

# CITY OF GRESHAM

Fiscal Year  
2024/25



# ADOPTED BUDGET

# CITY OF GRESHAM OREGON

## Adopted Budget for Fiscal Year 2024/25

### **BUDGET COMMITTEE**

Dina DiNucci

Janine Gladfelter

Jerry Hinton

Vince Jones-Dixon

Eddy Morales

Sue Piazza

Travis Stovall

Rusty Allen

Jan Baker

Dave Dyk

Claire Lider

Nicholas McWilliams

Michael Schultze

Theresa Tschirky

*INVENTIVE*

*PRACTICAL*

*NIMBLE*

*COLLABORATIVE*

*EQUITABLE*

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CITY OF  
GRESHAM  
OREGON

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# Adopted Budget Message

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## Fiscal Year 2024/2025

**Adopted Budget Message Note:** *The Adopted Budget reports and Budget Message have been updated from the Proposed Budget to align with the final content of the Adopted Budget passed by Gresham City Council. Since the time the Proposed Budget was written, voters approved the operating levy in May 2024, changes were approved by the Budget Committee in April and by City Council in June, and organizational restructuring impacted several departments. These changes are all reflected in this document and budget message.*

In my last budget message, three years ago when I served as interim City Manager, I wrote about the need for urgent action to address the City's financial challenges and expressed my absolute faith that this organization would forge a new path to sustainable, relevant and effective services. Since then, we've embarked on a transformative path outlined by our Financial Road Map, laying the groundwork for a comprehensive long-term financial strategy.

In the last few months, since I stepped once more into the interim City Manager role, significant strides have been made in key initiatives, serving as beacons of hope and progress amidst uncertainty. Our City Council invested \$1.2 million in American Rescue Plan Act (ARPA) federal pandemic relief funds to immediately address safety upgrades at our fire stations, and that work is well underway. Gradin Sports Park, decades in the making, is now fully funded thanks to state and federal grants and ARPA, with construction beginning later this year. We've explored options to operate more efficiently and effectively, from analyzing how to reduce Fire Department overtime to examining our contracts for service to ensure our costs are fully recovered. And, we've secured a \$7 million investment from the state and federal legislature to fund transformative projects – more on that below.

Our journey towards fiscal stability has been marked by prudent management and strategic decision-making, allowing us to weather the storm through the judicious use of one-time funds and targeted reductions. The Fiscal Year 2024/2025 budget continues us down that path, by proposing strategic reductions in expenses while also prioritizing modest investments in critical services that support our Strategic Plan goals. Below are a few highlights.

### **Fiscal Year 2024/2025 Budget Highlights**

#### **Financial Road Map: Step One**

The proposed budget assumes completion of step one of our Financial Road Map, which includes two essential keys to the City's financial stability: passage of a voter-approved operating levy and a public safety fee.

City Council unanimously voted to ask Gresham voters to consider the Fire and Police levy at the May 21 election. The ballot measure adopted by City Council provided some context as to why they voted to refer this levy to the voters:

“More people need more first responders. The number of firefighters and police officers has not kept pace with city population growth. Gresham's population has grown 19% over the past twenty years, while daily minimum firefighter staffing has only increased 9%. Gresham has one less sworn police officer than twenty years ago.



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## Adopted Budget Message

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A dedicated levy will result in more firefighters and police officers to better serve and protect all Gresham residents.

In an emergency, every second counts. Increasing calls for emergency, and often life-saving, fire and police services combined with too few first responders means slower response times.

This levy retains an average of 30 public safety positions per year and funds 13 more firefighter positions and 9 more police officer positions, leading to quicker response times and a safer community. By law, the levy can only be used for police and fire services.

*More safety for seniors, children, and neighborhoods.* 20% of Gresham residents are age 60 and over and 23% are age 18 or under. The city is home to 28 senior living communities, 138 adult foster care homes, and 3 school districts serving more than 30,000 children.

A dedicated levy will mean more neighborhood patrols to prevent, engage, and investigate drug related crimes and property and violent crimes that threaten community safety.”

City Council also voted in April to keep the Police, Fire and Parks fee at \$15 per month. While this fee supports only 9% of current public safety needs, it's vital. However, to meet the need for additional firefighters and police officers to enhance public safety, both the levy and fee are essential in this budget.

### Service Reductions

Gresham is the fourth largest city in Oregon. Even though Hillsboro lags behind Gresham as the fifth largest city, their General Fund budget is 56% larger than ours. I can attest that in my 26 years serving the City, this organization meticulously scrutinizes every expense and strives to operate as leanly and efficiently as possible. In the past three years, the City has eliminated 30 positions, including several high-level management roles, resulting in an \$8.7 million reduction in expenses.

Recognizing the importance of demonstrating continued efficiency and prudent expense management to our community, this proposed budget eliminates an additional 14 permanent and limited-term positions. The impact of this is as follows:

- Redistribution of additional responsibilities among existing staff to ensure continuity of service to our neighborhood association program.
- Consolidation of various administrative and program support functions within economic and community development and urban renewal.
- Removal of three apprentice and trainee positions citywide, while maintaining engagement with aspiring public servants through internship opportunities, our Youth Advisory Council, and youth services programs.
- Elimination of a position dedicated to strategic plan data analysis and reporting, with staff absorbing some responsibilities.

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## Adopted Budget Message

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### Strategic Investments

For FY 2024/2025, this budget provides a framework to continue critical investments in Gresham's future, particularly in areas not impacted by the City's General Fund. In addition, the proposed budget includes modest strategic investments aimed at long-term cost reduction and enhanced efficiency. A few highlights:

- **Cascade Groundwater Alliance:** Gresham's groundwater supply development, in partnership with the Rockwood Water People's Utility District, will maintain lower water rates compared to contracting with Portland. This proposed budget includes funding, through a federal loan as well as utility revenue, to keep this construction project on track towards its 2026 completion date.
- **Fire Department overtime cost reduction:** The budget includes hiring of three additional firefighters to mitigate historic high overtime costs within the Fire Department, resulting in a near-zero net cost due to reduced overtime expenses.
- **Facilities Team expansion:** Two Facilities team members would be added to address maintenance backlog at fire stations, because outsourcing maintenance and deploying firefighters for non-emergency tasks is no longer sustainable. These additional team members will also carry out Council's historic investment of \$1.2 million in federal pandemic relief funds to address safety concerns at our Fire stations as expediently as possible.
- **Grants management:** The proposed budget converts a vacant limited-term position into a permanent role to streamline grant tracking and reporting efforts, at no additional cost. The budget includes a modest amount of funding for a pilot program for grant writing and research services. This year alone, the City has successfully secured more than \$30 million in grant funds, which allows us to build sidewalks, trails and parks as well as offer critical services like our Police mental health crisis response and youth violence prevention program. This is an incredible achievement that we want to build on.

### Critical Partnerships

As Gresham and its surrounding region experience growth, addressing complex challenges necessitates collaboration with partners at various levels of government. While the tangible outcomes of these partnerships may not always be evident in budget documents, they play a crucial role in benefiting our community. Key highlights include:

- **Legislative funding:** Recent legislative sessions have yielded significant financial support for Gresham, including \$7 million from state and federal sources. This funding has enabled vital programs such as youth violence prevention services and facilitated infrastructure improvements, such as upgrades to the Wastewater Treatment Plant. Additionally, state investments have helped overcome development barriers, bringing us closer to transforming the vacant former K-mart property into a vibrant community hub.
- **Homeless services:** In the last year our homeless service team connected 440 individuals with transportation, employment or housing resources and moved 60 homeless households to housing through rent assistance. This program is largely funded through our partners at Multnomah County and at press time, we are actively working on how we can grow this program to be even more successful to help more of our houseless population.
- **Cybersecurity partnership:** Recognizing the increasing threat of cybersecurity attacks, the City's IT department has partnered with Oregon State University to receive free security monitoring services during business hours, enhancing our ability to safeguard sensitive data and maintain operational continuity.

# Adopted Budget Message

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## One-time Funding

While reliance on one-time funding is not a sustainable long-term strategy, it has been instrumental in navigating financial challenges and making strategic investments.

- **American Rescue Plan Act (ARPA) funds:** The City Council has invested ARPA pandemic relief one-time funding over the last few years to keep the community safe, build trails and directly assist both businesses and residents. This past year, ARPA funds were allocated for fire station safety improvements, Wy'East Way trail development, food assistance grants, and the completion of Gradin Sports Park. Additionally, ARPA funds have been utilized over the last two years to mitigate budget shortfalls, postponing the need for immediate service reductions.
- **Fund balance management:** Thanks to one-time revenue, a close eye on expenses and revenue projections that came in above what was forecasted, the City's fund balance—the amount that is set aside to be used as a cash carryover into the following year—is in a short-term healthier place. The fund balance serves as a crucial financial buffer, covering expenses until property tax revenue is received and providing a cushion against unforeseen economic challenges. In Gresham, over the last several years we have also used our fund balance to cover the annual budget shortfall in our General Fund. Long-term, our fund balance needs to be significantly higher than what our policies require—for example, at the current amount, absent any additional revenue or expense actions, this fund will be negative \$7.6 million in just three years. Therefore, it is important that the use of these funds is carefully considered, and that the City continues its work to address long-term financial sustainability.

As we stand at the precipice of change, the momentum gained emboldens our resolve to forge ahead. Over the last few years, the City has worked hard to demonstrate increased transparency and build trust with those we serve. We want our community to know that when they need us, we will be there—whether it is an ice storm that grinds the city to a halt, a loved one suffering from a heart attack, a traffic accident, or a family that needs help keeping a roof over their head. We know that the realization of our collective vision hinges on the unwavering support and investment of our community. I look forward to continuing to build that trust.

While the road ahead may not be easy, we are so fortunate that our City Council stands resolute, unwavering in its commitment to propel Gresham towards a brighter future. Our team of staff is dedicated, creative and driven by service. Together, we can overcome adversity and shape a city that we can all be proud of.

Respectfully Submitted,



Eric Schmidt, PE, SE, CBO  
City Manager

## Budget Highlights & Comparison

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### Operating Budget – Adjusted Comparison – FY 2024/25 vs FY 2023/24

The City's budget for fiscal year 2024/25 includes 21 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 to provide a summary level view, however, it is important to remember that most revenues cannot be used for other purposes or co-mingled with other programs.

The overlap of fund accounting requirements and state budget law results in numerous duplications within the City's combined operating budget. The comparison provided in this section has been adjusted to remove those duplications. See the *Operating Budget – Non-Adjusted Comparison* information later in this section for an explanation of the duplications.

Compliance with accounting requirements and budget law also requires the operating budget to include appropriations for pass-through and grant items. Examples of pass-through items include the City's share of the Metro Regional Affordable Housing Bond measure, Community Development Block Grant and HOME allocations and any grants implemented on behalf of the Gresham Redevelopment Commission. The budget for fiscal year 2024/25 also includes appropriation of significant grant resources including funding through the American Rescue Plan Act, as well as grants related to youth violence prevention, homeless services, and many other programs.

For the purposes of this explanatory section, the pass-through items and the grant items mentioned above have also been excluded as their effects can make year to year comparisons of on-going activities challenging to recognize. For more information about changes in these items, please refer to the Designated Purpose Fund and CDBG/HOME Fund within the *Special Revenue and Non-Operating Funds* section later in this document.

After adjusting for the categories described above, the net change in the City's combined operating budget across all funds for fiscal year 2024/25 is an increase of approximately 10.4% or \$18.6 million citywide. New levy-funded positions and related equipment comprise approximately \$2.5 million of the total. Further details are described below.

#### Personnel

- Staffing changes reflected in the fiscal year 2024/25 budget are explained in greater detail, including a specific listing of all changes, in the *Additional Information* section at the back of this document.
- The net change across all salary related line items shows an increase of \$6.06 million for fiscal year 2024/25. This change includes \$1.14 million related to the addition of the new positions budgeted in the Local Option Levy Fund. The remainder of the increase is primarily a result of current and expected contractual obligations.

#### Benefits

- Benefit-related expenses citywide are expected to increase by approximately \$3.73 million. Of that amount, approximately \$1.04 million is related to the new positions budgeted in the Local Option Levy Fund. Many expenses related to benefits are based on payroll costs and employee demographics, so many budgeted changes are the result of the changes to staffing levels and payroll costs identified above as well as changes in demographics and rates.

## Budget Highlights & Comparison

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- The budget reflects an increase of 9.4% overall for the health insurance line-item, before factoring in the costs associated with the new levy-funded positions included in the fiscal year 2024/25 budget. Together, these represent an increase of approximately \$1.8 million across all funds. Insurance 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.
- Public Employee Retirement System (PERS) rates are set for a two-year period so there was no rate change from fiscal year 2023/24 to fiscal year 2024/25. The employee demographic continues to transition to the OPSRP program, which reflects previous system reforms and utilizes a lower rate than the Tier I/II program. The budget for fiscal year 2024/25 reflects an increase of 5.6%, or \$1.18 million, across all funds in the City, based on the changes to salary costs and numbers of positions.

### Professional and Technical Services

- This category of the fiscal year 2024/25 budget shows an increase of \$1.77 million after the exclusion of pass-through items or large grants.
- Police and Fire show increases of approximately \$331,000 and \$149,000 respectively for dispatch services provided through Portland's Bureau of Emergency Management.
- The Wastewater Fund shows an increase of approximately \$552,000 in Contracted Services primarily for operation of the Wastewater Treatment Plant.
- The Local Option Levy Fund shows \$364,000 for contracted services for clinicians to supplement the Behavioral Health Unit (BHU) and their effective mobile-crisis response model.
- Budgets for contracted services in many areas typically fluctuate depending on the status of special funding received or special projects required. For fiscal year 2024/25, Legal, Infrastructure Development, Police, Fire and Parks all show decreases, while Urban Renewal, Fleet & Facilities, Budget & Finance, IT, Stormwater, Water and the City Manager's Office all show increased amounts related to special projects.

### Property Services

- The Property Services category shows an increase for fiscal year 2024/25 of approximately \$175,000.
- Utility services overall show an increase of \$60,000 citywide, primarily in Facilities, Parks and Streetlights.
- Rent and lease related expenses are shown to increase by \$18,000. Increases for Police and Fleet are partially offset by decreases in Stormwater, IT and Parks.
- Cell phone/wireless services show an increase of \$76,200 citywide. The largest increase relates to wireless charges needed for water reservoir and pump station operations.
- Infrastructure R&M shows an increase of \$21,200 due to an increase in Transportation, partially offset by a decrease in Facilities.

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## Budget Highlights & Comparison

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### Other Services

- This category shows an increase of approximately \$1.05 million for fiscal year 2024/25, primarily resulting from the Oregon Legislature's passage of Senate Bill 1517 in 2024. The bill authorized the Urban Flood Safety & Water Quality District to assess charges to cities located within the geographic boundaries of the district, which includes Gresham. An appropriation of \$900,000 has been included in Stormwater to allow for the anticipated payment.
- Training and travel related costs are budgeted to increase by approximately \$79,500 on a citywide basis, recognizing that access to training for job specific functions and necessary certifications is critical to staff development and retention. Dues and memberships also show an increase of \$28,300, mostly for Administrative Services, Police and IT, to ensure access to information necessary for efficient and effective service delivery.
- Promotional activities and printing costs show small net increases.

### Materials

- The net increase in this category is approximately \$1.4 million for fiscal year 2024/25.
- The cost of the water purchase from the City of Portland is budgeted approximately \$574,500 higher than fiscal year 2023/24.
- Fiscal year 2024/25 reflects an increase of \$702,900 replacement of computers and other Information Technology related expenditures. Changes primarily are reflected in IT, Equipment Replacement, Wastewater and Police.
- Supplies related to vehicle and equipment maintenance across several service areas are shown to increase by \$16,700. The fuel appropriation is shown to increase by \$21,000 for fiscal year 2024/25.
- Personal protective equipment is shown to increase by \$32,300, primarily for Police, Fire, and Environmental Services. First aid supplies are also shown to increase by \$20,600.

### City Grants & Contributions

- Changes within this category show a total decrease of approximately \$327,200 after the exclusion of pass-through items or large grants such as those related to the Metro Regional Affordable Housing Bond, the Community Development Block Grants and HOME programs, and various ARPA expenditures have all been excluded from this comparison narrative. Additional details about these programs and their expenditures can be found elsewhere in the document.
- Facilities shows a reduction of \$198,000 to better align with the remaining obligations related to an agreement with Veteran's groups.
- In the General Fund, Economic and Development Services shows a reduction of \$100,000 as the associated expense has been moved to the Designated Purpose Fund.

### Insurance

- Workers' compensation and liability claims are budgeted based on actuarial analysis. Overall, this category shows an increase of approximately \$1.3 million for fiscal year 2024/25, primarily related to fees and charges associated with coverage and payment of claims. Changes in the insurance market continue to result in changes to the structure and availability of coverage, requiring an increased appropriation for claims to allow for greater uncertainty.

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## Budget Highlights & Comparison

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### Internal Payments

- The utility license fees paid by the City's water, wastewater and stormwater utilities are projected to increase by approximately \$704,000 in fiscal year 2024/25 based on projected revenues.

### 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 \$2.80 million relative to fiscal year 2023/24 primarily related to scheduled vehicle and equipment replacement activity in the Equipment Replacement Fund.
- The General Fund also includes \$320,000 for vehicles and equipment needed to support new levy-funded positions in Police and Fire.
- Transportation also includes an appropriation for an additional street sweeper to better address operational needs throughout the City in a timely manner.

### Operating Budget – Non-Adjusted Comparison – FY 2024/25 vs. FY 2023/24

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 Facilities and Fleet 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*.
- Shared costs that are collected through payroll rather than through internal service charges also may be reflected twice. This includes costs for health and dental insurance costs for the City's self-insured plans as well as the costs for workers' compensation. These costs are included when each operating fund pays their share to the insurance funds, and again when the insurance funds pay claims and associated expenses to the outside providers. The budgets for the funds are based on an actuarial analysis of anticipated claims, demographics, and reserve requirements. Similarly, the costs of pension bonds are also reflected twice in the total City budget as each operating fund pays their proportionate share to the debt service fund, which then makes the debt service payment.

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## Budget Highlights & Comparison

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### Non-Operating Budget Comparison – FY 2024/25 vs. FY 2023/24

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 2024/25 are described below:

#### Capital Improvement Projects

- The Transportation Capital Improvement Fund reflects an increase as several projects are progressing through the construction phase. These include NE Cleveland – Stark to Burnside, the Division Street Corridor project, and the intersection of 223<sup>rd</sup> and Stark.
- The Footpaths and Bike Routes Subfund, within the Transportation Capital Improvement Fund, shows an increased appropriation, primarily related to Gresham Fairview Trail Phase IV, as well as other grant funded projects, including pedestrian enhancements related to safe access to schools.
- The Stormwater Capital Improvement Fund shows an increase in appropriation relative to fiscal year 2023/24. The capital plan continues to emphasize pipe repair and replacement work as well as various restoration and retrofit projects.
- The Water Capital Improvement Fund shows a increased appropriation for fiscal year 2024/25 as work related to the expansion of the City’s groundwater system is further underway. Other projects focused on improving seismic resiliency of reservoirs and completing waterline and water meter repair and replacement also continue to be implemented as time and resources allow.
- The Wastewater Capital Improvement Fund also shows a noticeable increased appropriation for fiscal year 2024/25. Projects related to infrastructure refurbishment and process improvements at the Wastewater Treatment Plant show the largest increase in activity. These include projects related to nitrification and the removal of ammonia as needed to comply with regulatory requirements.
- The Parks Capital Improvement Fund reflects an increased appropriation related to the Gradin Sports Park, as construction is expected soon. The Metro Local Share allocation also continues into fiscal year 2024/25. A project related to Civic Neighborhood is also included to allow for the issuance of SDC credits in the event development activity occurs.
- 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 total appropriation for this fund allows development to proceed as anticipated.
- The Urban Renewal Capital budget shows a slight increase in appropriation, as the fiscal year 2024/25 budget allows for improvements to the Yamhill Corridor as well as preliminary design work related to a future replacement of Fire Station 74.
- The City Facility Capital Fund shows a decrease in appropriation for fiscal year 2024/25, following the conclusion of several larger projects.
- The Enterprise Systems Replacement Fund shows a reduced appropriation for fiscal year 2024/25. Projects in this fund include implementation of a new timekeeping system, upgrades to the City’s utility billing software, and other technology improvements.
- 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.



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## Budget Highlights & Comparison

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### Interfund Transfers

- This category varies widely from year to year depending on the amount of 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 2024/25 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 between 5% and 15% of the operating budget. The General Fund typically includes a contingency set at 1.5% of the operating budget.

### Debt Service

- The City utilizes a mix of long-term and short-term debt where appropriate to support capital construction projects. Fiscal year 2024/25 shows a reduction in appropriation for debt related expenses, as several prior issuances have been paid off and repayment of recent issues related to Water have not yet begun. More information regarding the City's current debt may be found in the *Additional Information* section of this document.

### Other Requirements

- The City and GRDC have entered into an Intergovernmental Agreement for credit facility services to allow for overnight borrowing in support of the ongoing implementation of GRDC projects and programs beginning in fiscal year 2023/24. Under this agreement, the loan from the City is budgeted in this category. The repayment from the GRDC is budgeted as an offsetting revenue so there is no net impact to the City as a result of this agreement. Fiscal year 2024/25 shows a higher appropriation, consistent with the expected borrowing level.

### 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 and insurance reserves needed to meet actuarial requirements.

## FY 2024/25 Budget Reconciliation

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Oregon Budget Law outlines a 3-stage process to move from the Proposed Budget to the Approved Budget to the Adopted Budget. Changes are allowed at the Approved and Adopted Budget stages. This section outlines changes that were made during the approval and adoption stages of the process. All of these modifications fall within the allowable adjustment limits of each of the respective stages.

### **Changes included in the Approved Budget by the Budget Committee (4/25/2024)**

#### **A. Mediation Program**

As part of the Budget Committee deliberations, the FY 2024/25 Budget Committee elected to restore the Mediation Program for a period of up to 12 months to allow for a smooth and organized transition to a new administrative home for the program without disrupting services to the community. This adjustment recognized the expenditures and revenues associated with funding the program

#### **Budgetary Effect**

##### *General Fund*

##### Requirements:

Interfund Transfers – Designated Purpose Fund	\$65,000
Contingency	(\$65,000)
	<hr/> \$0

##### *Designated Purpose Fund*

##### Resources:

Intergovernmental Revenue	\$230,000
Interfund Transfers – General Fund	\$65,000
	<hr/> \$295,000

##### Requirements:

Community Livability – Mediation	\$295,000
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### **Changes included in the Adopted Budget by City Council (6/18/2024)**

#### **Organizational Restructuring**

#### **A. Economic & Development Services**

Organization restructuring separated Economic & Development Services into 2 departments: 1) Economic Development and 2) Community Development. This item reflects that separation and will allow the budget to align with the restructuring and allow for better budgetary tracking and monitoring in fiscal year 2024/25, rather than waiting until the following fiscal year. This item reflects the renaming of Economic & Development Services to Community Development and moves expenses related to the Economic Development program to Economic Development. Overall, this realignment does not change the budget in aggregate.

## FY 2024/25 Budget Reconciliation

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### Budgetary Effect

#### General Fund Impact

##### Requirements:

Community Development	(\$1,375,030)
Economic Development	\$1,375,030
	\$0

#### Designated Purpose Fund Impact

Community Development	(\$9,844,000)
Economic Development	\$9,844,000
	\$0

### B. Parks, Recreation & Youth Services Department

Organization restructuring separated Parks, Recreation & Youth Services into 2 departments: 1) Parks & Recreation and 2) Youth Services. This item reflects that separation and will allow the budget to align with the restructuring and allow for better budgetary tracking and monitoring in fiscal year 2024/25, rather than waiting until the following fiscal year. This item reflects the renaming of Parks, Recreation & Youth Services to Parks & Recreation. This item shifts expenses related to Youth Services to the new department and does move some expenses to the Designated Purpose Fund from the General Fund but maintains the funding source utilizing an Interfund Transfer. The Youth Services program is primarily funded by grants but does have some expenses that are not grant eligible and are funded by the General Fund. Overall, this item doesn't change the budget for the Youth Services program.

### Budgetary Effect

#### General Fund Impact

##### Requirements:

Parks & Recreation	(\$161,996)
Interfund Transfers – Designated Purpose Fund	\$161,996
	\$0

#### Designated Purpose Fund Impact

##### Resources:

Interfund Transfers – General Fund	\$161,996
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##### Requirements:

Youth Services	\$4,391,297
Parks & Recreation	(\$4,229,301)
	\$161,996

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## FY 2024/25 Budget Reconciliation

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### Carryover Purchases

#### C. Vehicle Purchase

Due to manufacturing delays, a truck purchased for the concrete crew will not be delivered by June 30, 2024. In order to accommodate this unexpected delay, the item will carryover the appropriation from fiscal year 2023/24. This item recognizes beginning balance and increases requirements for Environmental Services to accommodate for delivery delay of this vehicle.

#### Budgetary Effect

##### *Transportation Fund Impact*

##### Resources:

Beginning Balance	\$180,000
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##### Requirements:

Environmental Services	\$180,000
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### Grants

#### D. Metro Regional Travel Options (RTO) Grant

The Metro Regional Travel Options (RTO) grant was awarded to the city after the fiscal year 2024/25 Budget was approved on April 25, 2024. This grant will construct sharrows and signs for 2 Gresham greenways. This grant item recognizes revenue and requirements related to the grant award.

#### Budgetary Effect

##### *Designated Purpose Fund Impact*

##### Resources:

Intergovernmental Revenue	\$71,000
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##### Requirements:

Environmental Services	\$71,000
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#### E. Metro Bulky Waste & RV Disposal Grant

The Metro Bulky Waste grant was awarded to the city in fiscal year 2022/23 to be utilized for RV removal and bulk waste pick-up in the community. Since that time, the majority of the funds have been utilized. Metro has authorized a grant extension to allow the funds to be fully utilized. This item will carryover the funds to fiscal year 2024/25 to allow the full use of the grant funding.

#### Budgetary Effect

##### *Designated Purpose Fund Impact*

##### Resources:

Intergovernmental Revenue	\$25,000
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##### Requirements:

Environmental Services	\$25,000
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## Resources and Requirements - All Funds

### All Funds

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Taxes	34,620,812	36,347,942	37,549,000	50,925,400	50,925,400	50,925,400
Licenses & Permits	3,612,839	3,897,659	3,525,300	4,392,300	4,392,300	4,392,300
Intergovernmental	66,328,116	64,930,105	109,815,200	121,038,100	121,253,100	121,349,100
Charges for Services	75,357,471	75,275,871	87,405,300	92,113,200	92,128,200	92,128,200
Utility License Fees	20,939,070	23,326,250	23,676,900	25,763,800	25,763,800	25,763,800
Miscellaneous Income	8,326,300	21,005,941	20,314,000	17,971,000	17,971,000	17,971,000
Internal Payments	16,934,005	18,452,881	21,977,800	24,537,800	24,537,800	24,537,800
Interfund Transfers	50,713,661	39,150,626	86,752,518	113,408,600	113,473,600	113,635,596
Internal Svc Chrg	31,139,005	31,634,585	33,280,693	36,512,781	36,512,781	36,512,781
Financing Proceeds	77,443,668	-	38,804,700	34,078,906	34,078,906	34,078,906
Beginning Balance	264,052,029	331,631,725	353,159,983	358,580,049	358,580,049	358,760,049
<b>Total Resources</b>	<b>649,466,976</b>	<b>645,653,585</b>	<b>816,261,394</b>	<b>879,321,936</b>	<b>879,616,936</b>	<b>880,054,932</b>
<b>Requirements</b>						
City Manager's Office	2,624,322	2,783,924	3,339,343	3,450,051	3,450,051	3,450,051
City Attorney's Office	4,704,719	5,086,113	9,655,021	10,042,032	10,042,032	10,042,032
Budget & Finance	5,658,878	6,559,230	7,920,029	8,351,023	8,351,023	8,351,023
Information Technology	4,421,171	5,622,087	7,627,142	8,588,371	8,588,371	8,588,371
Citywide Services	21,740,385	27,671,644	47,246,694	51,867,061	51,867,061	51,867,061
Police	40,103,366	41,705,730	52,503,991	57,300,533	57,300,533	57,300,533
Fire	30,989,714	32,448,350	35,581,579	40,701,806	40,701,806	40,701,806
Urban Renewal	1,070,474	1,076,928	2,287,665	2,349,500	2,349,500	2,349,500
Urban Design & Planning	3,384,430	3,292,907	4,649,994	17,090,981	17,090,981	17,090,981
Community Development	8,062,618	5,124,682	30,890,217	16,907,754	16,907,754	5,688,724
Economic Development	652,545	-	-	-	-	11,219,030
Community Livability	1,821,844	7,884,134	4,795,978	4,879,160	5,174,160	5,174,160
Youth Services	-	-	-	-	-	4,391,297
Parks	3,540,830	4,466,772	7,514,515	10,242,382	10,242,382	5,851,085
Environmental Services	48,529,124	53,316,372	64,770,963	74,498,178	74,498,178	74,774,178
<i>Operating Total</i>	<i>177,304,420</i>	<i>197,038,873</i>	<i>278,783,131</i>	<i>306,268,832</i>	<i>306,563,832</i>	<i>306,839,832</i>
Capital Improvement	41,442,538	37,197,033	216,350,500	262,138,000	262,138,000	262,138,000
Debt Service	48,374,631	13,884,134	13,033,000	12,372,000	12,372,000	12,372,000
Transfers	50,713,661	39,150,626	86,752,518	113,408,600	113,473,600	113,635,596
Contingency	-	-	14,486,000	17,920,795	17,920,795	17,920,795
Other Requirements	-	-	7,389,900	9,127,200	9,127,200	9,127,200
Unappropriated	331,631,725	358,382,920	199,466,345	158,086,509	158,021,509	158,021,509
<i>Non-Operating Total</i>	<i>472,162,556</i>	<i>448,614,712</i>	<i>537,478,263</i>	<i>573,053,104</i>	<i>573,053,104</i>	<i>573,215,100</i>
<b>Total Requirements</b>	<b>649,466,976</b>	<b>645,653,585</b>	<b>816,261,394</b>	<b>879,321,936</b>	<b>879,616,936</b>	<b>880,054,932</b>

#### Notes:

1. Grants and large pass-through items such as ARPA, CDBG/HOME, and the Metro Housing Bonds account for larger than normal changes across years. These changes are further impacted by organizational changes as they may not appear in the same department across all four years. Please see the *Organizational Changes* pages for more details.
2. When compared to the Annual Comprehensive Financial Report, the actuals column on this page and all other report pages in this document may display minor rounding differences.
3. Please refer to the *Budget Reconciliation* page of the Budget Message section for details regarding the adjustments between the FY 2024/25 Proposed, Approved and Adopted budgets.

## Fund Status Overview

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### GENERAL & LOCAL OPTION LEVY FUND

#### General Fund (including Police, Fire & Parks Subfund)

Collectively, on-going General Fund revenues typically increase around 3% per year, with some areas performing above trend, and other areas lagging, depending on specific conditions, specifically Interfund Transfers. Prior years included transfers from the Designated Purpose Fund for ARPA funding as support for General Fund operations. No ARPA transfer to the General Fund is budgeted in fiscal year 2024/25. The larger one-time payments received in recent years temporarily bolstered revenue collections and provided for an increased fund balance, but also can distort the revenue trends when viewed at an aggregated level. Additionally, several service agreements are temporarily suspended due to staffing levels and other considerations, which therefore has an impact on intergovernmental revenue. These one-time circumstances can skew the pattern and make it difficult to determine the underlying trends. Overall, ongoing General Fund resources are increasing at a level consistent with historical trends and patterns.

General Fund expenses such as staffing costs, public safety dispatch, technology, vehicles and specialized equipment necessary to respond and provide public safety services continue to increase faster than the associated revenue. In addition, as the City's population grows, service requirements increase as well. This structural imbalance is an ongoing consideration for the City of Gresham, and City Council and staff are working to address this via the Financial Road Map. The Road Map makes recommendations for various mechanisms, including a local option levy to help balance the City's budget.

Effective January 1, 2021, the Police, Fire and Park fee was increased by \$7.50 per month for an initial 18-month period, to a total fee of \$15 per month. While revenues increase slightly as new housing and other units are added within the City, fee revenue is forecast to grow at a rate well below one percent in the upcoming year outside of the fee increase. City Council renewed the temporary increase through fiscal years 2022/23 and 2023/24.

