ADOPTED BUDGET

FISCAL YEAR 2017/18

Entrance to Hogan Butte Nature Park opening in Fall 2017.

CITY OF GRESHAM

GOING BEYOND

CITY OF
GRESHAM
OREGON

CITY OF GRESHAM OREGON

Adopted Budget for Fiscal Year 2017/18

BUDGET COMMITTEE

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INVENTIVE

PRACTICAL

NIMBLE

COLLABORATIVE

CITY OF GRESHAM OREGON

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CITY OF
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BUDGET MESSAGE

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BUDGET MESSAGE

Fiscal Year 2017/18

In his 2011 classic book, Triumph of the City, Harvard economist Edward Glaeser contends that "cities magnify humanity's strengths." As someone who has spent more than 30 years working for a city, I see this each and every day. Whether encouraging entrepreneurship, attracting talent, or allowing for social or economic mobility, our cities allow us to come together, learn from one another, and collaborate creatively to just get things done.

This is certainly true here in Gresham, where we are single-minded in our desire to create a community that's even better, where families, businesses and long-time residents can build their dream: a life, a business, a community, and an enduring home.

It is that single-minded pursuit of excellence that you'll see reflected in the adopted budget for Fiscal Year 2017/18. We are in a critical time here in Gresham, a time where we must seize opportunities and imagine new possibilities. Consider that in the last year alone, our industrial permit valuation nearly doubled. Our citizens voted yes to much-needed improvements to our schools. In 2015 and 2016, 28 new traded sector companies moved to Gresham, creating 980 new jobs. As we enter this period of economic growth, our City Council adopted an ambitious Council Work Plan that builds upon the foundation of our previous work and continues our commitment to community safety, quality of life, and business and development. This adopted budget reflects our Council's vision and desire to capitalize on the opportunity before us through the following initiatives.

Inventive Ideas

- As our community changes and grows, it is incumbent upon us take another look at the services we provide. Most calls to our Fire and Emergency Services Department are related to medical emergencies. We're committed to exploring a public-safety based community paramedic model in partnership with community medical and mental health providers that meets the needs of 911 callers and delivers the right care at the right place and at the right time.

- We're fortunate in Gresham that our community supports the hard-working men and women of our Police Department, and that they in turn, are committed to building relationships with our neighborhoods and citizens. Across the nation, cities are talking about how best to implement 21st Century Policing—an approach to policing that prioritizes increased trust and collaboration between the police and the communities they serve, all the while reducing crime. Our new Director of 21st Century Policing will be promoting positive interactions between police and the community and developing a professional policing strategy that explores the adoption of new technologies to inform policing strategy, and enhancing officer training.

Practical Approaches

- Like other cities across the region, Gresham faces a significant backlog of aging streets in need of full reconstruction. Thanks to dedicated number crunching and creative brainstorming by our public works staff, and the support of our City Council, we've identified funding solutions to move forward with the largest street reconstruction project in our City's history. Work begins now and will continue over the next five years.

- During this period of growth, we're taking a hard look at our internal operations and systems to ensure we are well-positioned to meet the needs of our current and future citizens. This adopted Fiscal Year budget for 2017/18 implements our Strategic Technology Plan and tackles significant multi-year projects including the replacement of our enterprise resource planning system that supports the very core of our business systems as well as the system that we use to manage all the City's infrastructure assets. Every single one of our departments are committed to implementing the 44 projects in this strategic plan over the next two years.

Nimble Solutions

- This budget recognizes the recent signs of growth and adapts accordingly. The major renovations and construction at our schools, thanks to the community investing in education by passing the recent school improvement bonds, as well as increased building activity result in an additional five FTE positions to plan for this growth and ensure construction meets the codes for building and life safety.

- As we see more businesses choose to locate here, how can we ensure they succeed? In Fiscal Year 2017/18, we'll add one FTE position to our small business center and focus on increasing services and support not only for our local small businesses but our mid-to-large retail, office, multifamily and mixed-use commercial development projects.

Collaborative Partnerships

- Hogan Butte Nature Park is a prime example of the power of local cities and the people that live there. So many partners came together to work on this crown jewel of a park—the Trust for Public Lands, Metro, National Forest Service and the Buttes Conservancy, and of course, the citizens of Gresham. We worked together towards a common goal, and our city is the better for it, with a stunning new park that features a volcano viewpoint, paved interpretive loop trail and views of the Gresham skyline, the mountains and more. Our Mayor and City Council look forward to welcoming residents and visitors to the grand opening this fall.

- In this budget, what often goes unnoticed is the tremendous savings that are incurred thanks to key partners and that are essential to the growth, safety and well-being of our community. For instance, we're continuing to employ our first-ever Homelessness Services Specialist,

who makes a difference in the lives of citizens in need every day, thanks to a partnership with A Home for Everyone and Multnomah County. The CCC Clean Start program provides an employment opportunity to a formerly homeless individual and keeps our parks, trails and open spaces clean, thanks to that same partnership. Our relationship with the volunteer mentoring program Family of Friends offers children and families in need valuable support when they need it most. That program is also supported thanks to our partners at Multnomah County and the U.S. Conference of Mayors. And, it's thanks to OHSU that we're able to continue the CARES program that connects nursing students to 911 callers with chronic medical conditions. We're able to explore how best to position development and business growth in downtown Gresham thanks to a grant from Metro. Finally, our partnership with What Works Cities provides our staff opportunities to learn from global experts in data, analytics and behavioral insights that will help increase the efficiency and effectiveness of our core services.

As I look forward to this next year, I am drawn back to Glaeser's work and an important caveat about the triumph of cities: "Not every city will succeed, because not every city has been adept at adapting to the age of information, in which ideas are the ultimate creator of wealth."

In the past year, I challenged all of us that work in public service here at the City of Gresham to consider what re-invention of services looks like for this community. Our long-term funding challenges as a city with one of Oregon's lowest property tax rates are very real. Providing the same services, in the same way, to a growing community with ever-changing needs is no longer enough. These deep conversations are reflected in this year's adopted budget, with projects tackling new approaches to traditional services like public safety, small business development and creative partnerships that serve our community in new and exciting ways.

I'm honored and humbled to serve this community, under the strong leadership of our City Council. With your support, we will roll up our sleeves and get to work. Together, we will seize this opportunity and magnify our strengths. Together, we will thrive.

Respectfully submitted,

Erik Kvarsten
Gresham City Manager

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Operating Budget – Adjusted Comparison – FY 2017/18 vs FY 2016/17

The City's budget includes 24 different operating funds. These funds are primarily used to separately track and account for revenues and expenditures that are dedicated to a specific service, function or program. The highlights described below are based on the total of all operating funds combined in order to provide a summary level view, however, it is important to remember that most revenues cannot be used for other purposes or comingled with other programs.

The net change in the City's combined operating budget for fiscal year 2017/18 – after adjusting for all of the duplications that result from the overlap of fund accounting requirements and state budget law – is an increase of 9.4%, or approximately $11.2 million citywide.

Primary drivers for the operating budget increases are described below:

Development Activity

Recent and expected economic growth in the area, combined with the recent passage of school bonds in the Gresham-Barlow and Reynolds School Districts, has triggered the need for additional staffing and expenditure in several program areas. Key changes include five positions in the Building Fund, two positions in the Urban Design & Planning Fund, and two Fire Inspector positions in the General Fund. In addition, staffing for the Small Business Center is proposed to increase to ensure Gresham is able to support local business investment and leverage economic activity. The adopted budget also reflects associated costs for the new positions, including training, equipment and tools, as well as vehicles for Building and Fire inspectors. Expenses related to installation of new water meters are also increasing to meet the demand for service. Most of these functions are largely supported by development fees and charges.

Public Safety Staffing

Gresham Police and Fire continue to provide exceptional service in an ever-changing environment. Recognizing the community's need for these public safety services, the fiscal year 2017/18 budget includes four additional positions in Police and five additional positions in Fire to maintain service delivery, address livability concerns and prepare for the future. The adopted budget also reflects associated costs with the additional staffing, including training, equipment and tools, and Police patrol vehicles. Responding to changing service demands, maintaining minimum shift levels and preparing for transitions and retirements is challenging, especially in light of the long lead time for recruitment and training in both of these fields.

Local Street Reconstruction Program

Most expenses related to the new local street reconstruction program are reflected in the capital budgets for the Transportation Construction Fund and the Footpaths and Bike Routes Fund. Impacts to the operating budget are primarily reflected in the Transportation and Stormwater Funds. An additional Civil Engineer and a limited term Engineering Technician position are included in Transportation to support implementation of the reconstruction program. Stormwater shows increased expenditures related to pipe inspection and maintenance in order to ensure that needed underground work has been identified and can be completed ahead of or in conjunction with the street reconstruction project.

Internal Business Process Improvements

Evaluating and updating business processes is a fundamental aspect of the City's service delivery. Several key efforts are reflected in the fiscal year 2017/18 budget, including:

- Implementation of the City's Strategic Technology Plan will require staff support from all City departments. Continuation of outsourced services as well as additional project management support in the Information & Technology Fund will contribute to these efforts. Significant work in the upcoming two to three years will be dedicated to the Enterprise Resource Planning (ERP) system replacement project. While most of the expenditures related to this project are reflected in the capital budget for the Enterprise Systems Replacement Fund, existing staff from multiple program areas will be extensively engaged in this project.

- The space for the City's fleet shop is no longer adequate for the efficient maintenance of the City's 325 vehicles and rolling stock. The fiscal year 2017/18 budget includes appropriations in the Facilities and Fleet Fund to transition services to an alternate location and to ensure continuous functionality during and after the relocation. Increased availability and deployment of public safety, public works and other departments' vehicles will enable more efficient delivery of City services and will ensure adequate functionality in emergency situations.

- The City is currently implementing an asset management system for utilities, transportation and parks infrastructure. The fiscal year 2016/17 budget included acquisition expenses in the capital budgets, while the fiscal year 2017/18 budget reflects the transition to implementation by including costs in the operating budgets for water, stormwater, wastewater, transportation and parks. Utilization of the asset management system will help to minimize costs by optimizing repair and replacement plans.

The drivers described above impact all expenditure categories to some extent, with the personnel services and employee benefits categories being most effected. Key changes by expenditure category are described below:

Personnel Services

- The fiscal year 2017/18 budget includes a total of 23.5 additional full-time equivalent positions. A specific listing can be found in the *Additional Information* section in the back of this document.

- Changes across all salary related line items, including the added positions, represent an increase of $3.9 million, or 7.7% citywide.

Employee Benefits

- Benefit related expenses are expected to increase by approximately $3.9 million. Many expenses related to benefits are based on payroll costs and employee demographics, so many budgeted changes are the result of the increased staffing levels identified above as well as changes in demographics and rates.

- The budget reflects an assumed increase for the health and dental insurance line-items. Costs are based primarily on actuarial analysis that accounts for usage trends and market costs as well as

reserve requirements. Changes in recent years to establish self-funded health and dental plans continue to show lower costs than what would likely have been experienced without the change to the current self-funded structure.

- The budget reflects the Public Employee Retirement System (PERS) rates that are in place for fiscal years 2017/18 and 2018/19. The change in rates is responsible for an increase of approximately 2% of salary-related costs.

Professional and Technical Services

- This category of the fiscal year 2017/18 budget shows an increase of approximately $1,200,000 on a citywide basis. These increases are from several sources and are described below.

- The Designated Purpose Fund shows an increased appropriation of Community Service Fees from the Enterprise Zone program of $792,000 in Economic Development.

- The Stormwater Fund shows an increase of $208,500 in order to address storm line inspections of pipe condition ahead of the Transportation work on the Local Street Reconstruction program.

- Fleet Services is expected to contract for maintenance on Fire apparatus in fiscal year 2017/18 in order to provide continuity of services during their relocation.

- The budgeted amount for public safety dispatch services from Portland's Bureau of Emergency Communications is shown to increase by $172,000 based on anticipated charges. This expense is shared by Police and Fire.

- Community Development Block Grants included in this category are $323,000 lower in fiscal year 2017/18 and Urban Renewal grants are $198,000 lower. Both amounts are based on anticipated usage and funding levels.

- Other changes in Outsourced services include increases for technology projects, CityFest, Council Workplan support and Police contracted services.

Property Services

- The Property Services category shows a change for fiscal year 2017/18 of $95,000.

- Utility services overall show a decrease of $94,000. Streetlight Fund utility services are expected to decrease by an additional $105,000 due to the completion of the streetlight replacement project and the resulting savings from installing LED light fixtures. Other areas, including Facilities and Urban Renewal, are also showing small decreases. These are partially offset by increases in Parks.

- Water meter installs are budgeted to increase by $70,000 due to increased development activity.

- Maintenance expenses are budgeted to increase for several types of equipment including defibrillators used by the Fire Department, cameras installed in Parks, and the rapid flashing beacons funded through Transportation.

- Urban Renewal is budgeting an increase in building maintenance due to the acquisition of the Sunrise Site properties.

Other Services

- This category is expected to increase by approximately $247,000 for fiscal year 2017/18.

- Insurance/Fees and Premiums for Workers' Compensation and Liability Management are budgeted to increase by $36,000. All changes are based on anticipated fees and premiums expected in fiscal year 2017/18.

- Training and associated costs are budgeted to increase approximately $31,000 on a citywide basis.

- Community outreach shows an increase of $77,500. This includes funding for insurance for Neighborhood Associations, additional support for Family of Friends, Art Festival and appropriation for the Summer Kids In the Parks (SKIP) program, which was moved from another line-item.

- The Solid Waste and Recycling rate stabilization program shows an appropriation of $54,000 in fiscal year 2017/18, based on the amount of funds collected to date. Usage of this appropriation would be determined by Council action based on the hauler rate requirements.

- Other changes in this category include increases related to utility customer assistance and for the Arts and Cultural grant program.

Supplies

- The net increase in this category is approximately $555,000 for fiscal year 2017/18.

- As technology services continue to move to a subscription model, an additional $282,000 is included in the fiscal year 2017/18 budget to cover maintenance costs for asset management, e-Time, and other software subscription and license costs.

- While the Water Fund continues to benefit significantly from utilizing the groundwater system to manage peak water demands, it is anticipated that the cost of the water purchase from the City of Portland will increase by $57,000.

- With fuel costs expected to rise in the future, the fuel appropriation for fiscal year 2017/18 has been increased by $31,500.

- Supplies related to vehicle maintenance are shown to increase by $38,000 based on actual activity levels.

- Other changes include uniforms and protective equipment and supplies for training in Police and Fire.

Other Operating/ISCs

- Workers' compensation and liability claims are budgeted based on actuarial analysis which indicates an increase of $124,700 for workers' compensation and $23,000 for liability.

- The utility license fees paid by the City's water, wastewater and stormwater utilities are projected to increase by approximately $370,000 in fiscal year 2017/18.

Capital Outlay (Non-CIP)

- The budget for capital outlay varies greatly from year to year depending on vehicle and equipment replacements planned, as well as the availability of grant funding that may be used for new vehicle or equipment purchases.

- This category shows an increase overall of approximately $800,000. Scheduled vehicle and equipment replacements in the Equipment Replacement Fund are approximately $70,000 higher in fiscal year 2017/18. New vehicle acquisitions, totaling $446,000, are included in Police, Fire and Building, consistent with the staffing increases identified above. Other program areas, including Transportation, Water, Stormwater, Wastewater, Parks, Police and Fleet are showing additional new equipment purchases for fiscal year 2017/18.

Operating Budget – Non-Adjusted Comparison – FY 2017/18 vs. FY 2016/17

Because of the interactions between fund accounting requirements and state budget laws, certain expenditures are reflected twice in the City's operating budget. On one hand this duplication of budgeted expenditures adds transparency from an auditing and internal control standpoint – money cannot move between funds without being budgeted, tracked and clearly tied to its intended purpose. On the other hand, it serves to make the City's budget appear larger than it really is, and may be misleading when looking from an outside perspective.

Two key areas are double counted in the City's Operating Budget.

- Internal service charges are used to allocate the costs of shared support functions such as human resources, accounting, fleet maintenance, payroll, and information technology services. These costs are reflected twice – once in the fund providing the service such as the Information Technology Fund, and again when costs are allocated to the fund receiving the service such as the Water or Building Fund. More information on internal service charge allocations can be found in the City's *Internal Service Charge Manual*.

- The health and dental insurance costs for the City's self-insured plans are also reflected twice. First when each operating fund pays their share to the City's health or dental fund, and again when the health and dental funds pay claims and associated expenses to the outside providers. The budget for the health and dental funds are based on an actuarial analysis of anticipated claims, demographics and reserve requirements.

Non-Operating Budget Comparison – FY 2017/18 vs. FY 2016/17

The non-operating portion of the budget can show wide variations from year to year, depending on the timing of one-time actions such as capital improvement projects, availability of grant funding, issuance and/or repayment of debt, and interactions between the City and the Gresham Redevelopment Commission.

Key items of note for fiscal year 2017/18 are described below:

Capital Improvement Projects

- The Transportation Construction Fund includes an increased appropriation for the Local Street Reconstruction Program. This new program will focus on rebuilding streets that have deteriorated to a condition where they are no longer eligible for pavement preservation treatments.

- The Footpaths and Bike Routes Fund shows a related increased appropriation of approximately $2.0 million for work needed to comply with the Americans with Disabilities Act in conjunction with the Local Street Reconstruction Program.

- The Stormwater Construction Fund shows a decreased appropriation. Permitting and design of the permanent repairs to Kane Drive are expected to occur during fiscal year 2017/18 while the construction costs are now slated for fiscal year 2018/19.

- The Water Construction Fund shows an increased appropriation for waterline repair and replacement.

- The Wastewater Construction Fund shows an increased appropriation for infrastructure refurbishment and process improvements at the Wastewater Treatment Plant.

- The Parks Capital Fund reflects the use of grants and system development charges for the Hogan Butte Nature Park project. It also includes appropriation for a potential project related to the Sports Park and potential projects in the Rockwood and Civic areas. These projects are dependent upon grants and/or development activity in order to proceed.

- The General Development Fund allows for system development charge credits to be issued for developer funded qualifying infrastructure improvements in Pleasant Valley and Springwater. The amount allowed in fiscal year 2017/18 is approximately $10 million more than in fiscal year 2016/17 based on potential and expected development activity.

- The Urban Renewal Capital budget is approximately $14.5 million in fiscal year 2017/18. The primary change is an increase in appropriation for the Catalyst Site project.

- The Enterprise Systems Replacement Fund includes $2.5 million to address the first phases of the ERP replacement project. This multi-year project will replace the financial, human resources/payroll, land/parcel and permitting systems used throughout the City.

- More information on capital project budgets can be found in the *Capital Funds* section of this document, or in the City's *5-Year Capital Improvement Program* document.

Interfund Transfers

- This category varies widely from year to year depending on the amount of grant activity, capital construction, system development charge expenditure, debt issuance or repayment, and other actions that require sending money from one fund to another. Many changes in Interfund Transfers for fiscal year 2017/18 are driven by changes in various capital programs described in the Capital section above. Additional changes in Interfund Transfers are associated with debt actions referenced in the Debt Service paragraph below. For more information regarding interfund transfers, see the *Additional Information* section of this document.

Contingency

- A separate contingency is appropriated in individual funds based on that fund's operating budget. For infrastructure related funds this is typically set at 15% of the operating budget. For other funds the contingency is typically set at or near 5% of the operating budget. The General Fund is typically set at 1.5% due to the size of the operating budget, however, additional funds have been included in the contingency budget for fiscal year 2017/18 to allow for possible grant match based on pending applications.

Debt Service

- Fiscal year 2017/18 shows a decrease in appropriation. There were several special one-time actions budgeted in fiscal year 2016/17.

Unappropriated

- Funds shown as unappropriated represent an ending fund balance or future reserve, and cannot be accessed or utilized during the fiscal year. The amount includes funds identified for future uses such as equipment or infrastructure replacement.

Other Requirements

- Previously this category budgeted for funds being loaned to the Gresham Redevelopment Commission. In 2015, the GRDC began to directly issue their own debt. As a result, there are no plans for the City to borrow funds on behalf of the GRDC in fiscal year 2017/18.

RESOURCES & REQUIREMENTS ALL FUNDS

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Taxes	31,697,395	34,054,911	34,021,200	35,045,700	35,045,700	35,045,700
Licenses and Permits	2,616,957	2,876,564	2,747,100	2,833,200	2,833,200	2,833,200
Intergovernmental Revenue	36,777,878	29,540,249	57,209,328	53,256,868	53,256,868	53,256,868
Charges for Services	44,906,794	48,815,781	48,735,720	52,115,580	52,115,580	52,115,580
Utility License Fees	9,117,451	9,324,117	9,276,200	11,764,700	11,764,700	11,764,700
Interest Income	1,757,068	2,428,539	1,947,005	2,750,966	2,750,966	2,750,966
Miscellaneous Income	3,430,160	3,465,547	4,307,650	4,674,730	4,674,730	4,674,730
Contributions and Donatio	0	100	0	0	0	0
Interfund Transfers	37,080,949	28,129,179	78,189,431	86,631,743	86,631,743	86,631,743
Internal Service Charges	33,021,604	33,869,774	37,736,472	42,310,483	42,310,483	42,310,483
Other Resources	25,785,820	2,877,528	33,494,007	48,647,875	48,647,875	48,647,875
Beginning Balance	151,997,888	161,847,340	156,021,023	184,193,219	184,193,219	184,193,219
Total Resources	378,189,964	357,229,629	463,685,136	524,225,064	524,225,064	524,225,064
Requirements						
Office Governance & Mgmt	1,560,403	1,742,490	2,149,042	2,512,098	2,512,098	2,512,098
City Attorney's Office	3,488,161	3,039,343	4,922,067	5,230,757	5,230,757	5,230,757
Finance and Mgmt Svcs	8,981,925	8,719,722	12,471,113	13,585,379	13,585,379	13,585,379
Information & Technology	2,979,416	3,570,282	4,276,501	4,808,340	4,808,340	4,808,340
City-wide Services	10,801,437	11,581,660	13,812,510	15,561,294	15,561,294	15,561,294
Police	27,797,863	29,733,633	33,602,675	37,299,905	37,299,905	37,299,905
Fire and Emergency Svcs	19,294,298	20,777,223	22,716,710	24,741,016	24,741,016	24,741,016
Urban Renewal	863,941	1,060,154	2,033,917	1,905,383	1,905,383	1,905,383
Urban Design & Planning	2,133,748	2,443,549	4,522,777	5,037,987	5,037,987	5,037,987
Community Development	5,127,487	5,410,803	7,402,526	8,549,538	8,549,538	8,549,538
Economic Development Srvc	689,542	1,380,973	1,937,026	2,814,089	2,814,089	2,814,089
Parks	2,401,386	2,488,757	2,944,410	3,207,432	3,207,432	3,207,432
Environmental Services	35,891,055	36,716,788	41,654,571	44,201,625	44,201,625	44,201,625
Total Operations	122,010,662	128,665,377	154,445,845	169,454,843	169,454,843	169,454,843
Capital Improvement Proje	21,417,004	15,693,794	92,668,000	116,630,800	116,630,800	116,630,800
Interfund Transfers	37,080,949	28,129,179	78,189,431	86,631,743	86,631,743	86,631,743
Contingency	0	0	9,977,271	11,814,100	11,814,100	11,814,100
Debt Service	29,576,167	10,088,326	17,589,340	11,314,870	11,314,870	11,314,870
Unappropriated	161,847,340	174,652,953	110,815,249	128,378,708	128,378,708	128,378,708
Other Requirements	6,257,842	0	0	0	0	0
Total Non-operating	256,179,302	228,564,252	309,239,291	354,770,221	354,770,221	354,770,221
Total Requirements	378,189,964	357,229,629	463,685,136	524,225,064	524,225,064	524,225,064

The "All Funds" display shows a combined view of all budget revenues and expenses. It should be noted however, that most proceeds are dedicated to a specific service, function or project and cannot be used for other purposes. In addition, because of fund accounting requirements, certain revenues and expenses such as interfund transfers are duplicated or triplicated in this summary. The magnitude of that double counting combined with other one-time events limits the usefulness of year-to-year comparisons. Please refer to pages 5-11 of this document for further explanation of this report.

GENERAL FUND & POLICE, FIRE AND PARKS FUND

General Fund

Property tax revenue increases from the tax base have stabilized and are returning to historic patterns, primarily due to the majority of properties having recovered from the recession. A strong construction environment and new properties being added to the tax rolls in 2017 will enhance property tax revenue growth. Revenue growth is expected to continue following historic patterns unless significant new development continues to increase the tax base.

Business income taxes are predicted to level off after very strong growth from the last few years, as the economic environment in the Portland Metro area is expected to stabilize and as unemployment rates return to historic lows for the region. Utility license fee revenues are expected to increase due to the resolution of the litigation with electric and natural gas providers, increasing the electric and natural gas utility license fees to 7% overall. State shared revenue is expected to continue its upward trend due to strong consumer behavior and the addition of shared revenues related to marijuana sales.

In fiscal year 2016/17, each electric and natural gas utilities made lump sum payments from prior years as part of the litigation resolution. These payments combined with higher than anticipated other revenues and lower than anticipated expenditures in fiscal year 2016/17 provided a strong fund balance. This fund balance is being used to provide working capital, to enhance service levels in select areas and to maintain service levels in other areas.

The operating budget for fiscal year 2017/18 shows an increase over recent years. A key driver is the addition of several positions in Police and Fire. These positions will help maintain minimum staffing levels and shift coverage, and contain future overtime costs in an era of ever changing service delivery needs. Investments in livability efforts and innovative service delivery are needed to support economic development and for the Gresham community as a whole.

As presented, this budget meets or exceeds all financial policies related to beginning balance and contingency. Additional fund balance that exceeds minimum requirements at the end of fiscal year 2017/18 is required to help fund services in future years. Consideration of the rainy day reserve, the long-term financial planning for operations, Council Work Plan projects and other forward looking discussions will continue regarding the fundamental General Fund services and how they are provided in the future.

Police, Fire and Parks Fund

This fund has been collecting revenue since February 2013 for the Police, Fire and Parks fee that was implemented December 2012. Financial forecasts, based on actual billings to date, show that the revenue is expected to slightly exceed the forecast as new construction comes online.

BUSINESS FUNDS

Rental Inspection

Revenues for rental inspections are projected to remain roughly the same as the past two or three years. Gresham is expected to continue to experience an evolving rental market with some new multifamily housing coming online, and some single-family rental housing dropping off. Civil penalty revenues are sustaining, reflecting ongoing code enforcement efforts.

An increase in inspection fees and the resumption of routine inflationary indexing, or a reconfiguration of service delivery, will be necessary in the near future. Current resources are insufficient to meet current service efforts. Fund reserves are being drawn upon to sustain the service level, however, this practice is not sustainable beyond fiscal year 2017/18. A change to the inspection fee is not anticipated in this budget.

Urban Design and Planning

Service revenues for Urban Design and Planning are projected to remain strong. Development related activity continues to occur, and several large projects are on the horizon including activity related to the Reynolds and Gresham-Barlow School Districts bond approvals.

The budget for fiscal year 2017/18 allows for increased staffing to meet the anticipated planning workload. Services at this level are sustainable over a three to five year horizon with the assumption of stable, ongoing General Fund support. For the fiscal year 2017/18 budget, Urban Design and Planning Fund expects to receive approximately 72% of its operating resources from the General Fund.

In fiscal year 2016/17 the Transportation Planning function was moved to this fund from the Transportation Fund, funded by a combination of grants, General Fund support, and Urban Design and Planning revenues.

Building

The Building program is designed to be self-supporting with development related fees and charges. Revenues are projected to continue increasing in fiscal year 2017/18. Workloads in the development arena are anticipated to increase in part due to the activity related to the Reynolds and Gresham-Barlow School District bond approvals as well as intergovernmental agreements with Fairview, Troutdale, and Wood Village to provide building services. Staffing levels have been increased to meet this anticipated workload.

The forecast assumes an increased level of development activity is underway. The budget includes funding for temporary or outsourced services to address any specialized or peak demands that may occur. Services at this level are sustainable over a three to five-year horizon, but will require monitoring to ensure expense levels remain within resources on an ongoing sustainable level.

Urban Renewal

Growth in the Urban Renewal tax resources comes as redevelopment occurs, bringing assessed value growth. The market has shown sustained growth in recent years from new construction, reinvestments in plant and equipment, and by market increases. Assessed value of the area is

expected to grow approximately three percent in fiscal year 2017/18, with tax resource growth over the current year forecast expected to be around seven percent. These percentages are in the range of what has become an ordinary pattern of growth following the recession, positively affecting the urban renewal tax collections.

Following a slow recovery from the 2008 recession, the area has collected significant new resources over the last five or six years. The expanded capital program reflects these additional resources. Barring the unexpected, taxable value should continue to increase around three percent a year; with irregular spikes in resources as major developments come on line, into the near future.

Resources for programs and projects administered by the City on behalf of the Urban Renewal Commission have been enhanced in the short term as the Commission develops the Catalyst/Rockwood Rising, Sunrise, and Stark Street sites. The funding of projects in the UR Capital Fund reflect these priorities.

Resources for operations, the current level of resources for projects, and grant programs reflected in the fiscal year 2017/18 budget are not currently expected to remain sustainable through the life of the Urban Renewal Area. While this operational level can likely be maintained for the next few years, it is probable it will be necessary to reduce funding in the future for development support, grants, and capital programs. Additional resources or careful consideration of projects and programs will be needed.

INFRASTRUCTURE FUNDS

Transportation

Transportation fund revenues have historically been from vehicle related gas taxes, registration fees and charges. Beginning in fiscal year 2017/18, a number of measures recently enacted will provide other revenues to fund residential street maintenance and reconstruction. City utilities will be to phasing in an increase to their city utility license fees one percent a year over a three-year period. These resources will be dedicated to Transportation. In addition, over the next five years, the cost of vegetation management and street sweeping will be transferred to the Stormwater Utility, and the impervious service charges for the transportation program will be eliminated. Once fully implemented, these measures are expected to increase Transportation resources approximately 25 percent.

In fiscal year 2017/18 resources are expected to increase approximately seven percent. The new resources noted above are largely responsible. The fiscal year 2017/18 budget displays operating expenses increasing from fiscal year 2016/17 levels. This reflects a ramping up of operations to run the new Local Street Reconstruction program, as well as a normal inflationary increase.

The adopted budget assumes no change in State administered highway user tax rates. Left unchanged, gas tax related resources tend to stay flat or even decline over time as routine increases in population and economic growth are counterbalanced by a general reduction in multiple vehicle ownership, changing driving habits and gains in fuel efficiency.

Services at the level in the adopted budget are expected to be sustainable for a three to five-year horizon. Beyond that, the current service level will likely not be sustainable unless State legislative revenue actions take place. Inflationary pressures are likely to cause operating expenses to outpace projected resources at which time reserves will be drawn down until exhausted. An ongoing increase in new services or projects above what is adopted is not sustainable for the long-term.

Transportation related capital budgets for the upcoming fiscal year were significantly ramped up for pavement preservation and restoration work due to funding levels.

The new Local Street Reconstruction program will be funded by cash and short term debt. This practice will allow reconstruction to begin immediately as the new resources are phased in over the next five years. It is projected that the short-term debt will be rolled into long-term financing at the end of this decade or near the beginning of the next and will be repaid with the new transportation resources.

The continued use of debt for the growth component of capital projects is expected in order to bring greater predictability to project timing and to have funds available for grant matches and will be repaid with System Development fees. This approach is expected to ease cash flow volatility and jump start projects without negatively impacting other transportation work.

Transportation grants fund about $4 million of project expenses in the upcoming fiscal year. The *Five-Year Capital Improvement Program* document reflects that grants will not be as readily accessible in the future as they have been in the past due to financial pressures at the State and Federal levels. Local competition for funding will likely limit resources. While the grant environment will be more restrictive, the City does expect to remain competitive and expects to be the recipient of grant awards in the future.

Funds used to match or leverage grants, especially system development charges, which have been constrained for the past few years, are showing improvement with the economy in recovery.

Streetlight

The capital replacement of streetlight fixtures and poles was completed in early summer 2016. This project was completed significantly under budget. Unused bond funds were repaid in fiscal year 2016/17.

The LED streetlight project has resulted in significant savings in electricity costs associated with operation of the streetlight system. The project has stabilized the streetlight program finances, which were under pressure due to rising costs.

Utility license fee revenue, which consists of electric and natural gas license fees, is expected to remain stable from fiscal year 2016/17, continuing a trend of flat funding levels. Revenues are expected to be sufficient to fund operating expenses in fiscal year 2017/18 and into the future.

Infrastructure Development

The Infrastructure Development program supplies engineering, survey, and inspection services to private and City construction projects. It is partially self-supporting with development related fees and charges. The remaining costs of these services are supported by Transportation and Utilities.

Development related activity and the related service revenues for this fund are expected to level out for fiscal year 2017/18. These resources or service levels are not at historic levels, with activity intensity not predicted to return to pre-recession levels in the foreseeable future.

As development activity levels have increased over the last several years, workloads necessitated the need for increased staffing levels. Development activity generates resources to support these services; therefore, staffing levels reflect current demand for service. The present level of development activity will be closely monitored to ensure inspection services and staffing is appropriate for the level of construction activity in Gresham.

An inflationary adjustment to the inspection fee is not anticipated in the budget. Increasing development fees for the effect of inflation would reduce the need for subsidies from the Transportation and Utility funds.

Water

Drinking water services are budgeted in three funds; an operating, a construction, and a debt fund. Funding decisions are guided by long-term rate and financial plans, and the annually adopted *Five-Year Capital Improvement Program*.

Current service levels for the water utility are sustainable primarily due to a five-year rate adjustment recently adopted. Services are expected to be sustainable though the planning horizon, assuming routine rate increases continue to be enacted in the future.

Consumer conservation and a moderate economic climate are expected to dampen the effect of the rate increase on revenue growth in fiscal year 2017/18. The growth percentage of operating revenue should be expected to be lower than any given proposed rate increase due to declining water use on a per-capita basis.

Interest and system development charge revenues now reflect a healthy economy and are expected to bring in greater resources than what has been experienced during the years following the aftermath of the Great Recession. These resources will be significantly less than pre-recession trends. Interest earnings fund an important portion of asset replacement capital. System development charges are used to pay eligible water debt.

The adopted operating expenditures of fiscal year 2017/18 show an increase from fiscal year 2016/17. This increase reflects a combination of normal inflationary pressures, as well as, the aforementioned increase in utility license fees in support of the local street reconstruction program.

The Capital program consists of a standard mix of maintenance and capacity increasing projects. The program is likewise traditionally funded by an even mix of cash, primarily from repair and replacement reserves, and bonded debt. The use of short-term debt will continue to fund a number of growth and operating capital projects. This line of credit will likely be rolled into long-term bond at the end of this decade or shortly into the next.

Within the *Five-Year Capital Improvement Program*, a number of growth projects can be found with the priority on the continued development of our own water sources. The ability to increase support

for growth related activities without affecting rates will be quite limited due to relatively low receipt of system development charge revenues.

An adopted five-year rate package which starts during this budget period is reflected in the financial plans of this utility to ensure that high quality services can be provided efficiently and reliably while avoiding unexpected sharp increases in rates in the future.

Stormwater

Stormwater services are budgeted in three funds; an operating, a construction, and a debt fund. Funding decisions are guided by long-term rate and financial plans, and the annually adopted *Five-Year Capital Improvement Program*.

Revenues are expected to be stable and within normal parameters for fiscal year 2017/18 factoring in the increased resources from the recently adopted five-year rate increase.

Current service levels are maintained for Stormwater operations in fiscal year 2017/18. The adopted operating expenditures show an increase from fiscal year 2016/17. This increase reflects a combination of normal inflationary pressures and the acceleration of the program of assessing and inspecting infrastructure (pipes under streets) in advance of the street reconstruction program, as well as the aforementioned increase in license fees in support of the street maintenance and reconstruction program.

Over the next five years, the cost of vegetation management and street sweeping will be transferred to the Stormwater Utility, and the impervious service charges that the transportation program pays to the Stormwater Utility will be eliminated. These changes were incorporated into the rate package that was recently adopted.

Increasing interest and system development charge revenues are continuing to show the effects of our healthy economic activity. While the system development resources are significantly less than pre-recession trends, demands for new infrastructure are also correspondently less. Interest earnings fund an important portion of the replacement of capital assets.

A key element of the capital program in fiscal year 2017/18 is the permanent Kane Drive culvert replacement project, which will be largely reimbursed through the Federal Highway Administration. The Fairview Creek Wetland Mitigation Bank capital project is expected to be funded by debt with repayment by the sale of wetland credits to the Port of Portland.

Growth related construction activity and system development charge revenue for debt to support growth activity will be constrained for some time. In particular, the ability to increase support of growth related construction activity without affecting rates will be limited due to the moderate intake, and volatile nature of system development charge revenues.

An adopted five-year rate package which starts during this budget period is reflected in the financial plans of this utility to ensure that high quality services can be provided efficiently and reliably while avoiding unexpected sharp increases in rates in the future.

Wastewater

Wastewater services are budgeted in three funds; an operating, a construction, and a debt fund. Funding decisions are guided by long-term rate and financial plans, and the annually adopted *Five-Year Capital Improvement Program*.

System resources are expected to be stable and within normal parameters for fiscal year 2017/18. Current service levels for the Wastewater utility are now sustainable due to the recently adopted rate packages. Services are expected to be sustainable through the planning horizon, assuming routine rate increases continue to be enacted in the future. Little growth in operating resources above what would be expected from rate increases is anticipated in the near term due to stable commercial and industrial activities.

Operating expenditures are increasing at slightly above inflationary levels in fiscal year 2017/18 as compared to fiscal year 2016/17. General operating expenses show moderate growth with expenses related to the increase in license fees showing the greatest percentage increase.

Capital expenses related to maintenance and replacement of aging infrastructure are the primary construction projects for fiscal year 2017/18. This mix of projects is expected to continue for some years to come. Resources to fund significant growth related construction activity are expected to be extremely constrained to non-existent for some time to come.

System development charge revenues, which are wholly directed to repay past growth related debt, are running significantly under pre-recession trends and are not expected to return to past levels in the foreseeable future. System development charge resources are traditionally used to repay debt issued to build capacity increasing infrastructure.

Operating reserves originally set aside for construction projects are now targeted for installment debt through the beginning of the next decade, therefore restricting capital funding. The ability to maintain payment of existing debt without impacting customer rates was significantly challenged in the aftermath of the recession by declining interest earnings and system development charge resources. An ongoing increase in new operating services or operations funded capital projects above what is adopted is not sustainable for the long term.

An adopted five-year rate package which starts during this budget period is reflected in the financial plans of this utility to ensure that high quality services can be provided efficiently and reliably while avoiding unexpected sharp increases in rates in the future.

SUPPORT FUNDS

The budget for Support Funds for fiscal year 2017/18 reflects the continuing trend of focused strategies for business process improvements including the strategic implementation of technology resources to contain costs and enhance service delivery. Further details regarding internal service funds can be found in the *Internal Services Charge Manual*.

SPECIAL REVENUE AND NON-OPERATING FUNDS

Increasing system development charge revenues continue to show the effects of expanding economic activity. Current forecasts indicate that these revenues will stabilize during the next two or three years but are not expected to return to pre-recession levels. Recently adopted updates to SDC methodologies will influence the type and amount of SDC revenues beginning in fiscal year 2017/18.

There is budgetary authority included in the System Development Charge Fund to allow for potential SDC credits associated with developer built infrastructure in Pleasant Valley and Springwater. It is expected that the majority of system development revenues coming from green field developments will be in the form of the redemption of credits for infrastructure donations, rather than cash payments.

For the long-term, it is assumed that grants will become more limited based on expected funding constraints at the State and Federal levels. In particular, Transportation grants are likely to decline over previous levels with the ongoing Federal and State funding issues. CDBG and HOME program resources will require close monitoring as these resources depend on Federal budget actions.

The budget reflects the continued use of short-term debt through a line of credit. This short-term debt financing is primarily used for Transportation, Water and Stormwater capital projects in the budget.

CAPITAL FUNDS

The fiscal year 2017/18 budget for capital funds reflects the continuation of projects that were started, but not completed, in fiscal year 2016/17, as well as, a number of proposed new projects.

In the near-term, many projects are focused on repair and maintenance of existing facilities and compliance with regulatory requirements to help ensure reliable and efficient services can be provided now and into the future.

Sizable appropriations are budgeted for the General Development Fund for fiscal year 2017/18. This action allows system development charge credits to be issued as private developers construct qualifying public infrastructure needed to serve the current City, Pleasant Valley and Springwater areas. In most cases, City-initiated capital projects in the Pleasant Valley and Springwater areas are not anticipated as City resources are not available to fund projects with either cash or debt.

In the long-term, the moderate pace of the economy has pushed off the need for intensive infrastructure expansion. As a result, many growth-related projects continue to be deferred, either due to a decline in the need to expand infrastructure to accommodate development or the limited city funding available for growth related projects.

The usage of short-term debt, through a line of credit, is assumed within the budget in certain capital funds. This allows needed operating projects to begin, and certain growth related projects to not be delayed by the uncertain cash flow from growth related revenues.

BUDGET PRINCIPLES & STRATEGIES

Protect and preserve essential services that impact daily lives and property values

- Provide the best possible service delivery.
- Preserve community investment for future generations.
- Protect and sustain community livability.
- Capitalize community capacity – engage and involve citizens and collaborate with regional partners.

Enhance fiscal sustainability through multi-year financial planning and decision-making

- Evaluate the impact of current revenue and expenditure actions within a long-term context.
- Continue to pursue and implement cost containment measures and business process improvements.
- Invest in and leverage opportunities to reduce future capital needs and ongoing operating costs.
- Pursue revenues necessary to maintain essential services while longer-term options are considered through the Long-Term Financial Planning for Operations Council Work Plan project.

Support aggressive pursuit of investment and employment for community prosperity and fiscal health

- Economic Development – business retention and outreach.
- State and Federal legislative efforts.
- Small Business Assistance and Incentive Programs.
- Support of Rockwood-West Gresham Urban Renewal Area plan.

Position the organization for the future

- Continue to adapt the organization to expand leadership opportunities and leverage resources.
- Support advocacy for fiscal reform and access to resources, including state legislative tax reform.
- Pursuit of federal, state, county and metro grant funds and low interest loans.

Support adopted Council Work Plan and governance process

- 2017 Council Work Plan – The most recent Work Plan adopted in January 2017, outlines 22 projects in three categories.

COUNCIL WORK PLAN

The Gresham City Council adopts an annual Work Plan to guide and showcase the City's portfolio of public improvement efforts. This work results in significant changes in how the City delivers services to support a thriving and growing community and moves us into the future. In addition to providing clear direction to City staff, the Work Plan provides transparency and accountability to the City's constituency.

The Council's long-term vision leads to successful implementation of strategies that focus on investment in community safety and quality of life, as well as, infrastructure and community appearance. Executing these strategies through the Council Work Plan builds upon this vision and shifts the organizational approach in responding to community, economic, social and operations needs in innovative and creative ways.

The 2017 Work Plan continues some projects from the 2016 Work Plan, and incorporates input from our dedicated Council Citizen Advisory Committees. The complete 2017 Council Work Plan along with project updates and related information can be found on the Mayor and Council page of the City's website.

2016 Strategy / 2017 Implementation Projects

- Children and Families
- Emergency Preparedness Strategy
- Hogan Butte Nature Park
- Office/Industrial Economic Development Strategy
- Housing Policy
- Homelessness
- Development Code Improvements

2017 New Projects

- Community Paramedicine
- Neighborhood Nuisance
- Development Fees/Incentives
- Development Code & Process Updates
- Neighborhood Office Opportunity Review
- Twenty-first Century Policing
- Industrial Land Opportunities Study
- Commercial Business & Development
- Community Branding & Marketing
- Pleasant Valley Transportation System Plan

2017 Multi-Year Projects

- Urban Redevelopment – Rockwood Rising, Civic and Downtown
- Legislative Advocacy
- Transportation Maintenance Strategy
- Long-Term Financial Planning – Operations
- Right-of-Way Fees

Budget Process

Key steps related to the budget development process are described below.

Process Design – July/August

- Review and evaluate prior year's process.
- Establish outline of process for the upcoming year.

Fund Evaluation and Financial Forecasting – September/October/November

- Review year-end close information.
- Evaluate financial status of each fund.
- Develop preliminary revenue forecasts for all funds.

Develop Budget Proposals –December/January/February

- Departments complete their estimates of next year's operating costs.
- Department proposals are adjusted based on finalized revenue forecasts and other funding constraints.
- Capital projects are developed.

Balance Funds and Finalize Proposed Budget – March/April

- *Five-Year Capital Improvement Program* (CIP) is reviewed by Planning Commission.
- Proposed budget is prepared.
- First year of CIP is incorporated into annual budget.

Proposed Budget – April/May

- Budget Committee reviews and deliberates Proposed Budget in public meetings.
- Budget Committee reviews the first year of the CIP.
- Budget Committee makes revisions and approves budget, property tax rate, and the use of State Shared Revenue.

Budget and Five-Year CIP Adoption – June

- Public hearing for citizen comments prior to adopting budget.
- Public hearing and an enactment reading for final adoption of the Five-Year CIP.
- Council adopts budget.

Budget Implementation - July

- All local governments in Oregon begin their fiscal year on July 1.
- Budget is implemented as adopted.
- If needed, amendments may be authorized by action of the City Council.

BUDGET STRUCTURE

Fund Structure

The City's budget for fiscal year 2017/18 is organized into a total of 43 separate funds. A fund is a means to separately track and account for financial information and to demonstrate that revenues and expenditures are balanced. Each fund records the receipt of specific revenues and tracks related expenditures. The use of separate funds allows for greater management, tracking and oversight of specific funding sources related to programs, projects, and activities. This allows for timely access to information needed for decision-making and helps ensure accountability and appropriate use of specific revenues.

The 43 active funds are grouped into six primary categories, based on their purpose, function and particular characteristics. Each category is displayed as a separate section within this document. The categories included are:

- General Fund and Police, Fire & Parks Fund
- Business Funds
- Infrastructure Funds
- Central Support Funds
- Special Revenue and Non-Operating Funds
- Capital Funds

Department Structure

City operations are organized into separate departments. A department is an organizational unit that is responsible for a major operational function. There are 13 departments reflected in the City's budget. The Office of Governance and Management is displayed as two separate departmental units to provide clarity in functions.

The departments included in the budget are:

- Office of Governance & Management
  - Governance
  - Citywide Services
- City Attorney's Office
- Finance & Management Services
- Information & Technology
- Police
- Fire & Emergency Services
- Urban Renewal Administration

- Urban Design & Planning
- Community Development
- Economic Development
- Parks
- Environmental Services

Further details regarding each of the City's departments may be found in the *Expenditure Information* section of this document.

Fund/Department Crosswalk

The Budget document displays information both by fund and by department. The following list shows the funds by category and displays which departments operate in each fund.

General Fund and Police, Fire & Parks Fund

Fund	Department
General	• Police • Fire & Emergency Services • Community Development • Economic Development • Parks
Police, Fire & Parks	• Police • Fire & Emergency Services • Parks

Business Funds

Fund	Department
Rental Inspection	• Community Development
Urban Design & Planning	• Urban Design & Planning
Building	• Community Development
Urban Renewal Support	• Urban Renewal

Infrastructure Funds

Fund	Department
Transportation	• Environmental Services
Streetlight	• Environmental Services
Infrastructure Development	• Environmental Services
Water	• Environmental Services
Stormwater	• Environmental Services
Wastewater	• Environmental Services

Central Support Funds

Fund	Department
Facilities & Fleet Management	• Finance & Management Services • Fire & Emergency Services
Workers' Compensation	• City Attorney's Office
Health Insurance Benefits	• Citywide Services
Information & Technology	• Information & Technology
Dental Insurance Benefits	• Citywide Services
Liability Management	• City Attorney's Office
Equipment Replacement	• Finance & Management Services
Legal Services	• City Attorney's Office
Utility Financial Services	• Finance & Management Services

Administrative Services	• Office of Governance & Management
	  ○ Governance
	  ○ Citywide Services
	• Finance & Management Services

Special Revenue and Non-Operating Funds

Fund	Department
System Development Charge	• Non-Operating
Grants	• Non-Operating
Dedicated Revenue	• Community Development • Environmental Services
Designated Purpose	• Office of Governance & Management • Citywide Services • Police • Fire & Emergency Services • Urban Design & Planning • Community Development • Economic Development • Parks • Environmental Services
General Government Debt	• Non-Departmental - Debt
City Backed Urban Renewal	• Non-Departmental - Debt
Pension Bond Debt Service	• Non-Departmental - Debt
Water Debt Service	• Non-Departmental - Debt
Stormwater Debt Service	• Non-Departmental - Debt
Wastewater Debt Service	• Non-Departmental - Debt
City Facility Debt Service	• Non-Departmental - Debt
Dedicated Stimulus – inactive (included for historical purposes)	• Police - inactive

Capital Funds

Fund	Department
Footpaths and Bike Routes	• Non-Departmental - Capital

Parks	• Non-Departmental - Capital
General Development	• Non-Departmental - Capital
Transportation Construction	• Non-Departmental - Capital
City UR Capital Improvement	• Non-Departmental - Capital
Water Construction	• Non-Departmental - Capital
Stormwater Construction	• Non-Departmental - Capital
Wastewater Construction	• Non-Departmental - Capital
City Facility Capital Improvement	• Non-Departmental - Capital
Enterprise Systems Replacement	• Non-Departmental - Capital
Public Facility Improvement – inactive (included for historical purposes)	• Non-Departmental - Capital
Local Improvement District – inactive (included for historical purposes)	• Non-Departmental – Capital

Summary Fund Information

Each fund must be balanced. That is, total requirements must match total resources. Information is displayed in a consistent manner for each fund. All information is shown for four years – audited data from the two most recently completed fiscal years (labeled Actual), the revised budget for the current fiscal year, and the proposed budget for the upcoming fiscal year. The approved budget and the City Council adopted budget will be completed as action is taken.

The top section of the Resources and Requirements by Fund reports shows "Resources." These are grouped into categories based on the type and/or source of revenue. Next the report shows "Requirements." These are grouped into two main categories. The first section shows requirements or expenditures allocated to individual departments, these are often collectively referred to as Operating Expenses. The second section shows non-departmental items including capital projects, transfers between funds, debt service, contingencies and unappropriated amounts.

Standardized Budget Reports

Oregon Budget Law determines the information that is required to be presented in a budget, and prescribes the format for data presentation. The example below explains the information presented in the standardized budget reports.

Budget Report Format

NOTE: All tables in the budget present the same four year columns in format prescribed by Oregon Budget Law.

Resources	Actual	Actual	Revised Budget	City Manager Proposed	Budget Committee Approved	City Council Adopted
110 General Fund						
Taxes	[illegible]	[illegible]	34,021,200	[illegible]	[illegible]	0
Licenses and Permits	[illegible]	[illegible]	338,500	[illegible]	[illegible]	0
Intergovernmental Revenue	[illegible]	[illegible]	9,454,000	[illegible]	[illegible]	0
Charges for Services	267,489	393,260	218,000	[illegible]	[illegible]	0
Utility License Fees	7,950,355	8,185,900	8,087,200	10,199,500	0	0
Interest Income	116,507	165,876	150,000	250,000	0	0
Miscellaneous Income	128,600	100,994	73,400	84,100	0	0
Interfund Transfers	166,754	175,658	232,267	135,200	0	0
Internal Service Charges	554,236	453,658	754,923	944,378	0	0
Beginning Balance	10,156,802	10,871,562	8,860,000	18,467,000	0	0
Total General Fund	59,989,645	63,885,351	62,189,490	75,469,878	0	0
Requirements						
Police	23,836,188	25,854,117	28,529,562	32,068,054	0	0
Fire and Emergency Svcs	16,399,896	18,112,494	19,529,739	21,526,373	0	0
Community Development	903,620	973,129	1,081,885	1,490,318	0	0
Economic Development Srvc	681,518	658,807	949,026	1,034,089	0	0
Parks	[illegible]	[illegible]	[illegible]	[illegible]	0	0
Total	[illegible]	[illegible]	[illegible]	[illegible]	0	0
Interfund Transfers	5,191,089	4,913,256	5,528,600	6,034,500	0	0
Contingency	0	0	732,074	1,473,000	0	0
Unappropriated	[illegible]	[illegible]	[illegible]	[illegible]	0	0
Total	[illegible]	[illegible]	[illegible]	[illegible]	0	0
Total General Fund	59,989,645	63,885,351	62,189,490	75,469,878	0	0

Actual: Audited data from prior fiscal year

Revised Budget: Includes budget adjustments through supplemental budgets or council resolution

Requirements: Includes salaries, supplies and support charges

Contingency: Budgeted amount to cover unforeseen events; must be authorized by Council

Unappropriated: The fund balance: resources minus requirements

Interfund Transfers: Transfers from one fund to another; purposes described in separate report "Description of Interfund Transfers"

Actual Resources and Requirements

Budgeted Estimates

ORGANIZATIONAL CHANGES

Program Structure

Reorganizations that occurred during the last several years are contained in this document. These changes may limit the ability to readily make comparisons between specific areas within the four years of data displayed in this document. Resulting organizational changes that occurred will first appear in the budget document in the following fiscal year (i.e. changes that occurred in fiscal year 2015/16 first appeared in the fiscal year 2016/17 budget column). In order to help clarify the net results of the changes, some details are described below.

Fiscal Year 2016/17 Organizational Changes

There were no organizational changes in fiscal year 2016/17.

Fiscal Year 2015/16 Organizational Changes

These changes are first reflected in fiscal year 2016/17.

Transportation Planning

The Transportation Planning function has been relocated from Department of Environmental Services to Urban Design and Planning. This change has an impact on two departments within the three different funds.

Changes by Department

All Personnel and related materials and services expenditures related to transportation planning and transportation planning grants have been moved from the Environmental Services Department to the Urban Design and Planning Department.

Changes by Fund

Personnel and related materials and services expenditures related to the primary Transportation Planning functions have been moved from the Transportation Fund to the Urban Design and Planning Fund.

Personnel and related materials and services expenditure changes for Transportation Planning grants occurred within the Designated Purpose Fund.

Fiscal Year 2014/15 Organizational Changes

There were no organizational changes in fiscal year 2014/15.

REVENUE INFORMATION

CITY OF
GRESHAM
OREGON

GRESHAM ECONOMIC TRENDS

The City of Gresham uses ongoing financial forecasting and modeling to estimate revenues for all operating funds. A variety of industry and economic indicators, historical analysis and forecasts from other jurisdictions such as the State of Oregon and Multnomah County are used to develop these financial models. Forecasts for General, Business and Infrastructure type funds are developed for a multi-year horizon. General and Business oriented funds are modeled for a minimum of five years, while infrastructure focused funds utilize a 20-year minimum forecast period. These financial forecasts help form the basis on which the annual budget is built.

As the current economy continues its pattern of modest but sustained growth, Gresham's economy appears to be on solid and stable footing. Recovery from recessions are generally slower for the east side of the county, including Gresham, than the west Metro area for a number of reasons; demographics and economic headwinds are two examples. The economic tide could be said to rise from west to east in the metro area. Currently, the entire Portland metro area and Gresham specifically are in a relatively strong positions both in the State, and in comparison to other states.

Job growth in Gresham is approaching three percent, with the average city unemployment rate floating slightly above five percent. The rate is lower in some areas of the city, higher in others. Looking at the pattern of economic growth since the recession, jobs in the service sectors have led the recovery. Gresham has benefited by this trend as over 50 percent of its population is employed in these kinds of occupations. There are also encouraging signs that manufacturing components are pulling through. This represents good news as approximately 25 percent of Gresham's population is employed in construction, maintenance/repair, production and transportation related occupations. While it could be said the City of Gresham has been in recovery catch up the good news is that the expectation is for continued gains in the Oregon economy, allowing time for the City to achieve positive results.

Looking forward over the next year, the expectation is the entire region will approach full employment. Therefore, the regional labor market will become tight, with it becoming harder to find available workers with the required skillsets. This should bring good news for Gresham area workers who will likely see incomes rise. Since Gresham residents tend to be on the low side of regional family median incomes increases are particularly important.

While overall employment indicators are strong, other economic indicators show no sustained movement either positive or negative. Both the State of Oregon's Index of Leading Indicators and University of Oregon's Index of Economic Indicators are encouraging, and continued economic growth is expected in Oregon over the next year. Cost of housing is also applying pressure to the regional economy by limiting discretionary consumer spending. Gresham could expect the local multifamily sector to react to our relatively affordable market and tight vacancy rates by employing various methods (such as property upgrades) to capture higher rents. As the number of housing permits issued continues to increase, this could alleviate some of the pressure on housing costs as our population increases. Overall, the consensus of leading economic surveys is that the probability of a recession in the next 12 months is low.

Many General Fund revenues are not strongly driven by broad economic performance. While revenue sources have elements impacted by the economy, such as property taxes, State Shared Revenue or Utility License fees, strong economic or weak growth does not typically drive large swings in revenue, but more modest dips and rises in revenue levels. This is the case today – the General fund is experiencing moderate growth across the majority of the revenue categories. Property Tax growth is expected to maintain a normal growth pattern as the majority of property values have recovered from the losses experienced during the recession. The State of Oregon is predicting better than average growth to State Shared Revenues overall. Utility License fees will see inflationary increases following the increase to the license rate for electric and natural gas providers. The city utilities' adopted rate adjustments will also increase General Fund license fee resources. The Business Income Tax is the outlier in the General Fund as the most economically driven revenue. The Business Income Tax has shown strong growth over the last few years, but tax collections are expected to stabilize going forward. All of these combined, reflect a forecast that shows resources that are in line with historical growth trends for the General Fund.

Transportation fund revenues are primarily from vehicle related gas taxes, registration fees, and charges. Utility license fees will be a new resource for the transportation program starting in fiscal year 2017/18. City utilities will ramp up their license fees one percent a year over a three-year period with proceeds targeted to street maintenance and reconstruction. In fiscal year 2017/18 available State transportation resources are expected to be similar to fiscal year 2016/17. Revenues are expected to be better than originally thought in the current year and then forecast to remain comparable in fiscal year 2017/18, with individual revenue streams showing only minor shifts up or down from the current year. Assuming no change in highway user tax rates (i.e., a current law assumption), only very modest revenue increases are likely over the course of the next 30 years. This reflects a normal trend for Transportation revenues. Left to themselves, gas tax resources stay flat or decline over time as routine increases in population and economic growth are counterbalanced by a general reduction in multiple vehicle ownership, changing driving habits and gains in fuel efficiency. Gas taxes and fees decline sharply in an economic downturn, only then to rise sharply during the recovery. They show a tendency to rise modestly if the economy remains in a state of sustained upturn. However, over the long-run, these revenues will, generally speaking, increase overall owing to occasional legislative actions that increase the fees and charges.

Development related services now have settled into a pattern of a higher activity level than seen in the post-recession period. Construction permit applications are sustaining. This has led to a lasting elevated revenue stream and work load for staff. Revenues driven by construction activity, such as system development charges, building permits, plan review, and building and infrastructure inspection fees have all seen increases in recent years. This trend is expected to continue for the next year at approximately the same levels with dips and rises in specific revenue streams as the types of construction activity vary. This, in turn, causes variations in the demand for different development services provided by the city. The Urban Design & Planning, Building and Infrastructure Development Funds resources are expected to remain positive, while fees are expected to show fluctuations slightly as large one-time projects come and go. Large projects may appear on the horizon as we progress through the year that would alter the forecast in an upward trajectory.

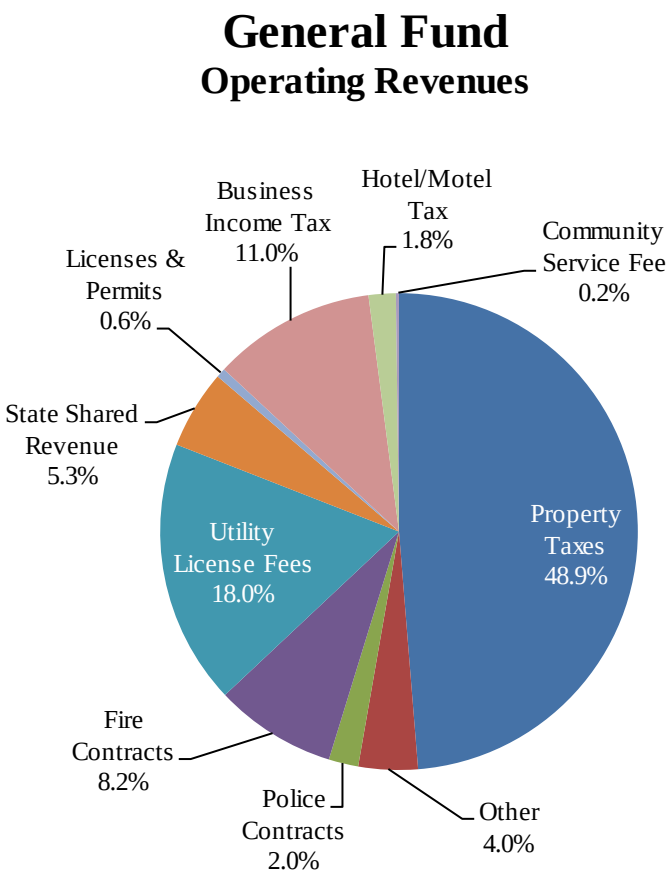
Overall, Oregon's economy remains strong. While several revenue streams have not yet recovered to pre-recessionary levels, the City's revenue forecasts reflect the strength and activity of the economy. The majority of the City's revenues are somewhat protected from general economic volatility, so it is expected that there will be continued, moderate revenue growth for city operations. Economic vitality has strengthened within the city limits, especially development related growth. These economic conditions in Gresham have the potential to sustain resources and assist in managing challenges across many of the city's operating funds over the longer-term.

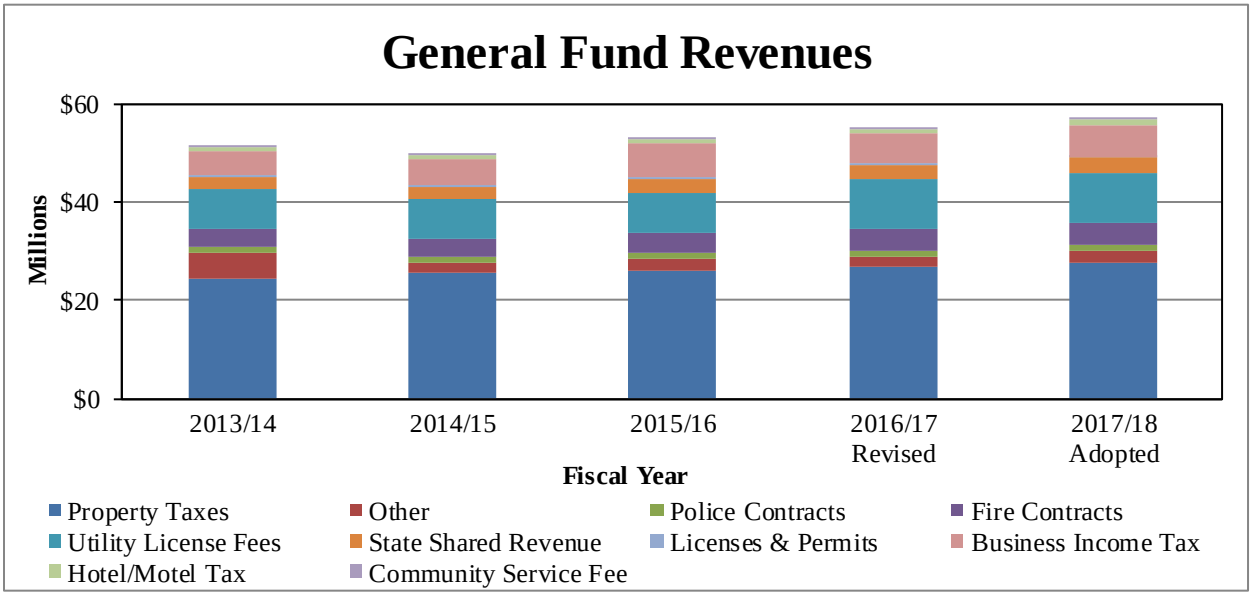
GENERAL FUND REVENUES

- General Fund revenues are expected to total approximately $56.8 million for fiscal year 2017/18.

- Revenues for the current fiscal year are projected to be approximately 20.8% higher than budgeted due to one-time money from utility license fees paid for prior years. Ongoing General Fund revenue is expected to be about 4.4% higher overall, primarily due to a 2% rate increase in electric and natural gas utility licenses fees that the City received in fiscal year 2016/17.

- The revenue for fiscal year 2017/18 is a 2.2% increase over the projected on-going revenue for fiscal year 2016/17. In particular, this increase appears in revenues from property taxes and state shared revenues.





PROPERTY TAXES

Property Tax Limitation

Prior to fiscal year 1997/98, property taxes were based on an annual amount to be collected (a tax base). The tax rate was determined by dividing the tax base by the market value of real property in Gresham. Starting in fiscal year 1997/98, the tax base was replaced with a permanent property tax rate. Gresham's permanent property tax rate is $3.6129 per thousand dollars of assessed valuation. A residential property's assessed valuation is limited to an increase of no more than 3% per year on existing structures. Assessors give new construction the same relative assessed value to market value discount as existing properties by calculating a county-wide Changed Property Ratio.

Assumptions

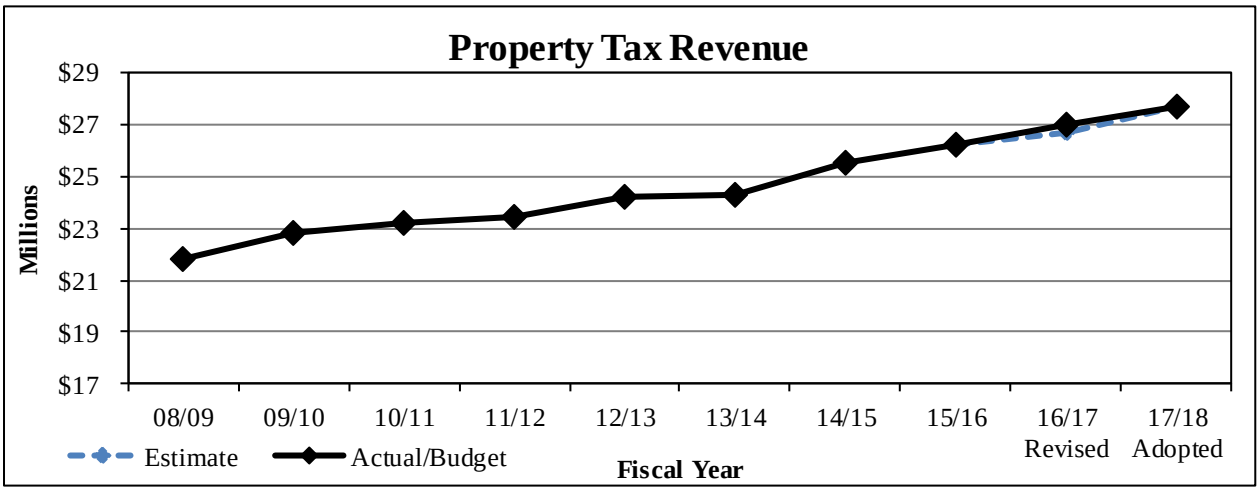
- The property taxes levied are not fully collected due to discounts and delinquencies. The expected property tax revenues are reduced by an uncollected amount of 5.6%, based on historic trends.
- Based on legislative limits, the property tax revenues assume a 3.0% increase in existing taxable assessed value (TAV). It is expected that residential real market values will continue to increase, therefore the TAV of those properties is increasing at the maximum of 3%. This forecast also accounts for the fact that Urban Renewal in Gresham has frozen the growth of TAV and taxes for city use on approximately one tenth of the tax base in the City.

Economic Factors & Influences

- Market values in the housing sector are continuing to increase and residential and commercial construction is increasing in the region. Practical implications are that the development of residential and commercial properties will bolster the tax rolls in fiscal year 2017/18 and Gresham will see slightly better than average growth in property tax revenues.

Highlights

- For fiscal year 2017/18, the property tax revenue is budgeted at $27,678,700 including amounts received from delinquent accounts and interest, and is a 3.8% increase from the fiscal year 2016/17 forecast and includes property taxes anticipated from new construction.

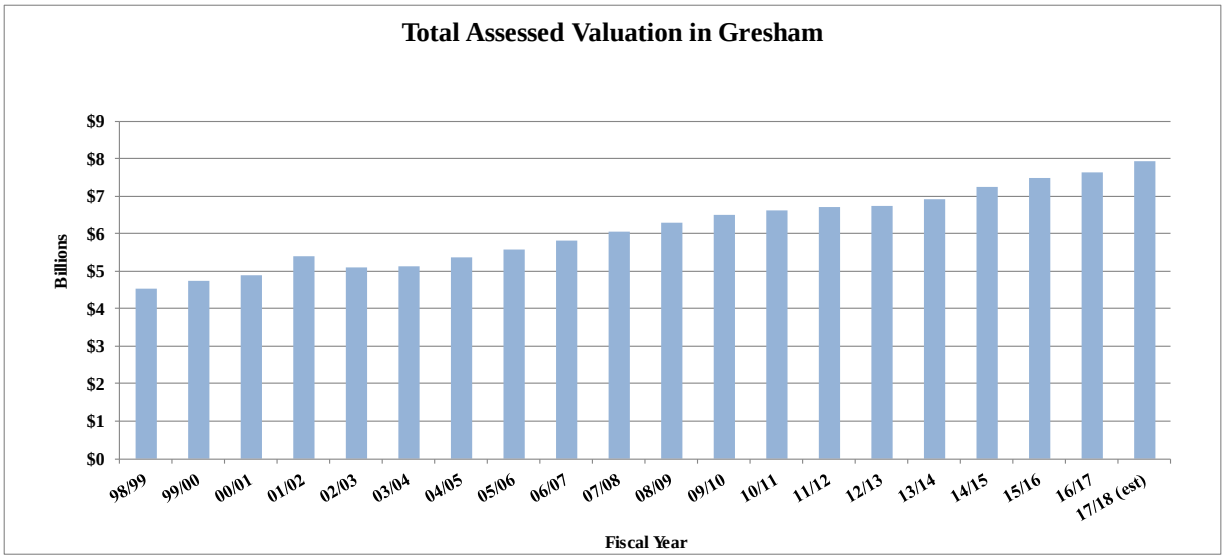


COMPUTATION OF PROPERTY TAXES AND RATES

OPERATING TAX AUTHORITY		2016/17 *ACTUAL*
2016 Assessed Value (AV)		$7,634,748,794 [1]
Permanent Tax Rate		3.6129
Property Tax Authority		27,583,584
Compression and other Adjustments		10,696 [2]
Total Amount to Be Raised		27,594,280
Less allowance for discounts	2.5%	(689,857)
Less allowance for delinquencies	3.1%	(855,423)
AVAILABLE FOR APPROPRIATION		**$ 26,049,000**

OPERATING TAX AUTHORITY		2017/18 *ESTIMATED*
2016 Assessed Value (AV)		$7,634,748,794 [1]
Estimated AV Increases/Decreases for Existing Properties		254,219,490
Estimated AV of New Construction		32,000,000
Estimated 2017 Assessed Value (AV)		7,920,968,284
Permanent Tax Rate		3.6129
Property Tax Authority		28,617,666
Compression and other Adjustments		9,135 [2]
Total Amount to Be Raised		28,626,801
Allowance for discounts	2.5%	(715,670)
Allowance for delinquencies	3.1%	(887,431)
AVAILABLE FOR APPROPRIATION		**$ 27,023,700**

Notes:
1. Net assessed value after adjustments for urban renewal excess value.
2. Other adjustments include appeals, loss due to Measure 5 compression and other adjustments.



HOTEL/MOTEL TAX

Gresham receives a lodging tax of 6% of room rates, calculated on the first thirty days of any stay.

Assumptions

- Over the last several years there has been increase in travel as the economy continues to be strong.
- It is anticipated that travel levels will continue in fiscal year 2017/18.

Economic Factors

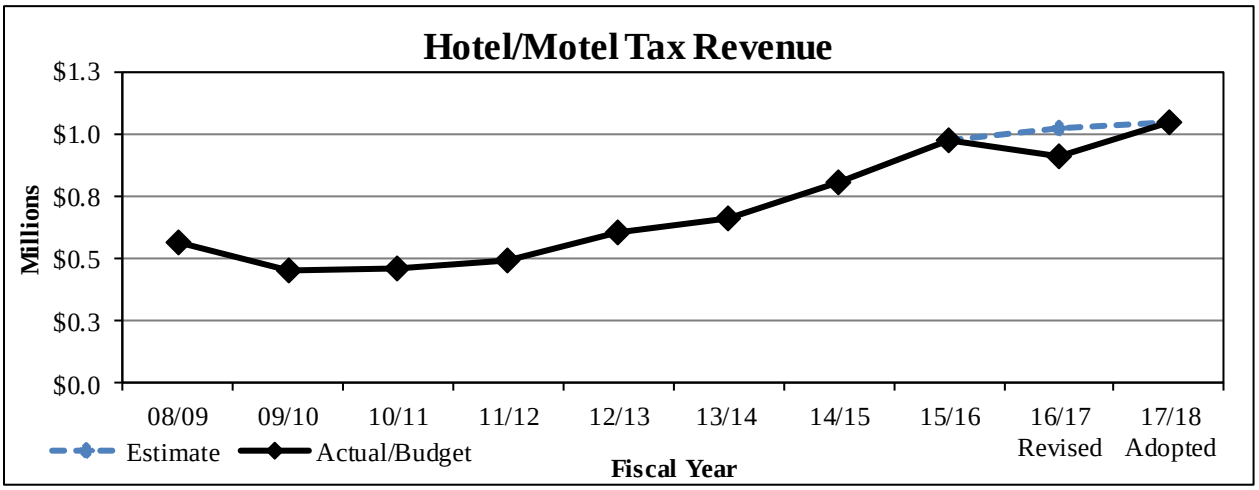
- Tourism is affected by gasoline prices and personal income.
- Business travel improves when the economic environment improves.

Major Influences

- Market saturation and economic climate.

Highlights

- For fiscal year 2017/18, collections are expected to be $1,043,000.
- Revenue growth has been strong over the last several years as online sellers of hotel rooms have been making hotel/motel tax payments.



BUSINESS INCOME TAX

Multnomah County Business Income Tax is 1.45% of business net income. A tax rate of 0.6% is shared among all jurisdictions and 0.85% belongs solely to Multnomah County. In total, about 11% of the tax is distributed to cities in east Multnomah County based on population and assessed value. Currently Gresham receives approximately 78% of the east county portion.

Assumptions

- Recent forecasts made by the State of Oregon and Multnomah County indicate that the business income revenue will level off compared to the strong increases seen over the last several years.

Economic Factors

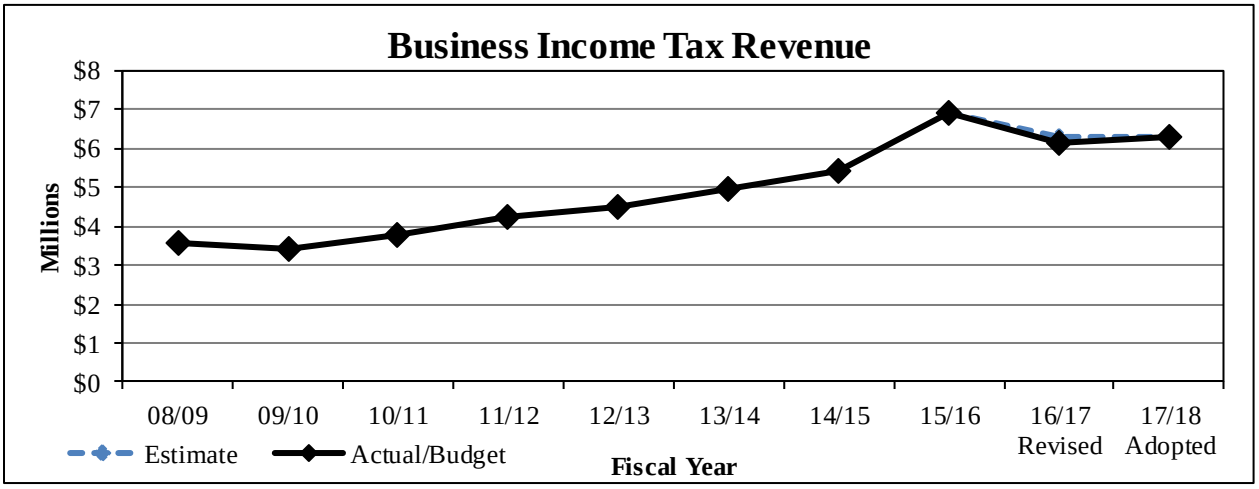
- The volatility of Business Income Tax revenue reflects regional economic fluctuations.
- The tax is determined on the level of federally taxable business income.

Major Influences

- Population and assessed valuation (relative to rest of East County), county policy and economic climate.

Highlights

- For fiscal year 2015/16, revenue was higher due to county Business Income Tax reserve levels being lowered as the economy improved and increased distributions of revenue. Overall, revenue has been increasing annually.
- For fiscal year 2016/17, the revenue from the Business Income Tax is forecasted to be slightly higher than the budgeted amount.
- For fiscal year 2017/18, the Business Income Tax revenue is expected to be $6,274,000.



LICENSES & PERMITS

Gresham receives revenue from the following licenses and permits:

- Business License
- Mobile Home
- Liquor License
- Amusement Machines

Assumptions

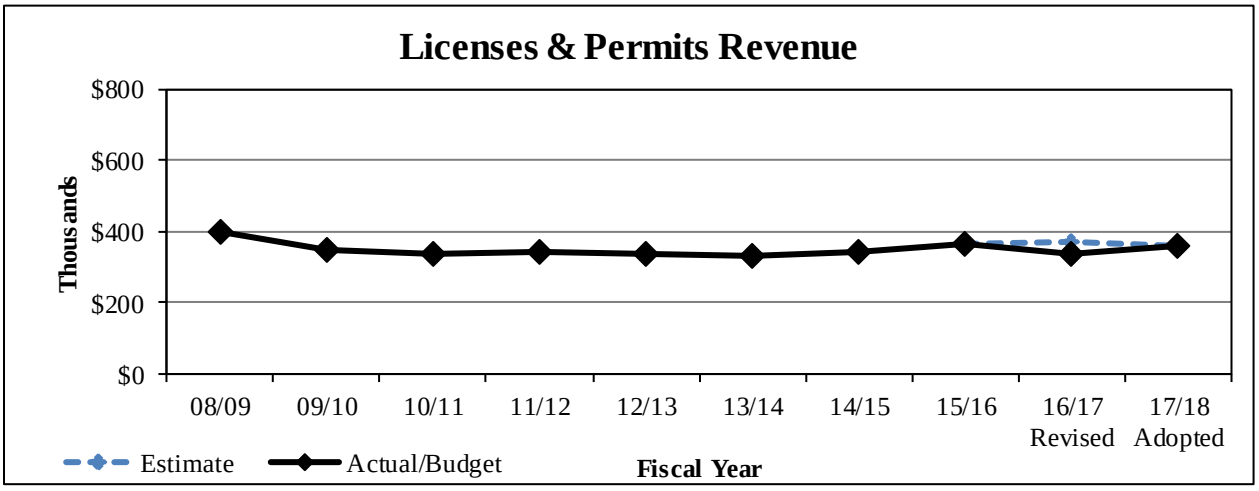
- Licenses and permits revenues are expected to continue in the same pattern as the last several years.

Major Influences

- Internal policy, economic climate and collection rate.

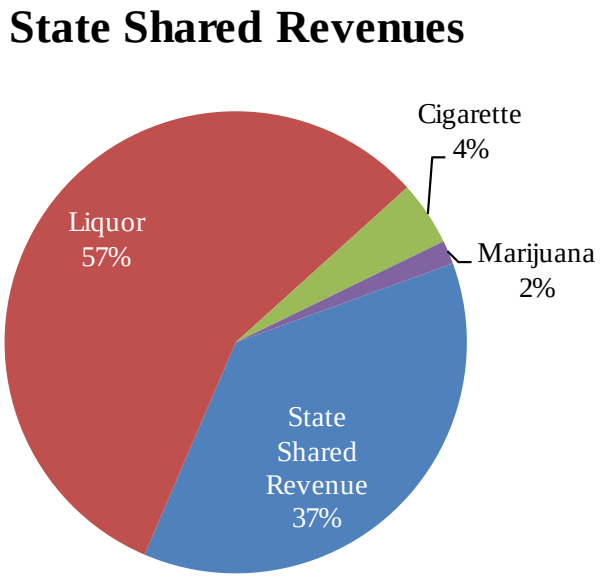
Highlights

- Anticipated revenue from Licenses & Permits in the General Fund is expected to be $361,000 in fiscal year 2017/18.



STATE SHARED REVENUES

Gresham receives the following State Shared Revenues:



State Shared Revenue – A distribution from the State of Oregon for statewide collections of Liquor Tax. State Shared Revenue is one of two means by which liquor taxes collected by the State are shared with local governments. State Shared Revenue is 14% of liquor tax distributed to cities based on a formula defined in the Oregon Revised Statutes. The formula for state revenue sharing compares the recipient city's consolidated property tax rate, per capita income and population against the statewide average.

Liquor Tax – One of two separate distributions to cities from taxes collected by the state-run Liquor Control Commission. The distributions are 20% of the State's liquor receipts given as revenues to cities on a per capita basis, the "Liquor Tax," and 14% of the State's liquor receipts given to cities on a formula basis (see State Shared Revenue).

Cigarette Tax – Cities receive two cents of the state-imposed $1.18 per pack cigarette tax. The cities' first distribution of one cent per package was adopted in 1967; a second cent for cities was added in 1986. The State distribution to localities is on a per capita basis.

Marijuana Tax – In November 2015, Oregon voters approved the legalization of recreational marijuana and an associated statewide sales tax of 17%. Ten percent of the state sales tax is being distributed to counties and cities on a formula basis. This distribution is separate from the 3% tax imposed by Gresham voters (see General Fund – Other Revenue).

911 Tax – During the 2012 Oregon Legislative Session SB 1550 was passed, requiring 911 Tax distributions be paid directly to the service provider starting on January 1, 2013. Gresham contracts with the City of Portland's Bureau of Emergency Communications (BOEC) for 911 and dispatch services. Gresham now receives a credit on its billings from BOEC in the amount of its 911 Tax distribution and no longer receives the revenue directly.

Assumptions

- Forecasts from the State of Oregon and the League of Oregon Cities are evaluated as well as historical trends for these revenues.
- Assumes that the State's financial policies do not change the revenue distribution to local governments.

Economic Factors

- Liquor sales are affected by household income levels.

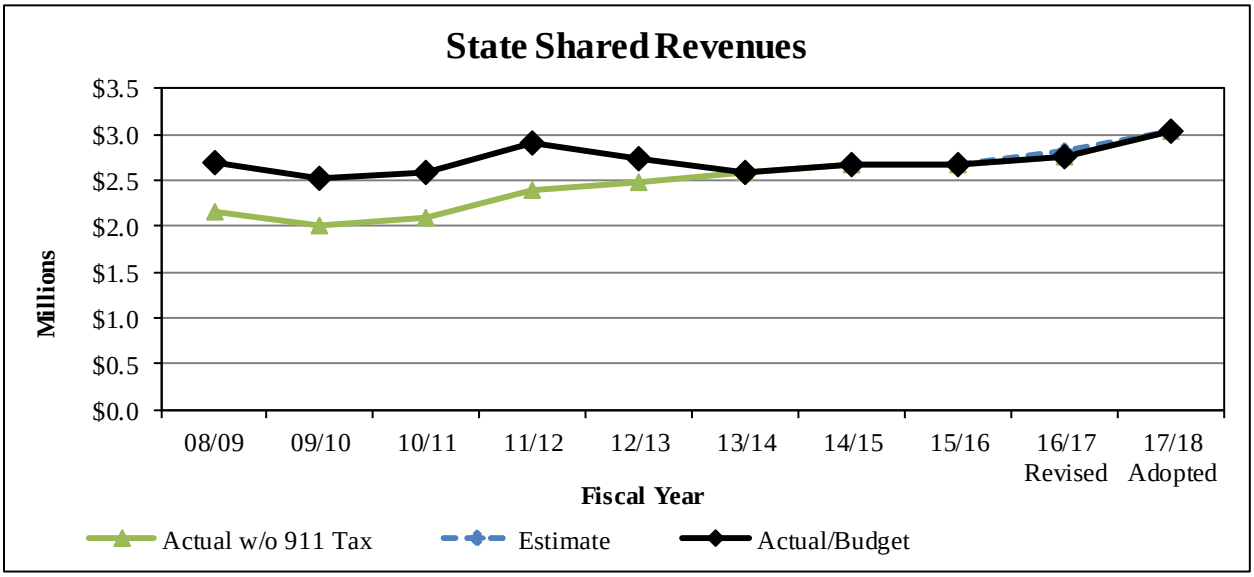
- A continuing decrease in cigarette tax revenue is expected due to changes in consumer behavior.

Major Influences

- Liquor and cigarette prices, consolidated property tax rate, per capita income and population (relative to State), economic climate and state policy.

Highlights

- In fiscal year 2016/17 the revenues are estimated to be slightly higher than budgeted.
- In fiscal year 2017/18 State Shared Revenue and Liquor Tax are expected to increase from the fiscal year 2016/17 estimates to $1,121,000 and $1,722,000 respectively. Cigarette Tax and Marijuana state shared revenues are expected to be $136,000 and approximately $50,000 respectively. There will be no revenue from 911 Taxes. Overall, state shared revenues are expected to increase approximately 9.3%, or $207,000, from the 2016/17 forecast.



COMMUNITY SERVICE FEE

The Strategic Investment Program Agreement entered into by Multnomah County, the City of Gresham, and Microchip Technology Inc. provided for the payment of a Community Service Fee equal to 25% of the property taxes abated, not to exceed $2 million in any tax year. This agreement sunsets June 30, 2018.

A similar agreement existed with LSI Logic, until the plant was sold to ON Semiconductor in 2006. ON Semiconductor does not participate in the program and is taxed on its full assessed value.

Note: Community Service Fee revenue associated with Enterprise Zones is accounted for in the Designated Purpose Fund and used for economic development and job creation activities in the City, in consultation with other taxing jurisdictions and service providers.

Assumptions

- $100,000,000 cap on taxable assessed value for Microchip Technology, with 3% growth each year.

