregon this 9th day


Roh Lundobom, Mayor
ATTEST:


## CITY OF JOHN DAY <br> JOHN DAY, OREGON

RESOLUTION NO. 20-835-08
A RESOLUTION TO APPROPRIATE FISCAL YEAR 2020-2021 BUDGET
BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2020 and ending June 30, 2021, and for the purposes shown below are hereby appropriated as follows:

## GENERAL FUND

Administration Department
Police Department
Fire Department

| $\$$ | 233,075 |
| :--- | :--- |
| $\$$ | 505,426 |
| $\$$ | 124,039 |
| $\$$ | 140,897 |

TOTAL GENERAL FUND APPROPRIATION

## WATER FUND

Personnel Services
Materials \& Services
Capital Outlay
Debt Service
Interfund Transfer - Nondepartmental
Contingency - Nondepartmental

## TOTAL WATER FUND APPROPRIATION

| $\$$ | 211,183 |
| :--- | ---: |
| $\$$ | 201,028 |
| $\$$ | 100,000 |
| $\$$ | 237,000 |
| $\$$ | 41,943 |
| $\$$ | 265,229 |

## SEWER FUND

Personnel Services
Materials \& Services
Capital Outlay
Debt Service
Interfund Transfer - Nondepartmental
TOTAL SEWER FUND APPROPRIATION
JOINT SEWER FACILITIES FUND
Personnel Services

| $\$$ | 204,383 |
| ---: | ---: |
| $\$$ | 119,700 |
| $\$$ | 31,940 |

TOTAL JT SEWER FACILITIES FUND APPROPRIATION

## STREET FUND

Personnel Services
Materials \& Services
Capital Outlay
Interfund Transfer - Nondepartmental
Contingency - Nondepartmental
TOTAL STREET FUND APPROPRIATION

| $\$$ | 200,487 |
| :--- | ---: |
| $\$$ | 136,831 |
| $\$$ | 759,660 |
| $\$$ | 30,000 |
| $\$$ | 100,000 |

## IT FUND

Personnel Services

| $\$$ | 41,670 |
| :--- | ---: |
| $\$$ | 60,050 |
| $\$$ | $1,328,427$ |

TOTAL IT FUND APPROPRIATION
DEBT SERVICE FUND
Debt Service
TOTAL SEWER FUND APPROPRIATION
MOTOR POOL FUND
Police Department
Fire Department
Motor Pool Department
TOTAL MOTOR POOL APPROPRIATION

## COMMUNITY DEVELOPMENT FUND

Personnel Services
Materials \& Services
TOTAL COMMUNITY DEVELOPMENT FUND APPROPRIATION

| \$ | 57,000 | \$ | 57,000 |
| :---: | :---: | :---: | :---: |
|  |  |  |  |
| \$ | 34,125 | \$ | 250,571 |
| \$ | 49,894 |  |  |
| \$ | 166,552 |  |  |
|  |  |  |  |
| \$ | 36,016 | \$ | 53,828 |
| \$ | 17,812 |  |  |
|  |  |  |  |
| \$ | 9,941 | \$ | 9,941 |
|  |  |  |  |
| \$ | 135,659 | \$ | 135,659 |
|  |  |  |  |
|  |  | \$ | 17,415,163 |

BE IT FINALLY RESOLVED that the Budget Officer file this resolution with the Grant County Clerk and


ATTEST:


Nicholas Green, City Manager

## CITY OF JOHN DAY <br> JOHN DAY, OREGON

## RESOLUTION NO. 20-837-10

## A RESOLUTION TO IMPOSE AND CATEGORIZE TAXES FOR FISCAL YEAR 2020-2021 BUDGET

BE IT RESOLVED that the City Council of the City of John Day, Oregon, hereby imposes the taxes provided for in the adopted budget at the rate of $\$ 2.9915$ per $\$ 1,000$ of the assessed value for operations; and that these taxes are hereby imposed and categorized for the tax year 2020-2021 upon the assessed value of all taxable property within the district.