In April 2024, City Council voted to retain the Police, Fire, and Parks fee increase permanently to continue support for public safety services. The fiscal year 2024/25 proposed budget includes \$8 million in PFP fees, consistent with the Financial Road Map.

For fiscal year 2024/25, General Fund expenditures exceed revenues by approximately \$1 million. This gap was expected in the General Fund forecast and will be filled using fund balance. This use of fund balance will allow time while the city works to implement the Financial Road Map and address the General Fund's structural imbalance.

#### Local Option Levy

Gresham City Council referred a levy measure to the May 2024 ballot. As passed, the levy will be \$1.35 per \$1,000 of assessed property value. The levy measure will raise an estimated \$12.2 million in fiscal year 2024/25. The purpose of the levy is to fund police and fire services within the City of Gresham. The levy will be used to continue funding 26 existing Police jobs and 18 existing Fire jobs. In addition, the Police Department will hire more police officers, additional professional support staff and unarmed community safety specialists. In the Fire department, the levy will be used to add a rescue unit and more Deputy Fire Marshals. Additionally, Police and Fire will both retain the positions previously funded by ARPA.

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## Fund Status Overview

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### **BUSINESS FUNDS**

#### **Urban Design and Planning**

Service revenues for Urban Design and Planning had fallen off several years ago and are only increasing again gradually. While development related activity continues to occur, projects larger in scope moving through the planning process have been sparse.

Until fiscal year 2022/23, development-related fees for this fund had not been changed since 2004. As of fiscal year 2022/23, these fees were increased to catch up with the inflationary costs of the last 18 years. Additionally, annual indexing was approved for these fees for the next three fiscal years to provide predictability for developers while addressing inflationary pressure and are reflected in fiscal year 2024/25.

Changes in economic conditions as well as the type and timing of development activity can have a significant impact on this fund. In addition, the Urban Design and Planning Fund receives a large percentage of its operating resources from the General Fund to support comprehensive planning and the remainder of development planning not recouped through development fees.

Transportation planning functions are supported by a combination of transfers from the General and Transportation Funds, and Transportation Network Company fees. Close monitoring of all fund revenues will be required throughout the fiscal year.

#### **Solid Waste & Sustainability**

The Solid Waste & Sustainability Fund is supported through Solid Waste Hauler charges, Metro grants and support from other operating departments to manage the solid waste collection system and provide education and assistance to Gresham residents and business regarding waste reduction and resource conservation among other topics. Revenues are expected to be sufficient to fund operating expenses in fiscal year 2024/25 and into the future.

#### **Rental Inspection**

Revenues for rental inspections have been consistent for the past few years. In March of 2024, City Council passed a 5-year rate package that included rate increases for 3 fiscal years and indexing for the following 2 years. New multi-family housing construction is expected to continue, but single-family rental housing has been dropping out of the market and that trend is expected to continue. Civil penalty and abatement related revenues are expected to decline in the current and upcoming fiscal years.

The rate package passed by Council is expected to provide stable funding for the Rental Inspection program for at least the next 5 years. The program has been adjusted to include one less Rental Inspector but will include a Housing Coordinator. The Housing Coordinator will be funded by grants until fiscal year 2026/27, then it will be funded by the Rental Inspection program.

#### **Building**

The Building program is designed to be self-supporting with development related fees and charges. Revenues are projected to decrease slightly for fiscal year 2024/25 due to several large projects that occurred during 2023/24. Workload demands in the development arena are anticipated to continue to be strong overall. Intergovernmental agreements to provide plan review and inspection services for Fairview, Troutdale and Wood Village are expected to continue.

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## Fund Status Overview

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The budget includes funding to address any specialized or peak workload demands that may occur. Services at this level are sustainable over at least a five-year horizon but will require monitoring to ensure expense levels remain within resources on an ongoing sustainable level. Changes in economic conditions and/or the type and timing of development activity can have a significant impact on this fund.

### Urban Renewal

Urban Renewal resources are derived from the incremental increase in property taxes within the Urban Renewal area. Significant increases to these resources are primarily the result of industrial and commercial property redevelopment which brings assessed value escalation. Specific sources of growth include new construction and reinvestments in plant and equipment.

The development market in Gresham's urban renewal area has shown a mixed growth pattern in recent years. Following the great recession economic growth reflected by assessed value advances in the area were sluggish, as was the case elsewhere in Oregon. This trend switched after the midpoint of last decade and assessed value growth in the UR area turned up as was the case for the general trend of the Metro Area. Assessed value trending presently, and into the future is expected to be restrained, with growth of approximately 5.5% expected in fiscal year 2024/25.

In May of 2022 voters in Gresham approved a five-year extension of the Urban Renewal Area. The extension allows the Urban Renewal Area the flexibility to utilize all dollars laid out in the original tax increment when the area was established. The 5-year Capital Improvement Program reflects the continuation and completion of planned projects, as well as new projects. Similarly, the operating budget reflects a consistent level of funding for fiscal year 2024/25 for staffing, contracted services, and any grant programs.

All existing long-term debt obligations were fully repaid at the end of fiscal year 2022/23.

## INFRASTRUCTURE FUNDS

### Infrastructure Development

The Infrastructure Development program supplies engineering, survey, and inspection services of public infrastructure related 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 related service revenues for this fund are expected to remain volatile as housing markets continue to soften. As development activity levels have fluctuated over the years, workloads necessitate the need to adjust staffing levels accordingly. 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 levels are appropriate for the level of construction activity in Gresham.

### Streetlight

The replacement of streetlight fixtures, which was completed in early summer 2016 has provided long-term sustainability to the financial condition of the Streetlight program. Previously, the program was under pressure due to rising costs. The project stabilized the program's financial status through significant savings in electricity costs by switching to LED fixtures. The positive results of this project continue to show every year in the fund's financial status. Revenues are expected to be sufficient to fund operating expenses in fiscal year 2024/25 and into the future.



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## Fund Status Overview

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### Transportation

Transportation services are budgeted in two funds: one for operating activity and one for capital improvement projects for streets and footpaths. Transportation debt repayment is addressed in the General Government Debt Fund. Funding decisions are guided by long-term financial plans, and the annually adopted Five-Year Capital Improvement Program.

The primary resources of Transportation Program consist of vehicle related gas taxes and registration fees and charges. These revenues come either directly from the State of Oregon or through Multnomah County as pass-through funding.

In normal circumstances, and with no outside influence, transportation related tax and fee resources tend to increase sluggishly or stagnate over time as increases in population and economic growth are counterbalanced by a general reduction in multiple vehicle ownership, changing driving habits, and gains in fuel efficiency. Statewide changes in economic conditions generally have an immediate and noticeable effect on Transportation resources.

Legislative action regarding gas taxes and vehicle title and registration fees happens infrequently at the state level. The most recent actions were in 2009 and 2017. Future state actions are not anticipated until later in this decade, as the 2017 action only reached full phase-in in 2024.

Operational services at the level anticipated in the budget and 5-year CIP are currently expected to be sustainable beyond the mid-point of this decade. However, it will be necessary to draw down on monies currently in reserves to do this. The trends of future revenues will need to be closely monitored and expenditures adjusted accordingly not to prematurely exhaust existing savings. Projected inflationary and increasing population pressures are likely to cause predicted expenses to overtake expected resources and available reserves sometime in the latter years of this decade. This pattern is not new to the City of Gresham. In the past, legislative action to increase state, city and county resources has been enacted by the State in time to prevent the City's resources being drawn down too far. Whether timely and substantive State action will occur again in the future is undetermined at this time. Consequently, an increase in new services or projects above what is currently proposed would undoubtedly cause operational financial issues before additional resources to support them would be made available.

Current financial plans do account for the budgeted addition of a sweeper intended to enhance service level and roadway maintenance efficiency as well as a vehicle for concrete-related projects in City spaces.

Work on the Local Street Reconstruction Program (LSRP), initiated in 2017, concluded in the 2023/24 fiscal year, as the work was expedited from the original ten-year planning horizon. As the funding plan was phased in, a line of credit was used to provide the resources for most of the work completed to date. In 2022, the City secured a six-year fixed debt instrument to pay off the line of credit that was used to support accelerated construction. Payments for that fixed debt instrument will continue through fiscal year 2027/28.

System Development Charge (SDC) revenues have increased in recent years consistent with development activity since the recovery from the great recession. Existing revenues, however, are fully allocated to prior debt obligations or to capital projects already underway. Future SDC revenues are not likely to keep pace with the numerous capital project demands in the near future. The use of financing to fund growth related capital improvements for transportation is not possible given the pressures on gas taxes and the limited ability to securely guarantee repayment if adequate SDC revenues are not collected. As a result, expansion types of construction will need to be carefully scheduled based on when resources, primarily SDCs, have been collected.

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## Fund Status Overview

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The majority of Transportation's identified capacity-increasing public improvement construction projects are chiefly located in the Pleasant Valley and Springwater areas of the City. Details of these projects can be found in the General Development section of the *Five-Year Capital Improvement Program*. Proposed projects outside the current city limits enable development within the plan areas. Most of these public improvements are expected to be developer-built, for which the developers are reimbursed with SDC credits. Due to developers paying by SDC credits, rather than money, Pleasant Valley and Springwater SDC cash resources are relatively low. Therefore, funds are unavailable to support additional projects or growth-related debt. The ability to provide additional support for growth-related activities in these areas will continue to be quite limited.

### 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*.

The primary resource of the Water related funds are utility rates paid by water customers. Current customer service levels for the water utility are sustainable into the future, supported by a multi-year rate package approved in fall 2021. During fiscal year 2024/25, the cost of services is expected to increase in line with the utility rate structure adopted and in place. The rate package consists of a series of consistent annual increases through January 2027 and is needed to support ongoing utility service delivery into the future.

Revenue collection is expected to continue the pattern developed since the recovery from the great recession. Structural factors such as the trend of declining water use on a per-capita basis, deliberate consumer conservation, and a moderate economic climate are expected to limit revenue growth. Economic activity typically has a marginal effect on water resources; the escalation of operating revenue should be expected to be close to the percentage of the rate increase adopted for the year. Past due accounts, which grew in number and amount due to the pandemic, are returning closer to normal through the targeted use of grant funds and assistance programs. Continued monitoring is needed to balance customer support while also ensuring revenues remain adequate to meet service level needs and any existing and future debt covenants without requiring additional rate increases.

Development related resources such as system development charge revenues reflected a healthy economy until the pandemic and were expected to continue to bring in greater resources than what has been experienced during the years of, and the aftermath of the Great Recession. The future pattern of these types of resources is less clear currently and reflects the activity within the regional economy. System development charges are used to pay for capacity increasing capital improvements or debt for eligible improvements.

The operating expenditures for fiscal year 2024/25 are consistent with the forecasted increase from fiscal year 2023/24. This increase includes the addition of a Public Utility Worker II to support imminent water meter replacement and long-range system maintenance.

Significant efforts in the Water capital program are focused on projects related to the expansion of the groundwater supply system. This extensive effort, in partnership with the Rockwood People's Utility District, is needed to achieve a water supply independent from Portland and will avoid significant future cost increases. Funding relies on a mix of long-term financing tools, including revenue bonds that were issued in December 2021 and a loan through the federal Water Infrastructure Financing Innovation Act (WIFIA) program, which closed in May 2022. The City has assumed supplemental transfers from the operating fund

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## Fund Status Overview

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to the capital fund in order to support the groundwater capital projects in fiscal year 2024/25. At this time, it is anticipated that these transfers will allow the City to avoid the previously planned issuance of additional debt to support the groundwater projects.

Other capital projects reflect a standard level of effort related to maintenance of the existing infrastructure system. Most of these projects are cash funded through repair and replacement reserves. Projects related to the seismic resiliency of water infrastructure are also included. Further details concerning Water capital plans can be found in the *Five-Year Capital Improvement Program*.

Water projects within the Pleasant Valley and Springwater areas are included in the General Development section of the *Five-Year Capital Improvement Program*. Most of these public improvements are expected to be developer-built, for which the developers are reimbursed with system development charge credits. Due to developers paying by SDC credits, rather than money, SDC cash resources from Pleasant Valley and Springwater developments are relatively low. Therefore, funds are unavailable to support additional projects or growth-related debt. The ability to provide additional support for growth-related activities in these areas will continue to be quite limited.

### 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*.

The primary resource of the Stormwater related funds are utility rates paid by customers. Current customer service levels for the utility are sustainable, supported by a multi-year rate package approved in fall 2021. During fiscal year 2024/25, the cost of services is expected to increase in line with the utility rate structure adopted and in place. The rate package consists of a series of consistent annual increases through January 2027 and is needed to support ongoing utility service delivery into the future.

Revenue collection for Stormwater follows a pattern of greater escalation with the development of green fields, rather than redevelopment of existing properties, as fees are based on an increased amount of impervious surface area causing runoff. Overall, meaningful increases in operating resources in any given year come effectively from adopted rate increases, not system growth. Past due accounts, which grew in number and amount due to the pandemic, are returning closer to normal through the targeted use of grant funds and assistance programs. Continued monitoring is needed to balance customer support while also ensuring revenues remain adequate to meet service level needs and any existing debt covenants without requiring additional rate increases.

The operating expenditures for fiscal year 2024/25 show an increase from fiscal year 2023/24 consistent with the financial forecast. This increase includes the addition of a Public Works Asset Specialist to help advance the program's long-range asset management efforts.

Until recently, system development charge revenues continued to show the effects of Gresham's robust development of previously undeveloped, or underdeveloped properties. Whether these resources significantly moderate and slow into the future depends on economic conditions and the many uncertainties regarding the regional economy. Demand for new Stormwater infrastructure is expected to be correspondently less.

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## Fund Status Overview

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Details concerning Stormwater capital plans can be found in the *Five-Year Capital Improvement Program*. The capital program consists of a mix of infrastructure maintenance, repair and replacement projects, capacity increasing projects, and projects intended to improve water quality and address drainage issues. The program is primarily funded by a mix of cash resources.

Capital expenses are commonly dedicated to maintaining existing infrastructure and are funded from rates and repair and replacement reserves. The cost of maintaining aging infrastructure and strengthening the local collection system is outpacing ongoing resources. At present, capital funding is not sufficient to adequately address the asset management needs of the utility, and it is likely that additional resources will be necessary to substantively increase the level of activity within the upcoming decade.

The growth-related system capacity increasing projects are primarily related to private development. Capacity increasing public improvement construction occurs chiefly in the Pleasant Valley and Springwater areas of the City. Details of these projects can be found in the General Development section of the *Five-Year Capital Improvement Program*. Most of these public improvements are expected to be developer-built, for which the developers are reimbursed with system development charge credits. The ability to provide additional support for growth-related activities will continue to be quite limited. Cash receipt of Pleasant Valley and Springwater system development charge revenues are relatively low and therefore unable to support additional growth-related debt.

### 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*.

The primary resource of the Wastewater related funds are utility rates paid by customers. Current customer service levels for the utility are sustainable, supported by a multi-year rate package approved in fall 2021. During fiscal year 2024/25 cost of services are expected to increase in line with the utility rate structure adopted and in place. The rate package consists of a series of consistent annual increases through January 2027 and is needed to support ongoing utility service delivery into the future.

Ongoing revenue collection is expected to continue the pattern of limited escalation since the recovery from the great recession. Increases in ongoing operating resources in any given year come effectively from adopted rate increases, not system growth. Wastewater revenues are more apt to vary than Gresham's other utilities, since wastewater has a closer tie to changes in the economy that impact commercial and industrial customers. Resource trends from select business sectors will need to be monitored to see what impacts, if any, continue into the future, resulting in longer-term effects. Past due accounts, which grew in number and amount due to the pandemic, are returning closer to normal through the targeted use of grant funds and assistance programs. Continued monitoring is needed to balance customer support while also ensuring revenues remain adequate to meet service level needs and any existing and future debt covenants without requiring additional rate increases.

The proposed operating expenditures show an anticipated increase from fiscal year 2024/25. This increase includes the addition of a Public Works Asset Specialist to help advance the program's long-range asset management efforts.

Details concerning Wastewater capital plans can be found in the *Five-Year Capital Improvement Program*. Capital expenses related to permit requirements are the primary construction projects for fiscal year 2024/25, including projects to reduce ammonia discharge levels at the wastewater treatment plant. At

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## Fund Status Overview

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present the utility is drawing down reserves to support the current activity level for capital projects. As a result, it is likely that additional resources will be necessary within the upcoming decade to manage future maintenance needs. The program is predominately funded by cash from operating revenues and repair and replacement reserves funded by rates. The cost of maintaining and replacing aging treatment plant and collection equipment is beginning to stress ongoing resources, however. Depending on the priority and timing needs of several large projects that are not currently funded within the Five-Year Capital Improvement Program, a financing package will likely be needed within the next year or two. This package is not currently included in the utility's financial plan, so additional analysis of financial impacts will be needed. While access to grants or federal infrastructure funding programs may be available, most wastewater related programs are limited to providing 50% or less of total project costs.

Growth related system capacity increasing projects are a minor part of the Wastewater regular capital plan. These projects are intended to open the door so private development can occur. Capacity increasing public improvement construction occurs chiefly in the Pleasant Valley and Springwater areas of the City. Details of these projects can be found in the General Development section of the *Five-Year Capital Improvement Program*. Most of these public improvements are expected to be developer-built, for which the developers are reimbursed with system development charge credits. The ability to provide additional support for growth-related activities will continue to be quite limited. Cash receipt of Pleasant Valley and Springwater system development charge revenues are relatively low and therefore unable to support additional growth-related debt.

### SUPPORT FUNDS

The fiscal year 2024/25 budget for Support Funds 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. Many support funds experienced staffing reductions in prior years due to funding constraints in the General Fund, while at the same time, the complexity of service delivery continued to increase. The fiscal year 2024/25 continues to position the organization for the future. Further details regarding internal service funds can be found in the *Central Support Funds* section of this document and the *Internal Services Charge Manual*.

### SPECIAL REVENUE AND NON-OPERATING FUNDS

#### Designated Purpose

The designated purpose fund is a mixture of restricted revenues, donations and grant funds. Many departments across the city have allocations in this fund that are for very specific purposes. While there are a multitude of programs/grants in the fund, there are three very large items for fiscal year 2024/25.

- *Metro Housing Bond* – The city is partnering with Metro to implement and meet the goals of the Metro Housing Bond. This city is acting as a passthrough agent for eligible projects. The amount budgeted for fiscal year 2024/25 represents the anticipated share of funding that will be remaining for projects. Approximately 50% of the funds allocated to the city have been awarded to projects.
- *Enterprise Zone Community Service Fee Projects* – These projects are approved by Gresham City Council and are funded through the community service fees generated from Enterprise Zone eligible projects.

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## Fund Status Overview

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- *ARPA* – As part of the American Rescue Plan Act funding, the City of Gresham has received a direct allocation of funds, as well as several other allocations including pass through grants and an additional HOME allocation which is budgeted in the CDBG/HOME fund. These funds are being used to fund priority projects identified by the community, City Council and City management.

### System Development Charges

System Development Charge fees for five types of city infrastructure (Transportation, Parks, Water, Stormwater, Wastewater) are charged to new development. The fees, which are based on an adopted methodology, are based on the city's infrastructure requirements for growth, and includes who and how much to charge for the use of the infrastructure. Certain fees are established citywide, while others are specific to one of Gresham's three SDC districts (Current City, Pleasant Valley, and Springwater). The fee amounts and the list of projects that the fees pay for are updated regularly to match infrastructure funding requirements in the future.

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 in the near term the majority of system development revenues coming from these development areas will be in the form of the redemption of credits for infrastructure donations, rather than cash payments.

SDC revenues are quite variable on a year-to-year basis. In any given year, collections reflect the pace and type of development occurring in various parts of the city. Depending on the nature and location of the development, some SDC types may see more revenue than other types.

Expenditure of SDCs occurs in debt service and/or capital funds consistent with eligible usage. In many cases, balances on hand may be fully committed to projects or to obligations already incurred, raising the potential for impact to other funding sources should future SDC revenues not keep pace with forecasts. In particular, current and future Water SDCs are committed toward the partial servicing of debt associated with the groundwater project.

### CDBG/HOME

The program received a special allocation of HOME and CDBG resources in fiscal year 2021/22, in addition to normal allocations for both programs. The additional CDBG funding has been awarded and spent, but carryover from the HOME special allocation was budgeted again in fiscal year 2024/25 and is anticipated to be fully spent in this fiscal year. CDBG and HOME program resources will still require close monitoring as these resources depend on Federal budget actions.

### Debt

The budget for fiscal year 2024/25 reflects existing long-term debt obligations related to the groundwater expansion project and the continued service of existing long-term fixed debt. The primary activity has been to provide funding for the groundwater system development project. Water revenue bonds, issued in December 2021, provided proceeds to repay Water's usage of the line of credit, as well as funding for the groundwater system and other capital projects in the next year or two. Additional financing proceeds specific to the groundwater system will be drawn on a reimbursement basis during fiscal year 2024/25 through the Water Infrastructure Financing Innovation Act (WIFIA) program. New debt issuance for Water is not currently assumed. Transportation secured a six-year fixed debt instrument to pay off the line of credit that provided funding for the Local Street Reconstruction Program. Debt service payments will continue through fiscal year 2027/28.

## Fund Status Overview

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### CAPITAL FUNDS

The fiscal year 2024/25 budget for capital funds reflects the continuation of projects that were started, but not completed, in fiscal year 2023/24, as well as several proposed new projects.

Many Capital Improvement projects in fiscal year 2024/25 and into the future are focused on repair, replacement, 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. Seismic resiliency also is a key area of emphasis in several programs.

Most growth and capacity expansion related projects for the next few years continue to be concentrated in the Transportation Program area, and the General Development Fund which accounts for Pleasant Valley and Springwater infrastructure. Sizable appropriations are again budgeted for the General Development Fund for fiscal year 2024/25. 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 districts. City-initiated capital projects in the Pleasant Valley and Springwater areas are generally minor and focused as City resources are not available to fund projects with either cash or debt.

Development of the City's groundwater system, in partnership with the Rockwood People's Utility District, represents a significant level of activity for the Water capital program. This effort includes production well development, distribution pipeline construction, and various central facilities improvements.

The City's wastewater program has expanded projects to reduce ammonia discharge levels from the wastewater treatment plant. These projects are necessary for regulatory compliance and have the added benefit of expanding the City's ability to serve established and expanding industries.

The moderate pace of the economy over the past few years and its recent slowing has, for the most part, pushed off the need for intensive infrastructure expansion. As a result, growth-related projects are only a modest part of the city's capital plan. City funding available for capacity increasing infrastructure projects, which is always limited, has been largely allocated in the proposed capital plan. There is little funding available for additional capital projects.

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## Strategic Plan

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The City of Gresham's Strategic Plan guides the City Council and community's shared vision for the future. It focuses City resources on five strategic priorities through 2025. The 2022-25 Strategic Plan is the result of Imagine Gresham, a large community effort in 2021-22, and was implemented in July 2022. The complete Strategic Plan and related information can be found at [GreshamOregon.gov/Strategic-Plan](https://GreshamOregon.gov/Strategic-Plan).



### **Mission**

The mission articulates the City's purpose for being: To foster a safe, thriving, and welcoming community for all.

### **Vision**

The vision describes our shared idea of the future: Gresham is a vibrant, inclusive, and resilient community where everyone can share in economic prosperity, enjoy connection and belonging, and live a high-quality life.

### **Guiding Principles**

Five guiding principles provide expectations for City decision making and service delivery.

#### **Diversity, Equity, and Inclusion**

Achieve equitable outcomes for the people of Gresham by providing opportunities to hear all voices, undoing and righting past inequities, drawing upon community diversity in decision making, and developing a City workforce that reflects the community.

#### **Stewardship of Resources**

Ensure practical use of resources now and for the future by managing priorities, using partnerships, and applying data to make decisions that support the City and community's financial well-being, protect the environment and nurture civic trust.

#### **Authentic Engagement**

Connect with the people of Gresham, businesses, community organizations, and other partners to make informed decisions together by repairing and building trust between the City and Gresham community, empowering community members to get involved, and communicating the impact decisions have on our community.

#### **Innovative and Adaptive**

Embrace creativity and respond to trends, technologies and changing community needs by using well-timed, flexible, accessible, and resourceful approaches and modern practices to solve problems and promote positive change.

#### **Trustworthy and Accountable**

Earn the trust and confidence of the community by clearly communicating the City's intentions and decisions, improving or expanding access and availability to the City's information and business practices, and taking responsibility for all that we do.



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# Strategic Plan

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## Strategic Priorities

Five strategic priorities provide a focus for City resources.

### Financial Sustainability

*Goal:* Gresham's different revenue sources provide the City organization with a fair and stable foundation that adapts to change and challenges. This is to deliver consistent and new services to support the community's needs and desires now and into the future.

*Objectives:*

- Implement a Financial Road Map that supports budget needs long-term, responsible care of City resources, and the vision and goals of the Strategic Plan.
- Put in place a plan to share more financial information with the community. Celebrate the City's accomplishments while communicating the costs to keep basic services.

### Community Safety

*Goal:* Gresham is a safe and resilient place. The City works to reduce risk, harm and violence and meet the community's needs. And, in partnership with the public, produces solutions around crime prevention and intervention.

*Objectives:*

- Explore creative ways to supply community safety that maintain core service levels, adapt to community needs, and public safety best practices.
- Develop a public safety relationship with the community to build rapport and trust.
- Improve livability and increase the community's sense of safety and security.
- Enhance safety around the City's streets, parks, neighborhoods, and transportation networks. Use crime prevention design to reduce harm and improve safety for all.
- Strengthen the City's ability to withstand natural disasters and deal with climate change and water resources. Develop and carry out plans to respond to and recover from future threats and challenges.

### Thriving Economy

*Goal:* Gresham creates greater opportunities for economic well-being and shared wealth for all.

*Objectives:*

- Promote economic growth by supporting business owners, creating partnerships, and developing strong local workforce.
- Develop creative ways to keep existing businesses and recruit new ones with a focus on the diversity of business owners.
- Use data, research and engagement to better understand the needs of Gresham's diverse business community. Provide culturally relevant resources. Celebrate and enhance the cultural richness of our business community.
- Lay the groundwork for economic opportunity and mobility for all by prioritizing long-term planning to support future development.
- Develop and start an equitable poverty reduction and prevention plan to address the root causes of poverty and improve overall community wealth.

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## Strategic Plan

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### Housing for All

*Goal:* Everyone in Gresham can live in a secure and reliable place they call home, and no one experiences housing uncertainty. All Gresham community members can access housing that meets their changing needs and wants.

*Objectives:*

- Provide resources to those experiencing homelessness or housing insecurity through collaboration and partnership with other government agencies, nonprofits and the private sector.
- Promote and support housing development that is affordable to the Gresham community across all housing types.
- Serve as a community partner to support housing stability by providing access to tools and resources.

### Community Vibrancy

*Goal:* Community members and visitors come and find a wide choice of activities and opportunities to enjoy recreation and nature. We celebrate Gresham's many cultures and vibrant neighborhoods. Community events bring us together and build a shared sense of belonging.

*Objectives:*

- Support and host community events that nurture community pride, celebrate diversity and build Gresham's reputation as a destination city.
- Support and increase a mix of recreational, arts, and cultural programming for youth and adults to foster community well-being for everyone.
- Promote connection for community members, both social and physical, to meet everyone's needs regardless of physical ability, language, digital access, etc.
- Prioritize long-range planning that supports designing and building quality community gathering spaces, public or private. Create welcoming and inclusive environments with amenities for all.
- Maintain the quality of Gresham's natural resources and increase public access to parks and natural areas for recreation and enjoyment.

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## Budget Development Process

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### 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

- 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 rates 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 and property tax rates.

#### 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 during the year.

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## Budget Structure Overview

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### Fund Structure

The City's budget for fiscal year 2024/25 is organized into a total of 36 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 36 active funds are grouped into six primary categories, based on their purpose, function and characteristics. Each category is displayed as a separate section within this document.

The categories included are:

- General Fund / Local Option Levy Fund
- Business Funds
- Infrastructure Funds
- Central Support Funds
- Special Revenue & Non-Operating Funds
- Capital Funds

The Local Option Levy Fund is new for fiscal year 2024/25 and is included in the General Fund/Local Option Levy Fund section. There are two closed funds in fiscal year 2024/25 in the Special Revenue & Non-Operating Funds category.

### 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 15 active departments reflected in the City's budget.

The departments included in the budget are:

- City Manager's Office
- City Attorney's Office
- Budget & Finance
- Information Technology
- Citywide Services
- Police
- Fire
- Urban Renewal
- Urban Design & Planning
- Community Development
- Economic Development
- Community Livability
- Youth Services
- Parks & Recreation
- Environmental Services

### 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. Information that is shown for four years consists of audited data from the two most recently completed fiscal years (labeled Actual); the revised budget for the current fiscal year; and the proposed, approved and adopted budget for the upcoming fiscal year. The approved budget and the adopted budget columns will be completed as the stage is completed.

## Budget Structure Overview

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.

#### General Fund

Resources	Actual	Actual	Revised Budget	City Manager Proposed	Budget Committee Approved	City Council Adopted
Taxes	34,620,812	36,347,942	37,549,000	38,447,000	38,447,000	38,447,000
Licenses & Permits						
Intergovernmental						
Charges for Services						
Utility License Fees	18,020,273	20,036,757	20,453,000	22,268,000	22,268,000	22,268,000
Miscellaneous Income	1,344,989	951,255	631,000	621,000	621,000	621,000
Internal Payments	1,267	44,574	-	-	-	-
Interfund Transfers	1,775,000	1,425,000	3,275,000	87,100	87,100	87,100
Internal Svc Chrg	550,815	997,586	1,209,754	1,159,126	1,159,126	1,159,126
Beginning Balance	19,173,591	26,297,614	26,474,000	26,777,000	26,777,000	26,777,000
<b>Total Resources</b>	<b>106,195,871</b>	<b>116,209,052</b>	<b>119,291,754</b>	<b>120,315,226</b>	<b>120,315,226</b>	<b>120,315,226</b>

**Actual:** Audited data from prior fiscal year

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

Requirements						
Police			50,299,391	48,601,993	48,601,993	48,601,993
Fire			24,759,479	34,122,919	34,122,919	34,122,919
Community Development			127	1,375,030	1,375,030	-
Economic Development			-	-	-	1,375,030
Community Livability			886	1,751,013	1,751,013	1,751,013
Parks			5,297,515	5,587,081	5,587,081	5,425,085
<i>Operating Total</i>				8,036	91,438,036	91,276,040
Transfers				3,143,600	3,143,600	3,305,596
Contingency				1,410,000	1,410,000	1,410,000
Unappropriated					3,590	24,323,590
<i>Non-Operating Total</i>					7,190	29,039,186
<b>Total Requirements</b>	<b>106,195,871</b>	<b>116,209,052</b>	<b>119,291,754</b>	<b>120,315,226</b>	<b>120,315,226</b>	<b>120,315,226</b>

**Requirements:** Includes salaries, supplies, and support charges

**Interfund Transfers:** Transfers from one fund to another; purposes described in separate report “Interfund Transfers”

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

**Unappropriated:** The fund balance: resources minus requirements

Actual Resources and Requirements

Budgeted Estimates

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## Organizational Changes

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Functional reorganizations that occurred during the last several years are included 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. Budgetary changes resulting from these organizational changes will first appear in the budget document in the following fiscal year (i.e., changes that occurred in fiscal year 2023/24 first appear in the fiscal year 2024/25 budget column).

### **Overview of Fiscal Year 2024/25 Changes**

#### ***New Funds***

For fiscal year 2024/25, a Local Option Levy has been created to meet legal requirements and provide transparency regarding the use of levy funds. There is no activity until fiscal year 2024/25. (See New Funds – Details table on following pages for more information.)

#### ***Closed Funds***

Beginning in fiscal year 2024/25, the City Facility Debt Service Fund is no longer needed, as all of the City Facility Debt obligations issued by the City of Gresham will have been repaid. This fund has been closed and will not show any activity after fiscal year 2023/24. (See Closed Funds – Details table on following pages for more information.)