Economic Factors

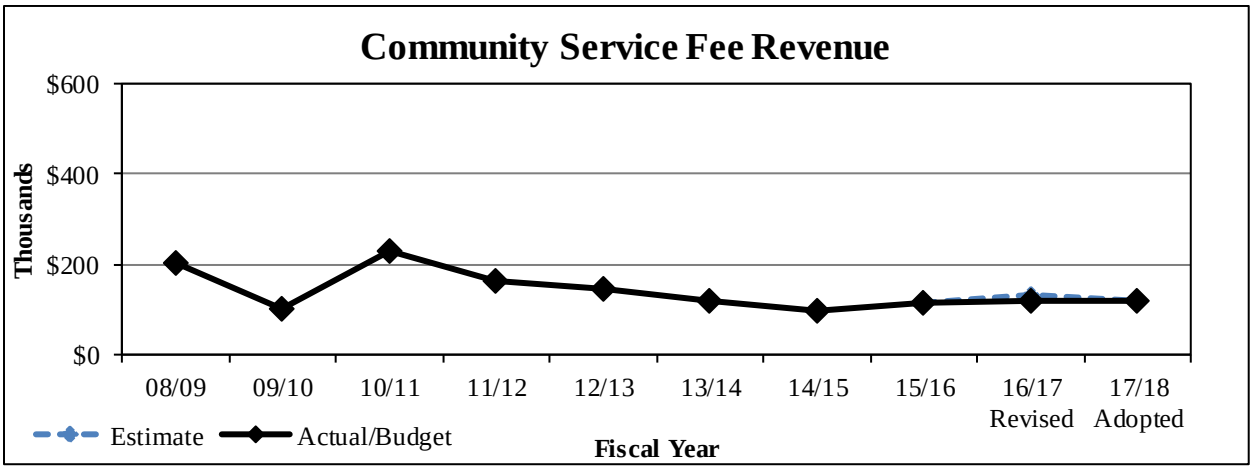
- The property's assessed value fluctuates based on the equipment depreciation and investment.

Major Influences

- Equipment investment schedule, assessed value and economic climate.

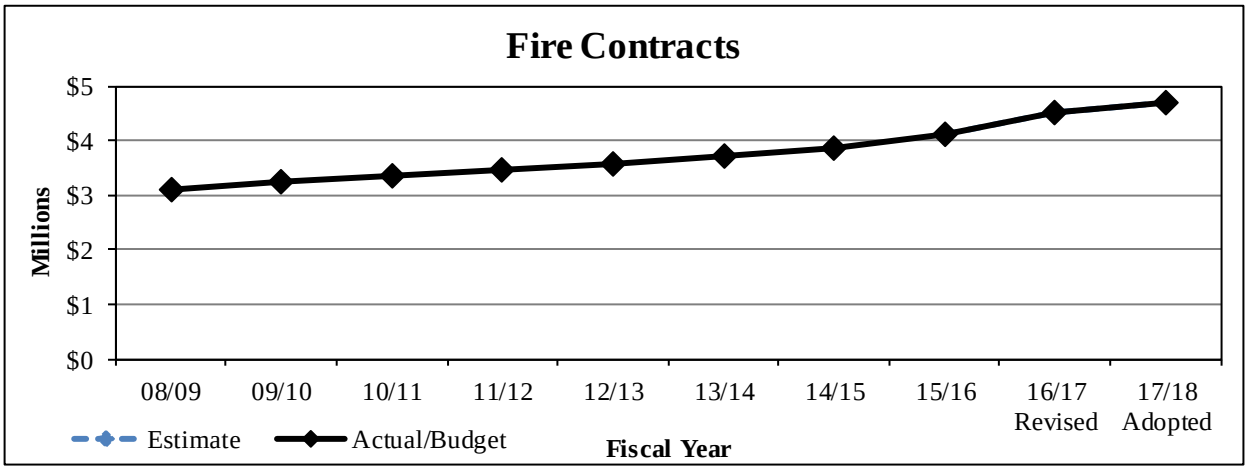
Highlights

- In fiscal year 2016/17 the Community Service Fee revenue was slightly higher than the budgeted amount.
- For fiscal year 2017/18, the Community Service Fee is expected to be $119,000 which is about $13,000 less than received in fiscal year 2016/17.



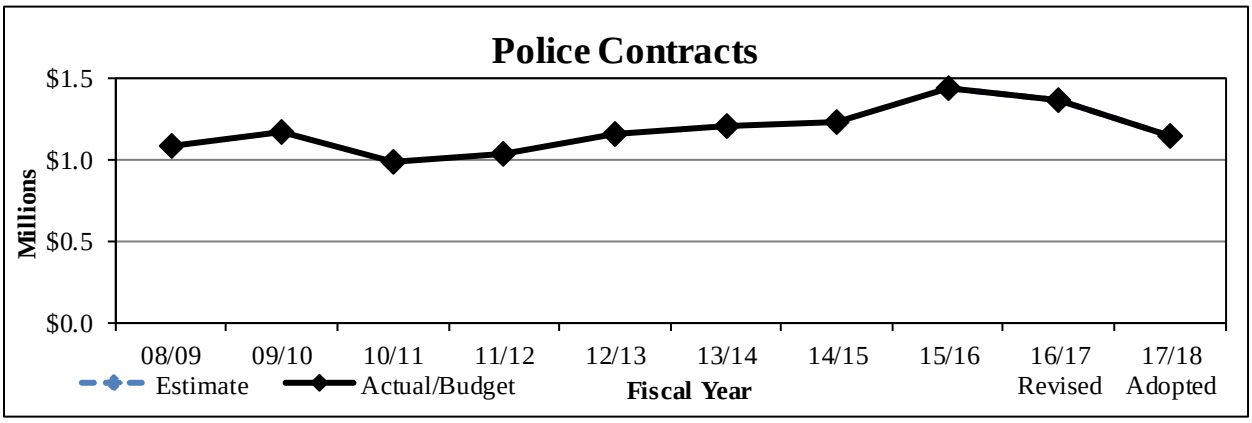
FIRE SERVICE CONTRACTS

- The cities of Wood Village, Troutdale and Fairview each have an intergovernmental agreement with Gresham to receive fire and emergency services. These agreements were renewed in fiscal year 2015/16.
- Fire District 10 has an intergovernmental agreement with Gresham to receive fire and emergency services that was renewed in fiscal year 2015/16.
- The total of the contracts is budgeted at approximately $4.7 million for fiscal year 2017/18.



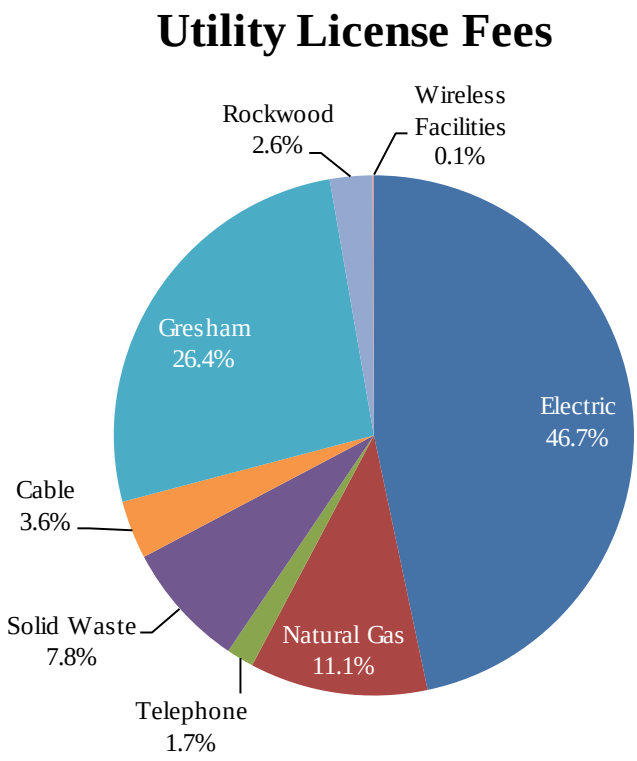
POLICE SERVICE CONTRACTS

- Each of the school districts in Gresham, Gresham-Barlow, Centennial, and Reynolds, have an intergovernmental agreement with the City for School Resource Officers.
- Tri Met has an intergovernmental agreement with Gresham to receive transit police services. Funding for fiscal year 2017/18 is lower than fiscal year 2016/17 based on expected staffing support.
- The total of the four contracts is budgeted at approximately $1.14 million for fiscal year 2017/18.
- The fluctuations over the years are due to changes in the level of services required by each contracting jurisdiction.



UTILITY LICENSE FEES

Gresham currently receives the following utility license fees:



Electric – Portland General Electric payments are made annually based on a percentage of the total electric utility revenue received in the prior calendar year from Gresham PGE Customers. The total license fee is 7.0%, divided between the General Fund (5.9%) and the Streetlight Fund (1.1%). In fiscal year 2001/02, the license fee paid to the General Fund increased from 3.5% to 3.9%; the streetlight portion remained at 1.1%. In fiscal year 2011/12, a 2% increase was passed by Council dedicated to the General Fund. Due to ongoing litigation, the revenue was not received until fiscal year 2016/17.

Natural Gas – Northwest Natural payments are made quarterly based on a percentage of the actual revenues. The license fee is 5.0%, with the revenue distribution divided between the General Fund (3.4%) and the Streetlight Fund (1.6%). In fiscal year 2001/02, the license fee paid to the General Fund was increased from 3.0% to 3.4%. In fiscal year 2011/12, a 2% increase was passed by Council dedicated to the General Fund. Due to ongoing litigation, the revenue was not received until fiscal year 2016/17.

Telephone – The telephone license fee is 7.0% of actual telecommunications revenue received from Gresham customers. Telecommunication providers make fee payments quarterly.

Cable – The licenses are administered by Mt. Hood Cable Regulatory Commission (MHCRC). The cable utility license fee is 5.0%, charged on gross revenue. The revenue Gresham receives is the license fee net of MHCRC administrative costs.

Solid Waste – The solid waste haulers license fee is 5.0%, charged on gross quarterly revenue. Garbage collection and recycling programs are provided by private companies for a defined area within the city limits. The hauler rates are set by Gresham City Council. A separate charge is assessed to the haulers to pay the costs of the Solid Waste and Recycling Program. Those charges are reported in the Dedicated Revenue Fund.

Gresham – For fiscal year 2017/18 an 8% utility license fee is charged to municipally owned utilities within the city limits. It is applied to Gresham's water, wastewater and stormwater utilities**.** The license fee was changed from 5% to 7% in June 2011. In 2017, the fee was increased to 10%, with the additional 3% being dedicated to the Transportation System and phased in over a three-year period.

Rockwood – A 5% utility license fee is charged to the Rockwood Water Public Utility District for water utilities.

Wireless Facilities – A utility license fee is charged to wireless facilities located in the right-of-way.

Assumptions

- In fiscal year 2016/17 one-time revenue was received from electric and natural gas providers for the 2% utility license fee increase in 2011 to present. The on-going 2% fee is included in the fiscal year 2017/18 budget. Electric and natural gas utility license fee revenues are expected to increase slightly due to scheduled rate increases by the utility providers.
- Telephone utility license fee revenues are expected to decrease slightly. These revenues have been decreasing over the last few years as the number of land lines has decreased. Cell phones are not charged a license fee.
- Gresham utility license fee revenues are expected to increase slightly from the fiscal year 2016/17 forecast.
- Solid waste license fee revenues are expected to increase slightly from fiscal year 2016/17.
- Cable license fee revenues are expected to increase slightly.

Economic Factors

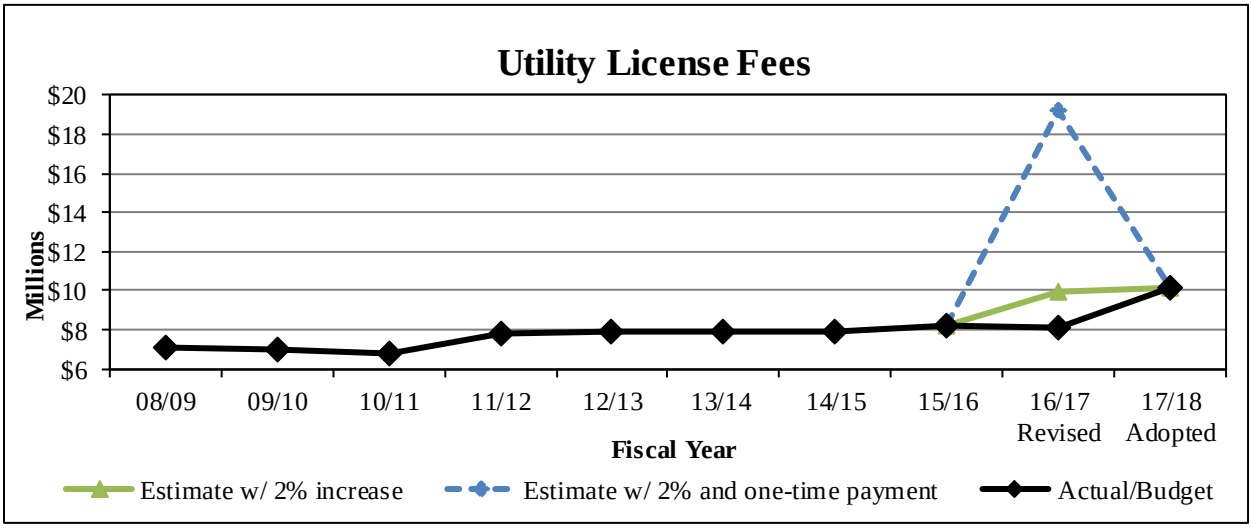
- Increases or decreases in housing and population.
- Weather conditions affect consumption and therefore affect the fee revenue.
- Rate changes impacted by the cost of providing services.

Major Influences

- Wholesale costs, consumer behavior, weather conditions, rate changes, federal and state legislation.

Highlights

- Fiscal year 2016/17 utility license revenue is expected to be substantially higher than budgeted due to one-time revenue received from the electric and natural gas providers.
- Utility license fee revenue is budgeted at $10.2 million in fiscal year 2017/18.



OTHER REVENUE

- Other intergovernmental agreements, including traffic, parking and alarm fines and hazmat response, will be approximately $667,000.
- In November 2016, Gresham voters approved a 3% sales tax on recreational marijuana sales. This revenue is received by the General Fund and anticipated to be approximately $50,000 in each fiscal year 2016/17 and fiscal year 2017/18.
- Other charges for services including fire inspection, passport, and vehicle release fees, generate approximately $256,000.
- Interest and miscellaneous income are estimated at $250,000 and $84,100 respectively.
- Interfund transfers are budgeted at $135,200. Of this, $60,200 comes from the Grants Fund. $75,000 is transferred from the three utility funds to pay for confined space rescue services provided by the Fire Department.
- Internal Service Charge revenue is budgeted at approximately $944,000.

BEGINNING BALANCE

- Beginning fund balance for the General Fund is estimated to be about $18.5 million. It is the unspent balance carried forward from the prior fiscal year to be used as working capital for the fiscal year until revenues are received. For the General Fund, no significant revenue is received until October of each year.

POLICE, FIRE & PARKS FUND REVENUES

On December 4, 2012 the City Council passed a 17-month temporary fee supporting Public Safety and Parks. Council voted to extend the fee on June 5, 2014. This fee is charged to residences and businesses through the Utility Billing System. The revenue is split between the Police, Fire and Parks departments, with 95% going to public safety and 5% to parks.

Assumptions

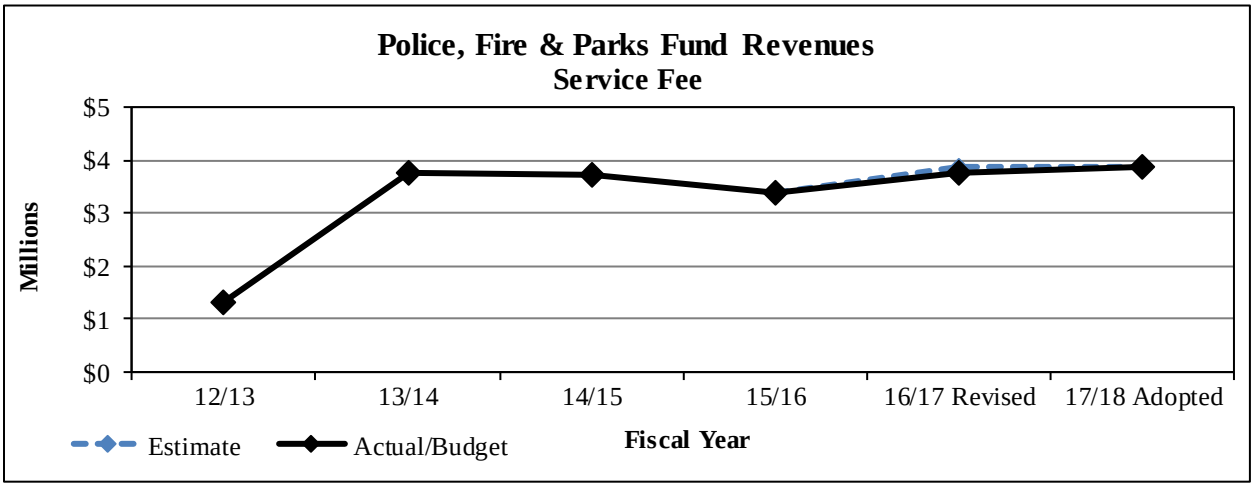
- For fiscal year 2017/18, this fund recognizes revenue of approximately $3.88 million, increasing slightly over previous years due to new construction.

OTHER REVENUE

- Interfund transfers are budgeted at $1.85 million from the General Fund for the support of these functions.

BEGINNING BALANCE

- The beginning fund balance for the Police, Fire & Parks Fund is estimated to be about $563,000. This reflects the unspent remainder carried forward from the prior fiscal year and allows for working capital within normal billing cycles.



Note: The Police, Fire & Parks Fee was implemented mid-year in fiscal year 2012/13.

RENTAL INSPECTION FUND REVENUES

The fund accounts for the Rental Housing Inspection Program, which carries out mandatory inspections of rental units in Gresham to address concerns about substandard housing.

Licenses and Permits

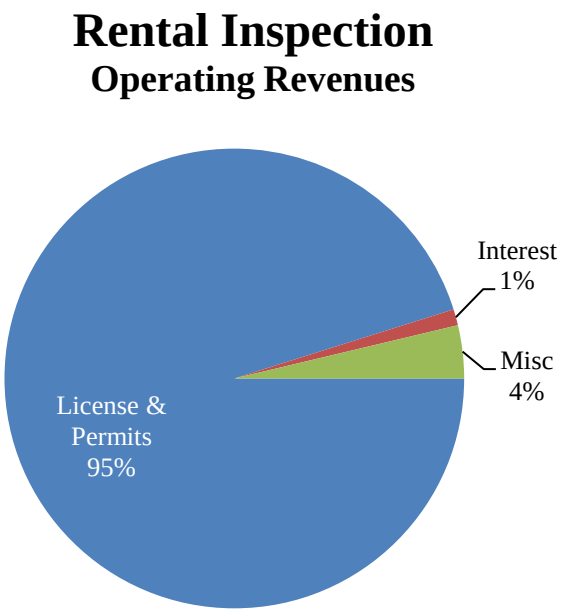
- Revenue from rental licenses is anticipated to be $695,000 for fiscal year 2017/18. This is a slight decrease compared to the revenue expected in fiscal year 2016/17.
- The decreases in revenues since fiscal year 2012/13 are due to the enactment of a fee reduction in that year. Revenue has recovered slightly over the last several years due to an expanding rental market.

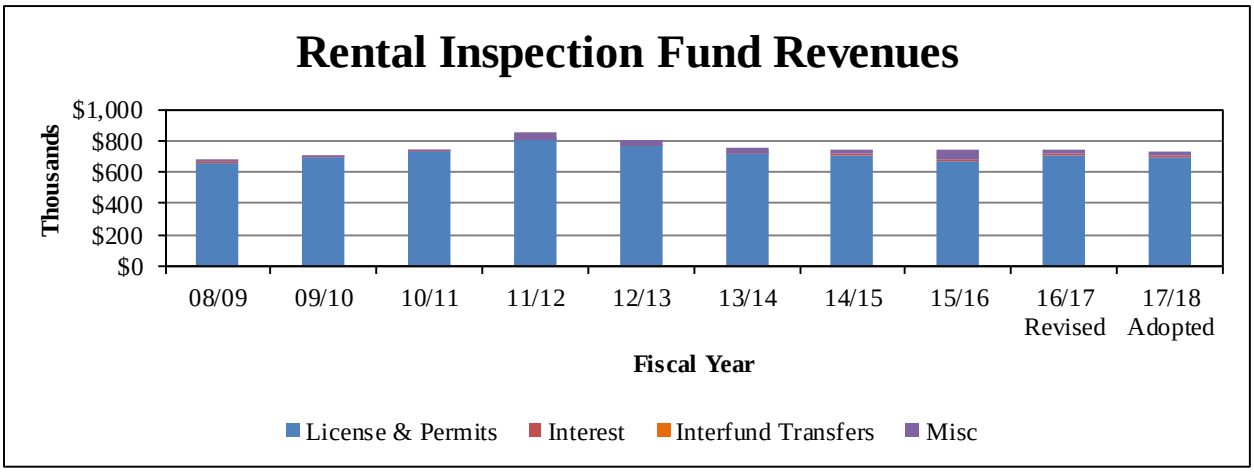
Other Revenue

- Other miscellaneous income is primarily comprised of civil penalty fees and interest budgeted at $35,500 for fiscal year 2017/18.

Beginning Balance

- Beginning balance is estimated at $551,300 carryover from the prior fiscal year. These funds are expected to be used to sustain the program over the next few years.





URBAN DESIGN AND PLANNING FUND REVENUES

In fiscal year 2009/10 the Urban Design & Planning Fund was created and the Private Development Fund was closed. All revenue and expenditure activity from the Private Development Fund, as well as all General Fund planning activity, was moved to the Urban Design & Planning Fund.

Charges for Services

- Development planning fees supply the revenue for this fund, categorized as Charges for Services. These fees are anticipated at $940,000 in fiscal year 2017/18. Revenues for plan reviews and checks have increased dramatically over the last 18 months. These revenues have almost fully recovered since the recession, but have been volatile over the last several years.

Interfund Transfers

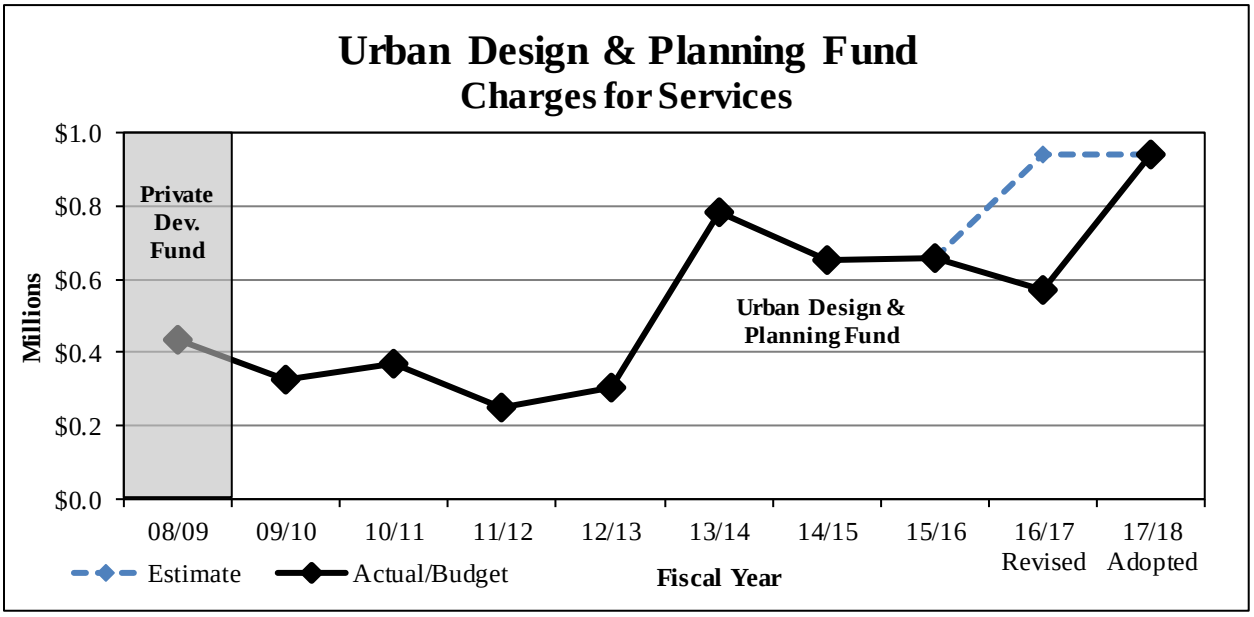
- Interfund transfers are budgeted at $2.5 million from the General Fund in support of planning activities, including transportation planning.

Other Revenue

- Other miscellaneous and interest income is budgeted at $32,200 for fiscal year 2017/18.

Beginning Balance

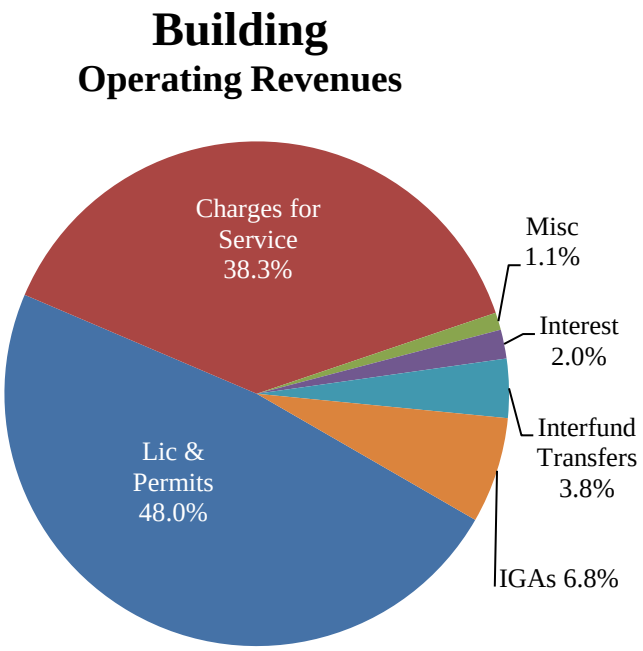
- Beginning balance is estimated at $2.1 million carryover from the prior fiscal year.



BUILDING FUND REVENUES

Licenses and Permits

- Permits are issued for building development activities, including construction plan review and building inspection.
- For fiscal year 2017/18, revenue from Licenses and Permits is expected to be about $1.8 million. Permits fees and licenses have picked up over the last few years due to increased construction activity. Higher activity levels are expected to continue in fiscal year 2017/18.

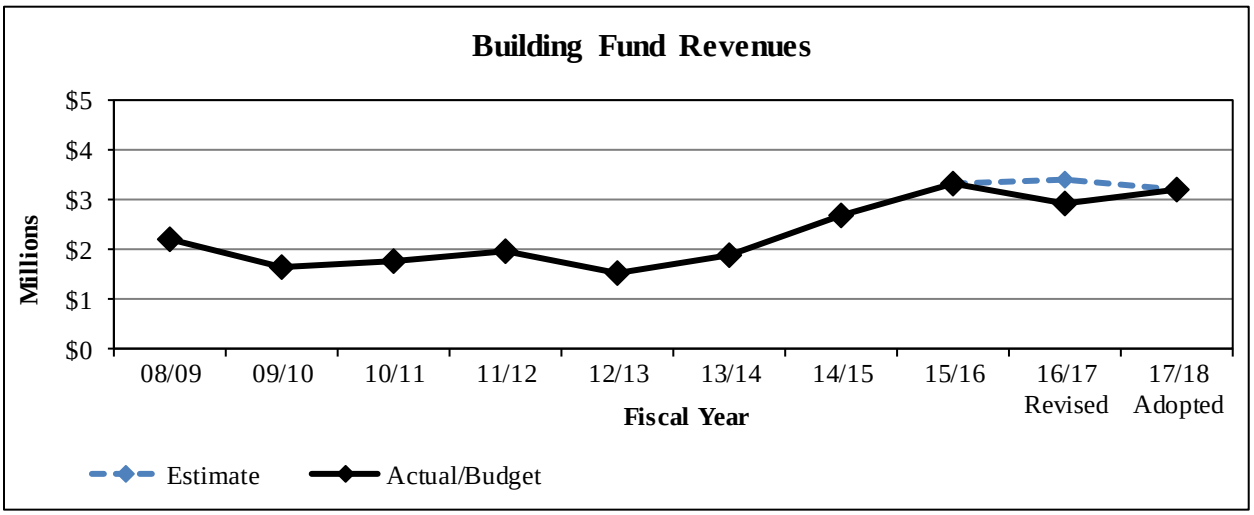


Charges for Services

- Building plan review fees and electrical inspection fees are used to pay for services provided.
- For fiscal year 2016/17, revenue for charges for services is expected to be $1.4 million.

Intergovernmental Revenue

- The City of Gresham has an intergovernmental agreement with Fairview, Troutdale, and Wood Village to provide building inspection services. Revenue from this agreement is expected to be $250,000 in fiscal year 2017/18.



Other Revenue

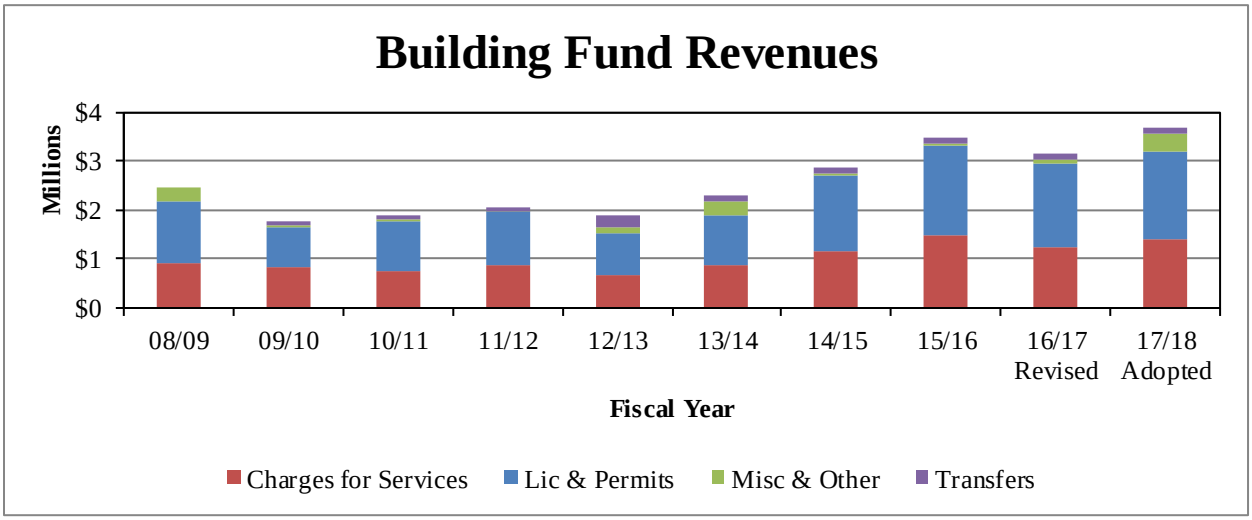
- Other miscellaneous and interest income is budgeted at $113,000 for fiscal year 2017/18.

Interfund Transfers

- Interfund transfers are $139,200, transferred from the Urban Design & Planning Fund for Permit Center services.

Beginning Balance

- Beginning balance is estimated at $3.6 million carryover from the prior fiscal year.



URBAN RENEWAL SUPPORT FUND REVENUES

The Urban Renewal (UR) Support Fund accounts for services that the City of Gresham provides to the Rockwood/West Gresham Urban Renewal Area, which was authorized by voters in November 2003.

Intergovernmental Revenue

- The UR Support Fund is funded by an intergovernmental agreement between the City of Gresham and the Rockwood/West Gresham Urban Renewal Area. Reimbursements from the Urban Renewal Area are used for operating the agency and are budgeted at approximately $2.3 million for fiscal year 2017/18.

Debt Proceeds

- The City of Gresham no longer issues debt for the Gresham Redevelopment Commission (GRDC). Therefore, for fiscal year 2017/18 there are no debt proceeds budgeted in the Urban Renewal Support Fund. The GRDC has changed its financing arrangement with the City. The GRDC issues and the City purchases revolving Urban Renewal Tax Increment Revenue Notes which are repaid with URA tax revenues. This agreement is mutually beneficial to both parties.

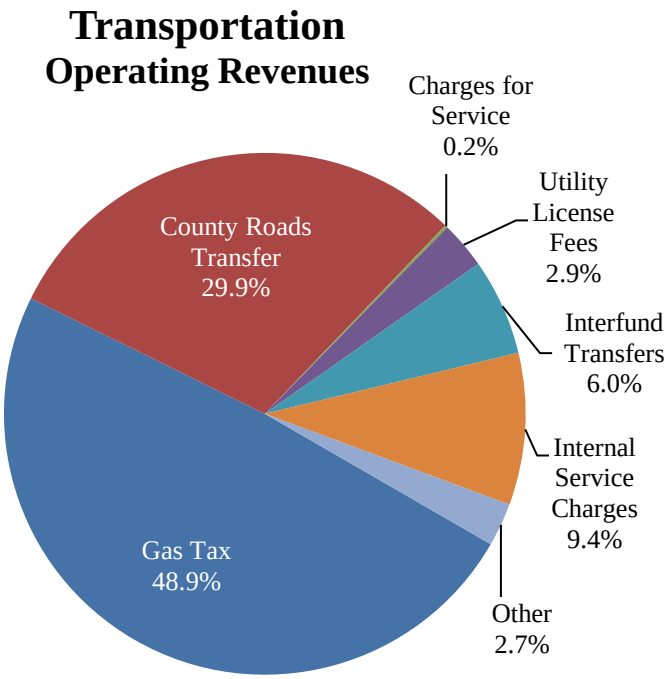
Beginning Balance

- Beginning balance is estimated at $103,000 carryover from the prior fiscal year.

TRANSPORTATION FUND REVENUES

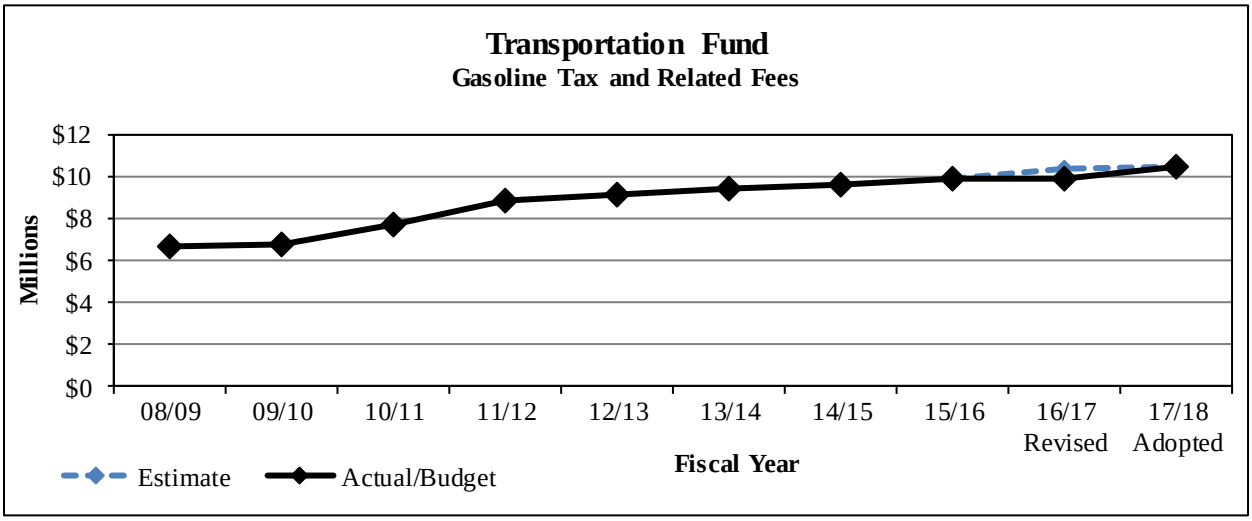
Gasoline Tax and Related Fees

- The principal source of intergovernmental revenue is an apportionment of road related taxes from the State of Oregon. The State passes on to the City a portion of the weight mile, motor fuels (gas), vehicle registration, and other related fees it collects. These taxes may be used only for road operations and maintenance.
- The Jobs and Transportation Act, which was passed during the 2009 Legislative Session, accounts for the projected higher motor fuels usage taxes as shown in the graphs below. Those additional resources have phased in and year to year resources are now expected to be relatively flat.
- For fiscal year 2017/18, Gresham's share of the gasoline tax and registration fees is expected to be about $6.5 million.



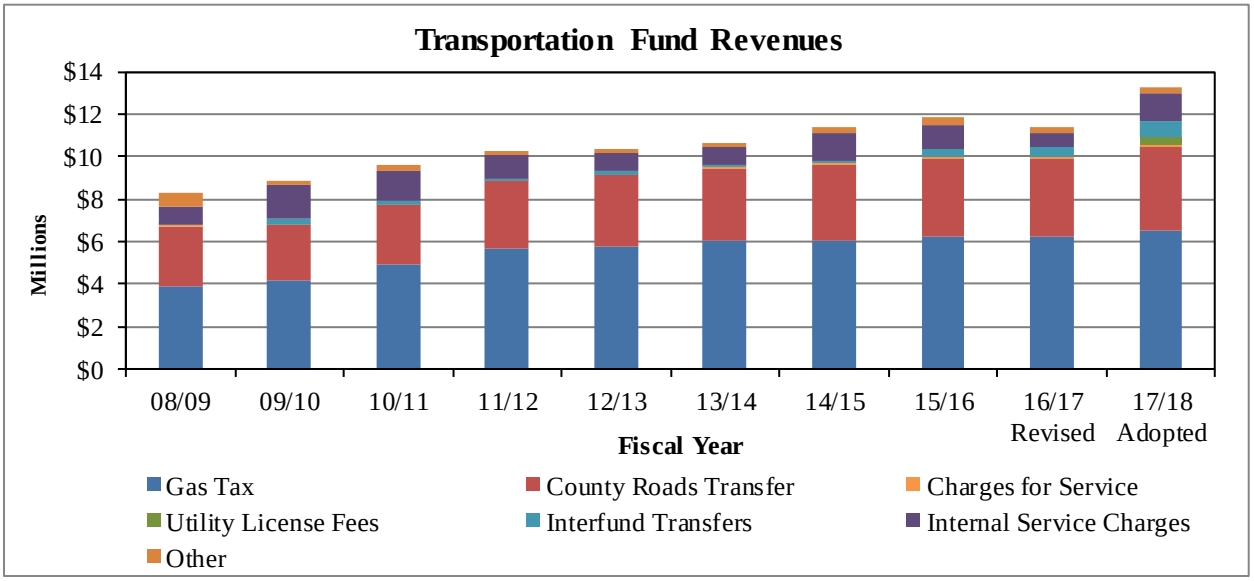
County Pass-Through Resources

- Gresham anticipates receiving about $4.0 million from Multnomah County to cover street maintenance expenses as part of the County Roads transfer agreement.



Utility License Fees, Internal Service Charges, Interfund Transfers, Beginning Balance and Other Revenues

- Starting in fiscal year 2017/18, the Transportation Fund will begin receiving a portion of the utility license fee charged on the Gresham municipal utilities. The amount will phase in over a three-year period, reaching a total of 3%. The revenue is being used to fund the Local Street Reconstruction program and is expected to be $390,000 in fiscal year 2017/18.
- Internal Service Charges for this fund are engineering reimbursements for staff charges and overhead for capital improvement projects. For fiscal year 2017/18, the revenue is estimated at $1.25 million.
- Interest, Miscellaneous and Charges for Service are other revenue sources in the Transportation Fund. These revenues are approximately $275,000 in fiscal year 2017/18.
- Interfund transfers into the fund are approximately $796,000 in fiscal year 2017/18. This includes $419,200 in pass-through funding from the System Development Charge Fund for construction debt principal and interest payments, $257,300 from the Stormwater Fund to pay for additional street sweeping which facilitates storm water management and vegetation management, and $119,200 from the Streetlight Fund for reimbursements for operation of the streetlight program.
- Beginning balance is approximately $15.1 million, estimated as carryover from the prior fiscal year. These funds are earmarked for capital construction projects over the next five-year capital improvement program period, fiscal years 2017/18 through 2021/22.



STREETLIGHT FUND REVENUES

Utility License Fees

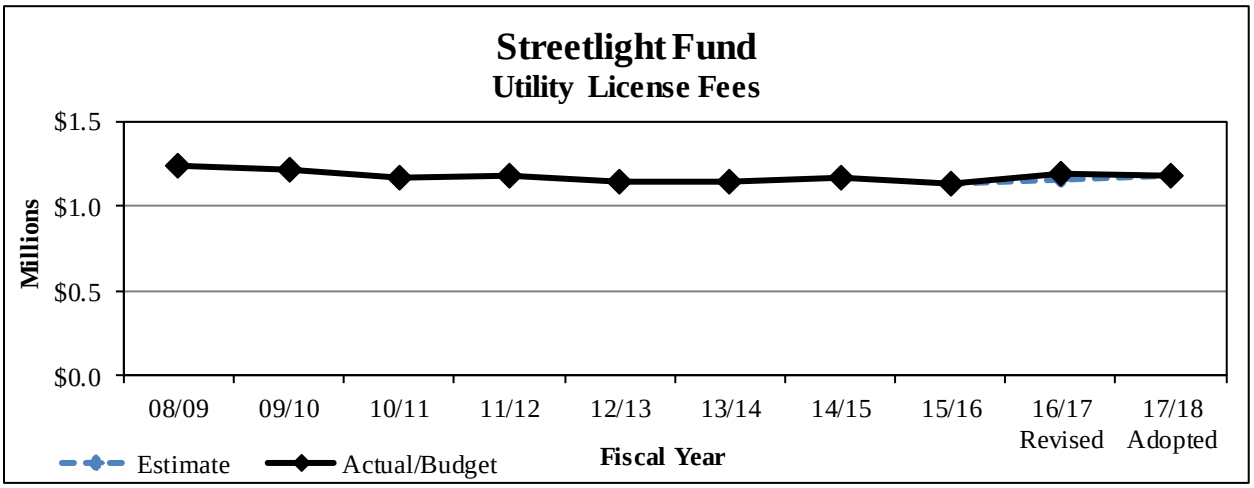
- The electric utility license fee is assessed on prior year electric utility revenues; a rate of 1.1% is designated for the Streetlight Fund.
- The natural gas utility license fee is assessed on quarterly natural gas utility revenues; a rate of 1.6% is designated for the Streetlight Fund.
- Fiscal year 2016/17 utility license revenue is slightly less than the budgeted amount.
- For fiscal year 2017/18, Gresham's utility license fee revenue for this fund is expected to be $1.2 million. These revenues have shown a flat trend over the last years. A slight increase over the forecasted amount for fiscal year 2016/17 is expected in fiscal year 2017/18 due to utility rate increases. These resources share the same trends as utility license fees in the General Fund.

Other Revenues

- Interest revenue is budgeted at $60,000 for fiscal year 2017/18.
- Intergovernmental revenue, budgeted at $125,000, is an interest subsidy from the Federal government associated with the bonds issued to replace streetlight fixtures in the City.

Beginning Balance

- Beginning balance is estimated at $3.0 million, carryover from the prior fiscal year.



INFRASTRUCTURE DEVELOPMENT FUND REVENUES

Charges For Services

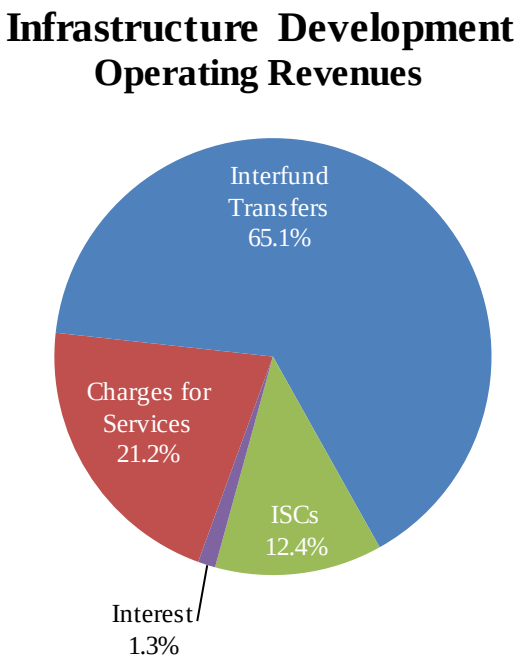
- Plan checks and site design review fees are anticipated to supply about $489,000 in revenue for fiscal year 2017/18.

Interfund Transfers

- Interfund transfers total $1.5 million for services for the Department of Environmental Services. $375,900 is from each of the Water, Wastewater, Stormwater and Transportation Funds.

Other Revenue

- Interest income is budgeted at $27,700 for fiscal year 2017/18.
- Internal Service Charges are construction inspection reimbursements for city projects, estimated at $286,000 from the Capital Improvement Funds.



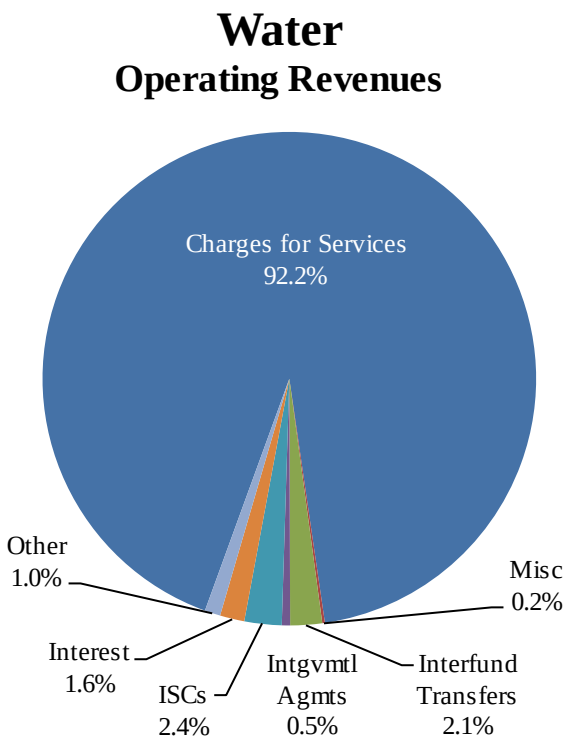
Beginning Balance

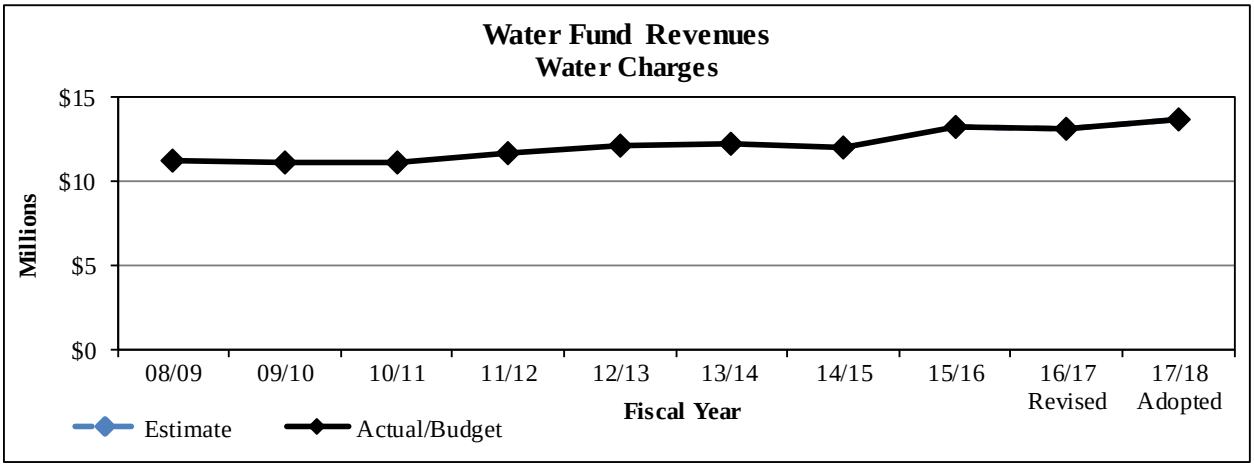
- Beginning balance is estimated at $1.5 million, carryover from the prior fiscal year.

WATER FUND REVENUES

Water Sales

- Revenue received from water utility customers pays for the City's water collection and distribution system.
- Rates are reviewed within the context of a long-term financial plan for the utility. Smaller annual increases are typically recommended to avoid large jumps such as those being proposed by several other jurisdictions throughout the State.
- For fiscal year 2017/18 a rate increase of 4.5% has been approved for January 1, 2018.
- Fiscal year 2017/18 revenues are budgeted at $13.6 million.





Interfund Transfers

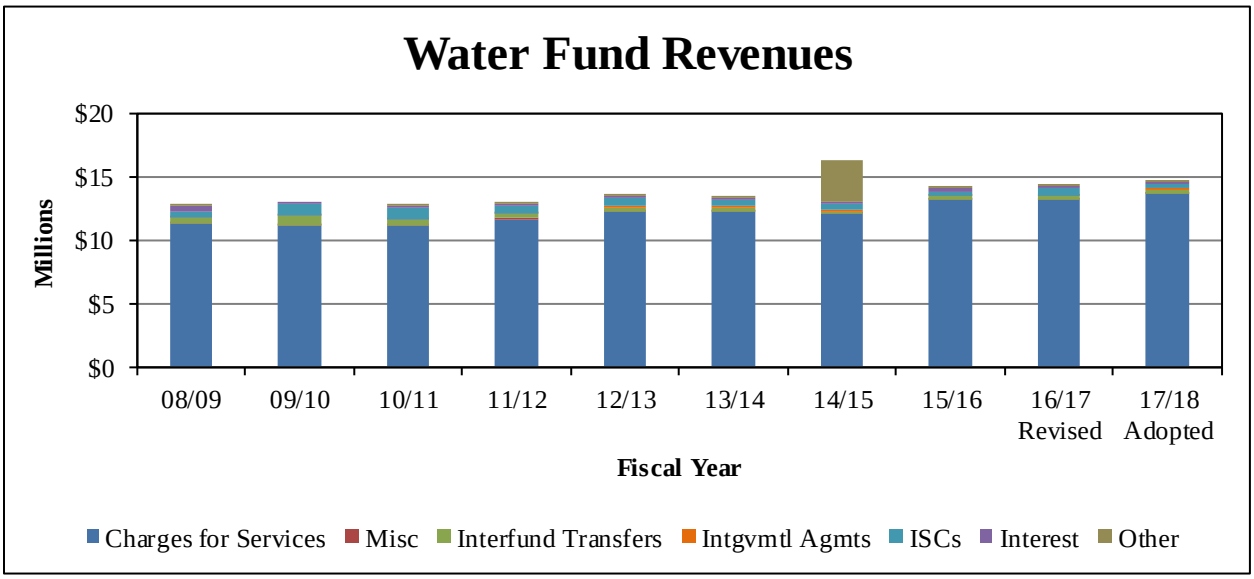
- Interfund transfers total $308,200. These are transfers from the System Development Charge Fund for debt payments.

Other Water Fund Revenue

- Internal Service Charges are engineering and inspections reimbursements for staff charges and overhead to capital improvement projects, estimated at $361,000.
- Other charges for services, estimated at $269,000, are primarily for meter and line installation charges.
- Interest income is budgeted at $237,000.
- Other income for fiscal year 2017/18 is expected to be approximately $122,500 for the repayment of an interfund loan.

Beginning Balance

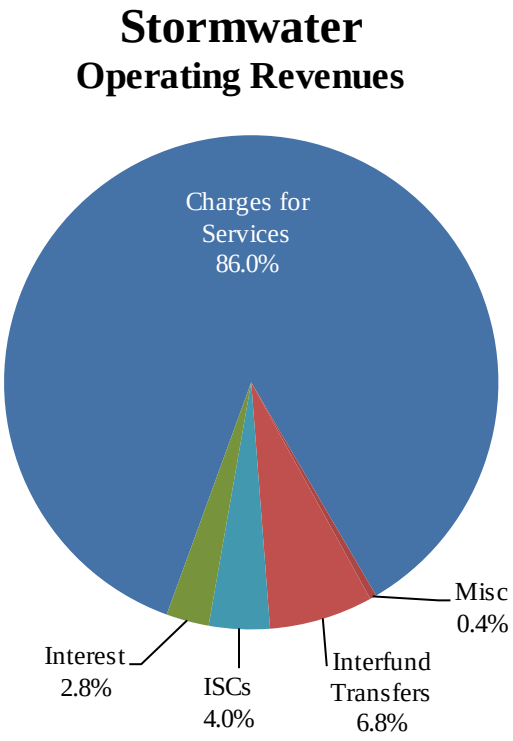
- Beginning balance is estimated at $15.7 million, carryover from the prior fiscal year. The beginning balance includes funds identified for future uses, such as infrastructure repair and replacement, construction of capital projects, and other operational requirements for system reliability, regulatory compliance and long-term utility operations.



STORMWATER FUND REVENUES

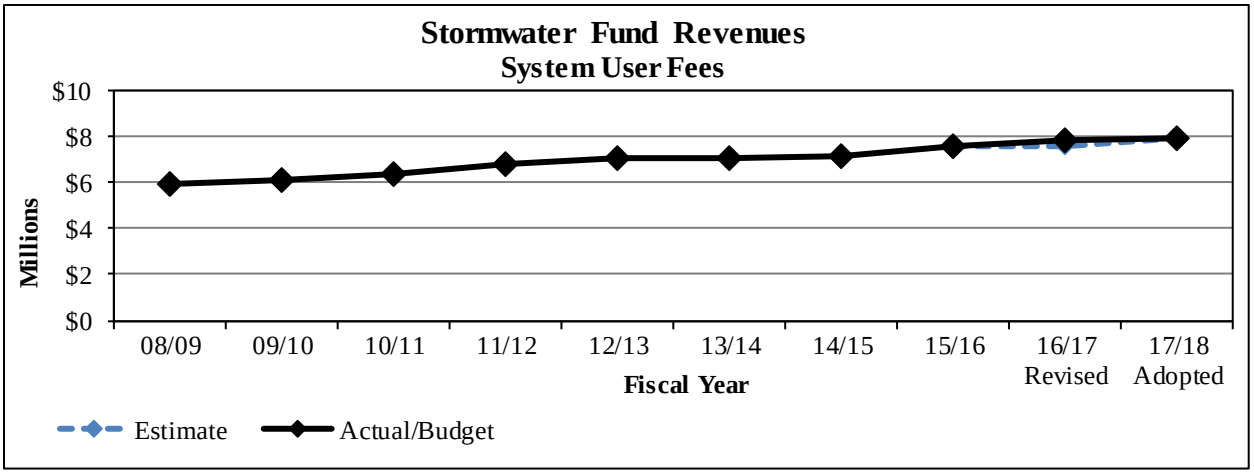
Stormwater System User Fees

- Revenue received from stormwater customers pays for the City's storm drain system.
- Rates are reviewed within the context of a long-term financial plan for the utility. Smaller annual increases are typically recommended to avoid large jumps such as those being proposed by several other jurisdictions throughout the state.
- For fiscal year 2017/18 a rate increase of 6.8% has been approved for January 1, 2018.
- Fiscal year 2017/18 revenues are budgeted at $7.9 million.



Interfund Transfers

- Transfers from the Transportation Fund total $477,600 for management of street runoff and $150,400 from the System Development Charge Fund for debt repayment. The transfer from the Transportation Fund is being phased out over a five-year period.

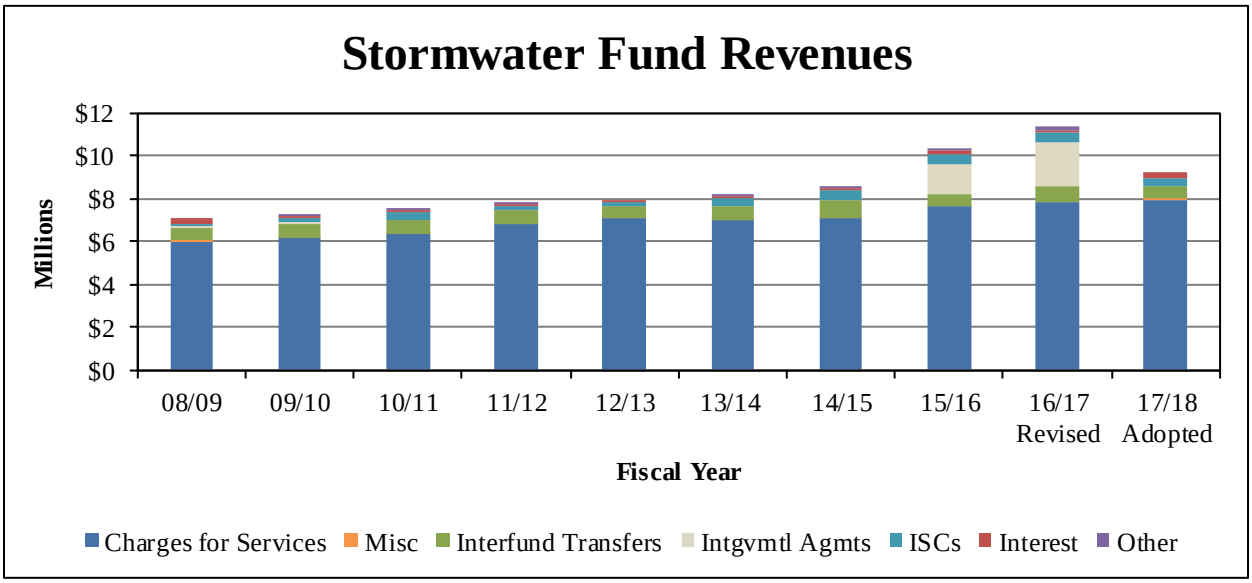


Other Revenue

- Internal Service Charges are engineering reimbursements for staff charges and overhead to capital improvement projects, estimated at $368,000.
- Interest, fees and miscellaneous income comprise the approximately $298,000 in other income.
- Other charges for services are estimated at $67,400 for fiscal year 2017/18.

Beginning Balance

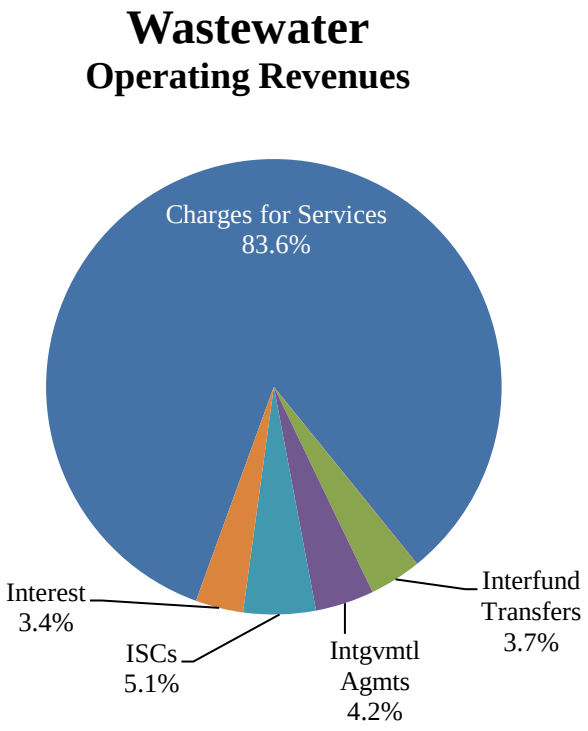
- Beginning balance is estimated at $12.9 million, carryover from the prior fiscal year. The beginning balance includes funds identified for future uses, such as infrastructure repair and replacement, construction of capital projects, and other operational requirements needed for system reliability, regulatory compliance and long-term utility operations.



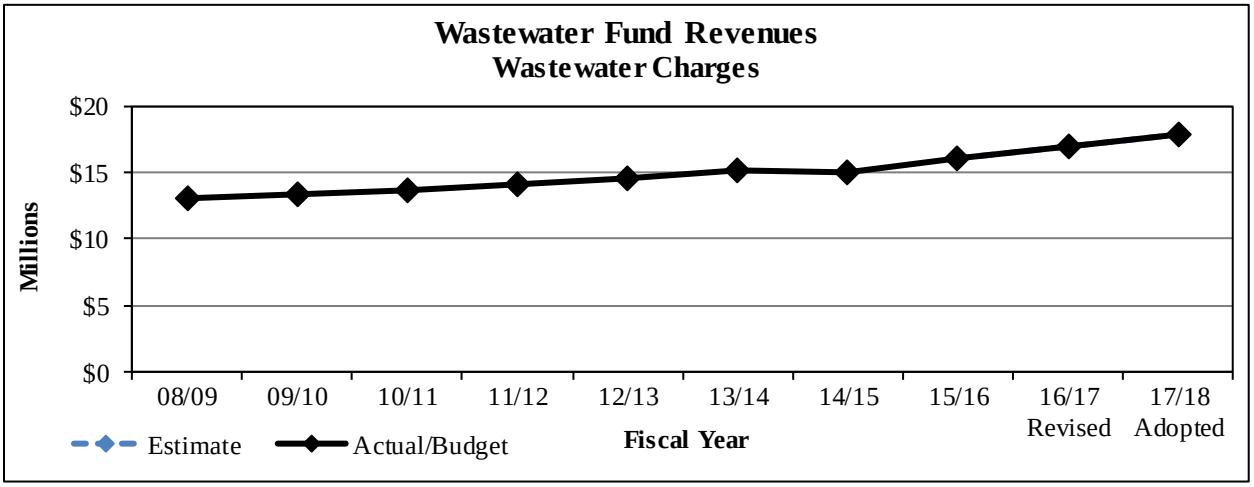
WASTEWATER FUND REVENUES

Wastewater Charges

- Revenue received from wastewater utility customers pays for the City's wastewater collection and treatment system.
- Rates are reviewed within the context of a long-term financial plan for the utility. Smaller annual increases are typically recommended to avoid large jumps such as those being proposed by several other jurisdictions throughout the State.
- For fiscal year 2017/18 a rate increase of 5.1% has been approved for January 1, 2018.



- Fiscal year 2017/18 revenues are budgeted at $17.8 million.



Interfund Transfers

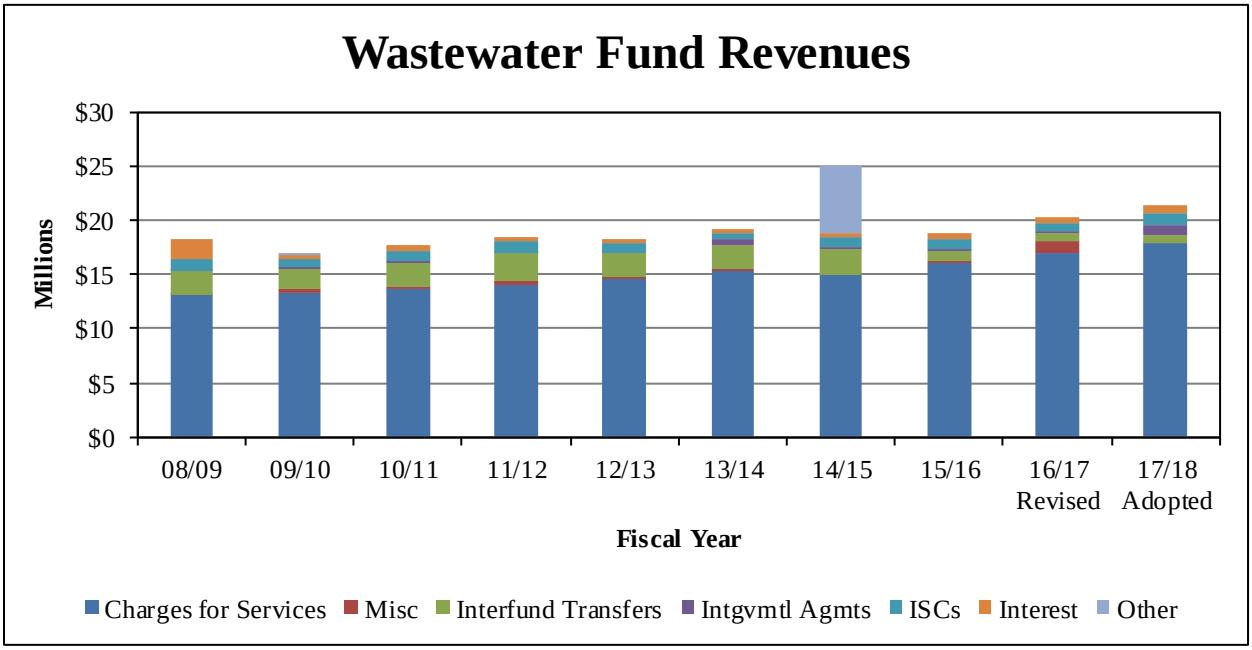
- Interfund Transfers are $782,500, transferred from the System Development Charges Fund for debt payments.

Other Revenue

- Internal Service Charges are engineering reimbursements for staff charges and overhead to capital improvement projects, estimated at $1,095,000.
- Interest, intergovernmental agreements and miscellaneous income comprise the $1.6 million in other income, including proceeds from a FEMA reimbursement for repairs to the Bella Vista line that was damaged in the December 2015 storm.

Beginning Balance

- Beginning fund balance is estimated at $36.2 million, carryover from the prior fiscal year. The amount includes funds identified for future uses, such as debt payment, infrastructure repair and replacement, construction of capital projects, and other modifications needed for system reliability, regulatory compliance and long-term utility operations.



FACILITIES AND FLEET MANAGEMENT FUND REVENUES

Internal Service Charges

- Internal service charges collect $4.4 million to pay for the operation and maintenance of all city-owned buildings and the City Hall reception area, and maintenance and fuel costs of city-owned vehicles.

Intergovernmental Revenue

- Gresham-Barlow School District owns and occupies a portion of the Public Safety and Schools building maintained by the City of Gresham. An intergovernmental agreement for maintenance and utilities is the basis for the budgeted fiscal year 2017/18 payments from Gresham-Barlow School District of $93,000.

Other Revenue

- The Headstart Program rents a city-owned building for $3,600 per year. Rent for office space leased in City Hall is budgeted at $1,800.
- Clear Wire leases roof-top space at City Hall for an antenna; $23,150 is anticipated in fiscal year 2017/18.
- $75,000 is budgeted from insurance reimbursements for accident repairs made to the City's fleet.
- The General Fund transfers $193,500 into the fund to pay for maintenance and utilities at the five fire stations that are not included in the internal service charge calculation.

Beginning Balance

- Beginning balance is estimated at $224,000.

WORKERS' COMPENSATION FUND REVENUES

Internal Service Charges

- Internal service charges collect approximately $1.4 million to pay for the City's self-insured Workers' Compensation Program. Requirements are for operating costs and maintenance of a reserve to pay for on-the-job injury claims.
- The City is self-insured for workers' compensation claims. The City purchases excess insurance for any claim that exceeds $500,000.
- Workers' compensation costs are allocated to operating funds as a unit of personnel costs.

Other Revenue

- Interest earnings and miscellaneous income are expected to be $73,000 in fiscal year 2017/18.
- Other miscellaneous revenue is expected to be about $37,000,

Beginning Balance

- The Workers' Compensation Fund has a beginning balance of $2.2 million in fiscal year 2017/18, which is anticipated to be used for unexpected claim expenses.

HEALTH INSURANCE BENEFITS FUND

Internal Service Charges

- Funding for the City's self-insured health program is generated through the internal service charge mechanism. Allocations are based on anticipated costs and employee demographics. These charges are budgeted at $9.1 million for fiscal year 2017/18.

Other Revenue

- Investment earnings, employee cost sharing, charges for retiree participation in the plan and other reimbursements are budgeted at $1.4 million.

Beginning Balance

- Beginning balance is budgeted at $423,600 for fiscal year 2017/18. These funds are used as a reserve for future claims. The State of Oregon requires self-insured plans to maintain adequate reserve levels.

INFORMATION & TECHNOLOGY FUND REVENUES

Internal Service Charges

- Internal service charges collect approximately $4.7 million to recover the cost to provide the computing infrastructure used by City staff, maintain business software applications, provide internet access and website maintenance, telephone and email access service, help-desk support to staff and elected officials, and geographic information system services, analytics data visualization, and business process improvement.

Other Revenue

- Miscellaneous revenue is estimated at $2,325.

Beginning Balance

- The Information & Technology Fund is estimated to have a beginning balance of $782,000.

DENTAL INSURANCE BENEFITS FUND

Internal Service Charges

- Funding for the City's self-insured dental program is generated through the internal service charge mechanism. Allocations are based on anticipated costs and employee demographics. These charges are budgeted at $855,000 for fiscal year 2017/18.

Other Revenue

- Charges for retiree participation in the plan and other miscellaneous income are budgeted at $52,000.

Beginning Balance

- Beginning balance is budgeted at $399,000 for fiscal year 2017/18. These funds are used as a reserve for future claims.

LIABILITY MANAGEMENT FUND REVENUES

Internal Service Charges

- Internal service charges collect $1.5 million to recover the cost to provide loss control and liability coverage, and to pay for insurance premiums for excess coverage.

Other Revenue

- Interest earnings are expected to bring in about $31,700. Insurance reimbursements are anticipated to be $19,200 in fiscal year 2017/18.

Beginning Balance

- The beginning balance is estimated at $896,800, a reserve that is maintained by the fund for unexpected claims.

EQUIPMENT REPLACEMENT FUND REVENUES

Internal Service Charges

- Internal service charges collect $2.9 million to reserve for the replacement of City vehicles and other capital equipment. Not all City vehicles and equipment have been covered by this fund in past years, most notably certain fire apparatus.

Other Revenue

- Interest earnings are expected to bring in about $136,000 in fiscal year 2017/18.

Beginning Balance

- The beginning fund balance of $14.4 million is the reserve for future equipment purchases.

LEGAL SERVICES FUND REVENUES

Internal Service Charges

- Internal service charges collect approximately $1.3 million to recover the cost to provide legal services to the organization by the City Attorney's Office.

Beginning Balance

- The beginning fund balance is estimated at $100,000.

UTILITY FINANCIAL SERVICES FUND REVENUES

Internal Service Charges

- Internal service charges collect $2.3 million from the three utility funds to recover the cost to provide financial accounting and analysis, billing, collection, customer services and sewer assessment administration for the utility system.

Other Revenue

- Delinquency penalty fees are expected to bring in about $352,000. Loan processing fees and lien checks are expected to bring in $116,000. Interest income is expected to generate $9,000.

Beginning Balance

- The beginning balance is estimated at $163,000.

ADMINISTRATIVE SERVICES FUND REVENUES

Internal Service Charges

- Internal service charges collect $7.7 million to recover the cost to provide organization-wide services, such as accounting, budgeting, human resources, communications, city management and governance.

Interfund Transfers

- For fiscal year 2017/18, the fund will collect about $287,000 from grants and for administrative services provided to self-insured employee benefit plans.

Other Revenue

- Other income received in the Administrative Services Fund includes $125,000 for the mediation program and other miscellaneous income.

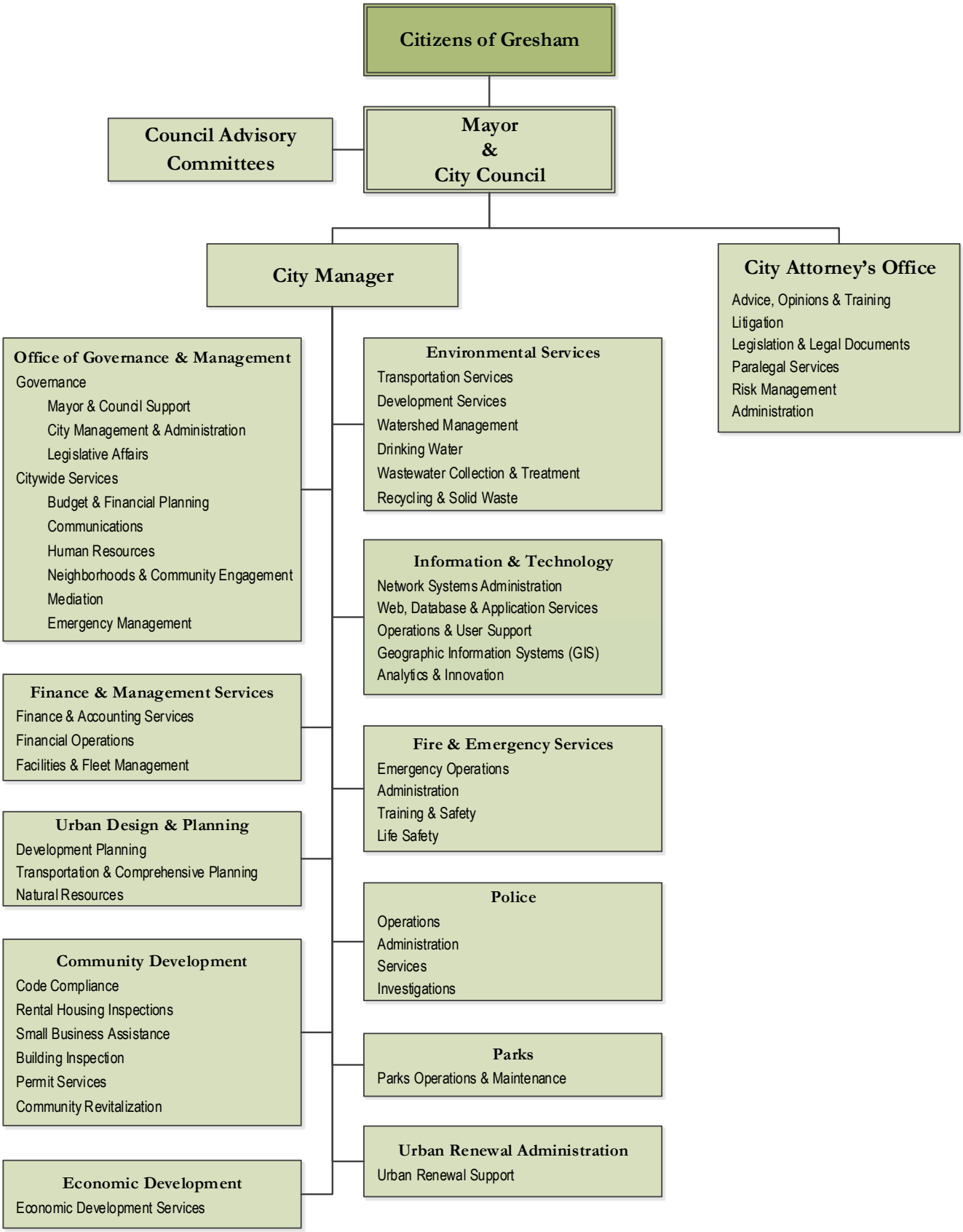
Beginning Balance

- The beginning fund balance is estimated at $1,730,000, carryover from the prior fiscal year. A portion of this beginning balance is being used to support the upcoming citywide Enterprise Resource Planning system replacement project.

CITY OF
GRESHAM
OREGON

EXPENDITURE INFORMATION

CITY OF
GRESHAM
OREGON


Citizens of Gresham
Council Advisory Committees
Mayor & City Council
City Manager
City Attorney's Office
Advice, Opinions & Training
Litigation
Legislation & Legal Documents
Paralegal Services
Risk Management
Administration
Office of Governance & Management
Governance
Mayor & Council Support
City Management & Administration
Legislative Affairs
Citywide Services
Budget & Financial Planning
Communications
Human Resources
Neighborhoods & Community Engagement
Mediation
Emergency Management
Finance & Management Services
Finance & Accounting Services
Financial Operations
Facilities & Fleet Management
Urban Design & Planning
Development Planning
Transportation & Comprehensive Planning
Natural Resources
Community Development
Code Compliance
Rental Housing Inspections
Small Business Assistance
Building Inspection
Permit Services
Community Revitalization
Economic Development
Economic Development Services
Environmental Services
Transportation Services
Development Services
Watershed Management
Drinking Water
Wastewater Collection & Treatment
Recycling & Solid Waste
Information & Technology
Network Systems Administration
Web, Database & Application Services
Operations & User Support
Geographic Information Systems (GIS)
Analytics & Innovation
Fire & Emergency Services
Emergency Operations
Administration
Training & Safety
Life Safety
Police
Operations
Administration
Services
Investigations
Parks
Parks Operations & Maintenance
Urban Renewal Administration
Urban Renewal Support

OFFICE OF GOVERNANCE & MANAGEMENT

MISSION STATEMENT

Strategically guide the organization by providing leadership and facilitating community participation in government. Proactively partner with customers, deliver quality service, create innovative solutions, and promote mutual respect and diversity.

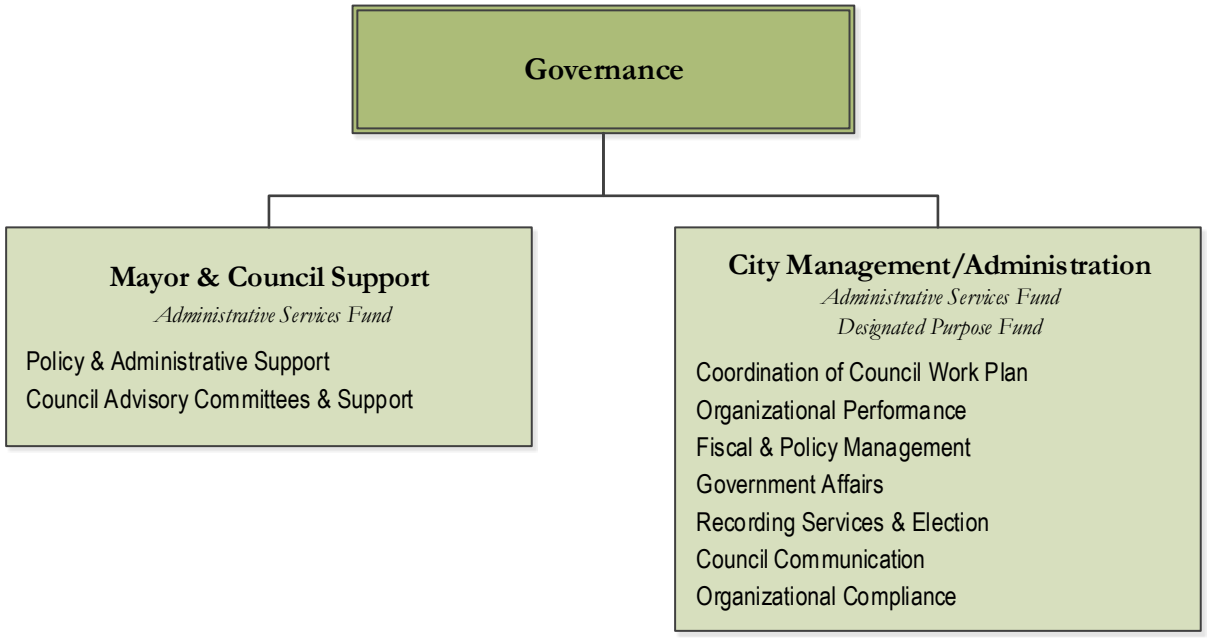
GENERAL DESCRIPTION

The Office of Governance and Management (OGM) consists of the Mayor and City Council, who are elected by the citizens and supported by the appointed City Manager. The City Manager carries out Council policy by coordinating overall operations of City services and implementing public policy and directing the affairs of the City in support of the City Council's goals and objectives. OGM supports the Mayor and City Council by assisting elected officials in policy development and external governmental matters, providing citywide coordination of major new development initiatives and directing effective legislative strategies to advance and protect the interests of the City of Gresham. In addition, OGM also provides citywide services in the areas of organizational planning and improvement, organizational compliance, community outreach, recording services, public information, internal communications, human resources, budget preparation, financial planning, mediation services, emergency management and preparedness, and neighborhood and volunteer programs.

For budgeting purposes, OGM is displayed as two separate departments. This is intended to better illustrate the different functions and types of services provided by this department.

The two areas are:

- Governance and Administration.
- Citywide Services.



DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Governance

The City Council is the legislative branch of the City government. The Mayor, who is elected to a four-year term, serves as the chief official and presides over City Council meetings. There are six councilors, who serve at large and are elected to staggered four-year terms.

The seven-member City Council is the official policy-making body of the City. They represent the interests of citizens and are responsible for the broad direction of City operations. The City Council appoints the City Manager and City Attorney, sets goals, adopts ordinances and resolutions, authorizes contracts, and adopts the annual budget. The City Council also functions as the Gresham Redevelopment Commission that oversees activities within the Urban Renewal Area.

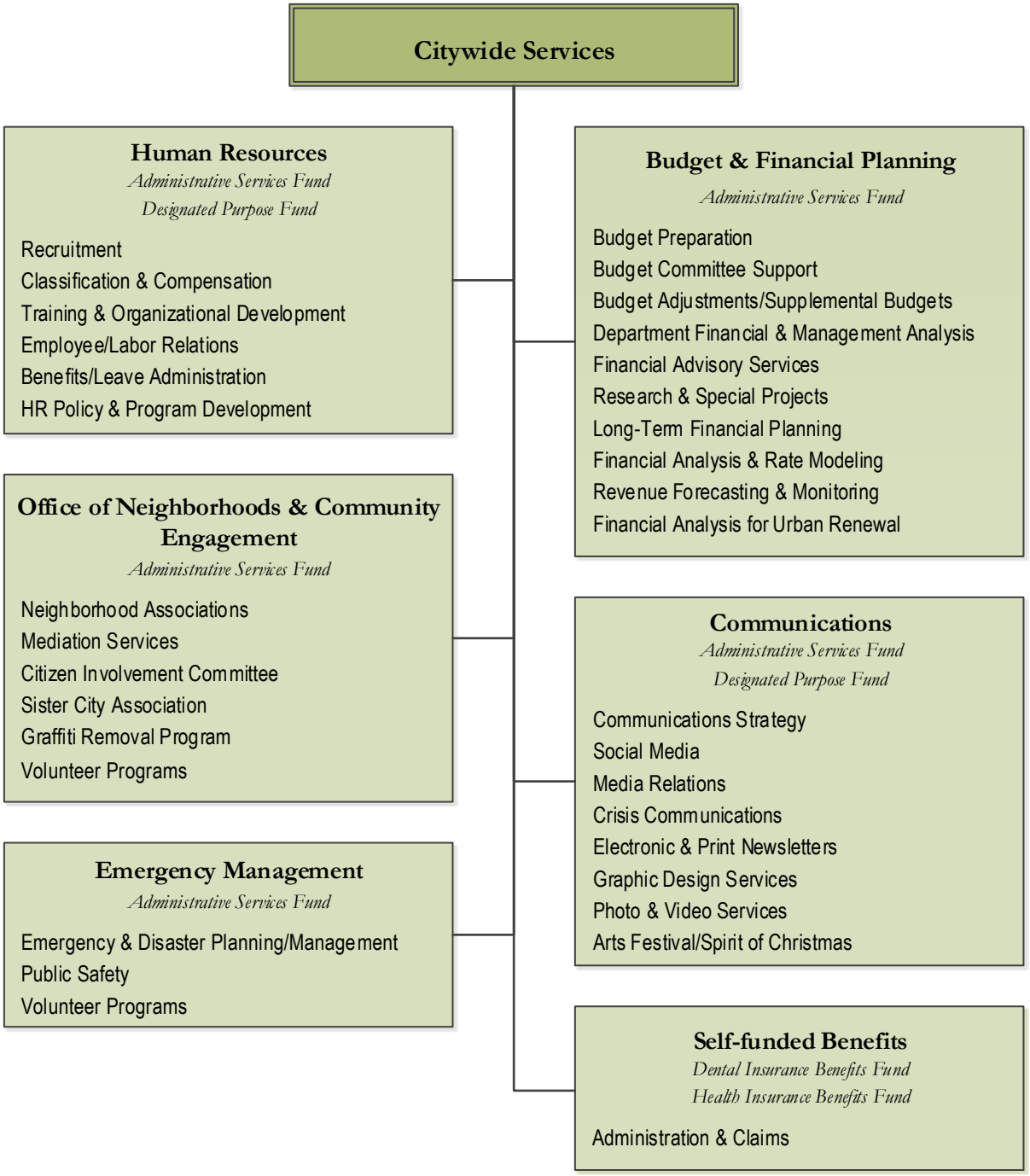
City Management/Administration

The City Manager and staff focus on the implementation of the City Council's officially adopted Work Plan and policy by coordinating and directing efforts of appropriate citywide resources.

Key issues and work plan for fiscal year 2017/18 include:

- Facilitate the Council Work Plan.
- Oversee efficient delivery of City services.
- Report citywide organizational performance.
- Advocate for federal, state, and local support of City services, especially transportation, public safety, and economic development.
- Oversee multi-year financial planning and decision making.

CITYWIDE SERVICES



DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Human Resources

Human Resources develops, administers and provides a wide range of programs and services in the areas of recruitment and selection, classification and compensation, benefit and leave administration, employee and labor relations, and training support.

Key issues and work plan for fiscal year 2017/18 include:

- Develop benefit plan strategies including the City's self-funded medical plans.
- Ensure health care reform compliance in an evolving federal and state legal environment.
- Coordinate employee orientation, training and development programs centered on public service, supervisory and leadership skills, teamwork and communications.
- Perform recruitment, outreach and new employee onboarding functions. Enhance the new employee orientation process through on-line onboarding, in-house training and organizational orientation programs.
- Develop and formalize new pathways to employment through outreach to schools and community groups. Develop new outreach materials, attend events to promote City employment, showcase City employment opportunities, and develop new internship and trainee opportunities. Revise City's employment practices and classification structures to find new entry points to employment.
- Complete job family reviews, employee classification reviews and classification market studies.
- Respond to employee relations and labor relations issues, assist supervisors/manager on employee performance issues and manage and resolve grievances with union representatives. Prepare for contract negotiations with Teamsters and IAFF in Spring 2018.
- Perform Human Resource policy and program development, including Gresham Employee Manual revisions as needed.

Office of Neighborhoods and Community Engagement

The Office of Neighborhoods and Community Engagement (ONCE) supports strong neighborhoods, authentic engagement and community problem-solving. ONCE is the coordinator for the City's Neighborhood Association Program, Title VI Program, volunteer efforts and community engagement initiatives. The office also serves as the staff liaison to the Citizen Involvement Committee.

Key issues and work plan for fiscal year 2017/18 include:

- Continue to grow and support existing Neighborhood Associations, offer leadership training and re-activate inactive associations.
- Work with staff and community partners to implement a plan for engaging diverse communities.
- Coordinate the City's Title VI plan in partnership with the City Attorney's Office.
- Work with the Citizen Involvement Committee to track engagement efforts and improve public outreach.

- Work with Neighborhood Associations and the Citizen Involvement Committee to promote disaster preparedness initiatives in our neighborhoods.
- Partner with regional volunteer coordination programs such as Volunteer Match and Hands-On Greater Portland to build a network of volunteer opportunities in Gresham.
- Continue to coordinate the Green and Clean citywide day of service dedicated to improving our community.
- Identify new ways for the City to engage its residents through the use of technology.

Mediation

The Mediation Program provides services to resolve conflicts involving neighbors, businesses, housing issues, families and employee disputes. In addition, the program conducts public and employee workshops on conflict management to increase the skills of the citizenry. The Mediation Program serves East Multnomah County through intergovernmental agreements.

Key issues and work plan for fiscal year 2017/18 include:

- Continue to provide foreclosure mediation locally for Oregon's Foreclosure Avoidance Mediation Program.
- Provide mediation locally for the Second Home Program, serving homeless youth in the Gresham-Barlow School District.
- Provide mediation services for the local division of the Department of Human Services, serving foster family youth.
- Provide truancy mediation services through Wilkes Elementary School and the Reynolds School District.
- Train and mentor volunteer mediators for a variety of conflict solutions.
- Design and deliver a training series for the citizens of Gresham and other cities within East Multnomah County to learn and practice conflict resolution skills.
- Promote the Mediation Program to a wider audience through media and marketing efforts.
- Provide support and training in the principles of mediation to Gresham Neighborhood Associations.

Emergency Management

The Office of Emergency Management provides the City with training, exercises, planning efforts, and regional collaboration to help the City mitigate, prepare for, respond to and recover from disasters and large-scale emergencies. The Office of Emergency Management also facilitates access to federal grant funds, assists City departments with emergency response planning, emergency management volunteers, and provides public education and outreach.