## General Government Limitation

General Fund $\quad \$ 2.9915 / \$ 1,000$

## Excluded from Limitation

GO Bond Debt Payment \$ 64,045.00

BE IT FINALLY RESOLVED that the Budget Officer file this resolution with the Grant County Clerk and the County Assessor on or before July 15, 2020.


ATTEST:


Nicholas Green, City Manager

LB-50

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

To assessor of $\qquad$ CountyCheck here if this is an amended form.

- Be sure to read instructions in the current Notice of Property Tax Levy Forms and Instructions booklet.

| The $\qquad$ City of John Day <br> District name | has the responsibility and authority to place the following property tax, fee, charge, or assessment |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
|  |  |  |  |  |
| on the tax roll of Grant | County. The property tax, fee, charge, or assessment is categorized as stated by this form. |  |  |  |
| 450 East Main St |  |  |  |  |
| Mailing address of district | City | State | ZIP code | Date submitted |
| Nick Green | City Manager | 541-575-0028 | gr | county-or-gov |
| Contact person | Title | Daytime telephone number |  | e-mail address |

CERTIFICATION-You must check one box if you are subject to Local Budget Law.
$\square$ The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.
$\square$ The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

## PART I: TAXES TO BE IMPOSED

| Subject to |
| :---: |
| General Government Limits |
| Rate -or- Dollar Amount |


| 1. Rate per $\$ 1,000$ or total dollar amount levied (within permanent rate limit) ... 1 |  |  |
| :---: | :---: | :---: |
|  | 2.9915 | Excluded from Measure 5 Limits |
| 2. Local option operating tax .................................................................... 2 |  |  |
| 3. Local option capital project tax.............................................................. 3 |  |  |
|  |  | Dollar Amount of Bond Levy |
| 4. City of Portland Levy for pension and disability obligations ....................... 4 |  |  |
| 5a. Levy for bonded indebtedness from bonds approved by voters prior to October 6, 2001..................5a |  |  |
| 5b. Levy for bonded indebtedness from bonds approved by voters after Octobe | .............. 5b | 64,045.00 |
| 5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 | + 5b)...........5c | 64,045.00 |

## PART II: RATE LIMIT CERTIFICATION



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

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

PART IV: SPECIAL ASSESSMENTS, FEES, AND CHARGES*

| Description | ORS Authority* | Subject to General <br> Government Limitation | Excluded from <br> Measure 5 Limitation |
| :--- | :---: | :---: | :---: |
| 1 |  |  |  |
| 2 |  |  |  |

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

## ** The ORS authority for putting these assessments on the roll must be completed if you have an entry in Part IV.

## Worksheet for Allocating Bond Taxes

Debt service requirements for bonds approved prior to October 6, 2001 (including advanced refunding issues to redeem them):


Debt service requirements for bonds approved on or after October 6, 2001:

| Bond Issue 1 | oal | Interest | Total |
| :---: | :---: | :---: | :---: |
|  | \$ 45,000.00 | \$ 19,045.00 | \$ 64,045.00 |
| Bond Issue 2 |  |  |  |
| Bond Issue 3 |  |  |  |
|  |  | Total B | \$ 64,045.00 |
|  |  | Total Bond ( $\mathrm{A}+\mathrm{B}$ ) | \$ 64,045.00 |

## Total Bonds

| Total A | $=$ | \$ |  | Allocation \% | $\times$ | Bond Levy | = | \$ |  | (enter on line 5a on the front) |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Total A + B | $=$ | \$ | 64,045.00 | \% |  | \$ |  |  |  |  |
| Total B | = | \$ | 64,045.00 | Allocation \% |  | Bond Levy |  |  | 64,045,00 |  |
| Total A + B | $=$ | \$ | 64,045.00 | $100 \%$ | X | \$ |  | \$ | 64,045.00 | nter on line 5b on the front) |