### **Overview of Fiscal Year 2023/24 Changes**

#### ***Closed Funds***

Beginning in fiscal year 2023/24, the Urban Renewal Debt Service Fund is no longer needed as all of the Urban Renewal Debt obligations issued by the City of Gresham will have been repaid. This fund has been closed and will not show any activity after fiscal year 2022/23. (See Closed Funds – Details table on following pages for more information.)

#### ***Organizational Changes***

Two major organizational changes were made in May 2024. The Economic & Development Services Department was restructured into two departments: 1) Community Development, and 2) Economic Development. Similarly, the Parks, Recreation & Youth Services Department was restructured into two departments: 1) Youth Services, and 2) Parks & Recreation. (See Organizational Changes – Details table on following pages for more information.)

### **Overview of Fiscal Year 2022/23 Changes**

#### ***Organizational Changes***

Several divisions were moved between departments or otherwise restructured. (See Organizational Changes – Details table on following pages for more information.)

### **Overview of Fiscal Year 2021/22 Changes**

#### ***Organizational Changes***

During fiscal year 2021/22 the Economic & Development Services Department was restructured by combining the Economic Services Department and Community Development Services Department. (See Organizational Changes – Details table on following pages for more information.)

## Organizational Changes

### New Funds – Details

<b>Local Option Levy: impact on Police Department</b>	<b>FY 2021/22, FY 2022/23 and FY 2023/24</b>	<b>FY 2024/25</b>
Fund	N/A	Local Option Levy
Department	N/A	Police
Divisions	N/A	Police Operations Police Records Police Services

<b>Local Option Levy: impact on Fire Department</b>	<b>FY 2021/22, FY 2022/23 and FY 2023/24</b>	<b>FY 2024/25</b>
Fund	N/A	Local Option Levy
Department	N/A	Fire
Divisions	N/A	Emergency Operations Life Safety

### Closed Funds – Details

<b>City Facility Debt Service</b>	<b>FY 2021/22, FY 2022/23, and FY 2023/24</b>	<b>FY 2024/25</b>
Fund	City Facility Debt Service	N/A

<b>Urban Renewal Debt</b>	<b>FY 2021/22 and FY 2022/23</b>	<b>FY 2023/24 and FY 2024/25</b>
Fund	Urban Renewal Debt Service	N/A

### Organizational Changes by Division – Details

(listed alphabetically by *Division* name)

<b>Arts &amp; Cultural Grants</b>	<b>FY 2021/22</b>	<b>FY 2022/23, FY 2023/24 and FY 2024/25</b>
Fund	Designated Purpose	Designated Purpose
Department	City Manager's Office	Citywide Services
Division	Arts & Cultural Grants	Arts & Cultural Grants

<b>Building</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Building	Building
Department	Econ & Dev Services	Community Development
Divisions	Building	Building

<b>Business Incentive Program</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Designated Purpose	Designated Purpose
Department	Econ & Dev Services	Economic Development
Divisions	Business Incentive Program	Business Incentive Program

<b>CDBG/HOME Administration, CDBG/HOME Projects</b>	<b>FY 2022/23</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	CDBG & HOME	CDBG & HOME	CDBG & HOME
Department	Community Livability	Econ & Dev Services	Urban Design & Planning
Division	CDBG/HOME Administration CDBG/HOME Projects	CDBG/HOME Administration CDBG/HOME Projects	CDBG/HOME Administration CDBG/HOME Projects

## Organizational Changes

<b>Code Abatement</b>	<b>FY 2021/22</b>	<b>FY 2022/23, FY 2023/24 and FY 2024/25</b>	
Fund	Designated Purpose	Designated Purpose	
Department	Econ & Dev Services	Community Livability	
Divisions	Code Abatement	Code Abatement	
<b>Code Compliance</b>	<b>FY 2021/22</b>	<b>FY 2022/23, FY 2023/24 and FY 2024/25</b>	
Fund	General Fund	General Fund	
Department	Econ & Dev Services	Community Livability	
Division	Community Enforcement	Code Compliance	
<b>Community Dev Administration</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>	
Fund	Building	Building	
Department	Econ & Dev Services	Community Development	
Divisions	Community Dev Administration	Community Dev Administration	
<b>Community Dev Support Services</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>	
Fund	Building	Building	
Department	Econ & Dev Services	Community Development	
Divisions	Community Dev Support Services	Community Dev Support Services	
<b>Economic Development</b>	<b>FY 2021/22</b>	<b>FY 2022/23, FY 2023/24</b>	<b>FY 2024/25</b>
Fund	General	General	General
Department	Economic Development Services	Econ & Dev Services	Economic Development
Division	Economic Development	Economic Development	Economic Development
<b>Economic Dev Administration</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>	
Fund	General	General	
Department	Econ & Dev Services	Economic Development	
Divisions	Economic Dev Administration	Economic Dev Administration	
<b>Economic &amp; Dev Grants</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>	
Fund	Designated Purpose	Designated Purpose	
Department	Econ & Dev Services	Economic Development	
Divisions	Economic & Dev Grants	Economic & Dev Grants	
<b>Emergency Management</b>	<b>FY 2021/22 and FY 2022/23</b>	<b>FY 2023/24 and FY 2024/25</b>	
Fund	Administrative Services	Designated Purpose	
Department	Citywide Services	Citywide Services	
Division	Emergency Management	Emergency Management	
<b>Enterprise Zone Projects</b>	<b>FY 2021/22</b>	<b>FY 2022/23, FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Designated Purpose	Designated Purpose	Designated Purpose
Department	Economic Dev Services	Econ & Dev Services	Economic Development
Division	Enterprise Zone Projects	Enterprise Zone Projects	Enterprise Zone Projects
<b>Fire Stations</b>	<b>FY 2021/22, FY 2022/23 and FY 2023/24</b>	<b>FY 2024/25</b>	
Fund	Facilities & Fleet Management	Facilities & Fleet Management	
Department	Fire	Citywide Services	
Divisions	Fire Stations	Facilities Operations (combined into 1 dept/division)	



## Organizational Changes

<b><i>Gresham Sponsored Events, Comm Enhancement</i></b>	<b>FY 2021/22</b>		<b>FY 2022/23, FY 2023/24 and FY 2024/25</b>	
Fund	Designated Purpose		Designated Purpose	
Department	Community Livability		Citywide Services	
Divisions	Gresham Sponsored Events Community Enhancement Program		Gresham Sponsored Events Community Enhancement Program	
<b><i>Livability &amp; Code Services</i></b>	<b>FY 2021/22</b>		<b>FY 2022/23, FY 2023/24 and FY 2024/25</b>	
Fund	Administrative Services		General Fund	
Department	Community Livability		Community Livability	
Division	Livability & Code Services		Code Compliance	
<b><i>Mapping &amp; GIS Services</i></b>	<b>FY 2021/22</b>		<b>FY 2022/23, FY 2023/24 and FY 2024/25</b>	
Fund	Administrative Services		Administrative Services	
Department	Citywide Services		Information Technology	
Division	Mapping & GIS Services		Mapping & GIS Services	
<b><i>Mediation Services</i></b>	<b>FY 2021/22</b>		<b>FY 2022/23, FY 2023/24 and FY 2024/25</b>	
Fund	Administrative Services		Designated Purpose	
Department	Community Livability		Community Livability	
Division	Mediation Services		Mediation Services	
<b><i>Metro Housing Bond</i></b>	<b>FY 2021/22</b>	<b>FY 2022/23</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Designated Purpose	Designated Purpose	Designated Purpose	Designated Purpose
Department	Econ Dev Services	Community Livability	Econ & Dev Services	Community Dev
Division	Metro Housing Bond	Metro Housing Bond	Metro Housing Bond	Metro Housing Bond
<b><i>Neighborhood Services, Community Engagement</i></b>	<b>FY 2021/22</b>	<b>FY 2022/23</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Administrative Services	Administrative Services	Administrative Services	Administrative Services
Department	Community Livability	Citywide Services	Citywide Services	Citywide Services
Division	Neighborhoods & Community Engagement	Neighborhood Services	(split into 2 divisions) Neighborhood Services Community Engagement	(combined back into 1 division) Community Engagement
<b><i>Permit Center</i></b>	<b>FY 2023/24</b>		<b>FY 2024/25</b>	
Fund	Building		Building	
Department	Econ & Dev Services		Community Development	
Divisions	Permit Center		Permit Center	
<b><i>Planning</i></b>	<b>FY 2023/24</b>		<b>FY 2024/25</b>	
Fund	Urban Design & Planning		Urban Design & Planning	
Department	Urban Design & Planning		Urban Design & Planning	
Divisions	Planning		(split into 2 divisions) Comprehensive/Trans Planning Development Planning	
<b><i>Rental Inspection</i></b>	<b>FY 2021/22</b>	<b>FY 2022/23</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Rental Inspection	Rental Inspection	Rental Inspection	Rental Inspection
Department	Econ Dev Services	Community Livability	Econ & Dev Services	Community Livability
Division	Rental Inspection	Rental Inspection	Rental Inspection	Rental Inspection

## Organizational Changes

<b><i>Sports Park Sponsorships</i></b>	<b>FY 2021/22</b>	<b>FY 2022/23 and FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Designated Purpose	Designated Purpose	Designated Purpose
Department	Urban Design & Planning	Parks, Recreation & Youth Services	Parks & Recreation
Division	Sports Park Sponsorships	Sports Park Sponsorships	Sports Park Sponsorships

<b><i>Youth Services</i></b>	<b>FY 2022/23 (new in FY 2022/23)</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	General	General	Designated Purpose
Department	Community Livability	Parks, Recreation & Youth Services	Youth Services
Division	Youth Services	Youth Services	(consolidated with Youth Grants) Youth Services & Grants

<b><i>Youth Grants</i></b>	<b>FY 2022/23 (new in FY 2022/23)</b>	<b>FY 2023/24</b>	<b>FY 2024/25</b>
Fund	Designated Purpose	Designated Purpose	Designated Purpose
Department	Community Livability	Parks, Recreation & Youth Services	Youth Services
Division	Youth Grants	Youth Grants	(consolidated with Youth Services) Youth Services & Grants



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## Revenue Information

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The City of Gresham uses ongoing financial forecasting and modeling to estimate revenue for all operating funds. A variety of industry and economic indicators, current events, historical analysis, and forecasts from other jurisdictions, such as the state of Oregon and Multnomah County are used to develop these financial models. The General Fund and the City's business funds are modeled for a minimum of five years, while infrastructure focused funds such as the utilities and transportation utilize a 20-year minimum forecast period. These financial forecasts help form the basis on which the annual budget is built, but also allow for long-term financial planning.

Over the last few years, the economy (nationally, regionally, and locally) has experienced a range of twists and turns, from one that was performing strongly with low inflation, to a pandemic, and now a post pandemic economy with a low unemployment and lessening inflationary pressure.

These economic impacts all have a trickle-down impact to the local economy and in turn the City of Gresham's revenue streams. While Gresham and the Portland Metro area's economy was impacted by the COVID-19 pandemic over the last years, many industries have or have nearly returned to normal levels, and this trend is expected to continue. Overall, the state of Oregon has regained most of the jobs lost over the last several years and the Oregon unemployment rate as of January 2024 is at 4.7%. Inflation was at a 4-decade high in the past year but has slowed. The Federal Reserve has not raised interest rates, its main tool for combatting inflation, in six months. If inflation continues to plateau, the likelihood of a recession diminishes.

In this environment, most of the City's revenues are performing well and are expected to continue in the same manner for the period covered by the proposed budget. This includes property taxes, utility charges, and utility license fees as a few examples. Many of these revenues continue to increase because of the strong economy overall. Even with this in mind, there are a few items to watch in particular; Multnomah County is forecasting modest growth in Business Income Tax revenues, however current collections have been sluggish in the current fiscal year. Another impacted revenue is the Transient Lodging Tax, the City's hotel occupancy tax, which has been affected by the closure of hotels as the City continues to develop. Overall, development related revenues are expected to increase modestly.

In addition to local revenues, there has been a significant increase in the amount of external funds available to the city through grants and direct allocations. In March 2021, the federal government passed the American Rescue Plan Act which included payments to many Americans, but also included direct allocations at the state, county, and local levels. These funds remain available in FY24/25, however their sunset for use, as directed by the federal government, is rapidly approaching. New grant opportunities have also become available, and the city is taking advantage of these opportunities as it is prudent to do so.

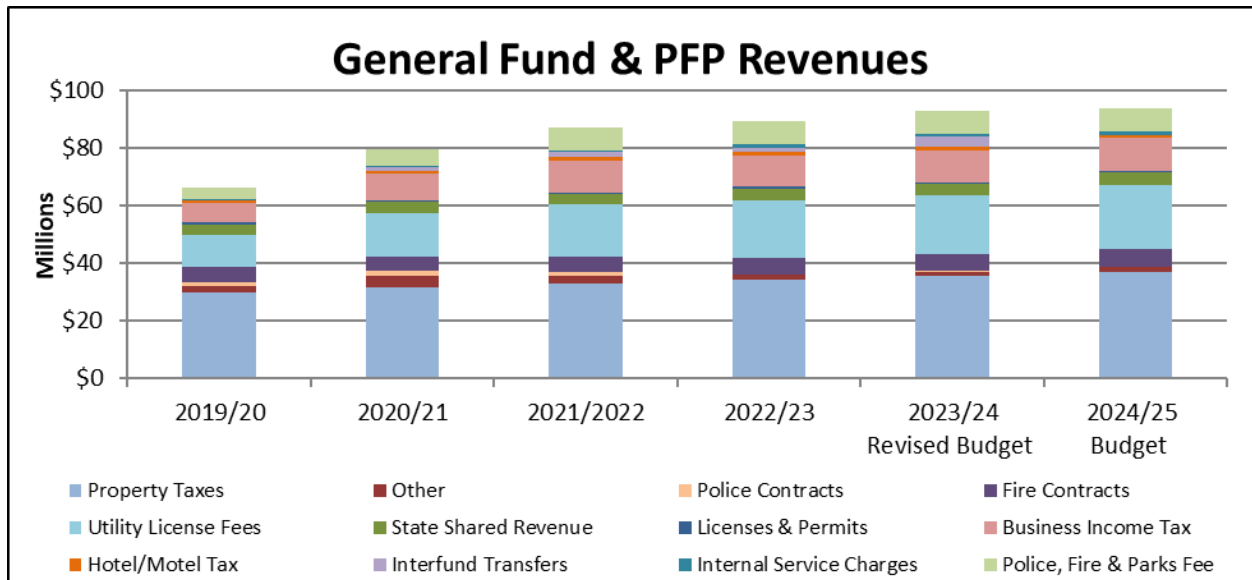
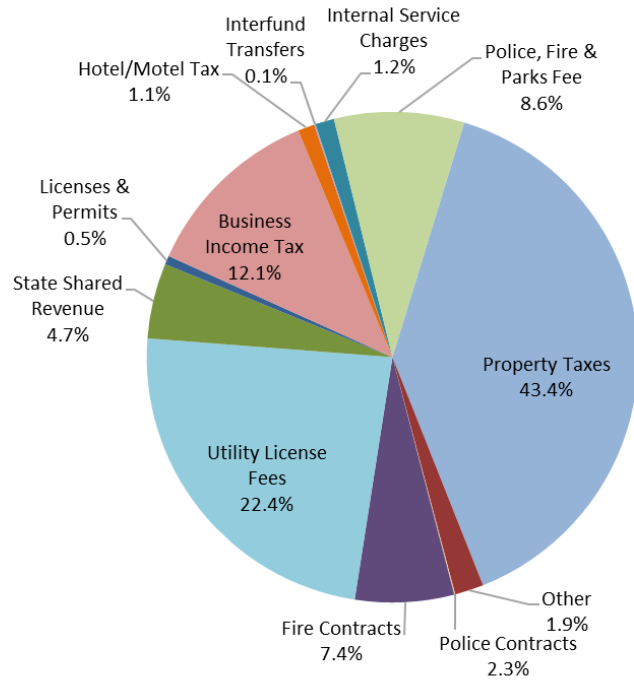
The revenue structure and outlook for each operating fund will be discussed in further detail in the remainder of this section.

## Revenue Information – General Fund

### GENERAL FUND REVENUES

- General Fund revenues are expected to total approximately \$93.5 million for fiscal year 2024/25.
- Revenues for the current fiscal year are projected to be approximately 4% higher than budgeted primarily due to robust economic activity and expanded real estate development.
- Budgeted revenue for fiscal year 2024/25 is a 0.5% increase over the projected ongoing revenue for fiscal year 2023/24.

### General Fund Operating Revenues



## Revenue Information – General Fund

### 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 city-wide Changed Property Ratio.

#### Assumptions

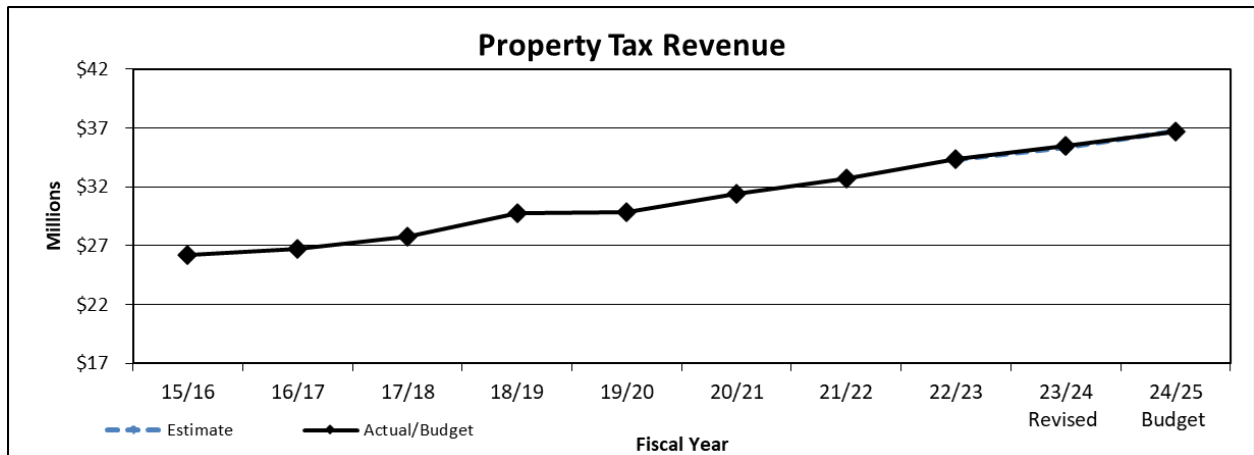
- The property taxes levied are not fully collected due to discounts and delinquencies. Expected property tax revenues are reduced by an uncollected amount of 5.6%, based on historic trends.
- Based on legislative limits, the property tax revenues assume a 3% increase in existing taxable assessed value (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 of the City.

#### Economic Factors and Influences

- Market values in the housing sector are still increasing while residential and commercial construction are continuing in the region. Practical implications are that development of residential and commercial properties, along with the assessed value previously abated under the Enterprise Zone program, will sustain the tax rolls in fiscal year 2024/25 and Gresham will see average growth in property tax revenues.

#### Highlights

- For fiscal year 2024/25, the property tax revenue is budgeted at \$36,716,000 including amounts received from delinquent accounts and interest. Anticipated property taxes from new construction and expiring abatements are included. This is a 4.3% increase from the 2023/24 forecast and a 3.5% increase over 2023/24 budget.



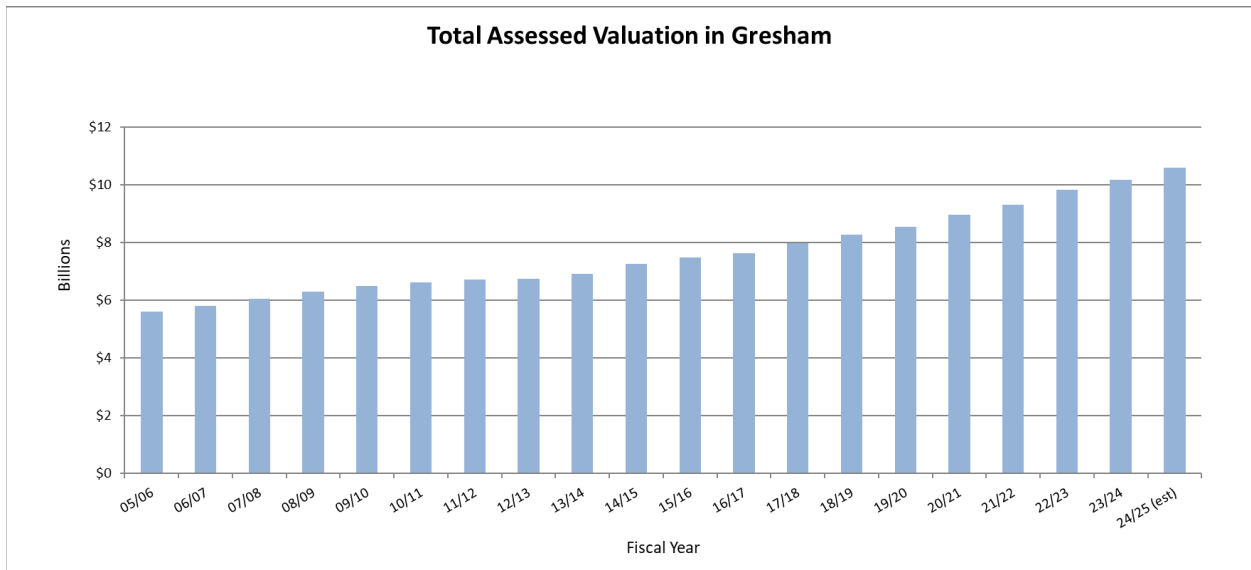
## Revenue Information – General Fund

### COMPUTATION OF PROPERTY TAXES AND RATES

	<b>2023/24</b>		<b>2024/25</b>
<b>OPERATING TAX AUTHORITY</b>	<b>ACTUAL</b>		<b>ESTIMATED</b>
2023 Assessed Value (AV)	\$10,165,517,114 <sup>1</sup>		2023 Assessed Value (AV) <span style="float: right;">\$10,165,517,114 <sup>1</sup></span>
Permanent Tax Rate	<u>3.6129</u>		Estimated AV Increases/Decreases for Existing Properties <span style="float: right;">304,965,513</span>
Property Tax Authority	36,726,997		Estimated AV of New Construction <span style="float: right;">123,050,000</span>
Compression and other Adjustments	(56,446) <sup>2</sup>		Estimated 2024 Assessed Value (AV) <span style="float: right;">10,593,532,627</span>
Total Amount to Be Raised	36,670,551		Permanent Tax Rate <span style="float: right;"><u>3.6129</u></span>
Less allowance for discounts	2.5% (916,764)		Property Tax Authority <span style="float: right;">38,273,374</span>
Less allowance for delinquencies	3.1% <u>(1,136,787)</u>		Compression and other Adjustments <span style="float: right;">(20,196) <sup>2</sup></span>
<b>AVAILABLE FOR APPROPRIATION</b>	<b><u>\$ 34,617,000</u></b>		Total Amount to Be Raised <span style="float: right;">38,253,178</span>
			Allowance for discounts <span style="float: right;">2.5% (956,329)</span>
			Allowance for delinquencies <span style="float: right;">3.1% <u>(1,185,849)</u></span>
			<b>AVAILABLE FOR APPROPRIATION</b> <span style="float: right;"><b><u>\$ 36,111,000</u></b></span>

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.



## Revenue Information – General Fund

### TRANSIENT LODGING TAX

Effective July 1, 2020, Gresham increased the Transient Lodging Tax by 2% and now receives a total of 8% of room rates, calculated on the first thirty days of any stay. Lodging operators will retain 5% of the tax due as an administrative fee. Per ORS 320.350, 70% of net taxes generated by a rate increase effective after July 1, 2003, will be dedicated to tourism promotion or tourism-related facilities. Please refer to the *Additional Information* section of this document for further information about planned uses of the Transient Lodging Tax.

#### Assumptions

- Travel was severely impacted by the COVID-19 pandemic. This forecast assumes that the lodging industry has recovered.
- Several hotels have closed due to the changing development landscape across the City and the forecast was adjusted accordingly.

#### Economic Factors

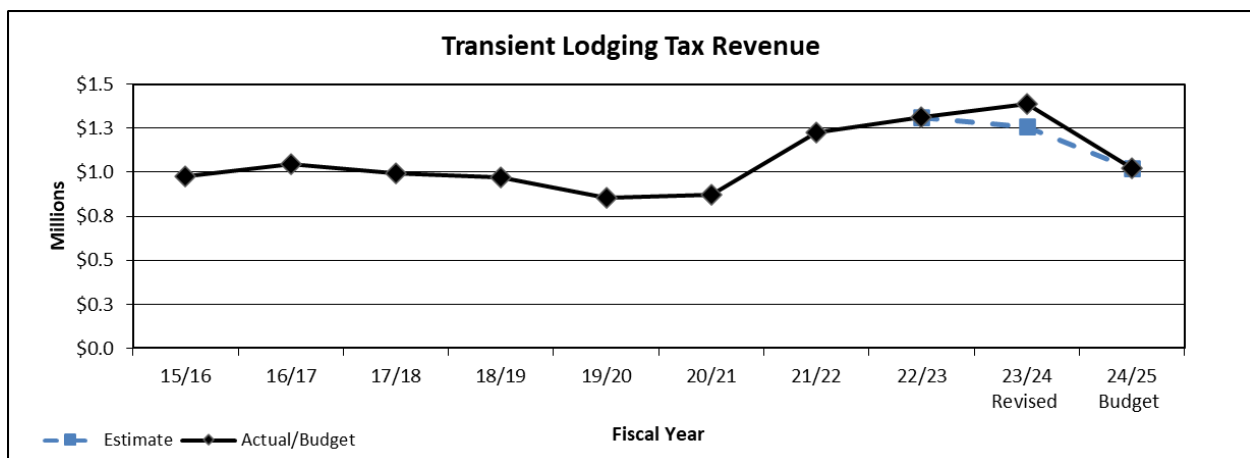
- Tourism is affected by gasoline prices and personal income.
- Business travel improves when the economic environment improves.

#### Major Influences

- Market saturation and economic climate.

#### Highlights

- Starting with fiscal year 2024/25, to ensure appropriate use and transparency of Transient Lodging Tax (TLT) revenue dedicated to tourism, all restricted TLT revenue will be receipted into the Designated Purpose Fund. The TLT revenue receipted into the General Fund is unrestricted.
- For fiscal year 2024/25, collections are expected to be \$1,021,000.





## Revenue Information – General Fund

### CITY MARIJUANA SALES TAX

In November 2016, Gresham voters approved a 3% tax on the sale of marijuana by recreational sellers.

#### Assumptions

- Since implemented, this revenue stream has matured and is holding relatively steady.

#### Economic Factors

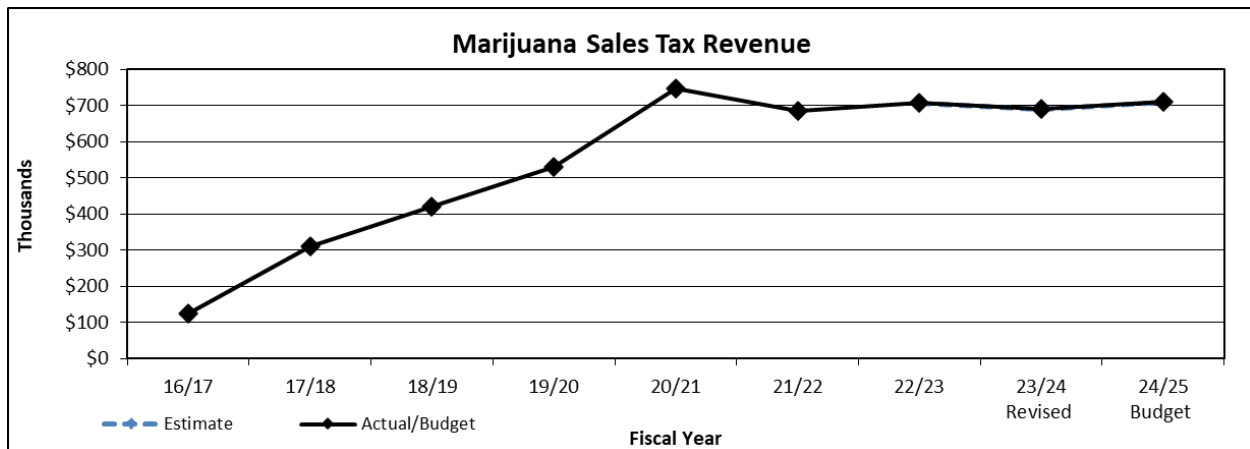
- Household income levels
- Market saturation
- Supply

#### Major Influences

- Regulatory Environment

#### Highlights

- Marijuana sales tax revenue has leveled out after a period of steady growth due to the industry and demand maturing.
- For fiscal year 2024/25, collections are expected to be \$710,000.



## Revenue Information – General Fund

### LICENSES AND PERMITS

Gresham receives revenue from the following licenses and permits:

- Business License.
- Liquor License.
- Marijuana Business Registration.
- Building Permits (for services provided specifically by Fire & Emergency Services).

### Assumptions

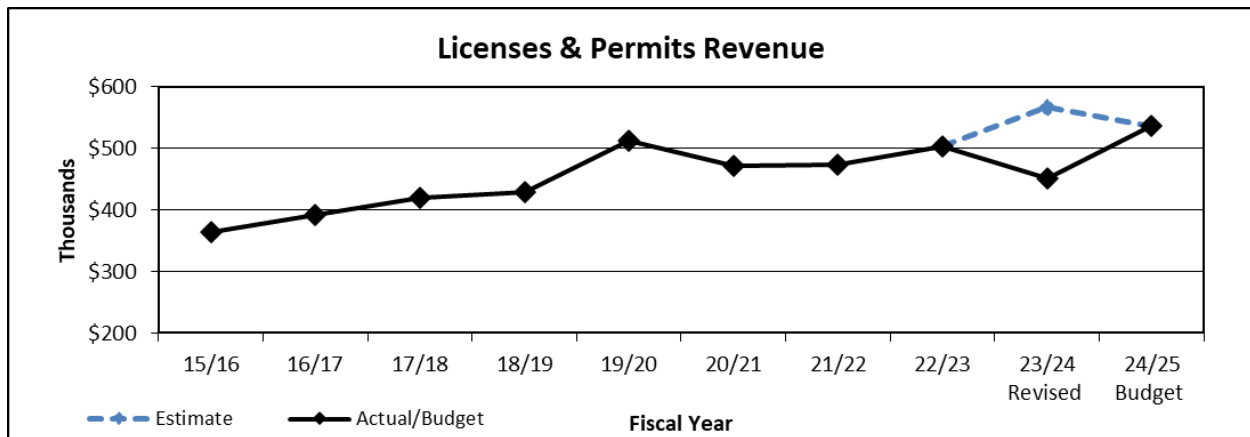
- Licenses and permits revenues are expected to continue in the same pattern as the last several years.

### Major Influences

- Internal policy, economic climate, and collection rate.

### Highlights

- Anticipated revenue from Licenses and Permits in the General Fund is expected to be \$536,000 in fiscal year 2024/25.



## Revenue Information – General Fund

### 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.

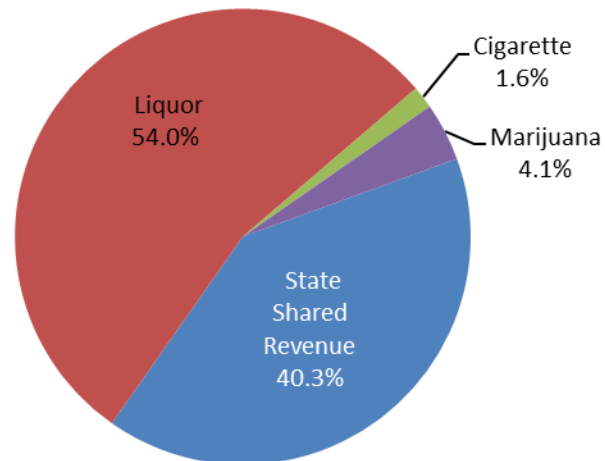
**Liquor Tax** – One of two separate distributions to cities from taxes collected by the state-run Liquor Control Commission. The distributions are 20% of the State's liquor receipts given as revenues to cities on a per capita basis, the “Liquor Tax,” and 14% of the State’s liquor receipts given to cities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

**Cigarette Tax** – Cities receive two cents of the state-imposed \$1.33 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 – City Marijuana Sales Tax). Measure 110 passed in November 2020 limits the funds available for distribution to cities and counties.