Key issues and work plan for fiscal year 2017/18 include:

- Continue to assist City departments with responses to disasters and large-scale emergencies.

- Focus on aligning the Emergency Operations Center (EOC) functions with City service areas and create cohesive teams to increase operational capacity within the EOC.
- Provide relevant training opportunities for EOC Teams.
- Actively participate with county, state, and regional partners to increase inter-agency and inter-disciplinary information sharing to maximize our planning, training and exercising efforts.
- Support the Regional Disaster Preparedness Organization in their efforts to increase coordination between public, private and non-profit sectors in preparedness, response and recovery.
- Determine emergency notification protocols utilizing the Everbridge system.

Budget and Financial Planning

The Budget and Financial Planning Division incorporates financial planning, analysis and budget development into one functional area. This allows for a closer partnership between departments to provide city management with a higher level of expertise for complex financial analyses and increased monitoring of resources. The division also prepares the City budget and supplemental budgets in compliance with state laws and works with the Finance Committee throughout the year to provide a foundation for the budget process.

The Budget and Financial Planning Division is responsible for updating, analyzing and monitoring financial plans utilized by programs throughout the City. In addition, the division provides financial and management analysis to all departments. Analytical and budget support is also provided to the Rockwood-West Gresham Urban Renewal Area.

Key issues and work plan for fiscal year 2017/18 include:

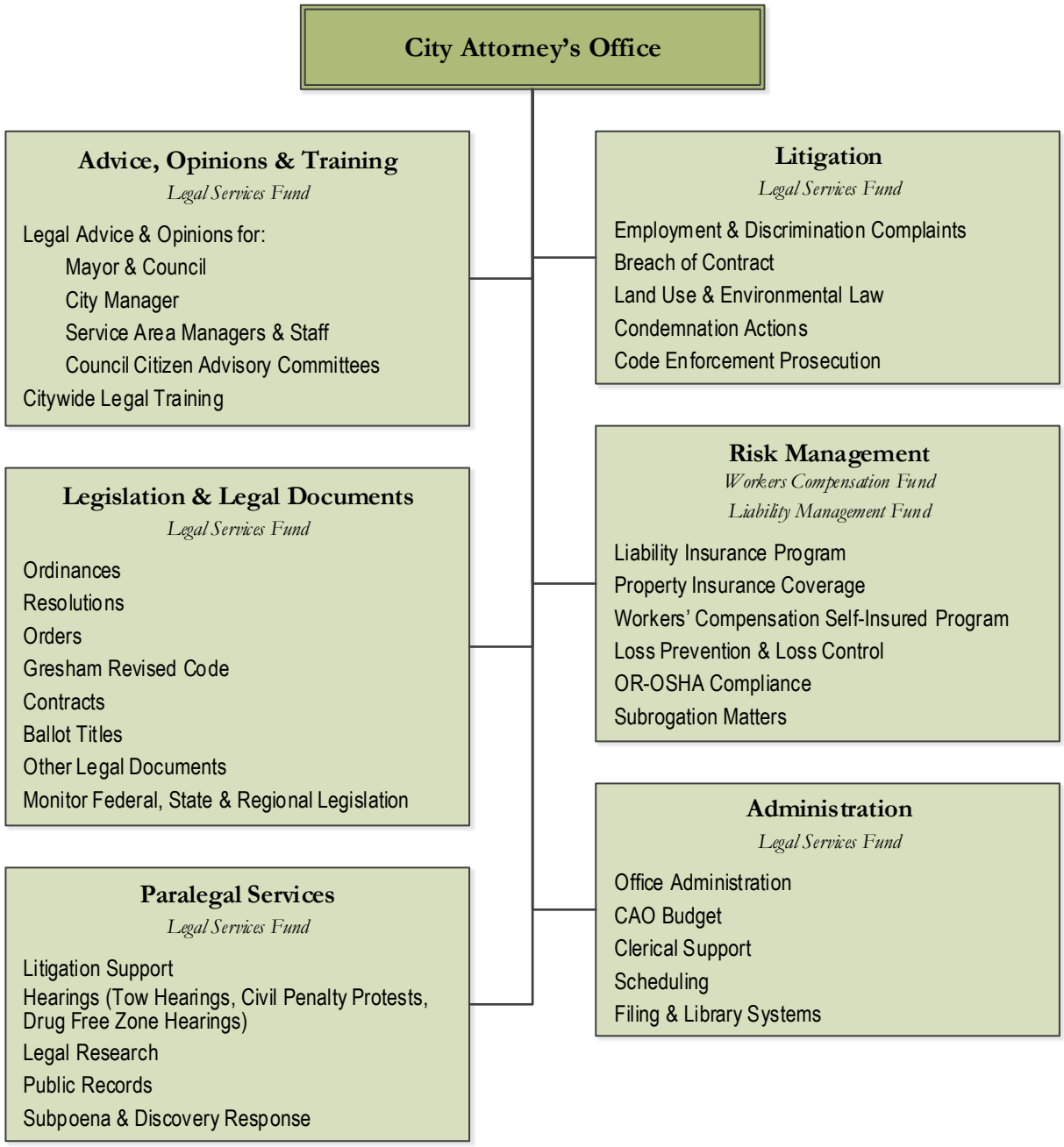
- Continued development, refinement, monitoring and reporting of financial plans to ensure sustainability.
- Prepare and monitor the annual budget and related functions.
- Continue collaborative evaluation and implementation of cost saving measures and operational improvement opportunities throughout the organization.
- Support Enterprise Resource Planning system replacement selection and implementation.
- Provide analytical support for all City departments.
- Provide analytical support for Council Work Plan projects.
- Provide staff support to the Finance Committee.

Communications

The Communications Division provides comprehensive strategic communications services that include media relations, marketing, crisis communications, public relations, brand management, graphic design publications, video production, photography, web communication strategy and content development, social media strategy, and the Arts Festival and Spirit of Christmas community events. Communications manages the City's efforts to provide the public with timely information about its goals, initiatives and activities.

Key issues and work plan for fiscal year 2017/18 include:

- Ensure all audiences have easy and timely access to City information via the platform of their choice.
- Implement the new Council Work Plan project, Community Branding and Marketing, which develops key messaging strategies and collateral, in conjunction with community partners, to tell the positive story of Gresham to recruit and retain businesses and residents.
- Support other Council Work Plan projects with communications and marketing needs.
- Advise and consult with departments regarding initiatives, programs and services.
- Advance the City's use of digital communication tools and multimedia production.



MISSION STATEMENT

Identify, anticipate, and respond to the legal needs of the City of Gresham by providing high quality, timely, and cost-effective legal and risk management services.

GENERAL DESCRIPTION

The City Attorney's Office (CAO) provides services to the Council, City Manager, Service Area Managers and staff, and Council Citizen Advisory Committees. Services include legal advice and

opinions, the creation, review and approval of all written contracts and legal documents, the preparation of ordinances, resolutions and other documents, the defense and representation of City officers and employees, the initiation of legal actions as directed by Council, citywide legal training and supervision of outside legal counsel.

Risk Management is responsible for the liability insurance program, self-insured workers' compensation program, property insurance, loss control, OR-OSHA compliance and citywide safety issues. Risk Management will continue their efforts to make safety and loss control a priority in the day to day operations of the organization. The City Manager and City Attorney are committed to raising staff awareness of risk, safety and liability issues and implementing operational changes where warranted.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

The goal of CAO for fiscal year 2017/18 continues to be providing high quality, timely and cost effective legal and risk management services. The office strives to practice preventive law by anticipating potential legal issues and identifying solutions before problems arise.

Legal Services

Key issues and work plan for fiscal year 2017/18 include:

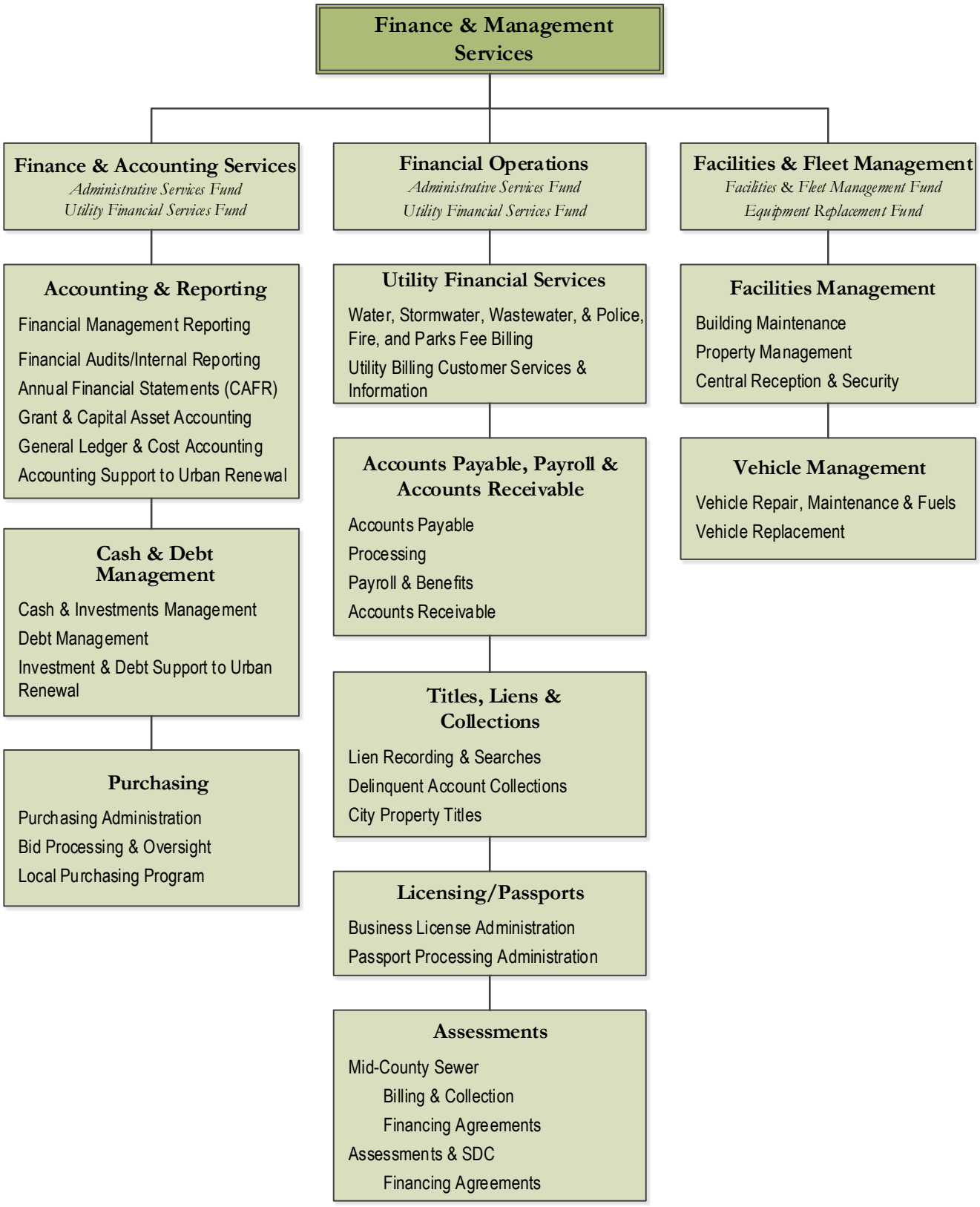
- Provide legal support to Council Work Plan projects and significant operational decisions including urban redevelopment, homelessness, neighborhood nuisances, system development charges, right of way fees and various land use planning projects. Monitor marijuana issues and recommend Code changes as needed.
- Provide legal support to enforcement efforts throughout the organization.

Risk Management

Key issues and work plan for fiscal year 2017/18 include:

- Maintain sufficient financial reserves for liability and workers' compensation claims.
- Maintain cost-effective property and liability insurance coverage.
- Support risk management efforts throughout the organization.

FINANCE & MANAGEMENT SERVICES



MISSION STATEMENT

Deliver excellent stewardship of public funds and City assets by providing quality, efficient financial and asset management services.

GENERAL DESCRIPTION

Finance and Management Services (FMS) oversees the City's financial, facilities, and fleet infrastructures. Finance and Management Services has the primary responsibility to provide business services to all City departments. Of equal importance, the department acts in a fiduciary capacity as the steward of public funds.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Financial Management, Accounting Services and Financial Operations

Financial Management and Accounting Services provides financial advisory services as requested, administers the City's and Urban Renewal Area's investment and debt portfolios, manages daily financial operations, publishes interim and annual financial reports, oversees the annual external audit, provides grant and capital asset accounting, develops cost accounting plans and provides accounting services to the Rockwood/West Gresham Urban Renewal Area.

Financial Operations ensures the timely collections of City revenues and payment of City obligations, including payroll. It also administers bad debt collection and title and lien searches, as well as manages billing and collections for City utilities, assessments, financing agreements, business licensing and passports.

Key Issues and work plan for fiscal year 2017/18 include:

- Supporting Enterprise Resource Planning (ERP) system replacement selection and implementation.
- Continued promotion of 'Your Online Utilities (Y.O.U.)', e-bill, and AutoPay for the City's 24,000 utility billing customers.
- Implementing new utility customer outreach functionality in the City's Utility Billing system.
- Support the Council Work Plan and the Rockwood-West Gresham Urban Renewal Area by providing accounting, auditing and financial advisory services.
- Support the Finance Committee.
- Update the City's investment policy.
- Review/update the City's Customer Assistance program for utility billing.

Facilities and Fleet Management

The Facilities Division serves to keep City properties open, accessible, secure, and operational for use by City employees and the public. The goal is to provide a manageable level of repair and maintenance, within budgetary constraints, that will keep facilities functional, clean, comfortable, efficient and safe while minimizing deterioration over the life of the asset. Facilities staff provides on-call emergency

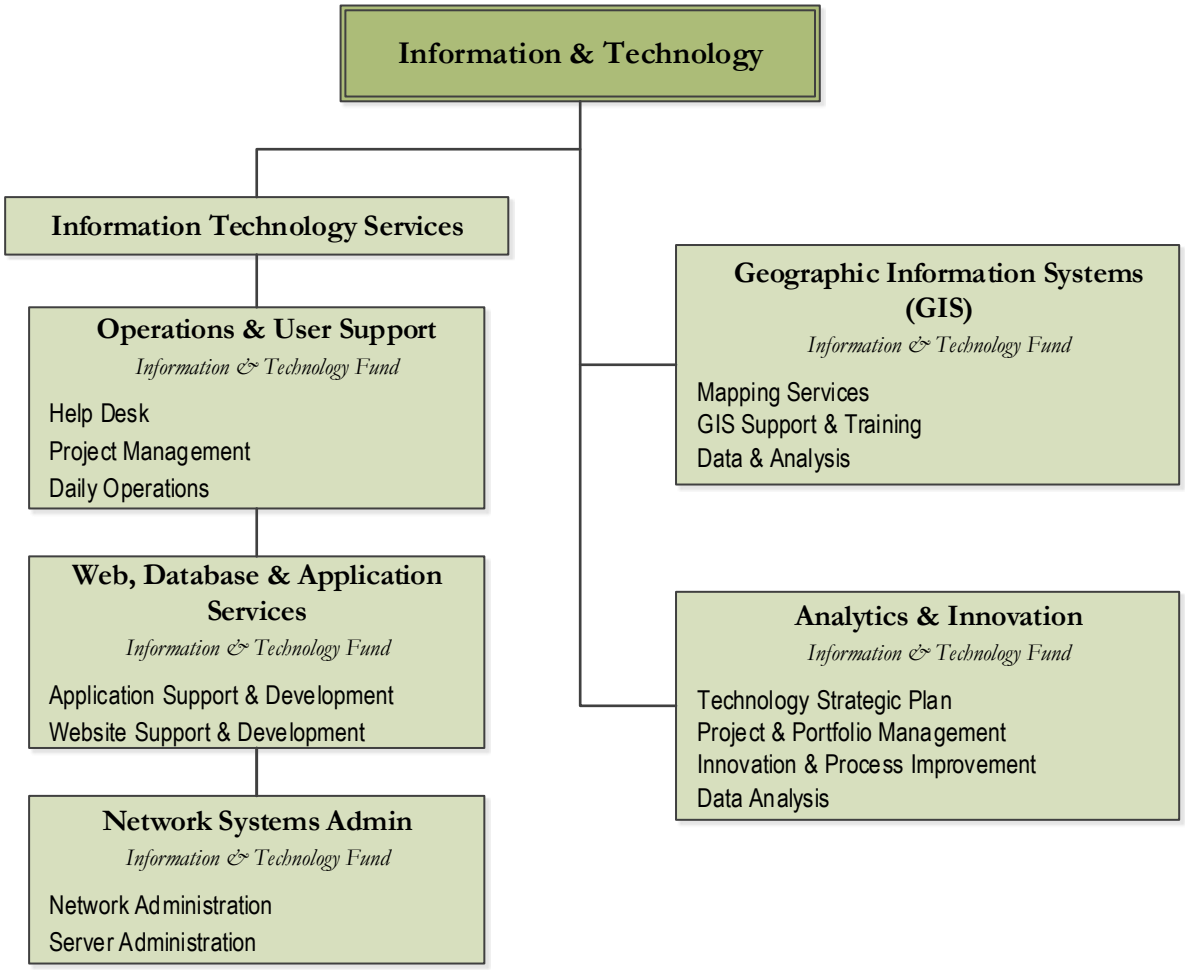
response on a 24/7 basis. The division is also responsible for staffing City Hall front-lobby reception and security, providing directions to the public and answering the City's main phone line.

The budget continues to delegate the responsibility for the repair and maintenance support of five of the six fire stations to Fire and Emergency Services. Facilities staff supports Station 71 located in the Public Safety Building.

The Fleet Division provides for repair and preventative maintenance services to the majority of the City's fleet of vehicles and fire apparatus. In addition, it provides funding and management for fueling operations as well as 24/7 on-call emergency response. As a long-term strategy, management will continue to pursue opportunities for the purchase of fuel efficient vehicles, including hybrids and all electric vehicles, and review maintenance procedures to extend the life of existing vehicles.

Key Issues and work plan for fiscal year 2017/18 include:

- Continue the Strategic Energy Management partnership (year three of three years) and continue to explore and evaluate energy and fuel efficient technology for use by City facilities and fleet.
- Service City facilities and fleet for optimal functionality and safety, while minimizing deterioration.
- With guidance from the Fleet Services Study recommendations, transition fleet services to an operational space while ensuring continuous functionality of service delivery.
- Complete major capital improvements in accordance with fiscal year 2017/18 facilities plan.
- Continue to coordinate with departments on vehicle acquisition efficiencies and deployments.



MISSION STATEMENT

As the stewards of the City's information and technology, our mission is to provide comprehensive technology services, analytics and business solutions that support the delivery of City services.

GENERAL DESCRIPTION

Information and Technology delivers service in a variety of areas including network systems, user support, applications services, geographical information systems, analytics, data visualization and business process improvement. These programs allow the City of Gresham to provide efficient and effective services to the community.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Information Technology

Information Technology (IT) provides core enterprise services in the areas of desktop computing, network services, business systems, electronic communications, computing security, telecommunications, website, systems integration and applications/database support, information

systems and analysis. IT works in cross-division problem solving teams composed of staff members whose skillsets match the project at hand. These agile groups often include members from other departments as needed.

For fiscal year 2017/18, IT will continue to focus resources on updating the City's technology infrastructure, as well as, providing operational support across all levels and departments in the City.

Key issues and work plan for fiscal year 2017/18:

- Continue implementation of the Strategic Technology Initiative.
- Support department and city-wide projects such as Asset Management and ERP.
- Replace city's telephone system.
- Continue enterprise wide security and continuity of business enhancements.
- Develop and implement improved remote access and connectivity standards.
- Plan and deploy Windows 10 to the enterprise.

Geographic Information Systems (GIS)

The GIS program acts as the steward of the City's enterprise GIS data, ensuring its integrity through quality control and governance. In addition, GIS develops and maintains internal and external GIS mapping tools to support internal operations as well as provide the public with information about the Gresham community.

Key issues and work plan for fiscal year 2017/18:

- Be a partner in key Technology Strategic Plan project, such as Asset Management, ERP replacement, Data and Analytics Strategy, and the Data Standards, Governance and Information Management projects.
- Upgrade the GIS platform and implement web GIS solutions.
- Provide GIS training and support for all City departments.

Analytics and Innovation

Analytics and Innovation is primarily focused on two items, the Technology Strategic Plan, and Data and Analytics program.

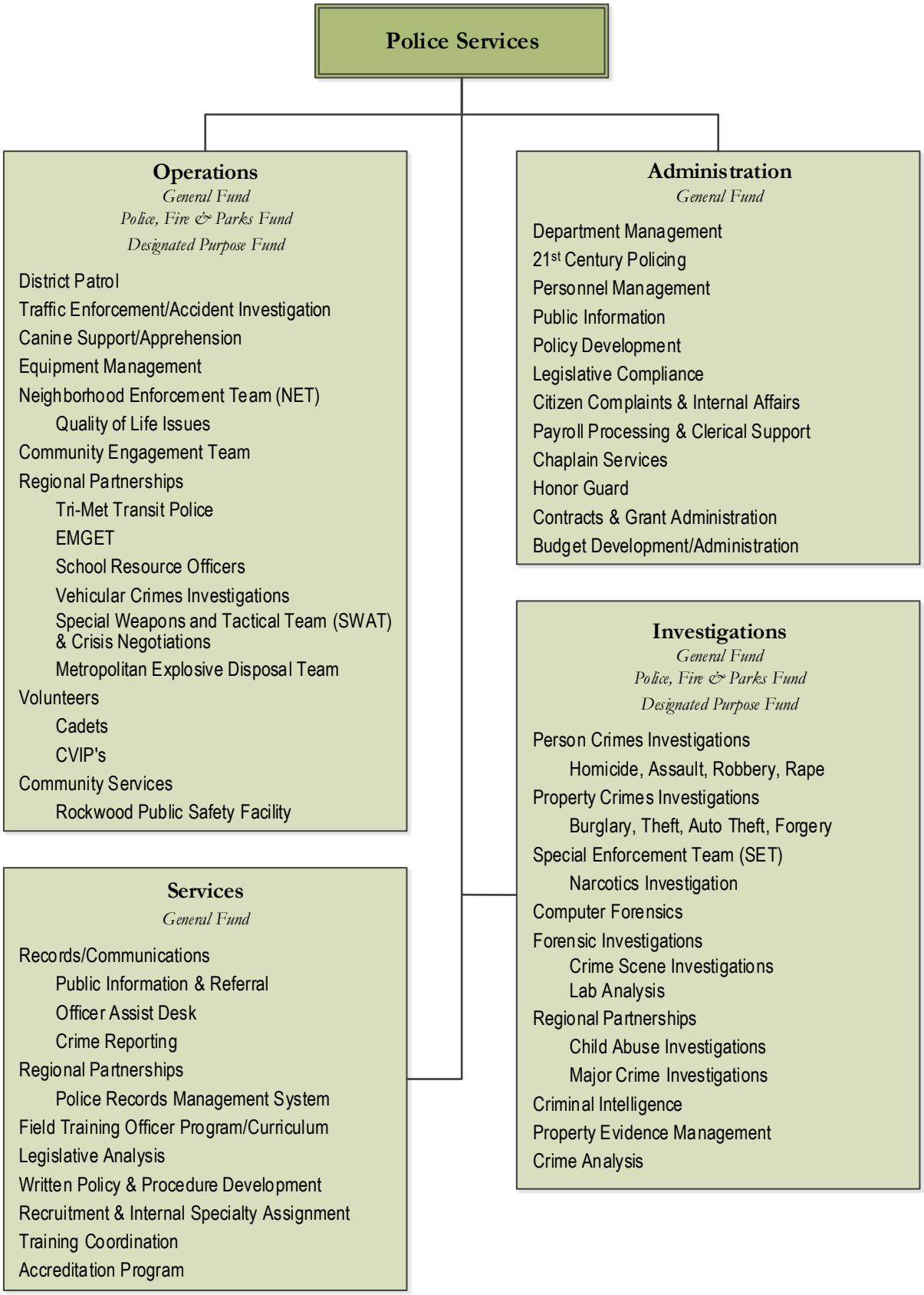
The Technology Strategic Plan is a portfolio of business process improvement projects that have a technology component as well as IT operations and infrastructure projects to support them. The Plan has 44 project outlined for the next two years that fall into four primary focus areas, enterprise business systems and programs, data and analytics, tools and business systems to support process improvements, and IT operations and infrastructure.

The Data and Analytics program is aimed at creating a culture of curiosity and elevating the use of data and evidence in our day-to-day service delivery and policy making. This includes leveraging data and analytical tools to inform strategic decision making in a comprehensive way to identify trends, patterns and opportunities as well as help us better understand the current environment and communicate it

with the community. Key components will be continuing to leverage our What Works Cities partnerships and determining the technology infrastructure, people and processes to support the comprehensive view and analysis of data.

Key issues and work plan for fiscal year 2017/18:

- Portfolio and project management of Technology Strategic Plan projects.
- Support the implementation of key enterprise systems including Asset Management and Enterprise Resource Planning (ERP).
- Evaluate and provide project management to business process improvement and innovation efforts.
- Create a culture of curiosity that is supported by a culture of data and evidence.
- Develop and implement a data and analytics strategy.
- Develop data standards, governance and information management processes.
- Build and sustain a workforce conversant with the skills and toolsets to conduct high level analysis.


Police Services
Operations
General Fund
Police, Fire & Parks Fund
Designated Purpose Fund
District Patrol
Traffic Enforcement/Accident Investigation
Canine Support/Apprehension
Equipment Management
Neighborhood Enforcement Team (NET)
Quality of Life Issues
Community Engagement Team
Regional Partnerships
Tri-Met Transit Police
EMGET
School Resource Officers
Vehicular Crimes Investigations
Special Weapons and Tactical Team (SWAT) & Crisis Negotiations
Metropolitan Explosive Disposal Team
Volunteers
Cadets
CVIP's
Community Services
Rockwood Public Safety Facility
Administration
General Fund
Department Management
21st Century Policing
Personnel Management
Public Information
Policy Development
Legislative Compliance
Citizen Complaints & Internal Affairs
Payroll Processing & Clerical Support
Chaplain Services
Honor Guard
Contracts & Grant Administration
Budget Development/Administration
Investigations
General Fund
Police, Fire & Parks Fund
Designated Purpose Fund
Person Crimes Investigations
Homicide, Assault, Robbery, Rape
Property Crimes Investigations
Burglary, Theft, Auto Theft, Forgery
Special Enforcement Team (SET)
Narcotics Investigation
Computer Forensics
Forensic Investigations
Crime Scene Investigations
Lab Analysis
Regional Partnerships
Child Abuse Investigations
Major Crime Investigations
Criminal Intelligence
Property Evidence Management
Crime Analysis
Services
General Fund
Records/Communications
Public Information & Referral
Officer Assist Desk
Crime Reporting
Regional Partnerships
Police Records Management System
Field Training Officer Program/Curriculum
Legislative Analysis
Written Policy & Procedure Development
Recruitment & Internal Specialty Assignment
Training Coordination
Accreditation Program

POLICE SERVICES

MISSION STATEMENT

Provide police services that involve the community in problem solving aimed at enhancing public safety and the quality of life, and which respect the Constitutional rights of all citizens.

GENERAL DESCRIPTION

Services provided by the Police Department primarily fall into two priorities - enforcement and investigation, followed by proactively addressing neighborhood livability issues through 21st Century Policing. Programs that enable the department to address these priorities are Administration, Operations, Investigations and Services.

Administration

Police Administration provides overall management, administration, policy and direction, and audits the appropriate and effective use of police resources. Although the Command Staff of the department is one of the leanest in the Portland Metropolitan area, they continue to provide excellent oversight and management. Primary activities of Police Administration, which support the line functions of the department, include personnel management, investigation and resolution of citizen complaints and issues regarding the department and its members, establishment of community and regional partnerships, assurance that all legislative requirements are met, dissemination of information concerning crimes in the community, volunteer assistance in death notifications/crisis counseling, clerical support to the operational units of the department, coordination of officers' schedules for court and grand jury appearances and departmental payroll. Grant management and administration are also included in this program area.

Operations

The Operations Division is primarily responsible for the initial response to calls for police services. Services provided by full-time officers include routine and directed patrol, traffic enforcement and investigation, education programs, canine support in high risk situations and area searches, restraint of criminal street gang activities, proactive approach to problems on school grounds and adjoining properties through the use of school resource officers, special emergency response to high risk incidents, cadets, Tri-Met transit police, neighborhood livability issues and the acquisition, inventory and repair of equipment.

Investigations

The Investigation Division provides support to the Operations Division through follow-up investigation of crimes against persons and property, investigation of neighborhood crimes and suspicious activity, forensic investigations, control over property and evidence, participation in multi-agency investigative teams and analysis of data to assist in solving crimes and identifying crime trends.

Services

The Services Division supports the entire department in the areas of police records and communications, fiscal services including budget development and purchasing, recruitment and internal special duty selections, coordination of training and maintenance of training records to meet State requirements, assurance that the State's training standards are met, planning, research and analysis, development of written policies and procedures, as well as, other management related support services.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

The fiscal year 2017/18 budget adds four positions to the Police Department. The addition of these sworn positions will help the department continue to provide excellent core service law enforcement to the community while continuing to adjust resources in the most effective manner using best practices, continue to improve and refine its policies, practices, and processes, and incorporate evolving technology. By doing so, the department will focus on the highest priorities of the community and department – enforcement, investigation and neighborhood livability. Additionally, the department will add four patrol units to their vehicle fleet.

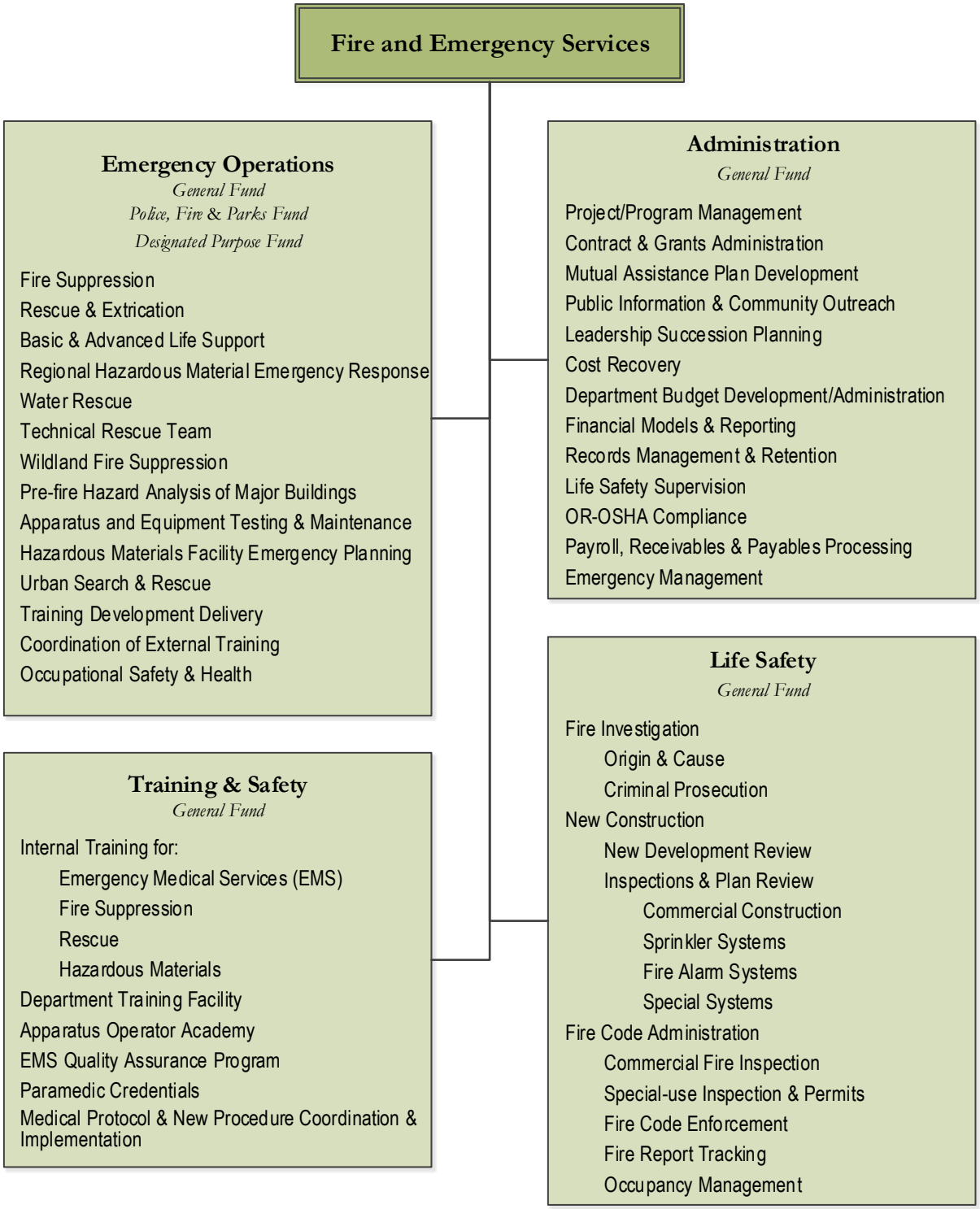
Key issues and work plan for fiscal year 2017/18 include:

- Continue efforts in addressing neighborhood livability issues.
- Continue to increase the Citizen Volunteers in Policing Program and expand their responsibilities and programs.
- Continue investigating strategies for effective practices for gang prevention/abatement programs for the Council Work Plan project, Gang Prevention and Intervention.
- Continue partnering with Portland Opportunities Industrialization Center (POIC) to provide street-level gang outreach services.
- Increase enforcement efforts for criminal street gang activity through coordinated enforcement missions with the East Metro Gang Enforcement Team (EMGET).
- Continue efforts to implement 21st Century Policing by building on recent community engagement efforts.
- Continue partnerships with the local schools and enhance the efforts of the School Resource Officers in the areas of gang prevention and student truancy issues.
- Continue working with local apartment managers and owners through the Landlord Mentoring Program, which partners successful apartment managers with managers who are struggling to clean up their complex.
- Address gang related violence in apartment complexes by continuing to have the Special Enforcement Team host community structured forums that educate landlords and apartment complex managers on how to manage their properties and hold tenants accountable.
- Investigate criminal activity associated with illegal drug use, which includes robbery, burglary, vehicle theft and identity theft.
- Address traffic problems, which continue to be a community concern.
- Continue to meet increasing demand for service, including timely response to calls for service, investigation and successful prosecution of crimes.

In order to address these issues, the department plans to:

- Continue the Special Enforcement Team to quickly respond to tips from citizens of on-going illegal drug issues and other criminal activity in order to enhance neighborhood livability and the neighborhoods quality of life.

- Use directed enforcement to address areas in the City that have a higher than average number of calls for service and demand a greater number of police resources.
- Pursue funding opportunities to implement new technology to enhance department operations and increase efficiency.
- Continue the work of the Gang Enforcement Team to directly address one of the community's top issues – gang related crime.
- Continue and expand the Neighborhood Enforcement Team (NET) to help make neighborhoods more livable and safe by using preventive and proactive measures.
- Further the work of the Community Resource Team to strengthen Gresham communities through a coordinated response to issues from multiple disciplines.
- Respond to neighborhood traffic problems and complaints, as well as provide directed enforcement to reduce the problems caused from driving under the influence (DUII) and other driving offenses that endanger citizens and motorists.
- Build upon recent community engagement efforts to create a professional policing strategy for the City.
- Continue participating in regional partnerships that deal directly with many of the growing issues facing the community including major crimes, gangs, and crimes against children.
- Provide training to employees so they are able to meet the ever-changing demands of law enforcement.
- Continue to recruit and hire the most qualified individuals.


Fire and Emergency Services
Emergency Operations
General Fund
Police, Fire & Parks Fund
Designated Purpose Fund
Fire Suppression
Rescue & Extrication
Basic & Advanced Life Support
Regional Hazardous Material Emergency Response
Water Rescue
Technical Rescue Team
Wildland Fire Suppression
Pre-fire Hazard Analysis of Major Buildings
Apparatus and Equipment Testing & Maintenance
Hazardous Materials Facility Emergency Planning
Urban Search & Rescue
Training Development Delivery
Coordination of External Training
Occupational Safety & Health
Training & Safety
General Fund
Internal Training for:
Emergency Medical Services (EMS)
Fire Suppression
Rescue
Hazardous Materials
Department Training Facility
Apparatus Operator Academy
EMS Quality Assurance Program
Paramedic Credentials
Medical Protocol & New Procedure Coordination & Implementation
Administration
General Fund
Project/Program Management
Contract & Grants Administration
Mutual Assistance Plan Development
Public Information & Community Outreach
Leadership Succession Planning
Cost Recovery
Department Budget Development/Administration
Financial Models & Reporting
Records Management & Retention
Life Safety Supervision
OR-OSHA Compliance
Payroll, Receivables & Payables Processing
Emergency Management
Life Safety
General Fund
Fire Investigation
Origin & Cause
Criminal Prosecution
New Construction
New Development Review
Inspections & Plan Review
Commercial Construction
Sprinkler Systems
Fire Alarm Systems
Special Systems
Fire Code Administration
Commercial Fire Inspection
Special-use Inspection & Permits
Fire Code Enforcement
Fire Report Tracking
Occupancy Management

MISSION STATEMENT

The mission of Gresham Fire and Emergency Services is to protect lives, property and the environment.

GENERAL DESCRIPTION

Fire and Emergency Services (FES) provides fire prevention, fire suppression and emergency medical services to the cities of Gresham, Fairview, Wood Village, Troutdale and the area encompassed by Fire District 10. The service area covers sixty square miles, serving approximately 140,000 people.

Fire and Emergency Services operates six fire stations within its service area and provides staffing for one of the three shifts at Portland Fire Station 31, a joint operation with Portland Fire and Rescue. Each engine company provides Advanced Life Support and has a trained firefighter/paramedic assigned to the crew.

In addition, FES provides the following specialty rescue and response services:

- Technical Rescue Team (including confined space for industrial users and high-angle rope rescue).
- Water Rescue.
- Regional Hazardous Materials Team to respond to chemical spills and biological incidents at fixed sites, such as manufacturing facilities, and transportation accidents, including interstate and rail.
- Urban Search and Rescue (USAR) for structural collapse as a component of a regional response team.
- Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) response including Mass Casualty.

Administration

Fire Administration maintains the department's day-to-day operations by providing overall management, leadership succession planning, mutual assistance plan development, public information, community outreach, contract and grant administration, cost recovery, financial models and project management.

Primary activities of Fire Administration support the front-line functions of the department and include personnel management, development of policies and procedures, assurance that all legislative requirements are met, information concerning emergency events, administrative support and departmental payroll and accounts payable.

Supervision of the Life Safety Division and maintaining Oregon OSHA compliance are the responsibility of Fire Administration. Fire Administration also interacts with other City departments and provides coordination with other state and local government agencies.

Emergency Operations

The Emergency Operations Division is responsible for the initial response to calls for emergency medical or fire suppression services. Approximately 75% of all incidents that FES responds to are calls for emergency medical services (EMS). Because medical emergencies are often time-critical, it is important that EMS arrive as quickly as possible. All firefighters in the department are trained at the minimum level of Emergency Medical Technician (EMT), with many certified as paramedics, to provide patient care in the field. All Gresham engine companies are an Advanced Life Support (ALS) unit, which means that each has a firefighter/paramedic on board. The Emergency Operations Division provides fire suppression, emergency medical services, and the following specialized responses: technical rescue (confined space, high and low angle rope rescue, and structural collapse), water rescue, hazardous materials response, and wildland fire.

Training and Safety

Training is provided to maintain response readiness and proficiency at all levels. Emergency medical technician and paramedic training is provided to maintain State certification.

Life Safety

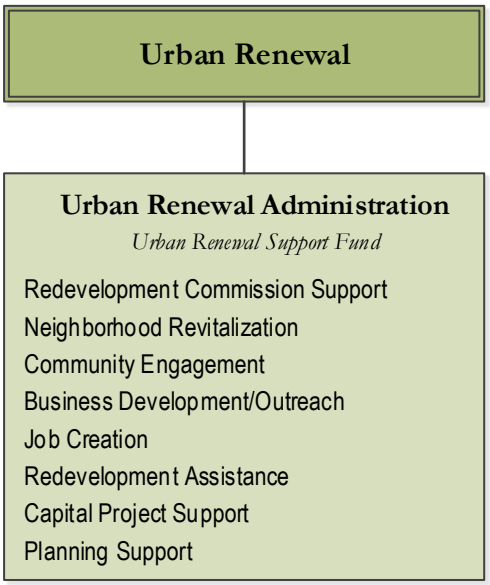
The Life Safety Division applies the fire codes to new construction to ensure appropriate fire suppression access and that the water supply and safety features, such as alarms and sprinkler systems, are code compliant. Fire investigation and determining causes is conducted for known arson fires, those involving a significant fire loss and fire fatalities.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Fire and Emergency Services will continue to strive to deliver excellent customer service and emergency services. Service delivery methods will be continually evaluated to determine operational and administrative efficiencies. The fiscal year 2017/18 budget adds five positions to the Emergency Operations Division and two positions to the Life Safety Division.

Key issues and work plan for fiscal year 2017/18 include:

- Explore opportunities in Integrated Mobile Health Care, partner with public and private health care institutions, and expand the Gresham Cares program to improve the well-being of our community.
- Improve data collection and analysis abilities through software upgrades and enhancements.
- Develop and implement Public Education and Public Information resources in the Fire and Life Safety Division.
- Continue exploration and pursuit of grant funding opportunities to meet the increasing demands of emergency service delivery to a growing community.
- Facilitate a purchase of a new Fire Engine by Multnomah Rural Fire Protection Fire District 10.



GENERAL DESCRIPTION

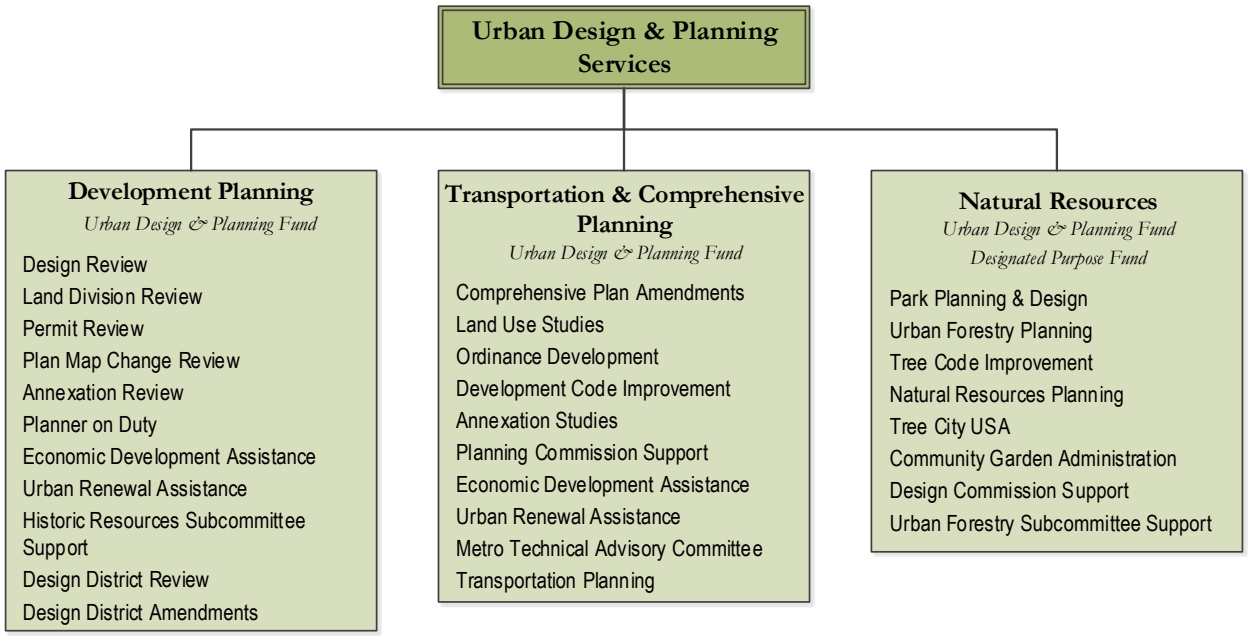
Urban renewal is a public funding mechanism aimed at partnering with private development to promote job creation and community revitalization. Rockwood-West Gresham is the City's first Urban Renewal Area (URA), established through a citywide vote in November 2003. The URA is approximately 1,200 acres, spanning from Yamhill Street in the south to Marine Drive to the north, centered along the 181st Street corridor. The Rockwood-West Gresham Renewal Plan (Plan) serves as the guiding document. The City Council, in its role as Gresham Redevelopment Commission (GRDC), oversees implementation of the Plan. An advisory committee makes policy and project recommendations to the GRDC. The GRDC contracts with the City of Gresham for services to administer the Urban Renewal program, with the URA reimbursing the City for the costs incurred by staff and program administration.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Key issues and work plan for fiscal year 2017/18 include:

- Rockwood Rising/Catalyst Site Development - this project continues efforts to redevelop the Rockwood Catalyst Site at SE 187th and Stark Street and has three distinct components:
  - Continue to identify potential end-users and financial tools to initiate new development on the site.
  - Negotiate and enter into a binding development agreement with the selected developer, RKm Development, to develop the site.
  - Work with RKm Development to continue the design, community engagement, and permitting processes for the project, and to commence construction activities on the site this fiscal year.

- Stark Street Property Redevelopment - This project will help renew and revitalize the Stark Street corridor, enhancing property values and attracting additional private investment.
  - The GRDC purchased the 3.8 acre Drake's 7 Dees property at 16519 SE Stark Street and 312 SE 165th Avenue and has sold a portion of the site to Boys & Girls Clubs of Portland Metropolitan Area to develop a new facility for youth services in Rockwood, which is currently under construction with an anticipated completion date in September 2017. The GRDC also sold another portion of the site to Open Meadow Alternative Schools Inc. which completed construction and began serving area students in fall 2016. This project will allow Boys & Girls Clubs of Portland Metropolitan Area and Open Meadow to bring expanded youth services to Rockwood.
  - Identify potential partners for redevelopment of the remaining third parcel on the site.



MISSION STATEMENT

Your partners in creating a greater Gresham.

GENERAL DESCRIPTION

Urban Design and Planning (UDP) collaborates with residents, elected officials and other community stakeholders to help create and implement a land use planning program that addresses the needs, wants and visions of the Gresham community. The department provides a wide variety of land use planning-related services including development planning, comprehensive planning, and urban design and natural resources planning.

As a result of on-going development activity and preparations for additional development-related opportunities, Urban Design and Planning is experiencing a greater demand for service than originally anticipated. In anticipation of higher activity levels, UDP added two full-time positions in fiscal year 2017/18.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Development Planning

Development Planning is responsible for processing all land development permits within the City. Development Planning works with residents, City officials, regulatory agencies, advisory committees and developers to ensure that the City's goals are implemented through the land use regulations designed to guide and direct land development within Gresham.

Major functions include:

- Review and process all land development permit applications in accordance with the Gresham Community Development Code and render land use decisions for applications allowing administrative review and coordinate all agency and public comments.

- Respond to inquiries from residents, applicants and developers regarding land use regulations within the City.
- Make public presentations before hearing bodies on land use applications requiring a public hearing.
- Participate in Development Code amendment projects.
- Assist with business license review, small business assistance, building permit review, sign permit review and Code compliance actions.
- Provide staff support for the Design Commission.
- Support Economic Development and Urban Renewal programs with predevelopment assistance.

Key issues and work plan for fiscal year 2017/18 include:

- Continue to focus on streamlining the land development application process and providing excellent customer services.
- Continue to focus on increasing the skills and knowledge needed to implement new Design District regulations.

Comprehensive Planning

Comprehensive Planning is responsible for facilitating land use policy, plans, design standards and changes to the Gresham Community Development Code to guide and direct new development in Gresham. This work is undertaken in collaboration with residents, the Planning Commission, elected officials and other community stakeholders to maintain a high quality of life.

Major functions include:

- Work with residents, elected officials and other community stakeholders to update the City's Comprehensive Plan, which provides the legislative foundation for Gresham's land use program and Community Development Code.
- Develop land use studies and plans and new Development Code with provisions that:
    - Foster economic development by retaining existing jobs and attracting new ones.
    - Encourage high quality buildings and public spaces.
    - Enhance public safety.
    - Protect the natural environment.
- Make public presentations before Council advisory groups, neighborhood associations, community organizations, and hearing bodies on Comprehensive Plan amendment projects.
- Coordinate with Metro, Multnomah County and other government partners on regional planning and policy.
- Support Economic Development and Urban Renewal programs with special projects assistance.

- Provide staff support for the Historic Resources Subcommittee.

Key issues and work plan items for fiscal year 2017/18 include:

- Address obstacles to desired development related to the Downtown, Rockwood and Civic Neighborhood centers through the Urban Redevelopment Council Work Plan items.
- Continue Powell-Division Transit and Development Project.
- Continue the Pleasant Valley Transportation System Plan, from the 2017 Council Work Plan, to address how the transportation network will distribute traffic between Foster Road and Powell Boulevard and provide conceptual engineering of design alternatives for the extension of 172nd Avenue near McKinley Boulevard.
- Continue Development Code Improvement Project -9, a multiyear effort to improve the effectiveness of the Development Code. Project -9 focuses on the sign code, the design review process, design review standards, and modifications of the review process for approved designs.

Urban Design / Natural Resources

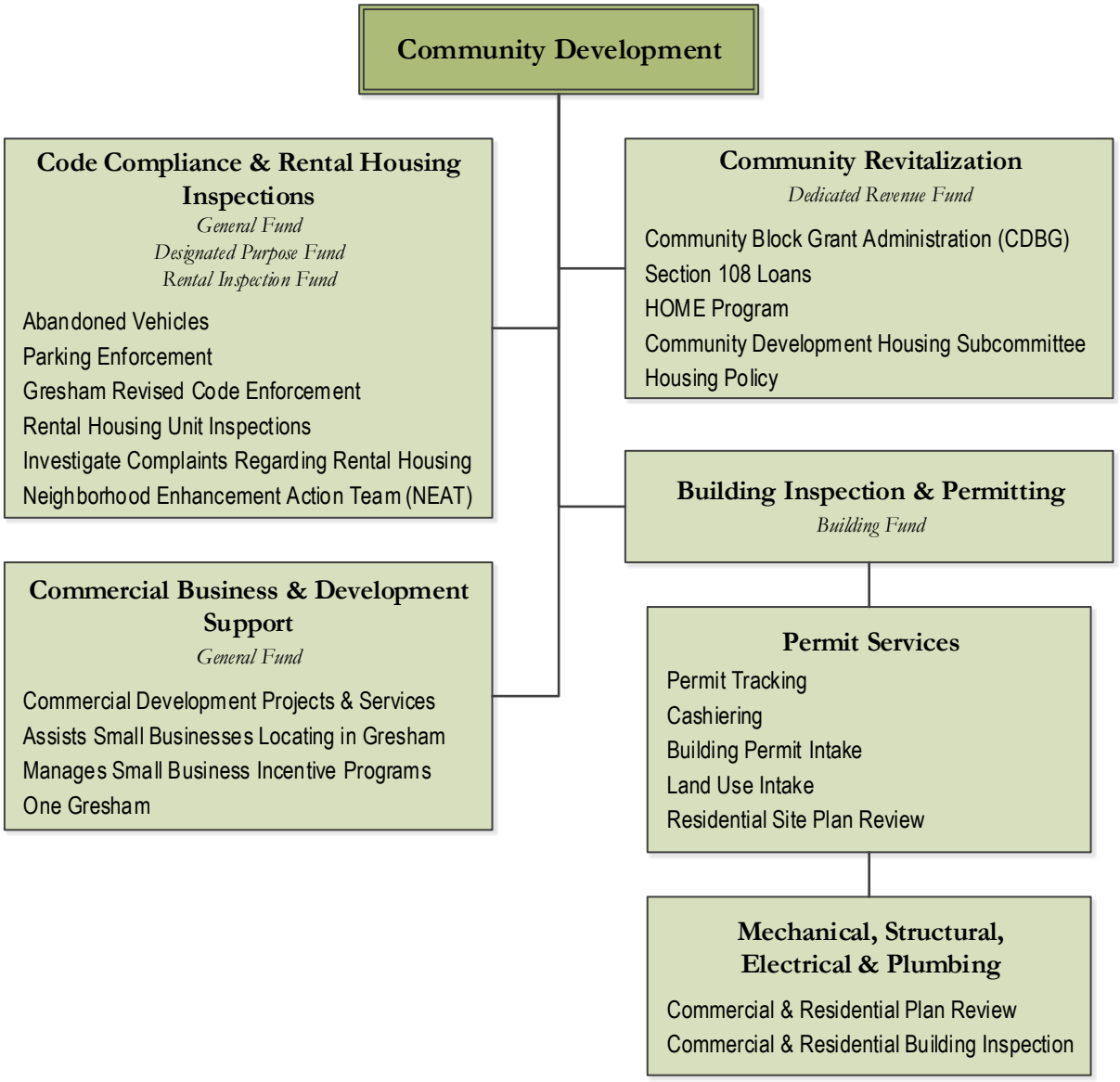
The Urban Design/Natural Resources program is responsible for facilitating the quality of the built environment and enhancement of the community's natural resources. This work is undertaken in collaboration with residents, elected and appointed officials and other community stakeholders to maintain a high quality of life.

Major functions include:

- Implement the City's Design Districts by review of development applications in the Design Districts.
- Develop plans and new Development Code related to urban design issues.
- Support park planning and design projects.
- Perform natural resource and urban forestry planning.
- Administer the Tree City USA Program.
- Administer the Community Gardens program.
- Provide staff support for the Planning Commission.
- Provide staff support for the Urban Forestry Subcommittee.

Key issues and work plan for fiscal year 2017/18 include:

- Continue the Development Code and Process Update Project, from the 2017 Council Work Plan, to improve the Development Code and promote development to enhance the built environment.



MISSION STATEMENT

Your partners in creating solutions for quality development and a healthy business climate.

GENERAL DESCRIPTION

Community Development is responsible for the orderly growth of Gresham through code compliance, inspection and plan review. The department provides a wide variety of development services including: development plan review through final inspection, issuing building permits and performing building inspections, maintaining compliance with City Code through code enforcement, small business assistance and performing rental housing inspections.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Building Development

The Building Development Division includes the City's permit center and building inspections. The division administers State and City building codes and related ordinances to safeguard life and property values by regulating building construction. These efforts are key in making Gresham an enjoyable and aesthetically pleasing place in which to work, live and play. Staff issues construction-related permits and provides plan review and inspection services with regard to building, plumbing, mechanical and electrical construction in Gresham and the majority of unincorporated East Multnomah County.

The construction segment of the economy experienced a higher demand for service than originally anticipated for fiscal year 2016/17. The demand for service is impacting plan reviews, building inspections and permit processing functions. This is expected to continue into fiscal year 2017/18. In addition, there will be significant work related to the school bond. The Building Development Division will also be providing building services for Troutdale, Fairview, and Wood Village. Five new positions were added to the budget to address the forecasted workload for reviewing proposed construction plans, inspecting construction projects for compliance with applicable building codes and the associated administration function of processing permit submittals and customer service support. In addition, the fiscal year 2017/18 budget includes funding for temporary services to address any specialized or peak demands that may occur.

Key issues and work plan for fiscal year 2017/18:

- Continue to provide consistent, thorough and complete plan review/inspections in a timely manner.
- Continue expansion of public outreach and education efforts on plan review and inspections.
- Continue implementation/refinement related to electronic plan review (ePlans) for commercial, residential and industrial projects as well as implementation of electronic plan review (ePlans) for land use permits.
- Maintain the ability to respond promptly to increased workload and major projects.
- Promote desired development in corridors and the Downtown, Rockwood and Civic Neighborhood centers through the Urban Redevelopment and Economic Development Council Work Plan Items.
- Evaluate rate structures, fees, incentives and multi department review process to mitigate City barriers to development of commercial projects through the Development Fees/Incentives and Commercial Business and Development Support Council Work Plan Items.

Code Compliance

Code Enforcement is responsible for responding to citizens' concerns about a wide variety of potential City Code violations, which include land use, nuisances, parking and abandoned vehicles, in order to resolve problems and insure compliance. In addition to inspecting and notifying property owners of non-compliance with City Codes, the division provides information to assist property owners in resolving compliance issues. The Code Compliance Division continues to approach its workload on a priority based service view to meet the needs of the City.

Neighborhood Enhancement Action Team (NEAT) was created in fiscal year 2015/16 to address livability issues within Gresham. NEAT is a proactive unit that works closely with property owners, property management companies and neighborhood associations to combat those issues. Code Compliance works in partnership with the Police Department and other City teams, including Rental Housing, Department of Environmental Services, Mediation Services, City Attorney's Office, Office of Neighborhood Involvement, and with the Gresham Homeless Action Team. NEAT uses creative and collaborative methods to solve neighborhood issues.

Key issue and work plan for fiscal year 2017/18:

- Continue application and review of assessment-based enforcement policies to increase compliance with City codes.
- Explore methods to address ongoing nuisance and crime issues regarding vacant and abandoned homes through Neighborhood Livability Council Work Plan Item.
- Continuation of the Neighborhood Enhancement Action Team (NEAT).

Rental Housing Inspections

The Rental Housing Inspection Program was instituted by Council in February 2008 to address substandard rental housing and provide assurance that basic habitability standards are met. This program ensures that all residential rental properties in Gresham are maintained to minimum standards of fire, health and life safety. The program allows for annual mandatory inspection of rental housing units selected by a random statistical sampling. It also includes a complaint-driven component with the highest possible protections for those reporting violations. Inspections focus primarily on fire safety and egress, structural, electrical, mechanical and plumbing, health and sanitation issues, including the presence of interior dampness and mold, insect and rodent infestation and accumulation of trash.

The Rental Housing Program worked through the implementation of several program components related to the fee reduction adopted in fiscal year 2012/13. It is anticipated that the service level in fiscal year 2017/18 will be approximately the same as in the prior year.

Key issue and work plan for fiscal year 2017/18:

- Continue Rental Housing's involvement and support of the Community Livability Council work plan item and the Neighborhood Enhancement Action Team (NEAT).
- Continue to revisit and refine process and approach to effectively address the goals of City Council and evaluate the effectiveness of program elements designed to positively impact well-performing rental properties.
- Continue to improve identification and collection of rental properties operating without a license.

Commercial Business Assistance

The Small Business Center helps fill vacant storefronts and attracts new commercial small business designated city centers and creates a vibrant, dynamic business environment. The establishment and expansion of small businesses within these core commercial centers bring new customers and activities that benefit existing businesses.

The addition of Commercial Business and Development support will be included to assist with the revitalization and attraction of new commercial development of mid-to-large office, retail, mixed-use tenants and development projects. This work will be in support of the Commercial Business and Development, Urban Redevelopment Strategy (One Gresham Initiative), and Development Fees and Incentives Council Work Plan items and other City economic development related projects, programs and initiatives.

Additional resources are proposed to fulfill the full-service business and development goals of City Council through the Council Work Plan.

Key issue and work plan for fiscal year 2017/18:

- Increasing services for local small businesses through implementing additional programming including: education, new partnerships, outreach/community engagement, online information, and networking.
- Enhance outreach to the small business community that results in additional vacant Gresham storefronts being filled with thriving enterprises and support of existing businesses.
- Rapid Response/navigation and support services for mid-to-large retail, office and mixed-use commercial development projects that align with the City's urban redevelopment efforts.
- Pre-development/pre-leasing services.
- Administration of incentive programs as available, additional programming or services.
- Creation of additional marketing material and campaigns to promote City programs to small and mid-to-large commercial projects.

Community Revitalization

The Community Revitalization Program coordinates delivery of Federal assistance through Community Development Block Grant (CDBG) and HOME grant funding. The program invests approximately $1.5 million annually in community services, public infrastructure, economic development and affordable housing for Gresham residents.

Key issues and work plan for fiscal year 2017/18 include:

- Administer CDBG and HOME grant programs in accordance with Federal regulations.
- Provide staff support to the Community Development and Housing Subcommittee.
- Administer the Section 108 Program and support Section 108 policy development and provide loan program assistance.
- Provide annual Fair Housing training for landlords.

MISSION STATEMENT

Creating solutions for quality development and a healthy business climate.

GENERAL DESCRIPTION

Economic Development Services (EDS) is responsible for business recruitment, retention and relationships with the local business community, with a focus on traded sector industrial companies.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

The Economic Development team coordinates the efforts for Gresham to generate community wealth, protect property values and foster regional links to create a balanced and diverse industry base that provides family wage jobs.

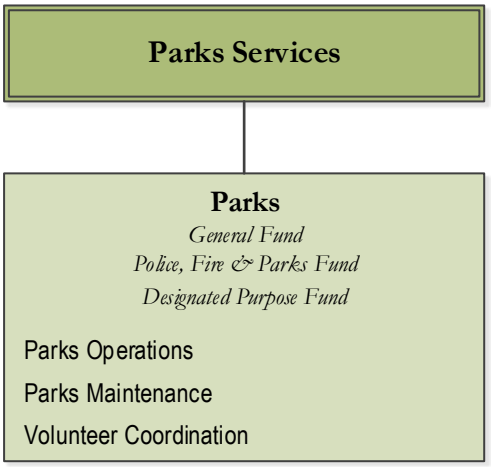
The team has four major areas of focus:

- Business Retention and Expansion.
- Business Recruitment.
- Business Assistance.
- Development Assistance.

Key issues and work plan for fiscal year 2017/18:

- Ensure Gresham is the most competitive jurisdiction in the region for industrial development by continuing work on economic development strategies.

- Aggressive marketing of the advantages for both large and small industrial and commercial companies to locate in the City of Gresham.
- Economic Development Strategy Council Work Plan Item. Recruitment efforts to include major office employers and targeted retail anchor tenants, in addition to traded sector businesses.
- Aggressively market Gresham industrial sites to advanced manufacturers and professional service companies, consistent with City's Traded Sector Strategy.
- Management of Traded Sector investment incentive programs.



MISSION STATEMENT

Maintain and operate public park infrastructure and open space properties for safe and enjoyable recreational opportunities and oversee and implement programs essential for protection of the environment.

GENERAL DESCRIPTION

The Parks Department maintains over 314 acres of active parks, eight miles of trails, and is the community steward for over 800 acres of natural areas. The department also coordinates with community volunteers, when available, on maintenance and operation related activities.

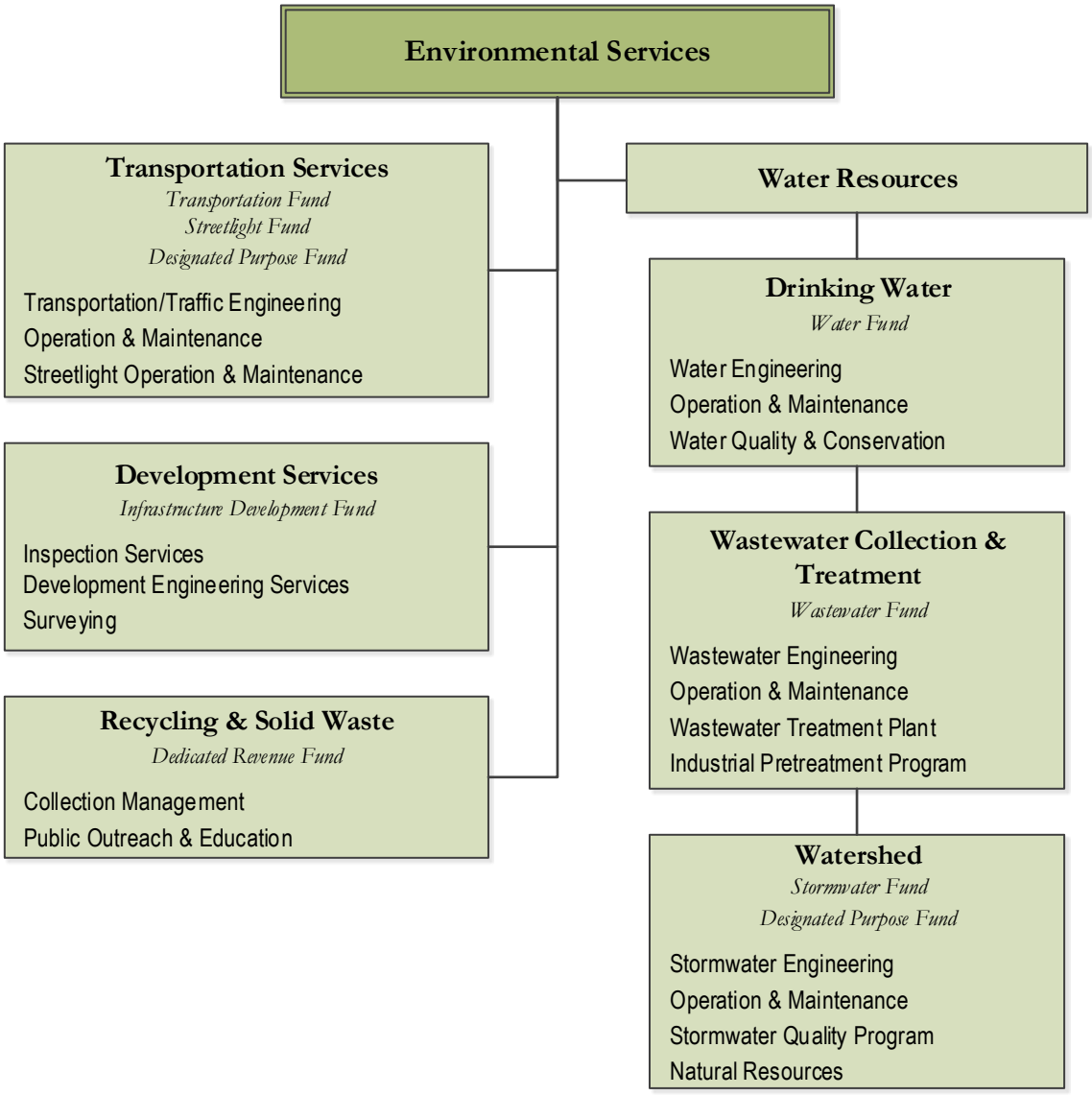
Operating expenditures for Parks are budgeted in the General Fund. Parks related capital improvement projects are budgeted in the Park CIP Fund with resources from system development charges, grants, loans, and private donations.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

The fiscal year 2017/18 budget adds one limited term position to the current staffing level for Parks and continues to focus on maintaining existing and new parks facilities.

Key issues and work plan for fiscal year 2017/18:

- Focus maintenance activities on safety, code compliance, and asset preservation to provide safe and enjoyable recreation opportunities.
- Incorporate new parks and assets including the planned Hogan Butte Nature Park into the City's maintenance and management plan.
- Continue to build relationships with community partners.
- Continue to support the Volunteer Program to maximize parks maintenance resources.
- Develop marketing campaign and sign plan to inform public of regulation of tobacco products in parks and open spaces.



MISSION STATEMENT

Meet the essential needs of the community by efficiently providing clean water, safe transportation, waste disposal and other core public services while protecting the environment.

GENERAL DESCRIPTION

The Department of Environmental Services (DES) provides services in the areas of transportation, storm and surface water, drinking water, wastewater collection and treatment, park design and construction, and recycling and solid waste. DES operates and maintains existing infrastructure systems, as well as, plans, designs and manages the construction or implementation of new or upgraded facilities required to meet the needs of our customers. The service areas within DES are supported by

shared administration, public works construction inspection, and development review and permitting. Together, these core services provide a better quality of life for our customers and the public.

DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2017/18

Recycling and Solid Waste

The Recycling and Solid Waste Program manages the City's solid waste collection system and provides waste reduction and recycling information and assistance to Gresham residents, businesses and schools in Gresham and Wood Village. The program regulates private haulers, sets collection service standards and provides cost and service data to Council for use in setting rates.

The Recycling and Solid Waste Program is funded by collection rates that are passed through by payments from the haulers and Metro cost-sharing grants.

Key issues and work plan for fiscal year 2017/18 include:

- Work with the licensed haulers to implement the City's new Rate Stabilization Fund utilizing revenues from the sale of recyclable materials. Continue implementation of state and regional mandated education and outreach programs.
- Continue promotion of community event recycling resources within the City.
- Continue expansion of voluntary Commercial Food Waste program and participate in Metro's food waste policy efforts.
- Continue expansion and enhancement of existing GREAT Business program.

Transportation

The Transportation Program plans, constructs, operates and maintains Gresham's transportation system, including slightly over 900 lane miles of streets, 143 electronic traffic control devices, median landscaping and over 20,000 signs. Operating expenditures for the program are budgeted in the Transportation Fund and are primarily funded by State gasoline taxes and vehicle registration fees. Transportation-related capital improvement projects, budgeted in the Transportation Construction Fund, are funded through system development charges, grants and gasoline taxes.

This budget was developed using priorities gathered from input from City Council, Council advisory committees, the City's pavement inspection and assessment program, and interdepartmental coordination with the water utilities, along with the 2013 Transportation System Plan. The capital portion has been reviewed by the City of Gresham Planning Commission for approval.

The budget is shaped by the following goals:

- Safety.
- Improvement of pavement conditions.
- Economic development.
- Effective, efficient system operation and minimization of traffic congestion.
- Equity.

- Sustainability.
- Community health and viability.

Key issues and work plan for fiscal year 2017/18 include:

- Transportation will be heavily focused on the recently launched local street reconstruction program, which focuses on local streets in poor or failed condition. Street reconstruction will be coordinated with utility work to maximize the longevity of the resulting work.
- Continue pavement preservation, including asphalt inlays, crack seals, slurry seals, patching and pothole repair of streets. Preparation work for contracted street surfacing improvements is scheduled to be completed by City crews for this fiscal year.
- Continue emphasis on core operational maintenance needs related to safety, including signal and sign repairs, striping, sweeping, installation of rectangular rapid flashing beacons (RRFBs) at certain mid-block crosswalks and medians maintenance. These projects are consistent with sustainable practices such as reducing travel times, increasing commute options and enhancing community appearance.
- Additional State Gas Tax funding is still key to maintain the system at a level that prevents overall system degradation in future years.
- Follow through on action items from the Transportation System Plan (TSP) related to corridor planning, active transportation and funding.
- Continue capital improvement projects that increase operational efficiency, traffic capacity and safety with a significant portion being funded by grants.

Streetlights

The Streetlight Program operates, maintains, constructs and replaces Gresham's 8,000+ streetlight poles and light fixtures. The City has converted its streetlights to LED fixtures, which results in significant ongoing cost savings.

Key issues and work plan for fiscal year 2017/18 include:

- Prioritizing and completing select infill streetlight projects to enhance vehicular and pedestrian safety.
- Responding to service requests to repair malfunctioning lights.
- Setting aside funding for future long-term needs.

Infrastructure Development Services

The Infrastructure Development Program includes construction inspection services, which inspect all public and private infrastructure construction within the public right-of-way, development engineering services which provide for the review and approval of the design and construction of privately constructed public facilities including streets, wastewater, water and storm drainage systems and land surveying services: which perform surveys for CIP project design, construction staking for CIP project construction, and Record of Survey filings as well as metes and bounds descriptions to meet legal requirement.

Development engineering related services are funded primarily through developer fees, with support coming from utility rates and gasoline taxes. Surveying services are funded primarily through charges to capital projects, utility rates and gasoline taxes. Public Works Inspections services are funded through all of those sources since they serve both capital and private development projects.

Key issues and work plan for fiscal year 2017/18 include:

- Review and update codes, public works standards and business practices to ensure high quality infrastructure, responsive customer service and development.
- Review development plans with electronic plan (e-Plan) review software, which increases productivity, predictability and precision through database management and visual software tools.
- Work with Environmental Services Divisions to implement the City's SDC methodology changes and updates for ease of implementation by developers and staff.
- Continue to work on process improvements throughout development services.

Drinking Water

The Drinking Water Program plans for and provides safe, reliable water to the community through construction, operation, maintenance, capital improvement, protection and conservation of the public drinking water system.

The program provides water services to approximately 70,300 Gresham residents and businesses. The distribution and storage system includes eight water reservoirs (seven active) that can store 27 million gallons of water, eight pump stations and over 230 miles of waterlines.

Most of the City's drinking water supply is Bull Run Watershed surface water, purchased from the Portland Water Bureau. This supply is supplemented with Cascade groundwater from three wells and a treatment facility that are jointly owned by Gresham and the Rockwood Water People's Utility District (PUD).

Operating expenses in the Drinking Water Program are budgeted in the Water Fund and are primarily funded with utility rates. Water-related capital improvement projects are budgeted in the Water Construction Fund and are funded through utility rates and system development charges.

Key issues and work plan for fiscal year 2017/18 include:

- Begin discussions with Rockwood Water PUD on future development and cost sharing opportunities for drinking water well design and construction at the Rockwood owned location at SE 223rd and Stark.
- Coordinate water infrastructure upgrades and replacement with Transportation's local street reconstruction program.
- Continue Well Field Protection Program activities with the cities of Portland and Fairview to help ensure the safety of groundwater supplies for east county citizens.

- Install a water transmission line to bring Intermediate Service Level to serve the Pleasant Valley area.
- Retrofit the existing foundation at Hunter's Highland Reservoir to meet current seismic requirements.
- Complete prioritized projects from the Capital Maintenance Plan.
- Continue system maintenance activities related to hydrants, valves, meters and service connections. Continue to utilize leak detection technology to find and repair leaks and support conservation efforts to further reduce unaccounted for water loss.
- Continue participation in local and regional emergency preparedness and response programs and community activities.

Stormwater and Natural Resources

The Watershed Program provides flood protection through continual improvement and maintenance of the City's stormwater system and works to monitor and improve the water quality and habitat of 75 miles of streams and 674 acres of riparian corridors to meet state and federal water quality and Endangered Species Act regulations. Gresham's stormwater system handles 4.3 billion gallons of runoff each year and protects water quality under the Clean Water Act and Safe Drinking Water Act regulations. The stormwater system includes approximately 9,000 catch basins, 225 miles of drainage pipes, 1,100 drywells, 120 rain gardens and numerous regional and local stormwater treatment and flood-control facilities.

Operating expenditures for the Watershed Program are budgeted in the Stormwater Fund and are primarily funded through stormwater rates. Stormwater-related capital improvement projects are budgeted in the Stormwater Construction Fund and are funded through stormwater utility rates, system development charges and grants or similar partnerships with external stakeholders.

Key issues and work plan for fiscal year 2017/18 include:

- Continue implementation of a program to maintain private stormwater ponds and underground filters that are currently owned by multiple property owners.
- Video inspect stormwater pipes and coordinate stormwater infrastructure upgrades and replacement with Transportation's local street reconstruction program.
- Design and permit the Kane Drive culvert replacement project.
- Design and begin construction on the Fairview Creek Wetland Mitigation Bank, complying with federal and state mitigation permit requirements and Mitigation Bank Instrument terms.
- Comply with the City's National Pollution Discharge Elimination System (NPDES) permit for discharge of stormwater to surface waters. This includes ongoing efforts to: implement erosion control and business inspections to prevent pollutant releases; conduct stream, storm and wildlife monitoring; conduct tree planting for stream shade benefits; and conduct residential and business education efforts to reduce the use of toxic products and to incorporate native plant and onsite stormwater management techniques that benefit biodiversity and stream health.

- Implement programs to promote pollution prevention with businesses and proper maintenance of private stormwater facilities. The permit also requires additional emphasis on "green infrastructure" for new development and retrofitting the existing streets and other impervious surfaces, and a new focus on improving stream bank stability to reduce sediment levels in the City's creeks.
- Other CIP projects include the following: continue work on updating the outdated Stormwater Infrastructure Master Plan and evaluate water flows to alleviate overbank flooding along Burlingame Creek.
- Continue development of a condition assessment program to determine storm pipe rehabilitation and repair needs, including a detailed TV inspection program of high priority pipe areas.

Wastewater Collection and Treatment

The Wastewater Program provides planning, design, operation, maintenance, management and capital improvement of the City's wastewater collection and treatment facilities. The treatment plant serves over 119,000 customers within the cities of Gresham, Wood Village, Fairview and portions of Portland. The plant treats approximately 13 million gallons of wastewater daily. The collection portion of the program maintains approximately 310 miles of mains, trunks and interceptors, 128 miles of service laterals, seven lift stations and approximately 6,700 sewer manholes within Gresham.

Operating expenses in the Wastewater Program are budgeted in the Wastewater Fund and are primarily funded by utility rates. Wastewater-related capital improvement projects, budgeted in the Wastewater Construction Fund, are funded through utility rates and system development charges. The condition of wastewater infrastructure is assessed by in-house staff as part of the Program's asset management system, which is a determining factor the Oregon State Department of Environmental Quality uses when evaluating whether or not to assess fines for sanitary sewer overflows.

Key issues and work plan for fiscal year 2017/18 include:

- Continue implementation of comprehensive and sustainable asset management practices for the wastewater collection, conveyance and treatment systems.
- Coordinate wastewater infrastructure upgrades and replacement with Transportation's local street reconstruction program.
- Continue compliance with NPDES permit requirements. A permit renewal application was submitted to the DEQ in November 2012 and a new permit was issued by the DEQ in 2014.
- Continue implementation of the City's Industrial Pretreatment Program, which involves working with existing and potential new permitted industries, to ensure ongoing protection of the wastewater collection system and plant.
- Continue work on collection system projects for McKinley Sewer Extension and East Basin Trunk Upgrade Phase III which will provide for capacity and growth in the Pleasant Valley and Springwater areas.
- Continue repair and replacement of aging infrastructure and catching up on evaluations of pipe condition including smoke testing, TV inspection and pipe repair projects.

- Construction of a Vactor Decant Station at the treatment plant that will allow for the safe and efficient disposal of wet solids from operations vactor trucks and the wastewater treatment plant processes.
- Continue prioritization and replacement of sewer lines with the worst asset condition score and highest consequence of failure score. Sewer lines with the worst scores and needing to be replaced were generally built during the 1950's.

General Fund & Police Fire and Parks Fund

CITY OF
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General Fund

The General Fund is the principal operating fund of the City. Major revenues include property taxes, intergovernmental agreements, utility license fees, state shared revenues, and business income taxes. Other revenues include charges for services and licenses/permits. The *Revenue Information* section of this document presents detailed information about General Fund revenues.

The money received by the General Fund is used for public services such as police and fire protection, emergency response, parks maintenance, economic development, code compliance and community planning.

Police, Fire & Parks Fund

The Police, Fire & Parks Fund was established during fiscal year 2012/13 to clearly track and account for usage of the Police, Fire and Parks fee that was adopted in December 2012. Ninety-five percent of the revenues are used to maintain public safety services, while the remaining five percent supports parks maintenance. The revenue is split between Police and Fire services in an amount proportionate to their respective operating budgets.

The adopted budget reflects the following expenditures within this fund:

Police

Targeting Gang Activity

- Three positions related to the enforcement and prevention of gang activity are included in this fund. The positions focus on gang prevention through coordination with other regional partners, investigation of gang related activity and providing support at the new Rockwood Public Safety Facility. A contract with the Portland Opportunities Industrialization Center (POIC) is also included to provide street-level gang outreach services. These expenditures complement other gang enforcement activities that are funded through grants.

Addressing Crimes that Impact Neighborhood Livability

- This budget includes the four personnel for the Special Enforcement Team (SET). The SET consists of a Sergeant and three Detectives whose overall mission is to address and resolve on-going neighborhood livability issues and improve the quality of life in the city. Through the use of short and long term strategies, they investigate and initiate prosecution of street to mid-level drug dealers and manufacturers directly impacting the City of Gresham. They also conduct investigations on problem residences, apartment complexes and businesses that are continually requiring Gresham Police response and resources.
- Two Neighborhood Enforcement Team (NET) members are included in this fund. The NET's primary goal is to make neighborhoods more livable and safe by addressing long-term issues that impact neighborhoods, including abandoned houses, overgrown lots and, drug and nuisance houses.

Maintaining Police Response Times

- This fund contains fourteen patrol positions needed to maintain Police Department response times.

Fire

Keeping Fire Stations Open

- This fund contains eighteen positions that staff two Gresham Fire Stations. These positions are needed to keep these fire stations open, operating, and responding to citizens in a timely manner.

Parks

Keeping Parks Clean, Safe and Accessible

- This fund contains three positions that are critical to maintaining the operations and functionality of Gresham's Parks and maintaining neighborhood livability.

Combined and Fund Specific Views

The first portion of this section displays combined information for both funds. The second portion shows information only for the General Fund. The third portion shows only the Police, Fire and Parks Fund information.

Combined Reports

General Fund

and

Police, Fire & Parks Fund

CITY OF
GRESHAM
OREGON

General Fund and Police, Fire & Parks Fund

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Taxes	31,697,311	34,054,860	34,021,200	35,045,700	35,045,700	35,045,700
Licenses and Permits	343,887	363,188	338,500	361,000	361,000	361,000
Intergovernmental Revenue	8,607,704	9,120,395	9,454,000	9,727,000	9,727,000	9,727,000
Charges for Services	3,990,006	4,225,969	3,973,200	4,134,000	4,134,000	4,134,000
Utility License Fees	7,950,355	8,185,900	8,087,200	10,199,500	10,199,500	10,199,500
Interest Income	118,263	171,741	154,500	254,500	254,500	254,500
Miscellaneous Income	178,600	150,994	123,400	134,100	134,100	134,100
Contributions and Donatio	0	0	0	0	0	0
Interfund Transfers	1,916,754	1,925,658	1,982,267	1,985,200	1,985,200	1,985,200
Internal Service Charges	554,236	453,658	754,923	944,378	944,378	944,378
Other Resources	0	0	0	0	0	0
Beginning Balance	10,590,242	11,508,756	9,549,500	19,030,000	19,030,000	19,030,000
Total Resources	65,947,358	70,161,119	68,438,690	81,815,378	81,815,378	81,815,378
Requirements						
Police	26,675,354	28,835,812	31,746,223	35,418,738	35,418,738	35,418,738
Fire and Emergency Svcs	18,625,236	20,367,228	21,990,431	24,060,769	24,060,769	24,060,769
Community Development	903,620	973,129	1,081,885	1,490,318	1,490,318	1,490,318
Economic Development Srvc	681,518	658,807	949,026	1,034,089	1,034,089	1,034,089
Parks	2,361,785	2,465,546	2,844,410	3,107,432	3,107,432	3,107,432
Total Operations	49,247,513	53,300,522	58,611,975	65,111,346	65,111,346	65,111,346
Interfund Transfers	5,191,089	4,913,256	5,528,600	6,034,500	6,034,500	6,034,500
Contingency	0	0	732,074	1,473,000	1,473,000	1,473,000
Unappropriated	11,508,756	11,947,341	3,566,041	9,196,532	9,196,532	9,196,532
Total Non-operating	16,699,845	16,860,597	9,826,715	16,704,032	16,704,032	16,704,032
Total Requirements	65,947,358	70,161,119	68,438,690	81,815,378	81,815,378	81,815,378

COMBINED VIEW BY DIVISION

	General Fund	Police, Fire & Parks Fund	Total
Police			
Administration	1,156,297	-	**1,156,297**
Police Investigations	3,611,177	717,746	**4,328,923**
Police Operations	16,528,114	2,632,938	**19,161,052**
Police Records	1,881,522	-	**1,881,522**
Police Services	1,175,937	-	**1,175,937**
Support Services	7,715,007	-	**7,715,007**
Department Total	**32,068,054**	**3,350,684**	**35,418,738**
Fire and Emergency Svcs			
Emergency Operations	14,021,730	2,534,396	**16,556,126**
Fire Administration	768,716	-	**768,716**
Life Safety Division	904,990	-	**904,990**
Support Services	4,471,822	-	**4,471,822**
Training & Safety	1,359,115	-	**1,359,115**
Department Total	**21,526,373**	**2,534,396**	**24,060,769**
Community Development			
Code Compliance	694,413	-	**694,413**
Development Srvcs Admin	445,492	-	**445,492**
Support Services	350,413	-	**350,413**
Department Total	**1,490,318**	**-**	**1,490,318**
Economic Development Srvc			
Economic Development	868,810	-	**868,810**
Support Services	165,279	-	**165,279**
Department Total	**1,034,089**	**-**	**1,034,089**
Parks			
Parks Operations	1,937,691	292,134	**2,229,825**
Support Services	877,607	-	**877,607**
Department Total	**2,815,298**	**292,134**	**3,107,432**

COMBINED VIEW BY CATEGORY

	General Fund	Police, Fire & Parks Fund	Total
Police			
Personnel Services	21,099,720	3,188,084	**24,287,804**
Materials & Services	10,714,334	162,600	**10,876,934**
Capital Outlay	254,000	-	**254,000**
Department Total	**32,068,054**	**3,350,684**	**35,418,738**
Fire and Emergency Svcs			
Personnel Services	15,661,133	2,514,696	**18,175,829**
Materials & Services	5,727,740	19,700	**5,747,440**
Capital Outlay	137,500	-	**137,500**
Department Total	**21,526,373**	**2,534,396**	**24,060,769**
Community Development			
Personnel Services	1,050,954	-	**1,050,954**
Materials & Services	439,364	-	**439,364**
Department Total	**1,490,318**	**-**	**1,490,318**
Economic Development Srvc			
Personnel Services	486,373	-	**486,373**
Materials & Services	547,716	-	**547,716**
Department Total	**1,034,089**	**-**	**1,034,089**
Parks			
Personnel Services	1,033,801	289,634	**1,323,435**
Materials & Services	1,761,497	2,500	**1,763,997**
Capital Outlay	20,000	-	**20,000**
Department Total	**2,815,298**	**292,134**	**3,107,432**

Fund: General and Police, Fire & Parks – Combined Funds Display
Dept: Police

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$861,158 increase. Reflects addition of four positions.
Overtime	$361,244 increase. Based on anticipated scheduling needs and contractual obligations; also allows for extra patrols for the Springwater Trail.
Limited Term	($118,483) decrease. Since the Police Chief position is filled, fiscal year 2017/18 no longer includes a Deputy Chief position.
Temp/Seasonal	$32,800 increase. Reflects Park Ambassadors patrolling during the summer months and allows for an increase in the cost of Background Investigators to align the budget with actual expenses.

Materials & Services

Professional Services	$46,850 increase. Reflects the increase for the Regional Justice Information System(RegJIN) contracted services.
Equipment R and M	$4,400 increase. Allows for an extended warranty and maintenance plan for the cameras located in the parks.
Motor Vehicle R and M	$5,000 increase. Allows for changes to existing vehicles to be re-deployed as second line vehicles when vehicle age and condition allows.
Amm/Supplies and Related	$31,400 increase. Reflects the cost of training supplies and ammunition.
Protective Equip/Uniforms	$139,230 increase. Based on the schedule for replacing aging vests which varies from year to year. Also includes the cost of purchasing vest plates for the protective vests that officers currently wear, adding protection against rifle rounds.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

Materials & Services Continued

Comp Equip/Software/Maint	$51,100 increase. Based on anticipated cost for equipment related to the Forensic Computer Lab.

Capital Outlay

Motor Vehicles	$254,000 increase. Allows for the purchase of four additional patrol vehicles for Police Operations. The vehicles will be equipped with all emergency equipment including a mobile computer and radio.