Total Bond Levy \$ 64,045.00 (enter on line 5c on the front)

## Example-Total Bond Levy = \$5,000

Debt service requirements for bonds approved prior to October 6, 2001 (including advanced refunding issues to redeem them):

Bond A:

|  | Principal |  | Interest |  |  |
| :--- | :---: | :---: | :---: | :---: | :---: |
| Bond Issue 1 | $5,000.00$ | 500.00 | $5,500.00$ |  |  |
| Bond Issue 2 | $3,000.00$ | 250.00 | $3,250.00$ |  |  |
| Bond Issue 3 | $1,000.00$ | 100.00 | $1,100.00$ |  |  |
|  | Total A |  |  |  | $9,850.00$ |
|  |  |  |  |  |  |

Debt service requirements for bonds approved on or after October 6, 2001:

| Bond Issue 1 | Principal | Interest | Total |
| :---: | :---: | :---: | :---: |
|  | 3,000.00 | 50.00 | 3,050.00 |
|  |  | Total B | 3,050.00 |
|  |  | Total Bond ( $\mathrm{A}+\mathrm{B}$ ) | \$ $12,900.00$ |

Formula for determining the division of tax:


## DETAIL BUDGET



|  |  |  |  | CITY OF JOHN DAY |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | DETAIL EXPENDITURES |  |  |  |  |
|  |  |  | FUND: 01 | GENERAL FUND |  |  |  |  |
|  |  |  | DEPT: 010 | ADMINISTRATION |  |  |  |  |
|  |  |  |  | ADOPTED |  |  |  |  |
| HISTORICAL DATA |  | CURRENT YEAR |  |  |  | BUDGET FOR NEXT YEAR - FY 2020-21 |  |  |
| ACTUAL |  | BUDGET | ESTIMATED |  |  |  | APPROVED BY |  |
| 2017-18 | 2018-19 | 2019-20 | REV/EXP | NO. | DESCRIPTION | PROPOSED | BUDGET COMM | ADOPTED |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  | 9 | REVENUES |  |  |  |
|  |  |  |  |  |  |  |  |  |
| 377,482 | 739,857 | 381,510 | 484,830 | 40110 | NET WORKING CAPITAL | 347,385 | 347,385 | 347,385 |
| 279,978 | 296,136 | 281,530 | 290,000 | 42100 | PROPERTY TAXES - CURRENT (89\%) | 283,530 | 283,530 | 283,530 |
| 63,990 | 55,566 | - | - | 42150 | PROPERTY TAXES - CURRENT - GO | - | - | - |
| 21,662 | 18,233 | 7,000 | 12,000 | 42200 | PROPERTY TAXES - DELINQUENT | 10,000 | 10,000 | 10,000 |
| 30,106 | 28,758 | 33,638 | 29,250 | 43000 | PMT IN LIEU OF FRANCHISE FEE - WATER | 29,500 | 29,500 | 29,500 |
| 28,190 | 28,087 | 32,175 | 33,080 | 43001 | PMT IN LIEU OF FRANCHISE FEE - SEWER | 37,820 | 37,820 | 37,820 |
| 88,415 | 89,867 | 80,000 | 90,000 | 43050 | OR TRAIL ELECTRIC CO-OP | 85,000 | 85,000 | 85,000 |
| 11,821 | 9,609 | 10,000 | 8,900 | 43105 | CENTURY LINK | 9,000 | 9,000 | 9,000 |
| 8,562 | 5,923 | 6,000 | 8,233 | 43125 | CLARK'S GARBAGE DISPOSAL | 6,000 | 6,000 | 6,000 |
| 9,337 | 14,671 | 10,000 | 15,000 | 43130 | OREGON TELEPHONE | 11,000 | 11,000 | 11,000 |
| 1,153 | 1,216 | 1,000 | 1,690 | 43150 | BLUE MTN CABLE TV | 1,000 | 1,000 | 1,000 |
| 9,660 | 8,338 | 6,500 | 8,500 | 43350 | BUSINESS LICENSE/SOCIAL | 7,500 | 7,500 | 7,500 |
| 130 | 130 | 100 | 130 | 43360 | LIQUOR LICENSES | 130 | 130 | 130 |
| 1,946 | 1,850 | 7,000 | 4,800 | 43370 | LAND USE FEES | 5,000 | 5,000 | 5,000 |
| 120 | 180 | - | - | 43380 | SOCIAL GAMING LICENSES | - | - | - |
| - | - | - | 1,000 | 44265 | FORD FAMILY FOUNDATION GRANT | - | - | - |
| 300 | - | - | - | 44385 | SCC ADMINISTRATION | - | - | - |
| 2,354 | 1,996 | 1,960 | 2,000 | 44500 | CIGARETTE TAX | 2,000 | 2,000 | 2,000 |
| 5,161 | - | - | - | 44505 | HB 3400 TAX DIST | - | - | - |
| 1,000 | - | - | - | 44661 | DLCD GRANT |  |  |  |
| 17,385 | 17,865 | 17,000 | 19,000 | 44740 | STATE REVENUE SHARING | 18,000 | 18,000 | 18,000 |
| 27,417 | 28,925 | 29,700 | 30,000 | 44760 | LIQUOR FEES | 30,000 | 30,000 | 30,000 |
| 21,938 | 30 | - | - | 44791 | ECLIPSE RENTAL INCOME | - | - | - |
| - | - | 16,000 | 16,000 | 44896 | TRNS FROM 911 | - | - | - |
| (9) | 4 | - | - | 45010 | CASH OVERAGE | - | - | - |
| 7,330 | 10,925 | - | 6,200 | 45260 | MISCELLANEOUS | - | - | - |
| - | - | - | - | 45290 | REFUND PRIOR YEAR EXPENSES | - | - | - |
| 7,188 | 12,678 | 2,130 | 8,500 | 45450 | INTEREST INCOME | 2,130 | 2,130 | 2,130 |
| 1,022,614 |  |  |  |  |  |  |  |  |
|  | 1,370,843 | 923,243 | 1,069,113 |  | TOTAL REVENUES | 884,995 | 884,995 | 884,995 |


