**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 credit on its billings from BOEC in the amount of its 911 Tax distribution and no longer receives the revenue directly.

**State Shared Revenues**



## Revenue Information – General Fund

### 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

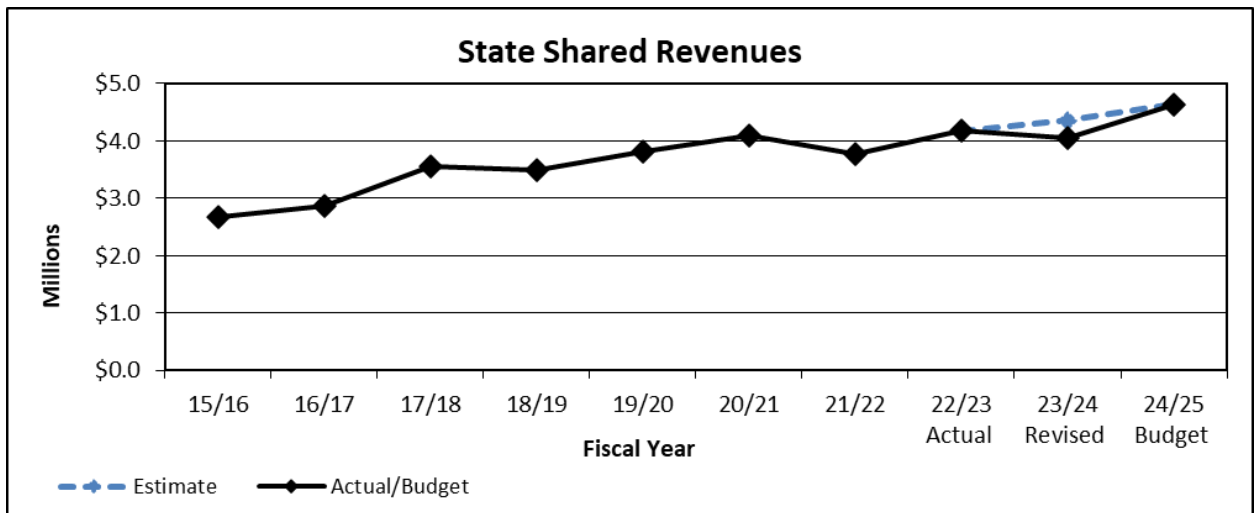
- Liquor sales are affected by household income levels.
- A continuing decrease in cigarette tax revenue is expected due to changes in consumer behavior.

### 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 2024/25 State Shared Revenue and Liquor Tax are expected to increase over fiscal year 2023/24 estimates to \$1.87 million and \$2.50 million, respectively.
- In fiscal year 2024/25 Cigarette Tax is expected to stay approximately level with fiscal year 2023/24 at \$74,000.
- Marijuana state shared revenues are expected to increase over fiscal year 2023/24 budgets to \$191,000.



## Revenue Information – General Fund

### BUSINESS INCOME TAX

Multnomah County Business Income Tax (BIT) is 2.0% of business net income. A tax rate of 0.6% is shared among all jurisdictions and 1.4% belongs solely to Multnomah County. In total, about 28% 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

- Economic headwinds continue to limit growth year over year.
- Forecast is based on the Multnomah County BIT forecast.

#### Economic Factors

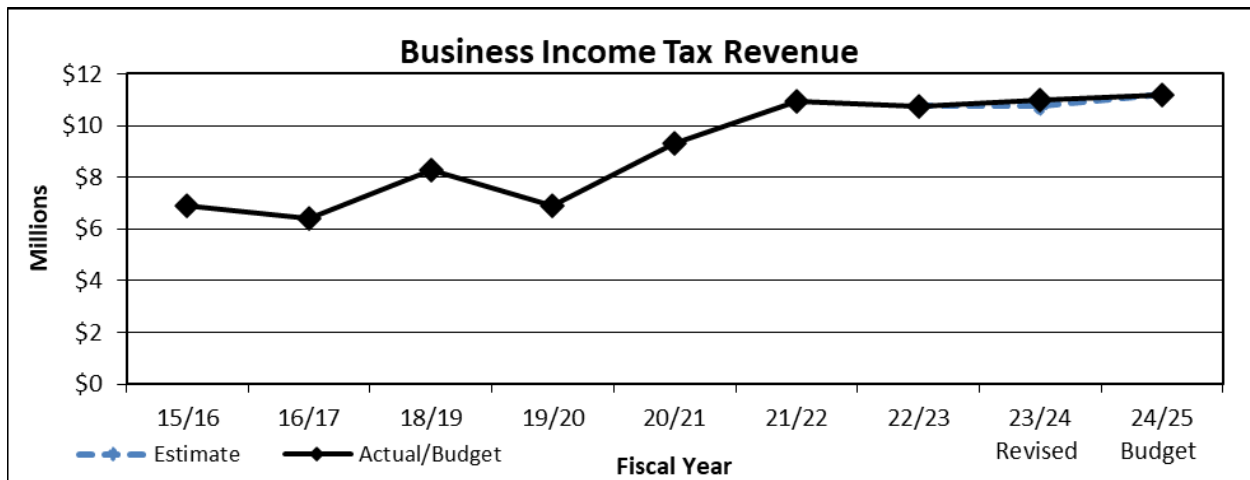
- The volatility of Business Income Tax revenue reflects regional economic fluctuations.
- The tax is determined on the level of federally taxable business income.

#### Major Influences

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

#### Highlights

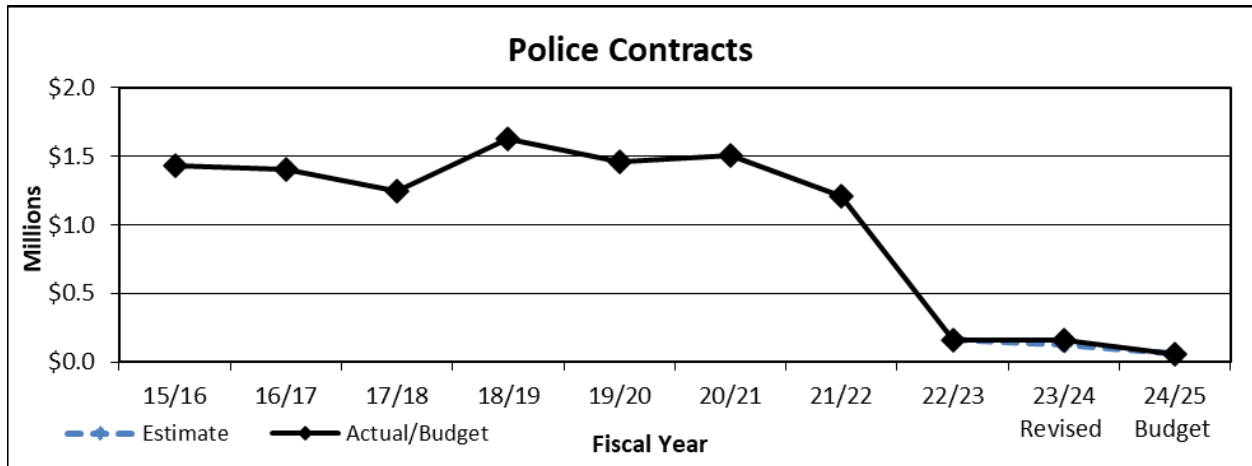
- For fiscal year 2024/25, the Business Income Tax revenue is expected to increase compared to fiscal year 2023/24 forecasts to approximately \$11.2 million.



## Revenue Information – General Fund

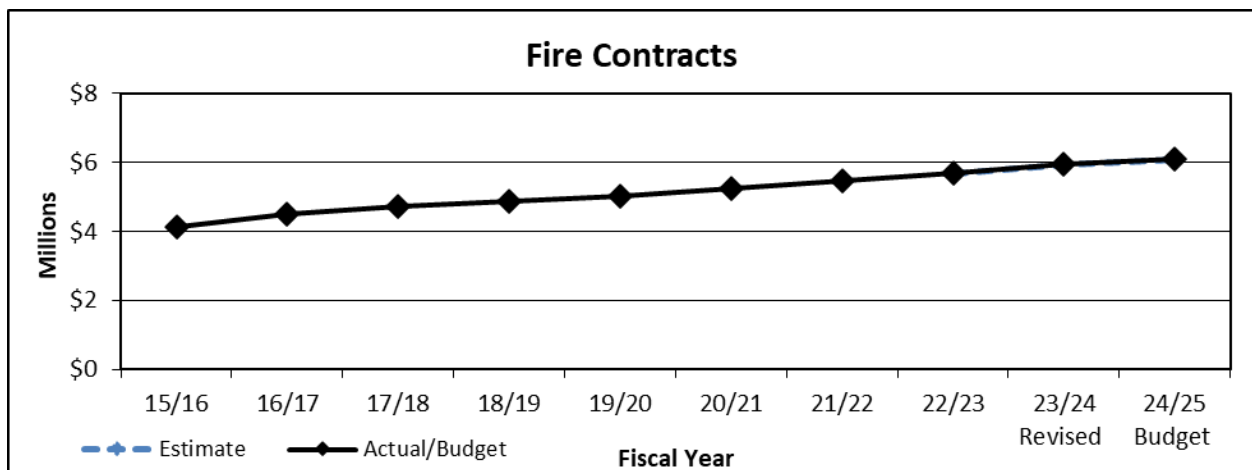
### POLICE SERVICE CONTRACTS

- Contracts with each of the school districts in Gresham (Gresham-Barlow, Centennial and Reynolds) for School Resource Officers have expired. The City continues to provide police officers for some events and meetings and is reimbursed for these overtime expenses.
- Tri Met has an intergovernmental agreement with Gresham to receive transit police services. Due to limited staffing, those positions are not currently filled by Gresham officers.
- The budgeted contracts total \$50,000 for fiscal year 2024/25.



### 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 budgeted contracts total approximately \$6.1 million for fiscal year 2024/25.



## Revenue Information – General Fund

### 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. In fiscal year 2011/12, a 2% increase was passed by Council dedicated to the General Fund. Due to litigation, the revenue was not received until fiscal year 2016/17. Effective fiscal year 2020/21 the fee increased by 3% and the rate cap on usage greater than 1200 MWh was removed. At that time, the total license fee was set at 10.0%, divided between the General Fund (9.0%) and the Streetlight Fund (1.0%).

**Natural Gas** – Northwest Natural payments are made quarterly based on a percentage of actual revenues. In fiscal year 2011/12, a 2% increase was passed by Council dedicated to the General Fund. Due to litigation, the revenue was not received until fiscal year 2016/17. Effective fiscal year 2020/21 the fee will increase by 3%. At that time, the license fee was set to 10.0%, with revenue distribution divided between the General Fund (8.4%) and the Streetlight Fund (1.6%).

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

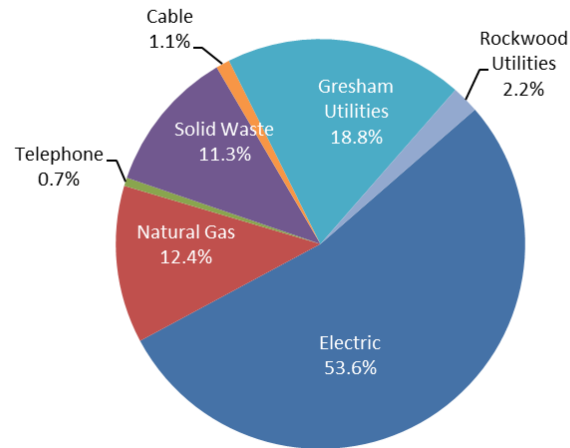
**Cable** – The licenses are administered by Mt. Hood Cable Regulatory Commission (MHCRC). The cable utility license fee is 5.0%, charged on gross revenue. The revenue Gresham receives is the license fee net of MHCRC administrative costs.

**Solid Waste** – The solid waste haulers license fee is 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. Effective July 1, 2020, the fee increased to 10%, consistent with other utilities.

**Gresham** – Utility license fees are charged to municipally owned utilities within the city limits and are 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 increase 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.

Utility License Fees



## Revenue Information – General Fund

### 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 April 2018.
- Electric utility license fee revenues are expected to increase to \$11.9 million due to scheduled rate increases by the utility providers and an increasing customer base.
- Natural gas utility license fee revenues are expected to stay steady at \$2.8 million due to scheduled rate decreases by the utility providers offset by an increasing customer base.
- Telephone utility license fee revenues are expected to increase. 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, solid waste, cable, and water district license fee revenues are expected to increase to \$4.2 million.

### Economic Factors

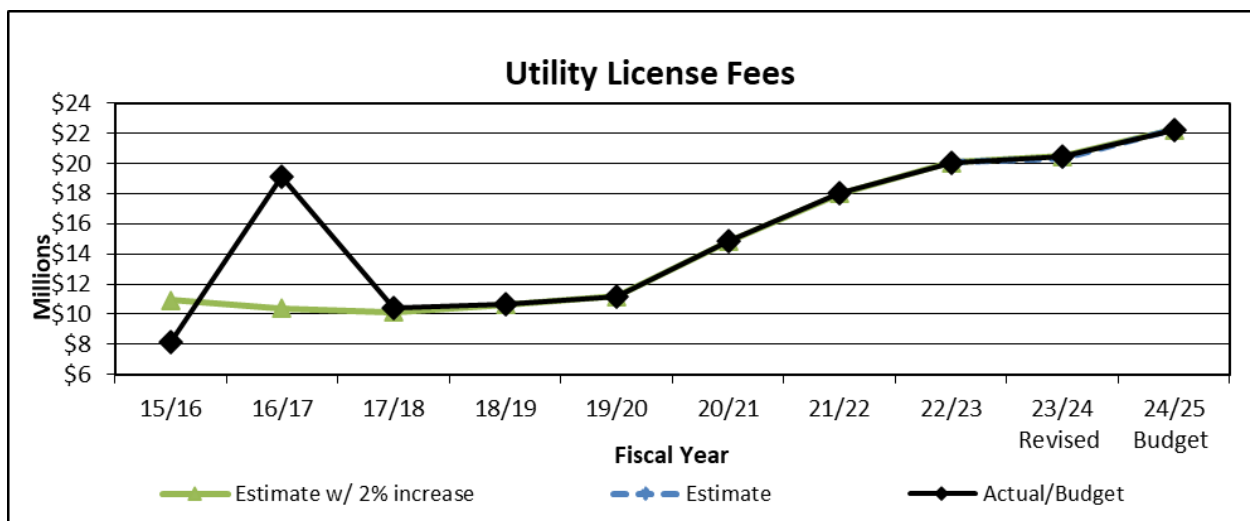
- Fluctuations in housing and population.
- Weather conditions affect consumption and therefore affect fee revenue.
- Rate changes impacted by the cost of providing services.

### Major Influences

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

### Highlights

- Fiscal year 2023/24 utility license revenue is expected to be higher than budgeted due to rate increases.
- Utility license fee revenue is budgeted at \$22.3 million in fiscal year 2024/25.





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## Revenue Information – General Fund

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### **POLICE, FIRE AND PARKS & THE CITY SERVICES FEE**

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 for 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.

Effective January 1, 2021, the Police, Fire and Park fee was increased by \$7.50 per month for an 18-month period, to a total fee of \$15 per month. While revenues increase slightly as new housing and other units are added within the City, fee revenue is forecast to grow at a rate well below one percent in the upcoming year outside of the fee increase. City Council renewed the temporary increase through fiscal years 2022/23 and 2023/24.

In April 2024, City Council voted to retain the Police, Fire, and Parks fee increase permanently to continue support for public safety services. The fiscal year 2024/25 proposed budget includes \$8 million in PFP fees, consistent with the Financial Road Map.

### **OTHER REVENUE**

- Other intergovernmental agreements, including grants, alarm fines, hazmat response reimbursement and other miscellaneous service agreements, are budgeted at approximately \$17,000.
- Other charges for services including fire inspections and vehicle release fees, generate approximately \$368,000.
- Miscellaneous income, including interest, traffic, and parking fines, is estimated at \$621,000.
- Interfund transfers are budgeted at \$87,100. This amount includes funds 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 \$1.2 million.

### **BEGINNING BALANCE**

- The beginning fund balance for the General Fund is estimated to be about \$26.8 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.

## Revenue Information – Local Option Levy Fund

### LOCAL OPTION LEVY FUND

Gresham referred a levy measure to the May 2024 ballot. As passed, the levy will be \$1.35 per \$1,000 of assessed property value. The purpose of the levy is to fund police and fire services within the City of Gresham.

### Assumptions

- The forecasting for the Local Option Levy, since it is a property tax, is aligned closely with forecasting General Fund property taxes and utilizes the same assumptions and influences.

### Highlights

- The estimated revenue raised by the Local Option Levy will be \$12.2 million for fiscal year 2024/25.

### COMPUTATION OF PROPERTY TAXES AND RATES

	<b>2023/24</b>		<b>2024/25</b>
<i>OPERATING TAX AUTHORITY</i>	<i>ACTUAL</i>	<i>OPERATING TAX AUTHORITY</i>	<i>ESTIMATED</i>
		2022 Assessed Value (AV)	\$10,165,517,114
		Estimated AV Increases/Decreases for Existing Properties	304,965,513
		Estimated AV of New Construction	123,050,000
		Estimated 2024 Assessed Value (AV)	10,593,532,627
		Permanent Tax Rate	1.3500
		Property Tax Authority	14,301,269
		Compression and other Adjustments	(1,377,540) <sup>1</sup>
		Total Amount to Be Raised	12,923,729
		Allowance for discounts	2.5% (323,093)
		Allowance for delinquencies	3.1% <u>(400,636)</u>
		<b>AVAILABLE FOR APPROPRIATION</b>	<b><u>\$ 12,200,000</u></b>

Notes:

1. Other adjustments include appeals, loss due to Measure 5 compression and other adjustments.

## Revenue Information – Business Funds

### URBAN DESIGN AND PLANNING FUND REVENUES

This fund accounts for all activity related to planning including comprehensive, development, and transportation related planning.

#### Charges for Services

- Development planning fees supply revenue for this fund and are budgeted at \$907,000 in fiscal year 2024/25. This amount includes annual indexing scheduled for July 1, 2024.
- Revenue is forecasted to be higher in fiscal year 2024/25 over fiscal year 2023/24 as activity levels gradually increase.

#### Licenses & Permits

- Transportation Network Company (TNC) fees are paid by companies such as Uber and Lyft on a per ride basis and are used to partially fund the transportation planning function. TNC fees are expected to be \$199,000 in fiscal year 2024/25.

#### Interfund Transfers

- Interfund transfers are budgeted at \$2.6 million from the General Fund in support of planning activities including transportation planning and \$199,000 from the Transportation Fund in support of transportation planning.

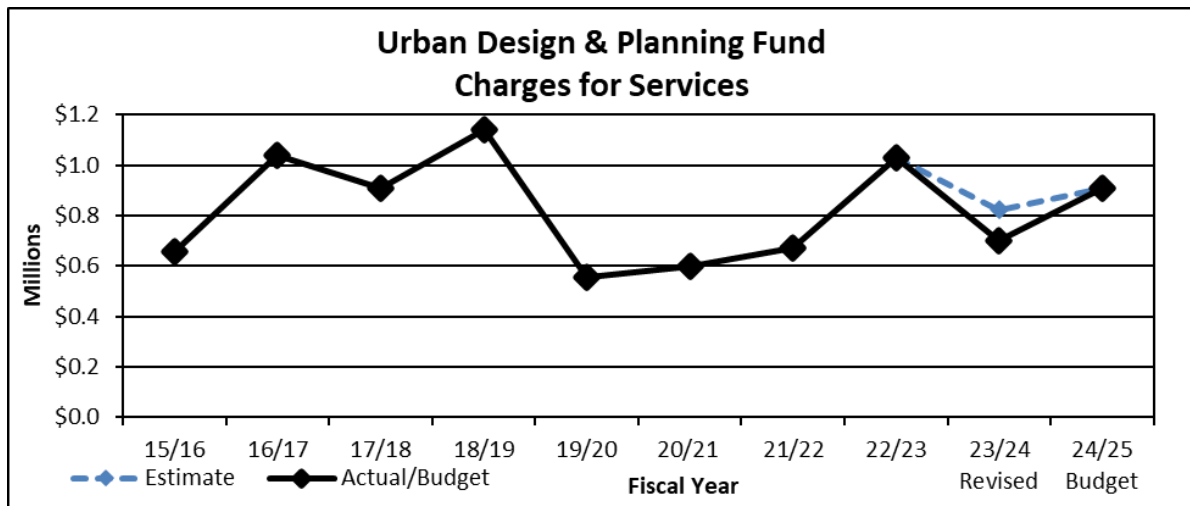
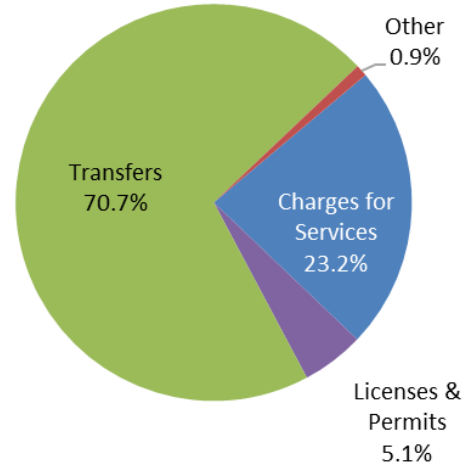
#### Other Revenue

- Other miscellaneous and interest income is budgeted at \$37,000 for fiscal year 2024/25.

#### Beginning Balance

- Beginning balance is estimated at \$1,228,100 carryover from the prior fiscal year.

### Urban Development & Planning Fund Operating Revenues



## Revenue Information – Business Funds

### SOLID WASTE & SUSTAINABILITY FUND REVENUES

The fund accounts for the Solid Waste & Sustainability program, which manages the City’s solid waste & recycling program and sustainability functions.

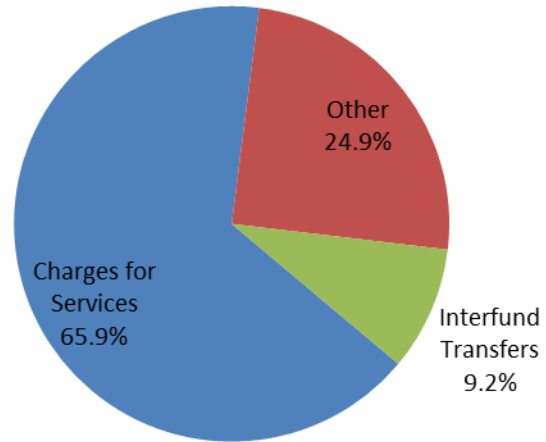
#### Charges for Services

- Revenue from East County Hauler Organization (ECHO) fees is expected to be \$857,000. This is a slight increase compared to the revenue expected in fiscal year 2023/24.

#### Other Revenue

- Other miscellaneous income is primarily comprised of interest budgeted at \$11,000 for fiscal year 2024/25.
- Revenue from grants and other intergovernmental agreements primarily comes from Metro and is expected to be \$312,000 for fiscal year 2024/25.

**Solid Waste & Sustainability  
Operating Revenues**

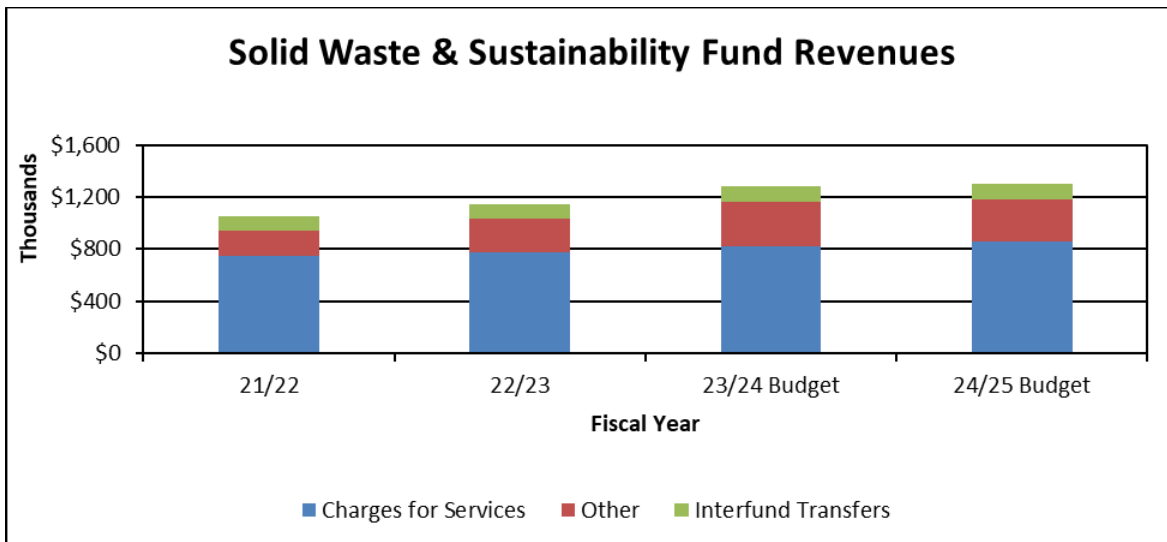


#### Interfund Transfers

- Interfund transfers are budgeted at \$120,000 from the city utilities in support of these functions.

#### Beginning Balance

- The beginning balance is estimated at \$734,000 and is a carryover from the prior fiscal year. These funds are expected to be used to sustain the program over the next few years.



## Revenue Information – Business Funds

### RENTAL INSPECTION FUND REVENUES

This 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 \$1,001,000 for fiscal year 2024/25. This is an increase over the fiscal year 2023/24 consistent with the Rental Inspection Fee package passed by City Council in March 2024.

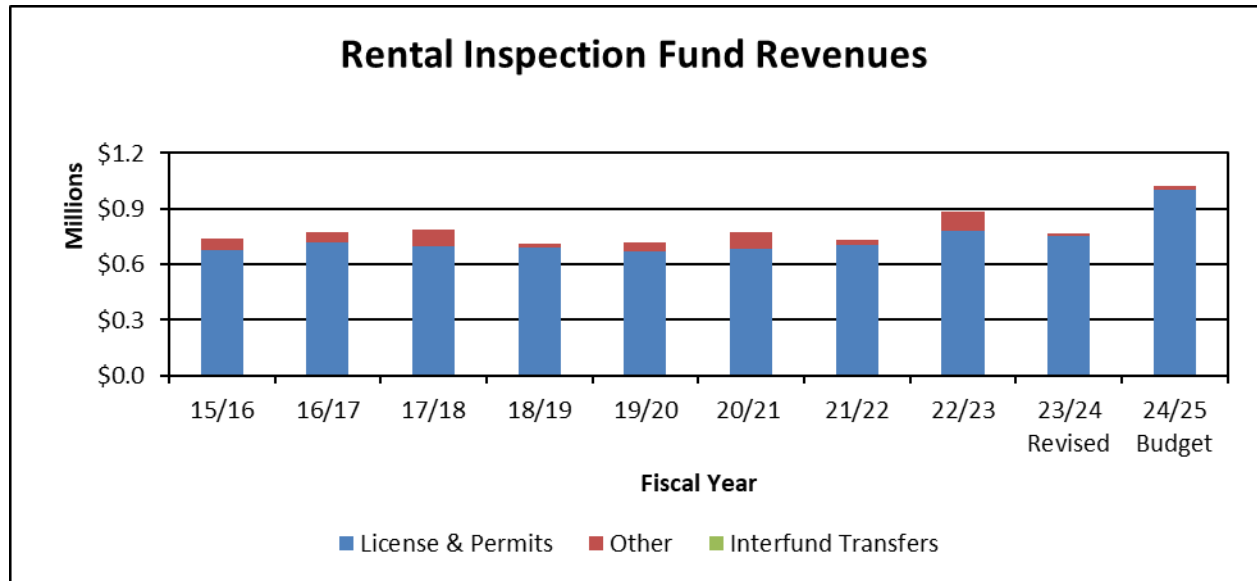
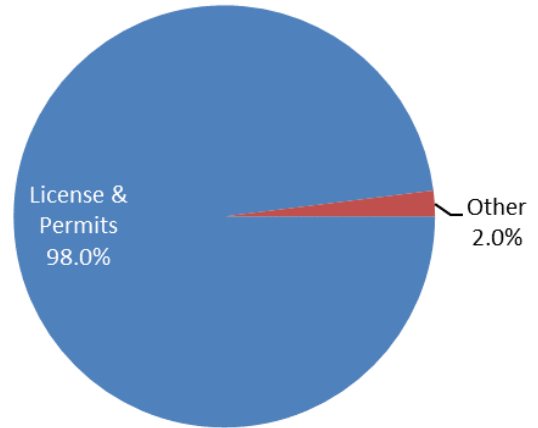
#### Other Revenue

- Other miscellaneous income is primarily comprised of civil penalty fees and interest budgeted at \$20,000 for fiscal year 2024/25.

#### Beginning Balance

- The beginning balance is estimated at \$655,000 and is a carryover from the prior fiscal year.

### Rental Inspection Operating Revenues



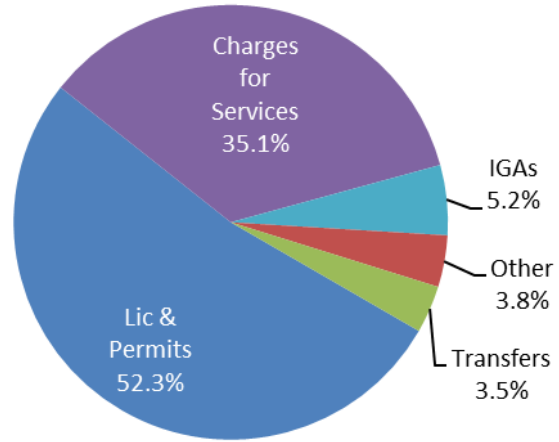
## Revenue Information – Business Funds

### BUILDING FUND REVENUES

#### Licenses and Permits

- Permits are issued for building development activities, including construction plan review, and building inspection.
- For fiscal year 2024/25, revenue from Licenses and Permits is expected to be about \$2.6 million, a decrease from the fiscal year 2023/24 forecast. Fiscal year 2023/24 revenues are forecasted to be higher than budgeted due to fees for some large one-time projects.

#### Building Operating Revenues

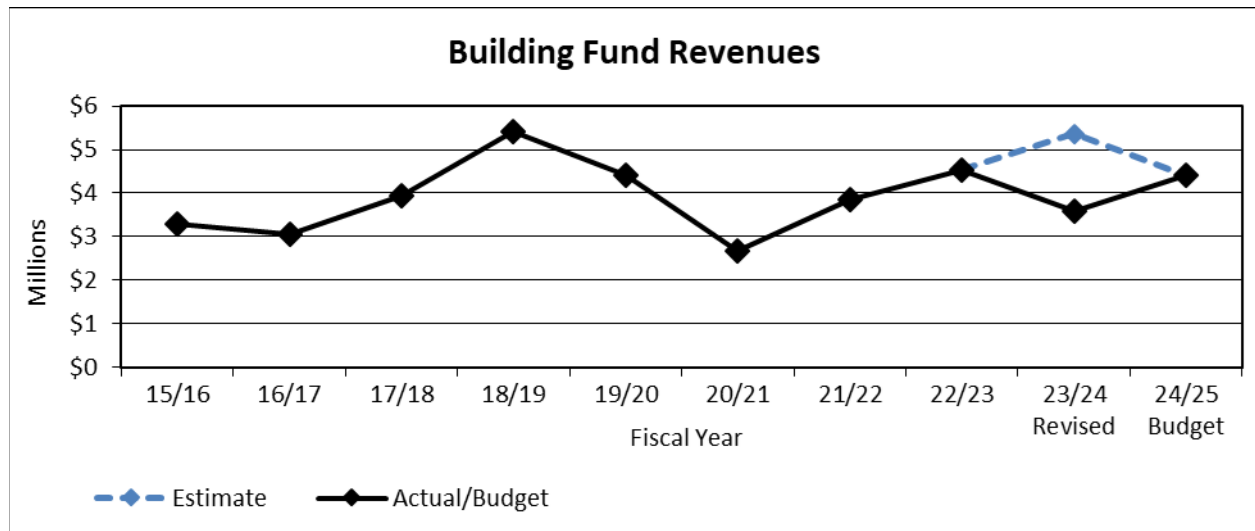


#### Charges for Services

- Building plan review fees and electrical inspection fees are used to pay for services provided.
- For fiscal year 2024/25, revenue from charges for services is expected to be \$1.8 million.