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General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Police Department						
Personnel Services						
10-01 Full-Time Employees	10,258,892	10,761,814	11,342,673	12,203,831	12,203,831	12,203,831
10-03 Overtime	1,104,464	1,278,481	1,804,856	2,166,100	2,166,100	2,166,100
10-04 Limited Term	84,991	124,125	194,912	76,429	76,429	76,429
10-05 Temp/Seasonal	54,891	69,205	54,500	87,300	87,300	87,300
10-10 Shift Differential	13,741	13,559	20,000	20,000	20,000	20,000
10-12 Certificate Pay	498,117	520,931	560,921	546,412	546,412	546,412
10-30 Acting In Capacity	15,373	16,434	18,175	18,175	18,175	18,175
10-32 Working Out of Class Pay	65	1,033	0	0	0	0
10-36 Field Training Officer	0	0	36,400	36,400	36,400	36,400
10-46 Premium Pay	183,117	186,119	197,954	216,755	216,755	216,755
10-61 Accrued Compensated Absen	37,800	9,500	225,000	225,000	225,000	225,000
10-69 Comp Cashed Out	149,307	171,784	0	0	0	0
Total Personnel Services	12,400,758	13,152,985	14,455,391	15,596,402	15,596,402	15,596,402
Employee Benefits						
11-01 FICA	939,489	995,974	1,099,275	1,185,322	1,185,322	1,185,322
11-02 Tri-Met Payroll Tax	91,431	96,859	119,242	114,604	114,604	114,604
11-09 PERS - Pension Bond Pymt	455,845	479,636	507,136	519,024	519,024	519,024
11-10 PERS-ER	885,660	1,208,882	1,307,285	1,802,734	1,802,734	1,802,734
11-11 PERS-EE	725,280	767,636	866,417	931,584	931,584	931,584
11-20 Health Insurance	2,327,837	2,560,694	2,788,278	3,185,020	3,185,020	3,185,020
11-21 Dental Insurance	298,778	272,013	306,338	308,890	308,890	308,890
11-22 Life Insurance	15,896	10,830	16,456	17,397	17,397	17,397
11-27 Workers' Comp	499,410	496,500	510,617	425,248	425,248	425,248
11-30 Long Term Disability	30,215	18,725	34,618	36,844	36,844	36,844
11-31 FSA-Admin Fee	1,129	1,387	1,385	1,429	1,429	1,429
11-35 HRA/VEBA	158,434	226,410	153,869	163,306	163,306	163,306
11-88 Comp Earned Acct	268	0	0	0	0	0
Total Employee Benefits	6,429,672	7,135,546	7,710,916	8,691,402	8,691,402	8,691,402
Prof and Tech Services						
20-06 Professional Services	251,486	329,784	388,345	435,195	435,195	435,195
20-08 Med and Psych Costs	0	1,080	5,000	5,000	5,000	5,000
20-10 Public Safety Dispatch	1,618,740	1,667,394	1,803,600	1,922,543	1,922,543	1,922,543
20-15 Outsourced Serv & Labor	48,753	55,718	50,000	50,000	50,000	50,000
20-20 Permits and Licenses	350	250	720	720	720	720
20-26 Invest Res/Drug Seiz	24,099	11,480	10,000	10,000	10,000	10,000
Total Prof and Tech Services	1,943,428	2,065,706	2,257,665	2,423,458	2,423,458	2,423,458
Property Services						
21-06 Telephone/Cell Phone	131,005	125,908	164,350	176,026	176,026	176,026
21-20 Building R and M	9,681	6,545	15,000	15,000	15,000	15,000
21-21 Equipment R and M	11,561	31,574	22,150	26,550	26,550	26,550
21-22 Motor Vehicle R and M	8,104	5,160	20,500	25,500	25,500	25,500

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Police Department						
21-23 Com Systems R and M	157,300	180,599	226,250	230,750	230,750	230,750
21-30 Towing and Storage	16,288	8,441	16,700	16,700	16,700	16,700
21-40 Equipment Rent/Lease	24,882	22,149	31,350	31,350	31,350	31,350
21-43 Bldg/Office Rent/Lease	3,642	3,750	10,000	10,000	10,000	10,000
Total Property Services	362,463	384,126	506,300	531,876	531,876	531,876
Other Services						
22-02 Photographic/Art	0	0	700	700	700	700
22-04 Printing	20,338	11,659	21,435	21,435	21,435	21,435
22-06 Records Mgt/Microfilming	14,834	8,600	30,000	30,000	30,000	30,000
22-08 Advertising	685	1,383	5,650	5,650	5,650	5,650
22-12 Dues and Memberships	5,940	7,320	8,475	8,475	8,475	8,475
22-14 Training and Education	46,390	61,145	86,077	86,077	86,077	86,077
22-21 Uniform Cleaning	34,744	37,962	41,750	41,750	41,750	41,750
22-22 Low Income Assistance	3,411	3,878	27,800	27,800	27,800	27,800
22-24 Meals	26,742	32,129	36,518	36,518	36,518	36,518
22-25 Mileage	3,297	2,458	5,500	5,500	5,500	5,500
22-26 Promo/Incentive Programs	3,084	17,252	3,100	3,100	3,100	3,100
22-27 Lodging	25,466	34,893	51,700	51,700	51,700	51,700
22-29 Airfare	9,020	12,966	12,875	12,875	12,875	12,875
22-31 Rental Cars	1,315	2,726	4,615	4,615	4,615	4,615
22-34 Contributions/City Match	3,000	3,000	3,000	3,000	3,000	3,000
Total Other Services	198,266	237,371	339,195	339,195	339,195	339,195
Supplies						
23-01 Office Supplies	15,421	14,779	16,050	16,050	16,050	16,050
23-02 Copier/Printer/Fax Supp	13,560	13,549	19,000	19,000	19,000	19,000
23-10 Gas, Oil, Lube	42	0	0	0	0	0
23-11 Tires	60	0	6,000	6,000	6,000	6,000
23-13 Veh Repairs/Minor Equip	373	8,202	12,500	12,500	12,500	12,500
23-14 Minor Equip and Tools	89,239	159,265	92,200	92,200	92,200	92,200
23-20 Operating/Tech/Scientific	33,676	37,771	28,700	30,700	30,700	30,700
23-21 Amm/Supplies and Related	112,663	126,947	142,600	174,000	174,000	174,000
23-23 Animal Supp/Related Exp	6,286	6,027	8,000	8,000	8,000	8,000
23-24 First Aid and Safety	19,965	25,986	15,000	15,000	15,000	15,000
23-26 Protective Equip/Uniforms	82,299	111,340	163,180	302,410	302,410	302,410
23-44 R and M Supplies	21	1,321	500	500	500	500
23-60 Books and Publications	1,823	952	4,560	4,560	4,560	4,560
23-61 Post/Pack/Del/Courier	2,162	3,081	1,150	1,150	1,150	1,150
23-62 Employee Service Awards	7,046	11,890	10,500	10,500	10,500	10,500
23-63 Comp Equip/Software/Maint	43,230	42,469	68,000	119,100	119,100	119,100
Total Supplies	427,866	563,579	587,940	811,670	811,670	811,670
Internal Service Charge						
29-04 Property Management	359,186	391,614	421,854	453,246	453,246	453,246
29-06 Vehicle Maintenance	371,558	414,374	500,060	744,401	744,401	744,401

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Police Department						
29-07 Vehicle Fuels	326,236	289,060	215,743	234,843	234,843	234,843
29-08 Equipment Replacement	686,080	730,869	842,847	1,009,466	1,009,466	1,009,466
29-11 Computer Replacement Chg	67,525	75,075	54,738	35,583	35,583	35,583
29-12 Information Services	1,085,960	1,225,303	1,315,257	1,574,316	1,574,316	1,574,316
29-21 Liability Mgmnt Charge	277,460	301,162	321,579	339,717	339,717	339,717
29-22 Legal	156,813	161,903	212,549	271,973	271,973	271,973
29-24 City Administration	412,578	431,506	536,708	615,762	615,762	615,762
29-25 Financial Services	325,401	344,162	380,378	422,832	422,832	422,832
29-27 General Support Services	154,456	172,296	183,902	179,470	179,470	179,470
29-29 City-Wide Services	674,328	738,015	903,201	889,126	889,126	889,126
Total Internal Service Charge	4,897,581	5,275,339	5,888,816	6,770,735	6,770,735	6,770,735
Capital Outlay						
30-08 Equipment	15,320	21,160	0	0	0	0
30-10 Motor Vehicles	0	0	0	254,000	254,000	254,000
Total Capital Outlay	15,320	21,160	0	254,000	254,000	254,000
Total Requirements	26,675,354	28,835,812	31,746,223	35,418,738	35,418,738	35,418,738

Fund: General and Police, Fire & Parks – Combined Funds Display
Dept: Fire and Emergency Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$617,723 increase. Reflects addition of seven positions.
Part-Time Employees	$3,989 increase. Reflects merit and cost of living adjustments for part-time employees.
Overtime	$191,825 increase. Based on anticipated scheduling needs and contractual obligations.
On Call Pay	$5,413 increase. Related to additional staffing in Fire Life Safety division.
Accrued Compensated Absences	($64,000) decrease. Based on anticipated retirements.

Materials & Services

Minor Equipment and Tools	$18,750 increase. Increased to provide for outfitting two new fire engines with new hose and other equipment. Fire engine deliveries anticipated near the beginning of the fiscal year.
Protective Equip/Uniforms	$28,550 increase. Reflects the need to replace worn and unserviceable fire turnouts, as well as outfit new hires for a fire academy planned for fiscal year 2017/18.

Capital Outlay

Equipment	($25,000) decrease. Monitoring equipment was purchased in fiscal year 2016/17.
Motor Vehicles	$80,000 increase. Appropriation for the purchase of vehicles related to increased staffing in Life Safety.

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General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fire and Emergency Svcs Department						
Personnel Services						
10-01 Full-Time Employees	7,618,768	7,907,391	8,308,060	8,925,783	8,925,783	8,925,783
10-02 Part-Time Employees	31,206	33,506	36,743	40,732	40,732	40,732
10-03 Overtime	1,253,024	1,692,732	1,669,500	1,861,325	1,861,325	1,861,325
10-04 Limited Term	138,154	0	0	0	0	0
10-12 Certificate Pay	450,671	492,336	529,869	548,783	548,783	548,783
10-16 On Call Pay	8,847	13,675	13,329	18,742	18,742	18,742
10-30 Acting In Capacity	271	0	0	0	0	0
10-32 Working Out of Class Pay	0	0	10,750	10,750	10,750	10,750
10-36 Field Training Officer	3,892	3,865	15,000	15,000	15,000	15,000
10-46 Premium Pay	120,199	117,502	131,566	128,127	128,127	128,127
10-61 Accrued Compensated Absen	8,600	35,600	230,000	166,000	166,000	166,000
10-69 Comp Cashed Out	0	42	0	0	0	0
Total Personnel Services	9,633,632	10,296,649	10,944,817	11,715,242	11,715,242	11,715,242
Employee Benefits						
11-01 FICA	710,173	757,979	828,781	891,181	891,181	891,181
11-02 Tri-Met Payroll Tax	69,711	74,819	90,090	86,183	86,183	86,183
11-09 PERS - Pension Bond Pymt	359,306	357,998	385,370	393,861	393,861	393,861
11-10 PERS-ER	758,673	1,028,095	1,104,286	1,495,937	1,495,937	1,495,937
11-11 PERS-EE	561,548	599,262	646,298	694,654	694,654	694,654
11-20 Health Insurance	1,500,384	1,705,129	1,839,250	2,137,060	2,137,060	2,137,060
11-21 Dental Insurance	200,556	188,927	208,818	211,070	211,070	211,070
11-22 Life Insurance	7,670	7,685	8,412	9,267	9,267	9,267
11-27 Workers' Comp	280,395	304,822	322,147	388,911	388,911	388,911
11-30 Long Term Disability	21,471	13,326	24,878	26,714	26,714	26,714
11-31 FSA-Admin Fee	1,151	1,130	1,126	937	937	937
11-35 HRA/VEBA	95,085	98,279	114,480	124,812	124,812	124,812
Total Employee Benefits	4,566,123	5,137,451	5,573,936	6,460,587	6,460,587	6,460,587
Prof and Tech Services						
20-06 Professional Services	50	0	50	50	50	50
20-08 Med and Psych Costs	0	0	4,400	4,400	4,400	4,400
20-10 Public Safety Dispatch	727,260	749,820	810,030	863,482	863,482	863,482
20-15 Outsourced Serv & Labor	25,739	22,798	27,420	27,420	27,420	27,420
20-20 Permits and Licenses	11,327	1,042	13,500	13,500	13,500	13,500
Total Prof and Tech Services	764,376	773,660	855,400	908,852	908,852	908,852
Property Services						
21-04 Utility Services	72	349	1,000	1,000	1,000	1,000
21-06 Telephone/Cell Phone	101,244	91,046	114,100	114,100	114,100	114,100
21-20 Building R and M	16,861	16,692	20,000	20,000	20,000	20,000
21-21 Equipment R and M	47,280	58,967	79,930	86,130	86,130	86,130
21-22 Motor Vehicle R and M	27,118	32,096	40,000	40,000	40,000	40,000
21-23 Com Systems R and M	116,692	123,974	147,250	147,250	147,250	147,250

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fire and Emergency Svcs Department						
21-30 Towing and Storage	100	0	100	100	100	100
21-40 Equipment Rent/Lease	6,880	10,487	11,000	11,000	11,000	11,000
21-43 Bldg/Office Rent/Lease	348	193	350	350	350	350
Total Property Services	316,595	333,804	413,730	419,930	419,930	419,930
Other Services						
22-02 Photographic/Art	494	0	700	700	700	700
22-04 Printing	2,245	2,061	3,950	3,950	3,950	3,950
22-08 Advertising	175	0	175	175	175	175
22-10 Insurance/Fees & Premiums	0	0	120	120	120	120
22-12 Dues and Memberships	4,108	3,944	5,601	5,601	5,601	5,601
22-14 Training and Education	16,974	21,880	34,900	34,900	34,900	34,900
22-16 Community Outreach	1,065	230	1,700	1,700	1,700	1,700
22-22 Low Income Assistance	2,378	2,699	19,700	19,700	19,700	19,700
22-24 Meals	5,479	5,694	10,650	10,650	10,650	10,650
22-25 Mileage	143	224	850	850	850	850
22-26 Promo/Incentive Programs	1,803	2,904	4,550	4,550	4,550	4,550
22-27 Lodging	2,953	6,216	11,000	11,000	11,000	11,000
22-29 Airfare	752	2,994	7,200	7,200	7,200	7,200
22-31 Rental Cars	0	165	300	300	300	300
Total Other Services	38,569	49,011	101,396	101,396	101,396	101,396
Supplies						
23-01 Office Supplies	4,151	2,448	5,200	5,200	5,200	5,200
23-02 Copier/Printer/Fax Supp	1,629	3,794	5,000	5,000	5,000	5,000
23-03 Paper	326	123	325	325	325	325
23-10 Gas, Oil, Lube	0	16	0	0	0	0
23-12 Veh Supplies and Parts	0	0	1,000	1,000	1,000	1,000
23-13 Veh Repairs/Minor Equip	16,964	21,028	13,250	13,250	13,250	13,250
23-14 Minor Equip and Tools	116,196	96,850	128,250	147,000	147,000	147,000
23-20 Operating/Tech/Scientific	35,534	48,652	49,710	49,710	49,710	49,710
23-24 First Aid and Safety	87,572	99,641	105,400	105,400	105,400	105,400
23-25 Other Operating	45	0	0	0	0	0
23-26 Protective Equip/Uniforms	152,767	144,811	196,252	224,802	224,802	224,802
23-44 R and M Supplies	371	0	1,000	1,000	1,000	1,000
23-60 Books and Publications	4,497	5,315	5,500	5,500	5,500	5,500
23-61 Post/Pack/Del/Courier	606	476	875	875	875	875
23-62 Employee Service Awards	11,301	11,274	11,350	11,350	11,350	11,350
23-63 Comp Equip/Software/Maint	14,609	24,979	57,800	57,800	57,800	57,800
Total Supplies	446,568	459,407	580,912	628,212	628,212	628,212
Internal Service Charge						
29-04 Property Management	175,087	182,115	194,344	210,604	210,604	210,604
29-06 Vehicle Maintenance	249,511	269,989	304,609	469,207	469,207	469,207
29-07 Vehicle Fuels	102,571	94,130	75,298	85,729	85,729	85,729
29-08 Equipment Replacement	482,521	782,336	597,865	480,983	480,983	480,983

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fire and Emergency Svcs Department						
29-11 Computer Replacement Chg	19,425	22,871	24,213	13,880	13,880	13,880
29-12 Information Services	420,489	482,902	515,033	575,837	575,837	575,837
29-16 Internal Prof Svcs	29	0	0	0	0	0
29-21 Liability Mgmnt Charge	184,270	189,029	216,364	225,826	225,826	225,826
29-22 Legal	62,243	58,392	81,152	110,216	110,216	110,216
29-24 City Administration	306,314	303,401	382,639	443,229	443,229	443,229
29-25 Financial Services	241,590	241,987	271,186	304,357	304,357	304,357
29-27 General Support Services	114,675	121,144	131,111	129,183	129,183	129,183
29-29 City-Wide Services	500,648	518,913	643,926	639,999	639,999	639,999
Total Internal Service Charge	2,859,373	3,267,209	3,437,740	3,689,050	3,689,050	3,689,050
Capital Outlay						
30-08 Equipment	0	4,005	58,500	33,500	33,500	33,500
30-10 Motor Vehicles	0	46,032	0	80,000	80,000	80,000
30-12 Hardware and Software	0	0	24,000	24,000	24,000	24,000
Total Capital Outlay	0	50,037	82,500	137,500	137,500	137,500
Total Requirements	18,625,236	20,367,228	21,990,431	24,060,769	24,060,769	24,060,769

Fund: General
Dept: Community Development

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$72,891 increase. Reflects the addition of a Program Tech to the Small Business Center.
Limited Term	$106,716 increase. Reflects the addition of a Program Tech to the Small Business Center as well as a re-allocation of staff previously split between Code and Rental Housing.

Materials & Services

Professional Services	$10,000 increase. Reflects increase in code enforcement related costs.
Outsourced Serv & Labor	$7,600 increase. Aligns budget with actuals for the Home Consortium.
Telephone/Cell Phone	$2,772 increase. Based on staffing levels.
Training and Education	$6,200 increase. Based on staffing levels.
Office Supplies	$5,000 increase. Based on staffing levels.

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General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Community Development Department						
Personnel Services						
10-01 Full-Time Employees	364,239	369,720	376,247	449,138	449,138	449,138
10-03 Overtime	764	1,392	7,000	7,000	7,000	7,000
10-04 Limited Term	31,093	53,995	78,588	185,304	185,304	185,304
10-05 Temp/Seasonal	78	4,528	0	0	0	0
10-30 Acting In Capacity	0	192	0	0	0	0
10-32 Working Out of Class Pay	3,035	255	0	0	0	0
10-46 Premium Pay	1,157	48	0	0	0	0
10-61 Accrued Compensated Absen	1,600	1,600	0	0	0	0
10-69 Comp Cashed Out	66	494	0	0	0	0
Total Personnel Services	402,032	432,224	461,835	641,442	641,442	641,442
Employee Benefits						
11-01 FICA	30,277	32,257	34,754	48,550	48,550	48,550
11-02 Tri-Met Payroll Tax	2,900	3,139	3,805	4,708	4,708	4,708
11-09 PERS - Pension Bond Pymt	15,072	14,239	16,211	16,678	16,678	16,678
11-10 PERS-ER	27,134	33,024	36,428	58,331	58,331	58,331
11-11 PERS-EE	23,969	23,241	27,710	38,487	38,487	38,487
11-20 Health Insurance	93,940	107,562	109,980	186,710	186,710	186,710
11-21 Dental Insurance	12,112	12,690	14,917	19,140	19,140	19,140
11-22 Life Insurance	524	552	611	791	791	791
11-27 Workers' Comp	8,370	7,570	8,274	22,753	22,753	22,753
11-30 Long Term Disability	1,141	733	1,364	1,903	1,903	1,903
11-31 FSA-Admin Fee	61	78	52	76	76	76
11-35 HRA/VEBA	6,489	8,272	8,772	11,385	11,385	11,385
Total Employee Benefits	221,989	243,357	262,878	409,512	409,512	409,512
Prof and Tech Services						
20-06 Professional Services	4,269	11,329	30,000	40,000	40,000	40,000
20-15 Outsourced Serv & Labor	16,183	30,697	14,400	22,000	22,000	22,000
Total Prof and Tech Services	20,452	42,026	44,400	62,000	62,000	62,000
Property Services						
21-06 Telephone/Cell Phone	4,239	6,296	6,100	8,872	8,872	8,872
21-21 Equipment R and M	1,849	531	600	600	600	600
21-22 Motor Vehicle R and M	187	135	0	0	0	0
21-23 Com Systems R and M	0	0	1,500	1,500	1,500	1,500
21-30 Towing and Storage	0	550	1,400	1,400	1,400	1,400
21-40 Equipment Rent/Lease	2,166	592	3,850	4,350	4,350	4,350
21-44 Voice Mail Rent/Lease	960	81	1,200	1,200	1,200	1,200
Total Property Services	9,401	8,185	14,650	17,922	17,922	17,922
Other Services						
22-02 Photographic/Art	0	12	1,060	560	560	560
22-04 Printing	1,307	1,774	5,500	5,500	5,500	5,500

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Community Development Department						
22-08 Advertising	535	3,424	7,250	6,250	6,250	6,250
22-12 Dues and Memberships	435	70	1,000	1,000	1,000	1,000
22-14 Training and Education	3,134	1,525	4,300	10,500	10,500	10,500
22-24 Meals	1,098	360	1,000	1,000	1,000	1,000
22-25 Mileage	148	71	400	400	400	400
22-26 Promo/Incentive Programs	1,533	3,761	4,200	4,200	4,200	4,200
22-27 Lodging	2,582	0	400	400	400	400
22-29 Airfare	486	0	0	0	0	0
Total Other Services	11,258	10,997	25,110	29,810	29,810	29,810
Supplies						
23-01 Office Supplies	516	1,310	2,500	7,500	7,500	7,500
23-02 Copier/Printer/Fax Supp	868	148	900	900	900	900
23-14 Minor Equip and Tools	3,351	3,314	2,700	3,600	3,600	3,600
23-20 Operating/Tech/Scientific	665	88	925	925	925	925
23-26 Protective Equip/Uniforms	352	675	800	800	800	800
23-60 Books and Publications	535	184	800	800	800	800
23-61 Post/Pack/Del/Courier	218	75	1,800	1,800	1,800	1,800
23-62 Employee Service Awards	136	93	425	425	425	425
23-63 Comp Equip/Software/Maint	310	2,727	1,900	1,900	1,900	1,900
Total Supplies	6,951	8,614	12,750	18,650	18,650	18,650
Internal Service Charge						
29-04 Property Management	15,996	16,301	17,144	20,278	20,278	20,278
29-06 Vehicle Maintenance	7,561	8,077	10,380	14,382	14,382	14,382
29-07 Vehicle Fuels	9,767	8,932	6,317	7,155	7,155	7,155
29-08 Equipment Replacement	9,920	13,273	13,627	15,015	15,015	15,015
29-11 Computer Replacement Chg	3,677	3,455	4,177	3,386	3,386	3,386
29-12 Information Services	48,353	52,724	61,726	81,871	81,871	81,871
29-21 Liability Mgmnt Charge	12,458	12,194	13,112	13,510	13,510	13,510
29-22 Legal	70,124	61,827	67,992	87,486	87,486	87,486
29-24 City Administration	14,136	13,039	17,617	19,841	19,841	19,841
29-25 Financial Services	11,149	10,400	12,486	13,625	13,625	13,625
29-27 General Support Services	5,292	5,206	6,037	5,783	5,783	5,783
29-29 City-Wide Services	23,104	22,298	29,647	28,650	28,650	28,650
Total Internal Service Charge	231,537	227,726	260,262	310,982	310,982	310,982
Total Requirements	903,620	973,129	1,081,885	1,490,318	1,490,318	1,490,318

Fund: General
Dept: Economic Development Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	($53,640) decrease. This decrease is offset by the increase in the limited term line item.
Limited Term	$67,267 increase. This increase is offset by the change in the full-time employee line item.

Materials & Services

Professional Services	$30,000 increase. Reflects anticipated increase in outreach efforts.

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General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Economic Development Srvc Department						
Personnel Services						
10-01 Full-Time Employees	211,558	205,403	292,268	238,628	238,628	238,628
10-02 Part-Time Employees	22,038	39,900	0	0	0	0
10-04 Limited Term	0	0	0	67,267	67,267	67,267
10-32 Working Out of Class Pay	0	879	0	0	0	0
10-46 Premium Pay	750	918	1,500	0	0	0
10-61 Accrued Compensated Absen	0	1,400	0	0	0	0
Total Personnel Services	234,346	248,500	293,768	305,895	305,895	305,895
Employee Benefits						
11-01 FICA	17,916	18,792	22,404	23,228	23,228	23,228
11-02 Tri-Met Payroll Tax	1,705	1,801	2,421	2,245	2,245	2,245
11-09 PERS - Pension Bond Pymt	10,305	9,136	9,583	10,608	10,608	10,608
11-10 PERS-ER	8,649	12,723	14,824	21,868	21,868	21,868
11-11 PERS-EE	14,127	14,826	17,626	18,354	18,354	18,354
11-20 Health Insurance	53,102	57,625	69,481	84,324	84,324	84,324
11-21 Dental Insurance	7,794	7,131	8,327	9,108	9,108	9,108
11-22 Life Insurance	325	279	366	371	371	371
11-27 Workers' Comp	5,580	4,308	4,410	4,890	4,890	4,890
11-30 Long Term Disability	671	422	877	918	918	918
11-31 FSA-Admin Fee	21	38	43	45	45	45
11-35 HRA/VEBA	3,396	3,787	4,100	4,519	4,519	4,519
Total Employee Benefits	123,591	130,868	154,462	180,478	180,478	180,478
Prof and Tech Services						
20-06 Professional Services	70,268	43,571	180,000	210,000	210,000	210,000
Total Prof and Tech Services	70,268	43,571	180,000	210,000	210,000	210,000
Property Services						
21-06 Telephone/Cell Phone	19	144	2,000	2,000	2,000	2,000
21-21 Equipment R and M	0	0	100	100	100	100
21-40 Equipment Rent/Lease	0	129	5,400	5,400	5,400	5,400
Total Property Services	19	273	7,500	7,500	7,500	7,500
Other Services						
22-02 Photographic/Art	0	0	2,500	2,500	2,500	2,500
22-04 Printing	259	43	2,500	2,500	2,500	2,500
22-08 Advertising	1,085	1,559	2,000	2,000	2,000	2,000
22-12 Dues and Memberships	58,385	35,305	64,495	64,705	64,705	64,705
22-14 Training and Education	3,922	3,102	7,000	7,000	7,000	7,000
22-24 Meals	2,358	1,523	3,000	3,000	3,000	3,000
22-25 Mileage	397	323	500	500	500	500
22-26 Promo/Incentive Programs	6,228	8,105	28,500	28,500	28,500	28,500
22-27 Lodging	1,314	649	3,400	3,400	3,400	3,400
22-29 Airfare	716	676	10,000	10,000	10,000	10,000

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Economic Development Srvc Department						
22-71 Visitor Info Svcs-Chamber	52,000	52,000	52,000	52,000	52,000	52,000
Total Other Services	126,664	103,285	175,895	176,105	176,105	176,105
Supplies						
23-01 Office Supplies	92	809	900	980	980	980
23-02 Copier/Printer/Fax Supp	0	0	500	500	500	500
23-14 Minor Equip and Tools	578	236	900	900	900	900
23-20 Operating/Tech/Scientific	20	0	0	0	0	0
23-60 Books and Publications	0	100	400	400	400	400
23-61 Post/Pack/Del/Courier	0	247	1,000	1,000	1,000	1,000
23-62 Employee Service Awards	22	50	50	50	50	50
23-63 Comp Equip/Software/Maint	7	0	500	500	500	500
Total Supplies	719	1,442	4,250	4,330	4,330	4,330
Internal Service Charge						
29-04 Property Management	16,920	18,108	18,071	16,419	16,419	16,419
29-11 Computer Replacement Chg	2,775	1,989	2,022	1,598	1,598	1,598
29-12 Information Services	34,239	34,437	30,943	39,035	39,035	39,035
29-21 Liability Mgmnt Charge	7,776	8,152	8,137	7,247	7,247	7,247
29-22 Legal	14,314	10,929	10,568	17,180	17,180	17,180
29-24 City Administration	13,137	14,653	16,981	19,959	19,959	19,959
29-25 Financial Services	10,361	11,687	12,035	13,706	13,706	13,706
29-27 General Support Services	4,918	5,851	5,818	5,817	5,817	5,817
29-29 City-Wide Services	21,471	25,062	28,576	28,820	28,820	28,820
Total Internal Service Charge	125,911	130,868	133,151	149,781	149,781	149,781
Total Requirements	681,518	658,807	949,026	1,034,089	1,034,089	1,034,089

Fund: General and Police, Fire & Parks – Combined Funds Display
Dept: Parks

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Part-Time Employees	($25,831) decrease. Due to staffing reorganizations within the department.
Limited Term	$94,480 increase. Reflects additional limited term support due to addition of Hogan Butte Nature Park. Also reflects shifting structure in how Parks is staffed throughout the year. Reducing seasonal staff and increasing limited term staff.
Temp/Seasonal	($16,650) decrease. Reflects shifting structure in how Parks is staffed throughout the year. Reducing seasonal staff and increasing limited term support.
Accrued Compensated Absences	($30,000) decrease. Reflects fewer anticipated retirements.

Materials & Services

Professional Services	($23,175) decrease. Summer Kids in the Park programming moved to Community Outreach.
Utility Services	$28,000 increase. Aligns budget with actual expenditures.
Community Outreach	$23,200 increase. Summer Kids in the Park moved from Professional Services to more accurately reflect the expenditures.
Minor Equip and Tools	($22,017) decrease. Reduction due to conclusion of Department of Environmental Quality grant to purchase recycling receptacles.
R and M Supplies	$5,000 increase. Increased need for items like janitorial supplies, pest control supplies, paint, and other supplies.

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Materials & Services Continued

Comp Equip/Software/Maint	$19,000 increase. Reflects asset management hardware and licensing costs.

Capital Outlay

Equipment	$20,000 increase. Anticipated purchases for a shared trac-hoe with Wastewater, Transportation, Water and Stormwater.

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General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Parks Department						
Personnel Services						
10-01 Full-Time Employees	489,241	486,834	495,509	508,015	508,015	508,015
10-02 Part-Time Employees	24,757	17,985	28,956	3,125	3,125	3,125
10-03 Overtime	1,523	3,783	3,000	3,000	3,000	3,000
10-04 Limited Term	41,890	66,260	75,612	170,092	170,092	170,092
10-05 Temp/Seasonal	114,264	79,633	116,650	100,000	100,000	100,000
10-12 Certificate Pay	0	2,500	0	0	0	0
10-14 Crew Leader Pay	457	886	500	500	500	500
10-16 On Call Pay	7,753	4,808	7,250	7,250	7,250	7,250
10-30 Acting In Capacity	2,639	3,183	2,500	2,500	2,500	2,500
10-32 Working Out of Class Pay	0	621	100	100	100	100
10-61 Accrued Compensated Absen	1,100	7,200	45,000	15,000	15,000	15,000
Total Personnel Services	683,624	673,693	775,077	809,582	809,582	809,582
Employee Benefits						
11-01 FICA	51,762	50,458	58,805	61,844	61,844	61,844
11-02 Tri-Met Payroll Tax	4,943	4,856	6,387	5,942	5,942	5,942
11-09 PERS - Pension Bond Pymt	22,534	23,077	24,270	27,989	27,989	27,989
11-10 PERS-ER	42,306	50,732	61,049	57,977	57,977	57,977
11-11 PERS-EE	34,028	33,634	44,230	48,574	48,574	48,574
11-20 Health Insurance	127,092	154,767	168,951	221,224	221,224	221,224
11-21 Dental Insurance	15,915	16,270	18,227	22,433	22,433	22,433
11-22 Life Insurance	878	819	928	1,057	1,057	1,057
11-27 Workers' Comp	48,825	48,445	36,505	50,666	50,666	50,666
11-30 Long Term Disability	1,578	925	1,791	2,034	2,034	2,034
11-31 FSA-Admin Fee	101	139	139	9	9	9
11-35 HRA/VEBA	9,720	29,723	12,206	14,104	14,104	14,104
Total Employee Benefits	359,682	413,845	433,488	513,853	513,853	513,853
Prof and Tech Services						
20-06 Professional Services	16	22,612	47,675	24,500	24,500	24,500
20-08 Med and Psych Costs	400	300	750	750	750	750
20-15 Outsourced Serv & Labor	260,971	274,056	309,800	319,800	319,800	319,800
20-20 Permits and Licenses	7,982	939	1,250	1,250	1,250	1,250
20-22 Assessments and Fees	2,115	0	2,115	1,000	1,000	1,000
Total Prof and Tech Services	271,484	297,907	361,590	347,300	347,300	347,300
Property Services						
21-04 Utility Services	197,675	238,969	215,000	243,000	243,000	243,000
21-06 Telephone/Cell Phone	7,729	10,327	8,700	10,365	10,365	10,365
21-20 Building R and M	6,154	5,719	13,500	13,500	13,500	13,500
21-21 Equipment R and M	11,553	10,096	21,100	21,100	21,100	21,100
21-22 Motor Vehicle R and M	0	203	250	250	250	250
21-23 Com Systems R and M	1,661	1,709	3,000	3,000	3,000	3,000
21-25 Park R and M	87,907	89,053	179,500	188,000	188,000	188,000

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Parks Department						
21-40 Equipment Rent/Lease	1,817	4,288	7,500	7,500	7,500	7,500
21-51 Traffic Signals	0	0	500	500	500	500
Total Property Services	314,496	360,364	449,050	487,215	487,215	487,215
Other Services						
22-02 Photographic/Art	0	0	150	150	150	150
22-04 Printing	980	248	1,000	1,000	1,000	1,000
22-08 Advertising	0	0	200	200	200	200
22-12 Dues and Memberships	1,875	2,505	2,180	2,280	2,280	2,280
22-14 Training and Education	3,044	4,114	5,000	5,000	5,000	5,000
22-16 Community Outreach	41	0	100	23,300	23,300	23,300
22-22 Low Income Assistance	306	346	2,500	2,500	2,500	2,500
22-24 Meals	653	851	2,000	2,000	2,000	2,000
22-25 Mileage	264	5	250	250	250	250
22-26 Promo/Incentive Programs	0	0	450	450	450	450
Total Other Services	7,163	8,069	13,830	37,130	37,130	37,130
Supplies						
23-01 Office Supplies	557	2,099	3,000	3,000	3,000	3,000
23-02 Copier/Printer/Fax Supp	146	63	750	750	750	750
23-03 Paper	161	122	100	100	100	100
23-10 Gas, Oil, Lube	6,889	3,166	6,000	6,000	6,000	6,000
23-11 Tires	113	388	500	500	500	500
23-12 Veh Supplies and Parts	50	48	100	100	100	100
23-13 Veh Repairs/Minor Equip	129	712	2,000	2,000	2,000	2,000
23-14 Minor Equip and Tools	6,944	15,374	40,517	18,500	18,500	18,500
23-20 Operating/Tech/Scientific	5,741	5,640	7,250	7,250	7,250	7,250
23-24 First Aid and Safety	2,516	2,932	4,000	4,000	4,000	4,000
23-25 Other Operating	30	8	0	0	0	0
23-26 Protective Equip/Uniforms	406	1,044	1,000	1,100	1,100	1,100
23-41 Signs	260	2,998	4,500	4,500	4,500	4,500
23-44 R and M Supplies	18,768	16,160	20,000	25,000	25,000	25,000
23-60 Books and Publications	0	64	300	300	300	300
23-61 Post/Pack/Del/Courier	0	0	500	500	500	500
23-62 Employee Service Awards	0	0	100	100	100	100
23-63 Comp Equip/Software/Maint	71	2,090	700	19,700	19,700	19,700
Total Supplies	42,781	52,908	91,317	93,400	93,400	93,400
Internal Service Charge						
29-04 Property Management	201,406	206,927	226,581	240,159	240,159	240,159
29-06 Vehicle Maintenance	35,740	30,736	39,679	49,087	49,087	49,087
29-07 Vehicle Fuels	30,911	28,142	23,080	28,963	28,963	28,963
29-08 Equipment Replacement	83,564	92,909	99,257	105,509	105,509	105,509
29-11 Computer Replacement Chg	2,965	3,535	2,718	2,860	2,860	2,860
29-12 Information Services	51,650	59,218	61,246	82,970	82,970	82,970
29-16 Internal Prof Svcs	260	3,371	0	0	0	0

General Fund and Police, Fire & Parks Fund Combined

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Parks Department						
29-21 Liability Mgmnt Charge	74,522	74,308	81,115	85,927	85,927	85,927
29-22 Legal	20,426	22,795	28,313	29,603	29,603	29,603
29-24 City Administration	33,714	33,013	42,330	50,809	50,809	50,809
29-25 Financial Services	26,591	26,331	30,000	34,890	34,890	34,890
29-27 General Support Services	12,622	13,182	14,504	14,809	14,809	14,809
29-29 City-Wide Services	55,104	56,463	71,235	73,366	73,366	73,366
Total Internal Service Charge	629,475	650,930	720,058	798,952	798,952	798,952
Capital Outlay						
30-08 Equipment	53,080	7,830	0	20,000	20,000	20,000
Total Capital Outlay	53,080	7,830	0	20,000	20,000	20,000
Total Requirements	2,361,785	2,465,546	2,844,410	3,107,432	3,107,432	3,107,432

CITY OF
GRESHAM
OREGON

General Fund

CITY OF
GRESHAM
OREGON

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
110 General Fund						
Taxes	31,697,311	34,054,860	34,021,200	35,045,700	35,045,700	35,045,700
Licenses and Permits	343,887	363,188	338,500	361,000	361,000	361,000
Intergovernmental Revenue	8,607,704	9,120,395	9,454,000	9,727,000	9,727,000	9,727,000
Charges for Services	267,489	393,260	218,000	256,000	256,000	256,000
Utility License Fees	7,950,355	8,185,900	8,087,200	10,199,500	10,199,500	10,199,500
Interest Income	116,507	165,876	150,000	250,000	250,000	250,000
Miscellaneous Income	128,600	100,994	73,400	84,100	84,100	84,100
Interfund Transfers	166,754	175,658	232,267	135,200	135,200	135,200
Internal Service Charges	554,236	453,658	754,923	944,378	944,378	944,378
Beginning Balance	10,156,802	10,871,562	8,860,000	18,467,000	18,467,000	18,467,000
Total General Fund	59,989,645	63,885,351	62,189,490	75,469,878	75,469,878	75,469,878
Requirements						
Police	23,836,188	25,854,117	28,529,562	32,068,054	32,068,054	32,068,054
Fire and Emergency Svcs	16,399,896	18,112,494	19,529,739	21,526,373	21,526,373	21,526,373
Community Development	903,620	973,129	1,081,885	1,490,318	1,490,318	1,490,318
Economic Development Srvc	681,518	658,807	949,026	1,034,089	1,034,089	1,034,089
Parks	2,105,772	2,212,412	2,550,599	2,815,298	2,815,298	2,815,298
Total	43,926,994	47,810,959	52,640,811	58,934,132	58,934,132	58,934,132
Interfund Transfers	5,191,089	4,913,256	5,528,600	6,034,500	6,034,500	6,034,500
Contingency	0	0	732,074	1,473,000	1,473,000	1,473,000
Unappropriated	10,871,562	11,161,136	3,288,005	9,028,246	9,028,246	9,028,246
Total	16,062,651	16,074,392	9,548,679	16,535,746	16,535,746	16,535,746
Total General Fund	59,989,645	63,885,351	62,189,490	75,469,878	75,469,878	75,469,878

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 21 Police Department						
Requirements by Division						
Administration Div.	1,052,714	1,064,122	1,072,136	1,156,297	1,156,297	1,156,297
Support Services Div.	5,852,836	6,251,475	6,906,569	7,715,007	7,715,007	7,715,007
Police Operations Div.	11,800,989	13,037,729	14,493,232	16,528,114	16,528,114	16,528,114
Police Investigations Div.	2,710,917	2,898,127	3,171,666	3,611,177	3,611,177	3,611,177
Police Records Div.	1,542,395	1,617,609	1,810,745	1,881,522	1,881,522	1,881,522
Police Services Div.	876,337	985,055	1,075,214	1,175,937	1,175,937	1,175,937
Police Dept. Total	23,836,188	25,854,117	28,529,562	32,068,054	32,068,054	32,068,054

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 21 Police Department						
Requirements by Category						
Personnel Services	16,054,675	17,375,348	19,108,346	21,099,720	21,099,720	21,099,720
Materials & Services	7,766,193	8,457,609	9,421,216	10,714,334	10,714,334	10,714,334
Capital Outlay	15,320	21,160	0	254,000	254,000	254,000
Police Dept. Total	23,836,188	25,854,117	28,529,562	32,068,054	32,068,054	32,068,054

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Police Department						
Personnel Services						
10-01 Full-Time Employees	8,640,764	9,046,144	9,576,356	10,393,643	10,393,643	10,393,643
10-03 Overtime	1,087,641	1,270,147	1,804,856	2,166,100	2,166,100	2,166,100
10-04 Limited Term	24,253	89,409	120,510	0	0	0
10-05 Temp/Seasonal	54,891	69,054	54,500	87,300	87,300	87,300
10-10 Shift Differential	13,741	13,559	20,000	20,000	20,000	20,000
10-12 Certificate Pay	393,286	409,924	436,292	438,849	438,849	438,849
10-30 Acting In Capacity	13,108	13,644	18,175	18,175	18,175	18,175
10-32 Working Out of Class Pay	65	1,033	0	0	0	0
10-36 Field Training Officer	0	0	36,400	36,400	36,400	36,400
10-46 Premium Pay	146,671	151,296	164,400	180,799	180,799	180,799
10-61 Accrued Compensated Absen	7,100	8,000	225,000	225,000	225,000	225,000
10-69 Comp Cashed Out	123,721	144,891	0	0	0	0
Total Personnel Services	10,505,241	11,217,101	12,456,489	13,566,266	13,566,266	13,566,266
Employee Benefits						
11-01 FICA	797,572	849,692	948,072	1,031,542	1,031,542	1,031,542
11-02 Tri-Met Payroll Tax	77,882	82,727	102,742	99,676	99,676	99,676
11-09 PERS - Pension Bond Pymt	455,845	479,636	507,136	519,024	519,024	519,024
11-10 PERS-ER	728,494	1,002,751	1,097,233	1,538,609	1,538,609	1,538,609
11-11 PERS-EE	613,200	651,724	746,267	809,559	809,559	809,559
11-20 Health Insurance	1,944,366	2,137,474	2,310,890	2,665,670	2,665,670	2,665,670
11-21 Dental Insurance	254,373	227,203	253,198	258,299	258,299	258,299
11-22 Life Insurance	13,390	9,229	13,838	14,679	14,679	14,679
11-27 Workers' Comp	499,410	496,500	510,617	425,248	425,248	425,248
11-30 Long Term Disability	25,297	15,663	29,095	31,184	31,184	31,184
11-31 FSA-Admin Fee	896	1,094	1,082	1,250	1,250	1,250
11-35 HRA/VEBA	138,441	204,554	131,687	138,714	138,714	138,714
11-88 Comp Earned Acct	268	0	0	0	0	0
Total Employee Benefits	5,549,434	6,158,247	6,651,857	7,533,454	7,533,454	7,533,454
Prof and Tech Services						
20-06 Professional Services	191,486	268,584	261,045	303,995	303,995	303,995
20-08 Med and Psych Costs	0	1,080	5,000	5,000	5,000	5,000
20-10 Public Safety Dispatch	1,618,740	1,667,394	1,803,600	1,922,543	1,922,543	1,922,543
20-15 Outsourced Serv & Labor	48,753	55,718	50,000	50,000	50,000	50,000
20-20 Permits and Licenses	350	250	720	720	720	720
20-26 Invest Res/Drug Seiz	24,099	11,480	10,000	10,000	10,000	10,000
Total Prof and Tech Services	1,883,428	2,004,506	2,130,365	2,292,258	2,292,258	2,292,258
Property Services						
21-06 Telephone/Cell Phone	131,005	125,908	164,350	176,026	176,026	176,026
21-20 Building R and M	9,681	6,545	15,000	15,000	15,000	15,000
21-21 Equipment R and M	11,561	31,574	22,150	26,550	26,550	26,550
21-22 Motor Vehicle R and M	8,104	5,160	20,500	25,500	25,500	25,500
21-23 Com Systems R and M	157,300	180,599	226,250	230,750	230,750	230,750
21-30 Towing and Storage	16,288	8,441	16,700	16,700	16,700	16,700

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Police Department						
21-40 Equipment Rent/Lease	24,882	22,149	31,350	31,350	31,350	31,350
21-43 Bldg/Office Rent/Lease	3,642	3,750	10,000	10,000	10,000	10,000
Total Property Services	362,463	384,126	506,300	531,876	531,876	531,876
Other Services						
22-02 Photographic/Art	0	0	700	700	700	700
22-04 Printing	20,338	11,659	21,435	21,435	21,435	21,435
22-06 Records Mgt/Microfilming	14,834	8,600	30,000	30,000	30,000	30,000
22-08 Advertising	685	1,383	5,650	5,650	5,650	5,650
22-12 Dues and Memberships	5,940	7,320	8,475	8,475	8,475	8,475
22-14 Training and Education	46,390	61,145	86,077	86,077	86,077	86,077
22-21 Uniform Cleaning	34,744	37,962	41,750	41,750	41,750	41,750
22-24 Meals	26,742	32,129	36,518	36,518	36,518	36,518
22-25 Mileage	3,297	2,458	5,500	5,500	5,500	5,500
22-26 Promo/Incentive Programs	3,084	17,252	3,100	3,100	3,100	3,100
22-27 Lodging	25,466	34,893	51,700	51,700	51,700	51,700
22-29 Airfare	9,020	12,966	12,875	12,875	12,875	12,875
22-31 Rental Cars	1,315	2,726	4,615	4,615	4,615	4,615
22-34 Contributions/City Match	3,000	3,000	3,000	3,000	3,000	3,000
Total Other Services	194,855	233,493	311,395	311,395	311,395	311,395
Supplies						
23-01 Office Supplies	15,421	14,779	16,050	16,050	16,050	16,050
23-02 Copier/Printer/Fax Supp	13,560	13,549	19,000	19,000	19,000	19,000
23-10 Gas, Oil, Lube	42	0	0	0	0	0
23-11 Tires	60	0	6,000	6,000	6,000	6,000
23-13 Veh Repairs/Minor Equip	373	8,202	12,500	12,500	12,500	12,500
23-14 Minor Equip and Tools	89,239	159,265	92,200	92,200	92,200	92,200
23-20 Operating/Tech/Scientific	33,676	37,771	28,700	30,700	30,700	30,700
23-21 Amm/Supplies and Related	112,663	126,947	142,600	174,000	174,000	174,000
23-23 Animal Supp/Related Exp	6,286	6,027	8,000	8,000	8,000	8,000
23-24 First Aid and Safety	19,965	25,986	15,000	15,000	15,000	15,000
23-26 Protective Equip/Uniforms	82,299	107,906	159,580	298,810	298,810	298,810
23-44 R and M Supplies	21	1,321	500	500	500	500
23-60 Books and Publications	1,823	952	4,560	4,560	4,560	4,560
23-61 Post/Pack/Del/Courier	2,162	3,081	1,150	1,150	1,150	1,150
23-62 Employee Service Awards	7,046	11,890	10,500	10,500	10,500	10,500
23-63 Comp Equip/Software/Maint	43,230	42,469	68,000	119,100	119,100	119,100
Total Supplies	427,866	560,145	584,340	808,070	808,070	808,070
Internal Service Charge						
29-04 Property Management	359,186	391,614	421,854	453,246	453,246	453,246
29-06 Vehicle Maintenance	371,558	414,374	500,060	744,401	744,401	744,401
29-07 Vehicle Fuels	326,236	289,060	215,743	234,843	234,843	234,843
29-08 Equipment Replacement	686,080	730,869	842,847	1,009,466	1,009,466	1,009,466
29-11 Computer Replacement Chg	67,525	75,075	54,738	35,583	35,583	35,583
29-12 Information Services	1,085,960	1,225,303	1,315,257	1,574,316	1,574,316	1,574,316
29-21 Liability Mgmnt Charge	277,460	301,162	321,579	339,717	339,717	339,717

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Police Department						
29-22 Legal	156,813	161,903	212,549	271,973	271,973	271,973
29-24 City Administration	412,578	431,506	536,708	615,762	615,762	615,762
29-25 Financial Services	325,401	344,162	380,378	422,832	422,832	422,832
29-27 General Support Services	154,456	172,296	183,902	179,470	179,470	179,470
29-29 City-Wide Services	674,328	738,015	903,201	889,126	889,126	889,126
Total Internal Service Charge	4,897,581	5,275,339	5,888,816	6,770,735	6,770,735	6,770,735
Capital Outlay						
30-08 Equipment	15,320	21,160	0	0	0	0
30-10 Motor Vehicles	0	0	0	254,000	254,000	254,000
Total Capital Outlay	15,320	21,160	0	254,000	254,000	254,000
Total Requirements	23,836,188	25,854,117	28,529,562	32,068,054	32,068,054	32,068,054

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Division						
Fire Administration Div.	633,344	660,124	699,641	768,716	768,716	768,716
Emergency Operations Div.	11,184,423	12,079,577	12,799,556	14,021,730	14,021,730	14,021,730
Life Safety Division Div.	381,622	529,423	546,561	904,990	904,990	904,990
Support Services Div.	3,499,045	3,930,029	4,145,257	4,471,822	4,471,822	4,471,822
Training & Safety Div.	701,462	913,341	1,338,724	1,359,115	1,359,115	1,359,115
Fire and Emergency Svcs Dept. Total	16,399,896	18,112,494	19,529,739	21,526,373	21,526,373	21,526,373

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Category						
Personnel Services	11,976,793	13,182,065	14,077,761	15,661,133	15,661,133	15,661,133
Materials & Services	4,423,103	4,880,392	5,369,478	5,727,740	5,727,740	5,727,740
Capital Outlay	0	50,037	82,500	137,500	137,500	137,500
Fire and Emergency Svcs Dept. Total	16,399,896	18,112,494	19,529,739	21,526,373	21,526,373	21,526,373

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Fire and Emergency Svcs Department						
Personnel Services						
10-01 Full-Time Employees	6,224,373	6,524,614	6,826,000	7,439,527	7,439,527	7,439,527
10-02 Part-Time Employees	31,206	33,506	36,743	40,732	40,732	40,732
10-03 Overtime	1,248,598	1,675,347	1,669,500	1,861,325	1,861,325	1,861,325
10-04 Limited Term	138,154	0	0	0	0	0
10-12 Certificate Pay	327,148	377,945	394,867	412,616	412,616	412,616
10-16 On Call Pay	8,847	13,675	13,329	18,742	18,742	18,742
10-30 Acting In Capacity	271	0	0	0	0	0
10-32 Working Out of Class Pay	0	0	10,750	10,750	10,750	10,750
10-36 Field Training Officer	2,891	2,737	15,000	15,000	15,000	15,000
10-46 Premium Pay	115,027	110,528	125,013	102,972	102,972	102,972
10-61 Accrued Compensated Absen	7,700	5,400	230,000	166,000	166,000	166,000
10-69 Comp Cashed Out	0	42	0	0	0	0
Total Personnel Services	8,104,215	8,743,794	9,321,202	10,067,664	10,067,664	10,067,664
Employee Benefits						
11-01 FICA	596,070	644,292	705,781	765,533	765,533	765,533
11-02 Tri-Met Payroll Tax	58,645	63,714	76,712	74,090	74,090	74,090
11-09 PERS - Pension Bond Pymt	359,306	357,998	385,370	393,861	393,861	393,861
11-10 PERS-ER	625,154	860,145	933,252	1,283,865	1,283,865	1,283,865
11-11 PERS-EE	469,837	508,100	548,881	595,799	595,799	595,799
11-20 Health Insurance	1,212,866	1,438,989	1,489,579	1,776,437	1,776,437	1,776,437
11-21 Dental Insurance	166,097	158,511	167,067	174,588	174,588	174,588
11-22 Life Insurance	6,426	6,654	7,008	7,863	7,863	7,863
11-27 Workers' Comp	280,395	304,822	322,147	388,911	388,911	388,911
11-30 Long Term Disability	17,587	11,014	20,432	22,256	22,256	22,256
11-31 FSA-Admin Fee	816	866	823	803	803	803
11-35 HRA/VEBA	79,379	83,166	99,507	109,463	109,463	109,463
Total Employee Benefits	3,872,578	4,438,271	4,756,559	5,593,469	5,593,469	5,593,469
Prof and Tech Services						
20-06 Professional Services	50	0	50	50	50	50
20-08 Med and Psych Costs	0	0	4,400	4,400	4,400	4,400
20-10 Public Safety Dispatch	727,260	749,820	810,030	863,482	863,482	863,482
20-15 Outsourced Serv & Labor	25,739	22,798	27,420	27,420	27,420	27,420
20-20 Permits and Licenses	11,327	1,042	13,500	13,500	13,500	13,500
Total Prof and Tech Services	764,376	773,660	855,400	908,852	908,852	908,852
Property Services						
21-04 Utility Services	72	349	1,000	1,000	1,000	1,000
21-06 Telephone/Cell Phone	101,244	91,046	114,100	114,100	114,100	114,100
21-20 Building R and M	16,861	16,692	20,000	20,000	20,000	20,000
21-21 Equipment R and M	47,280	58,967	79,930	86,130	86,130	86,130
21-22 Motor Vehicle R and M	27,118	32,096	40,000	40,000	40,000	40,000
21-23 Com Systems R and M	116,692	123,974	147,250	147,250	147,250	147,250
21-30 Towing and Storage	100	0	100	100	100	100
21-40 Equipment Rent/Lease	6,880	10,487	11,000	11,000	11,000	11,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Fire and Emergency Svcs Department						
21-43 Bldg/Office Rent/Lease	348	193	350	350	350	350
Total Property Services	316,595	333,804	413,730	419,930	419,930	419,930
Other Services						
22-02 Photographic/Art	494	0	700	700	700	700
22-04 Printing	2,245	2,061	3,950	3,950	3,950	3,950
22-08 Advertising	175	0	175	175	175	175
22-10 Insurance/Fees & Premiums	0	0	120	120	120	120
22-12 Dues and Memberships	4,108	3,944	5,601	5,601	5,601	5,601
22-14 Training and Education	16,974	21,880	34,900	34,900	34,900	34,900
22-16 Community Outreach	1,065	230	1,700	1,700	1,700	1,700
22-24 Meals	5,479	5,694	10,650	10,650	10,650	10,650
22-25 Mileage	143	224	850	850	850	850
22-26 Promo/Incentive Programs	1,803	2,904	4,550	4,550	4,550	4,550
22-27 Lodging	2,953	6,216	11,000	11,000	11,000	11,000
22-29 Airfare	752	2,994	7,200	7,200	7,200	7,200
22-31 Rental Cars	0	165	300	300	300	300
Total Other Services	36,191	46,312	81,696	81,696	81,696	81,696
Supplies						
23-01 Office Supplies	4,151	2,448	5,200	5,200	5,200	5,200
23-02 Copier/Printer/Fax Supp	1,629	3,794	5,000	5,000	5,000	5,000
23-03 Paper	326	123	325	325	325	325
23-10 Gas, Oil, Lube	0	16	0	0	0	0
23-12 Veh Supplies and Parts	0	0	1,000	1,000	1,000	1,000
23-13 Veh Repairs/Minor Equip	16,964	21,028	13,250	13,250	13,250	13,250
23-14 Minor Equip and Tools	116,196	96,850	128,250	147,000	147,000	147,000
23-20 Operating/Tech/Scientific	35,534	48,652	49,710	49,710	49,710	49,710
23-24 First Aid and Safety	87,572	99,641	105,400	105,400	105,400	105,400
23-25 Other Operating	45	0	0	0	0	0
23-26 Protective Equip/Uniforms	152,767	144,811	196,252	224,802	224,802	224,802
23-44 R and M Supplies	371	0	1,000	1,000	1,000	1,000
23-60 Books and Publications	4,497	5,315	5,500	5,500	5,500	5,500
23-61 Post/Pack/Del/Courier	606	476	875	875	875	875
23-62 Employee Service Awards	11,301	11,274	11,350	11,350	11,350	11,350
23-63 Comp Equip/Software/Maint	14,609	24,979	57,800	57,800	57,800	57,800
Total Supplies	446,568	459,407	580,912	628,212	628,212	628,212
Internal Service Charge						
29-04 Property Management	175,087	182,115	194,344	210,604	210,604	210,604
29-06 Vehicle Maintenance	249,511	269,989	304,609	469,207	469,207	469,207
29-07 Vehicle Fuels	102,571	94,130	75,298	85,729	85,729	85,729
29-08 Equipment Replacement	482,521	782,336	597,865	480,983	480,983	480,983
29-11 Computer Replacement Chg	19,425	22,871	24,213	13,880	13,880	13,880
29-12 Information Services	420,489	482,902	515,033	575,837	575,837	575,837
29-16 Internal Prof Svcs	29	0	0	0	0	0
29-21 Liability Mgmnt Charge	184,270	189,029	216,364	225,826	225,826	225,826
29-22 Legal	62,243	58,392	81,152	110,216	110,216	110,216

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Fire and Emergency Svcs Department						
29-24 City Administration	306,314	303,401	382,639	443,229	443,229	443,229
29-25 Financial Services	241,590	241,987	271,186	304,357	304,357	304,357
29-27 General Support Services	114,675	121,144	131,111	129,183	129,183	129,183
29-29 City-Wide Services	500,648	518,913	643,926	639,999	639,999	639,999
Total Internal Service Charge	2,859,373	3,267,209	3,437,740	3,689,050	3,689,050	3,689,050
Capital Outlay						
30-08 Equipment	0	4,005	58,500	33,500	33,500	33,500
30-10 Motor Vehicles	0	46,032	0	80,000	80,000	80,000
30-12 Hardware and Software	0	0	24,000	24,000	24,000	24,000
Total Capital Outlay	0	50,037	82,500	137,500	137,500	137,500
Total Requirements	16,399,896	18,112,494	19,529,739	21,526,373	21,526,373	21,526,373

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 34 Community Development Department						
Requirements by Division						
Development Srvcs Admin Div.	178,553	219,254	229,870	445,492	445,492	445,492
Support Services Div.	254,979	249,535	284,747	350,413	350,413	350,413
Code Compliance Div.	470,088	504,340	567,268	694,413	694,413	694,413
Community Development Dept. Total	903,620	973,129	1,081,885	1,490,318	1,490,318	1,490,318

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 34 Community Development Department						
Requirements by Category						
Personnel Services	624,021	675,581	724,713	1,050,954	1,050,954	1,050,954
Materials & Services	279,599	297,548	357,172	439,364	439,364	439,364
Community Development Dept. Total	903,620	973,129	1,081,885	1,490,318	1,490,318	1,490,318

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Community Development Department						
Personnel Services						
10-01 Full-Time Employees	364,239	369,720	376,247	449,138	449,138	449,138
10-03 Overtime	764	1,392	7,000	7,000	7,000	7,000
10-04 Limited Term	31,093	53,995	78,588	185,304	185,304	185,304
10-05 Temp/Seasonal	78	4,528	0	0	0	0
10-30 Acting In Capacity	0	192	0	0	0	0
10-32 Working Out of Class Pay	3,035	255	0	0	0	0
10-46 Premium Pay	1,157	48	0	0	0	0
10-61 Accrued Compensated Absen	1,600	1,600	0	0	0	0
10-69 Comp Cashed Out	66	494	0	0	0	0
Total Personnel Services	402,032	432,224	461,835	641,442	641,442	641,442
Employee Benefits						
11-01 FICA	30,277	32,257	34,754	48,550	48,550	48,550
11-02 Tri-Met Payroll Tax	2,900	3,139	3,805	4,708	4,708	4,708
11-09 PERS - Pension Bond Pymt	15,072	14,239	16,211	16,678	16,678	16,678
11-10 PERS-ER	27,134	33,024	36,428	58,331	58,331	58,331
11-11 PERS-EE	23,969	23,241	27,710	38,487	38,487	38,487
11-20 Health Insurance	93,940	107,562	109,980	186,710	186,710	186,710
11-21 Dental Insurance	12,112	12,690	14,917	19,140	19,140	19,140
11-22 Life Insurance	524	552	611	791	791	791
11-27 Workers' Comp	8,370	7,570	8,274	22,753	22,753	22,753
11-30 Long Term Disability	1,141	733	1,364	1,903	1,903	1,903
11-31 FSA-Admin Fee	61	78	52	76	76	76
11-35 HRA/VEBA	6,489	8,272	8,772	11,385	11,385	11,385
Total Employee Benefits	221,989	243,357	262,878	409,512	409,512	409,512
Prof and Tech Services						
20-06 Professional Services	4,269	11,329	30,000	40,000	40,000	40,000
20-15 Outsourced Serv & Labor	16,183	30,697	14,400	22,000	22,000	22,000
Total Prof and Tech Services	20,452	42,026	44,400	62,000	62,000	62,000
Property Services						
21-06 Telephone/Cell Phone	4,239	6,296	6,100	8,872	8,872	8,872
21-21 Equipment R and M	1,849	531	600	600	600	600
21-22 Motor Vehicle R and M	187	135	0	0	0	0
21-23 Com Systems R and M	0	0	1,500	1,500	1,500	1,500
21-30 Towing and Storage	0	550	1,400	1,400	1,400	1,400
21-40 Equipment Rent/Lease	2,166	592	3,850	4,350	4,350	4,350
21-44 Voice Mail Rent/Lease	960	81	1,200	1,200	1,200	1,200
Total Property Services	9,401	8,185	14,650	17,922	17,922	17,922
Other Services						
22-02 Photographic/Art	0	12	1,060	560	560	560
22-04 Printing	1,307	1,774	5,500	5,500	5,500	5,500
22-08 Advertising	535	3,424	7,250	6,250	6,250	6,250
22-12 Dues and Memberships	435	70	1,000	1,000	1,000	1,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Community Development Department						
22-14 Training and Education	3,134	1,525	4,300	10,500	10,500	10,500
22-24 Meals	1,098	360	1,000	1,000	1,000	1,000
22-25 Mileage	148	71	400	400	400	400
22-26 Promo/Incentive Programs	1,533	3,761	4,200	4,200	4,200	4,200
22-27 Lodging	2,582	0	400	400	400	400
22-29 Airfare	486	0	0	0	0	0
Total Other Services	11,258	10,997	25,110	29,810	29,810	29,810
Supplies						
23-01 Office Supplies	516	1,310	2,500	7,500	7,500	7,500
23-02 Copier/Printer/Fax Supp	868	148	900	900	900	900
23-14 Minor Equip and Tools	3,351	3,314	2,700	3,600	3,600	3,600
23-20 Operating/Tech/Scientific	665	88	925	925	925	925
23-26 Protective Equip/Uniforms	352	675	800	800	800	800
23-60 Books and Publications	535	184	800	800	800	800
23-61 Post/Pack/Del/Courier	218	75	1,800	1,800	1,800	1,800
23-62 Employee Service Awards	136	93	425	425	425	425
23-63 Comp Equip/Software/Maint	310	2,727	1,900	1,900	1,900	1,900
Total Supplies	6,951	8,614	12,750	18,650	18,650	18,650
Internal Service Charge						
29-04 Property Management	15,996	16,301	17,144	20,278	20,278	20,278
29-06 Vehicle Maintenance	7,561	8,077	10,380	14,382	14,382	14,382
29-07 Vehicle Fuels	9,767	8,932	6,317	7,155	7,155	7,155
29-08 Equipment Replacement	9,920	13,273	13,627	15,015	15,015	15,015
29-11 Computer Replacement Chg	3,677	3,455	4,177	3,386	3,386	3,386
29-12 Information Services	48,353	52,724	61,726	81,871	81,871	81,871
29-21 Liability Mgmnt Charge	12,458	12,194	13,112	13,510	13,510	13,510
29-22 Legal	70,124	61,827	67,992	87,486	87,486	87,486
29-24 City Administration	14,136	13,039	17,617	19,841	19,841	19,841
29-25 Financial Services	11,149	10,400	12,486	13,625	13,625	13,625
29-27 General Support Services	5,292	5,206	6,037	5,783	5,783	5,783
29-29 City-Wide Services	23,104	22,298	29,647	28,650	28,650	28,650
Total Internal Service Charge	231,537	227,726	260,262	310,982	310,982	310,982
Total Requirements	903,620	973,129	1,081,885	1,490,318	1,490,318	1,490,318

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 36 Economic Development Srvc Department						
Requirements by Division						
Support Services Div.	141,796	144,312	147,144	165,279	165,279	165,279
Economic Development Div.	539,722	514,495	801,882	868,810	868,810	868,810
Economic Development Srvc Dept. Total	681,518	658,807	949,026	1,034,089	1,034,089	1,034,089

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 36 Economic Development Srvc Department						
Requirements by Category						
Personnel Services	357,937	379,368	448,230	486,373	486,373	486,373
Materials & Services	323,581	279,439	500,796	547,716	547,716	547,716
Economic Development Srvc Dept. Total	681,518	658,807	949,026	1,034,089	1,034,089	1,034,089

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Economic Development Srvc Department						
Personnel Services						
10-01 Full-Time Employees	211,558	205,403	292,268	238,628	238,628	238,628
10-02 Part-Time Employees	22,038	39,900	0	0	0	0
10-04 Limited Term	0	0	0	67,267	67,267	67,267
10-32 Working Out of Class Pay	0	879	0	0	0	0
10-46 Premium Pay	750	918	1,500	0	0	0
10-61 Accrued Compensated Absen	0	1,400	0	0	0	0
Total Personnel Services	234,346	248,500	293,768	305,895	305,895	305,895
Employee Benefits						
11-01 FICA	17,916	18,792	22,404	23,228	23,228	23,228
11-02 Tri-Met Payroll Tax	1,705	1,801	2,421	2,245	2,245	2,245
11-09 PERS - Pension Bond Pymt	10,305	9,136	9,583	10,608	10,608	10,608
11-10 PERS-ER	8,649	12,723	14,824	21,868	21,868	21,868
11-11 PERS-EE	14,127	14,826	17,626	18,354	18,354	18,354
11-20 Health Insurance	53,102	57,625	69,481	84,324	84,324	84,324
11-21 Dental Insurance	7,794	7,131	8,327	9,108	9,108	9,108
11-22 Life Insurance	325	279	366	371	371	371
11-27 Workers' Comp	5,580	4,308	4,410	4,890	4,890	4,890
11-30 Long Term Disability	671	422	877	918	918	918
11-31 FSA-Admin Fee	21	38	43	45	45	45
11-35 HRA/VEBA	3,396	3,787	4,100	4,519	4,519	4,519
Total Employee Benefits	123,591	130,868	154,462	180,478	180,478	180,478
Prof and Tech Services						
20-06 Professional Services	70,268	43,571	180,000	210,000	210,000	210,000
Total Prof and Tech Services	70,268	43,571	180,000	210,000	210,000	210,000
Property Services						
21-06 Telephone/Cell Phone	19	144	2,000	2,000	2,000	2,000
21-21 Equipment R and M	0	0	100	100	100	100
21-40 Equipment Rent/Lease	0	129	5,400	5,400	5,400	5,400
Total Property Services	19	273	7,500	7,500	7,500	7,500
Other Services						
22-02 Photographic/Art	0	0	2,500	2,500	2,500	2,500
22-04 Printing	259	43	2,500	2,500	2,500	2,500
22-08 Advertising	1,085	1,559	2,000	2,000	2,000	2,000
22-12 Dues and Memberships	58,385	35,305	64,495	64,705	64,705	64,705
22-14 Training and Education	3,922	3,102	7,000	7,000	7,000	7,000
22-24 Meals	2,358	1,523	3,000	3,000	3,000	3,000
22-25 Mileage	397	323	500	500	500	500
22-26 Promo/Incentive Programs	6,228	8,105	28,500	28,500	28,500	28,500
22-27 Lodging	1,314	649	3,400	3,400	3,400	3,400
22-29 Airfare	716	676	10,000	10,000	10,000	10,000
22-71 Visitor Info Svcs-Chamber	52,000	52,000	52,000	52,000	52,000	52,000
Total Other Services	126,664	103,285	175,895	176,105	176,105	176,105

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Economic Development Srvc Department						
Supplies						
23-01 Office Supplies	92	809	900	980	980	980
23-02 Copier/Printer/Fax Supp	0	0	500	500	500	500
23-14 Minor Equip and Tools	578	236	900	900	900	900
23-20 Operating/Tech/Scientific	20	0	0	0	0	0
23-60 Books and Publications	0	100	400	400	400	400
23-61 Post/Pack/Del/Courier	0	247	1,000	1,000	1,000	1,000
23-62 Employee Service Awards	22	50	50	50	50	50
23-63 Comp Equip/Software/Maint	7	0	500	500	500	500
Total Supplies	719	1,442	4,250	4,330	4,330	4,330
Internal Service Charge						
29-04 Property Management	16,920	18,108	18,071	16,419	16,419	16,419
29-11 Computer Replacement Chg	2,775	1,989	2,022	1,598	1,598	1,598
29-12 Information Services	34,239	34,437	30,943	39,035	39,035	39,035
29-21 Liability Mgmnt Charge	7,776	8,152	8,137	7,247	7,247	7,247
29-22 Legal	14,314	10,929	10,568	17,180	17,180	17,180
29-24 City Administration	13,137	14,653	16,981	19,959	19,959	19,959
29-25 Financial Services	10,361	11,687	12,035	13,706	13,706	13,706
29-27 General Support Services	4,918	5,851	5,818	5,817	5,817	5,817
29-29 City-Wide Services	21,471	25,062	28,576	28,820	28,820	28,820
Total Internal Service Charge	125,911	130,868	133,151	149,781	149,781	149,781
Total Requirements	681,518	658,807	949,026	1,034,089	1,034,089	1,034,089

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 41 Parks Department						
Requirements by Division						
Support Services Div.	700,574	719,081	780,833	877,607	877,607	877,607
Parks Operations Div.	1,405,198	1,493,331	1,769,766	1,937,691	1,937,691	1,937,691
Parks Dept. Total	2,105,772	2,212,412	2,550,599	2,815,298	2,815,298	2,815,298

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 110 General Fund						
Dept: 41 Parks Department						
Requirements by Category						
Personnel Services	787,599	834,750	917,254	1,033,801	1,033,801	1,033,801
Materials & Services	1,265,093	1,369,832	1,633,345	1,761,497	1,761,497	1,761,497
Capital Outlay	53,080	7,830	0	20,000	20,000	20,000
Parks Dept. Total	2,105,772	2,212,412	2,550,599	2,815,298	2,815,298	2,815,298

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Parks Department						
Personnel Services						
10-01 Full-Time Employees	325,676	328,980	315,090	334,658	334,658	334,658
10-02 Part-Time Employees	24,757	17,985	28,956	3,125	3,125	3,125
10-03 Overtime	1,304	3,326	3,000	3,000	3,000	3,000
10-04 Limited Term	39,285	66,260	75,612	170,092	170,092	170,092
10-05 Temp/Seasonal	114,264	79,633	116,650	100,000	100,000	100,000
10-12 Certificate Pay	0	1,500	0	0	0	0
10-14 Crew Leader Pay	339	439	500	500	500	500
10-16 On Call Pay	7,753	4,808	7,250	7,250	7,250	7,250
10-30 Acting In Capacity	2,332	2,885	2,500	2,500	2,500	2,500
10-32 Working Out of Class Pay	0	621	100	100	100	100
10-61 Accrued Compensated Absen	0	6,900	45,000	15,000	15,000	15,000
Total Personnel Services	515,710	513,337	594,658	636,225	636,225	636,225
Employee Benefits						
11-01 FICA	39,120	38,335	45,246	48,582	48,582	48,582
11-02 Tri-Met Payroll Tax	3,735	3,689	4,900	4,670	4,670	4,670
11-09 PERS - Pension Bond Pymt	22,534	23,077	24,270	27,989	27,989	27,989
11-10 PERS-ER	27,930	35,552	39,994	42,772	42,772	42,772
11-11 PERS-EE	24,019	24,031	33,405	38,173	38,173	38,173
11-20 Health Insurance	85,850	108,750	115,538	156,057	156,057	156,057
11-21 Dental Insurance	11,633	12,148	12,288	16,040	16,040	16,040
11-22 Life Insurance	645	585	694	823	823	823
11-27 Workers' Comp	48,825	48,445	36,505	50,666	50,666	50,666
11-30 Long Term Disability	1,111	653	1,250	1,514	1,514	1,514
11-31 FSA-Admin Fee	59	99	52	9	9	9
11-35 HRA/VEBA	6,428	26,049	8,454	10,281	10,281	10,281
Total Employee Benefits	271,889	321,413	322,596	397,576	397,576	397,576
Prof and Tech Services						
20-06 Professional Services	16	22,612	47,675	24,500	24,500	24,500
20-08 Med and Psych Costs	400	300	750	750	750	750
20-15 Outsourced Serv & Labor	260,971	274,056	309,800	319,800	319,800	319,800
20-20 Permits and Licenses	7,982	939	1,250	1,250	1,250	1,250
20-22 Assessments and Fees	2,115	0	2,115	1,000	1,000	1,000
Total Prof and Tech Services	271,484	297,907	361,590	347,300	347,300	347,300
Property Services						
21-04 Utility Services	197,675	238,969	215,000	243,000	243,000	243,000
21-06 Telephone/Cell Phone	7,729	10,327	8,700	10,365	10,365	10,365
21-20 Building R and M	6,154	5,719	13,500	13,500	13,500	13,500
21-21 Equipment R and M	11,553	10,096	21,100	21,100	21,100	21,100
21-22 Motor Vehicle R and M	0	203	250	250	250	250
21-23 Com Systems R and M	1,661	1,709	3,000	3,000	3,000	3,000
21-25 Park R and M	87,907	89,053	179,500	188,000	188,000	188,000
21-40 Equipment Rent/Lease	1,817	4,288	7,500	7,500	7,500	7,500

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Parks Department						
21-51 Traffic Signals	0	0	500	500	500	500
Total Property Services	314,496	360,364	449,050	487,215	487,215	487,215
Other Services						
22-02 Photographic/Art	0	0	150	150	150	150
22-04 Printing	980	248	1,000	1,000	1,000	1,000
22-08 Advertising	0	0	200	200	200	200
22-12 Dues and Memberships	1,875	2,505	2,180	2,280	2,280	2,280
22-14 Training and Education	3,044	4,114	5,000	5,000	5,000	5,000
22-16 Community Outreach	41	0	100	23,300	23,300	23,300
22-24 Meals	653	851	2,000	2,000	2,000	2,000
22-25 Mileage	264	5	250	250	250	250
22-26 Promo/Incentive Programs	0	0	450	450	450	450
Total Other Services	6,857	7,723	11,330	34,630	34,630	34,630
Supplies						
23-01 Office Supplies	557	2,099	3,000	3,000	3,000	3,000
23-02 Copier/Printer/Fax Supp	146	63	750	750	750	750
23-03 Paper	161	122	100	100	100	100
23-10 Gas, Oil, Lube	6,889	3,166	6,000	6,000	6,000	6,000
23-11 Tires	113	388	500	500	500	500
23-12 Veh Supplies and Parts	50	48	100	100	100	100
23-13 Veh Repairs/Minor Equip	129	712	2,000	2,000	2,000	2,000
23-14 Minor Equip and Tools	6,944	15,374	40,517	18,500	18,500	18,500
23-20 Operating/Tech/Scientific	5,741	5,640	7,250	7,250	7,250	7,250
23-24 First Aid and Safety	2,516	2,932	4,000	4,000	4,000	4,000
23-25 Other Operating	30	8	0	0	0	0
23-26 Protective Equip/Uniforms	406	1,044	1,000	1,100	1,100	1,100
23-41 Signs	260	2,998	4,500	4,500	4,500	4,500
23-44 R and M Supplies	18,768	16,160	20,000	25,000	25,000	25,000
23-60 Books and Publications	0	64	300	300	300	300
23-61 Post/Pack/Del/Courier	0	0	500	500	500	500
23-62 Employee Service Awards	0	0	100	100	100	100
23-63 Comp Equip/Software/Maint	71	2,090	700	19,700	19,700	19,700
Total Supplies	42,781	52,908	91,317	93,400	93,400	93,400
Internal Service Charge						
29-04 Property Management	201,406	206,927	226,581	240,159	240,159	240,159
29-06 Vehicle Maintenance	35,740	30,736	39,679	49,087	49,087	49,087
29-07 Vehicle Fuels	30,911	28,142	23,080	28,963	28,963	28,963
29-08 Equipment Replacement	83,564	92,909	99,257	105,509	105,509	105,509
29-11 Computer Replacement Chg	2,965	3,535	2,718	2,860	2,860	2,860
29-12 Information Services	51,650	59,218	61,246	82,970	82,970	82,970
29-16 Internal Prof Svcs	260	3,371	0	0	0	0
29-21 Liability Mgmnt Charge	74,522	74,308	81,115	85,927	85,927	85,927
29-22 Legal	20,426	22,795	28,313	29,603	29,603	29,603
29-24 City Administration	33,714	33,013	42,330	50,809	50,809	50,809
29-25 Financial Services	26,591	26,331	30,000	34,890	34,890	34,890

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
General Fund						
Parks Department						
29-27 General Support Services	12,622	13,182	14,504	14,809	14,809	14,809
29-29 City-Wide Services	55,104	56,463	71,235	73,366	73,366	73,366
Total Internal Service Charge	629,475	650,930	720,058	798,952	798,952	798,952
Capital Outlay						
30-08 Equipment	53,080	7,830	0	20,000	20,000	20,000
Total Capital Outlay	53,080	7,830	0	20,000	20,000	20,000
Total Requirements	2,105,772	2,212,412	2,550,599	2,815,298	2,815,298	2,815,298

CITY OF
GRESHAM
OREGON

Police, Fire & Parks Fund

CITY OF
GRESHAM
OREGON

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
201 Police, Fire & Parks Fund						
Charges for Services	3,722,517	3,832,709	3,755,200	3,878,000	3,878,000	3,878,000
Interest Income	1,756	5,865	4,500	4,500	4,500	4,500
Miscellaneous Income	50,000	50,000	50,000	50,000	50,000	50,000
Interfund Transfers	1,750,000	1,750,000	1,750,000	1,850,000	1,850,000	1,850,000
Beginning Balance	433,440	637,194	689,500	563,000	563,000	563,000
Total Police, Fire & Parks Fund	5,957,713	6,275,768	6,249,200	6,345,500	6,345,500	6,345,500

Requirements						
Police	2,839,166	2,981,695	3,216,661	3,350,684	3,350,684	3,350,684
Fire and Emergency Svcs	2,225,340	2,254,734	2,460,692	2,534,396	2,534,396	2,534,396
Parks	256,013	253,134	293,811	292,134	292,134	292,134
Total	5,320,519	5,489,563	5,971,164	6,177,214	6,177,214	6,177,214
Unappropriated	637,194	786,205	278,036	168,286	168,286	168,286
Total	637,194	786,205	278,036	168,286	168,286	168,286
Total Police, Fire & Parks Fund	5,957,713	6,275,768	6,249,200	6,345,500	6,345,500	6,345,500

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 201 Police, Fire & Parks Fund						
Dept: 21 Police Department						
Requirements by Division						
Police Operations- PFP Div.	2,207,877	2,353,137	2,557,512	2,632,938	2,632,938	2,632,938
Police Investigation- PFP Div.	631,289	628,558	659,149	717,746	717,746	717,746
Police Dept. Total	2,839,166	2,981,695	3,216,661	3,350,684	3,350,684	3,350,684

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 201 Police, Fire & Parks Fund						
Dept: 21 Police Department						
Requirements by Category						
Personnel Services	2,775,755	2,913,183	3,057,961	3,188,084	3,188,084	3,188,084
Materials & Services	63,411	68,512	158,700	162,600	162,600	162,600
Police Dept. Total	2,839,166	2,981,695	3,216,661	3,350,684	3,350,684	3,350,684

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Police, Fire & Parks Fund						
Police Department						
Personnel Services						
10-01 Full-Time Employees	1,618,128	1,715,670	1,766,317	1,810,188	1,810,188	1,810,188
10-03 Overtime	16,823	8,334	0	0	0	0
10-04 Limited Term	60,738	34,716	74,402	76,429	76,429	76,429
10-05 Temp/Seasonal	0	151	0	0	0	0
10-12 Certificate Pay	104,831	111,007	124,629	107,563	107,563	107,563
10-30 Acting In Capacity	2,265	2,790	0	0	0	0
10-46 Premium Pay	36,446	34,823	33,554	35,956	35,956	35,956
10-61 Accrued Compensated Absen	30,700	1,500	0	0	0	0
10-69 Comp Cashed Out	25,586	26,893	0	0	0	0
Total Personnel Services	1,895,517	1,935,884	1,998,902	2,030,136	2,030,136	2,030,136
Employee Benefits						
11-01 FICA	141,917	146,282	151,203	153,780	153,780	153,780
11-02 Tri-Met Payroll Tax	13,549	14,132	16,500	14,928	14,928	14,928
11-10 PERS-ER	157,166	206,131	210,052	264,125	264,125	264,125
11-11 PERS-EE	112,080	115,912	120,150	122,025	122,025	122,025
11-20 Health Insurance	383,471	423,220	477,388	519,350	519,350	519,350
11-21 Dental Insurance	44,405	44,810	53,140	50,591	50,591	50,591
11-22 Life Insurance	2,506	1,601	2,618	2,718	2,718	2,718
11-30 Long Term Disability	4,918	3,062	5,523	5,660	5,660	5,660
11-31 FSA-Admin Fee	233	293	303	179	179	179
11-35 HRA/VEBA	19,993	21,856	22,182	24,592	24,592	24,592
Total Employee Benefits	880,238	977,299	1,059,059	1,157,948	1,157,948	1,157,948
Prof and Tech Services						
20-06 Professional Services	60,000	61,200	127,300	131,200	131,200	131,200
Total Prof and Tech Services	60,000	61,200	127,300	131,200	131,200	131,200
Other Services						
22-22 Low Income Assistance	3,411	3,878	27,800	27,800	27,800	27,800
Total Other Services	3,411	3,878	27,800	27,800	27,800	27,800
Supplies						
23-26 Protective Equip/Uniforms	0	3,434	3,600	3,600	3,600	3,600
Total Supplies	0	3,434	3,600	3,600	3,600	3,600
Total Requirements	2,839,166	2,981,695	3,216,661	3,350,684	3,350,684	3,350,684

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 201 Police, Fire & Parks Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Division						
Emergency Operations- PFP Div.	2,225,340	2,254,734	2,460,692	2,534,396	2,534,396	2,534,396
Fire and Emergency Svcs Dept. Total	2,225,340	2,254,734	2,460,692	2,534,396	2,534,396	2,534,396

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 201 Police, Fire & Parks Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Category						
Personnel Services	2,222,962	2,252,035	2,440,992	2,514,696	2,514,696	2,514,696
Materials & Services	2,378	2,699	19,700	19,700	19,700	19,700
Fire and Emergency Svcs Dept. Total	2,225,340	2,254,734	2,460,692	2,534,396	2,534,396	2,534,396

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Police, Fire & Parks Fund						
Fire and Emergency Svcs Department						
Personnel Services						
10-01 Full-Time Employees	1,394,395	1,382,777	1,482,060	1,486,256	1,486,256	1,486,256
10-03 Overtime	4,426	17,385	0	0	0	0
10-12 Certificate Pay	123,523	114,391	135,002	136,167	136,167	136,167
10-36 Field Training Officer	1,001	1,128	0	0	0	0
10-46 Premium Pay	5,172	6,974	6,553	25,155	25,155	25,155
10-61 Accrued Compensated Absen	900	30,200	0	0	0	0
Total Personnel Services	1,529,417	1,552,855	1,623,615	1,647,578	1,647,578	1,647,578
Employee Benefits						
11-01 FICA	114,103	113,687	123,000	125,648	125,648	125,648
11-02 Tri-Met Payroll Tax	11,066	11,105	13,378	12,093	12,093	12,093
11-10 PERS-ER	133,519	167,950	171,034	212,072	212,072	212,072
11-11 PERS-EE	91,711	91,162	97,417	98,855	98,855	98,855
11-20 Health Insurance	287,518	266,140	349,671	360,623	360,623	360,623
11-21 Dental Insurance	34,459	30,416	41,751	36,482	36,482	36,482
11-22 Life Insurance	1,244	1,031	1,404	1,404	1,404	1,404
11-30 Long Term Disability	3,884	2,312	4,446	4,458	4,458	4,458
11-31 FSA-Admin Fee	335	264	303	134	134	134
11-35 HRA/VEBA	15,706	15,113	14,973	15,349	15,349	15,349
Total Employee Benefits	693,545	699,180	817,377	867,118	867,118	867,118
Other Services						
22-22 Low Income Assistance	2,378	2,699	19,700	19,700	19,700	19,700
Total Other Services	2,378	2,699	19,700	19,700	19,700	19,700
Total Requirements	2,225,340	2,254,734	2,460,692	2,534,396	2,534,396	2,534,396

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 201 Police, Fire & Parks Fund						
Dept: 41 Parks Department						
Requirements by Division						
Maintenance & Ops - PFP Div.	256,013	253,134	293,811	292,134	292,134	292,134
Parks Dept. Total	256,013	253,134	293,811	292,134	292,134	292,134

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 201 Police, Fire & Parks Fund						
Dept: 41 Parks Department						
Requirements by Category						
Personnel Services	255,707	252,788	291,311	289,634	289,634	289,634
Materials & Services	306	346	2,500	2,500	2,500	2,500
Parks Dept. Total	256,013	253,134	293,811	292,134	292,134	292,134

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Police, Fire & Parks Fund						
Parks Department						
Personnel Services						
10-01 Full-Time Employees	163,565	157,854	180,419	173,357	173,357	173,357
10-03 Overtime	219	457	0	0	0	0
10-04 Limited Term	2,605	0	0	0	0	0
10-12 Certificate Pay	0	1,000	0	0	0	0
10-14 Crew Leader Pay	118	447	0	0	0	0
10-30 Acting In Capacity	307	298	0	0	0	0
10-61 Accrued Compensated Absen	1,100	300	0	0	0	0
Total Personnel Services	167,914	160,356	180,419	173,357	173,357	173,357
Employee Benefits						
11-01 FICA	12,642	12,123	13,559	13,262	13,262	13,262
11-02 Tri-Met Payroll Tax	1,208	1,167	1,487	1,272	1,272	1,272
11-10 PERS-ER	14,376	15,180	21,055	15,205	15,205	15,205
11-11 PERS-EE	10,009	9,603	10,825	10,401	10,401	10,401
11-20 Health Insurance	41,242	46,017	53,413	65,167	65,167	65,167
11-21 Dental Insurance	4,282	4,122	5,939	6,393	6,393	6,393
11-22 Life Insurance	233	234	234	234	234	234
11-30 Long Term Disability	467	272	541	520	520	520
11-31 FSA-Admin Fee	42	40	87	0	0	0
11-35 HRA/VEBA	3,292	3,674	3,752	3,823	3,823	3,823
Total Employee Benefits	87,793	92,432	110,892	116,277	116,277	116,277
Other Services						
22-22 Low Income Assistance	306	346	2,500	2,500	2,500	2,500
Total Other Services	306	346	2,500	2,500	2,500	2,500
Total Requirements	256,013	253,134	293,811	292,134	292,134	292,134

CITY OF
GRESHAM
OREGON

Business Funds

CITY OF
GRESHAM
OREGON

Business Funds Revenues

Four funds are grouped under the heading of Business Funds: Rental Inspection Fund, Urban Design & Planning Fund, Building Fund, and Urban Renewal Support Fund. These funds account for community and development services, as well as services provided to the Gresham Redevelopment Commission. The Rental Inspection Fund's revenue is from licenses and permit fees generated by the program. Revenues for the Urban Design & Planning Fund include interfund transfers from the General Fund for planning services and revenues from charges for private development services. The Building Fund's primary revenue is from licenses and permits and charges for services. The Urban Renewal Support Fund's primary revenue is from an intergovernmental agreement with the Gresham Redevelopment Commission. All of these revenues are described in greater detail in the *Revenue Information* section of this document.