|  |  |  |  | CITY OF JOHN DAY |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | DETAIL EXPENDITURES |  |  |  |  |
|  |  |  | FUND: 10 | COMMUNITY DEVELOPMENT FUND |  |  |  |  |
|  |  |  | DEPT: 111 | AGRIBUSINESS DEPARTMENT |  |  |  |  |
|  |  |  |  | ADOPTED |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| HISTORICAL DATA |  | CURRENT YEAR |  |  |  | BUDGET FOR NEXT YEAR - FY 2020-21 |  |  |
| ACTUAL |  | BUDGET | ESTIMATED | ACCT |  |  | APPROVED BY |  |
| 2017-18 | 2018-19 | 2019-20 | REV/EXP | NO. | DESCRIPTION | PROPOSED | BUDGET COMM | ADOPTED |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  | 9 | REVENUES |  |  |  |
|  |  |  |  |  |  |  |  |  |
| - | - | - | - | 45241 | SALE OF GREENS | 53,690 | 53,690 | 53,690 |
| - | - | - | - | 45242 | SALE OF VINE CROPS | 47,610 | 47,610 | 47,610 |
|  |  |  |  |  |  |  |  |  |
| - | - | - | - |  | TOTAL REVENUES | 101,300 | 101,300 | 101,300 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  | FUND: 10 | COMMUNITY DEVELOPMENT FUND |  |  |  |  |
|  |  |  |  | SUMMARY |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| 51,243 | 171,833 | 215,438 | 176,240 |  | FUND TOTAL EXP. BUDGET | 300,123 | 300,123 | 300,123 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | - |  | - |
| 110,991 | 248,764 | 215,438 | 174,828 |  | FUND TOTAL REV. BUDGET | 300,123 | 300,123 | 300,123 |