#### Intergovernmental Revenue (IGA)

- 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 \$263,000 in fiscal year 2024/25.



## Revenue Information – Business Funds

### Other Revenue

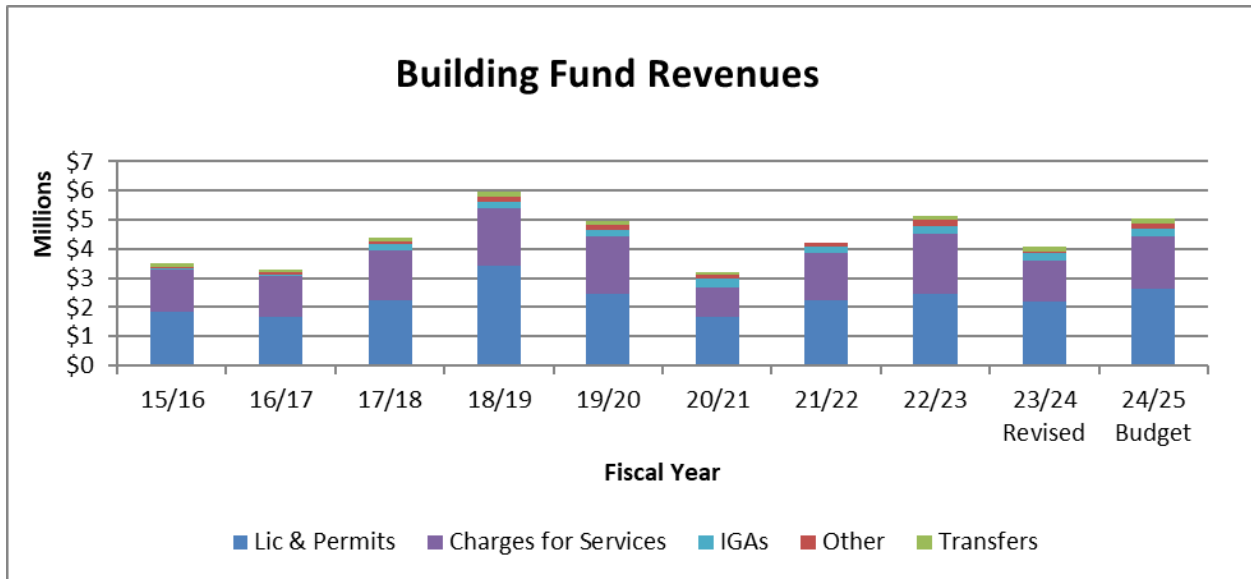
- Other miscellaneous and interest income is budgeted at \$194,000 for fiscal year 2024/25.

### Interfund Transfers

- Beginning in fiscal year 2022/23, the Building Fund receives Interfund Transfers. These transfers total \$178,000 from the General Fund, Urban Design & Planning, Rental Inspection, and Infrastructure Development for operational support of the city's permit & licensing system.

### Beginning Balance

- Beginning balance is estimated at \$9.7 million carryover from the prior fiscal year.



## Revenue Information – Business Funds

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### URBAN RENEWAL FUND REVENUES

The Urban Renewal 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 Urban Renewal 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 \$2.4 million for fiscal year 2024/25.

#### Beginning Balance

- There is not anticipated to be any beginning balance.



## Revenue Information – Infrastructure Funds

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### INFRASTRUCTURE DEVELOPMENT FUND REVENUES

#### Charges for Services

- Plan checks and site design review fees are anticipated to supply about \$1.0 million in revenue for fiscal year 2024/25.

#### Interfund Transfers

- Interfund transfers total \$1.8 million for services from the Department of Environmental Services for fiscal year 2024/25. \$453,500 will come from each of the Water, Wastewater, Stormwater and Transportation Funds.

#### Internal Payments

- Internal Payments are construction inspection reimbursements for city projects, estimated at \$472,000 from the Capital Improvement Funds.

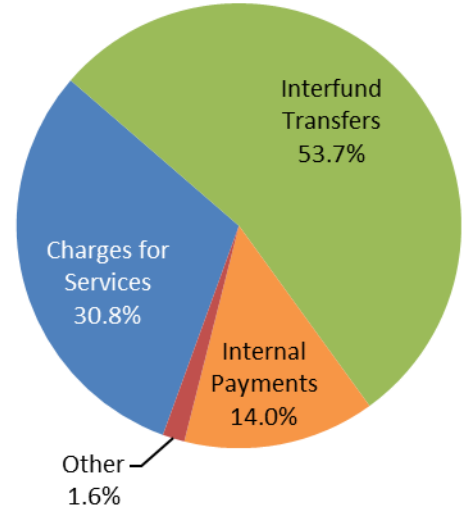
#### Other Revenue

- Interest income is budgeted at \$54,000 for fiscal year 2024/25.

#### Beginning Balance

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

### Infrastructure Development Operating Revenues



## Revenue Information – Infrastructure Funds

### STREETLIGHT FUND REVENUES

#### Utility License Fees

- The electric utility license fee is assessed on prior year electric utility revenues; a rate of 1.0% 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 2023/24 utility license revenue is forecasted to be slightly higher than budgeted.
- For fiscal year 2024/25, Gresham’s utility license fee revenue for this fund is expected to be \$1.6 million.

#### Interfund Transfers

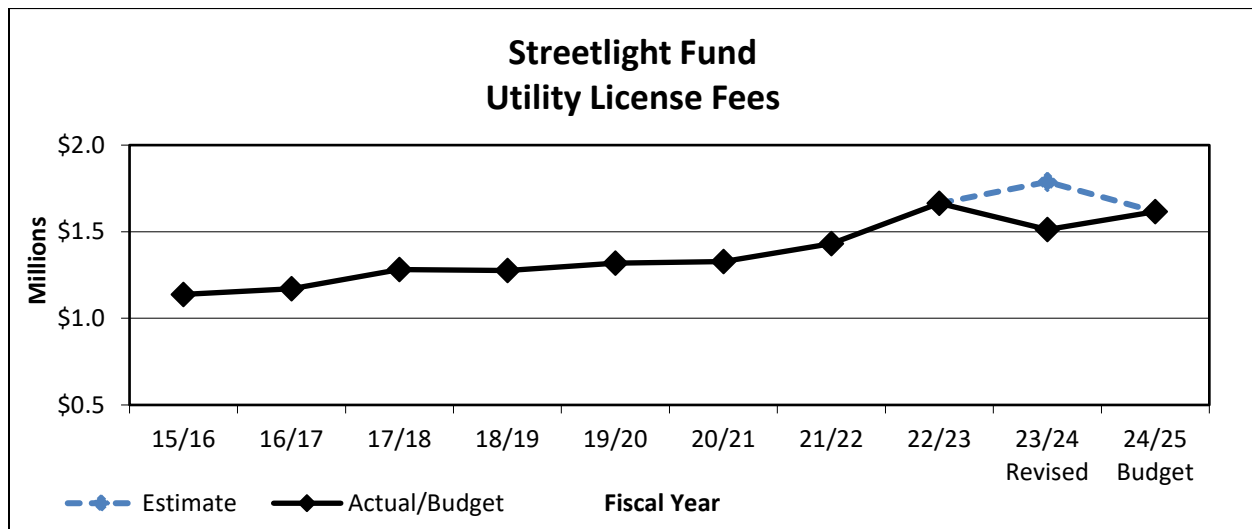
- Fiscal year 2024/25 includes a transfer of \$142,000 from the CDGB/HOME program for a capital project, a carryover from fiscal year 2023/24.

#### Other Revenues

- Interest revenue is budgeted at \$80,000 for fiscal year 2023/24.
- Intergovernmental revenue, budgeted at \$64,000, is an interest subsidy from the Federal government associated with the bonds issued to replace streetlight fixtures in the City.

#### Beginning Balance

- The beginning balance is estimated at \$6.1 million, carryover from the prior fiscal year.

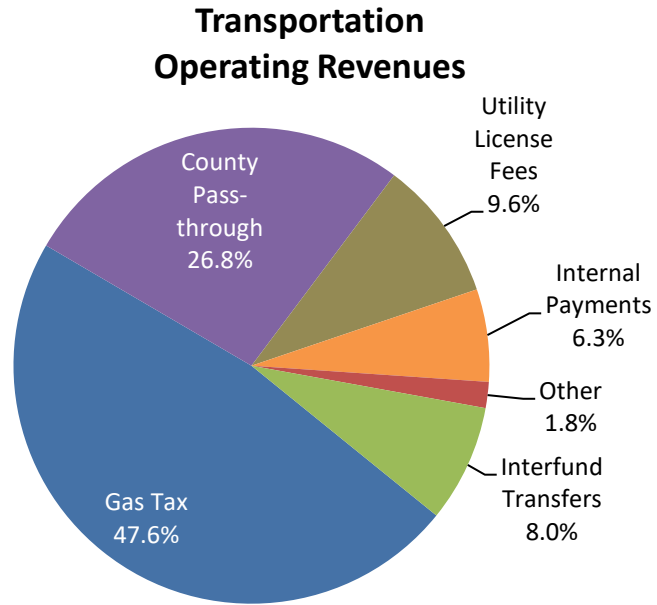


## Revenue Information – Infrastructure Funds

### TRANSPORTATION FUND REVENUES

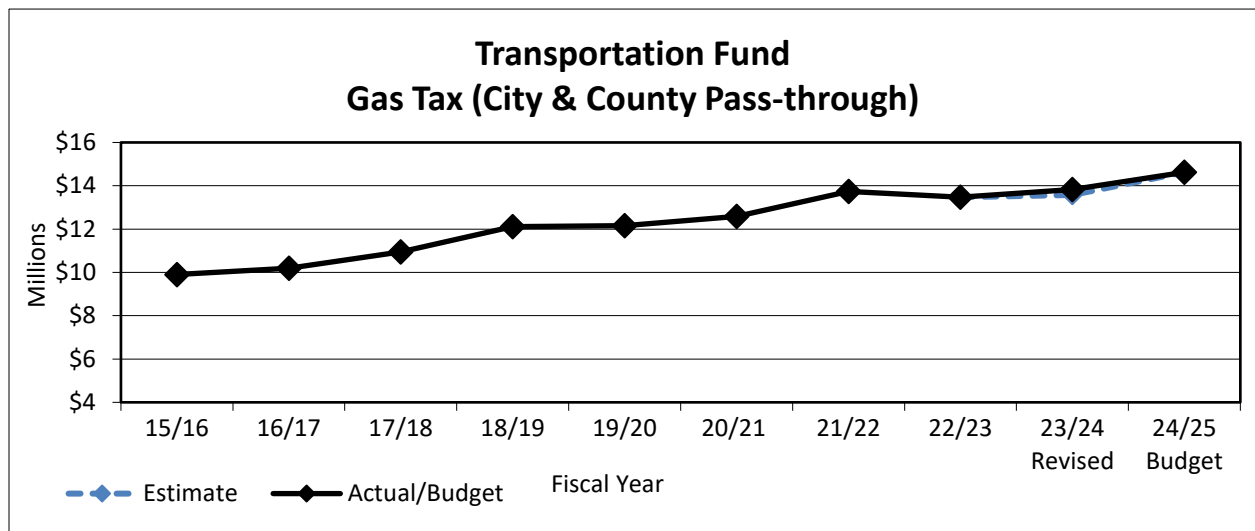
#### Gas Tax

- 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 Keep Oregon Moving Act, which was passed during the 2017 Legislative Session, accounts for the projected higher motor fuels usage taxes as shown in the following graphs. Those additional resources will be phased in, and year-to-year resources are now expected to increase incrementally.
- Fiscal year 2023/24 revenues are forecasted to be slightly lower than budgeted.
- For fiscal year 2024/25, Gresham’s share of the gasoline tax and registration fees is expected to be about \$9.4 million.



#### County Pass-Through Resources

- Gresham anticipates receiving about \$5.3 million from Multnomah County to cover street maintenance expenses as part of the County Roads transfer agreement.



## Revenue Information – Infrastructure Funds

### Utility License Fees

- Starting in fiscal year 2017/18, the Transportation Fund began receiving a portion of the utility license fee charged on the Gresham municipal utilities. The amount phased in over a three-year period, reaching a total of 3%. The revenue is currently being used to pay for debt related to the Local Street Reconstruction program and is expected to be \$1.9 million in fiscal year 2024/25.

### Internal Payments

- Internal Payments for this fund are engineering reimbursements for staff charges and overhead for capital improvement projects. For fiscal year 2024/25, the revenue is estimated at \$1.2 million.

### Other Revenues

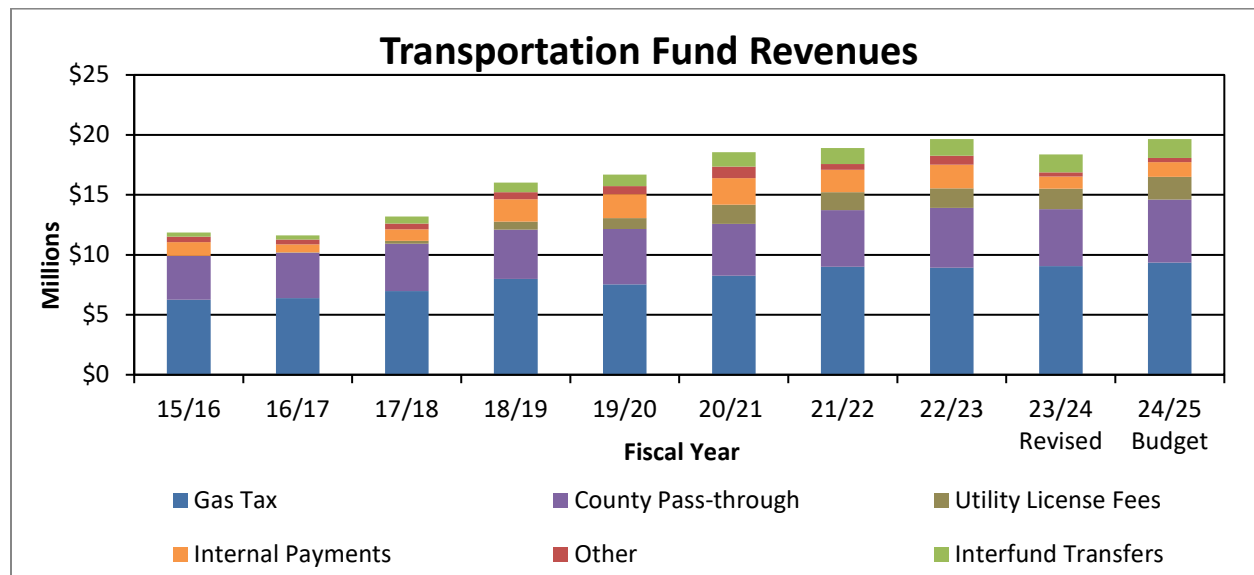
- Miscellaneous revenue and Charges for Service are other revenue sources in the Transportation Fund. These revenues will be approximately \$310,000 in fiscal year 2024/25.

### Interfund Transfers

- Interfund transfers into the fund are approximately \$1.6 million in fiscal year 2024/25. This includes approximately \$250,000 in pass-through funding from the System Development Charge Fund for construction debt principal and interest payments, \$1.2 million from the Stormwater Fund to pay for vegetation management and additional street sweeping which facilitates storm water management, and \$117,000 from the Streetlight Fund for reimbursements for administration of the streetlight program.

### Beginning Balance

- The beginning balance will be approximately \$28.3 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 2024/25 through 2028/29.



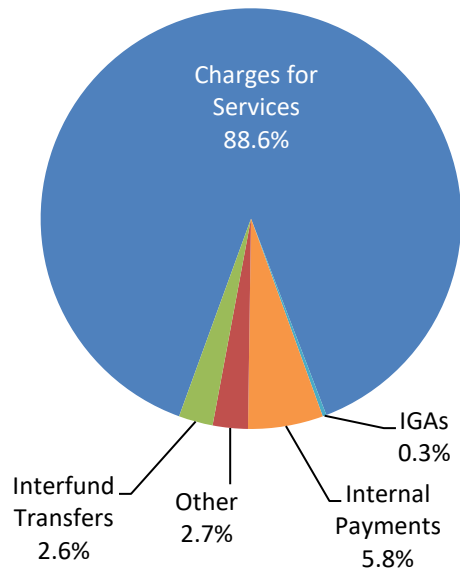
## Revenue Information – Infrastructure Funds

### WATER FUND REVENUES

#### Water Sales

- The 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. Consistent annual increases are typically recommended to avoid volatile rate jumps.
- A rate increase of 9.30% has been approved for January 1, 2025.
- Fiscal year 2024/25 water sales revenues are budgeted at \$21.2 million.

### Water Operating Revenues



#### Intergovernmental Revenue (IGA)

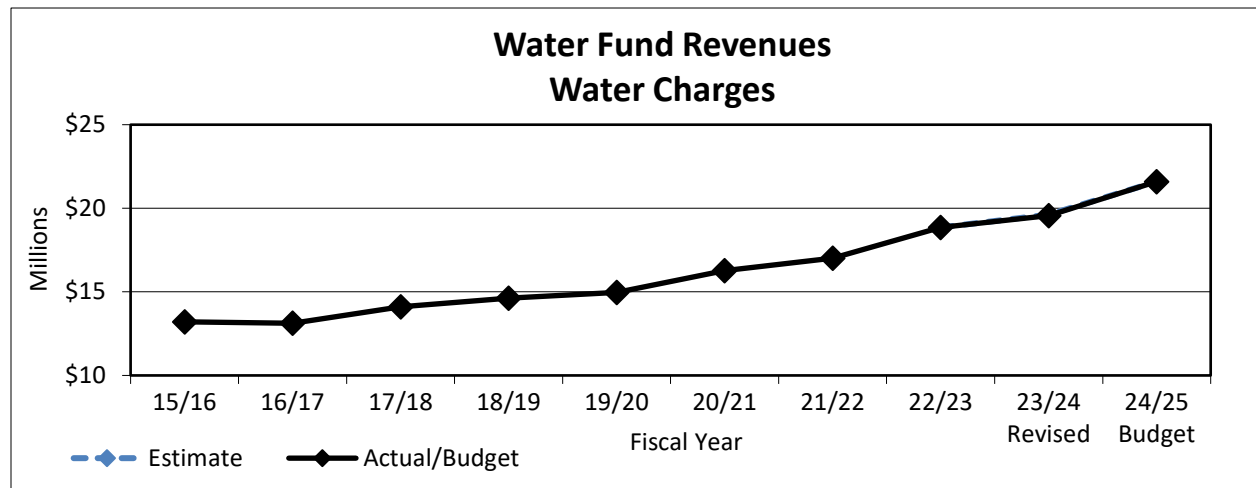
- Approximately \$71,000 is budgeted from miscellaneous service agreements for water related services, which reflects other municipality and district payments for use of the City’s wellfield protection program.

#### Internal Payments

- Internal Payments are engineering and inspections reimbursements for staff charges and overhead to capital improvement projects, estimated at \$1.4 million in fiscal year 2024/25. This is a significant budgeted increase from previous years due to the scope of capital projects.

#### Other Revenue

- Other charges for services, estimated at \$410,000, are primarily for meter and line installation charges.
- Miscellaneous Income, including interest, is budgeted at approximately \$560,000.



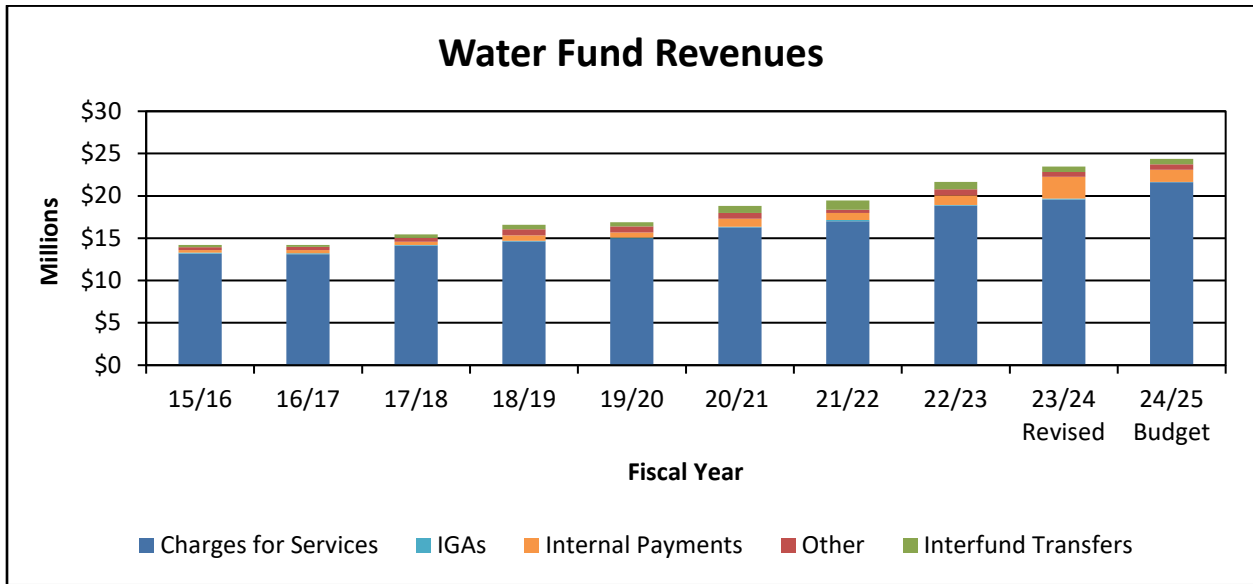
## Revenue Information – Infrastructure Funds

### Interfund Transfers

- Interfund transfers total \$640,000. These are transfers from the System Development Charge Fund for debt payments.

### Beginning Balance

- The beginning balance is estimated at \$43.6 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.



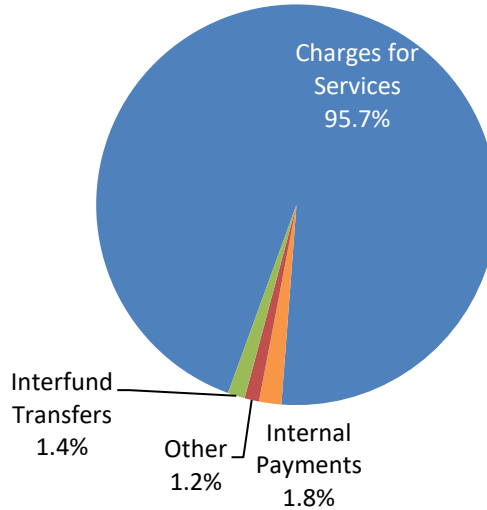
## Revenue Information – Infrastructure Funds

### 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. Consistent annual increases are typically recommended to avoid volatile rate jumps.
- A rate increase of 9.45% has been approved for January 1, 2025.
- Fiscal year 2024/25 stormwater system revenues are budgeted at \$16.0 million.

#### Stormwater Operating Revenues

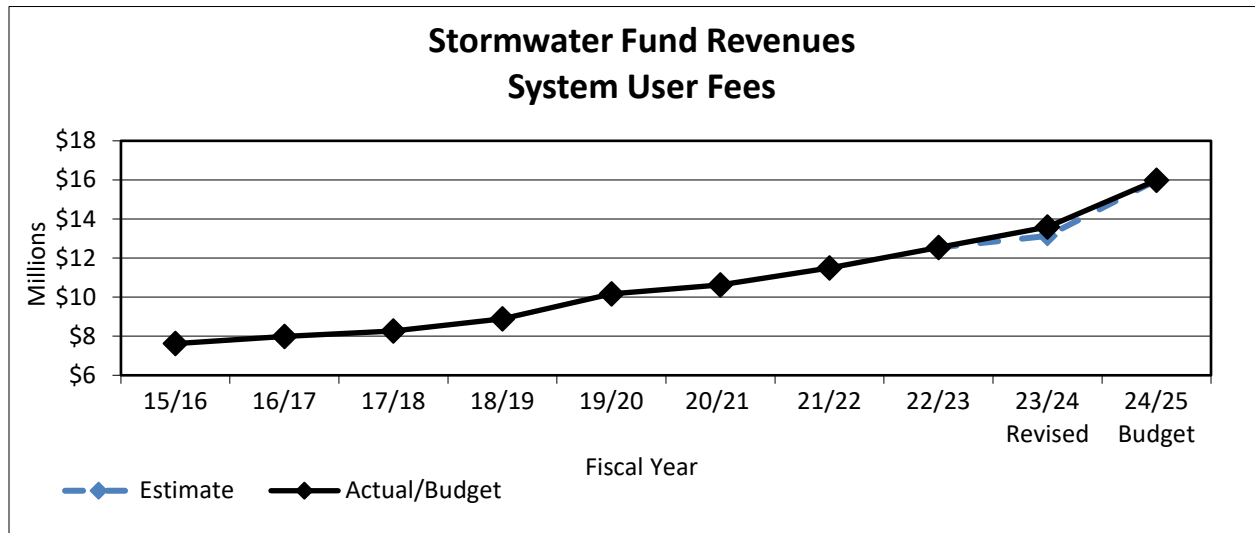


#### Internal Payments

- Internal Payments are engineering reimbursements for staff charges and overhead to capital improvement projects, estimated at \$300,000.

#### Other Revenue

- Interest, fees, and miscellaneous income comprise the approximate \$195,000 in other income.



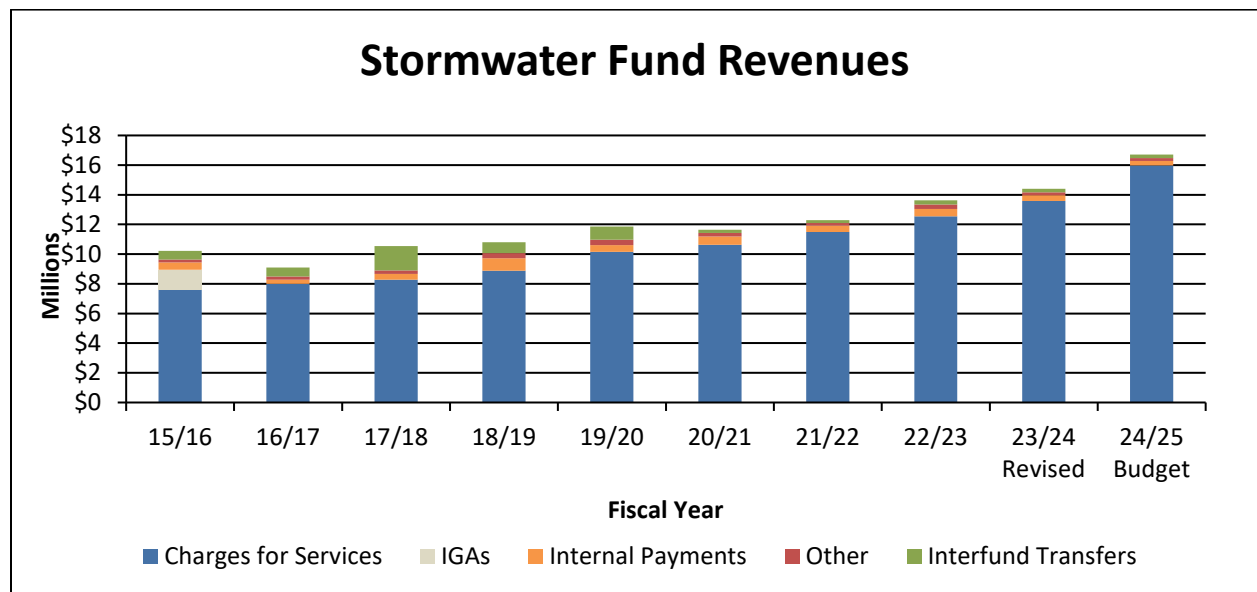
## Revenue Information – Infrastructure Funds

### Interfund Transfers

- A transfer of \$230,000 from the System Development Charge Fund for debt repayment is budgeted for fiscal year 2024/25.

### Beginning Balance

- The beginning balance is estimated at \$13 million, a 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.





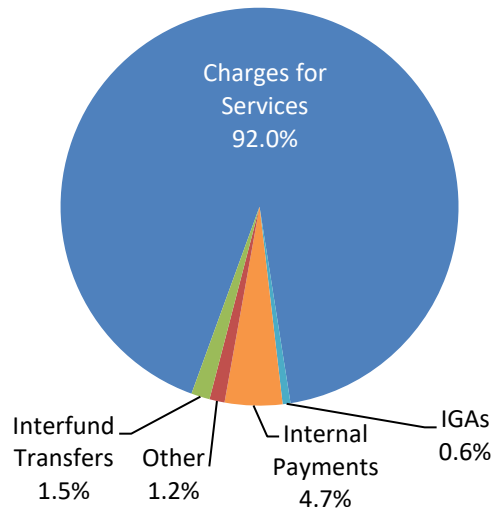
## Revenue Information – Infrastructure Funds

### 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. Consistent annual increases are recommended to avoid volatile rate jumps.
- A rate increase of 6.80% has been approved for January 1, 2025.
- Fiscal year 2024/25 revenues are budgeted at \$25.5 million.

#### Wastewater Operating Revenues



#### Intergovernmental Revenue (IGAs)

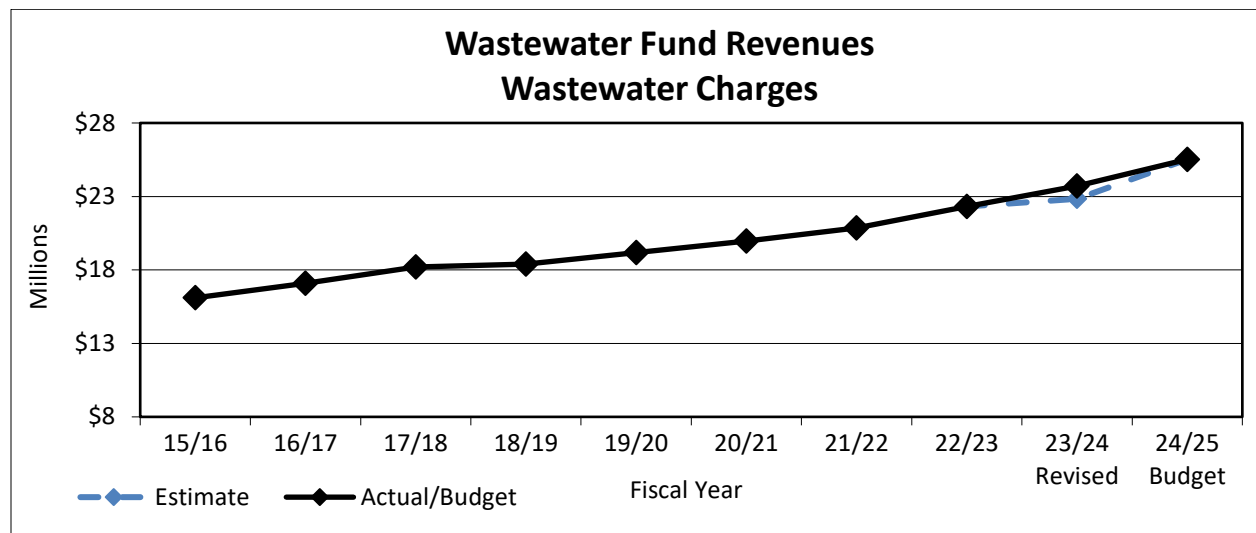
- Intergovernmental revenue is budget at \$177,000 for fiscal year 2024/25.

#### Internal Payments

- Internal Payments are engineering reimbursements for staff charges and overhead to capital improvement projects, estimated at \$1.3 million.

#### Other Revenue

- Intergovernmental agreements and miscellaneous income including interest income will total approximately \$325,000 in fiscal year 2024/25.