Business Funds Expenditures

The Rental Inspection Fund provides annual mandatory inspections of rental units that are selected by statistical sampling to address substandard housing concerns. The Urban Design & Planning Fund provides planning and land use services to private developers and general community and transportation planning. The Building Fund conducts construction plan review, permit issuance and building inspections. The Urban Renewal Support Fund carries out the Rockwood/West Gresham Urban Renewal Plan, with the City's costs being reimbursed by the Urban Renewal Area.

For fiscal year 2017/18, operating expenditures include:

- Rental Inspection Fund.
  - $0.9 million operating budget.
  - 0.1% increase compared to last year's budget.
- Urban Design & Planning Fund.
  - $4.1 million operating budget.
  - 16.6% increase compared to last year's budget.
- Building Fund.
  - $4.1 million operating budget.
  - 35.2% increase compared to last year's budget.
- Urban Renewal Support Fund.
  - $1.9 million operating budget.
  - 6.3% decrease compared to last year's budget.

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
225 Rental Inspection Fund						
Licenses and Permits	712,249	676,421	713,000	695,000	695,000	695,000
Interest Income	6,675	9,659	9,100	8,300	8,300	8,300
Miscellaneous Income	28,737	52,700	23,600	27,200	27,200	27,200
Beginning Balance	506,811	632,774	604,400	551,300	551,300	551,300
Total Rental Inspection Fund	1,254,472	1,371,554	1,350,100	1,281,800	1,281,800	1,281,800

Requirements						
Community Development	621,698	752,929	881,613	882,255	882,255	882,255
Total	621,698	752,929	881,613	882,255	882,255	882,255
Contingency	0	0	89,000	89,000	89,000	89,000
Unappropriated	632,774	618,625	379,487	310,545	310,545	310,545
Total	632,774	618,625	468,487	399,545	399,545	399,545
Total Rental Inspection Fund	1,254,472	1,371,554	1,350,100	1,281,800	1,281,800	1,281,800

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 225 Rental Inspection Fund						
Dept: 34 Community Development Department						
Requirements by Division						
Support Services Div.	165,027	167,491	191,272	225,552	225,552	225,552
Rental Inspection Program Div.	456,671	585,438	690,341	656,703	656,703	656,703
Community Development Dept. Total	621,698	752,929	881,613	882,255	882,255	882,255

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 225 Rental Inspection Fund						
Dept: 34 Community Development Department						
Requirements by Category						
Personnel Services	462,500	593,479	666,404	631,681	631,681	631,681
Materials & Services	159,198	159,450	215,209	250,574	250,574	250,574
Community Development Dept. Total	621,698	752,929	881,613	882,255	882,255	882,255

Fund: Rental Inspection
Dept: Community Development

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Limited Term	($40,965) decrease. Reflects redistribution of staffing with code enforcement.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Rental Inspection Fund						
Community Development Department						
Personnel Services						
10-01 Full-Time Employees	245,281	308,664	331,442	329,486	329,486	329,486
10-03 Overtime	3,377	569	8,000	8,000	8,000	8,000
10-04 Limited Term	40,698	57,166	86,732	45,767	45,767	45,767
10-05 Temp/Seasonal	15,032	342	0	0	0	0
10-12 Certificate Pay	0	0	0	2,496	2,496	2,496
10-32 Working Out of Class Pay	0	465	0	0	0	0
10-46 Premium Pay	2,946	1,560	1,500	1,500	1,500	1,500
10-61 Accrued Compensated Absen	4,100	14,000	0	0	0	0
10-69 Comp Cashed Out	1,299	0	0	0	0	0
Total Personnel Services	312,733	382,766	427,674	387,249	387,249	387,249
Employee Benefits						
11-01 FICA	23,245	27,808	32,551	29,430	29,430	29,430
11-02 Tri-Met Payroll Tax	2,234	2,689	3,524	2,842	2,842	2,842
11-09 PERS - Pension Bond Pymt	12,326	13,529	14,768	15,444	15,444	15,444
11-10 PERS-ER	11,508	14,415	17,754	22,770	22,770	22,770
11-11 PERS-EE	18,440	20,102	25,660	23,235	23,235	23,235
11-20 Health Insurance	62,035	106,499	113,319	122,340	122,340	122,340
11-21 Dental Insurance	8,308	11,651	15,592	13,550	13,550	13,550
11-22 Life Insurance	452	481	556	504	504	504
11-27 Workers' Comp	5,580	5,700	6,345	6,539	6,539	6,539
11-30 Long Term Disability	847	615	1,255	1,126	1,126	1,126
11-31 FSA-Admin Fee	15	25	11	33	33	33
11-35 HRA/VEBA	4,777	7,199	7,395	6,619	6,619	6,619
Total Employee Benefits	149,767	210,713	238,730	244,432	244,432	244,432
Prof and Tech Services						
20-06 Professional Services	1,667	1,195	10,900	10,900	10,900	10,900
20-15 Outsourced Serv & Labor	0	3,315	0	0	0	0
Total Prof and Tech Services	1,667	4,510	10,900	10,900	10,900	10,900
Property Services						
21-06 Telephone/Cell Phone	1,474	2,691	3,200	3,755	3,755	3,755
21-21 Equipment R and M	0	0	310	310	310	310
21-22 Motor Vehicle R and M	468	90	0	0	0	0
21-23 Com Systems R and M	0	0	1,000	1,000	1,000	1,000
21-30 Towing and Storage	0	0	500	500	500	500
21-40 Equipment Rent/Lease	1,749	138	7,000	7,000	7,000	7,000
21-44 Voice Mail Rent/Lease	410	36	500	500	500	500
Total Property Services	4,101	2,955	12,510	13,065	13,065	13,065
Other Services						
22-02 Photographic/Art	0	0	100	100	100	100
22-04 Printing	1,528	68	2,800	2,800	2,800	2,800
22-08 Advertising	0	0	200	200	200	200
22-12 Dues and Memberships	333	328	810	810	810	810

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Rental Inspection Fund						
Community Development Department						
22-14 Training and Education	2,260	1,057	2,100	3,500	3,500	3,500
22-24 Meals	53	27	500	500	500	500
22-25 Mileage	41	0	100	100	100	100
22-26 Promo/Incentive Programs	0	0	1,400	1,400	1,400	1,400
22-27 Lodging	158	0	900	900	900	900
Total Other Services	4,373	1,480	8,910	10,310	10,310	10,310
Supplies						
23-01 Office Supplies	528	988	1,600	1,600	1,600	1,600
23-02 Copier/Printer/Fax Supp	18	7	1,200	1,200	1,200	1,200
23-14 Minor Equip and Tools	535	48	1,500	1,500	1,500	1,500
23-20 Operating/Tech/Scientific	52	0	800	800	800	800
23-26 Protective Equip/Uniforms	168	866	800	800	800	800
23-60 Books and Publications	313	0	1,500	1,500	1,500	1,500
23-61 Post/Pack/Del/Courier	253	0	4,000	4,000	4,000	4,000
23-62 Employee Service Awards	61	0	50	50	50	50
23-63 Comp Equip/Software/Maint	8	334	1,280	1,280	1,280	1,280
Total Supplies	1,936	2,243	12,730	12,730	12,730	12,730
Internal Service Charge						
29-04 Property Management	9,720	9,939	9,796	17,910	17,910	17,910
29-06 Vehicle Maintenance	6,787	7,795	10,074	17,725	17,725	17,725
29-07 Vehicle Fuels	2,941	2,584	1,841	2,251	2,251	2,251
29-08 Equipment Replacement	14,338	11,397	10,509	9,017	9,017	9,017
29-11 Computer Replacement Chg	3,631	2,909	3,208	2,221	2,221	2,221
29-12 Information Services	37,737	39,732	45,066	53,765	53,765	53,765
29-19 Code Enforcement Charge	4,734	4,333	6,464	9,478	9,478	9,478
29-20 Economic Development Chg	2,744	2,222	5,146	6,431	6,431	6,431
29-21 Liability Mgmnt Charge	10,991	11,387	12,044	14,869	14,869	14,869
29-22 Legal	12,063	10,149	10,568	11,101	11,101	11,101
29-24 City Administration	10,911	11,726	14,847	17,183	17,183	17,183
29-25 Financial Services	8,606	9,352	10,523	11,799	11,799	11,799
29-27 General Support Services	4,085	4,682	5,087	5,008	5,008	5,008
29-29 City-Wide Services	17,833	20,055	24,986	24,811	24,811	24,811
Total Internal Service Charge	147,121	148,262	170,159	203,569	203,569	203,569
Total Requirements	621,698	752,929	881,613	882,255	882,255	882,255

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
269 Urban Design & Planning Fund						
Charges for Services	652,817	656,007	571,000	940,000	940,000	940,000
Interest Income	17,754	26,953	20,700	31,200	31,200	31,200
Miscellaneous Income	891	6,172	7,000	1,000	1,000	1,000
Interfund Transfers	1,992,000	1,992,000	2,277,000	2,500,000	2,500,000	2,500,000
Internal Service Charges	54,926	8,628	100,000	0	0	0
Beginning Balance	1,231,044	1,695,984	1,381,000	2,082,000	2,082,000	2,082,000
Total Urban Design & Planning Fund	3,949,432	4,385,744	4,356,700	5,554,200	5,554,200	5,554,200

Requirements						
Urban Design & Planning	2,133,748	2,438,079	3,553,174	4,143,706	4,143,706	4,143,706
Total	2,133,748	2,438,079	3,553,174	4,143,706	4,143,706	4,143,706
Interfund Transfers	119,700	116,500	127,900	139,200	139,200	139,200
Contingency	0	0	356,000	414,000	414,000	414,000
Unappropriated	1,695,984	1,831,165	319,626	857,294	857,294	857,294
Total	1,815,684	1,947,665	803,526	1,410,494	1,410,494	1,410,494
Total Urban Design & Planning Fund	3,949,432	4,385,744	4,356,700	5,554,200	5,554,200	5,554,200

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 269 Urban Design & Planning Fund						
Dept: 32 Urban Design & Planning Department						
Requirements by Division						
Urban Design & Planning Div.	1,579,807	1,879,734	2,909,113	3,224,195	3,224,195	3,224,195
Support Services Div.	553,941	558,345	644,061	919,511	919,511	919,511
Urban Design & Planning Dept. Total	2,133,748	2,438,079	3,553,174	4,143,706	4,143,706	4,143,706

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 269 Urban Design & Planning Fund						
Dept: 32 Urban Design & Planning Department						
Requirements by Category						
Personnel Services	1,508,028	1,759,134	2,495,404	2,766,593	2,766,593	2,766,593
Materials & Services	625,720	678,945	1,040,770	1,367,113	1,367,113	1,367,113
Capital Outlay	0	0	17,000	10,000	10,000	10,000
Urban Design & Planning Dept. Total	2,133,748	2,438,079	3,553,174	4,143,706	4,143,706	4,143,706

Fund: Urban Design and Planning
Dept: Urban Design and Planning

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$138,734 increase. Reflects two additional full-time positions.

Materials & Services

Outsourced Serv & Labor	$70,200 increase. Anticipated expenses related to multiple Council Workplan projects.

Capital Outlay

Hardware and Software	($7,000) decrease. Reflects one-time purchases related to E-Plan that were made in fiscal year 2016/17.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Urban Design & Planning Fund						
Urban Design & Planning Department						
Personnel Services						
10-01 Full-Time Employees	845,954	954,909	1,326,276	1,465,010	1,465,010	1,465,010
10-02 Part-Time Employees	31	192	74,314	69,033	69,033	69,033
10-03 Overtime	22,861	18,816	20,000	20,000	20,000	20,000
10-04 Limited Term	125,540	142,436	205,611	195,680	195,680	195,680
10-05 Temp/Seasonal	50	2,322	9,500	9,500	9,500	9,500
10-30 Acting In Capacity	191	193	0	0	0	0
10-32 Working Out of Class Pay	5,472	2,723	0	0	0	0
10-46 Premium Pay	0	813	1,500	1,500	1,500	1,500
10-61 Accrued Compensated Absen	1,600	17,800	0	0	0	0
10-69 Comp Cashed Out	3,286	4,492	0	0	0	0
Total Personnel Services	1,004,985	1,144,696	1,637,201	1,760,723	1,760,723	1,760,723
Employee Benefits						
11-01 FICA	75,318	84,257	123,374	132,847	132,847	132,847
11-02 Tri-Met Payroll Tax	7,265	8,198	13,491	12,924	12,924	12,924
11-09 PERS - Pension Bond Pymt	37,258	38,033	39,606	59,122	59,122	59,122
11-10 PERS-ER	61,524	82,924	123,604	158,103	158,103	158,103
11-11 PERS-EE	59,057	63,471	98,231	105,643	105,643	105,643
11-20 Health Insurance	199,616	269,296	369,737	433,590	433,590	433,590
11-21 Dental Insurance	25,831	30,034	43,113	47,179	47,179	47,179
11-22 Life Insurance	1,142	1,157	1,817	1,911	1,911	1,911
11-27 Workers' Comp	16,740	16,388	16,215	23,456	23,456	23,456
11-30 Long Term Disability	2,773	1,846	4,818	5,189	5,189	5,189
11-31 FSA-Admin Fee	200	271	346	268	268	268
11-35 HRA/VEBA	16,319	18,563	23,851	25,638	25,638	25,638
Total Employee Benefits	503,043	614,438	858,203	1,005,870	1,005,870	1,005,870
Prof and Tech Services						
20-03 Consultant Review	9,174	398	10,000	10,000	10,000	10,000
20-04 Employment Agency Serv	0	973	0	0	0	0
20-06 Professional Services	609	1,265	50,000	50,000	50,000	50,000
20-08 Med and Psych Costs	0	0	500	500	500	500
20-15 Outsourced Serv & Labor	41,135	120,855	283,000	353,200	353,200	353,200
Total Prof and Tech Services	50,918	123,491	343,500	413,700	413,700	413,700
Property Services						
21-06 Telephone/Cell Phone	987	948	3,000	3,000	3,000	3,000
21-20 Building R and M	0	0	1,500	1,500	1,500	1,500
21-21 Equipment R and M	0	0	600	600	600	600
21-40 Equipment Rent/Lease	6,308	2,122	16,000	16,000	16,000	16,000
Total Property Services	7,295	3,070	21,100	21,100	21,100	21,100
Other Services						
22-02 Photographic/Art	127	28	1,000	1,000	1,000	1,000
22-04 Printing	1,855	1,859	7,750	10,150	10,150	10,150
22-08 Advertising	4,172	2,034	8,250	10,000	10,000	10,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Urban Design & Planning Fund						
Urban Design & Planning Department						
22-12 Dues and Memberships	6,722	4,501	10,300	10,300	10,300	10,300
22-14 Training and Education	2,632	5,201	14,100	14,100	14,100	14,100
22-16 Community Outreach	235	464	5,000	5,000	5,000	5,000
22-24 Meals	3,717	4,363	3,000	3,500	3,500	3,500
22-25 Mileage	959	498	1,450	1,450	1,450	1,450
22-26 Promo/Incentive Programs	683	167	7,000	7,000	7,000	7,000
22-27 Lodging	5,078	3,081	1,800	3,000	3,000	3,000
22-29 Airfare	2,019	1,205	1,500	2,500	2,500	2,500
22-31 Rental Cars	129	740	1,300	1,300	1,300	1,300
Total Other Services	28,328	24,141	62,450	69,300	69,300	69,300
Supplies						
23-01 Office Supplies	6,352	6,730	7,000	7,000	7,000	7,000
23-02 Copier/Printer/Fax Supp	112	76	1,800	1,800	1,800	1,800
23-03 Paper	0	193	950	950	950	950
23-14 Minor Equip and Tools	2,840	408	1,300	1,300	1,300	1,300
23-20 Operating/Tech/Scientific	246	193	400	400	400	400
23-26 Protective Equip/Uniforms	0	0	0	600	600	600
23-60 Books and Publications	1,235	723	2,150	2,150	2,150	2,150
23-61 Post/Pack/Del/Courier	3,013	13,153	6,500	6,500	6,500	6,500
23-62 Employee Service Awards	150	172	500	500	500	500
23-63 Comp Equip/Software/Maint	16,125	2,601	4,880	4,880	4,880	4,880
Total Supplies	30,073	24,249	25,480	26,080	26,080	26,080
Internal Service Charge						
29-04 Property Management	63,198	66,465	67,173	96,771	96,771	96,771
29-11 Computer Replacement Chg	7,169	8,452	7,446	7,991	7,991	7,991
29-12 Information Services	76,687	90,371	107,570	176,716	176,716	176,716
29-16 Internal Prof Svcs	9,163	70	0	0	0	0
29-19 Code Enforcement Charge	14,695	13,230	19,958	39,940	39,940	39,940
29-20 Economic Development Chg	8,519	6,786	15,889	27,099	27,099	27,099
29-21 Liability Mgmnt Charge	17,381	18,534	20,175	28,122	28,122	28,122
29-22 Legal	183,672	160,187	178,853	212,504	212,504	212,504
29-24 City Administration	33,870	35,805	45,840	72,409	72,409	72,409
29-25 Financial Services	26,714	28,558	32,488	49,722	49,722	49,722
29-27 General Support Services	12,680	14,297	15,707	21,104	21,104	21,104
29-29 City-Wide Services	55,358	61,239	77,141	104,555	104,555	104,555
Total Internal Service Charge	509,106	503,994	588,240	836,933	836,933	836,933
Capital Outlay						
30-12 Hardware and Software	0	0	17,000	10,000	10,000	10,000
Total Capital Outlay	0	0	17,000	10,000	10,000	10,000
Total Requirements	2,133,748	2,438,079	3,553,174	4,143,706	4,143,706	4,143,706

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
280 Building Fund						
Licenses and Permits	1,545,322	1,828,530	1,689,000	1,771,000	1,771,000	1,771,000
Intergovernmental Revenue	22,646	32,707	0	250,000	250,000	250,000
Charges for Services	1,142,348	1,473,834	1,246,000	1,414,000	1,414,000	1,414,000
Interest Income	19,607	38,489	49,300	72,000	72,000	72,000
Miscellaneous Income	2,457	1,266	53,000	41,000	41,000	41,000
Interfund Transfers	119,700	116,500	127,900	139,200	139,200	139,200
Beginning Balance	919,523	1,595,021	2,547,000	3,598,000	3,598,000	3,598,000
Total Building Fund	3,771,603	5,086,347	5,712,200	7,285,200	7,285,200	7,285,200

Requirements						
Community Development	2,176,582	2,405,668	3,053,311	4,128,899	4,128,899	4,128,899
Total	2,176,582	2,405,668	3,053,311	4,128,899	4,128,899	4,128,899
Interfund Transfers	0	6,174	20,000	20,000	20,000	20,000
Contingency	0	0	298,000	413,000	413,000	413,000
Unappropriated	1,595,021	2,674,505	2,340,889	2,723,301	2,723,301	2,723,301
Total	1,595,021	2,680,679	2,658,889	3,156,301	3,156,301	3,156,301
Total Building Fund	3,771,603	5,086,347	5,712,200	7,285,200	7,285,200	7,285,200

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 280 Building Fund						
Dept: 34 Community Development Department						
Requirements by Division						
Bldg Dev Admin Div.	336,953	380,848	501,129	690,644	690,644	690,644
Support Services Div.	670,714	692,816	676,119	826,602	826,602	826,602
Bldg Dev Permit Center Div.	349,860	385,284	492,270	558,850	558,850	558,850
Bldg Dev Bldg/Structural Div.	428,145	549,076	835,024	1,476,377	1,476,377	1,476,377
Bldg Dev Mechanical Div.	143,387	183,141	279,193	290,147	290,147	290,147
Bldg Dev Plumbing Div.	110,747	126,471	134,892	145,353	145,353	145,353
Bldg Dev Electrical Div.	136,776	88,032	134,684	140,926	140,926	140,926
Community Development Dept. Total	2,176,582	2,405,668	3,053,311	4,128,899	4,128,899	4,128,899

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 280 Building Fund						
Dept: 34 Community Development Department						
Requirements by Category						
Personnel Services	1,571,091	1,756,225	2,185,439	2,956,387	2,956,387	2,956,387
Materials & Services	605,491	649,443	784,872	977,512	977,512	977,512
Capital Outlay	0	0	83,000	195,000	195,000	195,000
Community Development Dept. Total	2,176,582	2,405,668	3,053,311	4,128,899	4,128,899	4,128,899

Fund: Building
Dept: Community Development

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$432,295 increase. Reflects five additional positions to address development activity levels demand for increased building inspection services.
Overtime	$4,000 increase. Reflects increased development activity.
Limited Term	$23,494 increase. Reflects current staffing.
Certificate Pay	($4,992) decrease. Reflects anticipated costs.
Working Out of Class Pay	($3,875) decrease. Reflects anticipated costs.

Materials & Services

Outsourced Serv & Labor	$30,000 increase. Allows for contracted services to address specialized or peak demand services as required.
Telephone/Cell Phone	$6,943 increase. Reflects change in staffing levels.
Training and Education	$15,100 increase. Allows for training related to new state adopted code.
Books and Publications	$5,100 increase. Reflects anticipated costs for purchasing new state adopted code.

Capital Outlay

Motor Vehicles	$112,000 increase. Allows for the purchase of four vehicles for use by additional staff.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Building Fund						
Community Development Department						
Personnel Services						
10-01 Full-Time Employees	901,181	1,040,703	1,390,184	1,822,479	1,822,479	1,822,479
10-02 Part-Time Employees	0	1,540	0	0	0	0
10-03 Overtime	17,375	12,343	14,000	18,000	18,000	18,000
10-04 Limited Term	45,133	11,910	0	23,494	23,494	23,494
10-05 Temp/Seasonal	11,314	4,000	0	0	0	0
10-12 Certificate Pay	4,635	6,600	15,344	10,352	10,352	10,352
10-30 Acting In Capacity	473	1,099	0	0	0	0
10-32 Working Out of Class Pay	0	2,088	3,875	0	0	0
10-46 Premium Pay	3,180	133	0	0	0	0
10-61 Accrued Compensated Absen	22,600	30,300	0	0	0	0
10-69 Comp Cashed Out	2,149	3,831	0	0	0	0
Total Personnel Services	1,008,040	1,114,547	1,423,403	1,874,325	1,874,325	1,874,325
Employee Benefits						
11-01 FICA	75,674	82,665	108,266	142,558	142,558	142,558
11-02 Tri-Met Payroll Tax	7,243	7,945	11,728	13,757	13,757	13,757
11-09 PERS - Pension Bond Pymt	40,912	40,711	39,882	51,401	51,401	51,401
11-10 PERS-ER	66,651	80,439	94,199	168,769	168,769	168,769
11-11 PERS-EE	57,731	62,937	85,403	112,460	112,460	112,460
11-20 Health Insurance	188,829	232,272	339,946	486,245	486,245	486,245
11-21 Dental Insurance	24,021	25,139	38,379	48,871	48,871	48,871
11-22 Life Insurance	1,209	1,166	1,590	2,096	2,096	2,096
11-27 Workers' Comp	82,180	88,267	16,215	20,682	20,682	20,682
11-30 Long Term Disability	2,732	1,801	4,171	5,538	5,538	5,538
11-31 FSA-Admin Fee	118	94	111	158	158	158
11-35 HRA/VEBA	15,751	18,242	22,146	29,527	29,527	29,527
Total Employee Benefits	563,051	641,678	762,036	1,082,062	1,082,062	1,082,062
Prof and Tech Services						
20-04 Employment Agency Serv	0	0	5,300	5,300	5,300	5,300
20-06 Professional Services	0	193	3,600	3,600	3,600	3,600
20-15 Outsourced Serv & Labor	10,003	29,946	39,600	69,600	69,600	69,600
20-17 Merchant Card Fees	6,359	7,629	10,000	12,000	12,000	12,000
20-20 Permits and Licenses	170	0	1,350	1,350	1,350	1,350
Total Prof and Tech Services	16,532	37,768	59,850	91,850	91,850	91,850
Property Services						
21-06 Telephone/Cell Phone	7,233	10,846	9,950	16,893	16,893	16,893
21-20 Building R and M	0	0	1,400	1,400	1,400	1,400
21-21 Equipment R and M	521	353	1,900	1,900	1,900	1,900
21-22 Motor Vehicle R and M	187	1,528	1,000	1,000	1,000	1,000
21-23 Com Systems R and M	0	0	1,600	600	600	600
21-40 Equipment Rent/Lease	4,888	2,182	19,100	19,100	19,100	19,100
21-44 Voice Mail Rent/Lease	0	0	200	200	200	200
Total Property Services	12,829	14,909	35,150	41,093	41,093	41,093

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Building Fund						
Community Development Department						
Other Services						
22-02 Photographic/Art	0	0	300	300	300	300
22-04 Printing	3,241	2,584	4,100	4,100	4,100	4,100
22-06 Records Mgt/Microfilming	0	1,014	9,500	7,500	7,500	7,500
22-12 Dues and Memberships	2,172	2,220	2,400	2,700	2,700	2,700
22-14 Training and Education	4,179	9,037	13,400	28,500	28,500	28,500
22-24 Meals	1,430	2,729	2,200	2,200	2,200	2,200
22-25 Mileage	67	65	750	750	750	750
22-26 Promo/Incentive Programs	1,010	0	3,100	3,800	3,800	3,800
22-27 Lodging	588	1,690	1,900	1,900	1,900	1,900
22-29 Airfare	0	1,142	1,000	1,000	1,000	1,000
22-52 Committee Expenses	0	0	750	750	750	750
Total Other Services	12,687	20,481	39,400	53,500	53,500	53,500
Supplies						
23-01 Office Supplies	1,660	2,002	4,400	4,400	4,400	4,400
23-02 Copier/Printer/Fax Supp	972	719	2,350	2,350	2,350	2,350
23-03 Paper	0	1,703	1,500	2,500	2,500	2,500
23-12 Veh Supplies and Parts	0	0	500	500	500	500
23-13 Veh Repairs/Minor Equip	0	0	500	500	500	500
23-14 Minor Equip and Tools	1,978	4,260	2,700	2,700	2,700	2,700
23-20 Operating/Tech/Scientific	104	466	600	600	600	600
23-26 Protective Equip/Uniforms	929	1,710	1,500	1,500	1,500	1,500
23-44 R and M Supplies	0	10	0	0	0	0
23-60 Books and Publications	9,282	1,293	4,700	9,800	9,800	9,800
23-61 Post/Pack/Del/Courier	161	0	600	600	600	600
23-62 Employee Service Awards	458	94	1,100	1,100	1,100	1,100
23-63 Comp Equip/Software/Maint	277	190	10,000	10,000	10,000	10,000
Total Supplies	15,821	12,447	30,450	36,550	36,550	36,550
Internal Service Charge						
29-04 Property Management	103,261	104,892	103,769	98,318	98,318	98,318
29-06 Vehicle Maintenance	18,516	20,053	25,797	39,399	39,399	39,399
29-07 Vehicle Fuels	11,327	9,944	7,818	8,102	8,102	8,102
29-08 Equipment Replacement	25,161	31,110	29,262	38,243	38,243	38,243
29-11 Computer Replacement Chg	14,199	12,529	13,689	8,904	8,904	8,904
29-12 Information Services	154,524	167,202	188,555	225,727	225,727	225,727
29-19 Code Enforcement Charge	14,926	12,711	17,276	31,498	31,498	31,498
29-20 Economic Development Chg	8,653	6,519	13,754	21,370	21,370	21,370
29-21 Liability Mgmnt Charge	40,991	41,368	42,816	44,199	44,199	44,199
29-22 Legal	25,412	23,107	29,111	43,347	43,347	43,347
29-24 City Administration	34,405	34,399	39,680	57,103	57,103	57,103
29-25 Financial Services	27,135	27,436	28,123	39,212	39,212	39,212
29-27 General Support Services	12,880	13,735	13,596	16,643	16,643	16,643
29-29 City-Wide Services	56,232	58,833	66,776	82,454	82,454	82,454
Total Internal Service Charge	547,622	563,838	620,022	754,519	754,519	754,519

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Building Fund						
Community Development Department						
Capital Outlay						
30-10 Motor Vehicles	0	0	83,000	195,000	195,000	195,000
Total Capital Outlay	0	0	83,000	195,000	195,000	195,000
Total Requirements	2,176,582	2,405,668	3,053,311	4,128,899	4,128,899	4,128,899

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
290 Urban Renewal Support Fund						
Intergovernmental Revenue	822,000	1,100,000	2,275,900	2,244,900	2,244,900	2,244,900
Other Resources	6,257,842	0	0	0	0	0
Beginning Balance	107,454	65,513	65,500	103,000	103,000	103,000
Total Urban Renewal Support Fund	7,187,296	1,165,513	2,341,400	2,347,900	2,347,900	2,347,900

Requirements						
Urban Renewal	863,941	1,060,154	2,033,917	1,905,383	1,905,383	1,905,383
Total	863,941	1,060,154	2,033,917	1,905,383	1,905,383	1,905,383
Interfund Transfers	0	2,372	50,000	50,000	50,000	50,000
Contingency	0	0	192,000	200,000	200,000	200,000
Unappropriated	65,513	102,987	65,483	192,517	192,517	192,517
Other Requirements	6,257,842	0	0	0	0	0
Total	6,323,355	105,359	307,483	442,517	442,517	442,517
Total Urban Renewal Support Fund	7,187,296	1,165,513	2,341,400	2,347,900	2,347,900	2,347,900

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 290 Urban Renewal Support Fund						
Dept: 31 Urban Renewal Department						
Requirements by Division						
UR Admin Div.	456,404	672,563	1,503,999	1,340,654	1,340,654	1,340,654
Support Services Div.	407,537	387,591	529,918	564,729	564,729	564,729
Urban Renewal Dept. Total	863,941	1,060,154	2,033,917	1,905,383	1,905,383	1,905,383

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 290 Urban Renewal Support Fund						
Dept: 31 Urban Renewal Department						
Requirements by Category						
Personnel Services	335,768	477,581	581,807	589,049	589,049	589,049
Materials & Services	528,173	582,573	1,452,110	1,316,334	1,316,334	1,316,334
Urban Renewal Dept. Total	863,941	1,060,154	2,033,917	1,905,383	1,905,383	1,905,383

Fund: Urban Renewal Support
Dept: Urban Renewal

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Professional Services	$20,395 increase. Reflects increases related to bond counsel and financial advisory services.
Urban Renewal Grant Program	($198,609) decrease. Fiscal year 2016/17 included one-time appropriation. Amount also reflects changes in grant carryover each year.
Utility Services	($8,000) decrease. Farmer's Market at the Catalyst site has been discontinued due to construction at the site.
Building R and M	$16,000 increase. Allows for routine building repair and maintenance at GRDC owned properties, including the Sunrise site.
Equipment R and M	$10,000 increase. Reflects expenses for GRDC owned properties that are not covered by existing contracts, including the Sunrise site.
Photographic/Art	($4,000) decrease. Aligns with actual expenses.
Printing	($4,500) decrease. Aligns with actual expenses.
Operating/Tech/Scientific	$3,000 increase. Janitorial supplies related to usage of the Rockwood Community Office.
R and M Supplies	($3,000) decrease. Reflects reduced need for upkeep of Plaza Del Sol in fiscal year 2017/18.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Urban Renewal Support Fund						
Urban Renewal Department						
Personnel Services						
10-01 Full-Time Employees	166,760	231,863	249,811	262,140	262,140	262,140
10-03 Overtime	306	2,372	0	0	0	0
10-04 Limited Term	57,521	83,983	144,258	133,744	133,744	133,744
10-05 Temp/Seasonal	4,034	2,925	0	0	0	0
10-46 Premium Pay	0	3	0	0	0	0
10-61 Accrued Compensated Absen	15,200	20,400	0	0	0	0
Total Personnel Services	243,821	341,546	394,069	395,884	395,884	395,884
Employee Benefits						
11-01 FICA	17,392	24,418	29,999	30,150	30,150	30,150
11-02 Tri-Met Payroll Tax	1,655	2,342	3,247	2,906	2,906	2,906
11-09 PERS - Pension Bond Pymt	5,804	9,981	11,583	14,230	14,230	14,230
11-10 PERS-ER	9,601	16,076	18,762	25,921	25,921	25,921
11-11 PERS-EE	12,416	19,093	23,644	23,753	23,753	23,753
11-20 Health Insurance	33,937	49,573	79,923	75,231	75,231	75,231
11-21 Dental Insurance	4,377	5,404	8,900	8,087	8,087	8,087
11-22 Life Insurance	311	303	463	470	470	470
11-27 Workers' Comp	2,790	4,275	4,935	5,646	5,646	5,646
11-30 Long Term Disability	652	527	1,182	1,187	1,187	1,187
11-31 FSA-Admin Fee	42	43	43	89	89	89
11-35 HRA/VEBA	2,970	4,000	5,057	5,495	5,495	5,495
Total Employee Benefits	91,947	136,035	187,738	193,165	193,165	193,165
Prof and Tech Services						
20-06 Professional Services	4,819	21,742	46,955	67,350	67,350	67,350
20-15 Outsourced Serv & Labor	10,243	1,950	55,725	53,500	53,500	53,500
20-22 Assessments and Fees	0	7,469	0	0	0	0
20-31 Urban Renewal Grant Prog	100,000	151,350	754,140	555,531	555,531	555,531
Total Prof and Tech Services	115,062	182,511	856,820	676,381	676,381	676,381
Property Services						
21-04 Utility Services	8,037	7,463	38,000	30,000	30,000	30,000
21-06 Telephone/Cell Phone	0	0	100	100	100	100
21-20 Building R and M	0	0	4,000	20,000	20,000	20,000
21-21 Equipment R and M	0	0	150	10,150	10,150	10,150
21-40 Equipment Rent/Lease	584	587	850	1,500	1,500	1,500
Total Property Services	8,621	8,050	43,100	61,750	61,750	61,750
Other Services						
22-02 Photographic/Art	0	600	5,000	1,000	1,000	1,000
22-04 Printing	43	1,033	9,500	5,000	5,000	5,000
22-08 Advertising	414	397	1,500	1,500	1,500	1,500
22-12 Dues and Memberships	263	0	660	300	300	300
22-14 Training and Education	525	1,070	2,750	3,500	3,500	3,500
22-24 Meals	403	1,276	1,000	2,200	2,200	2,200
22-25 Mileage	39	99	200	200	200	200

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Urban Renewal Support Fund						
Urban Renewal Department						
22-26 Promo/Incentive Programs	0	760	1,500	1,500	1,500	1,500
22-27 Lodging	1,495	1,181	3,000	3,000	3,000	3,000
22-29 Airfare	1,118	440	1,000	1,000	1,000	1,000
22-34 Contributions/City Match	0	5,000	5,000	5,000	5,000	5,000
22-52 Committee Expenses	624	1,647	1,000	2,000	2,000	2,000
Total Other Services	4,924	13,503	32,110	26,200	26,200	26,200
Supplies						
23-01 Office Supplies	166	184	750	1,000	1,000	1,000
23-03 Paper	0	15	100	100	100	100
23-14 Minor Equip and Tools	140	237	250	1,000	1,000	1,000
23-20 Operating/Tech/Scientific	17	24	100	3,100	3,100	3,100
23-44 R and M Supplies	26	4,664	3,000	0	0	0
23-60 Books and Publications	0	0	250	250	250	250
23-61 Post/Pack/Del/Courier	0	0	600	600	600	600
23-63 Comp Equip/Software/Maint	274	50	1,630	1,100	1,100	1,100
Total Supplies	623	5,174	6,680	7,150	7,150	7,150
Internal Service Charge						
29-04 Property Management	10,739	10,294	10,223	14,995	14,995	14,995
29-11 Computer Replacement Chg	1,387	1,989	2,120	1,682	1,682	1,682
29-12 Information Services	17,393	21,677	30,078	38,594	38,594	38,594
29-19 Code Enforcement Charge	82,133	62,860	88,500	88,500	88,500	88,500
29-20 Economic Development Chg	111,313	90,727	172,700	155,458	155,458	155,458
29-21 Liability Mgmnt Charge	3,588	6,521	9,383	11,142	11,142	11,142
29-22 Legal	35,222	37,315	49,648	77,178	77,178	77,178
29-24 City Administration	8,417	9,113	13,070	18,664	18,664	18,664
29-25 Financial Services	62,800	64,600	66,600	59,940	59,940	59,940
29-27 General Support Services	3,151	3,639	4,478	5,440	5,440	5,440
29-29 City-Wide Services	62,800	64,600	66,600	73,260	73,260	73,260
Total Internal Service Charge	398,943	373,335	513,400	544,853	544,853	544,853
Total Requirements	863,941	1,060,154	2,033,917	1,905,383	1,905,383	1,905,383

Infrastructure Funds

CITY OF
GRESHAM
OREGON

Infrastructure Funds Revenues

Six funds are grouped under the heading of Infrastructure Funds. They include Transportation, Streetlight, Infrastructure Development, Water, Stormwater, and Wastewater. These funds account for services related to the City's infrastructure.

The Transportation Fund's principal sources of revenue are the gasoline tax and maintenance payments from Multnomah County for roads that were transferred to the City's jurisdiction. The Streetlight Fund's revenues come from a portion of the City's utility license fees which are paid by private electric and natural gas utilities operating within Gresham's city limits. The Infrastructure Development Fund's principal revenues come from charges for services and interfund transfers. The Water Fund's revenue comes from water utility customers. The Stormwater Fund revenues come from stormwater fees and related revenues. The Wastewater Fund's revenues are from sewer utility customers and other sources.

Infrastructure Funds Expenditures

The Transportation Fund provides services for street repairs and maintenance, and traffic engineering. The Streetlight Fund operates the City's streetlights. The Infrastructure Development Fund's operating costs are for the Development Engineering Program, the Public Works Construction Inspections Program, and the Surveying Program. The Water Fund operates and maintains the City water collection and distribution system. The Stormwater Fund maintains the storm water drainage system, detention ponds and the restoration of stream banks. The Wastewater Fund manages the City's sanitary sewer collection system and wastewater treatment plant.

For fiscal year 2017/18, operating expenditures include:

- Transportation Fund.
  - $8.1 million operating budget.
  - 6.8% increase compared to last year's budget.
- Streetlight Fund.
  - $0.5 million operating budget.
  - 23.7% decrease compared to last year's budget.
- Infrastructure Development Fund.
  - $2.7 million operating budget.
  - 12.9% increase compared to last year's budget.
- Water Fund.
  - $10.8 million operating budget.
  - 5.3% increase compared to last year's budget.
- Stormwater Fund.
  - $6.8 million operating budget.
  - 11.1% increase compared to last year's budget.
- Wastewater Fund.
  - $13.9 million operating budget.
  - 4.3% increase compared to last year's budget.

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
210 Transportation Fund						
Intergovernmental Revenue	9,741,118	10,008,838	9,966,000	10,581,000	10,581,000	10,581,000
Charges for Services	34,460	101,129	65,100	22,400	22,400	22,400
Utility License Fees	0	0	0	389,200	389,200	389,200
Interest Income	142,939	222,174	202,020	252,359	252,359	252,359
Miscellaneous Income	12,949	15,529	0	0	0	0
Interfund Transfers	129,330	354,996	453,600	795,700	795,700	795,700
Internal Service Charges	1,267,467	1,155,757	698,000	1,252,000	1,252,000	1,252,000
Other Resources	35,848	0	0	0	0	0
Beginning Balance	9,721,436	12,509,614	10,101,000	15,057,418	15,057,418	15,057,418
Total Transportation Fund	21,085,547	24,368,037	21,485,720	28,350,077	28,350,077	28,350,077

Requirements						
Environmental Services	7,036,776	7,316,102	7,619,148	8,137,315	8,137,315	8,137,315
Total	7,036,776	7,316,102	7,619,148	8,137,315	8,137,315	8,137,315
Interfund Transfers	1,500,978	3,563,802	6,934,500	7,572,200	7,572,200	7,572,200
Contingency	0	0	1,143,000	1,220,000	1,220,000	1,220,000
Debt Service	38,179	0	0	0	0	0
Unappropriated	12,509,614	13,488,133	5,789,072	11,420,562	11,420,562	11,420,562
Total	14,048,771	17,051,935	13,866,572	20,212,762	20,212,762	20,212,762
Total Transportation Fund	21,085,547	24,368,037	21,485,720	28,350,077	28,350,077	28,350,077

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 210 Transportation Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Administration Div.	446,429	464,903	517,908	508,074	508,074	508,074
Support Services Div.	1,786,213	1,831,664	1,907,534	1,954,043	1,954,043	1,954,043
Transportation Planning Div.	465,171	478,691	0	0	0	0
Transportation Maintenanc Div.	2,929,273	3,065,508	3,428,055	3,642,640	3,642,640	3,642,640
Trans Engineering Div.	751,694	748,143	969,320	1,223,300	1,223,300	1,223,300
Traffic Signals Div.	657,996	727,193	796,331	809,258	809,258	809,258
Environmental Services Dept. Total	7,036,776	7,316,102	7,619,148	8,137,315	8,137,315	8,137,315

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 210 Transportation Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Personnel Services	4,125,659	4,316,488	4,236,473	4,677,382	4,677,382	4,677,382
Materials & Services	2,784,638	2,920,407	3,323,975	3,307,433	3,307,433	3,307,433
Capital Outlay	126,479	79,207	58,700	152,500	152,500	152,500
Environmental Services Dept. Total	7,036,776	7,316,102	7,619,148	8,137,315	8,137,315	8,137,315

Fund: Transportation
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$153,781 increase. Includes addition of one position.
Limited Term	$67,267 increase. Reflects a need for limited term personnel due to the new local street reconstruction program.

Materials & Services

Outsourced Serv & Labor	($77,500) decrease. Fiscal year 2016/17 included one-time costs for website coordination. Also reflects anticipated costs for signals and sweeping.
Building R and M	($5,000) decrease. Fiscal year 2016/17 included one-time expenses.
Com Systems R and M	($8,100) decrease. Based on actual cost of GPS tracking.
Traffic Signals	$33,300 increase. Based on anticipated replacements of Rectangular Rapid Flashing Beacons.
Gas, Oil, Lube	($4,000) decrease. Fuel delivery costs are now centralized in the Facilities and Fleet Fund.
R and M Supplies	($3,000) decrease. Reflects anticipated usage.
Comp Equip/Software/Maint	$24,800 increase. Asset management license, maintenance and hardware.

Capital Outlay

Equipment	$93,800 increase. Anticipated purchases for a shared trac-hoe with Parks, Water, Stormwater and Wastewater. Also includes additional plows and sanders for winter storm events.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Transportation Fund						
Environmental Services Department						
Personnel Services						
10-01 Full-Time Employees	2,297,130	2,387,641	2,349,024	2,502,805	2,502,805	2,502,805
10-02 Part-Time Employees	103,609	105,556	65,245	66,876	66,876	66,876
10-03 Overtime	30,740	27,463	51,000	51,000	51,000	51,000
10-04 Limited Term	90	0	0	67,267	67,267	67,267
10-05 Temp/Seasonal	180,897	177,870	210,000	210,000	210,000	210,000
10-10 Shift Differential	0	1,421	2,500	1,500	1,500	1,500
10-12 Certificate Pay	0	950	300	1,000	1,000	1,000
10-14 Crew Leader Pay	2,409	3,113	3,200	3,200	3,200	3,200
10-16 On Call Pay	46,221	47,971	46,000	46,000	46,000	46,000
10-30 Acting In Capacity	2,128	2,731	2,500	3,500	3,500	3,500
10-32 Working Out of Class Pay	144	870	2,000	2,000	2,000	2,000
10-46 Premium Pay	57	0	0	0	0	0
10-61 Accrued Compensated Absen	71,600	54,800	0	0	0	0
10-69 Comp Cashed Out	2,255	2,159	0	0	0	0
Total Personnel Services	2,737,280	2,812,545	2,731,769	2,955,148	2,955,148	2,955,148
Employee Benefits						
11-01 FICA	201,718	211,517	206,855	223,485	223,485	223,485
11-02 Tri-Met Payroll Tax	19,331	20,377	22,510	21,691	21,691	21,691
11-09 PERS - Pension Bond Pymt	96,644	107,039	107,154	98,648	98,648	98,648
11-10 PERS-ER	152,238	198,394	192,127	263,968	263,968	263,968
11-11 PERS-EE	143,266	151,845	163,905	177,309	177,309	177,309
11-20 Health Insurance	582,226	635,857	639,798	722,469	722,469	722,469
11-21 Dental Insurance	73,086	67,344	68,557	71,725	71,725	71,725
11-22 Life Insurance	3,382	2,971	3,213	3,419	3,419	3,419
11-27 Workers' Comp	71,145	59,135	52,257	87,564	87,564	87,564
11-30 Long Term Disability	6,891	4,232	7,243	7,911	7,911	7,911
11-31 FSA-Admin Fee	490	441	365	446	446	446
11-35 HRA/VEBA	37,962	44,791	40,720	43,599	43,599	43,599
Total Employee Benefits	1,388,379	1,503,943	1,504,704	1,722,234	1,722,234	1,722,234
Prof and Tech Services						
20-02 Inspection Fees	0	0	1,500	1,500	1,500	1,500
20-06 Professional Services	22,168	29,903	31,500	32,600	32,600	32,600
20-08 Med and Psych Costs	1,157	863	2,000	2,000	2,000	2,000
20-15 Outsourced Serv & Labor	519,566	502,951	729,500	652,000	652,000	652,000
20-20 Permits and Licenses	2,007	1,918	3,200	2,900	2,900	2,900
20-24 Recording and Title Fees	164	0	0	0	0	0
Total Prof and Tech Services	545,062	535,635	767,700	691,000	691,000	691,000
Property Services						
21-04 Utility Services	47,506	47,804	55,500	56,500	56,500	56,500
21-06 Telephone/Cell Phone	20,275	17,973	22,400	23,400	23,400	23,400
21-20 Building R and M	2,073	1,588	6,200	1,200	1,200	1,200
21-21 Equipment R and M	20,658	26,274	34,400	34,400	34,400	34,400
21-22 Motor Vehicle R and M	984	5,198	2,000	2,000	2,000	2,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Transportation Fund						
Environmental Services Department						
21-23 Com Systems R and M	2,948	6,000	14,600	6,500	6,500	6,500
21-24 Transportation R and M	185,760	233,658	250,000	250,000	250,000	250,000
21-30 Towing and Storage	450	82	3,000	1,000	1,000	1,000
21-40 Equipment Rent/Lease	17,931	8,642	23,200	23,200	23,200	23,200
21-41 Motor Vehicle Rent/Lease	0	0	500	0	0	0
21-43 Bldg/Office Rent/Lease	24,420	25,916	26,000	26,000	26,000	26,000
21-51 Traffic Signals	51,105	84,584	69,500	102,800	102,800	102,800
Total Property Services	374,110	457,719	507,300	527,000	527,000	527,000
Other Services						
22-02 Photographic/Art	26	54	400	400	400	400
22-04 Printing	2,579	617	1,900	1,900	1,900	1,900
22-08 Advertising	55	286	1,150	1,150	1,150	1,150
22-12 Dues and Memberships	3,817	6,150	3,700	3,700	3,700	3,700
22-14 Training and Education	14,605	10,783	19,000	19,000	19,000	19,000
22-16 Community Outreach	603	141	100	100	100	100
22-24 Meals	2,106	4,416	6,100	5,700	5,700	5,700
22-25 Mileage	555	618	1,300	1,300	1,300	1,300
22-26 Promo/Incentive Programs	4,830	2,833	1,300	800	800	800
22-27 Lodging	3,092	5,364	0	0	0	0
22-29 Airfare	194	995	0	0	0	0
22-31 Rental Cars	0	249	0	0	0	0
Total Other Services	32,462	32,506	34,950	34,050	34,050	34,050
Supplies						
23-01 Office Supplies	2,933	3,475	5,300	5,300	5,300	5,300
23-02 Copier/Printer/Fax Supp	676	855	2,300	2,300	2,300	2,300
23-03 Paper	125	403	950	950	950	950
23-10 Gas, Oil, Lube	7,114	2,870	7,650	3,650	3,650	3,650
23-11 Tires	2,658	8,230	4,200	6,200	6,200	6,200
23-12 Veh Supplies and Parts	320	1,577	700	700	700	700
23-13 Veh Repairs/Minor Equip	2,161	2,450	2,500	3,000	3,000	3,000
23-14 Minor Equip and Tools	28,706	35,282	38,300	38,500	38,500	38,500
23-20 Operating/Tech/Scientific	1,211	2,292	3,000	4,500	4,500	4,500
23-24 First Aid and Safety	6,486	4,321	3,100	3,100	3,100	3,100
23-25 Other Operating	113	0	1,250	950	950	950
23-26 Protective Equip/Uniforms	6,303	6,170	8,400	8,400	8,400	8,400
23-40 Pavement Marking	71,750	59,396	80,000	75,000	75,000	75,000
23-41 Signs	70,508	88,522	75,000	80,000	80,000	80,000
23-44 R and M Supplies	969	638	6,250	3,250	3,250	3,250
23-60 Books and Publications	631	586	1,950	1,700	1,700	1,700
23-61 Post/Pack/Del/Courier	1,591	2,133	2,100	2,300	2,300	2,300
23-62 Employee Service Awards	344	596	1,000	1,000	1,000	1,000
23-63 Comp Equip/Software/Maint	9,981	9,261	21,952	46,752	46,752	46,752
Total Supplies	214,580	229,057	265,902	287,552	287,552	287,552
Internal Service Charge						
29-04 Property Management	190,132	196,185	211,102	215,275	215,275	215,275

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Transportation Fund						
Environmental Services Department						
29-06 Vehicle Maintenance	66,126	65,446	72,950	115,094	115,094	115,094
29-07 Vehicle Fuels	48,617	45,331	36,308	39,974	39,974	39,974
29-08 Equipment Replacement	289,115	322,412	303,772	291,487	291,487	291,487
29-11 Computer Replacement Chg	19,772	19,878	19,598	13,852	13,852	13,852
29-12 Information Services	312,479	367,558	403,568	374,535	374,535	374,535
29-21 Liability Mgmnt Charge	89,994	88,997	88,898	90,238	90,238	90,238
29-22 Legal	63,851	71,819	97,900	140,876	140,876	140,876
29-24 City Administration	133,861	124,863	137,653	142,165	142,165	142,165
29-25 Financial Services	105,577	99,589	97,558	97,622	97,622	97,622
29-27 General Support Services	50,114	49,856	47,166	41,435	41,435	41,435
29-29 City-Wide Services	248,786	213,556	231,650	205,278	205,278	205,278
Total Internal Service Charge	1,618,424	1,665,490	1,748,123	1,767,831	1,767,831	1,767,831
Capital Outlay						
30-08 Equipment	53,696	40,399	58,700	152,500	152,500	152,500
30-10 Motor Vehicles	72,783	38,808	0	0	0	0
Total Capital Outlay	126,479	79,207	58,700	152,500	152,500	152,500
Total Requirements	7,036,776	7,316,102	7,619,148	8,137,315	8,137,315	8,137,315

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
212 Streetlight Fund						
Intergovernmental Revenue	211,185	208,783	200,000	125,000	125,000	125,000
Utility License Fees	1,167,096	1,138,217	1,189,000	1,176,000	1,176,000	1,176,000
Interest Income	46,817	47,768	41,100	60,000	60,000	60,000
Miscellaneous Income	142,360	359,168	0	0	0	0
Beginning Balance	8,220,317	6,011,427	4,302,100	3,004,000	3,004,000	3,004,000
Total Streetlight Fund	9,787,775	7,765,363	5,732,200	4,365,000	4,365,000	4,365,000

Requirements						
Environmental Services	605,127	422,013	632,529	482,857	482,857	482,857
Total	605,127	422,013	632,529	482,857	482,857	482,857
Interfund Transfers	3,171,221	2,374,194	3,364,600	1,186,200	1,186,200	1,186,200
Contingency	0	0	95,000	73,000	73,000	73,000
Unappropriated	6,011,427	4,969,156	1,640,071	2,622,943	2,622,943	2,622,943
Total	9,182,648	7,343,350	5,099,671	3,882,143	3,882,143	3,882,143
Total Streetlight Fund	9,787,775	7,765,363	5,732,200	4,365,000	4,365,000	4,365,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 212 Streetlight Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Support Services Div.	114,478	87,355	80,829	65,857	65,857	65,857
Street Lights Div.	490,649	334,658	551,700	417,000	417,000	417,000
Environmental Services Dept. Total	605,127	422,013	632,529	482,857	482,857	482,857

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 212 Streetlight Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Materials & Services	605,127	422,013	632,529	482,857	482,857	482,857
Environmental Services Dept. Total	605,127	422,013	632,529	482,857	482,857	482,857

Fund: Streetlight
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Outsourced Serv & Labor	($24,000) decrease. Reflects additional work being done by existing internal signal maintenance crew.
Utility Services	($105,000) decrease. Reflects lower electricity usage for the LED fixtures.
Bldg/Office Rent/Lease	($4,000) decrease. Fixture storage was required during the replacement project.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Streetlight Fund						
Environmental Services Department						
Prof and Tech Services						
20-06 Professional Services	0	148	0	0	0	0
20-15 Outsourced Serv & Labor	2,103	0	76,000	52,000	52,000	52,000
Total Prof and Tech Services	2,103	148	76,000	52,000	52,000	52,000
Property Services						
21-04 Utility Services	481,603	300,025	420,000	315,000	315,000	315,000
21-43 Bldg/Office Rent/Lease	0	0	4,000	0	0	0
21-50 Street Lights	6,943	34,485	50,000	50,000	50,000	50,000
Total Property Services	488,546	334,510	474,000	365,000	365,000	365,000
Other Services						
22-14 Training and Education	0	0	500	0	0	0
Total Other Services	0	0	500	0	0	0
Supplies						
23-63 Comp Equip/Software/Maint	0	0	1,200	0	0	0
Total Supplies	0	0	1,200	0	0	0
Internal Service Charge						
29-19 Code Enforcement Charge	10,092	6,589	7,129	7,574	7,574	7,574
29-20 Economic Development Chg	5,850	3,379	5,676	5,139	5,139	5,139
29-21 Liability Mgmnt Charge	6,821	5,377	4,285	3,245	3,245	3,245
29-22 Legal	3,377	2,342	2,592	2,907	2,907	2,907
29-24 City Administration	23,262	17,831	16,375	13,732	13,732	13,732
29-25 Financial Services	18,347	14,221	11,605	9,430	9,430	9,430
29-27 General Support Services	8,709	7,120	5,611	4,002	4,002	4,002
29-29 City-Wide Services	38,020	30,496	27,556	19,828	19,828	19,828
Total Internal Service Charge	114,478	87,355	80,829	65,857	65,857	65,857
Total Requirements	605,127	422,013	632,529	482,857	482,857	482,857

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
240 Infrastructure Dev Fund						
Charges for Services	508,535	523,657	546,920	489,080	489,080	489,080
Interest Income	27,782	37,038	35,000	29,700	29,700	29,700
Miscellaneous Income	1,822	3,625	0	0	0	0
Interfund Transfers	850,600	1,071,200	1,135,600	1,503,600	1,503,600	1,503,600
Internal Service Charges	291,938	273,783	313,000	286,000	286,000	286,000
Beginning Balance	1,609,589	1,702,582	1,749,700	1,485,900	1,485,900	1,485,900
Total Infrastructure Dev Fund	3,290,266	3,611,885	3,780,220	3,794,280	3,794,280	3,794,280

Requirements						
Environmental Services	1,587,684	1,754,094	2,425,217	2,737,446	2,737,446	2,737,446
Total	1,587,684	1,754,094	2,425,217	2,737,446	2,737,446	2,737,446
Contingency	0	0	364,000	411,000	411,000	411,000
Unappropriated	1,702,582	1,857,791	991,003	645,834	645,834	645,834
Total	1,702,582	1,857,791	1,355,003	1,056,834	1,056,834	1,056,834
Total Infrastructure Dev Fund	3,290,266	3,611,885	3,780,220	3,794,280	3,794,280	3,794,280

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 240 Infrastructure Dev Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Support Services Div.	445,379	451,757	541,937	673,855	673,855	673,855
Development Engineering Div.	543,946	575,746	966,955	1,020,859	1,020,859	1,020,859
IDF Inspections Div.	374,696	486,622	609,068	707,596	707,596	707,596
IDF Surveying Div.	223,663	239,969	307,257	335,136	335,136	335,136
Environmental Services Dept. Total	1,587,684	1,754,094	2,425,217	2,737,446	2,737,446	2,737,446

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 240 Infrastructure Dev Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Personnel Services	1,150,684	1,270,679	1,831,926	1,986,922	1,986,922	1,986,922
Materials & Services	437,000	457,120	593,291	720,524	720,524	720,524
Capital Outlay	0	26,295	0	30,000	30,000	30,000
Environmental Services Dept. Total	1,587,684	1,754,094	2,425,217	2,737,446	2,737,446	2,737,446

Fund: Infrastructure Development
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$100,940 increase. Reflects a shift of personnel from part-time to full-time.
Part-Time Employees	($70,677) decrease. Reflects a shift of personnel from part-time to full-time.
Overtime	$12,000 increase. Reflects increase related to development activity for inspections.
Limited Term	$7,883 increase. Reflects anticipated costs.

Materials & Services

Outsourced Serv & Labor	$10,000 increase. Allows for increased inspections based on development activity needs.

Capital Outlay

Equipment	$30,000 increase. Anticipated purchase of inspection-related equipment.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Infrastructure Dev Fund						
Environmental Services Department						
Personnel Services						
10-01 Full-Time Employees	626,452	647,777	891,943	992,883	992,883	992,883
10-02 Part-Time Employees	52,880	91,437	186,141	115,464	115,464	115,464
10-03 Overtime	32,878	29,810	37,000	49,000	49,000	49,000
10-04 Limited Term	49,417	38,114	56,285	64,168	64,168	64,168
10-05 Temp/Seasonal	2,580	22,771	15,000	15,000	15,000	15,000
10-30 Acting In Capacity	843	859	2,000	2,000	2,000	2,000
10-61 Accrued Compensated Absen	11,200	6,800	0	0	0	0
10-69 Comp Cashed Out	1,433	1,461	0	0	0	0
Total Personnel Services	777,683	839,029	1,188,369	1,238,515	1,238,515	1,238,515
Employee Benefits						
11-01 FICA	57,844	62,815	89,980	93,464	93,464	93,464
11-02 Tri-Met Payroll Tax	5,554	6,148	9,793	9,090	9,090	9,090
11-09 PERS - Pension Bond Pymt	34,757	35,463	36,687	42,914	42,914	42,914
11-10 PERS-ER	57,008	61,709	73,771	119,735	119,735	119,735
11-11 PERS-EE	43,802	42,066	71,302	74,311	74,311	74,311
11-20 Health Insurance	122,282	167,990	279,063	325,984	325,984	325,984
11-21 Dental Insurance	16,469	17,921	33,489	32,273	32,273	32,273
11-22 Life Insurance	848	844	1,300	1,302	1,302	1,302
11-27 Workers' Comp	19,530	21,586	25,291	26,167	26,167	26,167
11-30 Long Term Disability	2,055	1,271	3,403	3,518	3,518	3,518
11-31 FSA-Admin Fee	147	115	87	179	179	179
11-35 HRA/VEBA	12,705	13,722	19,391	19,470	19,470	19,470
Total Employee Benefits	373,001	431,650	643,557	748,407	748,407	748,407
Prof and Tech Services						
20-06 Professional Services	6,516	2,039	15,500	15,500	15,500	15,500
20-15 Outsourced Serv & Labor	21,474	45,553	45,000	55,000	55,000	55,000
20-20 Permits and Licenses	0	0	250	250	250	250
20-24 Recording and Title Fees	0	0	3,500	3,500	3,500	3,500
Total Prof and Tech Services	27,990	47,592	64,250	74,250	74,250	74,250
Property Services						
21-06 Telephone/Cell Phone	1,729	2,332	6,500	5,000	5,000	5,000
21-21 Equipment R and M	0	0	3,000	2,000	2,000	2,000
21-22 Motor Vehicle R and M	0	95	1,000	500	500	500
21-23 Com Systems R and M	0	0	250	0	0	0
Total Property Services	1,729	2,427	10,750	7,500	7,500	7,500
Other Services						
22-04 Printing	128	408	750	750	750	750
22-08 Advertising	176	0	500	500	500	500
22-12 Dues and Memberships	1,266	1,187	3,200	2,500	2,500	2,500
22-14 Training and Education	2,968	1,728	8,000	9,000	9,000	9,000
22-24 Meals	0	95	0	0	0	0

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Infrastructure Dev Fund						
Environmental Services Department						
22-32 Fines/Interest/Penalties	2,000	0	0	0	0	0
Total Other Services	6,538	3,418	12,450	12,750	12,750	12,750
Supplies						
23-01 Office Supplies	786	885	2,800	1,800	1,800	1,800
23-02 Copier/Printer/Fax Supp	1,210	1,179	2,000	1,500	1,500	1,500
23-12 Veh Supplies and Parts	72	51	2,250	850	850	850
23-13 Veh Repairs/Minor Equip	1,056	1,609	1,750	1,750	1,750	1,750
23-14 Minor Equip and Tools	5,271	2,823	5,500	5,500	5,500	5,500
23-20 Operating/Tech/Scientific	72	147	1,250	1,250	1,250	1,250
23-24 First Aid and Safety	319	0	450	450	450	450
23-26 Protective Equip/Uniforms	0	1,395	1,250	1,250	1,250	1,250
23-60 Books and Publications	87	0	950	950	950	950
23-61 Post/Pack/Del/Courier	0	0	300	300	300	300
23-62 Employee Service Awards	142	538	250	250	250	250
23-63 Comp Equip/Software/Maint	495	348	7,132	5,400	5,400	5,400
23-64 Employee Recognition Prog	141	0	0	0	0	0
Total Supplies	9,651	8,975	25,882	21,250	21,250	21,250
Internal Service Charge						
29-04 Property Management	48,784	50,666	52,658	66,986	66,986	66,986
29-06 Vehicle Maintenance	18,516	20,053	25,491	35,652	35,652	35,652
29-07 Vehicle Fuels	27,368	22,094	14,632	14,165	14,165	14,165
29-08 Equipment Replacement	19,412	18,187	35,800	34,716	34,716	34,716
29-11 Computer Replacement Chg	6,012	4,475	6,904	7,276	7,276	7,276
29-12 Information Services	72,399	73,834	92,540	145,214	145,214	145,214
29-19 Code Enforcement Charge	12,731	10,492	15,570	25,856	25,856	25,856
29-20 Economic Development Chg	7,380	5,381	12,396	17,543	17,543	17,543
29-21 Liability Mgmnt Charge	31,838	32,054	34,194	36,162	36,162	36,162
29-22 Legal	35,222	46,526	56,228	60,791	60,791	60,791
29-24 City Administration	29,343	28,395	35,763	46,876	46,876	46,876
29-25 Financial Services	23,143	22,648	25,346	32,189	32,189	32,189
29-27 General Support Services	10,985	11,338	12,254	13,662	13,662	13,662
29-29 City-Wide Services	47,959	48,565	60,183	67,686	67,686	67,686
Total Internal Service Charge	391,092	394,708	479,959	604,774	604,774	604,774
Capital Outlay						
30-08 Equipment	0	26,295	0	30,000	30,000	30,000
Total Capital Outlay	0	26,295	0	30,000	30,000	30,000
Total Requirements	1,587,684	1,754,094	2,425,217	2,737,446	2,737,446	2,737,446

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
510 Water Fund						
Intergovernmental Revenue	88,254	93,364	80,000	80,000	80,000	80,000
Charges for Services	12,033,405	13,202,698	13,097,800	13,639,500	13,639,500	13,639,500
Interest Income	170,949	224,725	146,000	237,000	237,000	237,000
Miscellaneous Income	138,869	135,033	188,200	177,600	177,600	177,600
Interfund Transfers	226,678	232,248	300,800	308,200	308,200	308,200
Internal Service Charges	490,769	302,842	548,000	361,000	361,000	361,000
Other Resources	3,210,342	0	0	0	0	0
Beginning Balance	14,540,540	13,799,421	14,519,300	15,685,100	15,685,100	15,685,100
Total Water Fund	30,899,806	27,990,331	28,880,100	30,488,400	30,488,400	30,488,400

Requirements						
Environmental Services	8,874,198	9,011,762	10,281,235	10,830,653	10,830,653	10,830,653
Total	8,874,198	9,011,762	10,281,235	10,830,653	10,830,653	10,830,653
Interfund Transfers	5,011,960	2,229,987	3,592,950	3,129,450	3,129,450	3,129,450
Contingency	0	0	1,542,000	1,625,000	1,625,000	1,625,000
Debt Service	3,214,227	0	0	0	0	0
Unappropriated	13,799,421	16,748,582	13,463,915	14,903,297	14,903,297	14,903,297
Total	22,025,608	18,978,569	18,598,865	19,657,747	19,657,747	19,657,747
Total Water Fund	30,899,806	27,990,331	28,880,100	30,488,400	30,488,400	30,488,400

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 510 Water Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Administration Div.	366,490	401,708	458,625	489,671	489,671	489,671
New Water Meter Installs Div.	62,435	115,541	88,450	158,450	158,450	158,450
Support Services Div.	2,157,692	1,986,827	2,464,301	2,569,051	2,569,051	2,569,051
Water Operation and Maint Div.	5,760,459	5,905,926	6,674,177	7,044,311	7,044,311	7,044,311
Water Engineering Div.	527,122	601,760	595,682	569,170	569,170	569,170
Environmental Services Dept. Total	8,874,198	9,011,762	10,281,235	10,830,653	10,830,653	10,830,653

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 510 Water Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Personnel Services	2,894,467	2,936,981	3,263,029	3,358,086	3,358,086	3,358,086
Materials & Services	5,859,828	6,073,237	6,981,706	7,411,067	7,411,067	7,411,067
Capital Outlay	119,903	1,544	36,500	61,500	61,500	61,500
Environmental Services Dept. Total	8,874,198	9,011,762	10,281,235	10,830,653	10,830,653	10,830,653

Fund: Water
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Temp/Seasonal	($10,000) decrease. Reflects anticipated needs.

Materials & Services

Professional Services	$18,600 increase. Allows for more outreach related to lead and copper compliance.
Outsourced Serv & Labor	($20,000) decrease. Fiscal year 2016/17 included one-time costs for website coordination.
Building R and M	($5,000) decrease. Fiscal year 2016/17 included one-time expenses.
Water Line R and M	$70,000 increase. Anticipated increase in development activity. This is related to new water meter installs.
Gas, Oil, Lube	($4,000) decrease. Fuel delivery costs are now centralized in the Facilities and Fleet Fund.
Minor Equip and Tools	($5,000) decrease. Reduction in Wellfield program tools.
Comp Equip/Software/Maint	$19,858 increase. Asset management license, maintenance and hardware.

Capital Outlay

Equipment	$25,000 increase. Anticipated purchases for a shared trac-hoe with Parks, Transportation, Stormwater and Wastewater.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Water Fund						
Environmental Services Department						
Personnel Services						
10-01 Full-Time Employees	1,722,419	1,750,185	1,903,479	1,901,319	1,901,319	1,901,319
10-02 Part-Time Employees	0	52	0	0	0	0
10-03 Overtime	22,259	11,825	35,000	35,500	35,500	35,500
10-04 Limited Term	21,285	0	0	0	0	0
10-05 Temp/Seasonal	15,138	18,405	60,000	50,000	50,000	50,000
10-10 Shift Differential	818	336	0	500	500	500
10-12 Certificate Pay	1,500	900	1,500	1,500	1,500	1,500
10-14 Crew Leader Pay	700	514	1,000	1,000	1,000	1,000
10-16 On Call Pay	43,146	46,919	40,000	40,000	40,000	40,000
10-30 Acting In Capacity	4,666	563	4,500	3,500	3,500	3,500
10-32 Working Out of Class Pay	1,406	479	2,000	1,000	1,000	1,000
10-46 Premium Pay	207	0	0	0	0	0
10-61 Accrued Compensated Absen	56,800	21,400	0	0	0	0
10-69 Comp Cashed Out	2,180	2,006	0	0	0	0
Total Personnel Services	1,892,524	1,853,584	2,047,479	2,034,319	2,034,319	2,034,319
Employee Benefits						
11-01 FICA	138,745	138,583	155,118	153,632	153,632	153,632
11-02 Tri-Met Payroll Tax	13,290	13,357	16,871	14,932	14,932	14,932
11-09 PERS - Pension Bond Pymt	70,166	74,618	73,289	73,938	73,938	73,938
11-10 PERS-ER	136,041	169,415	181,966	223,979	223,979	223,979
11-11 PERS-EE	108,882	108,274	122,848	122,058	122,058	122,058
11-20 Health Insurance	405,120	438,193	475,162	547,265	547,265	547,265
11-21 Dental Insurance	50,430	46,039	51,673	52,445	52,445	52,445
11-22 Life Insurance	2,352	2,066	2,442	2,437	2,437	2,437
11-27 Workers' Comp	41,850	56,662	96,758	93,182	93,182	93,182
11-30 Long Term Disability	4,981	2,993	5,710	5,703	5,703	5,703
11-31 FSA-Admin Fee	243	167	171	178	178	178
11-35 HRA/VEBA	29,843	33,030	33,542	34,018	34,018	34,018
Total Employee Benefits	1,001,943	1,083,397	1,215,550	1,323,767	1,323,767	1,323,767
Prof and Tech Services						
20-06 Professional Services	27,164	38,230	42,500	61,100	61,100	61,100
20-08 Med and Psych Costs	1,280	495	1,000	1,000	1,000	1,000
20-15 Outsourced Serv & Labor	58,063	55,679	130,450	110,450	110,450	110,450
20-20 Permits and Licenses	204	66,493	2,650	2,650	2,650	2,650
20-22 Assessments and Fees	490	150	1,350	1,350	1,350	1,350
Total Prof and Tech Services	87,201	161,047	177,950	176,550	176,550	176,550
Property Services						
21-04 Utility Services	92,434	117,748	114,200	123,200	123,200	123,200
21-06 Telephone/Cell Phone	57,193	56,482	61,800	61,800	61,800	61,800
21-20 Building R and M	4,240	1,679	7,500	2,500	2,500	2,500
21-21 Equipment R and M	15,127	1,990	15,700	15,700	15,700	15,700
21-22 Motor Vehicle R and M	180	471	1,000	1,000	1,000	1,000
21-23 Com Systems R and M	3,067	2,353	3,500	3,500	3,500	3,500

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Water Fund						
Environmental Services Department						
21-27 Water Line R and M	194,716	214,380	220,000	290,000	290,000	290,000
21-40 Equipment Rent/Lease	5,296	5,237	9,200	9,200	9,200	9,200
Total Property Services	372,253	400,340	432,900	506,900	506,900	506,900
Other Services						
22-02 Photographic/Art	0	34	500	500	500	500
22-04 Printing	3,048	3,381	4,750	5,250	5,250	5,250
22-08 Advertising	105	471	200	700	700	700
22-12 Dues and Memberships	42,717	42,025	49,800	49,800	49,800	49,800
22-14 Training and Education	18,510	8,444	21,500	22,000	22,000	22,000
22-16 Community Outreach	0	24	0	0	0	0
22-24 Meals	2,015	3,321	4,050	4,050	4,050	4,050
22-25 Mileage	285	291	820	820	820	820
22-26 Promo/Incentive Programs	3,788	11,296	68,000	70,500	70,500	70,500
22-27 Lodging	4,804	4,905	2,000	2,000	2,000	2,000
22-29 Airfare	488	1,731	0	0	0	0
Total Other Services	75,760	75,923	151,620	155,620	155,620	155,620
Supplies						
23-01 Office Supplies	2,388	3,189	4,000	4,000	4,000	4,000
23-02 Copier/Printer/Fax Supp	1,678	1,322	2,400	2,400	2,400	2,400
23-03 Paper	1,638	133	100	100	100	100
23-10 Gas, Oil, Lube	5,558	373	6,000	2,000	2,000	2,000
23-11 Tires	217	39	1,000	1,000	1,000	1,000
23-12 Veh Supplies and Parts	274	1,195	1,000	3,000	3,000	3,000
23-13 Veh Repairs/Minor Equip	3,722	6,006	5,000	6,000	6,000	6,000
23-14 Minor Equip and Tools	36,059	30,756	46,500	41,500	41,500	41,500
23-20 Operating/Tech/Scientific	4,258	885	3,500	3,500	3,500	3,500
23-24 First Aid and Safety	5,253	3,501	6,200	6,200	6,200	6,200
23-25 Other Operating	87	4	0	0	0	0
23-26 Protective Equip/Uniforms	776	2,141	2,200	2,400	2,400	2,400
23-41 Signs	0	41	250	500	500	500
23-42 Water Purchase from Port	2,143,628	2,386,430	2,647,000	2,703,666	2,703,666	2,703,666
23-44 R and M Supplies	14,754	18,735	20,000	20,000	20,000	20,000
23-45 Water Purchase Other	189,423	191,166	211,500	211,500	211,500	211,500
23-60 Books and Publications	911	216	1,900	1,900	1,900	1,900
23-61 Post/Pack/Del/Courier	2,253	2,730	4,050	4,050	4,050	4,050
23-62 Employee Service Awards	344	712	700	700	700	700
23-63 Comp Equip/Software/Maint	34,589	24,714	52,392	72,250	72,250	72,250
Total Supplies	2,447,810	2,674,288	3,015,692	3,086,666	3,086,666	3,086,666
Internal Service Charge						
29-04 Property Management	165,370	176,275	184,561	198,950	198,950	198,950
29-06 Vehicle Maintenance	56,471	63,765	76,884	106,859	106,859	106,859
29-07 Vehicle Fuels	54,232	44,737	32,869	33,286	33,286	33,286
29-08 Equipment Replacement	108,515	111,544	149,985	139,010	139,010	139,010
29-11 Computer Replacement Chg	14,185	15,368	14,904	11,120	11,120	11,120
29-12 Information Services	292,691	319,961	341,898	329,510	329,510	329,510

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Water Fund						
Environmental Services Department						
29-16 Internal Prof Svcs	1,365	0	3,000	3,000	3,000	3,000
29-18 Utility Financial Svcs	559,505	348,388	643,257	642,007	642,007	642,007
29-19 Code Enforcement Charge	54,255	46,781	64,886	94,879	94,879	94,879
29-20 Economic Development Chg	31,452	23,995	51,660	64,373	64,373	64,373
29-21 Liability Mgmnt Charge	136,993	148,175	150,708	156,303	156,303	156,303
29-22 Legal	29,111	23,888	26,120	37,003	37,003	37,003
29-24 City Administration	125,055	126,605	149,033	172,009	172,009	172,009
29-25 Financial Services	98,631	100,978	105,623	118,116	118,116	118,116
29-27 General Support Services	46,817	50,552	51,066	50,134	50,134	50,134
29-29 City-Wide Services	272,393	254,535	250,800	248,372	248,372	248,372
29-60 Utility License Fee	829,763	906,092	906,290	1,080,400	1,080,400	1,080,400
Total Internal Service Charge	2,876,804	2,761,639	3,203,544	3,485,331	3,485,331	3,485,331
Capital Outlay						
30-08 Equipment	97,185	1,544	36,500	61,500	61,500	61,500
30-12 Hardware and Software	22,718	0	0	0	0	0
Total Capital Outlay	119,903	1,544	36,500	61,500	61,500	61,500
Total Requirements	8,874,198	9,011,762	10,281,235	10,830,653	10,830,653	10,830,653

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
540 Stormwater Fund						
Licenses and Permits	10,000	1,595	0	0	0	0
Intergovernmental Revenue	49	1,332,838	2,000,000	0	0	0
Charges for Services	7,130,502	7,619,985	7,843,700	7,956,400	7,956,400	7,956,400
Interest Income	105,774	162,809	168,270	258,480	258,480	258,480
Miscellaneous Income	2,457	25,953	0	40,000	40,000	40,000
Interfund Transfers	814,612	597,000	743,800	628,000	628,000	628,000
Internal Service Charges	413,885	484,127	474,000	368,000	368,000	368,000
Other Resources	0	0	101,535	0	0	0
Beginning Balance	8,444,794	10,322,949	11,168,000	12,924,000	12,924,000	12,924,000
Total Stormwater Fund	16,922,073	20,547,256	22,499,305	22,174,880	22,174,880	22,174,880

Requirements						
Environmental Services	5,081,162	5,571,777	6,115,201	6,790,960	6,790,960	6,790,960
Total	5,081,162	5,571,777	6,115,201	6,790,960	6,790,960	6,790,960
Interfund Transfers	1,517,962	1,444,650	4,385,550	3,360,350	3,360,350	3,360,350
Contingency	0	0	918,000	1,019,000	1,019,000	1,019,000
Unappropriated	10,322,949	13,530,829	11,080,554	11,004,570	11,004,570	11,004,570
Total	11,840,911	14,975,479	16,384,104	15,383,920	15,383,920	15,383,920
Total Stormwater Fund	16,922,073	20,547,256	22,499,305	22,174,880	22,174,880	22,174,880

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 540 Stormwater Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Administration Div.	385,264	373,230	426,831	465,590	465,590	465,590
Support Services Div.	1,768,297	1,651,808	1,863,213	1,970,829	1,970,829	1,970,829
Natural Resources Div.	273,432	350,615	403,437	414,182	414,182	414,182
Water Quality Div.	603,965	665,554	830,951	888,204	888,204	888,204
Stormwater Sys Maint-Plan Div.	1,755,770	1,885,829	2,180,644	2,579,841	2,579,841	2,579,841
Stormwater Engineering Div.	294,434	644,741	410,125	472,314	472,314	472,314
Environmental Services Dept. Total	5,081,162	5,571,777	6,115,201	6,790,960	6,790,960	6,790,960

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 540 Stormwater Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Personnel Services	2,113,939	2,327,018	2,739,242	2,946,486	2,946,486	2,946,486
Materials & Services	2,883,923	3,224,368	3,362,459	3,805,974	3,805,974	3,805,974
Capital Outlay	83,300	20,391	13,500	38,500	38,500	38,500
Environmental Services Dept. Total	5,081,162	5,571,777	6,115,201	6,790,960	6,790,960	6,790,960

Fund: Stormwater
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Temp/Seasonal	$20,000 increase. Reflects an intern for Stormwater Engineering.

Materials & Services

Outsourced Serv & Labor	$208,500 increase. Reflects increased storm line inspections related to the local street reconstruction project. Also moved debris removal from Utility Services line item.
Utility Services	($16,000) decrease. Moved debris removal to Outsourced Services.
Building R and M	($5,000) decrease. Fiscal year 2016/17 included one-time expenses.
Equipment R and M	$3,000 increase. Reflects anticipated needs.
Storm Drain R and M	$9,500 increase. Reflects anticipated needs along with new development activities.
Advertising	$3,750 increase. Increased for homeowner outreach related to habitat conservation and support of GREAT & Ecobiz business ads.
Contributions/City Match	$5,500 increase. Allows for support for wetlands conservancy for Chastain and Johnson Creek.
Gas, Oil, Lube	($4,000) decrease. Fuel delivery costs are now centralized in the Facilities and Fleet Fund.
Minor Equip and Tools	($5,750) decrease. Moved plant stock purchases to Operating/Tech/Scientific. Partially offset by other increases to align budget with actual expenditures.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

Materials & Services Continued

Operating/Tech/Scientific	$15,000 increase. Plant stock purchases moved from Minor Equipment and Tools.
Comp Equip/Software/Maint	$19,055 increase. Asset management license, maintenance and hardware.

Capital Outlay

Equipment	$25,000 increase. Anticipated purchases for a shared trac-hoe with Parks, Transportation, Water and Wastewater.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Stormwater Fund						
Environmental Services Department						
Personnel Services						
10-01 Full-Time Employees	1,268,470	1,380,978	1,644,391	1,741,944	1,741,944	1,741,944
10-02 Part-Time Employees	0	936	0	0	0	0
10-03 Overtime	14,229	13,903	19,000	19,500	19,500	19,500
10-04 Limited Term	27,044	0	0	0	0	0
10-05 Temp/Seasonal	49,341	38,846	60,650	80,650	80,650	80,650
10-12 Certificate Pay	0	1,300	1,500	1,500	1,500	1,500
10-14 Crew Leader Pay	938	505	2,500	1,000	1,000	1,000
10-16 On Call Pay	11,707	23,047	20,200	20,200	20,200	20,200
10-30 Acting In Capacity	876	2,377	2,500	3,000	3,000	3,000
10-32 Working Out of Class Pay	6,945	1,131	2,000	2,000	2,000	2,000
10-46 Premium Pay	133	0	0	0	0	0
10-61 Accrued Compensated Absen	18,500	53,700	0	0	0	0
10-69 Comp Cashed Out	2,394	66	0	0	0	0
Total Personnel Services	1,400,577	1,516,789	1,752,741	1,869,794	1,869,794	1,869,794
Employee Benefits						
11-01 FICA	106,340	110,704	133,047	141,785	141,785	141,785
11-02 Tri-Met Payroll Tax	10,177	10,665	14,441	13,725	13,725	13,725
11-09 PERS - Pension Bond Pymt	61,419	66,993	63,533	63,294	63,294	63,294
11-10 PERS-ER	73,914	93,938	108,328	158,857	158,857	158,857
11-11 PERS-EE	76,844	81,093	105,165	112,188	112,188	112,188
11-20 Health Insurance	288,660	347,505	427,738	452,363	452,363	452,363
11-21 Dental Insurance	35,795	36,132	46,290	43,777	43,777	43,777
11-22 Life Insurance	1,761	1,708	2,114	2,191	2,191	2,191
11-27 Workers' Comp	30,690	33,127	52,499	53,735	53,735	53,735
11-30 Long Term Disability	3,629	2,356	4,933	5,225	5,225	5,225
11-31 FSA-Admin Fee	262	232	238	180	180	180
11-35 HRA/VEBA	23,871	25,776	28,175	29,372	29,372	29,372
Total Employee Benefits	713,362	810,229	986,501	1,076,692	1,076,692	1,076,692
Prof and Tech Services						
20-06 Professional Services	78,218	96,382	164,000	178,194	178,194	178,194
20-08 Med and Psych Costs	1,099	968	1,000	1,000	1,000	1,000
20-15 Outsourced Serv & Labor	268,997	303,102	448,000	656,500	656,500	656,500
20-20 Permits and Licenses	8,140	351,028	10,085	9,300	9,300	9,300
20-22 Assessments and Fees	0	30	0	0	0	0
Total Prof and Tech Services	356,454	751,510	623,085	844,994	844,994	844,994
Property Services						
21-04 Utility Services	20,500	2,955	23,000	7,000	7,000	7,000
21-06 Telephone/Cell Phone	17,744	15,947	20,000	20,200	20,200	20,200
21-20 Building R and M	1,308	144	6,500	1,500	1,500	1,500
21-21 Equipment R and M	19,256	8,155	29,700	32,700	32,700	32,700
21-22 Motor Vehicle R and M	19	1,605	1,000	1,000	1,000	1,000
21-23 Com Systems R and M	2,066	1,620	2,500	2,500	2,500	2,500
21-26 Wastewater R and M	93	65	0	0	0	0

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Stormwater Fund						
Environmental Services Department						
21-28 Storm Drain R and M	37,710	35,883	55,500	65,000	65,000	65,000
21-40 Equipment Rent/Lease	5,246	12,206	17,700	17,700	17,700	17,700
Total Property Services	103,942	78,580	155,900	147,600	147,600	147,600
Other Services						
22-02 Photographic/Art	70	0	150	150	150	150
22-04 Printing	1,883	14,109	6,100	6,100	6,100	6,100
22-08 Advertising	20,509	10,297	18,450	22,200	22,200	22,200
22-12 Dues and Memberships	368	2,894	5,600	5,600	5,600	5,600
22-14 Training and Education	9,399	13,077	21,750	21,750	21,750	21,750
22-16 Community Outreach	38,391	63,693	56,250	61,050	61,050	61,050
22-24 Meals	2,482	3,109	3,850	3,850	3,850	3,850
22-25 Mileage	3,239	4,771	4,350	5,550	5,550	5,550
22-26 Promo/Incentive Programs	66	30	6,500	6,000	6,000	6,000
22-27 Lodging	1,335	1,673	1,500	1,500	1,500	1,500
22-34 Contributions/City Match	36,911	42,130	41,500	47,000	47,000	47,000
Total Other Services	114,653	155,783	166,000	180,750	180,750	180,750
Supplies						
23-01 Office Supplies	4,400	4,591	5,600	5,100	5,100	5,100
23-02 Copier/Printer/Fax Supp	2,015	1,590	2,000	2,500	2,500	2,500
23-03 Paper	52	201	100	100	100	100
23-10 Gas, Oil, Lube	5,508	1,263	6,300	2,300	2,300	2,300
23-11 Tires	758	200	200	200	200	200
23-12 Veh Supplies and Parts	4,287	1,352	2,000	2,000	2,000	2,000
23-13 Veh Repairs/Minor Equip	2,835	1,234	3,000	3,000	3,000	3,000
23-14 Minor Equip and Tools	58,815	31,804	34,000	28,250	28,250	28,250
23-20 Operating/Tech/Scientific	4,673	19,925	5,450	20,450	20,450	20,450
23-24 First Aid and Safety	3,921	3,630	5,000	5,000	5,000	5,000
23-25 Other Operating	29,330	21,488	30,100	30,100	30,100	30,100
23-26 Protective Equip/Uniforms	3,358	4,066	4,500	4,500	4,500	4,500
23-40 Pavement Marking	1,637	1,196	1,500	1,500	1,500	1,500
23-41 Signs	4,356	2,635	2,750	3,500	3,500	3,500
23-44 R and M Supplies	3,754	3,757	3,500	4,000	4,000	4,000
23-60 Books and Publications	873	2,216	1,950	1,700	1,700	1,700
23-61 Post/Pack/Del/Courier	2,123	3,999	2,900	2,900	2,900	2,900
23-62 Employee Service Awards	596	520	850	850	850	850
23-63 Comp Equip/Software/Maint	240	1,152	10,695	29,750	29,750	29,750
23-64 Employee Recognition Prog	41	0	0	0	0	0
Total Supplies	133,572	106,819	122,395	147,700	147,700	147,700
Internal Service Charge						
29-04 Property Management	174,315	179,769	191,919	207,448	207,448	207,448
29-06 Vehicle Maintenance	46,810	47,553	55,218	68,150	68,150	68,150
29-07 Vehicle Fuels	45,706	39,360	29,836	35,873	35,873	35,873
29-08 Equipment Replacement	218,285	216,865	158,988	188,687	188,687	188,687
29-11 Computer Replacement Chg	17,931	16,904	16,301	13,911	13,911	13,911
29-12 Information Services	290,327	331,157	334,080	342,709	342,709	342,709

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Stormwater Fund						
Environmental Services Department						
29-16 Internal Prof Svcs	431	1,785	0	0	0	0
29-18 Utility Financial Svcs	420,621	261,909	483,583	482,644	482,644	482,644
29-19 Code Enforcement Charge	29,619	26,960	35,869	50,855	50,855	50,855
29-20 Economic Development Chg	17,171	13,828	28,557	34,504	34,504	34,504
29-21 Liability Mgmnt Charge	54,540	56,963	57,132	57,482	57,482	57,482
29-22 Legal	43,103	46,839	48,053	56,033	56,033	56,033
29-24 City Administration	68,271	72,963	82,385	92,196	92,196	92,196
29-25 Financial Services	53,846	58,194	58,389	63,310	63,310	63,310
29-27 General Support Services	25,559	29,133	28,229	26,871	26,871	26,871
29-29 City-Wide Services	170,084	153,291	138,642	133,127	133,127	133,127
29-33 Wastewater Eng Services	7,271	54,886	0	0	0	0
29-60 Utility License Fee	491,412	523,317	547,898	631,130	631,130	631,130
Total Internal Service Charge	2,175,302	2,131,676	2,295,079	2,484,930	2,484,930	2,484,930
Capital Outlay						
30-08 Equipment	83,300	20,391	13,500	38,500	38,500	38,500
Total Capital Outlay	83,300	20,391	13,500	38,500	38,500	38,500
Total Requirements	5,081,162	5,571,777	6,115,201	6,790,960	6,790,960	6,790,960

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
550 Wastewater Fund						
Taxes	84	51	0	0	0	0
Licenses and Permits	5,499	6,830	6,600	6,200	6,200	6,200
Intergovernmental Revenue	189,833	190,376	184,300	218,900	218,900	218,900
Charges for Services	14,989,980	16,101,872	16,997,000	17,837,300	17,837,300	17,837,300
Interest Income	426,363	516,454	496,600	723,300	723,300	723,300
Miscellaneous Income	19,847	107,262	1,002,700	672,700	672,700	672,700
Interfund Transfers	2,351,859	927,422	789,500	782,500	782,500	782,500
Internal Service Charges	845,676	917,915	797,000	1,095,000	1,095,000	1,095,000
Other Resources	6,244,371	0	0	0	0	0
Beginning Balance	36,599,032	35,348,346	33,026,000	36,168,000	36,168,000	36,168,000
Total Wastewater Fund	61,672,544	54,116,528	53,299,700	57,503,900	57,503,900	57,503,900
Requirements						
Environmental Services	11,782,087	11,790,666	13,325,512	13,893,244	13,893,244	13,893,244
Total	11,782,087	11,790,666	13,325,512	13,893,244	13,893,244	13,893,244
Interfund Transfers	8,034,486	6,447,786	7,857,150	12,368,050	12,368,050	12,368,050
Contingency	0	0	1,999,000	2,084,000	2,084,000	2,084,000
Debt Service	6,507,625	131,000	135,000	132,300	132,300	132,300
Unappropriated	35,348,346	35,747,076	29,983,038	29,026,306	29,026,306	29,026,306
Total	49,890,457	42,325,862	39,974,188	43,610,656	43,610,656	43,610,656
Total Wastewater Fund	61,672,544	54,116,528	53,299,700	57,503,900	57,503,900	57,503,900

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 550 Wastewater Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Administration Div.	462,115	387,224	444,037	500,458	500,458	500,458
Support Services Div.	3,265,626	2,955,256	3,602,338	3,733,220	3,733,220	3,733,220
Wastewater Engineering Div.	560,397	668,651	614,194	636,145	636,145	636,145
Wastewater Maint and Plan Div.	2,591,494	2,826,910	3,013,210	3,415,562	3,415,562	3,415,562
Wastewater Treatmnt Plant Div.	4,902,455	4,952,625	5,651,733	5,607,859	5,607,859	5,607,859
Environmental Services Dept. Total	11,782,087	11,790,666	13,325,512	13,893,244	13,893,244	13,893,244

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 550 Wastewater Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Personnel Services	3,084,553	3,124,171	3,352,814	3,520,659	3,520,659	3,520,659
Materials & Services	8,683,302	8,629,384	9,934,198	10,291,085	10,291,085	10,291,085
Capital Outlay	14,232	37,111	38,500	81,500	81,500	81,500
Environmental Services Dept. Total	11,782,087	11,790,666	13,325,512	13,893,244	13,893,244	13,893,244

Fund: Wastewater
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Part-Time Employees	$134,841 increase. Reflects the shift of two employees moving to part-time from full-time.
Temp/Seasonal	($10,000) decrease. Reflects anticipated needs.