|  |  |  |  | CITY OF JOHN DAY |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | DETAIL RESOURCES |  |  |  |  |
|  |  |  | FUND: 26 | MOTOR POOL FUND |  |  |  |  |
|  |  |  | DEPT: 110 | MOTOR POOL |  |  |  |  |
|  |  |  |  | ADOPTED |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| HISTORICAL DATA |  | CURRENT YEAR |  |  |  | BUDGET FOR NEXT YEAR - FY 2020-21 |  |  |
| ACTUAL |  | BUDGET | ESTIMATED | ACCT |  |  | APPROVED BY |  |
| 2017-18 | 2018-19 | 2019-20 | REV/EXP | NO. | DESCRIPTION | PROPOSED | BUDGET COMM | ADOPTED |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  | 9 | REVENUES |  |  |  |
|  |  |  |  |  |  |  |  |  |
| 399,954 | 238,380 | 200,903 | 237,831 | 40110 | NET WORKING CAPITAL | 78,771 | 78,771 | 78,771 |
| 1,207 | 4,394 |  | 1,500 | 44240 | EQUIPMENT RENT-CITY EQUIPMENT | - | - | - |
| 30,000 | 35,000 | 35,000 | 35,000 | 44830 | TFR FROM WATER FUND | 35,000 | 35,000 | 35,000 |
| 25,000 | 30,000 | 30,000 | 30,000 | 44840 | TFR FROM SEWER FUND | 30,000 | 30,000 | 30,000 |
| 20,000 | 25,000 | 25,000 | 25,000 | 44860 | TFR FROM STREET FUND | 30,000 | 30,000 | 30,000 |
| 20,000 | 25,000 | 25,000 | 25,000 | 44890 | TFR FROM JOINT SEWER FACILITIES FUND | 25,000 | 25,000 | 25,000 |
| 195 | - | - | - | 45240 | SALE OF MATERIALS | - | - | - |
| - | 122 | - | 100 | 45260 | MISCELLANEOUS | - | - | - |
| 4,338 | 6,058 | 1,000 | 4,000 | 45450 | INTEREST INCOME | 1,000 | 1,000 | 1,000 |
|  |  |  |  |  |  |  |  |  |
| 500,693 | 363,955 | 316,903 | 358,431 | TOTAL REVENUES |  | 199,771 | 199,771 | 199,771 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  | FUND: 26 | MOTOR POOL |  |  |  |  |
|  |  |  |  | SUMMARY |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| 312,905 | 173,081 | 364,603 | 326,977 |  | FUND TOTAL EXP. BUDGET | 250,571 | 250,571 | 250,571 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | - | - | - |
| 551,285 | 410,913 | 364,603 | 405,748 |  | FUND TOTAL REV. BUDGET | 250,571 | 250,571 | 250,571 |









|  |  |  |  | CITY OF JOHN DAY |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  |  |  | TOTAL EXPENDITURES AND RESOURCES |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| ADOPTED |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| HISTORICAL DATA |  | CURRENT YEAR |  |  |  | BUDGET FOR NEXT YEAR - FY 2020-21 |  |  |
| ACTUAL |  | BUDGET | ESTIMATED | ACCT |  |  | APPROVED BY |  |
| 2017-18 | 2018-19 | 2019-20 | REV/EXP | NO. | DESCRIPTION | PROPOSED | BUDGET COMM | ADOPTED |
|  |  |  |  |  |  |  |  |  |
| 6,877,829 | 5,065,900 | 12,243,313 | 5,221,056 |  | TOTAL CITY EXPENDITURE BUDGET | 18,287,796 | 18,287,796 | 18,287,796 |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  | 0 |  |  |
| 12,348,491 | 9,283,977 | 12,243,313 | 8,429,546 |  | TOTAL CITY REVENUE BUDGET | 18,287,796 | 18,287,796 | 18,287,796 |