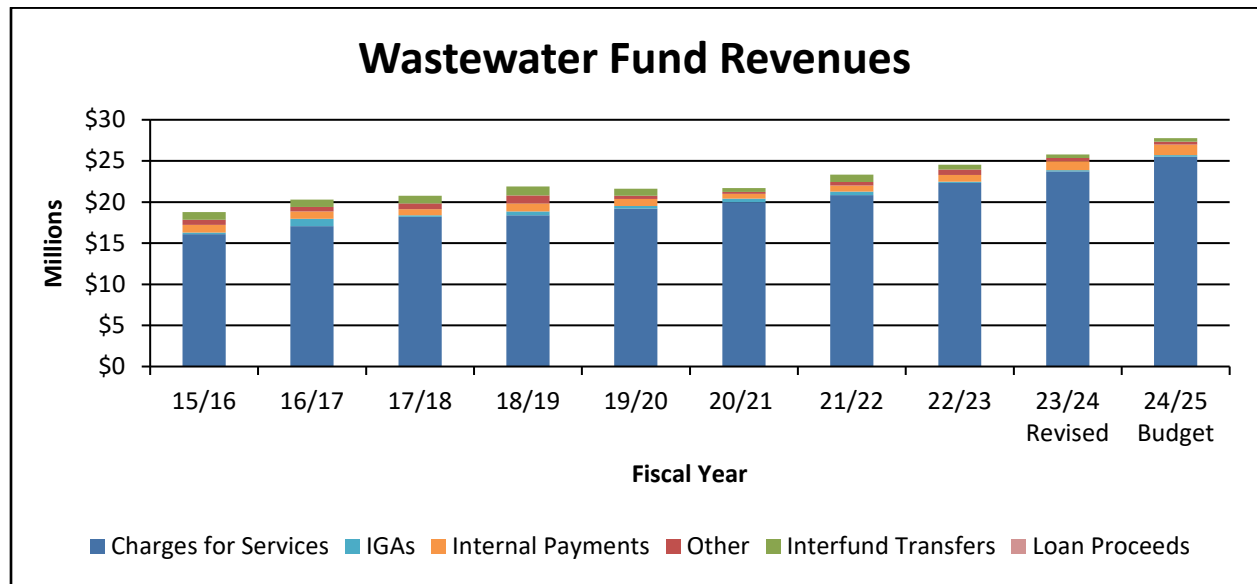
## Revenue Information – Infrastructure Funds

### Interfund Transfers

- Interfund Transfers are approximately \$418,000, transferred from the System Development Charges Fund for debt payments.

### Beginning Balance

- Beginning fund balance is estimated at \$21.6 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.



## Revenue Information – Support Funds

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### FACILITIES AND FLEET MANAGEMENT FUND REVENUES

#### Internal Service Charges

- Internal service charges collect \$6.6 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 (IGAs)

- 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 2024/25 payments from Gresham-Barlow School District of \$75,000.

#### Other Revenue

- The Headstart Program rents a city-owned building for \$4,900 per year.
- \$80,000 is budgeted from insurance reimbursements for accident repairs made to the City's fleet.
- Beginning with fiscal year 2024/25, responsibility for Fire Station maintenance will transfer to the Facilities division. The transfer in previous years to fund maintenance and utilities for the fire station will be discontinued and instead funding for Fire station maintenance will be collected through Internal Service Charges.

#### Beginning Balance

Beginning balance is estimated at \$1.5 million.

### LEGAL SERVICES FUND REVENUES

#### Internal Service Charges

- Internal service charges collect approximately \$1.7 million to recover the cost of providing legal services to the organization by the City Attorney's Office.

#### Beginning Balance

- The beginning fund balance is estimated at \$252,000.

## Revenue Information – Support Funds

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### ADMINISTRATIVE SERVICES FUNDS REVENUES

#### Internal Service Charges

- Internal service charges collect \$19.0 million to recover the cost to provide organization-wide services, such as city administration, finance and budgeting, information technology, and communications.
- Internal service charges collect \$2.5 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.

#### Interfund Transfers

- For fiscal year 2024/25, the fund will collect about \$1,129,000 for support of geographic information services (GIS) and administrative services provided to self-insured employee benefit plans.

#### Other Revenue

- Miscellaneous Income includes delinquency penalty fees and is expected to bring in about \$125,000 related to the utility system.
- Charges for services including loan processing fees, lien checks are expected to generate \$60,000.
- Internal Payments are budgeted at \$1.6 million and are related to costs for the capital improvement program, and federal reimbursements.

#### Beginning Balance

- The beginning fund balance is estimated at \$2.7 million, carryover from the prior fiscal year.

### EQUIPMENT REPLACEMENT FUND REVENUES

#### Internal Service Charges

- Internal service charges collect \$2.2 million to reserve for the replacement of City vehicles and other capital equipment. For fiscal year 2024/25, contributions from the General Fund are being deferred and are expected to be made at year-end assuming General Fund turnback allows.

#### Interfund Transfers

- Interfund transfers are expected to be about \$137,300 related to vehicles owned by internal service funds.

#### Other Revenue

- Interest earnings are expected to bring in about \$336,000 in fiscal year 2023/24.
- Miscellaneous income of \$9.1 million is expected from the repayment of the loan to the Gresham Redevelopment Commission.

#### Beginning Balance

- The beginning fund balance of \$22.4 million is the reserve for future equipment purchases.

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## Revenue Information – Support Funds

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### WORKERS' COMPENSATION & LIABILITY MANAGEMENT FUND REVENUES

#### Internal Payments

- Payroll charges collect approximately \$2.2 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.
- Workers' compensation costs are allocated to operating funds as a unit of personnel costs.

#### Internal Service Charges

- Internal service charges collect \$3.3 million to recover the cost to provide loss control and liability coverage, and to pay for insurance premiums for excess coverage related to Liability Management.

#### Other Revenue

- Interest earnings and miscellaneous income are expected to be \$174,000 in fiscal year 2024/25.
- The City has included a budget of \$100,000 for insurance reimbursement to account for reimbursement on claims that have exceeded the City's self-insured retention policies.

#### Beginning Balance

- The Workers' Compensation is expected to have a beginning balance of \$3.8 million in fiscal year 2024/25, which is anticipated to be used for future unexpected claim expenses.
- The beginning balance for Liability Management is estimated at \$1.4 million, a reserve that is maintained by the fund for unexpected claims.
- Adequate reserve levels, based on actuarial analysis must be retained within this fund.

### CITY OF GRESHAM HEALTH AND DENTAL PLANS FUND REVENUES

#### Internal Payments

- Payroll charges are budgeted to collect approximately \$12.6 million for the health plan and \$1.0 million for the dental plan for fiscal year 2024/25.

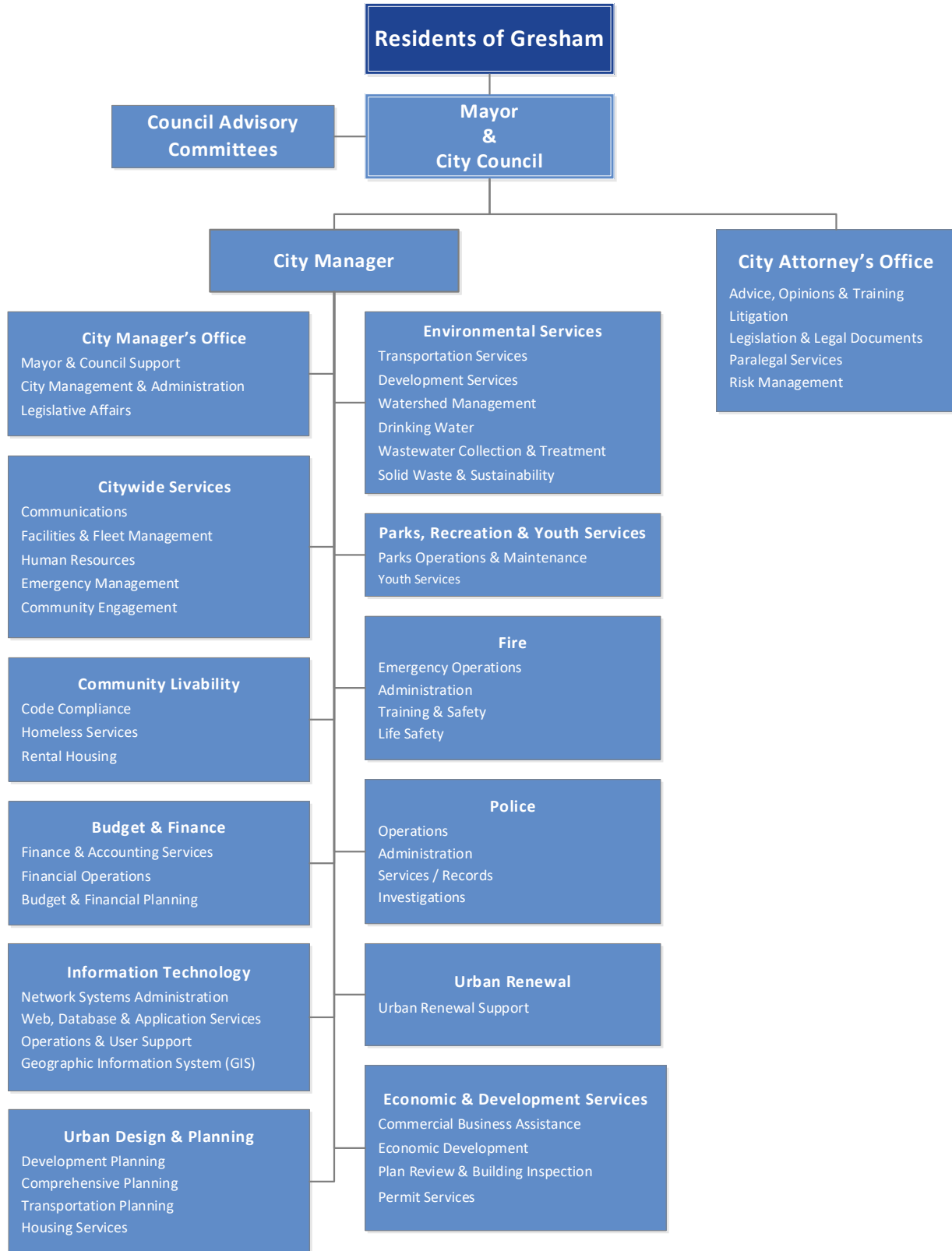
#### Other Revenue

- Investment earnings, employee cost sharing, and charges for retiree participation in the plans are budgeted at \$685,000.
- The City has included a budget of \$2,000,000 for insurance reimbursement to account for reimbursement on claims that have exceeded the City's self-insurance.

#### Beginning Balance

- Beginning balance is budgeted at \$4.9 million for fiscal year 2024/25 for the health plan. These funds are used as a reserve for future claims. The State of Oregon requires self-insured plans to maintain adequate reserve levels.
- The beginning balance for the dental plan is budgeted at \$1.5 million for fiscal year 2024/25. These funds are used as a reserve for future claims.

# City of Gresham



**Note:** As part of the FY 2024/25 budget adoption process, Gresham City Council adjusted the Adopted Budget to reflect organizational changes made in May 2024. Impacted departments include Economic & Development Services and Parks, Recreation & Youth Services. These changes do not impact service delivery, only the budgetary/organizational structure. As such, these changes are not reflected in organizational charts in this section of the Adopted Budget Document.

# City Manager's Office

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## MISSION STATEMENT

To foster a safe, thriving, and welcoming community for all by strategically leading the organization, facilitating policymaking by elected officials, and delivering high quality, innovative, transparent, and equitable services to our community.

## GENERAL DESCRIPTION

Gresham operates under a Council-Manager form of government, and the City Manager's Office consists of policymaking and administrative functions. The Mayor and City Councilors are elected by Gresham community members to set the policy direction of the City. City Council relies on an appointed City Manager to professionally administer City services and oversee policy implementation.

The responsibilities of the City Manager's Office include but are not limited to: administrative and advisory support for Mayor, Council and Council Citizen Advisory Committees; facilitation of productive, informed policymaking, strategy development and execution; organizational performance and improvement; diversity, equity and inclusion work; government relations; recording services, elections and records management.

## DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

### Governance

The City Council is the legislative branch of the City. 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 community members and are responsible for the broad direction of City operations. The City Council

## City Manager's Office

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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**

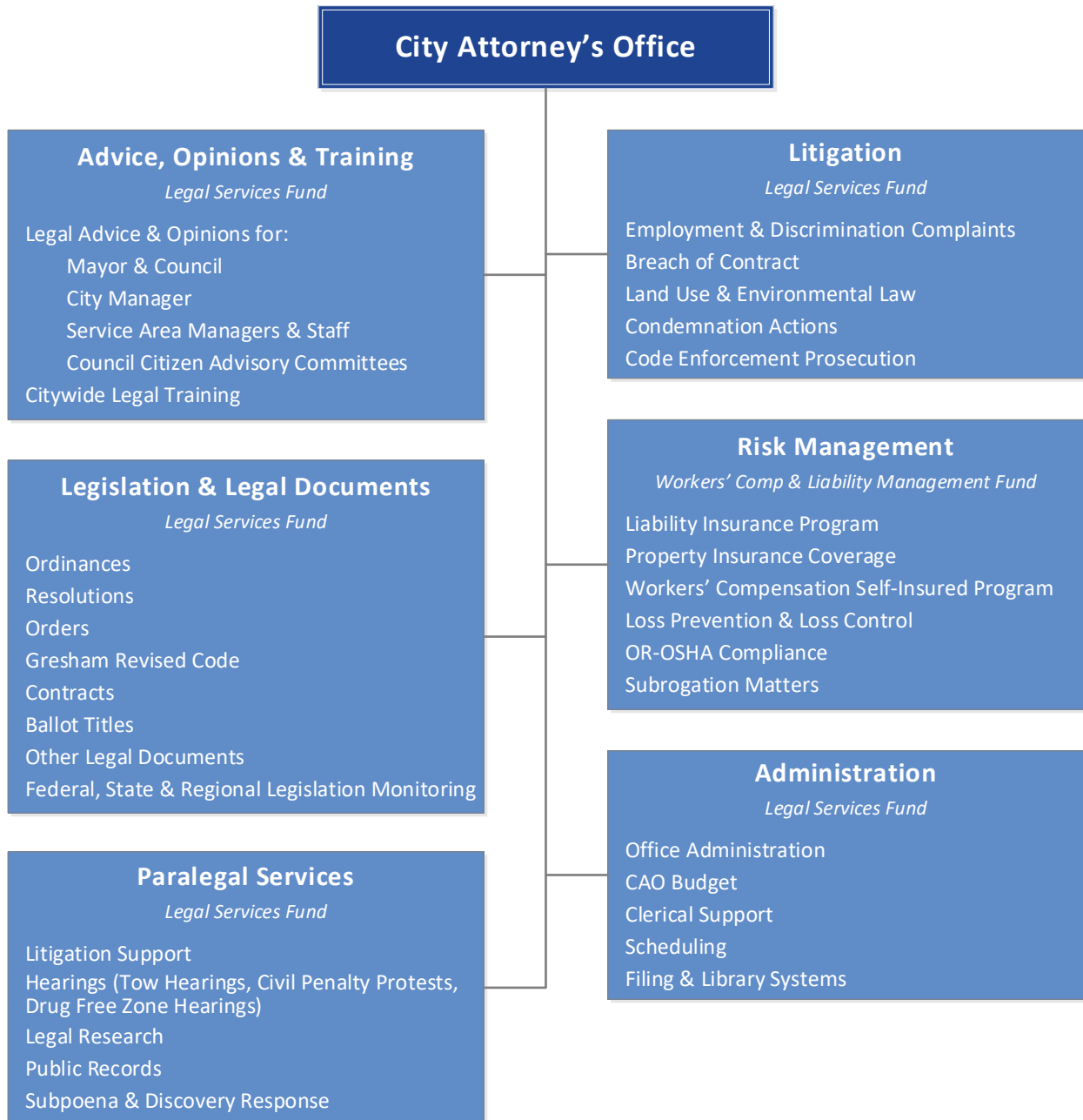
The City Manager and staff focus on the implementation of the City Council's officially adopted Strategic Plan and policy by coordinating and directing efforts of appropriate citywide resources.

Key issues and work plan for fiscal year 2024/25 include:

- Continue implementation of the Council-adopted Financial Road Map in pursuit of financial stability and sustainability; oversee multi-year financial planning and decision making.
- Make progress on Strategic Priority goals via the citywide Strategic Plan implementation. Strategic Priority goals include Community Safety, Financial Sustainability, Thriving Economy, Housing for All and Community Vibrancy.
- Oversee efficient and high-quality delivery of City services.
- Advocate for federal, state, and local financial support of City services, especially transportation, public safety and economic development.



# City Attorney's Office



## 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 provides services to the City Council and its advisory bodies, City Manager, Service Area Managers and staff. Services include providing timely legal advice and opinions to the organization; the creation, review and approval of all written contracts and legal documents; advice and opinions on

## City Attorney's Office

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complying with increasingly vast and complicated labor and employment laws; the preparation of ordinances, resolutions and other documents; the defense and representation of city officers and employees in arbitration, administrative agency proceedings and litigation; the initiation of legal actions as directed by Council; citywide legal training; monitoring and advising staff regarding the potential risks and impacts of proposed legislation; drafting/assisting staff with proposed code/policy changes and/or revisions; 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 2024/25**

The goal of the City Attorney's Office for fiscal year 2024/25 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 potential solutions before problems arise.

#### **Legal Services**

Key issues and work plan for fiscal year 2024/25 include:

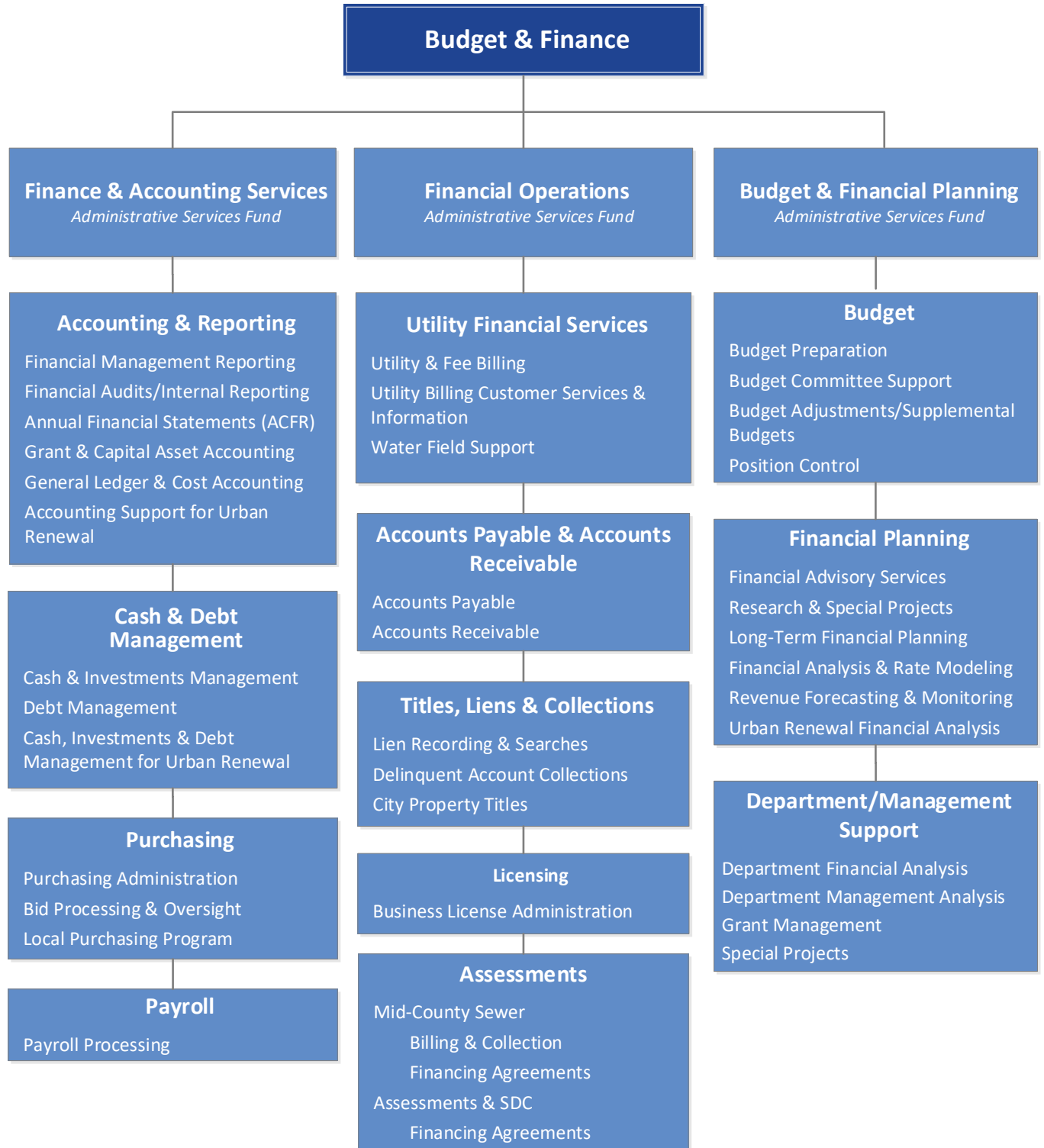
- Provide legal support to Strategic Plan priorities and significant operational decisions including urban redevelopment, neighborhood livability, improving DEI internally and externally, and land use planning projects.
- Provide legal support to enforcement efforts throughout the organization.

#### **Risk Management**

Key issues and work plan for fiscal year 2024/25 include:

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

# Budget & Finance



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## Budget & Finance

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### GENERAL DESCRIPTION

The Budget and Finance Department oversees the City's financial infrastructures. Budget and Finance has the primary responsibility to provide financial planning, financial operations, management and accounting, and budgetary 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 2024/25

#### Finance and Accounting Services

Finance and Accounting Services oversees the annual external audit, provides grant and capital asset accounting, develops cost accounting plans, administers the City's and Urban Renewal Area's investment and debt portfolios, publishes interim and annual financial reports, and provides other accounting services to the City and the Rockwood/West Gresham Urban Renewal Area. Other primary functions include citywide payroll, purchasing, and various other financial advisory and cash management services.

Key issues and work plan for fiscal year 2024/25 include:

- Support the City and the Rockwood-West Gresham Urban Renewal Area by providing accounting, auditing, and financial advisory services.
- Review and collaborate on updates to payroll and purchasing policies and procedures to adapt and respond to the changing needs of the organization while ensuring compliance with regulatory requirements.
- Advise and support the review and update of the City's adopted financial policies.
- Continue efforts to leverage the Enterprise Resource Planning (ERP) system including implementation of process improvements and development of reporting tools including implementing a new integrated timekeeping solution.

#### Financial Operations

Financial Operations ensures the timely collections of City revenues including billing, payment and collections for city utilities, assessments, licensing, financing agreements, and miscellaneous accounts receivable requirements. Other functions include payment of City obligations, title and lien searches, and administration of bad debt collection.

Key issues and work plan for fiscal year 2024/25 include:

- Carry on with City's utility billing assistance program to include communication to customers. Manage the remaining COVID-19 pandemic Customer Assistance funds.
- Review and collaborate on updates to purchasing policies and procedures to adapt and respond to the changing needs of the organization while ensuring compliance with regulatory requirements.
- Continue efforts to leverage the Enterprise Resource Planning (ERP) system including implementation of process improvements where appropriate.
- Collaborate with internal departments to assist with tracking number and variety of services.

#### 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

## Budget & Finance

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city management with a higher level of expertise for complex financial analyses and increased monitoring of resources. The division also prepares the City's 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.

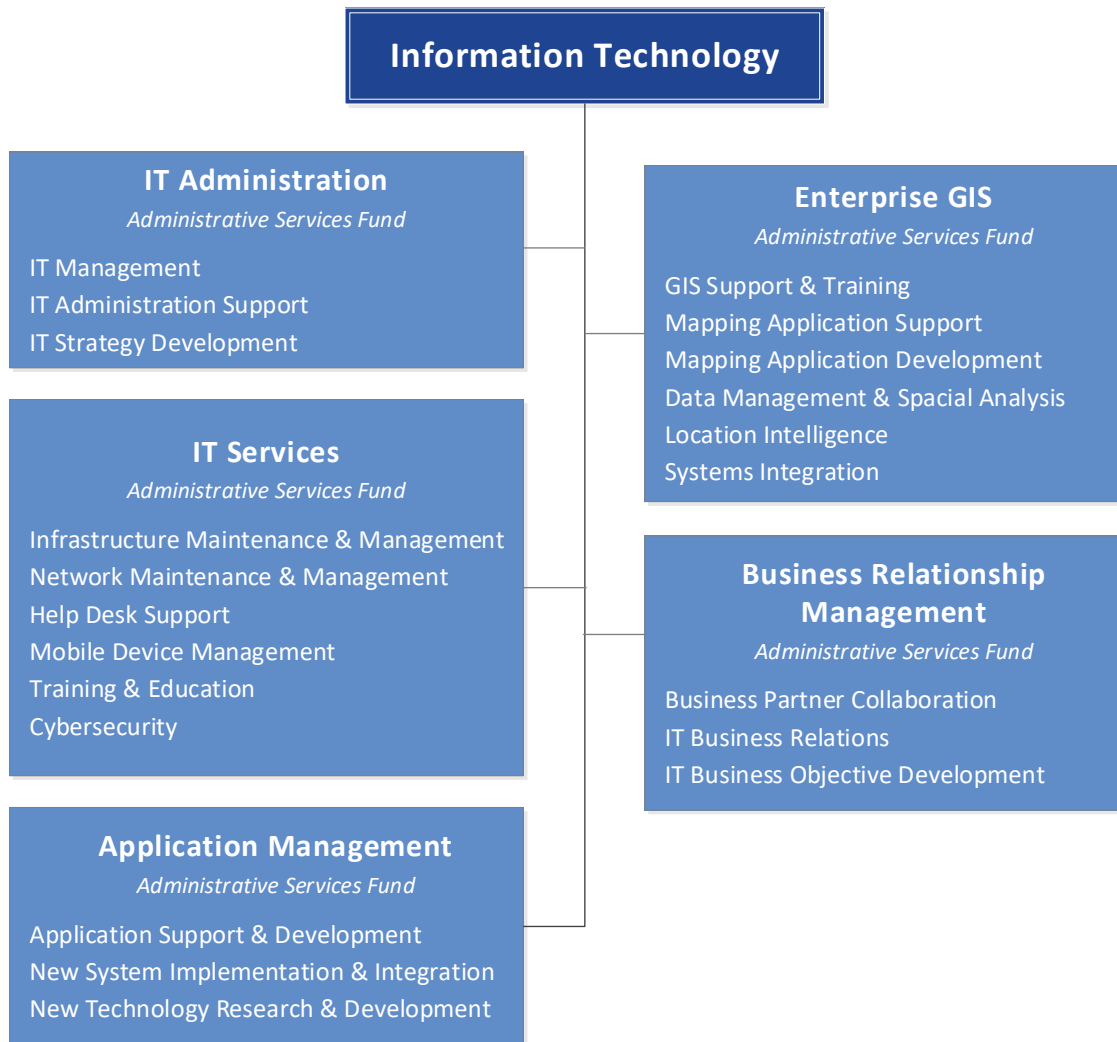
The Budget and Financial Planning Division is responsible for updating, analyzing, and monitoring financial plans utilized by programs throughout the City. In addition, the division provides financial and management analysis to all departments. Analytical and budget support is also provided to the Rockwood-West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

Key issues and work plan for fiscal year 2024/25 include:

- Engage in meaningful conversations with the Gresham community to address and implement a solution for the City's long-term financial stability for the General Fund.
- Continue to manage resources and expenses related to the COVID-19 pandemic.
- Continue to manage and report on financial aspects of grants.
- Prepare and monitor the annual budget and related functions, including continued development, monitoring, and reporting of financial plans to ensure sustainability for all City programs.
- Provide analytical support for all City departments, including the collaborative evaluation and implementation of cost-saving measures and operational improvement opportunities throughout the organization.
- Continue efforts to leverage the Enterprise Resource Planning (ERP) system including implementation of process improvements and development of reporting tools where appropriate.

# Information Technology

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## MISSION STATEMENT

Our Vision is to be the City’s trusted technology resource; a diverse professional team working collaboratively to develop and deliver new technologies and sustainable technology services. As the stewards of the City’s technology, our Mission is to provide comprehensive technology services and solutions that empower our partners to serve the citizens of Gresham.

## GENERAL DESCRIPTION

The Information Technology department defines the technology strategy, serves as technological partner and oversees technology infrastructure, data management, analysis, application development, and support, cybersecurity, IT governance, project implementation, system automation and integration. The Information Technology department enables the City of Gresham to provide efficient and effective services to the community.

# Information Technology

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## DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

### Information Technology

For fiscal year 2024/25, Information Technology will continue to focus resources on updating the City's technology infrastructure and critical business systems, as well as providing operational support and services across all levels and departments in the City.

Key project and work plan for fiscal year 2024/25:

- Continue to provide support for the City's enterprise systems, including maintenance, integrations, enhancements and process improvements.
- Assist in developing an integrated multi-year strategic technology plan aligned with the City's strategic direction and support ongoing operational needs.
- Enhance transparency of City data, DEI efforts and new initiatives.
- Maintain end user and infrastructure hardware technology throughout the City.
- Continue to develop data management, analysis and presentation across all data types in order to promote data-informed decision making.
- Protect the city's data and technology resources from cyberattacks and State sponsored criminal activity.
- Evaluate new technologies in order to improve the efficiency of the City's investments and resources.
- Continue to build the department's people resources needed to support city innovation and operations.

# Citywide Services





# Citywide Services

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## DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

### 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, employment policies and citywide training and organizational development.

Key issues and work plan for fiscal year 2024/25 include:

- Respond, monitor, address and close out employee relation/labor relation matters in a timely manner.
- Continue with the pay equity audit and analysis including implementation of any remediation and review and update of policies and practices to ensure compliance with the law.
- Collaborate with stakeholders to develop and update policies and practices related to employees currently working out of state.
- Continue to focus on employee health and well-being.
- Continue to evaluate and assess the recruitment process, infusing best practices, outreach and equitable practices.
- Continue to collaborate with stakeholders on process efficiencies.

### Emergency Management

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 and provides public education and outreach on disaster preparedness.

Key issues and work plan for fiscal year 2024/25 include:

- Assist city departments in their planning efforts for disaster and large-scale emergencies to enable continuity of operation for all essential city services.
- Identify grant funding opportunities for key projects in the City's Natural Hazard Mitigation Plan.
- Develop staffing plan for the City's Emergency Operations Center (EOC) and assign training necessary for EOC positions.
- Actively participate with county, state and regional partners to increase inter-agency and interdisciplinary information sharing to maximize our response capabilities.

### Communications

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

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## Citywide Services

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Key issues and work plan for fiscal year 2024/25 include:

- Ensure all audiences have accessible and timely access to city information via the platform of their choice.
- Continue to lead public information and outreach to support COVID-19 response and recovery.
- 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.

### Community Engagement

The Community Engagement Division oversees engagement of all residents, especially those who may be harder to reach. This division works to improve relationships in the community, build trust in government, support strong neighborhoods, and improve community outcomes through active participation and community problem-solving. The team coordinates the City's volunteer program, including the Neighborhood Associations program. This also includes management of the Cultural Events, Community Enhancement and Neighborhood grant programs. In addition, this team manages a number of City-hosted events.

Key issues and work plan for fiscal year 2024/25 include:

- Recognizing the key role of inclusive and culturally competent community engagement to further the City's diversity, equity and inclusion goals, explore strategies and program enhancements to reach underserved communities, provide translation services and explore new tools and tactics to support staff in their public outreach efforts.
- Build and foster sustainable relationships with community partners to help build trust with the community. Coordinate community-based organization engagement to help minimize engagement fatigue and foster more sustainable partnerships.
- Develop engagement strategies to increase civic participation that is representative of the Gresham community.
- Create a framework, with recommendations, for providing continued support to the Neighborhood Association and Volunteer Programs.
- Continue to refine and improve the Cultural Events, Community Enhancement, and Neighborhood Matching Grant process.
- Collaborate to improve neighborhood livability and social connectivity through volunteer clean-up events and neighborhood block parties.
- Host community events such as Green & Clean, Rock the Block, Lilac Run and National Night Out.

### 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 of all physical abilities. 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 and are integral emergency response for natural and man-made disasters. 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. Starting in fiscal year 24/25 Facilities will resume responsibility for the repairs and maintenance of the City's six Fire Departments and the Fire Training Center.