Materials & Services

Permits and Licenses	$6,575 increase. Reflects anticipated needs.
Utility Services	$5,000 increase. Reflects anticipated needs.
Building R and M	($5,000) decrease. Fiscal year 2016/17 included one-time expenses.
Gas, Oil, Lube	($4,000) decrease. Fuel delivery costs are now centralized in the Facilities and Fleet Fund.
Veh Supplies and Parts	$5,000 increase. Reflects anticipated needs.
R and M Supplies	$5,000 increase. Reflects anticipated needs.
Comp Equip/Software/Maint	$22,535 increase. Asset management license, maintenance and hardware.

Capital Outlay

Equipment	$55,000 increase. Anticipated purchases for a shared trac-hoe with Parks, Transportation, Water and Stormwater. Also includes a mini excavator for lateral repairs on backs of property and easements.
Motor Vehicles	($12,000) decrease. Fiscal year 2016/17 included a one-time purchase of a used truck.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Wastewater Fund						
Environmental Services Department						
Personnel Services						
10-01 Full-Time Employees	1,853,424	1,827,926	1,977,763	1,915,182	1,915,182	1,915,182
10-02 Part-Time Employees	10,216	0	35,240	170,081	170,081	170,081
10-03 Overtime	4,241	16,528	9,000	9,500	9,500	9,500
10-04 Limited Term	20,743	0	0	0	0	0
10-05 Temp/Seasonal	36,677	32,588	55,000	45,000	45,000	45,000
10-10 Shift Differential	0	1,568	0	0	0	0
10-12 Certificate Pay	0	100	300	300	300	300
10-14 Crew Leader Pay	284	421	1,500	1,000	1,000	1,000
10-16 On Call Pay	22,871	20,947	24,000	24,000	24,000	24,000
10-30 Acting In Capacity	4,335	3,190	3,000	3,000	3,000	3,000
10-32 Working Out of Class Pay	172	2,925	0	0	0	0
10-46 Premium Pay	207	0	0	0	0	0
10-61 Accrued Compensated Absen	41,800	48,900	0	0	0	0
10-69 Comp Cashed Out	2,342	3,190	0	0	0	0
Total Personnel Services	1,997,312	1,958,283	2,105,803	2,168,063	2,168,063	2,168,063
Employee Benefits						
11-01 FICA	149,293	147,399	159,774	164,617	164,617	164,617
11-02 Tri-Met Payroll Tax	14,267	14,184	17,351	15,914	15,914	15,914
11-09 PERS - Pension Bond Pymt	73,489	77,432	74,436	76,044	76,044	76,044
11-10 PERS-ER	117,890	151,791	158,012	226,506	226,506	226,506
11-11 PERS-EE	112,001	114,211	126,347	130,084	130,084	130,084
11-20 Health Insurance	446,451	479,644	532,654	581,648	581,648	581,648
11-21 Dental Insurance	57,657	52,558	60,829	58,964	58,964	58,964
11-22 Life Insurance	2,702	2,140	2,781	2,795	2,795	2,795
11-27 Workers' Comp	78,120	90,416	74,418	54,581	54,581	54,581
11-30 Long Term Disability	5,224	3,147	6,039	6,254	6,254	6,254
11-31 FSA-Admin Fee	217	269	258	223	223	223
11-35 HRA/VEBA	29,930	32,697	34,112	34,966	34,966	34,966
Total Employee Benefits	1,087,241	1,165,888	1,247,011	1,352,596	1,352,596	1,352,596
Prof and Tech Services						
20-06 Professional Services	54,274	34,773	26,750	28,100	28,100	28,100
20-08 Med and Psych Costs	1,535	1,180	1,000	1,500	1,500	1,500
20-15 Outsourced Serv & Labor	4,114,543	4,208,820	4,727,127	4,657,443	4,657,443	4,657,443
20-20 Permits and Licenses	51,985	144,377	61,375	67,950	67,950	67,950
20-22 Assessments and Fees	10,335	4,685	8,000	8,000	8,000	8,000
Total Prof and Tech Services	4,232,672	4,393,835	4,824,252	4,762,993	4,762,993	4,762,993
Property Services						
21-04 Utility Services	23,985	29,006	24,800	29,800	29,800	29,800
21-06 Telephone/Cell Phone	30,786	27,888	37,000	37,750	37,750	37,750
21-20 Building R and M	2,085	696	6,500	1,500	1,500	1,500
21-21 Equipment R and M	2,663	10,938	26,800	26,800	26,800	26,800
21-22 Motor Vehicle R and M	0	1,522	500	1,000	1,000	1,000
21-23 Com Systems R and M	4,129	2,189	3,500	3,500	3,500	3,500

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Wastewater Fund						
Environmental Services Department						
21-24 Transportation R and M	140	0	0	0	0	0
21-26 Wastewater R and M	20,789	62,390	75,000	75,000	75,000	75,000
21-40 Equipment Rent/Lease	6,145	7,329	11,200	11,200	11,200	11,200
Total Property Services	90,722	141,958	185,300	186,550	186,550	186,550
Other Services						
22-02 Photographic/Art	0	166	500	500	500	500
22-04 Printing	717	868	1,700	1,700	1,700	1,700
22-08 Advertising	1,839	1,619	2,250	2,250	2,250	2,250
22-12 Dues and Memberships	27,204	30,572	34,400	34,400	34,400	34,400
22-14 Training and Education	18,170	8,479	26,100	28,100	28,100	28,100
22-16 Community Outreach	0	11	0	0	0	0
22-24 Meals	3,116	2,301	4,700	4,700	4,700	4,700
22-25 Mileage	210	348	1,050	1,050	1,050	1,050
22-26 Promo/Incentive Programs	1,682	1,887	44,500	44,000	44,000	44,000
22-27 Lodging	2,265	2,710	3,200	3,200	3,200	3,200
22-29 Airfare	294	3,044	3,200	3,200	3,200	3,200
22-31 Rental Cars	0	108	0	0	0	0
Total Other Services	55,497	52,113	121,600	123,100	123,100	123,100
Supplies						
23-01 Office Supplies	2,221	3,055	5,000	5,000	5,000	5,000
23-02 Copier/Printer/Fax Supp	978	1,591	2,750	2,750	2,750	2,750
23-03 Paper	67	365	0	500	500	500
23-10 Gas, Oil, Lube	4,985	262	5,000	1,000	1,000	1,000
23-11 Tires	359	57	500	500	500	500
23-12 Veh Supplies and Parts	12,298	10,472	5,000	10,000	10,000	10,000
23-13 Veh Repairs/Minor Equip	6,607	2,564	10,000	10,000	10,000	10,000
23-14 Minor Equip and Tools	28,948	38,189	32,150	32,650	32,650	32,650
23-20 Operating/Tech/Scientific	2,171	1,168	1,350	1,350	1,350	1,350
23-24 First Aid and Safety	5,416	7,373	6,200	7,700	7,700	7,700
23-25 Other Operating	274	0	500	500	500	500
23-26 Protective Equip/Uniforms	923	1,359	1,350	1,550	1,550	1,550
23-40 Pavement Marking	436	436	1,200	1,200	1,200	1,200
23-41 Signs	1,860	1,152	2,000	2,000	2,000	2,000
23-44 R and M Supplies	33,635	32,056	32,000	37,000	37,000	37,000
23-60 Books and Publications	338	109	1,750	1,500	1,500	1,500
23-61 Post/Pack/Del/Courier	2,888	3,703	3,200	3,200	3,200	3,200
23-62 Employee Service Awards	466	692	700	700	700	700
23-63 Comp Equip/Software/Maint	56,610	55,518	69,852	92,387	92,387	92,387
Total Supplies	161,480	160,121	180,502	211,487	211,487	211,487
Internal Service Charge						
29-04 Property Management	182,040	177,129	186,692	201,148	201,148	201,148
29-06 Vehicle Maintenance	47,626	49,540	54,249	72,735	72,735	72,735
29-07 Vehicle Fuels	44,395	37,009	28,612	34,248	34,248	34,248
29-08 Equipment Replacement	315,614	331,171	361,792	337,816	337,816	337,816
29-11 Computer Replacement Chg	22,658	23,979	22,104	17,398	17,398	17,398

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Wastewater Fund						
Environmental Services Department						
29-12 Information Services	332,285	382,290	417,111	438,292	438,292	438,292
29-16 Internal Prof Svcs	474	5,041	3,000	3,000	3,000	3,000
29-18 Utility Financial Svcs	1,003,935	625,122	1,154,212	1,151,970	1,151,970	1,151,970
29-19 Code Enforcement Charge	67,544	59,115	81,572	117,483	117,483	117,483
29-20 Economic Development Chg	39,155	30,321	64,943	79,710	79,710	79,710
29-21 Liability Mgmnt Charge	311,569	318,432	321,155	333,325	333,325	333,325
29-22 Legal	57,900	60,110	61,412	89,600	89,600	89,600
29-24 City Administration	155,680	159,984	187,356	212,990	212,990	212,990
29-25 Financial Services	122,786	127,601	132,784	146,256	146,256	146,256
29-27 General Support Services	58,282	63,880	64,197	62,078	62,078	62,078
29-29 City-Wide Services	352,548	341,725	315,293	307,546	307,546	307,546
29-60 Utility License Fee	1,028,440	1,088,908	1,166,060	1,401,360	1,401,360	1,401,360
Total Internal Service Charge	4,142,931	3,881,357	4,622,544	5,006,955	5,006,955	5,006,955
Capital Outlay						
30-08 Equipment	14,232	37,111	26,500	81,500	81,500	81,500
30-10 Motor Vehicles	0	0	12,000	0	0	0
Total Capital Outlay	14,232	37,111	38,500	81,500	81,500	81,500
Total Requirements	11,782,087	11,790,666	13,325,512	13,893,244	13,893,244	13,893,244

CITY OF
GRESHAM
OREGON

Central Support Funds

CITY OF
GRESHAM
OREGON

Central Support Funds Revenues

These funds account for services provided by the support departments to other city departments, and are funded by internal service charges allocated to funds receiving service. These allocations are described in greater detail in the *Internal Service Charge Manual*.

Central Support Funds Expenditures

The money received by the central support funds is used for facilities and fleet management, workers' compensation coverage, information and technology, liability management, medical and dental claims for self-funded plans, equipment replacement, legal services, utility financial services and, financial and administrative services.

For fiscal year 2017/18, operating expenditures include:

- Facilities and Fleet Management.
  - $4.6 million operating budget.
  - 19.0% increase compared to last year's budget.

- Workers' Compensation.
  - $2.3 million operating budget.
  - 4.2% increase compared to last year's budget.

- Health Insurance Benefits.
  - $10.1 million operating budget.
  - 14.0% increase compared to last year's budget.

- Information & Technology.
  - $4.8 million operating budget.
  - 12.4% increase compared to last year's budget.

- Dental Insurance Benefits.
  - $0.9 million operating budget.
  - 22.9% increase compared to last year's budget.

- Liability Management.
  - $1.7 million operating budget.
  - 4.1% increase compared to last year's budget.

- Equipment Replacement.
  - $4.4 million operating budget.
  - 1.6% increase compared to last year's budget.

- Legal Services.
  - $1.2 million operating budget.
  - 13.9% increase compared to last year's budget.

- Utility Financial Services.
  - $2.8 million operating budget.
  - 5.9% increase compared to last year's budget.

- Administrative Services.
  - $8.5 million operating budget.
  - 9.4% increase compared to last year's budget.

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
610 Facilities & Fleet Mgmt Fund						
Intergovernmental Revenue	104,462	95,019	93,000	93,000	93,000	93,000
Interest Income	19,799	25,967	0	0	0	0
Miscellaneous Income	54,313	78,041	102,800	103,580	103,580	103,580
Interfund Transfers	235,917	193,500	193,500	193,500	193,500	193,500
Internal Service Charges	3,438,198	3,502,802	3,642,333	4,432,876	4,432,876	4,432,876
Beginning Balance	709,242	1,067,430	544,500	224,000	224,000	224,000
Total Facilities & Fleet Mgmt Fund	4,561,931	4,962,759	4,576,133	5,046,956	5,046,956	5,046,956

Requirements						
Finance and Mgmt Svcs	3,163,349	3,087,787	3,665,833	4,453,756	4,453,756	4,453,756
Fire and Emergency Svcs	152,784	185,913	238,000	193,500	193,500	193,500
Total	3,316,133	3,273,700	3,903,833	4,647,256	4,647,256	4,647,256
Interfund Transfers	96,200	993,168	492,300	170,700	170,700	170,700
Contingency	0	0	180,000	229,000	229,000	229,000
Debt Service	82,168	0	0	0	0	0
Unappropriated	1,067,430	695,891	0	0	0	0
Total	1,245,798	1,689,059	672,300	399,700	399,700	399,700
Total Facilities & Fleet Mgmt Fund	4,561,931	4,962,759	4,576,133	5,046,956	5,046,956	5,046,956

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 610 Facilities & Fleet Mgmt Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Division						
Support Services Div.	112,740	92,908	102,367	67,922	67,922	67,922
Vehicle Maintenance Div.	978,678	1,012,200	1,331,058	1,908,759	1,908,759	1,908,759
Vehicle Fuels Div.	510,630	403,954	450,000	500,000	500,000	500,000
City Facility Services Div.	1,561,301	1,578,725	1,782,408	1,977,075	1,977,075	1,977,075
Finance and Mgmt Svcs Dept. Total	3,163,349	3,087,787	3,665,833	4,453,756	4,453,756	4,453,756

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 610 Facilities & Fleet Mgmt Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Category						
Personnel Services	1,075,283	1,061,595	1,214,613	1,515,161	1,515,161	1,515,161
Materials & Services	2,088,066	2,026,192	2,451,220	2,913,595	2,913,595	2,913,595
Capital Outlay	0	0	0	25,000	25,000	25,000
Finance and Mgmt Svcs Dept. Total	3,163,349	3,087,787	3,665,833	4,453,756	4,453,756	4,453,756

Fund: Facilities and Fleet Management
Dept: Finance and Management Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$74,416 increase. Reflects a staffing reorganization within the Finance and Management Services Department, and the transition of part-time staff to full-time.
Part-Time Employees	($25,831) decrease. Reflects transition of part-time staff to a full-time position.
Limited Term	$157,392 increase. Reflects current staffing model, plus the addition of a limited term facilities technician and a fleet parts clerk.

Materials & Services

Professional Services	($10,000) decrease. Fiscal year 2016/17 included one-time expenditures.
Outsourced Serv & Labor	$340,000 increase. Reflects potential outsourced support for fire apparatus during the fleet transition and anticipated facilities contracts.
Telephone/Cell Phone	$4,925 increase. Reflects anticipated expenses based on staffing levels, as well as, costs for mobile device management.
Building R and M	$15,000 increase. Expected costs for building maintenance.
Equipment R and M	$4,000 increase. Aligns budget with actual expenditures.
Training and Education	$9,800 increase. Reflects training to qualify and maintain licenses/certifications.
Gas, Oil, Lube	$47,500 increase. Reflects anticipated fuel expenditures for fiscal year 2017/18.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

Materials & Services Continued

Tires	$22,750 increase. Anticipated costs for trailers included.
Veh Supplies and Parts	$15,000 increase. Reflects recent actual costs for vehicle supplies and parts.
Veh Repairs/Minor Equip	($5,000) decrease. Aligns budget with actual expenditures.
Protective Equip/Uniforms	$3,500 increase. Anticipated costs based on staffing levels.
R and M Supplies	$9,900 increase. Costs for supplies used for in-house construction have steadily increased.

Capital Outlay

Equipment	$25,000 increase. Anticipated equipment purchases as a result of movement of Fleet to new space.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Facilities & Fleet Mgmt Fund						
Finance and Mgmt Svcs Department						
Personnel Services						
10-01 Full-Time Employees	546,634	538,156	634,967	709,383	709,383	709,383
10-02 Part-Time Employees	24,757	26,900	28,956	3,125	3,125	3,125
10-03 Overtime	23,365	24,768	30,000	31,000	31,000	31,000
10-04 Limited Term	0	0	0	157,392	157,392	157,392
10-05 Temp/Seasonal	20,865	0	0	0	0	0
10-12 Certificate Pay	1,500	1,500	1,500	1,500	1,500	1,500
10-16 Call Back Pay	55,371	59,412	55,000	57,000	57,000	57,000
10-30 Acting In Capacity	637	839	1,000	1,000	1,000	1,000
10-32 Working Out of Class Pay	1,687	4,018	1,000	1,000	1,000	1,000
10-46 Premium Pay	2,250	3,034	3,000	1,500	1,500	1,500
10-61 Accrued Compensated Absen	2,200	9,800	0	0	0	0
10-69 Comp Cashed Out	1,651	2,163	0	0	0	0
Total Personnel Services	680,917	670,590	755,423	962,900	962,900	962,900
Employee Benefits						
11-01 FICA	52,358	50,310	57,573	73,172	73,172	73,172
11-02 Tri-Met Payroll Tax	4,981	4,815	6,225	7,068	7,068	7,068
11-09 PERS - Pension Bond Pymt	28,151	26,420	26,666	27,279	27,279	27,279
11-10 PERS-ER	32,460	36,107	39,706	62,037	62,037	62,037
11-11 PERS-EE	40,309	37,970	45,325	57,174	57,174	57,174
11-20 Health Insurance	150,635	156,068	191,176	260,991	260,991	260,991
11-21 Dental Insurance	17,721	16,727	21,447	27,204	27,204	27,204
11-22 Life Insurance	882	771	941	1,246	1,246	1,246
11-27 Workers' Comp	55,800	49,530	55,551	16,273	16,273	16,273
11-30 Long Term Disability	1,638	959	1,982	2,570	2,570	2,570
11-31 FSA-Admin Fee	43	31	13	13	13	13
11-35 HRA/VEBA	9,388	11,297	12,585	17,234	17,234	17,234
Total Employee Benefits	394,366	391,005	459,190	552,261	552,261	552,261
Prof and Tech Services						
20-06 Professional Services	8,305	19,200	10,000	0	0	0
20-08 Med and Psych Costs	85	370	750	750	750	750
20-15 Outsourced Serv & Labor	426,827	434,261	455,000	795,000	795,000	795,000
20-20 Permits and Licenses	3,712	5,630	4,500	4,700	4,700	4,700
20-22 Assessments and Fees	0	456	1,200	500	500	500
Total Prof and Tech Services	438,929	459,917	471,450	800,950	800,950	800,950
Property Services						
21-04 Utility Services	400,907	403,671	506,120	498,500	498,500	498,500
21-06 Telephone/Cell Phone	13,566	12,712	15,500	20,425	20,425	20,425
21-20 Building R and M	113,089	86,567	110,000	125,000	125,000	125,000
21-21 Equipment R and M	12,484	24,775	25,000	29,000	29,000	29,000
21-22 Motor Vehicle R and M	168,993	160,131	195,000	195,000	195,000	195,000
21-23 Com Systems R and M	1,891	1,661	2,500	2,000	2,000	2,000
21-30 Towing and Storage	3,759	4,037	3,500	4,000	4,000	4,000
21-36 Auto Accident Repairs	68,431	63,253	75,000	75,000	75,000	75,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Facilities & Fleet Mgmt Fund						
Finance and Mgmt Svcs Department						
21-40 Equipment Rent/Lease	482	1,441	2,000	2,000	2,000	2,000
21-43 Bldg/Office Rent/Lease	0	0	175,000	175,000	175,000	175,000
Total Property Services	783,602	758,248	1,109,620	1,125,925	1,125,925	1,125,925
Other Services						
22-04 Printing	431	367	300	450	450	450
22-12 Dues and Memberships	358	530	1,225	1,525	1,525	1,525
22-14 Training and Education	7,165	3,889	11,700	21,500	21,500	21,500
22-24 Meals	69	55	1,050	1,500	1,500	1,500
22-25 Mileage	67	104	175	225	225	225
22-27 Lodging	0	0	700	1,400	1,400	1,400
22-29 Airfare	0	0	800	2,600	2,600	2,600
22-31 Rental Cars	0	0	100	100	100	100
Total Other Services	8,090	4,945	16,050	29,300	29,300	29,300
Supplies						
23-01 Office Supplies	725	1,384	1,350	1,750	1,750	1,750
23-02 Copier/Printer/Fax Supp	765	577	750	1,100	1,100	1,100
23-10 Gas, Oil, Lube	525,857	411,638	467,500	515,000	515,000	515,000
23-11 Tires	58,621	88,898	77,250	100,000	100,000	100,000
23-12 Veh Supplies and Parts	111,113	135,467	125,000	140,000	140,000	140,000
23-13 Veh Repairs/Minor Equip	8,352	8,424	15,000	10,000	10,000	10,000
23-14 Minor Equip and Tools	22,926	29,746	27,500	30,000	30,000	30,000
23-20 Operating/Tech/Scientific	4,955	4,456	5,000	5,000	5,000	5,000
23-25 Other Operating	16,636	22,423	25,750	27,750	27,750	27,750
23-26 Protective Equip/Uniforms	5,480	7,432	6,000	9,500	9,500	9,500
23-41 Signs	262	752	3,000	1,500	1,500	1,500
23-44 R and M Supplies	49,868	51,505	53,100	63,000	63,000	63,000
23-60 Books and Publications	598	0	200	600	600	600
23-61 Post/Pack/Del/Courier	1,718	2,342	1,650	2,350	2,350	2,350
23-63 Comp Equip/Software/Maint	20,663	20,522	24,900	25,500	25,500	25,500
Total Supplies	828,539	785,566	833,950	933,050	933,050	933,050
Internal Service Charge						
29-08 Equipment Replacement	20,973	8,556	14,043	19,373	19,373	19,373
29-11 Computer Replacement Chg	7,816	8,402	6,107	4,997	4,997	4,997
29-16 Internal Prof Svcs	117	558	0	0	0	0
Total Internal Service Charge	28,906	17,516	20,150	24,370	24,370	24,370
Capital Outlay						
30-08 Equipment	0	0	0	25,000	25,000	25,000
Total Capital Outlay	0	0	0	25,000	25,000	25,000
Total Requirements	3,163,349	3,087,787	3,665,833	4,453,756	4,453,756	4,453,756

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 610 Facilities & Fleet Mgmt Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Division						
Fire Stations Div.	152,784	185,913	238,000	193,500	193,500	193,500
Fire and Emergency Svcs Dept. Total	152,784	185,913	238,000	193,500	193,500	193,500

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 610 Facilities & Fleet Mgmt Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Category						
Materials & Services	152,784	184,113	238,000	193,500	193,500	193,500
Capital Outlay	0	1,800	0	0	0	0
Fire and Emergency Svcs Dept. Total	152,784	185,913	238,000	193,500	193,500	193,500

Fund: Facilities and Fleet Management
Dept: Fire and Emergency Services

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Outsourced Serv & Labor	($44,500) decrease. Fiscal year 2016/17 included one-time repairs and modifications. The current budget reflects a normal level of expenditures for fire station maintenance and repairs.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Facilities & Fleet Mgmt Fund						
Fire and Emergency Svcs Department						
Prof and Tech Services						
20-15 Outsourced Serv & Labor	49,173	40,196	74,000	29,500	29,500	29,500
Total Prof and Tech Services	49,173	40,196	74,000	29,500	29,500	29,500
Property Services						
21-04 Utility Services	81,509	90,985	82,000	82,000	82,000	82,000
21-06 Telephone/Cell Phone	43	0	0	0	0	0
21-20 Building R and M	2,053	38,513	55,000	55,000	55,000	55,000
21-21 Equipment R and M	17,529	12,937	19,500	19,500	19,500	19,500
Total Property Services	101,134	142,435	156,500	156,500	156,500	156,500
Supplies						
23-44 R and M Supplies	2,477	1,482	7,500	7,500	7,500	7,500
Total Supplies	2,477	1,482	7,500	7,500	7,500	7,500
Capital Outlay						
30-06 Buildings	0	1,800	0	0	0	0
Total Capital Outlay	0	1,800	0	0	0	0
Total Requirements	152,784	185,913	238,000	193,500	193,500	193,500

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
630 Workers' Compensation Fund						
Interest Income	47,110	61,870	68,000	73,000	73,000	73,000
Miscellaneous Income	62,553	18,540	52,900	37,050	37,050	37,050
Internal Service Charges	1,360,000	1,410,000	1,410,000	1,410,000	1,410,000	1,410,000
Beginning Balance	1,511,643	1,599,826	1,854,550	2,151,280	2,151,280	2,151,280
Total Workers' Compensation Fund	2,981,306	3,090,236	3,385,450	3,671,330	3,671,330	3,671,330

Requirements						
City Attorney's Office	1,381,480	1,077,876	2,244,594	2,338,494	2,338,494	2,338,494
Total	1,381,480	1,077,876	2,244,594	2,338,494	2,338,494	2,338,494
Contingency	0	0	650,000	630,000	630,000	630,000
Unappropriated	1,599,826	2,012,360	490,856	702,836	702,836	702,836
Total	1,599,826	2,012,360	1,140,856	1,332,836	1,332,836	1,332,836
Total Workers' Compensation Fund	2,981,306	3,090,236	3,385,450	3,671,330	3,671,330	3,671,330

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 630 Workers' Compensation Fund						
Dept: 14 City Attorney's Office Department						
Requirements by Division						
Workers' Comp Management Div.	1,381,480	1,077,876	2,244,594	2,338,494	2,338,494	2,338,494
City Attorney's Office Dept. Total	1,381,480	1,077,876	2,244,594	2,338,494	2,338,494	2,338,494

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 630 Workers' Compensation Fund						
Dept: 14 City Attorney's Office Department						
Requirements by Category						
Personnel Services	223,861	268,439	510,629	469,439	469,439	469,439
Materials & Services	1,157,619	809,437	1,733,965	1,869,055	1,869,055	1,869,055
City Attorney's Office Dept. Total	1,381,480	1,077,876	2,244,594	2,338,494	2,338,494	2,338,494

Fund: Workers' Compensation
Dept: City Attorney's Office

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	($44,408) decrease. Reflects reduced worker's compensation leave that is based on demographics and trend analysis.

Materials & Services

Outsourced Serv & Labor	$5,000 increase. Reflects rising costs of testing, studies and actuarial costs.

Other Operating Objects

Claims Paid	$134,400 increase. Based on actuarial claims cost estimates.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Workers' Compensation Fund						
City Attorney's Office Department						
Personnel Services						
10-01 Full-Time Employees	145,933	167,414	396,116	351,708	351,708	351,708
10-04 Limited Term	0	11,565	11,024	11,747	11,747	11,747
10-12 Certificate Pay	2,697	2,815	0	0	0	0
10-16 On Call Pay	40	118	0	0	0	0
10-46 Premium Pay	204	636	750	750	750	750
10-61 Accrued Compensated Absen	3,200	1,300	0	0	0	0
Total Personnel Services	152,074	183,848	407,890	364,205	364,205	364,205
Employee Benefits						
11-01 FICA	11,252	13,798	31,133	27,770	27,770	27,770
11-02 Tri-Met Payroll Tax	1,078	1,332	3,361	2,673	2,673	2,673
11-10 PERS-ER	10,656	15,588	17,978	22,854	22,854	22,854
11-11 PERS-EE	8,928	10,505	24,473	21,852	21,852	21,852
11-20 Health Insurance	32,997	36,758	21,764	26,122	26,122	26,122
11-21 Dental Insurance	4,081	3,863	2,298	2,168	2,168	2,168
11-22 Life Insurance	212	163	133	138	138	138
11-30 Long Term Disability	432	288	265	279	279	279
11-31 FSA-Admin Fee	4	8	0	0	0	0
11-35 HRA/VEBA	2,147	2,288	1,334	1,378	1,378	1,378
Total Employee Benefits	71,787	84,591	102,739	105,234	105,234	105,234
Prof and Tech Services						
20-06 Professional Services	32,730	44,000	47,250	47,590	47,590	47,590
20-08 Med and Psych Costs	27,419	34,669	50,000	50,000	50,000	50,000
20-15 Outsourced Serv & Labor	7,289	4,975	15,000	20,000	20,000	20,000
Total Prof and Tech Services	67,438	83,644	112,250	117,590	117,590	117,590
Other Services						
22-10 Insurance/Fees & Premiums	155,020	167,670	201,000	206,000	206,000	206,000
22-14 Training and Education	410	550	5,000	5,000	5,000	5,000
22-24 Meals	162	0	250	300	300	300
22-26 Promo/Incentive Programs	363	0	750	750	750	750
22-27 Lodging	295	0	500	500	500	500
Total Other Services	156,250	168,220	207,500	212,550	212,550	212,550
Supplies						
23-24 First Aid and Safety	20	520	1,500	1,500	1,500	1,500
23-26 Protective Equip/Uniforms	8	0	0	0	0	0
23-63 Comp Equip/Software/Maint	0	0	1,015	1,015	1,015	1,015
Total Supplies	28	520	2,515	2,515	2,515	2,515
Other Operating Objects						
24-01 Claims Paid	798,903	547,182	1,137,600	1,272,000	1,272,000	1,272,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Workers' Compensation Fund						
City Attorney's Office Department						
24-03 Claims Outstanding	135,000	9,871	274,100	264,400	264,400	264,400
Total Other Operating Objects	933,903	557,053	1,411,700	1,536,400	1,536,400	1,536,400
Total Requirements	1,381,480	1,077,876	2,244,594	2,338,494	2,338,494	2,338,494

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
640 Health Insurance Benefits Fund						
Interest Income	13,893	14,839	15,000	25,000	25,000	25,000
Miscellaneous Income	1,374,314	1,178,040	1,163,000	1,337,000	1,337,000	1,337,000
Internal Service Charges	5,614,284	6,438,581	7,592,000	9,145,000	9,145,000	9,145,000
Beginning Balance	434,154	249,816	516,600	423,000	423,000	423,000
Total Health Insurance Benefits Fund	7,436,645	7,881,276	9,286,600	10,930,000	10,930,000	10,930,000

Requirements						
City-wide Services	7,163,629	7,565,716	8,892,503	10,135,000	10,135,000	10,135,000
Total	7,163,629	7,565,716	8,892,503	10,135,000	10,135,000	10,135,000
Interfund Transfers	23,200	23,400	24,000	106,000	106,000	106,000
Contingency	0	0	370,097	689,000	689,000	689,000
Unappropriated	249,816	292,160	0	0	0	0
Total	273,016	315,560	394,097	795,000	795,000	795,000
Total Health Insurance Benefits Fund	7,436,645	7,881,276	9,286,600	10,930,000	10,930,000	10,930,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 640 Health Insurance Benefits Fund						
Dept: 19 City-wide Services Department						
Requirements by Division						
COG Health Plan Div.	7,163,629	7,565,716	8,892,503	10,135,000	10,135,000	10,135,000
City-wide Services Dept. Total	7,163,629	7,565,716	8,892,503	10,135,000	10,135,000	10,135,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 640 Health Insurance Benefits Fund						
Dept: 19 City-wide Services Department						
Requirements by Category						
Personnel Services	0	56,871	98,753	0	0	0
Materials & Services	7,163,629	7,508,845	8,793,750	10,135,000	10,135,000	10,135,000
City-wide Services Dept. Total	7,163,629	7,565,716	8,892,503	10,135,000	10,135,000	10,135,000

Fund: Health Insurance Benefits
Dept: City-wide Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Limited Term	($64,448) decrease. Reflects budgetary restructuring. Health insurance staffing costs are now budgeted in the Administrative Services Fund and addressed through an interfund transfer.

Materials & Services

Outsourced Serv & Labor	$130,000 increase. Reflects anticipated costs for health plan's new third party administrator.
Insurance/Fees & Premiums	$178,000 increase. Reflects anticipated increases for insurance premiums and stop loss coverage.
Claims Paid	$1,035,000 increase. Reflects anticipated increases for insurance claims paid and prior year claims based on actuarial analysis and anticipated staffing levels.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Health Insurance Benefits Fund						
City-wide Services Department						
Personnel Services						
10-01 Full-Time Employees	0	4,036	0	0	0	0
10-04 Limited Term	0	32,210	64,448	0	0	0
10-61 Accrued Compensated Absen	0	1,700	0	0	0	0
Total Personnel Services	0	37,946	64,448	0	0	0
Employee Benefits						
11-01 FICA	0	2,342	4,930	0	0	0
11-02 Tri-Met Payroll Tax	0	265	531	0	0	0
11-10 PERS-ER	0	183	2,288	0	0	0
11-11 PERS-EE	0	309	3,867	0	0	0
11-20 Health Insurance	0	14,004	19,071	0	0	0
11-21 Dental Insurance	0	1,236	2,417	0	0	0
11-22 Life Insurance	0	31	94	0	0	0
11-30 Long Term Disability	0	54	193	0	0	0
11-31 FSA-Admin Fee	0	26	0	0	0	0
11-35 HRA/VEBA	0	475	914	0	0	0
Total Employee Benefits	0	18,925	34,305	0	0	0
Prof and Tech Services						
20-06 Professional Services	120,541	71,942	5,000	6,000	6,000	6,000
20-15 Outsourced Serv & Labor	144,695	193,026	236,000	366,000	366,000	366,000
Total Prof and Tech Services	265,236	264,968	241,000	372,000	372,000	372,000
Other Services						
22-10 Insurance/Fees & Premiums	361,763	400,758	494,000	672,000	672,000	672,000
22-12 Dues and Memberships	0	0	400	0	0	0
22-14 Training and Education	0	0	2,250	0	0	0
22-26 Promo/Incentive Programs	0	3,600	5,000	5,000	5,000	5,000
Total Other Services	361,763	404,358	501,650	677,000	677,000	677,000
Supplies						
23-61 Post/Pack/Del/Courier	8	0	100	0	0	0
Total Supplies	8	0	100	0	0	0
Other Operating Objects						
24-01 Claims Paid	6,536,622	6,839,519	8,051,000	9,086,000	9,086,000	9,086,000
Total Other Operating Objects	6,536,622	6,839,519	8,051,000	9,086,000	9,086,000	9,086,000
Total Requirements	7,163,629	7,565,716	8,892,503	10,135,000	10,135,000	10,135,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
650 Information & Technology Fund						
Intergovernmental Revenue	0	2,022	2,050	2,325	2,325	2,325
Charges for Services	22,171	20,510	0	0	0	0
Interest Income	11,455	20,268	0	0	0	0
Miscellaneous Income	494	7,715	0	0	0	0
Internal Service Charges	3,391,793	3,819,187	4,141,451	4,709,015	4,709,015	4,709,015
Beginning Balance	603,065	1,049,562	341,000	782,000	782,000	782,000
Total Information & Technology Fund	4,028,978	4,919,264	4,484,501	5,493,340	5,493,340	5,493,340

Requirements						
Information & Technology	2,979,416	3,570,282	4,276,501	4,808,340	4,808,340	4,808,340
Total	2,979,416	3,570,282	4,276,501	4,808,340	4,808,340	4,808,340
Interfund Transfers	0	0	0	450,000	450,000	450,000
Contingency	0	0	208,000	235,000	235,000	235,000
Unappropriated	1,049,562	1,348,982	0	0	0	0
Total	1,049,562	1,348,982	208,000	685,000	685,000	685,000
Total Information & Technology Fund	4,028,978	4,919,264	4,484,501	5,493,340	5,493,340	5,493,340

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 650 Information & Technology Fund						
Dept: 18 Information & Technology Department						
Requirements by Division						
Information Tech Services Div.	2,409,498	2,796,283	3,444,365	3,263,786	3,263,786	3,263,786
Mapping & GIS Services Div.	482,973	670,908	718,010	775,365	775,365	775,365
Analytics & Innovation Div.	0	0	0	665,094	665,094	665,094
Support Services Div.	86,945	103,091	114,126	104,095	104,095	104,095
Information & Technology Dept. Total	2,979,416	3,570,282	4,276,501	4,808,340	4,808,340	4,808,340

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 650 Information & Technology Fund						
Dept: 18 Information & Technology Department						
Requirements by Category						
Personnel Services	2,088,012	2,376,940	2,795,006	3,146,881	3,146,881	3,146,881
Materials & Services	891,404	1,181,624	1,481,495	1,651,459	1,651,459	1,651,459
Capital Outlay	0	11,718	0	10,000	10,000	10,000
Information & Technology Dept. Total	2,979,416	3,570,282	4,276,501	4,808,340	4,808,340	4,808,340

Fund: Information and Technology
Dept: Information and Technology

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Part-Time Employees	$75,455 increase. Reflects current staffing.
Overtime	$2,500 increase. Aligns budget with actual expenditures.
Limited Term	$22,884 increase. Reflects additional staffing to assist with special projects including What Works Cities and data analytics.
Premium Pay	$11,080 increase. Aligns budget with anticipated expenditures based on current staffing.

Materials & Services

Professional Services	$20,900 increase. Reflects server management costs.
Outsourced Serv & Labor	$74,000 increase. Includes annual cost for Microsoft Premier Support, as well as, Metro leaf off aerial photos.
Comp Equip/Software/Maint	$88,700 increase. Includes annual costs for website content storage, addition of onboarding component to GovernmentJobs.com, the consolidation of Adobe and Creative Cloud licenses, additional cost in ESRI annual maintenance licenses and other licenses.

Capital Outlay

Motor Vehicles	$10,000 increase. Anticipated purchase of a used vehicle to be used for transporting staff and equipment to support City departments located outside of City Hall.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Information & Technology Fund						
Information & Technology Department						
Personnel Services						
10-01 Full-Time Employees	1,292,394	1,389,244	1,612,581	1,712,070	1,712,070	1,712,070
10-02 Part-Time Employees	0	0	0	75,455	75,455	75,455
10-03 Overtime	2,401	6,432	3,000	5,500	5,500	5,500
10-04 Limited Term	53,788	114,110	189,502	212,386	212,386	212,386
10-05 Temp/Seasonal	14,268	3,320	0	0	0	0
10-14 Crew Leader Pay	135	0	0	0	0	0
10-16 Call Back Pay	38,669	40,982	43,930	45,000	45,000	45,000
10-30 Acting In Capacity	285	15	500	500	500	500
10-32 Working Out of Class Pay	1,316	4,642	0	0	0	0
10-46 Premium Pay	1,955	574	0	11,080	11,080	11,080
10-61 Accrued Compensated Absen	2,400	19,300	0	0	0	0
10-69 Comp Cashed Out	497	2,285	0	0	0	0
Total Personnel Services	1,408,108	1,580,904	1,849,513	2,061,991	2,061,991	2,061,991
Employee Benefits						
11-01 FICA	105,885	120,062	140,645	155,902	155,902	155,902
11-02 Tri-Met Payroll Tax	10,177	11,534	15,240	15,132	15,132	15,132
11-09 PERS - Pension Bond Pymt	47,975	56,869	61,476	66,789	66,789	66,789
11-10 PERS-ER	60,901	77,744	88,493	118,016	118,016	118,016
11-11 PERS-EE	82,552	84,806	110,970	123,696	123,696	123,696
11-20 Health Insurance	283,017	350,743	420,100	490,735	490,735	490,735
11-21 Dental Insurance	38,360	39,523	49,904	49,865	49,865	49,865
11-22 Life Insurance	1,507	1,522	1,942	2,180	2,180	2,180
11-27 Workers' Comp	22,320	26,832	25,380	26,497	26,497	26,497
11-30 Long Term Disability	3,816	2,572	5,378	5,967	5,967	5,967
11-31 FSA-Admin Fee	255	232	173	358	358	358
11-35 HRA/VEBA	23,139	23,597	25,792	29,753	29,753	29,753
Total Employee Benefits	679,904	796,036	945,493	1,084,890	1,084,890	1,084,890
Prof and Tech Services						
20-06 Professional Services	17,826	25,115	56,500	77,400	77,400	77,400
20-15 Outsourced Serv & Labor	133,552	404,332	487,000	561,000	561,000	561,000
20-20 Permits and Licenses	2,747	125	2,625	3,000	3,000	3,000
20-22 Assessments and Fees	181	1	400	0	0	0
Total Prof and Tech Services	154,306	429,573	546,525	641,400	641,400	641,400
Property Services						
21-06 Telephone/Cell Phone	109,449	109,329	126,000	127,600	127,600	127,600
21-21 Equipment R and M	0	705	2,000	2,000	2,000	2,000
21-23 Com Systems R and M	27,314	21,582	125,600	125,600	125,600	125,600
21-40 Equipment Rent/Lease	2,710	3,162	5,000	5,000	5,000	5,000
Total Property Services	139,473	134,778	258,600	260,200	260,200	260,200
Other Services						
22-04 Printing	449	128	500	250	250	250
22-12 Dues and Memberships	479	613	1,350	1,250	1,250	1,250

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Information & Technology Fund						
Information & Technology Department						
22-14 Training and Education	22,992	10,789	37,100	37,200	37,200	37,200
22-20 City Wide Training	0	7,000	20,000	20,000	20,000	20,000
22-24 Meals	2,526	3,916	1,000	2,000	2,000	2,000
22-25 Mileage	303	110	100	300	300	300
22-27 Lodging	5,543	1,874	3,200	3,200	3,200	3,200
22-29 Airfare	3,325	844	1,600	1,600	1,600	1,600
Total Other Services	35,617	25,274	64,850	65,800	65,800	65,800
Supplies						
23-01 Office Supplies	1,062	622	2,500	2,500	2,500	2,500
23-02 Copier/Printer/Fax Supp	192	876	500	500	500	500
23-03 Paper	121	242	400	400	400	400
23-14 Minor Equip and Tools	15,896	12,796	20,000	20,000	20,000	20,000
23-20 Operating/Tech/Scientific	2,605	1,252	0	0	0	0
23-25 Other Operating	0	73	1,000	1,000	1,000	1,000
23-44 R and M Supplies	310	0	1,000	1,000	1,000	1,000
23-60 Books and Publications	3,500	1,843	700	950	950	950
23-61 Post/Pack/Del/Courier	462	74	250	250	250	250
23-62 Employee Service Awards	0	183	200	250	250	250
23-63 Comp Equip/Software/Maint	515,047	554,628	547,700	636,400	636,400	636,400
23-65 Product Evaluation	6,163	20	10,000	10,000	10,000	10,000
Total Supplies	545,358	572,609	584,250	673,250	673,250	673,250
Internal Service Charge						
29-11 Computer Replacement Chg	16,650	19,390	27,270	10,809	10,809	10,809
Total Internal Service Charge	16,650	19,390	27,270	10,809	10,809	10,809
Capital Outlay						
30-10 Motor Vehicles	0	0	0	10,000	10,000	10,000
30-12 Hardware and Software	0	11,718	0	0	0	0
Total Capital Outlay	0	11,718	0	10,000	10,000	10,000
Total Requirements	2,979,416	3,570,282	4,276,501	4,808,340	4,808,340	4,808,340

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
660 Dental Insurance Benefits Fund						
Interest Income	1,840	4,532	5,000	5,000	5,000	5,000
Miscellaneous Income	38,000	48,026	49,000	47,000	47,000	47,000
Internal Service Charges	695,022	672,448	711,000	855,000	855,000	855,000
Beginning Balance	0	178,780	170,000	399,000	399,000	399,000
Total Dental Insurance Benefits Fund	734,862	903,786	935,000	1,306,000	1,306,000	1,306,000

Requirements						
City-wide Services	556,082	582,903	728,973	896,000	896,000	896,000
Total	556,082	582,903	728,973	896,000	896,000	896,000
Interfund Transfers	0	11,700	12,000	12,000	12,000	12,000
Contingency	0	0	112,000	135,000	135,000	135,000
Unappropriated	178,780	309,183	82,027	263,000	263,000	263,000
Total	178,780	320,883	206,027	410,000	410,000	410,000
Total Dental Insurance Benefits Fund	734,862	903,786	935,000	1,306,000	1,306,000	1,306,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 660 Dental Insurance Benefits Fund						
Dept: 19 City-wide Services Department						
Requirements by Division						
COG Dental Plan Div.	556,082	582,903	728,973	896,000	896,000	896,000
City-wide Services Dept. Total	556,082	582,903	728,973	896,000	896,000	896,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 660 Dental Insurance Benefits Fund						
Dept: 19 City-wide Services Department						
Requirements by Category						
Personnel Services	0	6,127	10,973	0	0	0
Materials & Services	556,082	576,776	718,000	896,000	896,000	896,000
City-wide Services Dept. Total	556,082	582,903	728,973	896,000	896,000	896,000

Fund: Dental Insurance Benefits
Dept: City-wide Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Limited Term	($7,161) decrease. Reflects budgetary restructuring. Health insurance staffing costs are now budgeted in the Administrative Services Fund and addressed through an interfund transfer.

Materials & Services

Outsourced Serv & Labor	$8,000 increase. Reflects anticipated costs for dental plan's third-party administrator.
Claims Paid	$170,000 increase. Reflects anticipated increases for insurance claims paid based on actuarial analysis and anticipated staffing levels.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Dental Insurance Benefits Fund						
City-wide Services Department						
Personnel Services						
10-01 Full-Time Employees	0	448	0	0	0	0
10-04 Limited Term	0	3,578	7,161	0	0	0
Total Personnel Services	0	4,026	7,161	0	0	0
Employee Benefits						
11-01 FICA	0	260	548	0	0	0
11-02 Tri-Met Payroll Tax	0	29	59	0	0	0
11-10 PERS-ER	0	20	254	0	0	0
11-11 PERS-EE	0	34	430	0	0	0
11-20 Health Insurance	0	1,556	2,119	0	0	0
11-21 Dental Insurance	0	137	269	0	0	0
11-22 Life Insurance	0	3	10	0	0	0
11-30 Long Term Disability	0	6	21	0	0	0
11-31 FSA-Admin Fee	0	3	0	0	0	0
11-35 HRA/VEBA	0	53	102	0	0	0
Total Employee Benefits	0	2,101	3,812	0	0	0
Prof and Tech Services						
20-06 Professional Services	982	1,563	5,000	5,000	5,000	5,000
20-15 Outsourced Serv & Labor	26,540	30,837	31,000	39,000	39,000	39,000
Total Prof and Tech Services	27,522	32,400	36,000	44,000	44,000	44,000
Other Operating Objects						
24-01 Claims Paid	528,560	544,376	682,000	852,000	852,000	852,000
Total Other Operating Objects	528,560	544,376	682,000	852,000	852,000	852,000
Total Requirements	556,082	582,903	728,973	896,000	896,000	896,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
670 Liability Management Fund						
Interest Income	12,070	18,712	26,800	31,700	31,700	31,700
Miscellaneous Income	3,687	2,943	19,200	19,200	19,200	19,200
Internal Service Charges	1,286,587	1,340,000	1,410,100	1,480,000	1,480,000	1,480,000
Beginning Balance	580,935	650,219	651,500	896,800	896,800	896,800
Total Liability Management Fund	1,883,279	2,011,874	2,107,600	2,427,700	2,427,700	2,427,700

Requirements						
City Attorney's Office	1,233,060	1,051,915	1,607,931	1,674,475	1,674,475	1,674,475
Total	1,233,060	1,051,915	1,607,931	1,674,475	1,674,475	1,674,475
Contingency	0	0	189,100	190,100	190,100	190,100
Unappropriated	650,219	959,959	310,569	563,125	563,125	563,125
Total	650,219	959,959	499,669	753,225	753,225	753,225
Total Liability Management Fund	1,883,279	2,011,874	2,107,600	2,427,700	2,427,700	2,427,700

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 670 Liability Management Fund						
Dept: 14 City Attorney's Office Department						
Requirements by Division						
Liability Management Div.	1,233,060	1,051,915	1,607,931	1,674,475	1,674,475	1,674,475
City Attorney's Office Dept. Total	1,233,060	1,051,915	1,607,931	1,674,475	1,674,475	1,674,475

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 670 Liability Management Fund						
Dept: 14 City Attorney's Office Department						
Requirements by Category						
Personnel Services	106,620	125,547	134,427	146,434	146,434	146,434
Materials & Services	1,126,440	926,368	1,473,504	1,528,041	1,528,041	1,528,041
City Attorney's Office Dept. Total	1,233,060	1,051,915	1,607,931	1,674,475	1,674,475	1,674,475

Fund: Liability Management
Dept: City Attorney's Office

FY 2017/18 BUDGET HIGHLIGHTS

No significant operating changes in the Liability Management Fund, City Attorney's Office Department.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Liability Management Fund						
City Attorney's Office Department						
Personnel Services						
10-01 Full-Time Employees	71,231	74,647	77,366	81,058	81,058	81,058
10-04 Limited Term	0	11,564	11,024	11,747	11,747	11,747
10-46 Premium Pay	0	406	750	750	750	750
10-61 Accrued Compensated Absen	3,200	1,300	0	0	0	0
Total Personnel Services	74,431	87,917	89,140	93,555	93,555	93,555
Employee Benefits						
11-01 FICA	5,377	6,555	6,749	7,066	7,066	7,066
11-02 Tri-Met Payroll Tax	516	631	734	687	687	687
11-10 PERS-ER	4,410	6,150	6,662	9,429	9,429	9,429
11-11 PERS-EE	4,274	4,822	5,348	5,613	5,613	5,613
11-20 Health Insurance	14,567	16,545	21,764	26,122	26,122	26,122
11-21 Dental Insurance	1,716	1,535	2,298	2,168	2,168	2,168
11-22 Life Insurance	111	85	133	138	138	138
11-30 Long Term Disability	206	145	265	278	278	278
11-35 HRA/VEBA	1,012	1,162	1,334	1,378	1,378	1,378
Total Employee Benefits	32,189	37,630	45,287	52,879	52,879	52,879
Prof and Tech Services						
20-15 Outsourced Serv & Labor	10,800	4,974	8,000	8,000	8,000	8,000
Total Prof and Tech Services	10,800	4,974	8,000	8,000	8,000	8,000
Other Services						
22-10 Insurance/Fees & Premiums	760,956	786,844	911,798	943,288	943,288	943,288
22-12 Dues and Memberships	130	175	725	725	725	725
22-14 Training and Education	435	432	6,250	6,250	6,250	6,250
22-27 Lodging	295	0	500	500	500	500
Total Other Services	761,816	787,451	919,273	950,763	950,763	950,763
Supplies						
23-63 Comp Equip/Software/Maint	0	0	1,015	1,015	1,015	1,015
Total Supplies	0	0	1,015	1,015	1,015	1,015
Other Operating Objects						
24-01 Claims Paid	172,699	133,943	399,616	428,263	428,263	428,263
24-02 Provision Future Claims	181,125	0	105,600	100,000	100,000	100,000
24-10 Insur.Claims/Deductible	0	0	40,000	40,000	40,000	40,000
Total Other Operating Objects	353,824	133,943	545,216	568,263	568,263	568,263
Total Requirements	1,233,060	1,051,915	1,607,931	1,674,475	1,674,475	1,674,475

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
680 Equipment Replacement Fund						
Interest Income	147,211	194,752	131,515	136,227	136,227	136,227
Miscellaneous Income	246,162	224,229	25,000	0	0	0
Interfund Transfers	247,000	0	0	0	0	0
Internal Service Charges	2,557,733	2,964,508	2,912,367	2,888,063	2,888,063	2,888,063
Beginning Balance	12,175,864	13,089,928	14,276,155	14,387,287	14,387,287	14,387,287
Total Equipment Replacement Fund	15,373,970	16,473,417	17,345,037	17,411,577	17,411,577	17,411,577

Requirements						
Finance and Mgmt Svcs	2,284,042	1,789,368	4,347,970	4,417,172	4,417,172	4,417,172
Total	2,284,042	1,789,368	4,347,970	4,417,172	4,417,172	4,417,172
Unappropriated	13,089,928	14,684,049	12,997,067	12,994,405	12,994,405	12,994,405
Total	13,089,928	14,684,049	12,997,067	12,994,405	12,994,405	12,994,405
Total Equipment Replacement Fund	15,373,970	16,473,417	17,345,037	17,411,577	17,411,577	17,411,577

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 680 Equipment Replacement Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Division						
Equipment Replacement Div.	1,453,826	1,079,564	3,081,481	2,556,851	2,556,851	2,556,851
Technology Replacement Div.	545,926	115,818	250,000	250,000	250,000	250,000
Other Equipment Div.	284,290	593,986	1,016,489	1,610,321	1,610,321	1,610,321
Finance and Mgmt Svcs Dept. Total	2,284,042	1,789,368	4,347,970	4,417,172	4,417,172	4,417,172

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 680 Equipment Replacement Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Category						
Materials & Services	635,465	293,759	50,000	50,000	50,000	50,000
Capital Outlay	1,648,577	1,495,609	4,297,970	4,367,172	4,367,172	4,367,172
Finance and Mgmt Svcs Dept. Total	2,284,042	1,789,368	4,347,970	4,417,172	4,417,172	4,417,172

Fund: Equipment Replacement
Dept: Finance and Management Services

FY 2017/18 BUDGET HIGHLIGHTS

Capital Outlay

Equipment	$593,832 increase. Reflects anticipated purchases shown on the next two pages.
Motor Vehicles	($524,630) decrease. Reflects anticipated purchases shown on the next two pages.

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EQUIPMENT REPLACEMENT SCHEDULE FOR FY 2017/18

			Vehicles	Other Equipment	Computer Equipment	Total
Police Dept.	5	Patrol SUVs	283,580			
	4	SUVs	181,444			
	1	Small Pickup Truck	37,132			
	2	Vans	78,500			
		Police Equipment (various)		214,987		
						795,643
Fire Dept.	2	Pickup Trucks	75,166			
	9	Defibrillators		235,749		
	1	Hydraulic Rescue System		67,788		
	4	Thermal Energy Cameras		66,444		
	1	Air Storage System		31,538		
		Fire Equipment (various)		207,785		
						684,470
Community Development	1	Pickup Truck	27,823			
						27,823
Infrastructure Development	1	Pickup Truck	34,083			
						34,083
Building Dev.	2	SUVs	55,166			
						55,166
Parks Dept.	1	Top Dresser		33,211		
						33,211
Environmental Services Dept.	2	Pickup Trucks	67,451			
	1	Flusher Tanker	26,878			
	2	Dump Trucks	310,104			
	1	Utility Truck w/Crane	75,000			
	1	Sewer Cleaner	386,250			
	1	Front End Loader		140,000		
	1	Forklift		45,020		
	1	Backhoe		113,474		
	1	Lift Truck		37,617		
						1,201,794
Fleet/Facilities	1	Pickup Truck	45,000			
	1	Compressor		7,962		
						52,962
All Departments	3	Sedans	83,178			
	1	Van	27,679			
		Vehicles (various)	300,000			
		Equipment (various)		200,000		
						610,857
Information Technology		Servers			200,000	
All Departments		Computer Replacement			50,000	
						250,000
					Total	3,746,009

EQUIPMENT REPLACEMENT SCHEDULE FOR FY 2017/18

			Vehicles	Other Equipment	Computer Equipment	Total
Equipment Replacement Carryover from FY 2016/17						
Police Dept.	3	Sedans	92,628			
						92,628
Fire Dept.	1	SUV	56,886			
	1	Sedan	29,886			
		Fire Equipment (various)		35,329		
						122,101
Building Dev.	1	SUV	27,583			
	1	Microfiche Workstation		15,658		
						43,241
Infrastructure Development	1	Pickup Truck	32,210			
						32,210
Environmental Services Dept.	3	Cab & Chassis Trucks	145,071			
	1	Pickup Truck	28,567			
		Heavy Duty Equipment (various)		42,436		
	1	Backhoe		115,323		
						331,397
Fleet/Facilities	1	Cab & Chassis Truck	49,586			
						49,586
					Total	671,163
	Grand Total FY 2017/18		$ 2,556,851	$ 1,610,321	$ 250,000	$ 4,417,172

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Equipment Replacement Fund						
Finance and Mgmt Svcs Department						
Supplies						
23-14 Minor Equip and Tools	14,542	15,586	0	0	0	0
23-63 Comp Equip/Software/Maint	620,923	278,173	50,000	50,000	50,000	50,000
Total Supplies	635,465	293,759	50,000	50,000	50,000	50,000
Capital Outlay						
30-08 Equipment	194,751	416,045	1,216,489	1,810,321	1,810,321	1,810,321
30-10 Motor Vehicles	1,453,826	1,079,564	3,081,481	2,556,851	2,556,851	2,556,851
Total Capital Outlay	1,648,577	1,495,609	4,297,970	4,367,172	4,367,172	4,367,172
Total Requirements	2,284,042	1,789,368	4,347,970	4,417,172	4,417,172	4,417,172

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
710 Legal Services Fund						
Interest Income	3,928	5,569	0	0	0	0
Miscellaneous Income	0	15,386	0	0	0	0
Internal Service Charges	861,259	837,160	999,542	1,293,788	1,293,788	1,293,788
Beginning Balance	205,015	196,581	138,000	100,000	100,000	100,000
Total Legal Services Fund	1,070,202	1,054,696	1,137,542	1,393,788	1,393,788	1,393,788

Requirements						
City Attorney's Office	873,621	909,552	1,069,542	1,217,788	1,217,788	1,217,788
Total	873,621	909,552	1,069,542	1,217,788	1,217,788	1,217,788
Contingency	0	0	68,000	176,000	176,000	176,000
Unappropriated	196,581	145,144	0	0	0	0
Total	196,581	145,144	68,000	176,000	176,000	176,000
Total Legal Services Fund	1,070,202	1,054,696	1,137,542	1,393,788	1,393,788	1,393,788

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 710 Legal Services Fund						
Dept: 14 City Attorney's Office Department						
Requirements by Division						
General Legal Services Div.	833,373	868,358	1,025,900	1,174,470	1,174,470	1,174,470
Support Services Div.	40,248	41,194	43,642	43,318	43,318	43,318
City Attorney's Office Dept. Total	873,621	909,552	1,069,542	1,217,788	1,217,788	1,217,788

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 710 Legal Services Fund						
Dept: 14 City Attorney's Office Department						
Requirements by Category						
Personnel Services	814,710	865,313	916,500	1,127,291	1,127,291	1,127,291
Materials & Services	58,911	44,239	153,042	90,497	90,497	90,497
City Attorney's Office Dept. Total	873,621	909,552	1,069,542	1,217,788	1,217,788	1,217,788

Fund: Legal Services
Dept: City Attorney's Office

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$122,212 increase. Reflects the addition of one Assistant City Attorney. This position will provide legal research and support to current attorneys so that they can focus attention on substantive projects and proactive legal matters that require a higher level of expertise.

Materials & Services

Professional Services	($65,000) decrease. This decrease reflects one-time costs incurred in fiscal year 2016/17.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Legal Services Fund						
City Attorney's Office Department						
Personnel Services						
10-01 Full-Time Employees	523,754	502,326	608,824	731,036	731,036	731,036
10-02 Part-Time Employees	0	57,390	0	0	0	0
10-61 Accrued Compensated Absen	25,200	13,900	0	0	0	0
Total Personnel Services	548,954	573,616	608,824	731,036	731,036	731,036
Employee Benefits						
11-01 FICA	38,985	41,295	45,522	55,161	55,161	55,161
11-02 Tri-Met Payroll Tax	3,792	4,080	5,017	5,365	5,365	5,365
11-09 PERS - Pension Bond Pymt	24,463	25,817	27,825	28,424	28,424	28,424
11-10 PERS-ER	36,577	49,939	52,860	77,860	77,860	77,860
11-11 PERS-EE	31,425	33,583	36,529	43,862	43,862	43,862
11-20 Health Insurance	97,087	105,163	105,863	147,621	147,621	147,621
11-21 Dental Insurance	12,743	11,412	12,097	13,945	13,945	13,945
11-22 Life Insurance	859	514	839	1,003	1,003	1,003
11-27 Workers' Comp	11,160	11,400	11,280	11,277	11,277	11,277
11-30 Long Term Disability	1,593	967	1,826	2,193	2,193	2,193
11-31 FSA-Admin Fee	84	130	130	134	134	134
11-35 HRA/VEBA	6,988	7,397	7,888	9,410	9,410	9,410
Total Employee Benefits	265,756	291,697	307,676	396,255	396,255	396,255
Prof and Tech Services						
20-06 Professional Services	34,430	19,116	115,000	50,000	50,000	50,000
20-15 Outsourced Serv & Labor	3,063	3,109	4,000	4,500	4,500	4,500
20-22 Assessments and Fees	468	442	375	400	400	400
Total Prof and Tech Services	37,961	22,667	119,375	54,900	54,900	54,900
Property Services						
21-06 Telephone/Cell Phone	736	798	800	800	800	800
21-21 Equipment R and M	0	0	500	500	500	500
21-23 Com Systems R and M	0	0	250	250	250	250
21-40 Equipment Rent/Lease	3,343	3,440	5,000	5,000	5,000	5,000
Total Property Services	4,079	4,238	6,550	6,550	6,550	6,550
Other Services						
22-02 Photographic/Art	0	0	250	250	250	250
22-04 Printing	48	224	600	600	600	600
22-12 Dues and Memberships	3,231	3,260	6,100	6,600	6,600	6,600
22-14 Training and Education	1,993	1,760	5,000	5,500	5,500	5,500
22-24 Meals	757	753	850	850	850	850
22-25 Mileage	511	54	500	500	500	500
22-27 Lodging	667	155	1,000	1,000	1,000	1,000
Total Other Services	7,207	6,206	14,300	15,300	15,300	15,300
Supplies						
23-01 Office Supplies	499	808	1,000	1,100	1,100	1,100
23-02 Copier/Printer/Fax Supp	0	442	250	400	400	400

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Legal Services Fund						
City Attorney's Office Department						
23-14 Minor Equip and Tools	2,001	2,960	2,000	2,000	2,000	2,000
23-44 R and M Supplies	0	0	50	50	50	50
23-60 Books and Publications	2,339	2,794	3,200	3,200	3,200	3,200
23-61 Post/Pack/Del/Courier	14	97	250	250	250	250
23-62 Employee Service Awards	149	50	0	100	100	100
23-63 Comp Equip/Software/Maint	37	0	1,530	3,030	3,030	3,030
Total Supplies	5,039	7,151	8,280	10,130	10,130	10,130
Internal Service Charge						
29-11 Computer Replacement Chg	4,625	3,977	4,537	3,617	3,617	3,617
Total Internal Service Charge	4,625	3,977	4,537	3,617	3,617	3,617
Total Requirements	873,621	909,552	1,069,542	1,217,788	1,217,788	1,217,788

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
730 Utility Financial Svcs Fund						
Charges for Services	106,937	117,696	109,000	115,900	115,900	115,900
Interest Income	8,835	16,419	11,000	9,000	9,000	9,000
Miscellaneous Income	402,026	339,561	355,000	351,800	351,800	351,800
Internal Service Charges	1,984,061	1,235,419	2,281,054	2,276,621	2,276,621	2,276,621
Beginning Balance	349,476	753,908	0	163,000	163,000	163,000
Total Utility Financial Svcs Fund	2,851,335	2,463,003	2,756,054	2,916,321	2,916,321	2,916,321

Requirements						
Finance and Mgmt Svcs	2,097,427	2,296,536	2,599,054	2,753,321	2,753,321	2,753,321
Total	2,097,427	2,296,536	2,599,054	2,753,321	2,753,321	2,753,321
Contingency	0	0	157,000	163,000	163,000	163,000
Unappropriated	753,908	166,467	0	0	0	0
Total	753,908	166,467	157,000	163,000	163,000	163,000
Total Utility Financial Svcs Fund	2,851,335	2,463,003	2,756,054	2,916,321	2,916,321	2,916,321

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 730 Utility Financial Svcs Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Division						
City Recvbls-Billing Sys Div.	1,285,353	1,370,677	1,585,135	1,643,213	1,643,213	1,643,213
Titles,Liens and Collect Div.	130,302	134,417	137,726	166,482	166,482	166,482
Utility Accounting Div.	272,191	346,642	368,282	365,652	365,652	365,652
Support Services Div.	409,581	444,800	507,911	577,974	577,974	577,974
Finance and Mgmt Svcs Dept. Total	2,097,427	2,296,536	2,599,054	2,753,321	2,753,321	2,753,321

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 730 Utility Financial Svcs Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Category						
Personnel Services	1,392,263	1,538,703	1,568,417	1,644,706	1,644,706	1,644,706
Materials & Services	705,164	757,833	1,030,637	1,108,615	1,108,615	1,108,615
Finance and Mgmt Svcs Dept. Total	2,097,427	2,296,536	2,599,054	2,753,321	2,753,321	2,753,321

Fund: Utility Financial Services
Dept: Finance and Management Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$94,353 increase. Includes the movement of a limited term Business Systems Analyst to full-time and other anticipated staffing costs.
Limited Term	($68,860) decrease. Reflects the movement of a limited term Business Systems Analyst to full-time.

Materials & Services

Equipment R and M	$3,460 increase. Reflects annual maintenance contracts.
Utility Cstmr Assist Prgr	$15,000 increase. Reflects estimated needs of the Customer Assistance Program.
Copier/Printer/Fax Supp	$2,500 increase. Reflects recent actual costs.
Paper	($3,300) decrease. Reflects anticipated costs for bill stock and envelopes.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Utility Financial Svcs Fund						
Finance and Mgmt Svcs Department						
Personnel Services						
10-01 Full-Time Employees	819,812	877,926	884,786	979,139	979,139	979,139
10-02 Part-Time Employees	11,382	4,583	22,225	22,490	22,490	22,490
10-03 Overtime	22,120	14,231	13,250	15,250	15,250	15,250
10-04 Limited Term	49,022	70,513	68,860	0	0	0
10-05 Temp/Seasonal	709	1,838	0	0	0	0
10-30 Acting In Capacity	7,461	275	500	500	500	500
10-32 Working Out of Class Pay	422	46	2,500	2,500	2,500	2,500
10-61 Accrued Compensated Absen	10,800	26,400	0	0	0	0
10-69 Comp Cashed Out	1,590	0	0	0	0	0
Total Personnel Services	923,318	995,812	992,121	1,019,879	1,019,879	1,019,879
Employee Benefits						
11-01 FICA	69,070	73,585	75,387	77,483	77,483	77,483
11-02 Tri-Met Payroll Tax	6,640	7,067	8,174	7,486	7,486	7,486
11-09 PERS - Pension Bond Pymt	30,676	34,580	35,099	35,827	35,827	35,827
11-10 PERS-ER	55,798	76,336	78,004	101,044	101,044	101,044
11-11 PERS-EE	52,335	57,145	59,526	61,192	61,192	61,192
11-20 Health Insurance	196,359	229,032	243,833	266,770	266,770	266,770
11-21 Dental Insurance	24,694	24,659	27,537	26,846	26,846	26,846
11-22 Life Insurance	1,241	1,226	1,315	1,322	1,322	1,322
11-27 Workers' Comp	13,950	18,649	26,005	25,312	25,312	25,312
11-30 Long Term Disability	2,471	1,629	2,927	3,005	3,005	3,005
11-31 FSA-Admin Fee	302	253	246	254	254	254
11-35 HRA/VEBA	15,409	18,730	18,243	18,286	18,286	18,286
Total Employee Benefits	468,945	542,891	576,296	624,827	624,827	624,827
Prof and Tech Services						
20-06 Professional Services	35,665	68,129	162,640	159,940	159,940	159,940
20-08 Med and Psych Costs	70	0	150	150	150	150
20-15 Outsourced Serv & Labor	0	2,100	38,000	36,000	36,000	36,000
20-19 Meter Reads	39,165	45,315	43,000	46,760	46,760	46,760
20-20 Permits and Licenses	0	80	190	230	230	230
20-24 Recording and Title Fees	3,226	3,607	3,500	3,800	3,800	3,800
Total Prof and Tech Services	78,126	119,231	247,480	246,880	246,880	246,880
Property Services						
21-06 Telephone/Cell Phone	3,196	2,458	1,750	1,975	1,975	1,975
21-21 Equipment R and M	3,506	262	4,640	8,100	8,100	8,100
21-40 Equipment Rent/Lease	5,261	18,311	26,100	25,180	25,180	25,180
Total Property Services	11,963	21,031	32,490	35,255	35,255	35,255
Other Services						
22-04 Printing	1,823	7,211	6,910	7,410	7,410	7,410
22-08 Advertising	0	0	100	0	0	0
22-12 Dues and Memberships	491	981	1,270	1,230	1,230	1,230
22-14 Training and Education	1,528	5,410	12,550	13,300	13,300	13,300

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Utility Financial Svcs Fund						
Finance and Mgmt Svcs Department						
22-19 Utility Cstmr Assist Prgr	58,254	63,978	85,000	100,000	100,000	100,000
22-24 Meals	262	832	500	700	700	700
22-25 Mileage	164	26	250	225	225	225
22-26 Promo/Incentive Programs	286	327	10,000	8,000	8,000	8,000
22-27 Lodging	1,447	3,355	3,480	5,300	5,300	5,300
22-29 Airfare	478	1,429	1,150	1,030	1,030	1,030
Total Other Services	64,733	83,549	121,210	137,195	137,195	137,195
Supplies						
23-01 Office Supplies	0	0	0	200	200	200
23-02 Copier/Printer/Fax Supp	6,262	3,388	1,400	3,900	3,900	3,900
23-03 Paper	12,466	13,764	21,650	18,350	18,350	18,350
23-13 Veh Repairs/Minor Equip	0	0	50	100	100	100
23-14 Minor Equip and Tools	4,456	8,256	11,600	11,300	11,300	11,300
23-20 Operating/Tech/Scientific	371	0	0	0	0	0
23-26 Protective Equip/Uniforms	0	0	200	400	400	400
23-60 Books and Publications	0	307	500	500	500	500
23-61 Post/Pack/Del/Courier	53,980	53,764	75,400	70,300	70,300	70,300
23-62 Employee Service Awards	0	0	0	100	100	100
23-63 Comp Equip/Software/Maint	107,852	62,972	71,850	67,300	67,300	67,300
Total Supplies	185,387	142,451	182,650	172,450	172,450	172,450
Internal Service Charge						
29-04 Property Management	68,306	73,948	73,835	84,980	84,980	84,980
29-06 Vehicle Maintenance	1,697	1,949	2,519	3,545	3,545	3,545
29-07 Vehicle Fuels	516	468	476	946	946	946
29-08 Equipment Replacement	6,805	1,218	1,339	1,705	1,705	1,705
29-11 Computer Replacement Chg	11,724	9,123	9,855	6,814	6,814	6,814
29-12 Information Services	120,604	124,746	143,901	168,844	168,844	168,844
29-19 Code Enforcement Charge	13,218	13,158	18,593	28,710	28,710	28,710
29-20 Economic Development Chg	7,663	6,749	14,803	19,479	19,479	19,479
29-21 Liability Mgmnt Charge	18,727	21,072	22,015	23,694	23,694	23,694
29-24 City Administration	30,466	35,611	42,705	52,050	52,050	52,050
29-25 Financial Services	24,029	28,403	30,266	35,741	35,741	35,741
29-27 General Support Services	11,406	14,219	14,633	15,170	15,170	15,170
29-29 City-Wide Services	49,794	60,907	71,867	75,157	75,157	75,157
Total Internal Service Charge	364,955	391,571	446,807	516,835	516,835	516,835
Total Requirements	2,097,427	2,296,536	2,599,054	2,753,321	2,753,321	2,753,321

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
740 Administrative Services Fund						
Intergovernmental Revenue	11,686	10,423	108,900	108,900	108,900	108,900
Charges for Services	30,520	52,000	16,000	16,000	16,000	16,000
Interest Income	24,018	38,293	0	0	0	0
Miscellaneous Income	12,797	17,139	0	0	0	0
Interfund Transfers	193,825	180,991	207,080	287,080	287,080	287,080
Internal Service Charges	6,346,848	6,418,541	7,250,702	7,736,742	7,736,742	7,736,742
Beginning Balance	1,238,117	1,814,902	1,530,000	1,730,000	1,730,000	1,730,000
Total Administrative Services Fund	7,857,811	8,532,289	9,112,682	9,878,722	9,878,722	9,878,722

Requirements						
Office Governance & Mgmt	1,539,438	1,699,548	2,051,742	2,410,798	2,410,798	2,410,798
Finance and Mgmt Svcs	1,437,107	1,546,031	1,858,256	1,961,130	1,961,130	1,961,130
City-wide Services	3,066,364	3,354,433	3,837,684	4,100,794	4,100,794	4,100,794
Total	6,042,909	6,600,012	7,747,682	8,472,722	8,472,722	8,472,722
Interfund Transfers	0	0	180,000	200,000	200,000	200,000
Contingency	0	0	235,000	256,000	256,000	256,000
Unappropriated	1,814,902	1,932,277	950,000	950,000	950,000	950,000
Total	1,814,902	1,932,277	1,365,000	1,406,000	1,406,000	1,406,000
Total Administrative Services Fund	7,857,811	8,532,289	9,112,682	9,878,722	9,878,722	9,878,722

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 740 Administrative Services Fund						
Dept: 10 Office Governance & Mgmt Department						
Requirements by Division						
Council Support Div.	148,037	229,563	216,288	239,639	239,639	239,639
City Management Div.	932,231	1,013,723	1,317,889	1,559,509	1,559,509	1,559,509
Mayor & Council Div.	73,423	212,398	258,307	328,476	328,476	328,476
Governmental Relations Div.	183,161	191,163	208,524	227,459	227,459	227,459
Compliance Office Div.	157,738	2,598	0	0	0	0
Support Services Div.	44,848	50,103	50,734	55,715	55,715	55,715
Office Governance & Mgmt Dept. Total	1,539,438	1,699,548	2,051,742	2,410,798	2,410,798	2,410,798

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 740 Administrative Services Fund						
Dept: 10 Office Governance & Mgmt Department						
Requirements by Category						
Personnel Services	1,204,868	1,389,067	1,574,754	1,850,145	1,850,145	1,850,145
Materials & Services	334,570	310,481	476,988	560,653	560,653	560,653
Office Governance & Mgmt Dept. Total	1,539,438	1,699,548	2,051,742	2,410,798	2,410,798	2,410,798

Fund: Administrative Services
Dept: Office of Governance and Management

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$117,584 increase. Reflects staffing shifts between the Office of Governance and Management and Citywide Services in support of the Council Work Plan and other projects.
Limited Term	$9,319 increase. Reflects anticipated payroll costs.
Elected Officials	$46,000 increase. Reflects Mayor and City Council compensation as set by the City of Gresham's Finance Committee.

Materials & Services

Professional Services	$41,800 increase. Reflects anticipated needs for Pathways Internship Program, Council Work Plan items and annual increase in lobbying contract.
Community Outreach	$15,000 increase. Reflects anticipated city support for Family of Friends.
Airfare	$4,300 increase. Reflects anticipated travel costs.
Contributions/City Match	$7,200 increase. Reflects enhanced support of the Arts and Cultural Grant program.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Administrative Services Fund						
Office Governance & Mgmt Department						
Personnel Services						
10-01 Full-Time Employees	777,276	721,279	857,352	974,936	974,936	974,936
10-03 Overtime	3,442	2,960	0	0	0	0
10-04 Limited Term	40,738	66,693	65,887	75,206	75,206	75,206
10-05 Temp/Seasonal	3,060	0	0	0	0	0
10-07 Elected Officials	0	134,883	135,200	181,200	181,200	181,200
10-32 Working Out of Class Pay	1,487	2,374	0	0	0	0
10-46 Premium Pay	0	582	0	1,500	1,500	1,500
10-61 Accrued Compensated Absen	3,100	38,200	0	0	0	0
10-69 Comp Cashed Out	0	605	0	0	0	0
Total Personnel Services	829,103	967,576	1,058,439	1,232,842	1,232,842	1,232,842
Employee Benefits						
11-01 FICA	62,877	68,259	80,659	94,687	94,687	94,687
11-02 Tri-Met Payroll Tax	6,048	6,795	8,722	9,106	9,106	9,106
11-09 PERS - Pension Bond Pymt	30,877	33,980	33,943	38,222	38,222	38,222
11-10 PERS-ER	42,004	51,813	66,796	93,835	93,835	93,835
11-11 PERS-EE	49,392	46,542	55,394	63,563	63,563	63,563
11-20 Health Insurance	146,038	177,135	223,688	267,693	267,693	267,693
11-21 Dental Insurance	19,188	18,840	25,588	26,719	26,719	26,719
11-22 Life Insurance	1,218	722	1,288	1,458	1,458	1,458
11-27 Workers' Comp	7,255	7,917	7,612	8,255	8,255	8,255
11-30 Long Term Disability	2,241	1,327	2,769	3,150	3,150	3,150
11-31 FSA-Admin Fee	126	137	173	45	45	45
11-35 HRA/VEBA	8,501	8,024	9,683	10,570	10,570	10,570
Total Employee Benefits	375,765	421,491	516,315	617,303	617,303	617,303
Prof and Tech Services						
20-06 Professional Services	55,710	95,179	179,000	220,800	220,800	220,800
20-13 Stipend/Reimbursement	14,554	4,765	0	0	0	0
20-15 Outsourced Serv & Labor	20,454	1,231	3,000	3,000	3,000	3,000
20-20 Permits and Licenses	6,122	924	50	50	50	50
20-22 Assessments and Fees	3	0	0	0	0	0
Total Prof and Tech Services	96,843	102,099	182,050	223,850	223,850	223,850
Property Services						
21-06 Telephone/Cell Phone	3,155	2,541	8,850	8,173	8,173	8,173
21-21 Equipment R and M	0	0	300	300	300	300
21-40 Equipment Rent/Lease	7,516	8,386	13,310	13,310	13,310	13,310
21-43 Bldg/Office Rent/Lease	0	0	0	2,000	2,000	2,000
Total Property Services	10,671	10,927	22,460	23,783	23,783	23,783
Other Services						
22-02 Photographic/Art	455	253	750	750	750	750
22-04 Printing	3,837	3,929	10,500	10,500	10,500	10,500
22-06 Records Mgt/Microfilming	4,291	663	7,500	7,500	7,500	7,500
22-08 Advertising	4,638	0	2,300	2,300	2,300	2,300

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Administrative Services Fund						
Office Governance & Mgmt Department						
22-12 Dues and Memberships	108,125	100,292	113,050	121,850	121,850	121,850
22-14 Training and Education	12,499	13,228	16,400	18,300	18,300	18,300
22-16 Community Outreach	11,935	548	15,000	30,000	30,000	30,000
22-18 Car Allowance	7,633	7,571	7,649	7,732	7,732	7,732
22-24 Meals	11,658	14,448	14,500	14,700	14,700	14,700
22-25 Mileage	1,881	1,856	3,625	4,025	4,025	4,025
22-26 Promo/Incentive Programs	3,701	2,520	4,800	4,300	4,300	4,300
22-27 Lodging	15,741	10,255	16,650	18,500	18,500	18,500
22-29 Airfare	9,179	5,258	12,500	16,800	16,800	16,800
22-31 Rental Cars	152	63	300	600	600	600
22-34 Contributions/City Match	12,500	12,461	12,800	20,000	20,000	20,000
22-56 Art Committee Donation	2,500	3,000	3,000	3,000	3,000	3,000
Total Other Services	210,725	176,345	241,324	280,857	280,857	280,857
Supplies						
23-01 Office Supplies	1,138	2,918	2,000	2,100	2,100	2,100
23-02 Copier/Printer/Fax Supp	612	365	850	850	850	850
23-03 Paper	102	126	450	450	450	450
23-14 Minor Equip and Tools	2,286	4,986	1,900	2,400	2,400	2,400
23-20 Operating/Tech/Scientific	471	795	750	800	800	800
23-60 Books and Publications	2,696	1,008	3,900	3,700	3,700	3,700
23-61 Post/Pack/Del/Courier	198	362	1,100	1,100	1,100	1,100
23-62 Employee Service Awards	125	25	125	125	125	125
23-63 Comp Equip/Software/Maint	1,987	2,319	10,900	11,400	11,400	11,400
Total Supplies	9,615	12,904	21,975	22,925	22,925	22,925
Internal Service Charge						
29-08 Equipment Replacement	704	1,245	352	3,518	3,518	3,518
29-11 Computer Replacement Chg	6,012	6,961	8,827	5,720	5,720	5,720
Total Internal Service Charge	6,716	8,206	9,179	9,238	9,238	9,238
Total Requirements	1,539,438	1,699,548	2,051,742	2,410,798	2,410,798	2,410,798

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 740 Administrative Services Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Division						
FMS Administration Div.	68,642	80,112	83,006	87,771	87,771	87,771
General Support Services Div.	233,258	164,344	438,094	438,150	438,150	438,150
Cash-Debt Management Div.	234,624	251,662	272,110	279,870	279,870	279,870
Accounts Payable-Payroll Div.	362,135	427,495	411,283	475,517	475,517	475,517
Central Sup-Purchasing Div.	125,678	129,170	133,363	141,105	141,105	141,105
Accounting Div.	189,680	263,432	284,823	299,354	299,354	299,354
Support Services Div.	66,483	68,493	66,864	66,189	66,189	66,189
Licensing & Passports Div.	156,607	161,323	168,713	173,174	173,174	173,174
Finance and Mgmt Svcs Dept. Total	1,437,107	1,546,031	1,858,256	1,961,130	1,961,130	1,961,130

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 740 Administrative Services Fund						
Dept: 17 Finance and Mgmt Svcs Department						
Requirements by Category						
Personnel Services	1,135,872	1,209,160	1,332,646	1,395,634	1,395,634	1,395,634
Materials & Services	301,235	336,871	525,610	565,496	565,496	565,496
Finance and Mgmt Svcs Dept. Total	1,437,107	1,546,031	1,858,256	1,961,130	1,961,130	1,961,130

Fund: Administrative Services
Dept: Finance and Management Services

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Copier/Printer/Fax Supp	$3,800 increase. Reflects increased activity for passport services.
Comp Equip/Software/Maint	$35,950 increase. Related to the e-Time time and attendance annual maintenance contract.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Administrative Services Fund						
Finance and Mgmt Svcs Department						
Personnel Services						
10-01 Full-Time Employees	571,196	661,017	660,353	671,485	671,485	671,485
10-02 Part-Time Employees	53,708	54,921	63,180	64,760	64,760	64,760
10-03 Overtime	5,365	3,003	7,000	7,250	7,250	7,250
10-04 Limited Term	814	0	0	0	0	0
10-30 Acting In Capacity	10,024	249	250	250	250	250
10-61 Accrued Compensated Absen	7,700	20,800	0	0	0	0
10-69 Comp Cashed Out	580	2,122	0	0	0	0
Total Personnel Services	649,387	742,112	730,783	743,745	743,745	743,745
Employee Benefits						
11-01 FICA	48,779	54,355	55,086	56,051	56,051	56,051
11-02 Tri-Met Payroll Tax	4,734	5,259	6,022	5,459	5,459	5,459
11-09 PERS - Pension Bond Pymt	25,754	25,294	25,586	26,390	26,390	26,390
11-10 PERS-ER	42,026	60,161	58,692	80,675	80,675	80,675
11-11 PERS-EE	39,228	43,280	43,246	44,625	44,625	44,625
11-20 Health Insurance	152,482	175,684	181,538	206,039	206,039	206,039
11-21 Dental Insurance	19,096	18,978	20,372	20,011	20,011	20,011
11-22 Life Insurance	882	876	948	955	955	955
11-23 Unemployment Insurance	105,069	32,367	160,000	160,000	160,000	160,000
11-27 Workers' Comp	35,295	35,865	34,956	35,963	35,963	35,963
11-30 Long Term Disability	1,806	1,190	2,140	2,207	2,207	2,207
11-31 FSA-Admin Fee	261	251	250	259	259	259
11-35 HRA/VEBA	11,073	13,488	13,027	13,255	13,255	13,255
Total Employee Benefits	486,485	467,048	601,863	651,889	651,889	651,889
Prof and Tech Services						
20-06 Professional Services	118,122	145,495	241,160	243,460	243,460	243,460
20-12 Bond Sale Cost/Loan Fees	1,996	0	0	0	0	0
20-15 Outsourced Serv & Labor	23,040	24,479	30,500	30,500	30,500	30,500
20-20 Permits and Licenses	95	0	0	0	0	0
20-22 Assessments and Fees	5,508	5,198	5,470	5,520	5,520	5,520
Total Prof and Tech Services	148,761	175,172	277,130	279,480	279,480	279,480
Property Services						
21-02 Language Line	3,896	3,197	11,000	11,000	11,000	11,000
21-06 Telephone/Cell Phone	377	387	375	400	400	400
21-21 Equipment R and M	50	304	1,950	1,850	1,850	1,850
21-40 Equipment Rent/Lease	17,051	17,388	27,750	29,100	29,100	29,100
Total Property Services	21,374	21,276	41,075	42,350	42,350	42,350
Other Services						
22-04 Printing	1,975	3,019	3,500	3,400	3,400	3,400
22-06 Records Mgt/Microfilming	2,788	262	2,200	2,200	2,200	2,200
22-08 Advertising	1,865	1,869	3,000	3,000	3,000	3,000
22-12 Dues and Memberships	4,168	2,525	3,564	3,750	3,750	3,750
22-14 Training and Education	3,908	3,746	14,875	12,425	12,425	12,425

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Administrative Services Fund						
Finance and Mgmt Svcs Department						
22-20 City Wide Training	0	312	0	300	300	300
22-24 Meals	1,295	1,796	1,345	2,250	2,250	2,250
22-25 Mileage	278	135	700	700	700	700
22-26 Promo/Incentive Programs	9,781	7,645	14,975	14,975	14,975	14,975
22-27 Lodging	1,136	3,869	4,020	4,500	4,500	4,500
22-29 Airfare	234	880	1,300	820	820	820
22-31 Rental Cars	0	9	0	0	0	0
Total Other Services	27,428	26,067	49,479	48,320	48,320	48,320
Supplies						
23-01 Office Supplies	2,996	3,744	3,625	3,725	3,725	3,725
23-02 Copier/Printer/Fax Supp	7,145	5,604	10,950	14,750	14,750	14,750
23-03 Paper	18,424	12,462	20,550	20,550	20,550	20,550
23-14 Minor Equip and Tools	1,435	4,775	7,150	7,100	7,100	7,100
23-20 Operating/Tech/Scientific	420	28	150	150	150	150
23-25 Other Operating	9	0	0	0	0	0
23-60 Books and Publications	683	2,605	3,895	3,460	3,460	3,460
23-61 Post/Pack/Del/Courier	66,190	76,648	95,319	95,825	95,825	95,825
23-62 Employee Service Awards	534	891	715	750	750	750
23-63 Comp Equip/Software/Maint	402	265	9,250	45,200	45,200	45,200
Total Supplies	98,238	107,022	151,604	191,510	191,510	191,510
Internal Service Charge						
29-11 Computer Replacement Chg	5,434	7,334	6,322	3,836	3,836	3,836
Total Internal Service Charge	5,434	7,334	6,322	3,836	3,836	3,836
Total Requirements	1,437,107	1,546,031	1,858,256	1,961,130	1,961,130	1,961,130

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 740 Administrative Services Fund						
Dept: 19 City-wide Services Department						
Requirements by Division						
Human Resources Div.	601,222	729,958	751,935	946,484	946,484	946,484
Neighborhoods&Comm Engage Div.	213,754	241,107	274,917	303,943	303,943	303,943
Mediation Services Div.	110,023	118,920	227,985	241,968	241,968	241,968
Emergency Management Div.	276,278	200,054	326,659	263,045	263,045	263,045
Budget & Financial Plan Div.	1,134,971	1,264,651	1,416,903	1,448,328	1,448,328	1,448,328
Communications Div.	628,485	695,134	727,253	781,812	781,812	781,812
Support Services Div.	101,631	104,609	112,032	115,214	115,214	115,214
City-wide Services Dept. Total	3,066,364	3,354,433	3,837,684	4,100,794	4,100,794	4,100,794

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 740 Administrative Services Fund						
Dept: 19 City-wide Services Department						
Requirements by Category						
Personnel Services	2,713,596	2,911,983	3,141,450	3,242,460	3,242,460	3,242,460
Materials & Services	352,768	442,450	696,234	858,334	858,334	858,334
City-wide Services Dept. Total	3,066,364	3,354,433	3,837,684	4,100,794	4,100,794	4,100,794

Fund: Administrative Services
Dept: City-wide Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Part-Time Employees	($71,734) decrease. Reflects the shift of part-time staff to full-time.
Limited Term	$49,770 increase. Reflects the budgetary reorganization with the Health and Dental Insurance programs.

Materials & Services

Professional Services	$35,700 increase. Reflects the anticipated need for external consulting and professional services for Human Resources and Emergency Management.
Med and Psych Costs	$7,520 increase. Reflects increases in recruitment activity.
Outsourced Serv & Labor	$51,550 increase. Reflects increases in recruitment activity and anticipated needs for mediation training, disaster training, community event planning and a citywide branding initiative.
Advertising	$2,650 increase. Reflects increases in recruitment activity.
Dues and Memberships	$2,755 increase. Reflects increases in membership dues and costs.
Community Outreach	$31,000 increase. Based on the anticipated needs for community events planning and neighborhood association insurance coverage.
City Wide Training	$16,250 increase. Reflects centralized budget for certain technology related training.
Comp Equip/Software/Maint	$7,200 increase. Based on the anticipated cost of a citywide emergency notification system for citizens and staff.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Administrative Services Fund						
City-wide Services Department						
Personnel Services						
10-01 Full-Time Employees	1,620,959	1,816,701	1,899,570	1,916,061	1,916,061	1,916,061
10-02 Part-Time Employees	22,037	30,924	71,734	0	0	0
10-03 Overtime	6,764	2,182	9,000	9,000	9,000	9,000
10-04 Limited Term	153,742	80,912	117,551	167,321	167,321	167,321
10-05 Temp/Seasonal	27,720	7,713	0	0	0	0
10-12 Certificate Pay	232	91	0	0	0	0
10-30 Acting In Capacity	65	7,836	0	0	0	0
10-32 Working Out of Class Pay	5,420	315	0	0	0	0
10-46 Premium Pay	1,518	1,454	1,500	3,000	3,000	3,000
10-61 Accrued Compensated Absen	41,400	52,800	0	0	0	0
10-69 Comp Cashed Out	1,930	2,074	0	0	0	0
Total Personnel Services	1,881,787	2,003,002	2,099,355	2,095,382	2,095,382	2,095,382
Employee Benefits						
11-01 FICA	142,243	148,533	159,509	159,716	159,716	159,716
11-02 Tri-Met Payroll Tax	13,574	14,267	17,281	15,379	15,379	15,379
11-09 PERS - Pension Bond Pymt	68,327	69,458	71,868	75,517	75,517	75,517
11-10 PERS-ER	103,557	140,934	161,244	173,316	173,316	173,316
11-11 PERS-EE	102,684	110,983	125,409	125,723	125,723	125,723
11-20 Health Insurance	312,807	337,637	405,830	493,832	493,832	493,832
11-21 Dental Insurance	40,904	38,668	46,974	48,756	48,756	48,756
11-22 Life Insurance	2,807	1,877	2,906	2,916	2,916	2,916
11-27 Workers' Comp	16,040	16,193	15,985	16,310	16,310	16,310
11-30 Long Term Disability	5,234	3,187	6,206	6,249	6,249	6,249
11-31 FSA-Admin Fee	401	374	346	269	269	269
11-35 HRA/VEBA	23,231	26,870	28,537	29,095	29,095	29,095
Total Employee Benefits	831,809	908,981	1,042,095	1,147,078	1,147,078	1,147,078
Prof and Tech Services						
20-06 Professional Services	21,786	55,153	80,000	115,700	115,700	115,700
20-08 Med and Psych Costs	40,727	51,077	44,040	51,560	51,560	51,560
20-15 Outsourced Serv & Labor	34,350	22,459	124,675	176,225	176,225	176,225
20-20 Permits and Licenses	4,076	3,938	4,150	4,150	4,150	4,150
Total Prof and Tech Services	100,939	132,627	252,865	347,635	347,635	347,635
Property Services						
21-06 Telephone/Cell Phone	10,481	7,974	14,420	12,842	12,842	12,842
21-23 Com Systems R and M	2,557	2,159	4,400	4,400	4,400	4,400
21-40 Equipment Rent/Lease	4,864	10,841	16,850	16,900	16,900	16,900
Total Property Services	17,902	20,974	35,670	34,142	34,142	34,142
Other Services						
22-02 Photographic/Art	594	1,580	2,400	2,500	2,500	2,500
22-04 Printing	21,181	28,516	48,750	50,550	50,550	50,550
22-06 Records Mgt/Microfilming	24	24	100	100	100	100
22-08 Advertising	9,368	12,150	21,950	24,600	24,600	24,600

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Administrative Services Fund						
City-wide Services Department						
22-12 Dues and Memberships	3,720	13,482	15,560	18,315	18,315	18,315
22-14 Training and Education	21,806	10,681	30,360	31,630	31,630	31,630
22-16 Community Outreach	7,717	17,304	34,300	65,300	65,300	65,300
22-20 City Wide Training	29,292	33,573	47,100	63,350	63,350	63,350
22-24 Meals	5,871	5,948	8,750	9,850	9,850	9,850
22-25 Mileage	862	783	1,350	1,500	1,500	1,500
22-26 Promo/Incentive Programs	15,359	10,570	17,240	17,340	17,340	17,340
22-27 Lodging	3,666	3,917	2,650	3,150	3,150	3,150
22-28 Recruitment Expenses	24	3,340	5,625	7,250	7,250	7,250
22-29 Airfare	2,241	1,420	2,250	2,700	2,700	2,700
22-31 Rental Cars	0	518	0	0	0	0
22-34 Contributions/City Match	10,015	8,582	11,000	11,000	11,000	11,000
22-52 Committee Expenses	0	763	1,500	1,500	1,500	1,500
Total Other Services	131,740	153,151	250,885	310,635	310,635	310,635
Supplies						
23-01 Office Supplies	3,111	4,445	5,700	6,500	6,500	6,500
23-02 Copier/Printer/Fax Supp	685	1,508	1,500	2,000	2,000	2,000
23-03 Paper	0	0	750	750	750	750
23-14 Minor Equip and Tools	17,775	38,146	23,100	23,500	23,500	23,500
23-20 Operating/Tech/Scientific	0	130	0	0	0	0
23-26 Protective Equip/Uniforms	0	0	500	500	500	500
23-41 Signs	77	0	450	750	750	750
23-60 Books and Publications	4,028	3,752	6,775	6,875	6,875	6,875
23-61 Post/Pack/Del/Courier	53,302	54,794	67,200	67,600	67,600	67,600
23-62 Employee Service Awards	550	689	300	300	300	300
23-63 Comp Equip/Software/Maint	2,728	10,469	23,360	30,560	30,560	30,560
23-64 Employee Recognition Prog	2,667	2,807	3,000	3,200	3,200	3,200
Total Supplies	84,923	116,740	132,635	142,535	142,535	142,535
Internal Service Charge						
29-08 Equipment Replacement	2,002	3,545	1,002	10,012	10,012	10,012
29-11 Computer Replacement Chg	15,262	15,413	23,177	13,375	13,375	13,375
Total Internal Service Charge	17,264	18,958	24,179	23,387	23,387	23,387
Total Requirements	3,066,364	3,354,433	3,837,684	4,100,794	4,100,794	4,100,794

Special Revenue &
Non-operating Funds

CITY OF
GRESHAM
OREGON

Special Revenue Funds & Non-Operating Funds - Revenues and Expenditures

Special revenue funds account for revenues that are legally restricted to expenditures for specific purposes. Non-operating funds account for the proceeds of a specific revenue source, but do not appropriate expenditures for operating costs. The debt service funds are non-operating funds.

Special Revenue Funds

- *System Development Charges Fund* – Accounts for revenue from system development charges earmarked for specific capital expansion projects. System development charges (SDCs) are charged to new land developments for capacity impacts that will be addressed by the Water Construction Fund, Stormwater Construction Fund, Wastewater Construction Fund, Parks Capital Fund and Transportation Construction Fund. Each type of activity has a specific SDC charge. They can also include authority to provide SDC Credits to support development. The revenue remains in separate accounts in the System Development Charges Fund until appropriate expenditures are made. SDC funded projects are identified in advance.

- *Grants Fund* – Accounts for federal, state, and local grants designated for a specific purpose, activity or facility. This fund receives grants funds, which are then transferred on a reimbursement basis to the operating or capital fund for the grant-related expenditure.

- *Dedicated Revenue Fund* – The fund is used for programs that rely on dedicated revenue sources. This fund includes the CDBG and HOME programs and, the Solid Waste/Recycling Program.

- *Designated Purpose Fund* – Accounts for monies donated to the City to support specific activities. Some grant funded expenditures are budgeted in this fund. Resources include transfers from the Grants Fund, intergovernmental revenue, and donations from businesses and individuals.

Debt Service Funds

The debt service funds account for the revenues applied to payment of principal and interest on long-term debt, accounted for in the following debt service funds:

- *General Government Debt Fund* – This fund accounts for debt service payments on obligations of governmental funds. Requirements consist of debt service payments. Fiscal year 2016/17 allowed for the repayment of unused debt proceeds related to the streetlight replacement project.

- *City Backed Urban Renewal Debt Service Fund* – This fund was created to account for debt service on interim funding loaned to the Rockwood/West Gresham Urban Renewal Area. The resources are payments from the Rockwood/West Gresham Urban Renewal District. The decrease in this fund over the last several years is reflective of the Gresham

Redevelopment Commission issuing its own debt directly, instead of relying on the City of Gresham to issue debt on behalf of the Commission.

- *Pension Bond Debt Service Fund* – This fund accounts for debt service on Pension Bonds issued as a means of financing the unfunded actuarial liability with the Oregon Public Employees Retirement System.
- *Water Debt Service Fund* – This fund accounts for reserves and the payment of principal and interest. Transfers from the Water Fund provide revenue for this fund. Requirements consist of debt service payments. Fiscal year 2014/15 allowed for the early pay-off of an existing water revenue bond.
- *Stormwater Debt Service Fund* – This fund accounts for reserves and the payment of principal and interest. Transfers from the Stormwater Fund provide revenue for this fund. Requirements consist of debt service payments. Fiscal year 2016/17 included appropriation for renewal of City's line of credit related to stormwater projects, as well as reimbursement and repayment of the temporary work associated with the reopening of Kane Drive.
- *Wastewater Debt Service Fund* – This fund accounts for reserves and the payment of principal and interest. Transfers from the Wastewater Fund provide revenue for this fund. Requirements consist of debt service payments.
- *City Facility Debt Service Fund* – Fiscal year 2014/15 reflects a transfer to the Facilities and Fleet Management Fund of the cash remaining following the city hall debt repayment. Fiscal years 2015/16, 2016/17 and 2017/18 reflect the debt service payments on the roof of the Public Safety Building. In fiscal year 2014/15 this payment was budgeted in the Facilities and Fleet Management Fund.

Special Revenue and Non-Operating Funds Issues and Changes

One fund that is now closed is included in this section for historical purposes:

- Dedicated Stimulus Fund.

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
230 System Development Charge Fund						
Charges for Services	3,589,368	3,802,629	3,526,000	3,416,000	3,416,000	3,416,000
Interest Income	101,821	157,541	93,000	208,000	208,000	208,000
Miscellaneous Income	65,531	12,340	20,000	20,000	20,000	20,000
Other Resources	931,552	1,119,496	17,468,900	27,578,000	27,578,000	27,578,000
Beginning Balance	8,985,935	7,958,069	5,287,000	8,083,000	8,083,000	8,083,000
Total System Development Charge Fun	13,674,207	13,050,075	26,394,900	39,305,000	39,305,000	39,305,000

Requirements						
Interfund Transfers	5,716,138	2,327,332	23,537,300	34,553,750	34,553,750	34,553,750
Unappropriated	7,958,069	10,722,743	2,857,600	4,751,250	4,751,250	4,751,250
Total	13,674,207	13,050,075	26,394,900	39,305,000	39,305,000	39,305,000
Total System Development Charge Fund	13,674,207	13,050,075	26,394,900	39,305,000	39,305,000	39,305,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
250 Grants Fund						
Intergovernmental Revenue	6,647,830	3,653,137	21,247,308	16,986,443	16,986,443	16,986,443
Miscellaneous Income	1,768	2,911	0	0	0	0
Total Grants Fund	6,649,598	3,656,048	21,247,308	16,986,443	16,986,443	16,986,443
Requirements						
Interfund Transfers	6,649,598	3,656,048	21,247,308	16,986,443	16,986,443	16,986,443
Total	6,649,598	3,656,048	21,247,308	16,986,443	16,986,443	16,986,443
Total Grants Fund	6,649,598	3,656,048	21,247,308	16,986,443	16,986,443	16,986,443

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
270 Dedicated Revenue Fund						
Charges for Services	556,000	583,606	614,000	645,000	645,000	645,000
Miscellaneous Income	0	46	0	0	0	0
Interfund Transfers	1,574,570	1,477,633	2,450,724	2,314,343	2,314,343	2,314,343
Beginning Balance	253,552	301,150	349,800	418,769	418,769	418,769
Total Dedicated Revenue Fund	2,384,122	2,362,435	3,414,524	3,378,112	3,378,112	3,378,112

Requirements						
Community Development	1,402,371	1,239,552	2,179,197	1,843,066	1,843,066	1,843,066
Environmental Services	680,601	684,425	875,016	897,448	897,448	897,448
Total	2,082,972	1,923,977	3,054,213	2,740,514	2,740,514	2,740,514
Interfund Transfers	0	0	0	200,000	200,000	200,000
Contingency	0	0	80,000	90,000	90,000	90,000
Unappropriated	301,150	438,458	280,311	347,598	347,598	347,598
Total	301,150	438,458	360,311	637,598	637,598	637,598
Total Dedicated Revenue Fund	2,384,122	2,362,435	3,414,524	3,378,112	3,378,112	3,378,112

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 270 Dedicated Revenue Fund						
Dept: 34 Community Development Department						
Requirements by Division						
Support Services Div.	61,629	65,373	66,608	72,232	72,232	72,232
CDBG/HOME Projects Div.	1,207,384	1,022,561	1,939,774	1,616,219	1,616,219	1,616,219
Community Revitalization Div.	133,358	151,618	172,815	154,615	154,615	154,615
Community Development Dept. Total	1,402,371	1,239,552	2,179,197	1,843,066	1,843,066	1,843,066

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 270 Dedicated Revenue Fund						
Dept: 34 Community Development Department						
Requirements by Category						
Personnel Services	128,137	129,115	122,868	129,438	129,438	129,438
Materials & Services	1,274,234	1,110,437	2,056,329	1,713,628	1,713,628	1,713,628
Community Development Dept. Total	1,402,371	1,239,552	2,179,197	1,843,066	1,843,066	1,843,066

Fund: Dedicated Revenue
Dept: Community Development

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Professional Services	($8,000) decrease. Aligns budget with actual expenditures.
CDBG Home Expenditures	($323,555) decrease. Reflects a reduction in anticipated grant funding.
Interest Expense	($10,000) decrease. Aligns budget with actual expenditures.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Dedicated Revenue Fund						
Community Development Department						
Personnel Services						
10-01 Full-Time Employees	78,384	79,958	81,557	83,595	83,595	83,595
10-03 Overtime	7,447	2,393	5,000	5,000	5,000	5,000
10-05 Temp/Seasonal	4,522	1,911	0	0	0	0
10-61 Accrued Compensated Absen	3,900	7,800	0	0	0	0
10-69 Comp Cashed Out	1,017	1,345	0	0	0	0
Total Personnel Services	95,270	93,407	86,557	88,595	88,595	88,595
Employee Benefits						
11-01 FICA	6,990	6,549	6,622	6,778	6,778	6,778
11-02 Tri-Met Payroll Tax	662	624	713	650	650	650
11-09 PERS - Pension Bond Pymt	2,185	2,866	3,096	3,133	3,133	3,133
11-10 PERS-ER	7,747	9,767	9,695	13,113	13,113	13,113
11-11 PERS-EE	5,211	5,022	5,193	5,316	5,316	5,316
11-20 Health Insurance	6,595	7,279	7,346	8,267	8,267	8,267
11-21 Dental Insurance	721	722	765	743	743	743
11-22 Life Insurance	78	78	78	78	78	78
11-27 Workers' Comp	975	1,302	1,307	1,240	1,240	1,240
11-30 Long Term Disability	227	138	245	251	251	251
11-35 HRA/VEBA	1,476	1,361	1,251	1,274	1,274	1,274
Total Employee Benefits	32,867	35,708	36,311	40,843	40,843	40,843
Prof and Tech Services						
20-06 Professional Services	4,140	20,000	21,000	13,000	13,000	13,000
20-30 CDBG Home Expenditures	1,207,384	1,022,561	1,939,774	1,616,219	1,616,219	1,616,219
Total Prof and Tech Services	1,211,524	1,042,561	1,960,774	1,629,219	1,629,219	1,629,219
Property Services						
21-06 Telephone/Cell Phone	185	197	400	400	400	400
21-40 Equipment Rent/Lease	429	38	900	900	900	900
Total Property Services	614	235	1,300	1,300	1,300	1,300
Other Services						
22-04 Printing	53	11	100	100	100	100
22-08 Advertising	505	350	1,300	1,000	1,000	1,000
22-12 Dues and Memberships	100	100	2,600	2,600	2,600	2,600
22-14 Training and Education	150	175	1,000	1,000	1,000	1,000
22-24 Meals	680	602	900	900	900	900
22-25 Mileage	189	95	450	450	450	450
22-26 Promo/Incentive Programs	0	45	900	900	900	900
22-27 Lodging	818	0	1,400	1,400	1,400	1,400
22-29 Airfare	340	0	500	500	500	500
Total Other Services	2,835	1,378	9,150	8,850	8,850	8,850
Supplies						
23-01 Office Supplies	287	769	700	700	700	700
23-02 Copier/Printer/Fax Supp	0	2	0	0	0	0

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Dedicated Revenue Fund						
Community Development Department						
23-14 Minor Equip and Tools	503	246	800	800	800	800
23-20 Operating/Tech/Scientific	2	0	0	0	0	0
23-60 Books and Publications	0	0	300	300	300	300
23-61 Post/Pack/Del/Courier	0	26	100	100	100	100
23-63 Comp Equip/Software/Maint	0	4,015	2,500	4,500	4,500	4,500
Total Supplies	792	5,058	4,400	6,400	6,400	6,400
Other Operating Objects						
24-11 Interest Expense	0	0	10,000	0	0	0
Total Other Operating Objects	0	0	10,000	0	0	0
Internal Service Charge						
29-04 Property Management	3,837	4,065	3,991	3,429	3,429	3,429
29-11 Computer Replacement Chg	925	497	542	421	421	421
29-12 Information Services	8,048	8,017	8,633	9,412	9,412	9,412
29-16 Internal Prof Svcs	0	0	8,500	0	0	0
29-19 Code Enforcement Charge	1,147	1,441	1,652	2,373	2,373	2,373
29-20 Economic Development Chg	958	1,000	1,315	1,610	1,610	1,610
29-21 Liability Mgmnt Charge	1,152	1,261	1,397	1,534	1,534	1,534
29-22 Legal	32,805	34,098	30,507	34,360	34,360	34,360
29-24 City Administration	2,527	2,771	3,794	4,301	4,301	4,301
29-25 Financial Services	1,993	2,210	2,689	2,954	2,954	2,954
29-27 General Support Services	946	1,106	1,300	1,254	1,254	1,254
29-29 City-Wide Services	4,131	4,739	6,385	6,211	6,211	6,211
Total Internal Service Charge	58,469	61,205	70,705	67,859	67,859	67,859
Total Requirements	1,402,371	1,239,552	2,179,197	1,843,066	1,843,066	1,843,066

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 270 Dedicated Revenue Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Support Services Div.	151,269	131,556	165,114	192,447	192,447	192,447
Dedicated Solid Waste Prg Div.	529,332	552,869	709,902	705,001	705,001	705,001
Environmental Services Dept. Total	680,601	684,425	875,016	897,448	897,448	897,448

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 270 Dedicated Revenue Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Personnel Services	478,726	510,945	640,913	628,628	628,628	628,628
Materials & Services	201,875	173,480	234,103	268,820	268,820	268,820
Environmental Services Dept. Total	680,601	684,425	875,016	897,448	897,448	897,448

Fund: Dedicated Revenue
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$137,006 increase. Reflects a shift of two part-time employees moving to full-time.
Part-Time Employees	($108,064) decrease. Reflects a shift of two part-time employees moving to full-time.
Limited Term	($54,032) decrease. Reflects funding from Metro for the Organics program.

Materials & Services

Outsourced Serv & Labor	$13,500 increase. Allows for AmeriCorp for outreach program.
Post/Pack/Del/Courier	($3,500) decrease. Reflects reduced needs for postal costs.
Comp Equip/Software/Maint	($3,110) decrease. Recollect software is now shared with Transportation for street sweeping.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Dedicated Revenue Fund						
Environmental Services Department						
Personnel Services						
10-01 Full-Time Employees	170,942	159,433	161,447	298,453	298,453	298,453
10-02 Part-Time Employees	112,143	93,741	161,806	53,742	53,742	53,742
10-03 Overtime	537	776	600	600	600	600
10-04 Limited Term	13,791	51,626	94,466	40,434	40,434	40,434
10-05 Temp/Seasonal	261	5,333	0	0	0	0
10-30 Acting In Capacity	165	1,070	400	400	400	400
10-32 Working Out of Class Pay	131	2,851	0	0	0	0
10-61 Accrued Compensated Absen	0	11,900	0	0	0	0
Total Personnel Services	297,970	326,730	418,719	393,629	393,629	393,629
Employee Benefits						
11-01 FICA	22,293	23,858	25,767	29,984	29,984	29,984
11-02 Tri-Met Payroll Tax	2,171	2,296	2,791	2,889	2,889	2,889
11-09 PERS - Pension Bond Pymt	12,676	11,250	11,933	12,224	12,224	12,224
11-10 PERS-ER	16,584	21,792	24,737	36,954	36,954	36,954
11-11 PERS-EE	15,627	18,889	20,323	23,618	23,618	23,618
11-20 Health Insurance	87,714	84,332	109,901	104,749	104,749	104,749
11-21 Dental Insurance	11,792	9,562	13,134	11,050	11,050	11,050
11-22 Life Insurance	483	425	532	541	541	541
11-27 Workers' Comp	6,000	5,111	5,038	4,853	4,853	4,853
11-30 Long Term Disability	837	499	1,013	1,178	1,178	1,178
11-31 FSA-Admin Fee	51	7	4	45	45	45
11-35 HRA/VEBA	4,528	6,194	7,021	6,914	6,914	6,914
Total Employee Benefits	180,756	184,215	222,194	234,999	234,999	234,999
Prof and Tech Services						
20-06 Professional Services	17,735	13,293	15,000	15,000	15,000	15,000
20-15 Outsourced Serv & Labor	300	5,675	8,500	22,000	22,000	22,000
Total Prof and Tech Services	18,035	18,968	23,500	37,000	37,000	37,000
Property Services						
21-06 Telephone/Cell Phone	1,215	677	1,300	1,000	1,000	1,000
21-40 Equipment Rent/Lease	994	1,083	1,200	1,500	1,500	1,500
Total Property Services	2,209	1,760	2,500	2,500	2,500	2,500
Other Services						
22-02 Photographic/Art	50	20	200	200	200	200
22-04 Printing	8,592	14,388	16,000	16,000	16,000	16,000
22-08 Advertising	2,700	1,018	3,400	3,400	3,400	3,400
22-12 Dues and Memberships	285	500	500	500	500	500
22-14 Training and Education	3,067	4,002	5,200	5,200	5,200	5,200
22-16 Community Outreach	6,782	720	4,250	4,250	4,250	4,250
22-24 Meals	985	1,367	900	1,500	1,500	1,500
22-25 Mileage	276	173	900	900	900	900
22-26 Promo/Incentive Programs	174	0	0	0	0	0
22-27 Lodging	1,114	0	0	0	0	0

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Dedicated Revenue Fund						
Environmental Services Department						
22-34 Contributions/City Match	7,425	7,630	8,250	8,250	8,250	8,250
Total Other Services	31,450	29,818	39,600	40,200	40,200	40,200
Supplies						
23-01 Office Supplies	92	40	300	300	300	300
23-12 Veh Supplies and Parts	0	4,836	0	0	0	0
23-14 Minor Equip and Tools	2,783	2,686	2,000	3,000	3,000	3,000
23-20 Operating/Tech/Scientific	2,082	85	2,500	1,500	1,500	1,500
23-60 Books and Publications	0	92	200	200	200	200
23-61 Post/Pack/Del/Courier	4,132	0	4,500	1,000	1,000	1,000
23-63 Comp Equip/Software/Maint	8,499	0	10,860	7,750	7,750	7,750
Total Supplies	17,588	7,739	20,360	13,750	13,750	13,750
Internal Service Charge						
29-04 Property Management	18,396	16,987	17,880	20,644	20,644	20,644
29-06 Vehicle Maintenance	0	0	0	3,545	3,545	3,545
29-08 Equipment Replacement	0	0	8,000	9,863	9,863	9,863
29-11 Computer Replacement Chg	2,965	3,366	3,148	2,392	2,392	2,392
29-12 Information Services	35,928	38,058	44,246	51,668	51,668	51,668
29-19 Code Enforcement Charge	5,244	3,531	5,910	8,648	8,648	8,648
29-20 Economic Development Chg	3,040	1,550	4,705	5,868	5,868	5,868
29-21 Liability Mgmnt Charge	5,516	5,014	5,591	7,458	7,458	7,458
29-22 Legal	15,601	4,934	7,976	11,630	11,630	11,630
29-24 City Administration	12,088	10,687	13,574	15,679	15,679	15,679
29-25 Financial Services	9,534	8,523	9,620	10,766	10,766	10,766
29-27 General Support Services	4,525	4,267	4,651	4,570	4,570	4,570
29-29 City-Wide Services	19,756	18,278	22,842	22,639	22,639	22,639
Total Internal Service Charge	132,593	115,195	148,143	175,370	175,370	175,370
Total Requirements	680,601	684,425	875,016	897,448	897,448	897,448

RESOURCES & REQUIREMENTS BY FUND

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
810 Designated Purpose Fund						
Intergovernmental Revenue	74,448	213,305	417,500	393,500	393,500	393,500
Charges for Services	17,500	38,950	130,000	230,000	230,000	230,000
Interest Income	6,243	9,296	0	0	0	0
Miscellaneous Income	385,597	438,758	866,850	1,624,500	1,624,500	1,624,500
Contributions and Donatio	0	100	0	0	0	0
Interfund Transfers	1,913,980	1,193,860	3,459,863	3,196,200	3,196,200	3,196,200
Beginning Balance	1,014,908	1,457,008	1,237,118	1,376,958	1,376,958	1,376,958
Total Designated Purpose Fund	3,412,676	3,351,277	6,111,331	6,821,158	6,821,158	6,821,158

Requirements						
Office Governance & Mgmt	20,965	42,942	97,300	101,300	101,300	101,300
City-wide Services	15,362	78,608	353,350	429,500	429,500	429,500
Police	1,088,802	897,821	1,856,452	1,881,167	1,881,167	1,881,167
Fire and Emergency Svcs	516,278	224,082	488,279	486,747	486,747	486,747
Urban Design & Planning	0	5,470	969,603	894,281	894,281	894,281
Community Development	23,216	39,525	206,520	205,000	205,000	205,000
Economic Development Srvc	8,024	722,166	988,000	1,780,000	1,780,000	1,780,000
Parks	39,601	23,211	100,000	100,000	100,000	100,000
Environmental Services	243,420	165,949	380,713	431,702	431,702	431,702
Total	1,955,668	2,199,774	5,440,217	6,309,697	6,309,697	6,309,697
Interfund Transfers	0	17,106	74,173	92,900	92,900	92,900
Unappropriated	1,457,008	1,134,397	596,941	418,561	418,561	418,561
Total	1,457,008	1,151,503	671,114	511,461	511,461	511,461
Total Designated Purpose Fund	3,412,676	3,351,277	6,111,331	6,821,158	6,821,158	6,821,158

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 10 Office Governance & Mgmt Department						
Requirements by Division						
Gresham Art Committee Div.	4,683	3,756	7,000	7,000	7,000	7,000
Gresham's Centennial Div.	0	3,850	2,300	2,300	2,300	2,300
Community Events Div.	16,282	35,336	58,000	47,000	47,000	47,000
Regional Cities Advocacy Div.	0	0	30,000	45,000	45,000	45,000
Office Governance & Mgmt Dept. Total	20,965	42,942	97,300	101,300	101,300	101,300

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 10 Office Governance & Mgmt Department						
Requirements by Category						
Personnel Services	0	13,493	0	0	0	0
Materials & Services	20,965	29,449	97,300	101,300	101,300	101,300
Office Governance & Mgmt Dept. Total	20,965	42,942	97,300	101,300	101,300	101,300

Fund: Designated Purpose
Dept: Office of Governance and Management

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Professional Services	$10,000 increase. Reflects full year of consulting services for the Metropolitan Mayors' Consortium. Expenditures will be reimbursed by member entities.
Outsourced Serv & Labor	($5,000) decrease. Aligns budget with expenditures for the Arts Festival.
Advertising	($5,000) decrease. Aligns budget with actual expenditures for the Arts Festival.
Meals	$5,000 increase. Related to the Metropolitan Mayors' Consortium. Expenditures will be reimbursed by member entities.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Office Governance & Mgmt Department						
Personnel Services						
10-05 Temp/Seasonal	0	12,450	0	0	0	0
Total Personnel Services	0	12,450	0	0	0	0
Employee Benefits						
11-01 FICA	0	952	0	0	0	0
11-02 Tri-Met Payroll Tax	0	91	0	0	0	0
Total Employee Benefits	0	1,043	0	0	0	0
Prof and Tech Services						
20-06 Professional Services	0	0	30,000	40,000	40,000	40,000
20-15 Outsourced Serv & Labor	9,980	12,575	43,000	38,000	38,000	38,000
20-22 Assessments and Fees	0	0	500	500	500	500
Total Prof and Tech Services	9,980	12,575	73,500	78,500	78,500	78,500
Property Services						
21-43 Bldg/Office Rent/Lease	350	0	0	0	0	0
Total Property Services	350	0	0	0	0	0
Other Services						
22-04 Printing	702	2,774	3,100	2,100	2,100	2,100
22-08 Advertising	4,514	5,653	10,000	5,000	5,000	5,000
22-16 Community Outreach	2,150	680	125	125	125	125
22-24 Meals	2,179	2,312	3,100	8,100	8,100	8,100
22-26 Promo/Incentive Programs	242	515	2,200	2,200	2,200	2,200
22-62 Gresham 100	0	3,850	2,300	2,300	2,300	2,300
Total Other Services	9,787	15,784	20,825	19,825	19,825	19,825
Supplies						
23-01 Office Supplies	422	573	1,200	1,200	1,200	1,200
23-14 Minor Equip and Tools	22	153	300	300	300	300
23-41 Signs	404	57	0	0	0	0
23-61 Post/Pack/Del/Courier	0	307	1,475	1,475	1,475	1,475
Total Supplies	848	1,090	2,975	2,975	2,975	2,975
Total Requirements	20,965	42,942	97,300	101,300	101,300	101,300

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 19 City-wide Services Department						
Requirements by Division						
Human Resources Div.	15,362	42,038	34,000	31,000	31,000	31,000
Community Livability Div.	0	36,570	319,350	375,000	375,000	375,000
Community Enhancement Div.	0	0	0	23,500	23,500	23,500
City-wide Services Dept. Total	15,362	78,608	353,350	429,500	429,500	429,500

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 19 City-wide Services Department						
Requirements by Category						
Personnel Services	301	11,961	80,000	86,216	86,216	86,216
Materials & Services	15,061	66,647	273,350	343,284	343,284	343,284
City-wide Services Dept. Total	15,362	78,608	353,350	429,500	429,500	429,500

Fund: Designated Purpose
Dept: City-wide Services

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Limited Term	$5,531 increase. Reflects the anticipated costs related to the Homeless Services Program.

Materials & Services

Outsourced Serv & Labor	$69,434 increase. Reflects anticipated funding for the Homeless Services Program. Partially offset by external donations for Family of Friends Mentoring, which can now accept donations directly.
Training and Education	($3,600) decrease. Reflects anticipated costs for deferred compensation related training and conferences.
Community Outreach	$3,500 increase. Reflects anticipated funding for Metro's Community Enhancement Program, partially offset by shifting budget for Homeless Services Program to the Outsourced Services line item.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
City-wide Services Department						
Personnel Services						
10-01 Full-Time Employees	245	260	0	0	0	0
10-04 Limited Term	0	7,390	46,231	51,762	51,762	51,762
10-46 Premium Pay	3	0	0	0	0	0
Total Personnel Services	248	7,650	46,231	51,762	51,762	51,762
Employee Benefits						
11-01 FICA	19	571	3,558	3,981	3,981	3,981
11-02 Tri-Met Payroll Tax	2	56	381	380	380	380
11-10 PERS-ER	5	0	1,641	2,567	2,567	2,567
11-11 PERS-EE	10	0	2,774	3,106	3,106	3,106
11-20 Health Insurance	12	3,227	21,262	20,888	20,888	20,888
11-21 Dental Insurance	1	256	2,685	2,325	2,325	2,325
11-22 Life Insurance	0	13	78	78	78	78
11-30 Long Term Disability	0	14	139	155	155	155
11-35 HRA/VEBA	4	174	1,251	974	974	974
Total Employee Benefits	53	4,311	33,769	34,454	34,454	34,454
Prof and Tech Services						
20-06 Professional Services	12,633	37,450	21,000	21,500	21,500	21,500
20-15 Outsourced Serv & Labor	0	19,208	219,350	288,784	288,784	288,784
Total Prof and Tech Services	12,633	56,658	240,350	310,284	310,284	310,284
Property Services						
21-22 Motor Vehicle R and M	0	413	0	0	0	0
Total Property Services	0	413	0	0	0	0
Other Services						
22-04 Printing	0	136	0	0	0	0
22-12 Dues and Memberships	600	600	600	600	600	600
22-14 Training and Education	550	1,735	9,000	5,400	5,400	5,400
22-16 Community Outreach	0	84	20,000	23,500	23,500	23,500
22-24 Meals	141	174	200	0	0	0
22-25 Mileage	73	70	0	0	0	0
22-27 Lodging	697	866	1,900	2,200	2,200	2,200
22-29 Airfare	367	454	1,000	1,000	1,000	1,000
Total Other Services	2,428	4,119	32,700	32,700	32,700	32,700
Supplies						
23-01 Office Supplies	0	621	0	0	0	0
23-12 Veh Supplies and Parts	0	500	0	0	0	0
23-14 Minor Equip and Tools	0	2,151	0	0	0	0
23-61 Post/Pack/Del/Courier	0	689	300	300	300	300

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
City-wide Services Department						
23-63 Comp Equip/Software/Maint	0	1,496	0	0	0	0
Total Supplies	0	5,457	300	300	300	300
Total Requirements	15,362	78,608	353,350	429,500	429,500	429,500

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 21 Police Department						
Requirements by Division						
Youth Services Grants Div.	100,000	50,000	0	0	0	0
Police Foundation Div.	22,141	58,733	58,648	48,432	48,432	48,432
K-9 Program Div.	13,878	10,317	12,000	10,963	10,963	10,963
Police Special Invest Div.	0	0	39,500	5,000	5,000	5,000
Education Programs Div.	434	513	3,901	3,388	3,388	3,388
Honor Guard Trust Fund Div.	90	0	810	0	0	0
Bullet Proof Vest Partner Div.	6,121	0	0	0	0	0
Fed/State Asset Seizure Div.	1,917	59,120	284,389	269,402	269,402	269,402
State Homeland Security Div.	0	0	100,000	50,000	50,000	50,000
JAG Div.	76,120	46,710	196,493	122,000	122,000	122,000
EMGET Grant Div.	638,439	517,245	700,000	721,555	721,555	721,555
COPS Grant Div.	229,662	155,183	460,711	650,427	650,427	650,427
Police Dept. Total	1,088,802	897,821	1,856,452	1,881,167	1,881,167	1,881,167

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 21 Police Department						
Requirements by Category						
Personnel Services	672,915	555,256	1,098,093	1,269,732	1,269,732	1,269,732
Materials & Services	393,360	304,778	518,359	326,637	326,637	326,637
Capital Outlay	22,527	37,787	240,000	284,798	284,798	284,798
Police Dept. Total	1,088,802	897,821	1,856,452	1,881,167	1,881,167	1,881,167

Fund: Designated Purpose
Dept: Police

FY 2017/18 BUDGET HIGHLIGHTS

Personnel Services

Full-Time Employees	$124,108 increase. Reflects the addition of two sworn officers through the 2016 COPS Grant.
Overtime	($35,500) decrease. Represents a decrease in grants that reimburse for overtime expenses.

Materials & Services

Professional Services	($32,198) decrease. Reflects the close of the 2014 Justice Assistance Grant that previously paid for a contracted gang outreach worker. The contract is continued through the Police, Fire and Parks Fund.
Invest Res/Drug Seiz	($24,631) decrease. Aligns budget with anticipated expenditures.
Training and Education	($26,105) decrease. Reflects decrease in planned training paid through dedicated funds.
Lodging	($5,000) decrease. Reflects the decrease in planned training.
Airfare	($2,800) decrease. Reflects the decrease in planned training.
Minor Equip and Tools	($96,848) decrease. Based on available grant funding and anticipated types of expenditures.

Capital Outlay

Equipment	$44,798 increase. Based on available grant funding and anticipated types of expenditures.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Police Department						
Personnel Services						
10-01 Full-Time Employees	375,011	347,716	618,721	742,829	742,829	742,829
10-03 Overtime	48,251	23,023	110,500	75,000	75,000	75,000
10-12 Certificate Pay	19,002	17,343	19,670	20,561	20,561	20,561
10-46 Premium Pay	5,195	4,672	5,329	5,570	5,570	5,570
Total Personnel Services	447,459	392,754	754,220	843,960	843,960	843,960
Employee Benefits						
11-01 FICA	39,629	30,539	57,598	60,949	60,949	60,949
11-02 Tri-Met Payroll Tax	2,208	1,989	5,744	5,864	5,864	5,864
11-10 PERS-ER	31,488	27,577	60,961	83,722	83,722	83,722
11-11 PERS-EE	28,304	17,407	46,233	47,938	47,938	47,938
11-20 Health Insurance	81,836	62,910	145,921	194,144	194,144	194,144
11-21 Dental Insurance	10,363	7,543	17,265	20,023	20,023	20,023
11-22 Life Insurance	702	335	933	1,072	1,072	1,072
11-30 Long Term Disability	737	371	1,685	2,228	2,228	2,228
11-31 FSA-Admin Fee	45	43	43	45	45	45
11-35 HRA/VEBA	5,623	2,142	7,490	9,787	9,787	9,787
11-88 Comp Earned Acct	24,521	11,646	0	0	0	0
Total Employee Benefits	225,456	162,502	343,873	425,772	425,772	425,772
Prof and Tech Services						
20-06 Professional Services	273,763	159,407	168,198	136,000	136,000	136,000
20-15 Outsourced Serv & Labor	95,000	47,500	0	0	0	0
20-26 Invest Res/Drug Seiz	0	0	32,631	8,000	8,000	8,000
Total Prof and Tech Services	368,763	206,907	200,829	144,000	144,000	144,000
Property Services						
21-20 Building R and M	0	33,030	0	0	0	0
21-22 Motor Vehicle R and M	107	1,076	0	0	0	0
21-30 Towing and Storage	0	767	0	0	0	0
Total Property Services	107	34,873	0	0	0	0
Other Services						
22-04 Printing	0	10	0	0	0	0
22-08 Advertising	1,810	1,099	0	0	0	0
22-14 Training and Education	198	1,500	34,105	8,000	8,000	8,000
22-21 Uniform Cleaning	0	373	0	0	0	0
22-24 Meals	854	835	7,031	5,388	5,388	5,388
22-26 Promo/Incentive Programs	250	558	3,753	3,753	3,753	3,753
22-27 Lodging	956	1,411	7,000	2,000	2,000	2,000
22-29 Airfare	1,341	1,056	4,600	1,800	1,800	1,800
22-31 Rental Cars	525	0	1,050	400	400	400
22-60 Police Rewards	0	2,289	5,000	5,000	5,000	5,000
Total Other Services	5,934	9,131	62,539	26,341	26,341	26,341

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Police Department						
Supplies						
23-14 Minor Equip and Tools	12,345	22,359	242,181	145,333	145,333	145,333
23-21 Amm/Supplies and Related	0	8,381	0	0	0	0
23-23 Animal Supp/Related Exp	0	0	12,000	10,963	10,963	10,963
23-26 Protective Equip/Uniforms	6,211	20,828	810	0	0	0
23-63 Comp Equip/Software/Maint	0	2,299	0	0	0	0
Total Supplies	18,556	53,867	254,991	156,296	156,296	156,296
Capital Outlay						
30-08 Equipment	11,891	25,971	240,000	284,798	284,798	284,798
30-10 Motor Vehicles	0	11,816	0	0	0	0
30-16 Other	10,636	0	0	0	0	0
Total Capital Outlay	22,527	37,787	240,000	284,798	284,798	284,798
Total Requirements	1,088,802	897,821	1,856,452	1,881,167	1,881,167	1,881,167

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Division						
Fire Dept Donation Fund Div.	46,275	29,484	488,279	486,747	486,747	486,747
SAFER Grant Div.	470,003	194,598	0	0	0	0
Fire and Emergency Svcs Dept. Total	516,278	224,082	488,279	486,747	486,747	486,747

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 22 Fire and Emergency Svcs Department						
Requirements by Category						
Personnel Services	470,003	194,598	0	0	0	0
Materials & Services	10,892	4,544	13,251	11,719	11,719	11,719
Capital Outlay	35,383	24,940	475,028	475,028	475,028	475,028
Fire and Emergency Svcs Dept. Total	516,278	224,082	488,279	486,747	486,747	486,747

Fund: Designated Purpose
Dept: Fire and Emergency Services

FY 2017/18 BUDGET HIGHLIGHTS

No significant operating changes in the Designated Purpose Fund, Fire and Emergency Services Department.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Fire and Emergency Svcs Department						
Personnel Services						
10-01 Full-Time Employees	308,881	128,895	0	0	0	0
10-12 Certificate Pay	20,550	6,787	0	0	0	0
10-46 Premium Pay	0	1,421	0	0	0	0
Total Personnel Services	329,431	137,103	0	0	0	0
Employee Benefits						
11-01 FICA	27,163	10,936	0	0	0	0
11-02 Tri-Met Payroll Tax	2,584	1,000	0	0	0	0
11-10 PERS-ER	20,518	9,950	0	0	0	0
11-11 PERS-EE	21,410	8,186	0	0	0	0
11-20 Health Insurance	56,618	22,710	0	0	0	0
11-21 Dental Insurance	6,046	2,523	0	0	0	0
11-22 Life Insurance	465	153	0	0	0	0
11-30 Long Term Disability	922	213	0	0	0	0
11-35 HRA/VEBA	4,846	1,824	0	0	0	0
Total Employee Benefits	140,572	57,495	0	0	0	0
Other Services						
22-14 Training and Education	0	134	0	0	0	0
Total Other Services	0	134	0	0	0	0
Supplies						
23-14 Minor Equip and Tools	10,552	4,410	0	0	0	0
23-20 Operating/Tech/Scientific	340	0	13,251	11,719	11,719	11,719
Total Supplies	10,892	4,410	13,251	11,719	11,719	11,719
Capital Outlay						
30-08 Equipment	0	24,940	475,028	475,028	475,028	475,028
30-10 Motor Vehicles	35,383	0	0	0	0	0
Total Capital Outlay	35,383	24,940	475,028	475,028	475,028	475,028
Total Requirements	516,278	224,082	488,279	486,747	486,747	486,747

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 32 Urban Design & Planning Department						
Requirements by Division						
Planning Grant Div.	0	5,470	946,566	871,000	871,000	871,000
Park Sponsorship/Donation Div.	0	0	23,037	23,281	23,281	23,281
Urban Design & Planning Dept. Total	0	5,470	969,603	894,281	894,281	894,281

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 32 Urban Design & Planning Department						
Requirements by Category						
Materials & Services	0	5,470	969,603	894,281	894,281	894,281
Urban Design & Planning Dept. Total	0	5,470	969,603	894,281	894,281	894,281

Fund: Designated Purpose
Dept: Urban Design and Planning

FY 2017/18 BUDGET HIGHLIGHTS

No significant operating changes in the Designated Purpose Fund, Urban Design and Planning Department.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Urban Design & Planning Department						
Prof and Tech Services						
20-06 Professional Services	0	0	810,000	778,000	778,000	778,000
Total Prof and Tech Services	0	0	810,000	778,000	778,000	778,000
Other Services						
22-26 Promo/Incentive Programs	0	0	150	150	150	150
Total Other Services	0	0	150	150	150	150
Supplies						
23-14 Minor Equip and Tools	0	0	22,887	23,131	23,131	23,131
Total Supplies	0	0	22,887	23,131	23,131	23,131
Internal Service Charge						
29-16 Internal Prof Svcs	0	5,470	136,566	93,000	93,000	93,000
Total Internal Service Charge	0	5,470	136,566	93,000	93,000	93,000
Total Requirements	0	5,470	969,603	894,281	894,281	894,281

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 34 Community Development Department						
Requirements by Division						
Code Compliance Div.	23,216	30,065	101,520	100,000	100,000	100,000
Small Busn Incent Program Div.	0	9,460	105,000	105,000	105,000	105,000
Community Development Dept. Total	23,216	39,525	206,520	205,000	205,000	205,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 34 Community Development Department						
Requirements by Category						
Materials & Services	23,216	39,525	206,520	205,000	205,000	205,000
Community Development Dept. Total	23,216	39,525	206,520	205,000	205,000	205,000

Fund: Designated Purpose
Dept: Community Development

FY 2017/18 BUDGET HIGHLIGHTS

No significant operating changes in the Designated Purpose Fund, Community Development Department.

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	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Community Development Department						
Prof and Tech Services						
20-15 Outsourced Serv & Labor	16,271	24,711	101,520	100,000	100,000	100,000
Total Prof and Tech Services	16,271	24,711	101,520	100,000	100,000	100,000
Property Services						
21-20 Building R and M	6,945	5,354	0	0	0	0
Total Property Services	6,945	5,354	0	0	0	0
Other Services						
22-76 Downtown - SBIP	0	7,088	27,500	27,500	27,500	27,500
22-77 Civic Neighborhood - SBIP	0	0	27,500	27,500	27,500	27,500
22-78 Rockwood UR - SBIP	0	2,372	50,000	50,000	50,000	50,000
Total Other Services	0	9,460	105,000	105,000	105,000	105,000
Total Requirements	23,216	39,525	206,520	205,000	205,000	205,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 36 Economic Development Srvc Department						
Requirements by Division						
Enterprise Zone CSF Proj Div.	8,024	722,166	988,000	1,780,000	1,780,000	1,780,000
Economic Development Srvc Dept. Total	8,024	722,166	988,000	1,780,000	1,780,000	1,780,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 36 Economic Development Srvc Department						
Requirements by Category						
Materials & Services	8,024	722,166	988,000	1,780,000	1,780,000	1,780,000
Economic Development Srvc Dept. Total	8,024	722,166	988,000	1,780,000	1,780,000	1,780,000

Fund: Designated Purpose
Dept: Economic Development Services

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Professional Services	$792,000 increase. Based on anticipated available funding from the Enterprise Zone Community Service Fee.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Economic Development Srvc Department						
Prof and Tech Services						
20-06 Professional Services	8,024	139,460	988,000	1,780,000	1,780,000	1,780,000
Total Prof and Tech Services	8,024	139,460	988,000	1,780,000	1,780,000	1,780,000
Other Services						
22-79 Development Incentives	0	582,706	0	0	0	0
Total Other Services	0	582,706	0	0	0	0
Total Requirements	8,024	722,166	988,000	1,780,000	1,780,000	1,780,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 41 Parks Department						
Requirements by Division						
Sports Field Fees Div.	39,601	23,211	100,000	100,000	100,000	100,000
Parks Dept. Total	39,601	23,211	100,000	100,000	100,000	100,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 41 Parks Department						
Requirements by Category						
Materials & Services	39,601	23,211	100,000	100,000	100,000	100,000
Parks Dept. Total	39,601	23,211	100,000	100,000	100,000	100,000

Fund: Designated Purpose
Dept: Parks

FY 2017/18 BUDGET HIGHLIGHTS

No significant operating changes in the Designated Purpose Fund, Parks Department.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Parks Department						
Prof and Tech Services						
20-15 Outsourced Serv & Labor	2,631	8,649	0	0	0	0
Total Prof and Tech Services	2,631	8,649	0	0	0	0
Property Services						
21-25 Park R and M	36,970	14,562	100,000	100,000	100,000	100,000
Total Property Services	36,970	14,562	100,000	100,000	100,000	100,000
Total Requirements	39,601	23,211	100,000	100,000	100,000	100,000

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 45 Environmental Services Department						
Requirements by Division						
Trans Planning Grant Div.	243,420	165,949	250,000	146,109	146,109	146,109
Urban Tree Program Div.	0	0	30,713	31,640	31,640	31,640
Development Coordination Div.	0	0	100,000	200,000	200,000	200,000
Solid Waste Hauler RSF Div.	0	0	0	53,953	53,953	53,953
Environmental Services Dept. Total	243,420	165,949	380,713	431,702	431,702	431,702

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 810 Designated Purpose Fund						
Dept: 45 Environmental Services Department						
Requirements by Category						
Materials & Services	243,420	165,949	380,713	431,702	431,702	431,702
Environmental Services Dept. Total	243,420	165,949	380,713	431,702	431,702	431,702

Fund: Designated Purpose
Dept: Environmental Services

FY 2017/18 BUDGET HIGHLIGHTS

Materials & Services

Professional Services	($33,891) decrease. Reflects grant funding for the REACH grant.
Outsourced Serv & Labor	$100,927 increase. Reflects grant funding for the REACH grant. Also includes appropriation to complete cash in lieu projects for new Stormwater development.
Contributions/City Match	$53,953 increase. Reflects the new solid waste and recycling rate stabilization funds collected during calendar year 2016. Usage is based on hauler license agreements and Council authorization.
Internal Professional Services	($70,000) decrease. Based on anticipated grant funding and grant related expenditures.

NOTE: Commentary on line items of variances of +/- 10% from fiscal year 2016/17 revised to fiscal year 2017/18 adopted. This does not include the 2900 series of material and services. These line items are internal service charges allocated to each fund/division from the City's internal service providers. For a complete explanation, see the Internal Service Charge Manual.

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Designated Purpose Fund						
Environmental Services Department						
Prof and Tech Services						
20-06 Professional Services	99,947	132,968	150,000	116,109	116,109	116,109
20-15 Outsourced Serv & Labor	0	0	130,713	231,640	231,640	231,640
Total Prof and Tech Services	99,947	132,968	280,713	347,749	347,749	347,749
Other Services						
22-04 Printing	0	202	0	0	0	0
22-14 Training and Education	1,460	0	0	0	0	0
22-24 Meals	357	1,128	0	0	0	0
22-25 Mileage	235	0	0	0	0	0
22-27 Lodging	1,777	0	0	0	0	0
22-34 Contributions/City Match	0	0	0	53,953	53,953	53,953
Total Other Services	3,829	1,330	0	53,953	53,953	53,953
Supplies						
23-01 Office Supplies	0	419	0	0	0	0
Total Supplies	0	419	0	0	0	0
Internal Service Charge						
29-16 Internal Prof Svcs	139,644	31,232	100,000	30,000	30,000	30,000
Total Internal Service Charge	139,644	31,232	100,000	30,000	30,000	30,000
Total Requirements	243,420	165,949	380,713	431,702	431,702	431,702

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
420 General Government Debt Fund						
Intergovernmental Revenue	9,943	8,393	8,400	5,000	5,000	5,000
Interfund Transfers	1,654,215	1,953,513	4,526,940	2,334,070	2,334,070	2,334,070
Other Resources	859,405	0	0	0	0	0
Beginning Balance	8,617	7,129	10,000	34,000	34,000	34,000
Total General Government Debt Fund	2,532,180	1,969,035	4,545,340	2,373,070	2,373,070	2,373,070

Requirements						
Debt Service	2,525,051	1,964,875	4,535,340	2,334,070	2,334,070	2,334,070
Unappropriated	7,129	4,160	10,000	39,000	39,000	39,000
Total	2,532,180	1,969,035	4,545,340	2,373,070	2,373,070	2,373,070
Total General Government Debt Fund	2,532,180	1,969,035	4,545,340	2,373,070	2,373,070	2,373,070

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
450 City Backed Urban Renewal Fund						
Intergovernmental Revenue	9,602,578	2,665,613	2,900,000	2,786,000	2,786,000	2,786,000
Interest Income	562	0	0	0	0	0
Beginning Balance	8,436	733	32,800	0	0	0
Total City Backed Urban Renewal Fund	9,611,576	2,666,346	2,932,800	2,786,000	2,786,000	2,786,000

Requirements						
Debt Service	9,610,843	2,665,477	2,864,100	2,786,000	2,786,000	2,786,000
Unappropriated	733	869	68,700	0	0	0
Total	9,611,576	2,666,346	2,932,800	2,786,000	2,786,000	2,786,000
Total City Backed Urban Renewal Fund	9,611,576	2,666,346	2,932,800	2,786,000	2,786,000	2,786,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
490 Pension Bond Debt Service Fund						
Internal Service Charges	1,566,922	1,634,418	1,701,000	1,777,000	1,777,000	1,777,000
Beginning Balance	48	48	0	0	0	0
Total Pension Bond Debt Service Fund	1,566,970	1,634,466	1,701,000	1,777,000	1,777,000	1,777,000

Requirements						
Debt Service	1,566,922	1,634,418	1,701,000	1,777,000	1,777,000	1,777,000
Unappropriated	48	48	0	0	0	0
Total	1,566,970	1,634,466	1,701,000	1,777,000	1,777,000	1,777,000
Total Pension Bond Debt Service Fund	1,566,970	1,634,466	1,701,000	1,777,000	1,777,000	1,777,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
511 Water Debt Service Fund						
Interfund Transfers	2,895,000	570,437	600,000	800,000	800,000	800,000
Other Resources	0	0	200,000	0	0	0
Beginning Balance	350,492	218,319	295,000	260,000	260,000	260,000
Total Water Debt Service Fund	3,245,492	788,756	1,095,000	1,060,000	1,060,000	1,060,000

Requirements						
Debt Service	3,027,173	529,291	824,100	862,000	862,000	862,000
Unappropriated	218,319	259,465	270,900	198,000	198,000	198,000
Total	3,245,492	788,756	1,095,000	1,060,000	1,060,000	1,060,000
Total Water Debt Service Fund	3,245,492	788,756	1,095,000	1,060,000	1,060,000	1,060,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
541 Stormwater Debt Service Fund						
Interfund Transfers	310,000	500,000	2,725,000	1,000,000	1,000,000	1,000,000
Other Resources	0	0	2,000,000	0	0	0
Beginning Balance	380,274	157,193	85,000	110,000	110,000	110,000
Total Stormwater Debt Service Fund	690,274	657,193	4,810,000	1,110,000	1,110,000	1,110,000

Requirements						
Debt Service	533,081	553,748	4,673,700	817,500	817,500	817,500
Unappropriated	157,193	103,445	136,300	292,500	292,500	292,500
Total	690,274	657,193	4,810,000	1,110,000	1,110,000	1,110,000
Total Stormwater Debt Service Fund	690,274	657,193	4,810,000	1,110,000	1,110,000	1,110,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
555 Wastewater Debt Service Fund						
Intergovernmental Revenue	184,908	190,418	195,000	195,000	195,000	195,000
Interest Income	11,451	10,317	20,000	20,000	20,000	20,000
Miscellaneous Income	47,098	40,326	41,000	41,000	41,000	41,000
Interfund Transfers	2,250,000	2,506,587	2,200,000	2,000,000	2,000,000	2,000,000
Other Resources	0	0	250,000	0	0	0
Beginning Balance	1,191,788	1,214,347	932,000	968,000	968,000	968,000
Total Wastewater Debt Service Fund	3,685,245	3,961,995	3,638,000	3,224,000	3,224,000	3,224,000

Requirements						
Debt Service	2,470,898	2,524,717	2,768,600	2,520,000	2,520,000	2,520,000
Unappropriated	1,214,347	1,437,278	869,400	704,000	704,000	704,000
Total	3,685,245	3,961,995	3,638,000	3,224,000	3,224,000	3,224,000
Total Wastewater Debt Service Fund	3,685,245	3,961,995	3,638,000	3,224,000	3,224,000	3,224,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
612 City Facility Debt Serv Fund						
Interfund Transfers	0	196,368	69,800	72,500	72,500	72,500
Beginning Balance	48,417	0	150,000	94,000	94,000	94,000
Total City Facility Debt Serv Fund	48,417	196,368	219,800	166,500	166,500	166,500

Requirements						
Interfund Transfers	48,417	0	0	0	0	0
Debt Service	0	84,800	87,500	86,000	86,000	86,000
Unappropriated	0	111,568	132,300	80,500	80,500	80,500
Total	48,417	196,368	219,800	166,500	166,500	166,500
Total City Facility Debt Serv Fund	48,417	196,368	219,800	166,500	166,500	166,500

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
255 Dedicated Stimulus Fund						
Interfund Transfers	33,707	0	0	0	0	0
Total Dedicated Stimulus Fund	33,707	0	0	0	0	0

Requirements						
Police	33,707	0	0	0	0	0
Total	33,707	0	0	0	0	0
Total Dedicated Stimulus Fund	33,707	0	0	0	0	0

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 255 Dedicated Stimulus Fund						
Dept: 21 Police Department						
Requirements by Division						
COPS Hiring Recovery Prog Div.	33,707	0	0	0	0	0
Police Dept. Total	33,707	0	0	0	0	0

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Fund: 255 Dedicated Stimulus Fund						
Dept: 21 Police Department						
Requirements by Category						
Personnel Services	33,707	0	0	0	0	0
Police Dept. Total	33,707	0	0	0	0	0

	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
Dedicated Stimulus Fund						
Police Department						
Personnel Services						
10-01 Full-Time Employees	21,032	0	0	0	0	0
10-12 Certificate Pay	841	0	0	0	0	0
Total Personnel Services	21,873	0	0	0	0	0
Employee Benefits						
11-01 FICA	1,665	0	0	0	0	0
11-02 Tri-Met Payroll Tax	156	0	0	0	0	0
11-10 PERS-ER	1,914	0	0	0	0	0
11-11 PERS-EE	1,312	0	0	0	0	0
11-20 Health Insurance	5,639	0	0	0	0	0
11-21 Dental Insurance	784	0	0	0	0	0
11-22 Life Insurance	33	0	0	0	0	0
11-30 Long Term Disability	61	0	0	0	0	0
11-35 HRA/VEBA	270	0	0	0	0	0
Total Employee Benefits	11,834	0	0	0	0	0
Total Requirements	33,707	0	0	0	0	0

CITY OF
GRESHAM
OREGON

Capital Funds

CITY OF
GRESHAM
OREGON

Capital Improvement Funds Revenues and Expenditures

Capital project funds account for the resources used to improve the public infrastructure, purchase land or buildings. The City budgets the following capital project funds:

- *Footpaths and Bike Routes Fund* – Accounts for projects specific to improving pedestrian and bikeway facilities. One percent of gasoline tax revenue is received in the Footpaths and Bike Routes Fund in compliance with a statewide program dedicated to improving sidewalks, providing bicycle lanes, and increasing pedestrian mobility.
- *Parks Fund* – Accounts for projects to expand or improve Gresham's public parks funded with revenues from system development charges, grants, loan proceeds and bond measures.
- *General Development Fund* – This fund was established to address the infrastructure needs in the Pleasant Valley and Springwater areas. The revenue is in the form of SDC credits to allow potential development to occur.
- *Transportation Construction Fund* – This fund accounts for transportation related capital projects. Revenues come from gasoline taxes, transfers from the System Development Charges Fund and the Grants Fund, and loan proceeds. Expenditures are for maintenance and enhancements to the City's streets.
- *City UR Capital Improvement Fund* – This fund accounts for capital expenditures made on behalf of the Gresham Redevelopment Commission (GRDC), under an intergovernmental agreement to carry out the urban renewal plan. The funding is received from the GRDC.
- *Water Construction Fund* – This fund accounts for water-related capital projects. Revenues come from water utility rates, transfers from the System Development Charges Fund and loan proceeds. Expenditures are for maintenance and enhancements to the City's water system.
- *Stormwater Construction Fund* – This fund accounts for stormwater related capital projects. Revenues come from stormwater utility rates, transfers from the System Development Charges Fund, and loan proceeds. Expenditures are for maintenance and enhancements to the City's stormwater system.
- *Wastewater Construction Fund* – This fund accounts for wastewater related capital projects. Revenues come from wastewater utility rates, transfers from the System Development Charges Fund, and loan proceeds. Expenditures are for maintenance and enhancements to the City's wastewater system.
- *City Facility Capital Fund* – This fund accounts for capital expenditures related to City-owned facilities such as City Hall, the Public Safety and Schools building, and fire stations.
- *Enterprise Systems Replacement Fund* – This fund accounts for capital expenditures related to enterprise business systems such as the utility billing and enterprise resource planning replacements. Fiscal year 2017/18 expenditures are related to the replacement of the City's Enterprise Resource Planning System (ERP). The City's current ERP system has been in place since 1998 and supports the City's core business functions including financials, budget, payroll and personnel, work orders, land/parcel management, building, planning, and licensing. While planning and vendor selection began in fiscal year 2016/17, fiscal year 2017/18 will mark the start of the phased implementation of new software. This process is expected to take several years to transition all system functions. Revenue for this citywide

project includes transfers from the Information and Technology Fund, Administrative Services Fund and loan proceeds.

Two funds that are now closed are included in this section for historical purposes:

- Public Facility Improvement Fund.
- Local Improvement District Fund.

Capital Improvement Funds Issues and Changes

The City of Gresham adopts the Five-Year Capital Improvement Program as a separate document from the budget; however, the two documents are closely linked. The projects scheduled during the first year of the CIP are adopted as part of the City's annual budget.

The Capital Improvement Program is updated on an annual basis. This process includes a Type IV Hearing with the Gresham Planning Commission, which was held on April 10, 2017. A Type IV Hearing is scheduled with the Gresham City Council on May 16, 2017, and an enactment reading and final adoption is scheduled for June 20, 2017.

Following are a few significant projects budgeted for fiscal year 2017/18:

Park Fund

- Complete construction of improvements at the Hogan Butte Nature Park which provides passive recreation facilities for the community.
- Subject to a grant award, construct improvements at Gradin Community Sports Park including one softball/Little League baseball field, a playground for younger children, a concession/restroom building, and other related amenities.

Transportation Construction Fund

- Street surfacing improvements for citywide pavement preservation projects meant to extend the life of the transportation network.
- Local street pavement reconstruction so that streets may continue to serve their purpose in the transportation system.
- Construct both the NE Cleveland Street improvements from Powell to Stark and the Hogan Drive improvements from Powell to Burnside to improve bicycle and pedestrian facilities.

Footpaths and Bike Routes Fund

- Continue construction of, and modifications to, sidewalk ramps to improve pedestrian safety and transportation facilities to all users.
- Complete the multi-use trail along the MAX light rail tracks connecting Rockwood Town Center, Civic Neighborhood, and Gresham Regional Center by constructing connections to the trail.
- Installation of pedestrian enhancements, especially related to crossings and sidewalks.

General Development Fund

- The capital budget includes the authority to provide system development charge credits as needed to support potential development activity in the Pleasant Valley and Springwater areas. SDC credits are not cash.

City UR Capital Improvement Fund

- Begin construction of the Rockwood Rising project at the Rockwood Catalyst Site.
- Construct improvements to Sandy Boulevard, a major arterial, which will improve functionality of the street network and update the road to current arterial standards.

Water Construction Fund

- Continued replacement of water pipes that have experienced leaks and breaks over the years to reduce water outages and road damage. Replacement of the pipes will improve customer service and reduce expenses associated with reactive repair work.
- Complete construction of the Intermediate Transmission Main which will deliver water from the Butler reservoir to the Pleasant Valley area.
- Complete construction of a water line on NW 14th to improve the capacity of the Grant Butte Service Level.
- Construct a foundation retrofit to the Hunter's Highland reservoir to meet seismic code.

Stormwater Construction Fund

- Design and construct the Kane Drive Culvert to provide a long-term replacement for the temporary improvements that were put in place after the December 7, 2015 storm.
- Continued replacement of stormwater pipes that have experienced leaks and breaks over the years to prevent sink holes and road damage.
- Integrate Low Impact Development practices such as rain gardens, stormwater planters, swales, porous pavement, and pavers for water quality and flood control.
- Assessment of riparian corridors to improve water quality and prevent erosion, preventing loss of land and damage to adjacent infrastructure or homes.

Wastewater Construction Fund

- Continued implementation of the Pipe Rehabilitation/Replacement Project, which replaces 1950's era pipelines that have reached the end of their useful life.
- Repair and replacement of unit processes and equipment at the Wastewater Treatment Plant in order to ensure continued compliance with permit conditions. Significant projects at the treatment plant include construction of a vactor decant station that will allow for the safe and efficient disposal of wet solids from vactor trucks and the wastewater treatment plant processes, replacement of aging biogas treatment equipment with a biological system that will result in a reduction of operating costs, and the design and refurbishment of the antiquated Primary Clarifiers 1 and 2.

- Construction of a sewer line on McKinley Road to service the Pleasant Valley area. This project will also decommission the existing Hunter's Highland lift station, thus, reducing related operational and maintenance costs.

City Facility Capital Fund

- Public Safety and Schools Building elevator upgrades.
- HVAC systems at multiple buildings.
- Fire Station Bay Doors.
- Projects carried over from FY 2016/17 including:
    - City Hall boiler replacement.
    - 150 Powell Building future.
    - Fleet Shop modifications.

Enterprise Systems Replacement Fund

- Enterprise Resource Planning System Replacement.

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
211 Footpaths and Bike Routes Fund						
Intergovernmental Revenue	97,210	100,030	98,700	105,800	105,800	105,800
Charges for Services	0	30,754	0	0	0	0
Interest Income	3,437	7,273	7,600	8,200	8,200	8,200
Miscellaneous Income	120	0	0	0	0	0
Interfund Transfers	1,825,425	506,187	1,577,573	3,190,500	3,190,500	3,190,500
Other Resources	350,000	0	330,400	370,400	370,400	370,400
Beginning Balance	502,011	731,064	816,200	1,192,800	1,192,800	1,192,800
Total Footpaths and Bike Routes Fund	2,778,203	1,375,308	2,830,473	4,867,700	4,867,700	4,867,700

Requirements						
Capital Improvement Proje	2,047,139	730,198	2,326,100	4,322,400	4,322,400	4,322,400
Unappropriated	731,064	645,110	504,373	545,300	545,300	545,300
Total	2,778,203	1,375,308	2,830,473	4,867,700	4,867,700	4,867,700
Total Footpaths and Bike Routes Fund	2,778,203	1,375,308	2,830,473	4,867,700	4,867,700	4,867,700

FOOTPATHS & BIKE ROUTES CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
605000	Americans W/ Disabilities Curb Ramp	-	19,639	240,361	2,236,360
608300	MAX Trail	2,017,674	348,069	925,136	810,846
610600	Pedestrian Enhancements	29,465	339,627	412,769	336,747
610700	Bicycle Projects	-	5,756	138,644	110,526
611800	Division Crosswalk Improvements	-	-	535,000	535,000
611900	Sidewalk Abatement	-	17,106	74,173	92,894
612000	On-Street Paths Development Coordination	-	-	-	200,000
Subtotal		2,047,139	730,197	2,326,083	4,322,373
TOTAL		2,047,139	730,197	2,326,083	4,322,373

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
310 Parks Fund						
Charges for Services	0	25	0	1,260,000	1,260,000	1,260,000
Interest Income	8,000	11,237	10,800	8,600	8,600	8,600
Interfund Transfers	608,646	178,123	5,044,884	4,042,150	4,042,150	4,042,150
Other Resources	175,682	0	0	0	0	0
Beginning Balance	941,377	794,309	750,000	567,200	567,200	567,200
Total Parks Fund	1,733,705	983,694	5,805,684	5,877,950	5,877,950	5,877,950

Requirements						
Capital Improvement Proje	939,396	141,454	5,092,400	5,586,400	5,586,400	5,586,400
Interfund Transfers	0	0	89,100	0	0	0
Unappropriated	794,309	842,240	624,184	291,550	291,550	291,550
Total	1,733,705	983,694	5,805,684	5,877,950	5,877,950	5,877,950
Total Parks Fund	1,733,705	983,694	5,805,684	5,877,950	5,877,950	5,877,950

PARKS CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
Park Development					
724300	Hogan Butte Nature Park Development	-	138,988	1,188,738	1,661,392
724400	Gradin Sports Park Development	-	-	800,000	800,000
724600	Vance Neighborhood Park	-	-	-	550,000
Subtotal		-	138,988	1,988,738	3,011,392
Trails & Open Space					
716104	Gresham Fairview Trail Phase 4	-	-	2,000,000	-
Subtotal		-	-	2,000,000	-
Other Improvements					
714700	Civic Neighborhood Development - 1996 Agre	-	-	662,900	-
721000	Civic Neighborhood Station Plaza - 1996 Agree	-	-	136,800	-
724000	Nadaka Nature Park	626,394	2,466	303,920	-
724001	NE Pacific Street Imp @ Nadaka	222,320	-	-	-
724100	The Children's Fountain	90,682	-	-	-
724500	Rockwood Urban Plaza	-	-	-	1,500,000
724700	Civic Neighborhood Station Plaza	-	-	-	1,075,000
Subtotal		939,396	2,466	1,103,620	2,575,000
TOTAL		939,396	141,454	5,092,358	5,586,392

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
330 General Development Fund						
Interfund Transfers	2,341,252	162,069	17,557,900	27,578,000	27,578,000	27,578,000
Total General Development Fund	2,341,252	162,069	17,557,900	27,578,000	27,578,000	27,578,000

Requirements						
Capital Improvement Proje	2,341,252	162,069	17,557,900	27,578,000	27,578,000	27,578,000
Total	2,341,252	162,069	17,557,900	27,578,000	27,578,000	27,578,000
Total General Development Fund	2,341,252	162,069	17,557,900	27,578,000	27,578,000	27,578,000

GENERAL DEVELOPMENT CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
PV3000	Lower Kelley Creek Trunk	-	-	4,803,191	-
PV3002	Wastewater Development Coordination	-	-	177,277	5,000,000
PV4002	Water Development Coordination	643,468	-	1,000,000	2,200,000
PV5005	SE 190th @ Giese Rd.	-	-	-	228,000
PV5006	SE 172nd Extension Study	-	-	-	250,000
PV5016	Transportation Development Coordination	496,414	49,200	1,200,000	8,000,000
PV7000	Kelley Creek Neighborhood Park	-	107,369	-	-
PV7009	Parks Development Coordination	944,994	-	1,000,000	5,000,000
PV9031	Stormwater Development Coordination	256,376	5,500	760,286	1,700,000
SW3001	Wastewater Development Coordination	-	-	500,000	1,500,000
SW4001	Water Development Coordination	-	-	1,000,000	1,000,000
SW5004	Hogan Road Widening, Palmquist to Rugg	-	-	2,006,400	-
SW5005	Springwater Transportation Development Co	-	-	-	1,800,000
SW7005	Springwater Parks Development Coordinatio	-	-	100,000	100,000
SW9001	Springwater Phase 1 Planning Annex Area 2	-	-	2,191,971	-
SW9002	Springwater Phase 1 Planning Annex Area 3a	-	-	1,160,334	-
SW9003	Springwater Natural Resources Protection Pr	-	-	658,333	-
SW9004	Stormwater Development Coordination	-	-	1,000,000	800,000
Subtotal		2,341,252	162,069	17,557,792	27,578,000
TOTAL		2,341,252	162,069	17,557,792	27,578,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
360 Transportation Constructi Fund						
Intergovernmental Revenue	8,024	186,873	381,670	0	0	0
Charges for Services	70,310	139,460	0	0	0	0
Miscellaneous Income	457	0	0	0	0	0
Interfund Transfers	3,788,106	4,819,125	10,160,900	8,424,800	8,424,800	8,424,800
Other Resources	2,350,000	0	2,084,400	8,451,875	8,451,875	8,451,875
Beginning Balance	1,326,981	3,542,002	2,737,400	5,038,137	5,038,137	5,038,137
Total Transportation Constructi Fund	7,543,878	8,687,460	15,364,370	21,914,812	21,914,812	21,914,812

Requirements						
Capital Improvement Proje	4,001,876	5,443,963	13,789,000	18,670,800	18,670,800	18,670,800
Interfund Transfers	0	0	610,000	0	0	0
Unappropriated	3,542,002	3,243,497	965,370	3,244,012	3,244,012	3,244,012
Total	7,543,878	8,687,460	15,364,370	21,914,812	21,914,812	21,914,812
Total Transportation Constructi Fund	7,543,878	8,687,460	15,364,370	21,914,812	21,914,812	21,914,812

TRANSPORTATION CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
Street System Maintenance & Enhancement					
502000	Street Surfacing Improvements	741,586	2,204,316	1,998,477	1,724,233
503600	Neighborhood Traffic Control	17,034	346	41,730	56,715
511700	NE Cleveland (Powell - Stark)	56,177	94,891	1,187,772	1,097,175
516000	185th at Sandy Blvd TIF	-	302,048	-	-
523500	190th (Highland to 23rd)	481,903	477,062	162,188	129,856
523700	Hood Street (Division to Powell)	405	-	-	-
524500	Division Street Corridor "Complete Street" Projec	14,803	28,725	1,332,013	1,321,594
525100	NE Hood Ave Extension	32,095	585,626	623,891	-
525200	Hogan - Powell to Burnside	-	-	3,500,000	3,500,000
526700	Local Street Reconstruction Program	-	-	1,500,000	7,290,400
Subtotal		1,344,003	3,693,014	10,346,071	15,119,973
Other Improvements					
510300	Development Coordination Projects	8,510	1,167	71,144	89,738
514100	Civic Neighborhood T.O.D. TIF	-	-	213,239	-
519800	Intersection Improvements	9,754	67,442	2,151,140	2,451,919
519900	Public Right of Way Coordination	-	-	186,858	-
523800	Signal Maintenance and Upgrade	33,454	39,335	420,306	470,161
524000	Sandy Blvd. TIF Development Credit	-	97,547	-	-
524300	Citywide Streetlight Projects	1,602,222	923,707	150,000	139,982
524400	Pole Replacement	1,003,847	621,681	50,000	-
526800	Streetlight Replacement and In-Fill Projects	-	-	150,000	348,988
526900	Asset Management Software	-	-	50,000	50,000
Subtotal		2,657,787	1,750,879	3,442,687	3,550,788
TOTAL		4,001,790	5,443,893	13,788,758	18,670,761

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
390 City UR Capital Improvemt Fund						
Intergovernmental Revenue	354,000	327,715	7,596,600	9,354,100	9,354,100	9,354,100
Charges for Services	0	125,000	0	0	0	0
Miscellaneous Income	11,193	0	0	0	0	0
Interfund Transfers	0	58,284	3,744,000	3,416,400	3,416,400	3,416,400
Other Resources	0	0	0	1,746,500	1,746,500	1,746,500
Beginning Balance	397	674	82,000	300	300	300
Total City UR Capital Improvemt Fund	365,590	511,673	11,422,600	14,517,300	14,517,300	14,517,300

Requirements						
Capital Improvement Proje	364,916	511,405	11,421,600	14,516,600	14,516,600	14,516,600
Unappropriated	674	268	1,000	700	700	700
Total	365,590	511,673	11,422,600	14,517,300	14,517,300	14,517,300
Total City UR Capital Improvemt Fund	365,590	511,673	11,422,600	14,517,300	14,517,300	14,517,300

URBAN RENEWAL CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
UR1004	Property Acquisition	-	-	2,167,718	-
UR1030	Public Safety Facility	309	-	-	-
UR1043	Catalyst Site	318,695	117,458	4,304,745	8,401,902
UR1047	Sandy Boulevard Improvements	-	31,551	4,443,755	5,902,705
UR1053	Stark Street Property Redevelopment	45,913	362,395	505,353	161,909
UR1054	Sunrise Site	-	-	-	50,000
Subtotal		364,917	511,404	11,421,571	14,516,516
TOTAL		364,917	511,404	11,421,571	14,516,516

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
519 Water Construction Fund						
Charges for Services	6,525	0	0	0	0	0
Interest Income	67,646	110,602	70,400	131,200	131,200	131,200
Miscellaneous Income	0	651	0	0	0	0
Interfund Transfers	1,819,797	1,350,918	3,898,600	3,143,100	3,143,100	3,143,100
Other Resources	3,100,000	0	4,881,800	5,574,000	5,574,000	5,574,000
Beginning Balance	6,768,811	8,659,590	9,081,300	11,605,370	11,605,370	11,605,370
Total Water Construction Fund	11,762,779	10,121,761	17,932,100	20,453,670	20,453,670	20,453,670

Requirements						
Capital Improvement Proje	3,103,189	1,487,654	10,897,100	11,707,100	11,707,100	11,707,100
Unappropriated	8,659,590	8,634,107	7,035,000	8,746,570	8,746,570	8,746,570
Total	11,762,779	10,121,761	17,932,100	20,453,670	20,453,670	20,453,670
Total Water Construction Fund	11,762,779	10,121,761	17,932,100	20,453,670	20,453,670	20,453,670

WATER CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
Water System Maintenance & Enhancement					
400300	Water System Improvements	25,810	45,764	326,426	363,213
400600	Waterline Oversizing	-	-	145,185	170,185
408700	Water Service & Meter Upgrades	-	-	229,572	-
418200	NW Fariss Road	269,384	-	-	-
422100	SE Orient Waterline	-	-	1,246,300	1,246,300
425000	Intermediate Service Level Pump Station	1,857,067	46,753	21,247	18,026
425600	Minor Capital Maintenance Projects	574,315	255,183	737,333	806,820
425800	NE 8th - Kane to Hacienda	53,356	240,370	29,024	-
426400	NE Waterline Replacement Package Phase II	-	-	203,544	1,185,205
426800	SE Waterline Replacement Package Phase II	-	-	-	152,856
427100	NW Division St (Capacity Enhancement)	-	-	1,434,420	1,373,942
427600	NW 7th	241,669	-	-	-
427700	SE Waterline Replacement Package Phase I	7,556	-	750,000	76,036
427800	NE 38th - Hogan to Rene Ave.	980	201,131	44,019	-
427900	SW Florence Eastman to Powell	-	-	84,103	524,224
428200	SE Kelly s/o 19th	5,394	-	-	-
428700	Hunters Highland Reservoir Seismic	-	12,275	1,194,497	1,173,896
429100	Lusted Site Improvements	-	2,104	297,896	294,053
429200	South Hills Seismic	-	-	250,000	247,188
429500	Horizontal Directional Drilling	-	2,042	147,958	-
429800	Hunters Highland Booster	-	12,205	141,252	41,392
430000	Intermediate Transmission Main	-	-	2,000,000	1,974,970
430100	Kane Road (North of Division)	-	-	-	125,000
Subtotal		3,035,531	817,827	9,282,776	9,773,306
Other Improvements					
416000	Water System and Supply Studies	56,884	82,475	86,268	52,312
420300	Water Facility Security Systems	-	-	125,000	-
428800	SCADA Cellular Conversion	3,131	-	100,000	100,000
426600	Water System Master Plan	-	-	175,000	175,000
427300	Test Wells	7,139	497,947	578,136	826,008
428900	Gresham's Well #2 (Cascade Well #6)	-	-	100,000	200,000
429400	Condition Assessment - Critical Mains - Phase I	-	-	250,000	500,000
429700	Seismic Resiliency Study	-	89,624	149,804	30,333
430200	Asset Management Software	-	-	50,000	50,000
Subtotal		67,154	670,046	1,614,208	1,933,653
TOTAL		3,102,685	1,487,873	10,896,984	11,706,959

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
549 Stormwater Construction Fund						
Charges for Services	25,410	0	0	0	0	0
Interest Income	67,008	102,798	64,600	57,600	57,600	57,600
Miscellaneous Income	61	0	0	0	0	0
Interfund Transfers	1,240,946	646,111	5,931,200	5,263,100	5,263,100	5,263,100
Other Resources	2,270,778	1,758,032	5,938,172	2,591,100	2,591,100	2,591,100
Beginning Balance	6,735,015	7,276,026	7,850,200	7,518,600	7,518,600	7,518,600
Total Stormwater Construction Fund	10,339,218	9,782,967	19,784,172	15,430,400	15,430,400	15,430,400

Requirements						
Capital Improvement Proje	3,063,192	2,393,516	14,614,100	10,823,000	10,823,000	10,823,000
Unappropriated	7,276,026	7,389,451	5,170,072	4,607,400	4,607,400	4,607,400
Total	10,339,218	9,782,967	19,784,172	15,430,400	15,430,400	15,430,400
Total Stormwater Construction Fund	10,339,218	9,782,967	19,784,172	15,430,400	15,430,400	15,430,400