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## Citywide Services

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The Fleet Division provides repair, preventative maintenance and replacement 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 2024/25 include:

- Support Gresham Strategic Plan (Community Safety) by making facility security improvements and optimizing safety for staff and public who use City facilities.
- Continue implementing the Fleet Services Study recommendations, with emphasis on staffing levels and training.
- Explore addition of fueling locations on City property that will improve resilience of City operations and support use of renewable diesel fuel.
- Complete major capital improvements in accordance with fiscal year 2024/25 Facilities Capital Replacement Plan.
- Explore options for long-term lease to meet needs of the Fleet Division.
- Continue to coordinate with departments to improve efficiency and consistency in vehicle acquisition, deployments and disposition.
- Support Gresham Strategic Plan (Financial Sustainability) by servicing City facilities to optimize functionality and efficiency while minimizing deterioration.
- Continue to make accessibility improvements to City facilities as identified in the City's ADA Transition Plan.

### **American Rescue Plan Act**

The City of Gresham is the recipient of several sources of funds from the American Rescue Plan Act including a direct allocation as well as several passthrough allocations. Please refer to the *Additional Information* section for additional information regarding the source and use of these funds.

Key issues and work plan for fiscal year 2024/25 include:

- Implement, administer, and report on the City's direct allocation of ARPA funds.
- Implement, administer, and report on passthrough grants as a subrecipient of other jurisdictions.

# Police



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## Police

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### MISSION STATEMENT

The Gresham Police Department is committed to providing high-level services that improve quality of life for all. Our officers and professional staff are highly trained and ethically sound, focused on meeting the safety needs of the community.

### GENERAL DESCRIPTION

#### Administration

Police Administration provides direction, oversight and management for the entire department. Command staff support the day-to-day functions of the department, including: personnel management; policy creation and implementation; maintaining professional standards and employee accountability; audits to help ensure the appropriate and effective use of police resources; investigation and resolution of citizen concerns regarding the department and its members; transparent public relations, including dissemination of information concerning crimes in the community; establishment of community and regional partnerships; assurance that legislative requirements are met; grant management.

#### Operations

The Operations Division is primarily responsible for managing the department's response to calls for service(s) through sworn officer response and non-sworn support provided by the Community Safety Specialist (CSS) unit. Implemented as a key action item in the 2023-24 Gresham Strategic Plan, the CSS unit bolsters community safety by supporting core services, adapts to community needs, and maintains public safety best practices to help community members report crime, assist with investigations, and respond to low-level issues.

Typical police operations include routine and directed patrol; traffic enforcement; crisis response; scene investigation; canine support; community engagement; assistance with crime reporting and guidance on some civil matters; and community mental and behavior health intervention through the Behavior Health Unit (officers partnered with mental health clinicians). Several enhanced specialty units have been placed on hold due to staffing shortages, impacting the department's ability to interact with the community and mitigate community concerns. Units placed on hold include officers working in schools (SRO), designated traffic officers, Tri-Met officers, units dedicated to addressing community livability issues and violent crime reduction (NET and EMGET), and community service programs (Cadets, CVIPS).

#### Investigations

The Investigations Division provides support to the Operations Division through continued investigation of crimes involving persons and property. Division responsibilities include detailed forensic investigations, participation in multi-agency investigative teams, property and evidence control and retention, and analysis of data to assist in solving crimes and identifying crime trends.

#### Services/Records

The Services Division supports the entire department in the areas of: police records management and reporting; budget development and purchasing; acquisition, inventory and repair of equipment; employee recruitment, hiring and retention; internal promotion and special assignment selections; coordination of employee training through research, analysis and implementation of best practices; assurance that state training standards are met; maintenance of training records; and development of written policies and procedures.

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## Police

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### DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

The fiscal year 2024/25 police budget is composed of the General Fund; Police, Fire, and Parks Fee; the Local Option Levy Fund; and Designated Purpose Funds (including ARPA funding). These funds support department personnel costs, equipment purchase and replacement, and the ability to meet community needs through diverse engagement. The police department is using new positions to implement alternative options regarding how to report crime(s) in Gresham. This approach was supported in fiscal year 2023/24 by limited-term positions funded through ARPA and continues in fiscal year 2024/25.

For fiscal year 2024/25 the Levy budget includes funding to preserve up to 26 existing officer positions, adds five new positions, and transitions the nine ARPA funded positions (Community Safety Specialists, Police Officer, Police Community Content Specialist, and Police Records Specialist) from limited-term to full-time positions. Additionally, levy funds provide two additional contracted clinicians to expand the Behavioral Health Unit (BHU) and their effective mobile-crisis response model.

The proposed budget supports recommendations from the BerryDunn Police Strategic Plan study. These items align with the City's Strategic Plan and Financial Roadmap.

Key challenges and work plan items for fiscal year 2024/25:

- Reducing gun violence.
- Responding to high priority calls while maximizing patrol staffing to keep response times low.
- Increasing and expanding recruitment and retention efforts.
- Promoting and encouraging officer wellness programs.
- Planning how to reinstate specialty units for more holistic police response.
- Continuing development and improvements to the body worn camera program.
- Meeting accreditation compliance as mandated by Oregon state legislation.
- Identifying opportunities for community engagement and developing partnerships with a focus on outreach, specifically to historically underserved or underrepresented populations.

To address these issues, the department plans to:

- Continue participating in regional partnerships that deal directly to address gun violence and crimes against children in our community.
- Provide alternative resources, response options and crime reporting by utilizing Community Safety Specialists and the BHU.
- Provide training to employees so they can meet the ever-changing demands of law enforcement.
- Continue recruiting and hire the most qualified individuals.
- Pilot a small "Community Police Academy" or series of engagement opportunities wherein community members undergo a scaled-down training academy and gain firsthand understanding of Police Officer education and job duties.
- Continue working with an outside consultant for accreditation compliance to lead and perform the necessary work to have the department compliant with statewide legislation prior to July 2025.
- Continue collaborating with the City's DEI manager, progressing department awareness and education, to meet the principal model of 21<sup>st</sup> Century Policing.
- Continue building trust with Gresham's communities of color and ensure community safety for all residents through modern policing strategies.

# Fire



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# Fire

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## MISSION STATEMENT

The mission of Gresham Fire Department is to protect lives, property and the environment by responding to fire, medical and rescue emergencies while providing education and prevention services.

## GENERAL DESCRIPTION

Gresham Fire Department (GFD) 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 153,000 people.

Gresham Fire Department 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, GFD 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 for structural collapse as a component of a regional response team

## 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.

Fire Administration supervises all GFD divisions and maintains Oregon OSHA compliance. 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 GFD 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, with many certified as paramedics, to provide patient care in the field. All Gresham engine companies are an Advanced Life Support unit, which means that each has a firefighter/paramedic on board. The Emergency Operations Division provides fire suppression,



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## Fire

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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**

The Training and Safety Division provides ongoing training 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. Life Safety Division also conducts fire investigations to determine causes for known arson fires and for fires involving significant property loss or fire fatalities.

### **DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25**

Gresham Fire Department will continue to deliver excellent customer service and emergency services. Service delivery methods will be continually evaluated to determine operational and administrative efficiencies.

For fiscal year 2024/25, the budget includes a Local Option Levy budget that includes funding to preserve up to 18 existing firefighter positions, add 11 new positions, and transition the 4 ARPA-funded positions from limited-term to full-time positions.

Key issues and work plan items for fiscal year 2024/25:

- Install a new multi-discipline training tower funded through ARPA and funding from the State of Oregon.
- Work with our regional partners to increase ambulance availability and reduce ambulance response times.
- Continue implementing recommendations from the Fire Standards of Cover Report, including reducing employee fatigue and stress, while reducing overtime cost through strategic hiring of firefighters.
- Make short-term modifications and improvements to fire facilities to improve health, welfare and morale.
- Increasing costs for protective gear, medical supplies, tools, and other fire equipment continue to be a challenge.
- Support Gresham's Three Pillars and Strategic Planning Process. GFD will continue efforts to advance the department's strategic plan through collaboration with the larger citywide strategic planning process to establish long-term financial stability for fire and emergency services.
- The Gresham Fire Department will continue its multi-year process to study the condition and location of the City's fire stations, including planning for the replacement of Station 74 in conjunction with Urban Renewal.

# Urban Renewal

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## 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, and extended through a citywide vote in May 2022. 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 the 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 2024/25

Key issues and work plan for fiscal year 2024/25 include:

- Sunrise /B188 Site Redevelopment – This project will renew and stabilize the Burnside Street corridor, increasing community and business services. The scale and character of new development is intended to support and reinforce the image of a town center that includes multi-story buildings and is oriented to streets, light rail station and pedestrians.
  - The GRDC is proceeding with a development agreement with a private developer to complete design, permitting and construction of a new mixed-use campus that will include commercial and retail, a school, plaza, administrative offices and business incubation. A priority for this fiscal year includes the community engagement to complete the site plan and proceed to land use and design approvals.

## Urban Renewal

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- Catalyst Site/Downtown Rockwood Development – This project, formerly known as Rockwood Rising, has been a significant priority for the GRDC over the last several years, with construction nearing completion for a five-acre campus with three new buildings and plaza. Efforts this year include:
  - Work with RKm Development to continue community engagement efforts and tenant recruitment to finalize leasing in the last building.
  - Communicate and coordinate with leadership, the community and partner organizations throughout construction of the project.
- Stark Street Property Redevelopment – This project will help renew and stabilize the Stark Street corridor, increasing community services, improving access to culturally relevant programming, and enhancing the built environment to attract additional investment.
  - Latino Network is scheduled to complete La Plaza Esperanza this fiscal year. The GRDC will help support Latino Network’s efforts to develop the site.
- Property Acquisition Program – The GRDC will continue to explore partnerships in the private sector interested in selling property or teaming on a development project. The GRDC has interest in redeveloping one to two additional sites in the Rockwood Town Center before the district is completed in 2029.
- Yamhill Corridor Improvement – This project provides needed infrastructure on Yamhill Street between 182<sup>nd</sup> and 197<sup>th</sup> Avenue to upgrade this collector with improved pedestrian and ADA facilities, high visibility crosswalks and traffic calming features. Yamhill serves as an important connection within the district between Vance Park, Downtown Rockwood, homes, schools and faith communities.
- Public Safety Facilities – This project will prepare initial design, cost estimates and finance projections for the development of a new fire station to replace Gresham Fire Station 74. The Urban Renewal funds do not reflect the full cost of the construction project, which is being analyzed; while design will proceed this fiscal year, funds will need to be identified for construction. This station serves much of the urban renewal district, including commercial and industrial businesses located adjacent to I-84. New construction promotes a safe environment for residents and business activity.

# Urban Design & Planning

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## 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 and transportation planning program that addresses the needs, desires and visions of the Gresham community. The department provides a wide variety of design and planning-related services including comprehensive land use, transportation planning and development planning.

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## Urban Design & Planning

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As a result of on-going development activity and preparations for additional development-related opportunities, Urban Design and Planning is experiencing steady demands for services.

### DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

#### 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 land use, transportation and environmental goals and policies are implemented through the regulations designed to guide and direct 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 and transportation decisions for applications allowing administrative decisions after reviewing all agency and public comments.
- Respond to inquiries from residents, applicants and developers regarding land use and transportation regulations within the City (Planner On Duty).
- Make 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, industrial rapid response assistance, building permit review, sign permit review and Code compliance actions.
- Provide staff support for the Design Commission and Urban Forestry Subcommittee.
- Implement the regulations of the City's Design Districts.
- Provide predevelopment support to Economic Development and Urban Renewal.

Key issues and work plan for fiscal year 2024/25 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 Design District regulations.
- Collaborate on development code updates, with a focus on housing development and processing.

#### Comprehensive Land Use and Transportation Planning

Comprehensive Planning is responsible for facilitating land use and transportation policy, plans, development and design standards, and changes to the Gresham Comprehensive Plan. This work, which is shaped by the community's vision, is undertaken in collaboration with residents, the Planning Commission and its subcommittees, elected officials, other city departments, state and regional agencies, and community stakeholders.

Major functions include:

- Work with residents, elected officials, community stakeholders and the State to maintain and update the City's Comprehensive Plan.

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## Urban Design & Planning

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- Develop land use and transportation studies and plans and Development Code policies to ensure clarity and consistency with provisions that:
  - Enhance livability
  - Foster economic development
  - Encourage high quality buildings and public spaces
  - Enhance public safety
  - Provide for adequate, safe, and efficient multimodal transportation networks, and
  - Protect the natural environment.
- Develop urban design options and strategies for the development of public and private land, transportation systems, parks and open spaces.
- Administer-Bike Friendly City and Safe Routes to Schools-programs.
- Research and develop policy options to integrate emerging technologies.
- Make public presentations before Council, advisory groups, neighborhood associations, community organizations and hearing bodies on Comprehensive Plan amendment projects.
- Coordinate with the Oregon Department of Land Conservation and Development, Metro, Multnomah County, TriMet, Oregon Department of Transportation (ODOT) and other government partners on regional planning and policy.
- Represent the City at meetings such as the Metro Policy Advisory Committee, Metro Joint Policy Advisory Committee on Transportation, East Multnomah County Transportation Committee, and Oregon Department of Transportation Area Commissions on Transportation, as well as regional legislative efforts for land use and transportation.
- Provide staff support for the Planning Commission, Transportation Subcommittee and Historic Resources Subcommittee.
- Implementation of state-required changes to the Comprehensive Plan and development codes, Housing Production Strategy and Climate-Friendly and Equitable Communities (CFEC).

Key issues and work plan items for fiscal year 2024/25 include:

- Review and update sections of the Comprehensive Plan and Development Code that address Development Code updates with a focus on housing, Climate-Friendly and Equitable Communities (CFEC), the Transportation System Plan, trees, other State mandates related to the Development Code, and natural resources and hillside overlay areas.
- Continue to explore solutions to the Gresham Strategic Plan goal of Housing for All through implementation of the Housing Production Strategy.
- Continue work to develop and implement strategies for aiding further development in the Pleasant Valley and Springwater Plan Areas.
- Continue to foster an urban development, economic and social strategy that strengthens and links the City's three iconic commercial centers: Rockwood, Civic and Downtown.
- Administer and oversee multiple grants with outside consultants to assist with comprehensive planning 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 \$1.8 million annually in community services, public infrastructure, economic development and affordable housing for

## Urban Design & Planning

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Gresham residents. Additional funding for the HOME program was awarded to the City through COVID-19 related federal funding acts. There are some remaining unspent funds from this additional allocation that will be carried over to fiscal year 2024/25.

Key issues and work plan for fiscal year 2024/25 include:

- Administer CDBG and HOME grant programs in accordance with Federal regulations.
- Provide staff support to the Community Development and Housing Subcommittee.
- Provide annual Fair Housing training for landlords.
- Administer the remaining special allocation of HOME-ARP grant funds in accordance with Federal regulations.
- Act as the Responsible Entity for Environmental Assessments on CPF-funded projects and other HUD-funded large-scale projects, such as Gradin Sports Park and certain affordable housing developments.

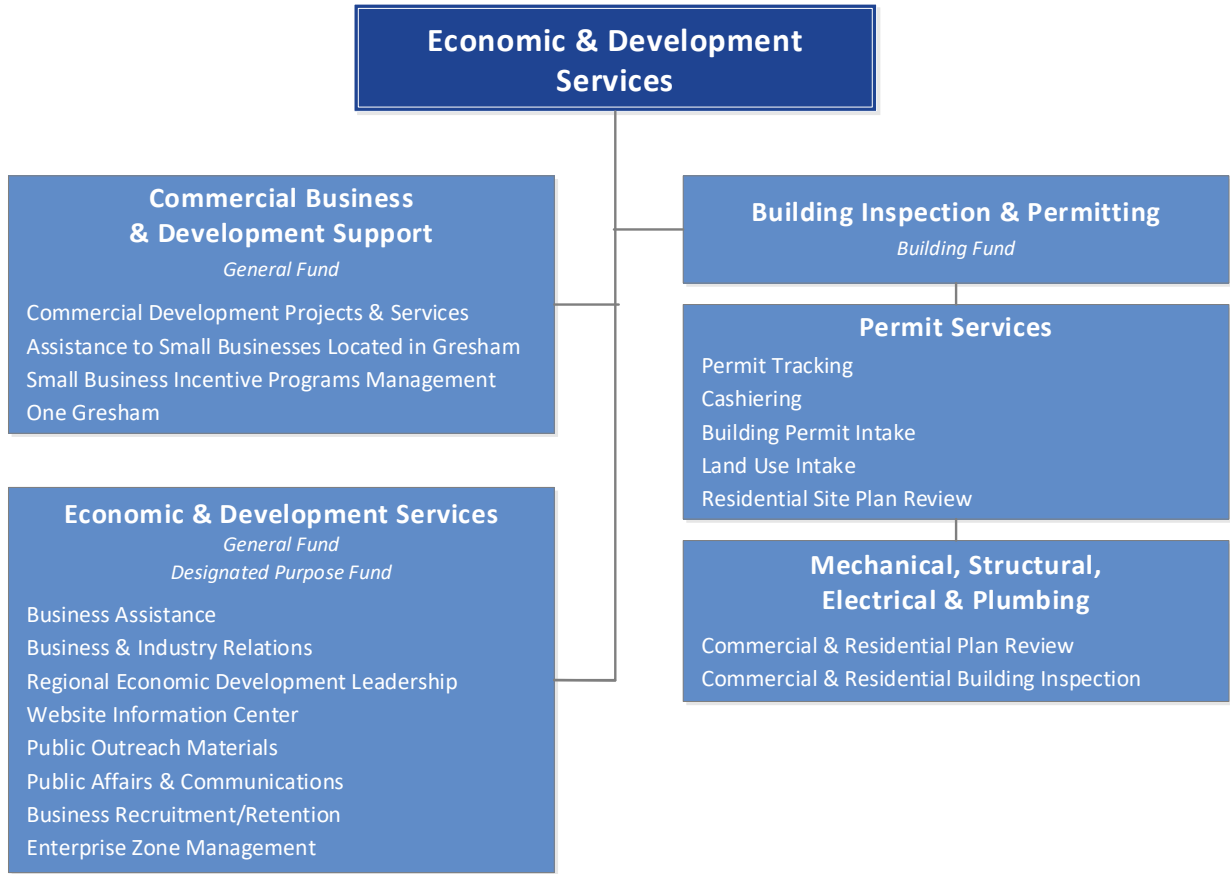
### **Metro Housing Bond**

The Metro Housing Bond program coordinates the administration of Gresham's share of Metro Housing Bond Funding. The funds create permanently affordable housing. Gresham's share of funding totals \$26.7 million. The Council endorsed four projects in 2023 for the remaining Bond funding.

Key issues and work plan for fiscal year 2024/25 include:

- Contract negotiations and funding disbursement to two affordable homeownership development projects endorsed by City Council in 2023.
- Contract negotiations and funding disbursement for an affordable rental development endorsed by City Council in 2023.
- Monitoring project construction on the four active developments to ensure compliance.
- Coordination with Metro related to reporting and management of Bond funding.

# Economic & Development Services



**Note:** As part of the FY 2024/25 budget adoption process, Gresham City Council adjusted the Adopted Budget to reflect organizational changes made in May 2024. Economic & Development Services is one of the impacted departments. These changes do not impact service delivery, only the budgetary/organizational structure.

## MISSION STATEMENT

Creating equitable and efficient solutions for quality development and a safe, healthy and vibrant business and housing environment.

## GENERAL DESCRIPTION

Economic and Development Services is responsible for supporting successful business retention and recruitment, efficient development for all projects within the City of Gresham, administering State and City building codes/ordinances to safeguard life and property values by regulating building construction, issuing building/construction related permits and provide plan review and inspection services (building, plumbing, mechanical, electrical) for Gresham and the majority of unincorporated East Multnomah County and maintaining healthy relationships with the local business and development communities, with a focus on exceptional customer service.



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## Economic & Development Services

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### DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

#### Economic Development

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 2024/25 include:

- Ensure Gresham is the most competitive jurisdiction in the region for industrial and commercial 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.
- Recruitment efforts to include major office employers and targeted retail anchor tenants, in addition to traded sector businesses.
- Aggressive marketing of Gresham industrial sites to advanced manufacturers and professional service companies, consistent with City's Traded Sector Strategy.
- Management of Economic & Development Services Toolbox - which includes incentive programs like Enterprise Zone, Strategic Investment Zone/Program, Vertical Housing Development Zone, etc.

#### 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 continues to experience a strong demand for service. The demand for service is impacting plan reviews, building inspections and permit processing functions. This is expected to continue into fiscal year 2024/25. The Building Development Division is anticipated to continue providing building services for Troutdale, Fairview, and Wood Village.

Key issues and work plan for fiscal year 2024/25:

- 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. This also includes further work leveraging our new Energov software system.

## Economic & Development Services

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- Maintain the ability to respond promptly to increased workload and major projects.
- Evaluate rate structures, fees, incentives, and multi-department review process to mitigate City barriers to development of commercial projects in support of Commercial Business and Development efforts in alignment with the adopted Council work plan.

### Commercial Business Assistance

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

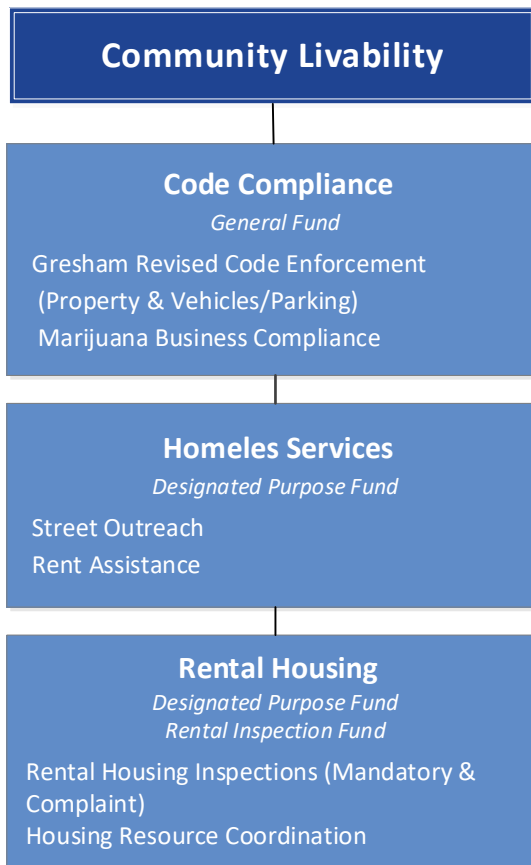
Commercial business and development support will continue to assist with the revitalization and attraction of new commercial development of mid-to-large office, retail, mixed-use tenants, and development projects. This work will be in support of Economic and Development Services related projects, programs, and initiatives.

Key issues and work plan for fiscal year 2024/25:

- Increasing services for local small businesses through additional programming including education, new partnerships, outreach/community engagement, online information, and networking.
- Enhancing outreach to the small business community that results in additional vacant Gresham storefronts being filled with thriving enterprises and support of existing businesses.
- Creating additional marketing material and campaigns to promote City programs to small and mid-to-large commercial projects.
- 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.
- Promoting desired development in corridors and the Downtown, Rockwood and Civic Neighborhood centers through the Urban Redevelopment and Economic and, Development & Housing Services.

# Community Livability

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## MISSION STATEMENT

Your partners in enhancing community livability through code compliance, homeless services and rental housing services.

## GENERAL DESCRIPTION

The Community Livability area is responsible for improving and maintaining the livability of the Gresham community by addressing city code violations, connecting community members experiencing homelessness with resources and housing, and ensuring habitability standards in rental housing units.

## DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

### Code Compliance

Code Compliance enhances livability of the Gresham community by addressing city code violations including general nuisances, parking, abandoned vehicle issues, development code violations, vacant homes and derelict structures. Code Compliance collaborates closely with Homeless Services, Gresham Police, Rental Housing and other City departments to resolve complex livability challenges. Code Enforcement efforts also include the compliance of marijuana businesses in the city through permitting, registration, inspection and enforcement.

## Community Livability

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Key issues and work plan for fiscal year 2024/25 include:

- Continue leadership in the cross-departmental team addressing complex livability challenges.
- Continue active registration, inspections and enforcement of marijuana businesses.

### Homeless Services

The Homeless Services Program is responsible for connecting community members experiencing homelessness in Gresham with shelter, housing and other resources.

Key issues and work plan for fiscal year 2024/25 include:

- Continue to explore new strategies, funding and partnerships.
- Continue to grow rent assistance program to help community members experiencing homelessness secure permanent housing.

### Rental Housing

The Rental Housing Inspection Program ensures that all residential rental properties in Gresham are maintained to minimum standards of fire, health and life safety. The program allows for 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.

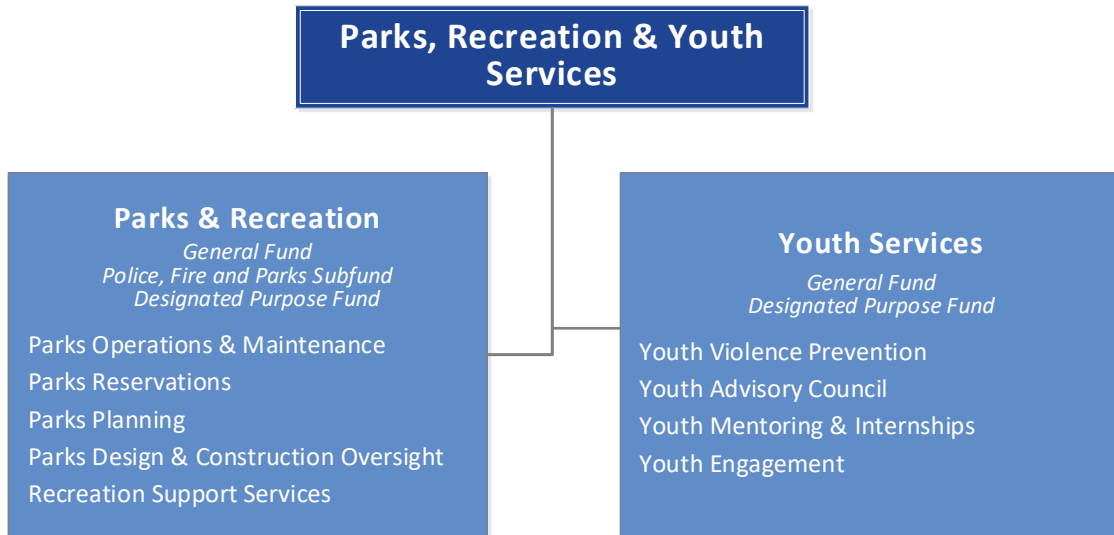
The Rental Housing Inspection Program oversees enforcement of Gresham's short-term rental code enforcement and licenses. Rental Housing includes the Housing Resource Coordinator, which provides enhanced support, resources and referrals to property owners, tenants and community members experiencing housing insecurity.

Key issues and work plan for fiscal year 2024/25:

- Continue to integrate the Housing Resource Coordinator into the work of rental housing inspections to serve property owners and tenants.
- Continue to improve identification and collection of rental properties operating without a license.

## Parks, Recreation & Youth Services

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**Note:** As part of the FY 2024/25 budget adoption process, Gresham City Council adjusted the Adopted Budget to reflect organizational changes made in May 2024. Parks, Recreation & Youth Services is one of the impacted departments. These changes do not impact service delivery, only the budgetary/organizational structure.

### MISSION STATEMENT

Provide safe and equitable parks and recreation services to Gresham community members and the general public.

Provide opportunities for Gresham youth to learn about City government, provide voice to issues impacting youth, assist the City in achieving its strategic objectives, and reach their full potential as residents of Gresham.

### GENERAL DESCRIPTION

The Parks & Recreation division maintains over 314 acres of active parks, eight miles of trails, and is the community steward for over 800 acres of natural areas. The division coordinates with community volunteers, when available, on maintenance and operation related activities. Parks & Recreation supports the administration of recreational programs and an athletic field and picnic shelter reservation system. The department also supports a variety of special events each year including the Community Spirit of Gresham, the Hood to Coast Relay Race and Gresham Arts Festival, to name a few.

The Youth Services Division provides staff support to the Youth Advisory Council, assists Human Resources with implementation of the Pathways to Employment program, and operates the state-funded Youth Violence Prevention program.

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

Operating expenditures for Youth Services are budgeted in the General Fund. The Youth Violence Prevention Program is funded through a state grant.

## Parks, Recreation & Youth Services

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### DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

#### Parks & Recreation

Key issues and work plan for fiscal year 2024/25:

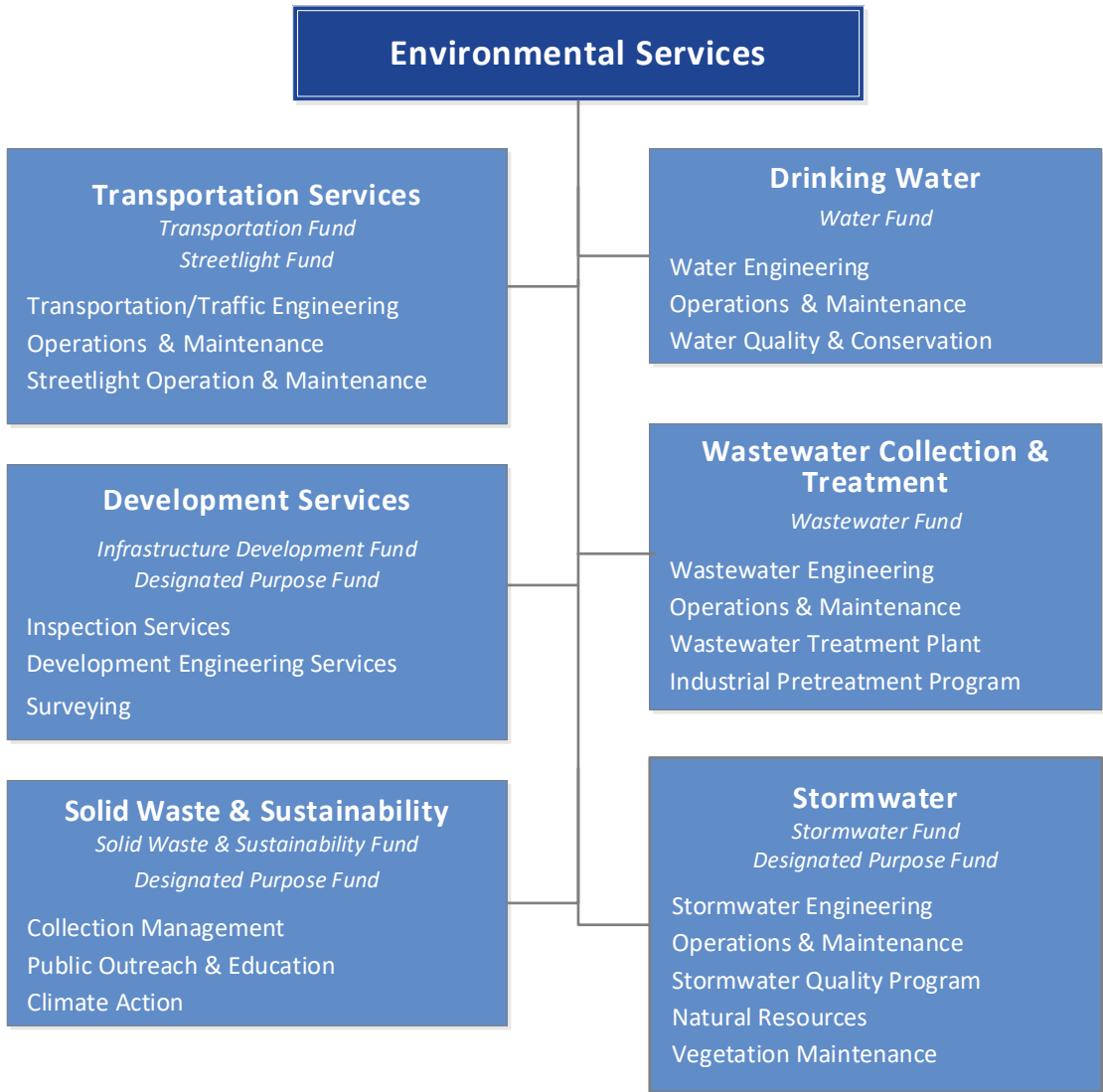
- Focus maintenance activities on safety and asset preservation to provide safe and enjoyable recreation opportunities.
- Continue to build relationships with community partners.
- Continue Parks Master Plan update to assess level of service, deferred maintenance needs, and accessibility issues; and prioritize future improvements.
- Assess Park and recreation programs and work toward equitable actions that remove barriers to participation, foster inclusiveness and serve diverse populations.
- Provide staff support for parks capital improvement projects including Gradin Community Sports Park Phase II, Rockwood Central Park's new community garden, and Aspen Highland Park's new pickleball courts.