STORMWATER CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
Stormwater System Maintenance & Enhancement					
902400	Localized Drainage Improvements	85,643	48,210	167,432	243,763
905200	Burnside to Civic Drive Storm Drain	-	-	199,336	-
908800	Rehab & Repair of Pipe System	56,927	451,316	697,806	780,163
908900	UIC Implementation	2,749,557	281,090	737,931	-
920800	NE Cleveland (18th - 22nd) Stormwater System	-	-	64,700	64,700
920900	Infrastructure Capacity Improvements	-	-	141,667	375,084
921200	Kane Drive Culvert Repair Improvements	-	-	4,491,600	3,369,995
99KANE	Kane Drive Culvert - Temporary Repairs	-	1,447,572	-	-
Subtotal		2,892,127	2,228,188	6,500,472	4,833,705
Other Improvements					
902800	Low Impact Dev Practices Retrofit Program	6,618	66,090	1,324,411	1,348,333
906101	Stream Stabilization	43,354	21,949	248,883	302,647
910200	Kelly Creek Water Quality Facility	11,946	8,470	41,530	-
910300	Columbia Slough Regional Water Quality Facility	2,993	4,562	67,730	-
913000	Flood Plain Re-Mapping	-	-	9,671	-
914100	Stormwater Facility Improvements	11,771	8,870	74,659	288,475
914600	Development Coordination	12,133	-	138,641	-
915100	Riparian & Wetland Improvement Projects	39,003	10,437	264,017	325,441
919600	Fairview Creek Wetland Mitigation Bank	36,424	35,408	5,076,757	2,590,962
919900	Stormwater Manual & Design Standards	1,650	1,520	160,957	154,000
920700	Burlingame Creek System Improvements	4,967	7,807	129,864	185,126
921000	Stormwater Infrastructure Master Plan	-	-	526,400	744,270
921100	Asset Management Software	-	-	50,000	50,000
Subtotal		170,859	165,113	8,113,520	5,989,254
TOTAL		3,062,986	2,393,301	14,613,992	10,822,959

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
559 Wastewater Construction Fund						
Interest Income	115,069	160,217	100,700	110,600	110,600	110,600
Miscellaneous Income	165,000	183,193	215,000	0	0	0
Interfund Transfers	5,467,300	3,600,000	5,316,500	9,935,400	9,935,400	9,935,400
Other Resources	0	0	238,800	486,000	486,000	486,000
Beginning Balance	11,719,922	12,882,319	16,145,200	14,639,500	14,639,500	14,639,500
Total Wastewater Construction Fund	17,467,291	16,825,729	22,016,200	25,171,500	25,171,500	25,171,500

Requirements						
Capital Improvement Proje	4,584,972	4,420,751	15,201,800	19,530,500	19,530,500	19,530,500
Unappropriated	12,882,319	12,404,978	6,814,400	5,641,000	5,641,000	5,641,000
Total	17,467,291	16,825,729	22,016,200	25,171,500	25,171,500	25,171,500
Total Wastewater Construction Fund	17,467,291	16,825,729	22,016,200	25,171,500	25,171,500	25,171,500

WASTEWATER CAPITAL PROJECTS

Projects		Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
Wastewater Treatment Plant					
309700	WWTP Maintenance Project	298,768	356,085	766,941	796,725
316400	WWTP Solids Process Improvements	203,512	290,491	1,034,128	3,244,383
317400	WWTP Asset Replacement & Refurbishment	10,908	338,490	1,206,455	858,644
317800	WWTP Outfall MicroHydropower Project	1,391	-	-	-
318500	WWTP FOG Recycling Facility, Phase 2	2,497,092	122,938	224,134	-
319300	Vactor Decant Station	3,632	3,258	1,000,000	1,331,567
319400	WWTP Lower Blower Building Refurbishment	267,313	870,054	1,151,702	30,398
319700	WWTP Lower Plant Barscreen Replacement	-	231,747	1,479,981	402,283
319800	WWTP Operations and Maintenance Evaluatio	-	12,993	181,772	169,384
319900	WWTP Master Plan Update	-	-	285,000	268,341
320000	Biological Biogas Treatment System	-	-	110,000	928,838
321000	WWTP Primary Clarifier 1 and 2 Refurbishment	-	-	-	1,824,000
321100	WWTP Asset Management Implementation	-	-	-	189,400
Subtotal		3,282,616	2,226,056	7,440,113	10,043,963
Sewer System Maintenance & Enhancement					
300200	I & I Control Program	213,942	100,001	654,860	934,075
315000	McKinley Sewer Extension	-	522	801,338	801,338
317700	Collection System Asset Refurb/Replacement	182,982	541,978	1,593,964	1,874,018
318400	1950's Pipe Rehabilitation/Maint. Program	729,210	230,959	3,820,654	3,826,407
319000	Rockwood and 185th Street Pump Station Refurl	120,379	-	-	-
319100	East Basin Trunk Upgrade Phase II	55,374	1,092,116	401,945	240,227
319200	East Basin Trunk Upgrade Phase III	-	-	-	904,936
319600	Kelley Creek Trunk Easements	464	29,939	238,797	232,626
320700	Wastewater Mainline Extension	-	-	200,000	24,361
39BELL	Bellavista Trunk - Emergency Response	-	199,181	-	-
Subtotal		1,302,351	2,194,696	7,711,558	8,837,988
Other Improvements					
320100	Asset Management Software	-	-	50,000	50,000
320800	Wastewater Collections System Master Plan	-	-	-	370,500
320900	Wastewater System Seismic Resilience Plan	-	-	-	228,000
Subtotal		-	-	50,000	648,500
TOTAL		4,584,967	4,420,752	15,201,671	19,530,451

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
611 City Facility Capital Imp Fund						
Miscellaneous Income	30,000	0	0	0	0	0
Interfund Transfers	212,200	796,800	534,500	148,200	148,200	148,200
Beginning Balance	987,936	572,352	1,144,200	1,341,500	1,341,500	1,341,500
Total City Facility Capital Imp Fund	1,230,136	1,369,152	1,678,700	1,489,700	1,489,700	1,489,700

Requirements						
Capital Improvement Proje	657,784	150,943	1,588,000	1,396,000	1,396,000	1,396,000
Interfund Transfers	0	0	62,000	0	0	0
Unappropriated	572,352	1,218,209	28,700	93,700	93,700	93,700
Total	1,230,136	1,369,152	1,678,700	1,489,700	1,489,700	1,489,700
Total City Facility Capital Imp Fund	1,230,136	1,369,152	1,678,700	1,489,700	1,489,700	1,489,700

CITY FACILITY CAPITAL PROJECTS

Projects	Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
City Hall Air Conditioning Compressors	-	33,353	-	-
City Hall HVAC Zone Control System	-	-	-	10,000
City Hall Carpeting	31,895	60,000	30,000	30,000
City Hall Boiler	-	-	120,000	-
City Hall Exterior Preservation	-	42,495	-	-
City Hall Conference Center Refurbishment	29,984	-	-	-
City Hall Elevator Upgrades	-	-	50,000	-
City Hall Furnishings	-	-	-	10,000
City Hall Front Counter Refurbishment	-	-	-	13,000
City Hall Roof	-	-	-	15,000
Civic Center Security Upgrades	17,508	-	40,000	10,000
Civic Center Parking Lot Maintenance	-	-	20,000	-
PSS Building Roof	358,327	-	-	-
PSS Building Variable Frequency Drives	-	2,747	-	-
PSS Building HVAC Units	9,707	-	-	10,000
PSS Building Comp. HVAC Zone Control Systems	-	-	-	25,000
PSS Building Carpeting	90,392	2,074	10,000	15,000
PSS Building Police Bathroom Retrofit	14,903	-	-	-
PSS Building Exterior Preservation	-	1,345	-	-
PSS Building Elevator Upgrades	-	-	-	80,000
PSS Building Fire Alarm System	-	-	26,000	-
Rockwood PSB Sound Control	-	4,220	10,000	-
Rockwood PSB Parking Lot Maintenance	-	-	-	15,000
Council Chamber Refurbishment	-	4,710	-	-
Fleet Shop Modifications	-	-	125,000	-
Operations Center HVAC Units	-	-	-	23,000
Operations Center Bay Door Operators	-	-	20,000	-
Operations Center Building Roofs	-	-	-	10,000
Station 71 Bay Doors	-	-	28,000	50,000
Station 71 Bathroom/Dorm Retrofit	-	-	80,000	-
Station 72 Bay Doors	-	-	-	20,000
Station 73 Bay Doors				20,000
Station 74 Bay Doors	-	-	-	20,000
Fire Station HVAC Units	-	-	-	25,000
City Owned Parking Lot Maintenance	-	-	20,000	5,000
City Owned Parking Lot Lighting Upgrades	-	-	-	20,000
Pat Pfeifer Park Building	105,067	-	-	-
Carryover FY 16/17	-	-	1,009,000	970,000
TOTAL	657,783	150,944	1,588,000	1,396,000

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
651 Enterprise System Replace Fund						
Interfund Transfers	67,530	21,649	180,000	650,000	650,000	650,000
Other Resources	0	0	0	1,850,000	1,850,000	1,850,000
Beginning Balance	236,258	0	0	0	0	0
Total Enterprise System Replace Fund	303,788	21,649	180,000	2,500,000	2,500,000	2,500,000

Requirements						
Capital Improvement Proje	303,788	21,649	180,000	2,500,000	2,500,000	2,500,000
Total	303,788	21,649	180,000	2,500,000	2,500,000	2,500,000
Total Enterprise System Replace Fund	303,788	21,649	180,000	2,500,000	2,500,000	2,500,000

ENTERPRISE SYSTEMS REPLACEMENT PROJECTS

Projects	Actual 2014/15	Actual 2015/16	Revised Budget 2016/17	Adopted Budget 2017/18
Utility Billing System	303,788	21,649	-	-
Enterprise Resource Planning System Replacement	-	-	180,000	2,500,000
TOTAL	303,788	21,649	180,000	2,500,000

PLANNED USE OF SYSTEM DEVELOPMENT CHARGES FY 2017/18

SDC Funded Projects

SDC Type	Project No.	Project Name	Amount
Transportation	510300	Development Coordination Projects	$ 5,000
	PV5005	SE 190th at Giese Road	228,000
	PV5006	SE 172nd Extension Study	250,000
			483,000
Parks	724300	Hogan Butte Nature Park Development	800,000
	724400	Gradin Sports Park Development	352,400
	724600	Vance Neighborhood Park	229,900
			1,382,300
Stormwater	920900	Infrastructure Capacity Improvements	93,367
	921000	Stormwater Infrastructure Master Plan	120,000
			213,367
		Total Planned Use of System Development Charges:	**$ 2,078,667**

SDC Related Debt Funded Projects

(To be repaid in future years with System Development Charges)

SDC Type	Project No.	Project Name	Amount
Wastewater	319200	East Basin Trunk Upgrade Phase III	$ 253,417
	319600	Kelly Creek Trunk Easements	100,000
			353,417
Water	400600	Waterline Oversizing	25,000
	427300	Test Wells	110,250
	428900	Gresham's Well No. 2 (Cascade Well No. 6)	21,000
			156,250
Transportation	519800	Intersection Improvements	250,000
	UR1047	Sandy Boulevard Improvements	1,517,941
			1,767,941
		Total SDC Related Debt Funded Projects:	**$ 2,277,608**

Note: Does not include carryover amounts

Projects Funded With SDC Credits

(Credits issued to private developers when they construct qualifying public infrastructure)

SDC Type	Project No.	Project Name	Amount
Wastewater	PV3002	Wastewater Development Coordination	$ 5,000,000
	SW3001	Wastewater Development Coordination	1,500,000
			6,500,000
Water	PV4002	Water Development Coordination	2,200,000
	SW4001	Water Development Coordination	1,000,000
			3,200,000
Transportation	612000	On-Street Paths Development Coordination	200,000
	PV5016	Transportation Development Coordination	8,000,000
	SW5005	Springwater Transportation Development Coordination	1,800,000
			10,000,000
Parks	724500	Rockwood Urban Plaza	865,755
	724700	Civic Neighborhood Station Plaza	449,350
	PV7009	Parks Development Coordination	5,000,000
	SW7005	Springwater Parks Development Coordination	100,000
			6,415,105
Stormwater	PV9031	Stormwater Development Coordination	1,700,000
	SW9004	Stormwater Development Coordination	800,000
			2,500,000
		Total Projects Funded With SDC Credits:	**$ 28,615,105**

Note: Does not include carryover amounts

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
320 Public Facility Improvemt Fund						
Interest Income	2,730	225	0	0	0	0
Beginning Balance	236,737	229,967	0	0	0	0
Total Public Facility Improvemt Fund	239,467	230,192	0	0	0	0

Requirements						
Capital Improvement Proje	9,500	230,192	0	0	0	0
Unappropriated	229,967	0	0	0	0	0
Total	239,467	230,192	0	0	0	0
Total Public Facility Improvemt Fund	239,467	230,192	0	0	0	0

Resources	2014/15 Actual	2015/16 Actual	2016/17 Revised Budget	2017/18 City Manager Proposed	2017/18 Budget Committee Approved	2017/18 City Council Adopted
380 Local Improvement Distric Fund						
Interest Income	19	2	0	0	0	0
Beginning Balance	1,683	1,702	0	0	0	0
Total Local Improvement Distric Fund	1,702	1,704	0	0	0	0
Requirements						
Interfund Transfers	0	1,704	0	0	0	0
Unappropriated	1,702	0	0	0	0	0
Total	1,702	1,704	0	0	0	0
Total Local Improvement Distric Fund	1,702	1,704	0	0	0	0

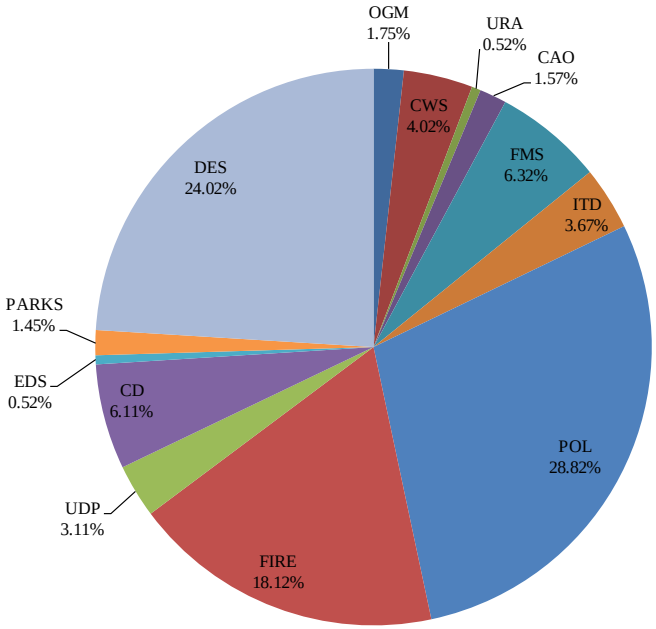
ADDITIONAL INFORMATION

CITY OF
GRESHAM
OREGON

Personnel Allocation by Fund and Department
Fiscal Year 2017/18

	OGM	CWS	URA	CAO	FMS	ITD	Police	Fire	UDP	CD	EDS	Parks	DES	Adopted FY 2017/18
General Fund							133.00	85.75		6.20	3.00	5.30		233.25
Police, Fire and Parks Fund							22.00	18.00				3.00		43.00
Transportation Fund													36.96	36.96
Rental Inspection Fund										4.60				4.60
Infrastructure Development Fund													14.50	14.50
Urban Design & Planning Fund									17.80					17.80
Dedicated Revenue Fund										1.00			4.96	5.96
Building Fund										23.20				23.20
Urban Renewal Support Fund			3.00											3.00
Water Fund													27.75	27.75
Stormwater Fund													25.10	25.10
Wastewater Fund													28.28	28.28
Facilities & Fleet Mngt Fund					10.80									10.80
Workers' Compensation Fund				1.00										1.00
Information & Technology Fund						21.00								21.00
Liability Management Fund				1.00										1.00
Legal Services Fund				7.00										7.00
Utility Financial Services Fund					15.25									15.25
Administrative Services Fund	10.00	23.00			10.15									43.15
Designated Purpose Fund							10.00							10.00
TOTAL	10.00	23.00	3.00	9.00	36.20	21.00	165.00	103.75	17.80	35.00	3.00	8.30	137.55	572.60

Full-Time Employees by Department FY 2017/18



OGM	Office of Governance & Mgmt.
CWS	City-wide Services
URA	Urban Renewal Administration
CAO	City Attorney's Office
FMS	Finance & Management Services
ITD	Information Technology Dept.
POL	Police Services
FIRE	Fire & Emergency Services
UDP	Urban Design & Planning
CD	Community Development
EDS	Economic Development Services
PARKS	Parks Department
DES	Dept. of Environmental Services

STAFF RESOURCES

The fiscal year 2017/18 Adopted Budget includes funds for 572.6 Full-Time Equivalent (FTE) permanent positions. The table below illustrates the staff resource allocation.

	Authorized FY 14/15	Authorized FY 15/16	Authorized FY 16/17	Adopted FY 17/18
Police Services	*124.70*	*128.80*	*129.00*	*133.00*
Fire & Emergency Services	*73.50*	*78.41*	*78.75*	*85.75*
Community Development	*4.95*	*5.20*	*5.20*	*6.20*
Economic Development Services	*3.75*	*3.75*	*4.00*	*3.00*
Parks	*5.30*	*5.30*	*5.30*	*5.30*
General Fund	212.20	221.46	222.25	233.25
Police Services	*22.00*	*22.00*	*22.00*	*22.00*
Fire & Emergency Services	*16.00*	*16.00*	*18.00*	*18.00*
Parks	*3.00*	*3.00*	*3.00*	*3.00*
Police, Fire and Parks Fund	41.00	41.00	43.00	43.00
Transportation Fund (DES)	39.20	38.76	35.96	36.96
Rental Inspection Fund (CD)	4.85	4.60	4.60	4.60
Infrastructure Development Fund (DES)	11.50	11.50	14.50	14.50
Dedicated Stimulus Fund (Police)	0.30	-	-	-
Urban Design & Planning Fund (UDP)	12.50	13.00	15.80	17.80
Community Development	*1.00*	*1.00*	*1.00*	*1.00*
Dept. of Environmental Services	*4.41*	*4.46*	*4.46*	*4.96*
Dedicated Revenue Fund	5.41	5.46	5.46	5.96
Building Fund (CD)	14.20	18.20	18.20	23.20
Urban Renewal Support Fund (URA)	3.00	3.00	3.00	3.00
Water Fund (DES)	28.53	27.93	27.93	27.75
Stormwater Fund (DES)	25.40	24.77	24.77	25.10
Wastewater Fund (DES)	29.76	28.43	28.43	28.28
Facilities & Fleet Mngt Fund (FMS)	10.80	10.80	10.80	10.80
Workers' Compensation Fund (CAO)	1.00	1.00	1.00	1.00
Information & Technology Fund (ITD)	18.00	19.00	19.00	21.00
Liability Management Fund (CAO)	1.00	1.00	1.00	1.00
Legal Services Fund (CAO)	6.00	6.00	6.00	7.00
Utility Financial Services Fund (FMS)	14.25	14.25	14.25	15.25
Office of Governance & Mgmt.	*9.00*	*9.00*	*9.00*	*10.00*
City-wide Services	*23.50*	*23.50*	*24.00*	*23.00*
Finance & Management Services	*10.15*	*10.15*	*10.15*	*10.15*
Administrative Services Fund	42.65	42.65	43.15	43.15
Police Services	*7.00*	*8.20*	*10.00*	*10.00*
Fire & Emergency Services	*6.00*	*2.34*	*-*	*-*
Designated Purpose Fund	13.00	10.54	10.00	10.00
	534.55	543.35	549.10	572.60

Reconciliation of FTE Changes
FY 2016/17 Adopted to FY 2017/18 Adopted Budget

	Additions FTE	Reductions FTE	Total FTE
Total FY 2016/17 FTE - Adopted Budget			**547.10**
FY 2016/17 Supplemental Budget			
Police Department			
COPS Grant Police Officers	2.00		
Total FY 2016/17 FTE - Revised Budget			**549.10**
FY 2017/18 Adopted Budget			
City Attorney's Office			
Assistant City Attorney	1.00		
Finance and Management Services Department			
Business Systems Analyst	1.00		
Information & Technology Department			
Administrative Assistant II	1.00		
Police Department			
Police Officers	4.00		
Fire Department			
Fire Inspector Investigators	2.00		
Fire Lieutenants	2.00		
Firefighters	3.00		
Urban Design & Planning Department			
Associate Development Planner	2.00		
Community Development Department			
Building Inspector II	2.00		
Plans Examiner II	1.00		
Program Technician	2.00		
Structural Engineer	1.00		
Environmental Services Department			
Civil Engineer I	1.00		
Administrative Analyst	0.25		
Program Technician	0.25		
Total FY 2017/18 FTE - Adopted Budget			**572.60**

TEN-YEAR TRENDS – FTE PER 1,000 POPULATION

The City Charter contains language that allows the City to employ up to 6.5 Full-Time Equivalent (FTE) persons per 1,000 population, using the following method to calculate the employee cap:

(1) Determine the current year's population by averaging the growth rate of the previous three years.

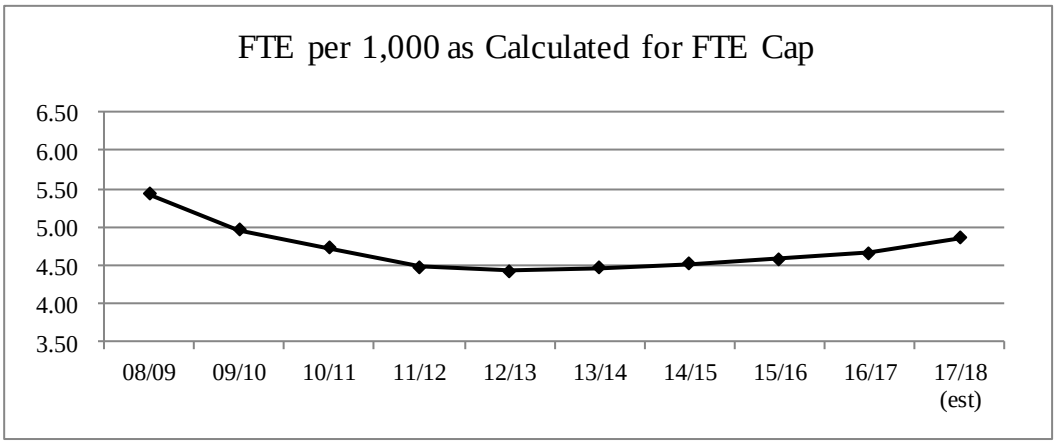
(2) Calculate the FTE cap by dividing the projected population by 1,000 ("per thousand" population). Multiply this number by 6.5 to arrive at the employee cap. The City's total FTE count is adjusted downward to account for those City employees who provide services primarily outside Gresham's boundaries or who are funded through revenue sources not contributed to or subsidized by Gresham citizens. An example is Fire & Emergency Services staff working on the contract for Fire District #10.

(3) The FTE to population ratio is then calculated by dividing the number of allowable FTEs by the per thousand population.

The following table and chart provide a 10-year history of the City's staff resources as compared to Gresham's population:

Fiscal Year	Gresham Population	FTE Count	FTE Per 1,000 Population	FTE Count as Calculated for Cap	FTE Per 1,000 as Calculated for FTE Cap
2008/09	100,655	590.70	5.87	546.98	5.43
2009/10	101,015	556.20	5.51	501.64	4.97
2010/11	105,595	547.10	5.18	498.81	4.72
2011/12	105,795	523.55	4.95	473.89	4.48
2012/13	105,970	518.55	4.89	468.72	4.42
2013/14	106,180	525.55	4.95	473.79	4.46
2014/15	106,455	534.55	5.02	480.89	4.52
2015/16	107,065	543.35	5.07	490.10	4.58
2016/17	108,150	549.10	5.08	504.69	4.67
2017/18	108,819 *	572.60	5.26	527.69	4.85

* Projected based on previous three-year average



FULL-TIME EQUIVALENT POSITIONS AND SALARY SCHEDULE

Class	Position Title	Monthly Salary Range			No. of Positions	Budget Salary
1311	ACCOUNTANT I	$ 4,922	-	$ 6,288	1.00	$ 68,952
1312	ACCOUNTANT II	5,183	-	6,621	3.50	267,471
1121	ACCOUNTING ASSISTANT II	3,271	-	4,173	1.50	75,098
1122	ACCOUNTING ASSISTANT III	4,012	-	5,118	2.00	122,845
1107	ADMINISTRATIVE ANALYST - GU	4,722	-	5,972	3.75	258,171
11070	ADMINISTRATIVE ANALYST - MSC	4,740	-	6,162	1.00	73,944
1113	ADMINISTRATIVE ASSISTANT II - GU	3,620	-	4,622	18.95	1,007,209
11150	ADMINISTRATIVE ASSISTANT III - GU	4,012	-	5,118	5.00	290,039
1115	ADMINISTRATIVE ASSISTANT III - MSC	3,862	-	5,022	2.00	115,114
2111	ADMINISTRATIVE CHIEF	8,760	-	11,386	1.00	136,635
1105	ADMINISTRATIVE SUPERVISOR	4,277	-	5,563	2.00	133,494
3111	ASSISTANT BUILDING OFFICIAL	7,137	-	9,281	1.00	111,384
1602	ASSISTANT CITY ATTORNEY	6,782	-	8,815	1.00	97,843
1141	ASSISTANT CITY MANAGER	10,212	-	13,276	1.00	129,230
3237	ASSISTANT DEVELOPMENT PLANNER	4,922	-	6,288	1.00	68,321
3238	ASSOCIATE DEVELOPMENT PLANNER	5,456	-	6,966	2.00	158,590
11040	ASSOCIATE MANAGEMENT ANALYST - MSC	5,252	-	6,828	2.00	144,931
3235	ASSOCIATE TRANSPORTATION PLANNER	5,456	-	6,966	1.80	142,890
2118	BATTALION CHIEF	8,558	-	10,697	3.00	385,085
1281	BUDGET & FINANCIAL PLANNING DIRECTOR	8,323	-	10,818	1.00	121,971
13320	BUDGET ANALYST - MSC	5,252	-	6,828	1.00	81,931
3102	BUILDING INSPECTOR II	5,313	-	6,788	8.00	610,224
3104	BUILDING INSPECTOR III	5,740	-	7,333	1.00	80,007
1124	BUSINESS LICENSE SPECIALIST	3,441	-	4,393	1.00	52,728
1420	BUSINESS SYSTEMS ANALYST	4,922	-	6,288	5.00	369,275
1342	CAPITAL IMPROVEMENT PROGRAM ANALYST	5,456	-	6,966	1.00	83,595
1211	CITY ATTORNEY	12,055	-	12,055	1.00	144,664
1000	CITY MANAGER	14,432	-	14,432	1.00	173,181
1132	CITY RECORDER	4,277	-	5,563	1.00	66,747
1404	CITY SURVEYOR	5,740	-	7,333	1.50	127,988
3311	CIVIL ENGINEER I	5,526	-	7,184	3.00	235,160
3312	CIVIL ENGINEER II	6,123	-	7,956	8.00	743,692
2402	CODE COMPLIANCE INSPECTOR	4,722	-	5,972	2.00	143,312
2403	CODE ENFORCEMENT MANAGER	6,123	-	7,956	1.00	95,416
3233	COMMUNICATIONS & ADMINISTRATIVE SPECIALIST	4,446	-	5,676	1.00	68,120
3231	COMMUNICATIONS CONTENT SPECIALIST	5,183	-	6,621	1.00	79,456
3234	COMMUNICATIONS DIGITAL MEDIA SPECIALIST	4,722	-	5,972	1.00	71,656
1209	COMMUNICATIONS GRAPHIC DESIGNER	4,722	-	5,972	1.00	65,447
3227	COMMUNICATIONS MANAGER	6,782	-	8,815	1.00	94,812
3115	COMMUNITY DEVELOPMENT DIRECTOR	8,760	-	11,386	1.00	136,635
1163	COMMUNITY OUTREACH SPECIALIST - PUBLIC WORKS	5,183	-	6,621	1.00	85,080
2214	CRIME ANALYST	5,183	-	6,621	1.00	79,456
2212	CRIMINALIST	5,193	-	6,631	2.00	159,123
1334	DEBT MANAGEMENT ANALYST	5,456	-	6,966	1.00	83,595
2112	DEPUTY FIRE MARSHAL I	5,075	-	7,820	3.00	237,543
2114	DEPUTY FIRE MARSHAL II	5,579	-	8,558	1.00	102,689

FULL-TIME EQUIVALENT POSITIONS AND SALARY SCHEDULE

Class	Position Title	Monthly Salary Range			No. of Positions	Budget Salary
3320	DEVELOPMENT ENGINEERING MANAGER	$ 6,123	-	$ 7,956	1.00	$ 95,472
3332	DEVELOPMENT ENGINEERING SPECIALIST	5,740	-	7,333	3.00	246,116
2201	DIRECTOR OF POLICE SERVICES & 21ST CENTURY POLICING	10,212	-	13,276	1.00	154,107
3201	ECONOMIC DEVELOPMENT DIRECTOR	7,512	-	9,764	1.00	99,569
3210	ECONOMIC DEVELOPMENT SPECIALIST	4,922	-	6,288	3.00	214,502
3307	ELECTRICIAN	5,456	-	6,966	2.00	167,190
2303	EMERGENCY MANAGEMENT COORDINATOR	5,816	-	7,561	1.00	90,730
3304	ENGINEERING TECHNICIAN II	4,446	-	5,676	2.00	119,557
3305	ENGINEERING TECHNICIAN III	4,922	-	6,288	4.00	301,269
3306	ENGINEERING TECHNICIAN IV	5,456	-	6,966	4.00	326,530
4113	ENVIRONMENTAL PROGRAM COORDINATOR	6,043	-	7,716	2.00	185,203
4115	ENVIRONMENTAL PROGRAM MANAGER	6,441	-	8,375	2.00	194,511
1208	ENVIRONMENTAL SERVICES DIRECTOR	9,703	-	12,614	1.00	143,832
3341	ENVIRONMENTAL SPECIALIST II	4,446	-	5,676	2.00	130,073
3342	ENVIRONMENTAL SPECIALIST III	5,183	-	6,621	5.50	417,494
4204	FACILITIES MAINTENANCE COORDINATOR	4,922	-	6,288	1.00	65,133
4207	FACILITIES MAINTENANCE TECHNICIAN II	4,012	-	5,118	3.00	168,539
3216	FACILITIES, PARKS & FLEET MANAGER	6,782	-	8,815	1.00	94,903
1248	FINANCE & ACCOUNTING MANAGER	6,782	-	8,815	1.00	100,032
1291	FINANCE & MANAGEMENT SERVICES DIRECTOR	9,219	-	11,984	1.00	129,064
1249	FINANCIAL SERVICES MANAGER	6,782	-	8,815	1.00	105,789
2105	FIRE CAPTAIN	5,579	-	8,558	8.00	821,627
1251	FIRE CHIEF	10,212	-	13,276	1.00	154,107
2113	FIRE INSPECTOR INVESTIGATOR	4,153	-	7,105	2.00	127,171
2103	FIRE LIEUTENANT	5,075	-	7,820	21.00	1,877,070
2101	FIREFIGHTER	4,153	-	7,105	59.00	4,427,607
4305	FLEET MAINTENANCE SUPERVISOR	5,816	-	7,561	1.00	72,956
1417	GIS & ANALYTICS MANAGER	7,137	-	9,281	1.00	106,415
1409	GIS ANALYST	5,183	-	6,621	2.00	158,912
1411	GIS TECHNICIAN	4,446	-	5,676	1.00	68,120
3207	GOVERNMENT RELATIONS DIRECTOR	8,323	-	10,818	1.00	124,675
1261	HUMAN RESOURCES DIRECTOR	8,760	-	11,386	1.00	121,056
1507	HUMAN RESOURCES SPECIALIST	4,503	-	5,857	1.00	56,669
1231	INFORMATION TECHNOLOGY DIRECTOR	8,760	-	11,386	1.00	133,453
1413	IT APPLICATIONS MANAGER	6,782	-	8,815	1.00	105,789
1418	IT SERVICES COORDINATOR	5,183	-	6,621	1.00	72,564
3223	MEDIATION SPECIALIST	4,740	-	6,162	1.00	70,002
3214	NATURAL RESOURCE PLANNER	5,456	-	6,966	1.00	83,595
2306	NEIGHBORHOOD COMMUNITY ENGAGEMENT MANAGER	6,123	-	7,956	1.00	86,153
2110	OPERATIONS CHIEF	8,760	-	11,386	1.00	135,855
1108	PARALEGAL	4,503	-	5,857	1.00	70,283
1310	PAYROLL & BENEFITS COORDINATOR	4,446	-	5,676	1.00	68,120
3309	PERMIT TECHNICIAN I	3,811	-	4,863	2.00	110,404
3310	PERMIT TECHNICIAN II	4,223	-	5,394	2.00	129,459
3117	PLANNING TECHNICIAN II	4,223	-	5,394	2.00	129,075
3113	PLANS EXAMINER II	5,740	-	7,333	3.00	255,793

FULL-TIME EQUIVALENT POSITIONS AND SALARY SCHEDULE

Class	Position Title	Monthly Salary Range			No. of Positions	Budget Salary
3118	PLANS EXAMINER III	$ 6,043	-	$ 7,716	1.00	$ 84,209
2209	POLICE CAPTAIN	10,226	-	10,635	2.00	255,247
1271	POLICE CHIEF	10,212	-	13,276	1.00	154,107
2207	POLICE LIEUTENANT	9,739	-	10,129	5.00	605,582
2202	POLICE OFFICER	5,193	-	6,631	108.00	8,294,920
2219	POLICE POLICY ANALYST	5,456	-	6,966	1.00	83,595
1117	POLICE RECORDS MANAGER	5,526	-	7,184	1.00	86,216
1133	POLICE RECORDS SPECIALIST TRAINEE	3,271	-	4,173	1.00	40,810
1111	POLICE RECORDS SPECIALIST I	3,620	-	4,622	12.00	632,759
1112	POLICE RECORDS SPECIALIST II	4,012	-	5,118	4.00	240,147
2205	POLICE SERGEANT	6,385	-	8,155	17.00	1,619,512
2211	POLICE TECHNICIAN	4,066	-	5,156	1.00	61,880
1319	PRINCIPAL FINANCIAL ANALYST	6,782	-	8,815	1.00	97,323
3206	PRINCIPAL URBAN PLANNER	6,441	-	8,375	1.00	100,505
1128	PROGRAM ANALYST - GU	5,456	-	6,966	1.00	83,595
1129	PROGRAM ANALYST - MSC	5,526	-	7,184	1.00	78,209
1116	PROGRAM TECHNICIAN - GU	4,223	-	5,394	8.00	480,360
11160	PROGRAM TECHNICIAN - MSC	3,862	-	5,022	1.00	60,257
4102	PUBLIC UTILITY WORKER II	3,620	-	4,622	43.00	2,226,167
3123	PUBLIC WORKS CONSTRUCTION INSPECTOR	4,722	-	5,972	2.00	141,983
4104	PUBLIC WORKS DATA SPECIALIST	4,446	-	5,676	2.00	127,015
4124	PUBLIC WORKS FIELD OPERATIONS SUPERVISOR	4,922	-	6,288	5.00	365,370
3325	PUBLIC WORKS MANAGER	7,512	-	9,764	3.00	332,796
4105	PUBLIC WORKS SUPERINTENDENT	6,123	-	7,956	4.00	365,556
1118	PURCHASING AGENT	4,922	-	6,288	1.00	75,462
2401	RENTAL HOUSING INSPECTOR	4,722	-	5,972	3.00	194,991
1705	RISK MANAGEMENT SPECIALIST	4,503	-	5,857	1.00	70,283
1703	RISK MANAGER	6,123	-	7,956	1.00	91,832
1313	SENIOR ACCOUNTANT	5,456	-	6,966	1.00	83,595
1102	SENIOR ADMINISTRATIVE SUPERVISOR	4,993	-	6,485	2.00	155,626
1603	SENIOR ASSISTANT CITY ATTORNEY	7,512	-	9,764	3.00	351,499
2404	SENIOR CODE COMPLIANCE INSPECTOR	5,456	-	6,966	1.00	83,595
3242	SENIOR COMPREHENSIVE PLANNER	6,360	-	8,119	2.00	186,046
3243	SENIOR DEVELOPMENT PLANNER	6,360	-	8,119	3.80	352,507
3316	SENIOR ENGINEER	6,782	-	8,815	5.00	515,582
1318	SENIOR FINANCIAL ANALYST	6,123	-	7,956	1.00	95,472
1504	SENIOR HUMAN RESOURCES ANALYST	5,526	-	7,184	2.00	164,481
11360	SENIOR MANAGEMENT ANALYST - MSC	5,816	-	7,561	3.00	272,189
1803	SENIOR MANAGER - OGM	7,137	-	9,281	3.00	310,416
2213	SENIOR POLICE TECHNICIAN	4,689	-	5,978	1.00	67,340
1109	SENIOR PROGRAM MANAGER	6,123	-	7,956	1.00	90,809
4122	SENIOR PUBLIC UTILITY WORKER	4,223	-	5,394	11.00	701,948
3122	SENIOR PUBLIC WORKS CONST INSPECTOR	5,183	-	6,621	1.00	79,456
1414	SENIOR SYSTEMS ANALYST	6,360	-	8,119	1.00	88,618
3240	SENIOR URBAN RENEWAL PROJECT COORDINATOR	6,360	-	8,119	1.00	95,012
1101	SPECIAL PROJECTS COORDINATOR	5,252	-	6,828	1.00	78,645

FULL-TIME EQUIVALENT POSITIONS AND SALARY SCHEDULE

Class	Position Title	Monthly Salary Range			No. of Positions	Budget Salary
3314	STRUCTURAL ENGINEER	6,782	-	8,815	2.00	196,960
3308	SUPERVISORY ELECTRICIAN	6,043	-	7,716	1.00	92,602
1427	SYSTEM ADMINISTRATOR I	5,313	-	6,788	1.00	66,310
1407	SYSTEM ADMINISTRATOR II	6,360	-	8,119	2.00	185,136
1412	SYSTEMS ANALYST	6,043	-	7,716	2.00	173,064
1406	TECHNICAL SUPPORT COORDINATOR	5,456	-	6,966	1.00	83,595
1410	TECHNICAL SUPPORT SPECIALIST II	4,722	-	5,972	1.00	71,656
1309	TITLES, LIENS, COLLECTIONS SPECIALIST	4,223	-	5,394	1.00	64,730
1506	TRAINING COORDINATOR	5,526	-	7,184	1.00	74,043
2104	TRAINING OFFICER	5,579	-	8,558	1.00	102,689
3247	TRANSPORTATION PLANNING MANAGER	6,782	-	8,815	1.00	105,789
1201	URBAN DESIGN & PLANNING DIRECTOR	8,323	-	10,818	1.00	115,232
3246	URBAN DESIGN MANAGER	6,782	-	8,815	1.00	105,789
1807	URBAN RENEWAL DIRECTOR	7,512	-	9,764	1.00	106,870
1120	UTILITY CUSTOMER SERVICE REPRESENTATIVE	3,271	-	4,173	2.50	122,621
4303	VEHICLE MECHANIC II	4,446	-	5,676	3.00	194,426
4121	WATER DISTRIBUTION TECHNCIAN I	4,223	-	5,394	1.00	62,178
4120	WATER DISTRIBUTION TECHNICIAN II	4,722	-	5,972	1.00	71,656
4107	WATER METER TECHNICIAN	3,811	-	4,863	1.00	58,250
4125	WATER OPERATIONS SUPERVISOR	4,922	-	6,288	1.00	75,462
4106	WATER QUALITY SPECIALIST	4,446	-	5,676	1.00	68,120
4103	WATER SERVICE FIELD REPRESENTATIVE	3,620	-	4,622	1.00	55,453
4110	WATER SUPERINTENDENT	6,123	-	7,956	1.00	93,579
1400	WEB CONTENT COORDINATOR	5,183	-	6,621	1.80	128,092
	Total Full-Time Employees and Salary				**572.60**	**$44,595,124**

INTERFUND TRANSFERS - TO

TO Fund Name	FROM Fund Name	Amount	Reason	Total
General Fund	Grants Fund	$ 5,200	Pedestrian Safety Grants	
	Grants Fund	40,000	Police - DUII/HVE Grant	
	Grants Fund	15,000	Police - Seatbelt Safety Grant	
	Water Fund	25,000	Confined Space Rescue	
	Stormwater Fund	25,000	Confined Space Rescue	
	Wastewater Fund	25,000	Confined Space Rescue	$ 135,200
Police, Fire & Parks Fund	General Fund	1,850,000	Police, Fire & Parks Services	1,850,000
Transportation Fund	Streetlight Fund	119,200	Operation of Streetlight Program	
	SDC Fund	419,200	Transportation SDC Line of Credit	
	Stormwater Fund	257,300	Vegetation & Sweeping	795,700
Footpaths & Bike Routes Fund	Transportation Fund	2,104,200	Pedestrian & Bikeway Projects	
	SDC Fund	200,000	SDC Credits	
	Grants Fund	593,400	Grant Funded Projects	
	Dedicated Revenue Fund	200,000	CDBG Adjustment	
	Designated Purpose Fund	92,900	Sidewalk Repair	3,190,500
Infrastructure Development Fund	Transportation Fund	375,900	Dev. Engineering & Public Works Insps.	
	Water Fund	375,900	Dev. Engineering & Public Works Insps.	
	Stormwater Fund	375,900	Dev. Engineering & Public Works Insps.	
	Wastewater Fund	375,900	Dev. Engineering & Public Works Insps.	1,503,600
Urban Design & Planning Fund	General Fund	2,500,000	Planning Services	2,500,000
Dedicated Revenue Fund	General Fund	10,000	CDBG Program Interest	
	General Fund	20,000	CDBG/HOME Program Support	
	Transportation Fund	200,000	CDBG Adjustment	
	Grants Fund	905,479	CDBG Program	
	Grants Fund	175,294	Grant Funded Projects	
	Grants Fund	923,320	HOME Program	
	Water Fund	26,750	GREAT Business Program	
	Stormwater Fund	26,750	GREAT Business Program	
	Wastewater Fund	26,750	GREAT Business Program	2,314,343
Building Fund	Urban Design & Planning Fund	139,200	Permit Center Services	139,200
Parks Fund	SDC Fund	1,315,150	SDC Credits	
	SDC Fund	1,669,400	SDC Funded Projects	
	Grants Fund	1,057,600	Grant Funded Projects	4,042,150
General Development Fund	SDC Fund	27,100,000	SDC Credits	
	SDC Fund	478,000	SDC Funded Projects	27,578,000
Transportation Construction Fund	Transportation Fund	3,924,500	Gas Tax Funded Projects	
	Streetlight Fund	489,000	Streetlight Funded Projects	
	SDC Fund	6,900	SDC Funded Projects	
	Grants Fund	4,004,400	Grant Funded Projects	8,424,800
City UR Capital Improvement	Streetlight Fund	50,000	Streetlight Funded Projects	
	SDC Fund	175,000	SDC Funded Projects	
	Grants Fund	3,191,400	Grant Funded Projects	3,416,400
General Government Debt Fund	General Fund	889,000	Debt Service	
	Transportation Fund	490,000	Debt Service	
	Streetlight Fund	528,000	Debt Service	
	SDC Fund	135,000	Debt Service	
	Grants Fund	292,070	CDBG Section 108 Debt Service	2,334,070
Water Fund	SDC Fund	60,600	Reimbursment SDC's for Debt	
	SDC Fund	247,600	SDC Funded Debt	308,200
Water Debt Service Fund	Water Fund	800,000	Debt Service	800,000
Water Construction Fund	SDC Fund	1,246,300	SDC Funded Projects	
	Water Fund	1,896,800	Rate Funded Projects	3,143,100

INTERFUND TRANSFERS - TO

TO Fund Name	FROM Fund Name	Amount	Reason	Total
Stormwater Fund	Transportation Fund	477,600	Impervious Surface Charge	
	SDC Fund	150,400	Reimbursement SDC's for Debt	628,000
Stormwater Debt Service Fund	Stormwater Fund	1,000,000	Debt Service	1,000,000
Stormwater Construction Fund	SDC Fund	567,700	SDC Funded Projects	
	Grants Fund	3,025,000	Federal Highway Administration	
	Stormwater Fund	1,670,400	Rate Funded Projects	5,263,100
Wastewater Fund	SDC Fund	782,500	SDC Funded Debt	782,500
Wastewater Debt Service Fund	Wastewater Fund	2,000,000	Debt Service	2,000,000
Wastewater Construction Fund	Wastewater Fund	9,935,400	Rate Funded Projects	9,935,400
Facilities & Fleet Mgmt. Fund	General Fund	193,500	Fire Facilities	193,500
City Facility CIP Fund	General Fund	50,000	Fire District 10 Maintenance Projects	
	Facilities & Fleet Mgmt. Fund	98,200	City Facility Projects	148,200
City Facility Debt Service Fund	Facilities & Fleet Mgmt. Fund	72,500	Debt Service	72,500
Enterprise Systems Replacement Fund	Information & Technology Fund	450,000	ERP Replacement	
	Administrative Services Fund	200,000	ERP Replacement	650,000
Administrative Services Fund	Grants Fund	123,000	Emergency Management Performance Grant	
	Grants Fund	1,000	Manufactured Dwelling Mediation - Oregon Housing Commission	
	Grants Fund	45,080	Mediation OODCR University of Oregon Grant	
	Health Insurance Benefits	106,000	Program Support	
	Dental Insurance Benefits	12,000	Program Support	287,080
Designated Purpose Fund	General Fund	402,000	COPS Grant Match	
	General Fund	100,000	EMGET (OYA) Grant Match	
	General Fund	20,000	Small Business Incentive Program	
	Grants Fund	475,028	Assistance to Firefighter Grants	
	Grants Fund	248,508	COPS Hiring Program Grants	
	Grants Fund	621,555	EMGET (OYA) Grant	
	Grants Fund	122,000	Justice Assistance Grants	
	Grants Fund	871,000	Metro Community Planning Grant	
	Grants Fund	5,000	OCDETF Grant	
	Grants Fund	50,000	Oregon Dept of Education Gang Prevention and Intervention Grant	
	Grants Fund	50,000	Police - State Homeland Security Program Grant	
	Grants Fund	146,109	Racial and Ethnic Approaches to Community Health Grant (REACH)	
	Building Fund	20,000	Small Business Incentive Program	
	Urban Renewal Support Fund	50,000	Small Business Incentive Program	
	Water Fund	5,000	Small Business Incentive Program	
	Stormwater Fund	5,000	Small Business Incentive Program	
	Wastewater Fund	5,000	Small Business Incentive Program	3,196,200
		$86,631,743		$86,631,743

INTERFUND TRANSFERS - FROM

FROM Fund Name	TO Fund Name	Amount	Reason	Total
General Fund	Police, Fire & Parks Fund	$ 1,850,000	Police, Fire & Parks Services	
	Urban Design & Planning Fund	2,500,000	Planning Services	
	Dedicated Revenue Fund	10,000	CDBG Program Interest	
	Dedicated Revenue Fund	20,000	CDBG/HOME Program Support	
	General Government Debt Fund	889,000	Debt Service	
	Facilities & Fleet Mgmt. Fund	193,500	Fire Facilities	
	City Facility CIP Fund	50,000	Fire District 10 Maintenance Projects	
	Designated Purpose Fund	402,000	COPS Grant Match	
	Designated Purpose Fund	100,000	EMGET (OYA) Grant Match	
	Designated Purpose Fund	20,000	Small Business Incentive Program	$ 6,034,500
Transportation Fund	Footpaths & Bike Routes Fund	2,104,200	Pedestrian & Bikeway Projects	
	Infrastructure Development Fund	375,900	Dev. Engineering & Public Works Insps.	
	Dedicated Revenue Fund	200,000	CDBG Adjustment	
	Transportation Construction Fund	3,924,500	Gas Tax Funded Projects	
	General Government Debt Fund	490,000	Debt Service	
	Stormwater Fund	477,600	Impervious Surface Charge	7,572,200
Streetlight Fund	Transportation Fund	119,200	Operation of Streetlight Program	
	Transportation Construction Fund	489,000	Streetlight Funded Projects	
	City UR Capital Improvement	50,000	Streetlight Funded Projects	
	General Government Debt Fund	528,000	Debt Service	1,186,200
SDC Fund	Transportation Fund	419,200	Transportation SDC Line of Credit	
	Footpaths & Bike Routes Fund	200,000	SDC Credits	
	Parks Fund	1,315,150	SDC Credits	
	Parks Fund	1,669,400	SDC Funded Projects	
	General Development Fund	27,100,000	SDC Credits	
	General Development Fund	478,000	SDC Funded Projects	
	Transportation Construction Fund	6,900	SDC Funded Projects	
	City UR Capital Improvement	175,000	SDC Funded Projects	
	General Government Debt Fund	135,000	Debt Service	
	Water Fund	60,600	Reimbursment SDC's for Debt	
	Water Fund	247,600	SDC Funded Debt	
	Water Construction Fund	1,246,300	SDC Funded Projects	
	Stormwater Fund	150,400	Reimbursement SDC's for Debt	
	Stormwater Construction Fund	567,700	SDC Funded Projects	
	Wastewater Fund	782,500	SDC Funded Debt	34,553,750
Grants Fund	General Fund	5,200	Pedestrian Safety Grants	
	General Fund	40,000	Police - DUII/HVE Grant	
	General Fund	15,000	Police - Seatbelt Safety Grant	
	Footpaths & Bike Routes Fund	593,400	Grant Funded Projects	
	Dedicated Revenue Fund	905,479	CDBG Program	
	Dedicated Revenue Fund	175,294	Grant Funded Projects	
	Dedicated Revenue Fund	923,320	HOME Program	
	Parks Fund	1,057,600	Grant Funded Projects	
	Transportation Construction Fund	4,004,400	Grant Funded Projects	
	City UR Capital Improvement	3,191,400	Grant Funded Projects	
	General Government Debt Fund	292,070	CDBG Section 108 Debt Service	
	Stormwater Construction Fund	3,025,000	Federal Highway Administration	
	Administrative Services Fund	123,000	Emergency Management Performance Grant	
	Administrative Services Fund	1,000	Manufactured Dwelling Mediation - Oregon Housing Commission	
	Administrative Services Fund	45,080	Mediation OODCR University of Oregon Grant	
	Designated Purpose Fund	475,028	Assistance to Firefighter Grants	
	Designated Purpose Fund	248,508	COPS Hiring Program Grants	
	Designated Purpose Fund	621,555	EMGET (OYA) Grant	
	Designated Purpose Fund	122,000	Justice Assistance Grants	
	Designated Purpose Fund	871,000	Metro Community Planning Grant	
	Designated Purpose Fund	5,000	OCDETF Grant	
	Designated Purpose Fund	50,000	Oregon Dept of Education Gang Prevention and Intervention Grant	
	Designated Purpose Fund	50,000	Police - State Homeland Security Program Grant	
	Designated Purpose Fund	146,109	Racial and Ethnic Approaches to Community Health Grant (REACH)	16,986,443
Urban Design & Planning Fund	Building Fund	139,200	Permit Center Services	139,200
Dedicated Revenue Fund	Footpaths & Bike Routes Fund	200,000	CDBG Adjustment	200,000

INTERFUND TRANSFERS - FROM

FROM Fund Name	TO Fund Name	Amount	Reason	Total
Building Fund	Designated Purpose Fund	20,000	Small Business Incentive Program	20,000
Urban Renewal Support Fund	Designated Purpose Fund	50,000	Small Business Incentive Program	50,000
Water Fund	General Fund	25,000	Confined Space Rescue	
	Infrastructure Development Fund	375,900	Dev. Engineering & Public Works Insps.	
	Dedicated Revenue Fund	26,750	GREAT Business Program	
	Water Debt Service Fund	800,000	Debt Service	
	Water Construction Fund	1,896,800	Rate Funded Projects	
	Designated Purpose Fund	5,000	Small Business Incentive Program	3,129,450
Stormwater Fund	General Fund	25,000	Confined Space Rescue	
	Transportation Fund	257,300	Vegetation & Sweeping	
	Infrastructure Development Fund	375,900	Dev. Engineering & Public Works Insps.	
	Dedicated Revenue Fund	26,750	GREAT Business Program	
	Stormwater Debt Service Fund	1,000,000	Debt Service	
	Stormwater Construction Fund	1,670,400	Rate Funded Projects	
	Designated Purpose Fund	5,000	Small Business Incentive Program	3,360,350
Wastewater Fund	General Fund	25,000	Confined Space Rescue	
	Infrastructure Development Fund	375,900	Dev. Engineering & Public Works Insps.	
	Dedicated Revenue Fund	26,750	GREAT Business Program	
	Wastewater Debt Service Fund	2,000,000	Debt Service	
	Wastewater Construction Fund	9,935,400	Rate Funded Projects	
	Designated Purpose Fund	5,000	Small Business Incentive Program	12,368,050
Facilities & Fleet Mgmt. Fund	City Facility CIP Fund	98,200	City Facility Projects	
	City Facility Debt Service Fund	72,500	Debt Service	170,700
Health Insurance Benefits	Administrative Services Fund	106,000	Program Support	106,000
Information & Technology Fund	Enterprise Systems Replacement Fund	450,000	ERP Replacement	450,000
Dental Insurance Benefits	Administrative Services Fund	12,000	Program Support	12,000
Administrative Services Fund	Enterprise Systems Replacement Fund	200,000	ERP Replacement	200,000
Designated Purpose Fund	Footpaths & Bike Routes Fund	92,900	Sidewalk Repair	92,900
		$86,631,743		$86,631,743

Debt Administration

The City will seek to maintain and, if possible, improve the current bond rating in order to minimize borrowing costs and preserve access to credit markets. City obligations carry the following ratings as of June 30, 2017:

Type	Moody's Investors Service	Standard and Poor's
Full Faith and Credit Obligations	Aa2	n/a
Stormwater Revenue Bonds	Aa2	AA

Debt and Other Obligations Summary

Outstanding Debt as of June 30, 2016		
General Obligation Debt (Property Tax Levy Supported)	$ 0	
Revenue Bonds	2,430,000	
Bonds and Notes	79,592,308	
Line of Credit – Short-term Debt	1,556,000	
Interfund Loans	612,500	
Total Bonds, Notes, and Loans		$ 84,190,808
Other Borrowings (Pre-loan construction financing)		$ 4,900,000

Net direct debt is debt for which the City has pledged its "full faith and credit" less self-supporting (Internal Service and Enterprise) debt and debt of overlapping jurisdictions.

Net direct debt	$ 6,081,451

Debt Limitations

The legal debt limit for fiscal year 2017/18 cannot be determined until November 2017 when the tax assessor distributes property tax information. Total general obligation (property-tax supported) debt may not exceed three percent of real market value of all taxable properties in the City. There was no outstanding general obligation bonded debt in fiscal year 2016/17.

2016/17 Debt Limitations (property-tax supported)	
Real Market Value 2016/17	$12,902,199,083
Debt Limit (3% of Real Market Value)	$387,065,972
Applicable General Obligation Bonded Debt 2016/17	$0
Percent of Limit Issued	0%

SUMMARY OF DEBT

	Issued	Maturity	Principal Issued	Principal 6/30/16
Federal and State Loans				
Section 108 Loan (Fountain)	2/1/14	8/1/33	$ 1,500,000	$ 1,399,000
Section 108 Loan (Pacific St/Nadaka)	4/19/15	8/1/19	85,000	70,000
Water Meter Replacement Note	9/8/09	12/1/30	2,361,232	1,882,470
Wastewater Secondary Clarifier	8/17/09	8/1/29	407,058	305,761
Total State Loans			$ 4,353,290	$ 3,657,231
Interfund Loans and Other				
2015 GRDC Note	6/1/15	6/1/23	$ 6,700,000	$ 5,947,144
Wastewater Interfund Loan (SDC)	8/1/10	7/31/20	1,225,000	612,500
Total Interfund Loans and Other			$ 7,925,000	$ 6,559,644
Full Faith and Credit Obligations				
Pension Bonds	5/27/04	6/1/28	$ 19,280,000	$ 16,875,000
Streetlights QECB Loan	7/30/13	7/1/33	7,610,000	6,885,000
Wastewater Treatment Plant Expansion	9/15/09	5/1/21	19,351,000	9,014,000
US Bank Financing Agreement	6/4/10	6/1/23	23,470,000	
US Bank Fin. Agmt. (COG)				3,301,451
US Bank Fin. Agmt. (URA)				11,012,482
Series 2013B	7/30/13	7/1/33	4,655,000	
Special Public Works Refunding				620,000
Fire Equipment				1,290,000
Equipment Replacement				1,490,000
Public Safety Building Roof				590,000
Line of Credit (renewed)				
COG Stormwater Line of Credit	7/13/16	7/15/18	10,000,000	1,556,000
Series 2015	5/27/15	5/1/35	19,960,000	
Urban Renewal				5,100,000
Transportation				3,252,383
Wastewater				5,395,000
Water				5,162,617
Total Full Faith and Credit Obligations			$104,326,000	$ 71,543,933
Revenue Bonds				
Stormwater Revenue Refunding 2006	12/21/06	5/1/21	$ 2,850,000	$ 2,430,000
Total Revenue Bonds			$ 2,850,000	$ 2,430,000
Total Obligations				**$ 84,190,808**

FINANCIAL MANAGEMENT POLICIES

Revised January 4, 2011, Resolution No. 3036

A. GENERAL POLICIES

1. The City organization will carry out the Council's goals and policies through a service delivery system financed through the Operating and Capital Budgets.
2. The relationship between the Operating and Capital Budgets will be explicitly recognized and incorporated into the budget process. Funding for the Operating and Capital Budgets shall be sufficient to provide municipal operating services and maintenance or enhancement of fixed assets needed to support public demand for City services.
3. The City will take positive steps to improve the productivity of its programs and employees, and will seek ways to eliminate duplicative functions within the city government and between the City of Gresham and other public agencies in the community. Specifically, intensive reviews of the efficiency and effectiveness of certain City services will be periodically undertaken. A reporting mechanism highlighting the service efforts and accomplishments of the City's major services will also be developed.
4. Whenever feasible, government activities will be considered enterprises if so doing will increase efficiency of service delivery or recover the cost of providing the service from the benefiting entity by a user fee or charge.
5. New development should pay for the entire cost of the permit process and, if feasible, any other related city service costs.
6. Adequate reserves will be maintained for all known liabilities, including employee leave balances. The amount in the reserves will follow generally accepted accounting principles.
7. The City will reimburse directly for elected or appointed officials' and employees' expenses and will not reimburse expenses indirectly through any vendor working for the City. Proposals for services should not include expenses for elected or appointed officials or for employees.
8. Investment and Portfolio Policies are adopted by the City Council and are contained in a separate document.
9. Development fees, including Land Use, Building, and Engineering, shall not be waived. Fees may be paid by the City with express formal consent of the City Council.
10. Public Safety is one of several important functions provided by the City. Staffing levels are a measurement of the ability to provide adequate public safety services. It is recognized that sworn officers require related support personnel, and the City desires to maintain support staff proportionately. The goal staffing level for the Gresham Police Department is a total FTE ratio of 1.30 sworn officers per thousand and a total FTE ratio of 1.79 per thousand population, to be achieved by fiscal year 2000/01.
11. Transfers from contingency are authorized by City Council for expenditures that were not anticipated in the budget. The Gresham Finance Committee will review contingency transfer requests and provide Council with a recommendation regarding the transfer unless insufficient time is available for the review process due to the urgent nature of the request. In the event that the Finance Committee is not scheduled to meet for a period of more than one month,

contingency transfer requests will be presented to Council directly and the Finance Committee will be informed of Council actions.

12. The City's water utility, wastewater utility, and stormwater utility are enterprise funds that are considered to be closed funds. The revenue sources of utility funds are dedicated to pay for costs associated with providing the utility's purpose and may not be used in a way that does not qualify as an expense in support of the utility's function.

B. DEBT POLICIES

1. Total general obligation debt will not exceed 3% of the market value of the City.
2. Long-term debt issued to finance capital projects will be structured to match the useful life of the project. Current operations will not be financed with long-term debt.
3. General obligation debt will not be issued for enterprise activity.
4. Bond anticipation debt will be retired within 12 months after project completion. In no event will bond anticipation notes be outstanding more than three years.
5. City direct debt sold by public sale will have demonstrated feasibility prior to sale by receiving a rating from either Moody's or Standard & Poor's, or if unrated, by a comprehensive feasibility report. The City will seek to maintain and improve its current bond rating so its borrowing costs are minimized and its access to credit is preserved.
6. All conduit bonds sold by public sale must be credit enhanced and have demonstrated feasibility prior to sale by receiving a rating of "A" or better from either Moody's or Standard & Poor's. Conduit financing is a mechanism which allows a non-municipal entity to issue tax exempt debt through a municipal corporation such as the City of Gresham. The City is the "conduit" issuer which "passes through" tax-exempt debt that is the obligation of another entity. The security for these transactions is always that of the borrower and not the issuer.
7. All capital leases as reported in the City's annual financial report under Long-Term Debt will be limited as follows:
   a. Annual lease payments recorded in the respective funds will be limited to 10% of the current revenues of the fund supporting the lease payment.
   b. All leases will be limited to the economic life of the equipment or facilities to be purchased, and in no case shall be extended beyond 25 years.
   c. Lease purchases of equipment and facilities will be limited to fit within the City's stated mission, goal or governmental role. Any exceptions must show an economic gain and be approved by City Council.
   d. All annual lease-purchase payments must be included in the originating department's approved budget.

C. REVENUE POLICIES

1. The City Council has determined that Public Safety is critical to the community. For many years, tax base property tax revenues have not been sufficient to fund Police and Fire services. Therefore,

the City will continue to use all tax base property taxes and other General Fund revenue sources, as necessary, to fund the total costs of Police and Fire operations. The total costs include overhead, administrative, and support costs.

2. The City will maintain a diversified revenue system to protect it from short-term fluctuations in any one revenue source.
3. Distinction will be made between revenues generated through operating activities (activity generated), and those not related to specific operations (general support). Activity-generated revenues will be linked with the operating activities responsible for their generation.
4. The City will establish internal and external charges for service that reflect the full cost of service delivery and fully support both direct and indirect charges. Distinction is made between those operating programs that serve limited interest and those that provide a general community benefit. The following programs will strive to become/stay self-sufficient: (1) Development, (2) Solid Waste, (3) Transportation, (4) Water, (5) Wastewater, and (6) Stormwater. In addition, the remaining operating programs (Police, Fire and Emergency Services, Parks, and City Council), though not self-supporting, will strive to recover all of a specific service's cost if it benefits limited interests.
5. The City will pursue an aggressive policy of collecting delinquent accounts. Administrative procedures for the collection of these accounts will be maintained. When necessary, collection processes will include termination of service, foreclosure, and any other available legal action.

D. BUDGET POLICIES

1. The City will integrate performance measurement and productivity indicators within the budget.
2. Personal Services budget projections will incorporate market salary adjustments to maintain labor market competitiveness for non-represented employees. Market adjustments are adjustments to the salary ranges and do not necessarily imply increases to employees' actual pay. These adjustments will be either higher or lower based on market survey data as determined by the Portland Area Cross Industry Compensation Survey (PACS) or comparable survey source. Personal Services assumptions will also include all union and other contract obligations, as well as anticipated merit and pay-for-performance salary adjustments.
3. The annual budget for the General Fund will include a beginning fund balance. This resource is the funding for contingency and ending fund balance and will be consistent with Financial Management Policies for General Fund contingency and ending balance as a percent of operating expenditures. When the annual beginning fund balance is not adequate to fund both contingency and ending fund balance, the deficiency may be funded with available on-going resources.

   When the General Fund's beginning fund balance exceeds the amount needed for contingency and ending fund balance, the remainder may be used for

   - one-time items such as capital purchases
   - prioritized ongoing expenditures such as operating expenses
   - added to the ending fund balance and designated as a "rainy day" reserve for use when there is an unexpected loss of revenue. The "rainy day" portion of the ending fund balance will be the portion that exceeds 5% of the operating budget. The "rainy day"

target amount should be not less than an additional 6% of the operating expenditure budget, and could be more. The total ending fund balance could potentially be 11% or more of the operating expenditure budget.

Use of beginning fund balance in funds other than the General Fund is determined on an individual basis related to the purpose of the fund and circumstances that are specific to that fund.

4. Funding sources for each capital project will be identified and all operating costs associated with a capital project will be quantified.
5. Each operating fund will maintain a contingency account sufficient to meet unanticipated requirements during the budget year. A maximum contingency of 15% and minimum amount of 5% will be budgeted. There is a separate policy for General Fund contingency.
6. The City will plan for capital improvements over a multi-year period of time. The Capital Improvements Program (CIP) will directly relate to Council's goals, departmental operation plans, other long-range plans such as the Comprehensive Plan, and the policies of the City.
7. The City will maintain its infrastructure at a level adequate to protect the City's capital investment and to minimize future maintenance and replacement costs.
8. The City will plan for vehicle replacement, equipment replacement, and maintenance of City facilities, to ensure that resources are available at the appropriate time. The replacement needs will be identified in appropriate replacement schedules.
9. The City's goal for the General Fund is to provide resources for:

   A. Contingency: The annual budget for the General Fund will include a contingency reserve of not less than 1.5% of operating expenditures, to offset unexpected increases to operating requirements. Contingency may be utilized upon council approval.

      - A higher level of contingency should be reserved annually when uncertainties or economic conditions warrant such actions.

   B. Ending Fund Balance: The annual budget for the General Fund will include an ending fund balance of not less than 5 % of operating expenditures. The ending fund balance is a resource that mitigates cash flow shortages early in the ensuing fiscal year and helps to modify annual fluctuations in revenues and expenditures.

      - A higher level of ending fund balance should be reserved annually when future uncertainties or economic conditions warrant such actions be taken.

   C. Rainy Day Reserve:

      i. The General Fund Rainy Day Reserve balance should be in an amount that is not less than 6% of annual budgeted operating expenditures when economic conditions make this financially achievable. Annually, city management will consider appropriating funds in the proposed budget to meet or increase the minimum reserve balance in anticipation of a prolonged economic downturn.

      ii. When all or a portion of the reserve has been used as a revenue subsidy for severe adverse changes to revenues or economic recessions, planning for the restoration of the reserve will begin in the year following its use and be part of the budget development process. Annually, city management will determine whether to appropriate an amount

towards the restoration of the reserve in the proposed budget based on current economic conditions, fiscal forecasts, and city service requirements.

E. ACCOUNTING POLICIES

1. Adequate reserves and/or insurance coverage will be maintained for general and workers' compensation liabilities.
2. The City will maintain an accounting and financial reporting system that conforms to Generally Accepted Accounting Principles (GAAP) and Local Budget Law.
3. The City will provide full financial disclosure in all bond representations.
4. The City will publish an audited Comprehensive Annual Financial Report (CAFR) each year.
5. The City will maintain an accounting system necessary to ensure adherence to the budget and will prepare regular reports comparing actual revenues and expenditures to budgeted amounts.
6. The City will provide bond coverage for the Manager and City employees in an amount and with surety determined by the Risk Manager.

F. SYSTEMS DEVELOPMENT CHARGE POLICIES (SDCs)

1. The City will sustain Systems Development Charges (SDCs) for the cost of demand-created facilities or infrastructure for the following systems:

   WASTEWATER: Wastewater collection, transmission, treatment and disposal systems.

   WATER: Water supply, treatment and distribution systems.

   STORMWATER: Drainage and flood control systems.

   TRANSPORTATION IMPACT: Transportation systems.

   PARKS: Parks and Recreation systems.
2. SDCs shall be a reimbursement fee, an improvement fee, or a combination of the two.
   a. *Reimbursement fees* shall reimburse the current users for the costs they have incurred to provide capacity in the system to serve future users.
   b. *Improvement fees* will be spent on capital improvements that increase capacity after the adoption date of the fee. An increase in system capacity may be established if a capital improvement increases the level of performance or service provided by existing facilities, or provides new facilities.
3. Systems Development Charges shall be proportionate to the cost of facilities or infrastructure created by development.
   a. *Reimbursement fees* shall be set so that future systems users shall contribute no more than an equitable share of the cost of the present facilities they use. Upon complete reimbursement for the capacity of the City's existing infrastructure, this fee will end.

b. *Improvement fees* shall consider the cost of projected capital improvements needed to increase the capacity of the City's facilities or systems. Upon full receipt of fees required to increase the facility to planned capacity, this fee will end.

The City uses its facility master plans, such as water or wastewater, to calculate the amount of SDC revenue required. These master plans show capital improvements needed to provide for an adequate infrastructure for growth, typically over a 20-year period. The projects listed in the master plan are regional and would therefore not typically include the facilities in or adjacent to a development.

Conversely, a reduction in projected required infrastructure would result in Improvement Fee SDC rates declining.

4. The City may choose not to impose the full cost of capital improvements upon those developments that increase the demands on the City's facilities or infrastructure. When the City adopts an SDC that does not fully recover the cost of capital improvements, alternative funding sources shall be identified to fully finance them.

5. The Public Facility Master Plan lists the Improvement Fee-funded capital improvements; the estimated cost and timing for each improvement; and the proportion of the improvement funded with Improvement Fees. Projects are completed as listed in the five-year Capital Improvement Plan.
6. SDCs shall be deposited in a separate fund apart from other City resources. Each type of SDC (see Item 1) shall have its own separate account. Interest earnings shall be credited accordingly.
7. SDC revenues shall first be applied to expenses in the following order:
    a. Debt-service requirements.
    b. The direct cost of complying with State Statutes regarding SDCs.
    c. Infrastructure master plans, facility studies (CIP-related.)
    d. Capital improvement expenses.
8. The City shall provide an annual accounting for SDCs showing the total amount collected, the projects funded, any remaining balance, and growth projection for the balance of the planning period for City Council to adjust SDC amounts accordingly.

G. CITY MANAGER AND CITY ATTORNEY COMPENSATION POLICIES

1. Council desires a market-based approach to both City Manager and City Attorney compensation. Evaluation and compensation policies and procedures should be similar to those for Department Directors and Division Managers.
2. Total compensation including base salary and benefits should be competitive with market rate average of labor market survey agencies. An annual market adjustment mechanism based on "indexing and meeting Council expectations" should allow the City Manager and City Attorney to have a market adjustment similar to that received by other managers within the City.

3. When recruiting, primary focus of compensation should ensure that base salary is competitive with the labor market.

Goals of Compensation Policy:

a. To attract and retain quality employees, the base salary and total compensation will be at least at the market rate average of public agencies that are geographically proximate and of similar size and complexity within the more urbanized regions of the Pacific Northwest. An annual survey of these agencies in addition to participation in a regional public/private survey will be done by August of each year to provide information to the Council as the basis for the evaluations to be performed in September.

b. Salary ranges for each of the respective positions will be established with the mid-point of the salary range being at the market average with a total range spread of 20% to account for job growth and performance expectations. The range will be indexed annually based on public/private sector market survey results.

ACCRUED COMPENSATED ABSENCES. Paid leave hours, such as vacation, that have been earned by an employee and are an obligation of the employer. Proprietary funds accrue compensated absences when they are incurred and become a liability. In the governmental funds, compensable absences are paid with current resources and reported as an expenditure, and the unused balance is treated as a liability which is not shown budgetarily until the liability must be paid.

ADOPTED BUDGET. The financial plan adopted by the City Council, which forms the basis for appropriations.

APPROPRIATION. Authorization from the City Council to spend money within a specified dollar limit for an approved purpose.

APPROVED BUDGET. The budget recommended by the Budget Committee for adoption by the City Council

ARRA. American Recovery and Reinvestment Act of 2009.

BALANCED BUDGET. Oregon Revised Statute (ORS) 294.388, "The...total amount of expenditures and other requirements in each fund equals the total amount of resources in the fund for the same period."

BEGINNING FUND BALANCE. As shown in the budget, an amount representing the balance remaining at the end of the previous fiscal year; the total of resources received less the amount spent.

BOEC. Bureau of Emergency Communications. This City of Portland Bureau provides police, fire and ambulance dispatch services in Portland, Gresham and other cities. Gresham pays a share of the BOEC operating costs, allocated on a population basis.

BUDGET. The City's financial plan for a period of one year. By statute, the budget must be balanced and include a statement of actual revenues and expenditures for each of the last two years. Also required are estimated revenues and expenditures for the current and forthcoming year.

BUDGET COMMITTEE. Gresham's budget reviewing board, consisting of the Mayor, six Council members, and seven citizens appointed by the City Council, which has legal authority to change any portion of the proposed budget and is responsible to pass the City's Approved Budget after a series of public budget deliberation meetings.

BUDGET MESSAGE. A message prepared by the City Manager explaining the annual proposed budget, articulating the strategies and budget allocations to achieve the City's goals, and identifying budget impacts and changes.

BUDGET PROCESS. The process of translating planning and programming decisions into specific financial plans.

CAO. City Attorney's Office, a department within the City of Gresham.

CAPITAL ASSET. Assets having an initial, individual cost in excess of $5,000 and an estimated useful life greater than one year.

CAPITAL FUNDS. The capital funds account for the resources used to improve the public infrastructure, purchase land or buildings, and large technology information systems.

CAPITAL IMPROVEMENT PROJECT. A project requiring the non-recurring expenditure for the acquisition of property; construction, renovation, or replacement of physical assets and related surveys or studies; and fixed equipment to make the project functional such as pumping equipment for a lift station, or fixtures for a new building. Differs from capital outlay which is part of the operating budget.

CAPITAL IMPROVEMENT PROGRAM (CIP). A plan for capital expenditures estimated for each year for a period of several years, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the source of financing for those expenditures.

CAPITAL OUTLAY. Operating expenditures of $5,000 or more and having a useful economic life in excess of one year, used to acquire fixed assets which will benefit both current and future budget years, and are of a tangible nature.

CARRYOVERS. As used in this document, carryover refers to capital project budgets that include an amount which was anticipated to be spent but which has been rescheduled for the next fiscal year. Carryovers generally result from capital projects being completed after the end of the fiscal year.

CDS. Community Development Services, a department within the City of Gresham.

CHARGES FOR SERVICES. Revenues received as compensation for a service provided, or cost recovery for mandated compliance, such as fire inspection fees.

CIP. Capital improvement program.

CITY COUNCIL. The legislative branch of the City composed of seven elected officials each of whom serves a four-year term without compensation.

COLA. Cost of living adjustment. An adjustment to the existing pay ranges related to the effect of inflation or other contractual definition.

COMMUNITY SERVICE FEE. A fee paid as part of the terms outlined in the Strategic Investment Program or Enterprise Zone Program Agreements between the City of Gresham, Multnomah County, and/or participating businesses.

COMPRESSION. A reduction in taxes required by Measure 5 (1990) property tax limits. Compression is computed on a property by property basis, and is first applied towards local option tax levies, then permanent rate levies.

CONTINGENCY. An appropriation within an operating fund to cover unforeseen events which occur during the budget year. City Council must authorize the use of any contingency appropriations, transferred from contingency to an operating budget.

COUNCIL CITIZEN ADVISORY COMMITTEES (CCACs). The City Council appoints residents to committees and boards to advise the Council on certain decisions and policy matters. Citizen advisory committee work stems from the Council Work Plan.

CPI. Consumer Price Index, a measure of inflation.

CURRENT SERVICE LEVEL. As used in this document, a general description of services offered to the public within the baseline budget, and used in a broad sense to distinguish additions or deletions to operating programs. Not applicable to daily operations which will vary due to availability of resources, increasing demands for service, etc.

CVIP. Citizen Volunteers in Policing Program.

CWS. Citywide Services, a department within the City of Gresham

DEBT SERVICE. The annual payment of principal and interest on the City's indebtedness.

DEBT SERVICE FUND. A fund to account for payment of principal and interest on City issued debt.

DEFICIT. The excess of the liabilities of a fund over its assets. Municipalities in Oregon may not legally operate at a deficit.

DEPARTMENT. A major administrative division of responsibilities within the City organization. Gresham's 13 departments are: Office of Governance & Management; City Attorney's Office; Finance & Management Services; Information & Technology; Citywide Services; Police; Fire & Emergency Services; Urban Renewal Administration; Urban Design & Planning Services; Community Development Services; Economic Development Services; Parks and Environmental Services.

DES. Department of Environmental Services, a department within the City of Gresham.

DIVISION. A group of related activities to accomplish a major service or core business function. A division is typically a unit within a department.

EDS. Economic Development Services, a department within the City of Gresham.

EMS. Emergency Medical Services.

ENDING FUND BALANCE. As shown in the budget, an amount representing the difference between the resources received by the fund compared to the amount spent in the fund. Becomes the subsequent year's beginning balance.

ERP. Enterprise resource planning is a system that delivers an integrated suite of business applications such as finance, human resources, payroll, land/parcel and permits.

EXPENDITURE. A term used in a governmental fund to describe an outlay which occurs within a fiscal year.

FES. Fire and Emergency Services Department, a department within the City of Gresham.

FINANCE COMMITTEE. A Council Advisory Committee consisting of the seven citizen members of the state-mandated Budget Committee.

FINANCIAL MANAGEMENT POLICIES. The City's policies with respect to revenue, debt, budget, and organization management as these relate to the City's ongoing ability to provide services, programs, and capital investment.

FISCAL YEAR. A 12-month period to which the annual operating budget applies. At the end of the period, the City determines its financial position and the results of its operations. The fiscal year for local governments in Oregon is July 1 through June 30.

FMS. Finance and Management Services Department, a department within the City of Gresham.

FTE. Full-Time Equivalent. The ratio of a position in comparison to the amount of time a regular, full-time employee normally works in a year. A full-time employee (1.00 FTE) is paid for 2,080 hours a year. Positions budgeted to work less than full time are expressed as a percent of full time. For example, a .5 FTE budgeted position will work 1,040 hours.

FULL FAITH AND CREDIT. A pledge of the general taxing power for the repayment of the debt obligation (typically used in reference to bonds).

FUND. An independent accounting entity whose revenues and expenditures are balanced and segregated to record a specific set of activities.

FUND BALANCE. The excess of the assets of a fund over its liabilities and reserves. In the case of budgetary accounting it represents the excess of the fund's assets and estimated revenues over its liabilities, reserves and appropriations for the budgetary period.

FY. See 'Fiscal Year.'

GENERAL FUND. This fund accounts for the financial operations of the City not accounted for in any other fund. Principal sources of revenue are property taxes, utility license fees, state shared revenues, licenses, permits, and charges for services. Primary expenditures are for police and fire protection, community planning, and parks.

GENERAL OBLIGATION (GO) BONDS. Bonds that are to be repaid from taxes and other general revenues. Bonds backed by the full faith and credit of government.

GENERAL UNIT (GU). Members of the Teamsters Union Local 223. Job classifications covered by the General Unit include Accountant, Public Utility Worker, and Administrative Assistant.

GDDA. The Gresham Downtown Development Association.

GIS. Geographical Information System.

GPD. Gresham Police Department, a department within the City of Gresham.

GPOA. Gresham Police Officers Association. The bargaining unit covering job classifications including Police Officer, Police Sergeant, Police Technician, and Criminalist.

GRANT. A cash award given for a specified purpose. Block grants are awarded primarily to general purpose governments and can be used for any locally determined activities that fall within the functional purpose of the grant. Discretionary or categorical grants can be used only for a specific purpose and usually are limited to narrowly defined projects or activities.

GRDC. Gresham Redevelopment Commission, overseeing the Rockwood-West Gresham Urban Renewal Area.

G.R.E.A.T. BUSINESS PROGRAM. Gresham Resource Efficiency Assistance to Businesses Program. A program to support Gresham businesses in their efforts to recycle and conserve resources.

HRA/VEBA. Health Reimbursement Arrangement/ Voluntary Employees' Beneficiary Association.

IAFF. International Association of Firefighter Local 1062. Covers job classifications including Firefighter, Fire Lieutenant, Fire Capitan, and Deputy Fire Marshal.

INFRASTRUCTURE FUNDS. These funds account for services related to the City's infrastructure including Transportation, Water, Stormwater, and Wastewater.

INTERFUND TRANSFER. The movement of money between funds of the same government entity. The transfer will be a resource in the receiving fund and an operating requirement in the transmitting fund.

INTERGOVERNMENTAL REVENUE. Revenue received from another public agency or government.

INTERNAL SERVICE CHARGE (ISC). A charge from support funds or the administrative service fund to an operating fund to recover the cost of service or overhead.

INTERNAL SERVICE FUNDS. Also known as Support Service Funds. These funds account for services provided by the support departments to other City departments, to which expenses are allocated.

IT. Information & Technology, a department in the city of Gresham.

LICENSES & PERMITS. A revenue category that includes business licenses and building permits.

LID. See 'Local Improvement District.'

LINE ITEM. An expenditure description at the most detailed level. Also called Object of Expenditure. Operating expenditures are tracked through the use of line items. Line items itemize expenditures into specifics, such as overtime or printing. Line items usually are further aggregated into spending categories.

LOCAL BUDGET LAW. Oregon Revised Statute (ORS) 294.305 to 294.565. Local Budget Law has several purposes: 1) Establish standard procedures for presenting a local government budget; 2) Outline programs and services provided; 3) Provide a standard method for estimating revenues, expenditures, and proposed tax levies; and 4) Encourage citizen involvement in the preparation of the budget before formal adoption.

LOCAL IMPROVEMENT DISTRICT. A local improvement district (LID) is formed at the request of property owners and is composed of properties benefiting from a specific capital improvement project, such as a sewer line extension. The cost of improvements is paid by the property owners within the LID.

LTE. Limited Term Employee. An employee whose position will expire at a predetermined date.

MATERIALS AND SERVICES. A budget category which includes expenditures such as operating supplies, contracted services, and equipment maintenance.

MAXIMUM ASSESSED VALUE. The maximum taxable value limitation placed on real or personal property. It can increase a maximum of 3% each year. The 3% limit may be exceeded if there are qualifying improvements made to the property, such as a major addition or new construction.

MEASURE 5. A constitutional tax rate limitation passed by the voters in 1990 which restricts the amount an individual property can be taxed. Measure 5 limits school taxes to $5 per $1,000 of "real market value". All other general government taxes are limited to $10 per $1,000 of "real market value".

MEASURE 50. This measure was passed by voters in 1997. Measure 50 reduced every property's 1995-96 assessed value by 10%, and limited the amount of annual growth of the assessed value to 3%. Measure 50 also established permanent rate limitations for each taxing district in the state based on the current year tax in 1997, and then reduced 13% for most districts.

MSC. See "Non-represented."

NEIGHBORHOOD ASSOCIATION. A group of people organized and recognized by the Council within a geographical area for the purpose of acting on issues affecting neighborhood and community livability.

NON-OPERATING FUND. A fund used to account for the proceeds of a specific revenue source but which does not appropriate expenditures for operating costs. The debt service funds are non-operating funds.

NON-REPRESENTED. Employees of the city that are not covered by a labor agreement. Also known as 'MSC' (Management, Supervisory, Confidential). Non-Represented job classifications include department directors, supervisory, and other specified positions.

NPDES. National Pollutant Discharge Elimination System.

OGM. Office of Governance & Management, a department within the City of Gresham.

OPERATING BUDGET. Current authorized expenditures and the proposed means of financing them. The operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities of the City are controlled.

OPERATING FUND. An operating fund is one that accounts for revenues and expenditures used to provide direct service to citizens. Excluded would be debt service and capital construction funds.

OTHER REQUIREMENTS. A group of fund expenditures that constitute a use of a fund's resources other than operating requirements or capital expenditures. Includes contingency, debt service, transfers out, and ending balance.

PERMANENT RATE. A property tax rate per thousand dollars of assessed value, for local government operations. In Oregon, the permanent rate cannot be increased or decreased by the voters. A Local Option Levy may be passed by voters to augment the permanent rate. Gresham's permanent rate is $3.6129 per thousand dollars of assessed value.

PERS. The Public Employees Retirement System. A State of Oregon defined benefit pension plan to which both employee and employer contribute.

PERSONNEL SERVICES. An object of expenditure which includes salaries, overtime pay, part-time pay, and fringe benefits.

POLICE, FIRE AND PARK FEE. In the fall of 2012, the Gresham City Council approved a Police, Fire and Parks Fee as a temporary measure to prevent immediate service reductions and maintain service levels. In June of 2014 the fee was reestablished on an ongoing basis.

PROPERTY TAX. A tax that uses property value as the tool by which the cost burden of local services is allocated. Property taxes are limited by the Oregon Constitution to $10 per thousand

dollars of market value for general government operations (cities, counties and special districts) and $5 per thousand for education operations (grade schools, high schools, community colleges). Property taxes are also limited by each local jurisdiction's permanent operating tax rate. Gresham's permanent tax rate is $3.6129 per thousand dollars of assessed valuation. Debt service levies for voter approved General Obligation debt are not limited.

PROPOSED BUDGET. The annual budget for the upcoming fiscal year, as proposed by the City Manager to the Budget Committee for their review and approval.

REAL MARKET VALUE (RMV). The value of real property in terms of what it would be worth on the open market.

REQUIREMENT. The total of all expenditures within a fund, including operating expenditures, transfers to other funds, contingency, and unappropriated fund balance.

RESERVE. A portion of a fund that is restricted for a specific purpose.

RESOURCES. The total amount available for appropriation within a fund. Resources generally include anticipated revenues, interfund transfers, and beginning fund balance.

REVENUE. Income received by the City in support of services to the community. Revenues include taxes, licenses, fees, and other sources, but exclude beginning balance, transfers, and debt proceeds.

REVENUE BONDS. Bonds issued on the basis of ability to repay through revenue earned in an enterprise fund. Revenue bonds require that enterprise funds set rates sufficient to ensure adequate resources to repay on a timely basis the principal and interest on the obligations, typically mandating that the issuer maintain net income at a predetermined multiple of debt service (known as "coverage").

SDC. See 'System Development Charge.'

SELF-INSURED. The retention of a risk of loss arising out of the ownership of property or some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is accompanied by the setting aside of assets to fund related losses.

SPECIAL REVENUE FUNDS. These funds account for revenue derived from specific tax or other earmarked revenue sources which are legally restricted to finance particular functions or activities.

SUPPLEMENTAL BUDGET. A budget prepared to meet unexpected needs or to spend revenues not anticipated at the time the regular budget was adopted. It cannot be used to authorize a tax levy nor can it be used to access funds designated as unappropriated.

SUPPORT SERVICE FUNDS. See 'Internal Service Funds.'

SYSTEM DEVELOPMENT CHARGE (SDC). A charge levied on new construction to help pay for additional expenses created by growth. SDCs are for construction and expansion, and may not be used for maintenance of infrastructure.

TAX. Compulsory charge levied by a government to finance services performed for the common benefit.

TAX ASSESSED VALUE (TAV). The value given to real and personal property to establish a basis for imposing taxes. It is the lesser of the property's maximum assessed value or real market value.

TAX LEVY. Total amount of ad valorem tax certified by the City.

TAX RATE. The amount of tax stated in terms of a unit of tax for each $1,000 of assessed value of taxable property. The General Fund operating tax rate for the City of Gresham is permanently set at $3.6129 per thousand dollars of assessed valuation.

TAX ROLL. The official list of the Multnomah County Tax Assessor showing the amount of taxes imposed against each taxable property.

UDP. Urban Design & Planning, a department within the City of Gresham.

UIC. Underground Injection Control.

UNAPPROPRIATED ENDING FUND BALANCE. Also referred to as Fund Balance. An amount set aside in the budget to be used as a cash carryover to the next year's budget to provide needed cash flow until other money is received. Because no appropriation has been adopted, no expenditures may be made from the Unappropriated Ending Fund Balance during the fiscal year in which it is budgeted.

URA. Urban Renewal Area**.** Rockwood-West Gresham is the city's first urban renewal area, established through a citywide vote in 2003. It encompasses approximately 1,200 acres from Marine Drive on the north to Yamhill Street on the south, centered along the 181st Street corridor.

URBAN RENEWAL ADMINISTRATION. A department within the City of Gresham.

UTILITY LICENSE FEES. Utility and license fees are paid to use the public right-of-way to operate a utility within the City limits. Most utility and license fees are received into the General Fund and help pay for General Fund operations, such as Police, Fire and Parks, Community Development Services, and Economic Development Services.

WWTP. Wastewater Treatment Plant.