#### Youth Services

Key issues and work plan for fiscal year 2024/25:

- Continue recruiting a diverse and representative Youth Advisory Council.
- Continue exploring new opportunities for youth internships and career exploration as directed in the Strategic Plan.
- Explore new community partnerships and strategies to broaden the impact of the Youth Violence Prevention program.

# Environmental Services



**MISSION STATEMENT**

Meet the essential needs of the community by efficiently and equitably providing clean water, safe transportation, waste disposal, stormwater management and other core public services while protecting and enhancing 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, natural resources, 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, community outreach, public works construction inspection, land surveying and development review and permitting. Together, these core services provide a better quality of life for our customers and the general public.

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## Environmental Services

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### DEPARTMENT OPERATING PLAN FOR FISCAL YEAR 2024/25

#### Solid Waste and Sustainability

The Solid Waste and Sustainability Program manages the City's solid waste and recycling collection system and provides waste reduction and recycling information and assistance to Gresham residents, businesses and schools in Gresham and Wood Village. The program develops and implements programs and policies that prevent waste; conserve resources; and promote energy efficiency, renewable energy, sustainable food, greenhouse gas reduction and pollution prevention. The program regulates private haulers, sets collection service standards and provides cost and service data to City Council for use in setting rates.

The Solid Waste and Sustainability 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 2024/25 include:

- Continue implementation of state and regional mandated education and outreach programs, along with providing community recycling events within the City.
- Continue enhancement of our existing Gresham Green Business program to BIPOC businesses and develop culturally relevant educational materials with a focus on equity.
- Continue implementation of the Business Food Scrap Collection Requirement.
- Implement the community-wide Climate Action Plan.
- Complete Debris Monitoring and Debris Removal contracts to ensure the City is prepared to respond to natural disasters.
- Manage PGE grant to install a 270-kWh solar array on the Public Safety Building while continuing to identify additional renewable energy projects as Federal Inflation Reduction Act funding becomes available.

#### Transportation

The Transportation Program plans, designs, constructs, operates and maintains Gresham's transportation system that includes over 900 lane miles of streets, over 160 electronic traffic control devices, median landscaping, and over 21,000 signs. Operating expenditures for the program are budgeted in the Transportation Fund and are primarily funded by State motor fuels taxes and vehicle registration fees. Transportation-related capital improvement projects—budgeted in the Transportation Construction Fund—are funded through system development charges, grants, City utility license fees, and motor fuels taxes.

This budget was developed using priorities gathered by 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 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



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## Environmental Services

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- Equity
- Sustainability
- Community health and livability

Key issues and work plan for fiscal year 2024/25 include:

- Continue emphasis on core operational maintenance needs related to safety, including signal and sign repairs, striping, sweeping, and right-of-way maintenance.
- Design and construct capital improvement projects that improve transportation safety (in concert with the City Strategic Plan's Community Safety priority), enhance mobility options and increase operational efficiency and traffic capacity.
- Continue pavement preservation efforts that will build on improvements realized during the recently completed multi-year "Hitting the Streets" local street reconstruction program.
- Secure and leverage grant funding opportunities to accelerate key investments in transportation system safety and connectivity.

### Streetlights

The Streetlight Program operates, maintains, constructs and replaces Gresham's 8,000+ streetlight poles and light fixtures.

Key issues and work plan for fiscal year 2024/25 include:

- Continue large-scale replacement of LED lights that are still under warranty to extend the longevity of the lights.
- Continue to add streetlights to enhance pedestrian and vehicular safety where existing lighting does not meet current standards.
- Respond to service requests to repair malfunctioning lights, including repairing and replacing failed underground circuitry.

### Infrastructure Development Services

The Infrastructure Development Services 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 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 requirements.

Development engineering related services are funded partially 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 developer fees, utility rates and gasoline tax sources, as they serve both capital and private development projects.

Key issues and work plan for fiscal year 2024/25 include:

- Increase core business services provided by Surveyors to meet additional capital construction demands associated with projects for Water, Wastewater, Stormwater, Transportation and Parks. This will be accomplished by applying the resources we gained last year through shifting personnel resources and incorporating improved survey equipment technology.

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## Environmental Services

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- Review and update right-of-way permitting processes, including incorporation of Decision Engine software and associated business practices to ensure good customer service, high-level of efficacy and resultant quality infrastructure.
- Continue to process development applications in the city's EnerGov enterprise system, including e-Reviews' BlueBeam with electronic plan (e-Plan) review software to increase productivity, predictability and precision through database management and visual software tools.
- Work with other City departments to incorporate city environmental requirements.
- Work with other City departments to effectively manage and facilitate residential developments under the State's Middle Housing mandate and the City's new associated regulations.
- 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 currently Bull Run Watershed surface water, purchased from the City of Portland. This supply is supplemented with groundwater from three wells and a treatment facility that are jointly owned by Gresham and the Rockwood Water People's Utility District (PUD). The City and the PUD have formed the Cascade Groundwater Alliance in order to implement the joint Groundwater Development Master Plan (GDMP). By implementing the GDMP, the Alliance will transition the City's supply to fully groundwater by Summer 2026.

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 2024/25 include:

- Implement the joint Groundwater Development Master Plan in partnership with Rockwood Water PUD to provide an independent water supply for Gresham customers by 2026.
- Prepare infrastructure for the transition from Portland to the new Groundwater system. This includes flushing mains and cleaning reservoirs.
- Continue Well Field Protection Program activities with the cities of Portland and Fairview to help ensure the safety of groundwater supplies for east county residents and businesses.
- Continue system maintenance activities related to water mains, 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. Respond to and repair main breaks.
- Continue participation in local and regional emergency preparedness and response programs and community activities.
- Continue to harden infrastructure to become more seismically resilient.

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## Environmental Services

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### 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 nearly 54 miles of streams and 688 acres of riparian corridors to meet state and federal water quality, floodplain, wetland, waterway, and listed species regulations. Gresham's stormwater system handles 4.3 billion gallons of runoff each year through the City's constructed stormwater system, including approximately 9,340 catch basins, 242 miles of drainage pipes, 1,112 drywells, 750 street-side stormwater planters, and 72 publicly maintained regional and local stormwater treatment/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 2024/25 include:

- 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.
- Comply with and prepare reports pertaining to the City's National Pollution Discharge Elimination System (NPDES) permit for discharge of stormwater to surface waters.
- Update the Water Pollution Control Facility (WPCF) permit for discharge of stormwater into City-owned drywells and update program as needed to comply with permit requirements.
- Incorporate updated Total Maximum Daily Load (TMDL) requirements for the Sandy and Willamette Basins.
- Update and implement the Natural Resources Master Plan to guide city's efforts to restore degraded stream systems and associated fish habitat.

### 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 plan, which can be a determining factor the Oregon State Department of Environmental Quality uses when evaluating whether to assess fines for sanitary sewer overflows or permit noncompliance.

Key issues and work plan for fiscal year 2024/25 include:

- Continue implementation of comprehensive and sustainable asset management practices for the wastewater collection, conveyance and treatment systems.

## Environmental Services

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- Continue compliance with NPDES waste discharge permit requirements. A permit renewal application was submitted to the DEQ in February 2019 and a new permit was issued by the DEQ in November 2021, with a new emphasis on meeting ammonia water quality requirements.
- Continue collection and treatment plant upgrades in keeping with state and federal standards that include seismic resiliency standards.
- Proceed with design and construction of upper plant nitrification process improvements.



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## General Fund & Local Option Levy Fund Overview

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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 funds received by the General Fund are used for public services such as police and fire protection; emergency medical response; parks maintenance, recreation, and youth services support; economic development; code compliance; and community planning.

### Police, Fire and Parks Subfund

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 for 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.

Effective January 1, 2021, the Police, Fire and Park fee was increased by \$7.50 per month for an 18-month period, to a total fee of \$15 per month. While revenues increase slightly as new housing and other units are added within the City, fee revenue is forecast to grow at a rate well below one percent in the upcoming year outside of the fee increase. City Council renewed the temporary increase through fiscal years 2022/23 and 2023/24.

In April 2024, City Council voted to retain the Police, Fire, and Parks fee increase permanently to continue support for public safety services. The fiscal year 2024/25 proposed budget includes \$8 million in PFP fees, consistent with the Financial Road Map.

### Local Option Levy Fund

Gresham referred a levy measure to the May 2024 ballot. As passed, the levy will be \$1.35 per \$1,000 of assessed property value. The levy measure will raise an estimated \$12.2 million in fiscal year 2024/25. The purpose of the levy is to fund police and fire services within the City of Gresham.

In accordance with the levy measure, the budget reflects the following expenditures within this fund for the first year of the levy:

- Police
  - 26 existing positions previously funded by General Fund
  - 9 positions previously funded by ARPA
  - 5 new positions
  - Contract for 2 Clinicians
- Fire
  - 18 existing positions previously funded by General Fund
  - 4 positions previously funded by ARPA
  - 11 new positions
  - Fire Academy to train new firefighters

## General Fund & Local Option Levy Fund Overview

### General Fund and Local Option Levy Fund Display

With the passage of the Local Option Levy, all the retained positions for Police and Fire have been moved from the General Fund to the Local Option Levy Fund to comply with the transparency and reporting requirements for the Local Option Levy Fund. This can make it difficult to see the total operating budget consistently over the years displayed for Police and Fire. To make this comparison easier, we have provided a summary of the General Fund and Local Option Fund Combined. This is for display purposes only, and information for each fund follows this page.

### Resources and Requirements

#### General Fund & Local Option Levy Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Taxes	34,620,812	36,347,942	37,549,000	50,647,000	50,647,000	50,647,000
Licenses & Permits	473,841	503,259	451,000	536,000	536,000	536,000
Intergovernmental	21,936,774	21,138,342	21,309,000	22,052,000	22,052,000	22,052,000
Charges for Services	8,298,509	8,466,722	7,940,000	8,368,000	8,368,000	8,368,000
Utility License Fees	18,020,273	20,036,757	20,453,000	22,268,000	22,268,000	22,268,000
Miscellaneous Income	1,344,989	951,255	631,000	621,000	621,000	621,000
Internal Payments	1,267	44,574	-	-	-	-
Interfund Transfers	1,775,000	1,425,000	3,275,000	87,100	87,100	87,100
Internal Svc Chrg	550,815	997,586	1,209,754	1,159,126	1,159,126	1,159,126
Beginning Balance	19,173,591	26,297,614	26,474,000	26,777,000	26,777,000	26,777,000
<b>Total Resources</b>	<b>106,195,871</b>	<b>116,209,052</b>	<b>119,291,754</b>	<b>132,515,226</b>	<b>132,515,226</b>	<b>132,515,226</b>
<b>Requirements</b>						
Police	39,708,711	41,268,762	50,299,391	55,490,833	55,490,833	55,490,833
Fire	30,409,825	31,971,434	34,758,479	39,414,684	39,414,684	39,414,684
Community Development	720,685	1,055,257	1,593,427	1,375,030	1,375,030	-
Economic Development	652,545	-	-	-	-	1,375,030
Community Livability	-	1,519,196	1,585,886	1,751,013	1,751,013	1,751,013
Parks	3,540,830	4,425,068	5,297,515	5,587,081	5,587,081	5,425,085
<i>Operating Total</i>	<i>75,032,596</i>	<i>80,239,718</i>	<i>93,534,698</i>	<i>103,618,641</i>	<i>103,618,641</i>	<i>103,456,645</i>
Transfers	4,865,660	4,554,649	4,416,200	3,078,600	3,143,600	3,305,596
Contingency	-	-	1,127,000	1,429,395	1,429,395	1,429,395
Unappropriated	26,297,614	31,414,685	20,213,856	24,388,590	24,323,590	24,323,590
<i>Non-Operating Total</i>	<i>31,163,274</i>	<i>35,969,334</i>	<i>25,757,056</i>	<i>28,896,585</i>	<i>28,896,585</i>	<i>29,058,581</i>
<b>Total Requirements</b>	<b>106,195,871</b>	<b>116,209,052</b>	<b>119,291,754</b>	<b>132,515,226</b>	<b>132,515,226</b>	<b>132,515,226</b>

## Resources and Requirements by Fund

### General Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Taxes	34,620,812	36,347,942	37,549,000	38,447,000	38,447,000	38,447,000
Licenses & Permits	473,841	503,259	451,000	536,000	536,000	536,000
Intergovernmental	21,936,774	21,138,342	21,309,000	22,052,000	22,052,000	22,052,000
Charges for Services	8,298,509	8,466,722	7,940,000	8,368,000	8,368,000	8,368,000
Utility License Fees	18,020,273	20,036,757	20,453,000	22,268,000	22,268,000	22,268,000
Miscellaneous Income	1,344,989	951,255	631,000	621,000	621,000	621,000
Internal Payments	1,267	44,574	-	-	-	-
Interfund Transfers	1,775,000	1,425,000	3,275,000	87,100	87,100	87,100
Internal Svc Chrg	550,815	997,586	1,209,754	1,159,126	1,159,126	1,159,126
Beginning Balance	19,173,591	26,297,614	26,474,000	26,777,000	26,777,000	26,777,000
<b>Total Resources</b>	<b>106,195,871</b>	<b>116,209,052</b>	<b>119,291,754</b>	<b>120,315,226</b>	<b>120,315,226</b>	<b>120,315,226</b>
<b>Requirements</b>						
Police	39,708,711	41,268,762	50,299,391	48,601,993	48,601,993	48,601,993
Fire	30,409,825	31,971,434	34,758,479	34,122,919	34,122,919	34,122,919
Community Development	720,685	1,055,257	1,593,427	1,375,030	1,375,030	-
Economic Development	652,545	-	-	-	-	1,375,030
Community Livability	-	1,519,196	1,585,886	1,751,013	1,751,013	1,751,013
Parks	3,540,830	4,425,068	5,297,515	5,587,081	5,587,081	5,425,085
<i>Operating Total</i>	<i>75,032,596</i>	<i>80,239,718</i>	<i>93,534,698</i>	<i>91,438,036</i>	<i>91,438,036</i>	<i>91,276,040</i>
Transfers	4,865,660	4,554,649	4,416,200	3,078,600	3,143,600	3,305,596
Contingency	-	-	1,127,000	1,410,000	1,410,000	1,410,000
Unappropriated	26,297,614	31,414,685	20,213,856	24,388,590	24,323,590	24,323,590
<i>Non-Operating Total</i>	<i>31,163,274</i>	<i>35,969,334</i>	<i>25,757,056</i>	<i>28,877,190</i>	<i>28,877,190</i>	<i>29,039,186</i>
<b>Total Requirements</b>	<b>106,195,871</b>	<b>116,209,052</b>	<b>119,291,754</b>	<b>120,315,226</b>	<b>120,315,226</b>	<b>120,315,226</b>



## Department Requirements

**General Fund**

**Police**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Police Administration	1,087,136	1,544,508	1,933,118	2,231,195	2,231,195	2,231,195
Police Operations	19,086,293	20,016,050	26,244,722	23,035,856	23,035,856	23,035,856
Police Investigations	6,344,690	6,949,430	8,191,845	8,374,427	8,374,427	8,374,427
Police Records	1,732,666	1,940,406	2,499,255	2,409,398	2,409,398	2,409,398
Police Services	1,373,472	1,976,668	2,739,477	2,921,128	2,921,128	2,921,128
Support Services	10,084,454	8,841,700	8,690,974	9,629,989	9,629,989	9,629,989
<b>Police Total</b>	<b>39,708,711</b>	<b>41,268,762</b>	<b>50,299,391</b>	<b>48,601,993</b>	<b>48,601,993</b>	<b>48,601,993</b>

**Requirements by Category**

Personnel Services	25,565,932	28,054,045	35,545,297	32,671,904	32,671,904	32,671,904
Materials & Services	13,935,657	13,176,059	14,368,094	15,670,089	15,670,089	15,670,089
Capital Outlay	207,123	38,658	386,000	260,000	260,000	260,000
<b>Police Total</b>	<b>39,708,711</b>	<b>41,268,762</b>	<b>50,299,391</b>	<b>48,601,993</b>	<b>48,601,993</b>	<b>48,601,993</b>

## Requirements by Type

**General Fund**

**Police**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	15,718,547	17,283,767	21,141,732	19,355,143	19,355,143	19,355,143
Benefits	9,847,385	10,770,278	14,403,565	13,316,761	13,316,761	13,316,761
Prof & Tech Services	2,482,538	2,692,732	3,500,700	3,756,700	3,756,700	3,756,700
Property Services	203,835	236,275	258,400	301,600	301,600	301,600
Other Services	256,162	263,276	383,500	428,200	428,200	428,200
Materials	884,572	1,128,004	1,461,020	1,482,600	1,482,600	1,482,600
City Grant & Contrib	24,096	14,072	8,500	6,000	6,000	6,000
Internal Payments	-	-	65,000	65,000	65,000	65,000
Internal Svc Chrg	10,084,454	8,841,700	8,690,974	9,629,989	9,629,989	9,629,989
Capital Outlay	207,123	38,658	386,000	260,000	260,000	260,000
<b>Police Total</b>	<b>39,708,711</b>	<b>41,268,762</b>	<b>50,299,391</b>	<b>48,601,993</b>	<b>48,601,993</b>	<b>48,601,993</b>

## Department Requirements

**General Fund**

**Fire**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Fire Administration	1,028,014	957,994	1,303,286	1,377,776	1,377,776	1,377,776
Emergency Operations	21,780,001	22,432,001	24,781,748	22,683,035	22,683,035	22,683,035
Life Safety	1,433,515	1,477,131	1,489,130	1,826,076	1,826,076	1,826,076
Training & Safety	1,557,255	1,561,171	1,786,568	1,871,464	1,871,464	1,871,464
Support Services	4,611,040	5,543,138	5,397,747	6,364,568	6,364,568	6,364,568
<b>Fire Total</b>	<b>30,409,825</b>	<b>31,971,434</b>	<b>34,758,479</b>	<b>34,122,919</b>	<b>34,122,919</b>	<b>34,122,919</b>

**Requirements by Category**

Personnel Services	23,840,496	24,112,053	26,721,132	24,721,551	24,721,551	24,721,551
Materials & Services	6,569,329	7,847,464	8,037,347	9,221,368	9,221,368	9,221,368
Capital Outlay	-	11,917	-	180,000	180,000	180,000
<b>Fire Total</b>	<b>30,409,825</b>	<b>31,971,434</b>	<b>34,758,479</b>	<b>34,122,919</b>	<b>34,122,919</b>	<b>34,122,919</b>

## Requirements by Type

**General Fund**

**Fire**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	14,780,374	14,905,305	15,644,287	14,560,946	14,560,946	14,560,946
Benefits	9,060,122	9,206,748	11,076,845	10,160,605	10,160,605	10,160,605
Prof & Tech Services	967,302	1,153,920	1,365,400	1,493,300	1,493,300	1,493,300
Property Services	173,080	165,078	136,700	139,300	139,300	139,300
Other Services	42,600	43,151	76,400	66,000	66,000	66,000
Materials	758,091	934,238	1,061,100	1,158,200	1,158,200	1,158,200
City Grant & Contrib	17,216	7,940	-	-	-	-
Internal Svc Chrg	4,611,040	5,543,138	5,397,747	6,364,568	6,364,568	6,364,568
Capital Outlay	-	11,917	-	180,000	180,000	180,000
<b>Fire Total</b>	<b>30,409,825</b>	<b>31,971,434</b>	<b>34,758,479</b>	<b>34,122,919</b>	<b>34,122,919</b>	<b>34,122,919</b>

## Department Requirements

**General Fund**

**Community Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Comm Dev Administration	-	398,562	795,383	673,730	673,730	-
Business & Development	296,169	-	-	-	-	-
Economic Development	-	451,923	563,134	446,092	446,092	-
Community Enforcement	173,434	-	-	-	-	-
Support Services	251,082	204,773	234,910	255,208	255,208	-
<b>Community Development Total</b>	<b>720,685</b>	<b>1,055,257</b>	<b>1,593,427</b>	<b>1,375,030</b>	<b>1,375,030</b>	<b>-</b>
<b>Requirements by Category</b>						
Personnel Services	386,419	711,709	982,817	834,122	834,122	-
Materials & Services	334,266	343,549	610,610	540,908	540,908	-
<b>Community Development Total</b>	<b>720,685</b>	<b>1,055,257</b>	<b>1,593,427</b>	<b>1,375,030</b>	<b>1,375,030</b>	<b>-</b>

## Requirements by Type

**General Fund**

**Community Development**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	250,368	436,681	583,394	506,919	506,919	-
Benefits	136,050	275,028	399,423	327,203	327,203	-
Prof & Tech Services	2,769	2,790	140,000	150,000	150,000	-
Property Services	3,553	1,439	8,400	8,400	8,400	-
Other Services	1,508	56,293	103,600	103,600	103,600	-
Materials	354	3,049	8,500	8,500	8,500	-
City Grant & Contrib	75,000	75,205	115,200	15,200	15,200	-
Internal Svc Chrg	251,082	204,773	234,910	255,208	255,208	-
<b>Community Development Total</b>	<b>720,685</b>	<b>1,055,257</b>	<b>1,593,427</b>	<b>1,375,030</b>	<b>1,375,030</b>	-

## Department Requirements

**General Fund**

**Economic Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Economic Development Admin	-	-	-	-	-	673,730
Economic Development	540,556	-	-	-	-	446,092
Support Services	111,989	-	-	-	-	255,208
<b>Economic Development Total</b>	<b>652,545</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,375,030</b>

**Requirements by Category**

Personnel Services	504,367	-	-	-	-	834,122
Materials & Services	148,178	-	-	-	-	540,908
<b>Economic Development Total</b>	<b>652,545</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,375,030</b>

## Requirements by Type

**General Fund**

**Economic Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	318,003	-	-	-	-	506,919
Benefits	186,364	-	-	-	-	327,203
Prof & Tech Services	5,325	-	-	-	-	150,000
Property Services	1,033	-	-	-	-	8,400
Other Services	29,149	-	-	-	-	103,600
Materials	601	-	-	-	-	8,500
City Grant & Contrib	80	-	-	-	-	15,200
Internal Svc Chrg	111,989	-	-	-	-	255,208
<b>Economic Development Total</b>	<b>652,545</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,375,030</b>



## Department Requirements

**General Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Community Livability Admin	-	122,217	417,261	342,256	342,256	342,256
Code Compliance	-	978,846	723,248	919,947	919,947	919,947
Youth Services	-	606	-	-	-	-
Support Services	-	417,528	445,377	488,810	488,810	488,810
<b>Community Livability Total</b>	<b>-</b>	<b>1,519,196</b>	<b>1,585,886</b>	<b>1,751,013</b>	<b>1,751,013</b>	<b>1,751,013</b>

**Requirements by Category**

Personnel Services	-	1,063,353	1,057,209	1,168,903	1,168,903	1,168,903
Materials & Services	-	455,843	528,677	582,110	582,110	582,110
<b>Community Livability Total</b>	<b>-</b>	<b>1,519,196</b>	<b>1,585,886</b>	<b>1,751,013</b>	<b>1,751,013</b>	<b>1,751,013</b>

## Requirements by Type

**General Fund**

**Community Livability**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	-	657,346	618,969	678,838	678,838	678,838
Benefits	-	406,008	438,240	490,065	490,065	490,065
Prof & Tech Services	-	15,216	51,500	61,500	61,500	61,500
Property Services	-	8,464	3,900	3,900	3,900	3,900
Other Services	-	1,817	13,600	13,600	13,600	13,600
Materials	-	12,624	14,200	14,200	14,200	14,200
City Grant & Contrib	-	194	100	100	100	100
Internal Svc Chrg	-	417,528	445,377	488,810	488,810	488,810
<b>Community Livability Total</b>	-	<b>1,519,196</b>	<b>1,585,886</b>	<b>1,751,013</b>	<b>1,751,013</b>	<b>1,751,013</b>

## Department Requirements

**General Fund**

**Parks**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Parks & Rec Admin	-	535,471	516,566	620,175	620,175	620,175
Parks Operations	2,383,695	2,524,501	3,053,244	3,094,568	3,094,568	3,094,568
Recreation	23,514	318,366	508,737	488,330	488,330	488,330
Youth Services	-	-	145,050	161,996	161,996	-
Support Services	1,133,622	1,046,730	1,073,918	1,222,012	1,222,012	1,222,012
<b>Parks Total</b>	<b>3,540,830</b>	<b>4,425,068</b>	<b>5,297,515</b>	<b>5,587,081</b>	<b>5,587,081</b>	<b>5,425,085</b>

**Requirements by Category**

Personnel Services	1,472,002	2,040,630	2,358,997	2,518,769	2,518,769	2,360,773
Materials & Services	2,068,829	2,377,338	2,878,518	3,008,312	3,008,312	3,004,312
Capital Outlay	-	7,099	60,000	60,000	60,000	60,000
<b>Parks Total</b>	<b>3,540,830</b>	<b>4,425,068</b>	<b>5,297,515</b>	<b>5,587,081</b>	<b>5,587,081</b>	<b>5,425,085</b>

## Requirements by Type

**General Fund**

**Parks**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	918,824	1,259,732	1,354,034	1,485,871	1,485,871	1,383,798
Benefits	553,178	780,898	1,004,963	1,032,898	1,032,898	976,975
Prof & Tech Services	378,306	614,968	1,018,000	975,700	975,700	975,700
Property Services	458,132	619,050	640,000	646,000	646,000	646,000
Other Services	10,265	20,735	22,400	30,300	30,300	28,300
Materials	72,695	73,330	123,600	127,700	127,700	125,700
City Grant & Contrib	14,151	1,018	600	6,600	6,600	6,600
Internal Payments	1,657	1,508	-	-	-	-
Internal Svc Chrg	1,133,622	1,046,730	1,073,918	1,222,012	1,222,012	1,222,012
Capital Outlay	-	7,099	60,000	60,000	60,000	60,000
<b>Parks Total</b>	<b>3,540,830</b>	<b>4,425,068</b>	<b>5,297,515</b>	<b>5,587,081</b>	<b>5,587,081</b>	<b>5,425,085</b>



## Resources and Requirements by Fund

### Local Option Levy Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Taxes	-	-	-	12,200,000	12,200,000	12,200,000
<b>Total Resources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,200,000</b>	<b>12,200,000</b>	<b>12,200,000</b>
<b>Requirements</b>						
Police	-	-	-	6,888,840	6,888,840	6,888,840
Fire	-	-	-	5,291,765	5,291,765	5,291,765
<i>Operating Total</i>	-	-	-	12,180,605	12,180,605	12,180,605
Contingency	-	-	-	19,395	19,395	19,395
<i>Non-Operating Total</i>	-	-	-	19,395	19,395	19,395
<b>Total Requirements</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,200,000</b>	<b>12,200,000</b>	<b>12,200,000</b>

## Department Requirements

**Local Option Levy Fund**

**Police**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Police Operations	-	-	-	6,267,719	6,267,719	6,267,719
Police Records	-	-	-	233,110	233,110	233,110
Police Services	-	-	-	388,011	388,011	388,011
<b>Police Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,888,840</b>	<b>6,888,840</b>	<b>6,888,840</b>

**Requirements by Category**

Personnel Services	-	-	-	6,524,840	6,524,840	6,524,840
Materials & Services	-	-	-	364,000	364,000	364,000
<b>Police Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,888,840</b>	<b>6,888,840</b>	<b>6,888,840</b>

## Requirements by Type

**Local Option Levy Fund**

**Police**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	-	-	-	3,758,289	3,758,289	3,758,289
Benefits	-	-	-	2,766,551	2,766,551	2,766,551
Prof & Tech Services	-	-	-	364,000	364,000	364,000
<b>Police Total</b>	-	-	-	<b>6,888,840</b>	<b>6,888,840</b>	<b>6,888,840</b>



## Department Requirements

**Local Option Levy Fund**

**Fire**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Emergency Operations	-	-	-	4,951,855	4,951,855	4,951,855
Life Safety	-	-	-	339,910	339,910	339,910
<b>Fire Total</b>	-	-	-	<b>5,291,765</b>	<b>5,291,765</b>	<b>5,291,765</b>

**Requirements by Category**

Personnel Services	-	-	-	5,271,765	5,271,765	5,271,765
Materials & Services	-	-	-	20,000	20,000	20,000
<b>Fire Total</b>	-	-	-	<b>5,291,765</b>	<b>5,291,765</b>	<b>5,291,765</b>

## Requirements by Type

**Local Option Levy Fund**

**Fire**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	-	-	-	3,153,657	3,153,657	3,153,657
Benefits	-	-	-	2,118,108	2,118,108	2,118,108
Materials	-	-	-	20,000	20,000	20,000
<b>Fire Total</b>	-	-	-	<b>5,291,765</b>	<b>5,291,765</b>	<b>5,291,765</b>



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## Business Funds Overview

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Five funds are grouped under the category of Business Funds: Urban Design and Planning Fund, Solid Waste & Sustainability Fund, Rental Inspection Fund, Building Fund, and Urban Renewal Support Fund. These funds account for community and development services, waste disposal, and sustainability, as well as services provided to the Gresham Redevelopment Commission.

### Business Funds Revenues

Revenues for the Urban Design & Planning Fund include interfund transfers from the General Fund for planning services and a transfer from the Transportation Fund for partial funding of transportation planning services, as well as revenues from charges for private development services. The Solid Waste & Sustainability Fund's revenue comes primarily from charges for services. The Rental Inspection Fund's revenue is from licenses and permit fees generated by the program. The Building Fund's primary revenue is from licenses and permits and charges for services. The Urban Renewal Fund's primary revenue is from an intergovernmental agreement with the Gresham Redevelopment Commission. These revenues are described in greater detail in the *Revenue Information* section of this document.

### Business Funds Expenditures

The Urban Design & Planning Fund provides planning and land use services to private developers and general community and transportation planning. The Solid Waste and Sustainability Fund provides for the management of the City's solid waste and recycling collection system. The Rental Inspection Fund provides annual mandatory inspections of rental units that are selected by statistical sampling to address substandard housing concerns. The Building Fund conducts construction plan review, permit issuance and building inspections. The Urban Renewal 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 2024/25, operating expenditures include:

- Urban Design and Planning Fund.
  - \$4.3 million operating budget.
  - 2.3% increase compared to last year's budget.
- Solid Waste & Sustainability Fund.
  - \$1.4 million operating budget.
  - 6.2% increase compared to last year's budget.
- Rental Inspection Fund.
  - \$1.1 million operating budget.
  - 9.5% decrease compared to last year's budget.
- Building Fund.
  - \$5.7 million operating budget.
  - 3.1% increase compared to last year's budget.
- Urban Renewal Fund.
  - \$2.3 million operating budget.
  - 2.7% increase compared to last year's budget.

## Resources and Requirements by Fund

### Urban Design & Planning Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Licenses & Permits	143,726	158,794	134,000	199,000	199,000	199,000
Charges for Services	668,826	1,027,527	700,000	907,000	907,000	907,000
Miscellaneous Income	12,305	19,113	7,000	37,000	37,000	37,000
Interfund Transfers	2,344,000	2,656,163	2,779,000	2,762,000	2,762,000	2,762,000
Beginning Balance	887,873	715,540	690,000	1,228,000	1,228,000	1,228,000
<b>Total Resources</b>	<b>4,056,731</b>	<b>4,577,136</b>	<b>4,310,000</b>	<b>5,133,000</b>	<b>5,133,000</b>	<b>5,133,000</b>
<b>Requirements</b>						
Urban Design & Planning	3,341,191	3,259,411	4,230,494	4,329,084	4,329,084	4,329,084
<i>Operating Total</i>	<i>3,341,191</i>	<i>3,259,411</i>	<i>4,230,494</i>	<i>4,329,084</i>	<i>4,329,084</i>	<i>4,329,084</i>
Transfers	-	58,000	66,000	71,000	71,000	71,000
Contingency	-	-	-	433,000	433,000	433,000
Unappropriated	715,540	1,259,725	13,506	299,916	299,916	299,916
<i>Non-Operating Total</i>	<i>715,540</i>	<i>1,317,725</i>	<i>79,506</i>	<i>803,916</i>	<i>803,916</i>	<i>803,916</i>
<b>Total Requirements</b>	<b>4,056,731</b>	<b>4,577,136</b>	<b>4,310,000</b>	<b>5,133,000</b>	<b>5,133,000</b>	<b>5,133,000</b>

## Department Requirements

**Urban Design & Planning Fund**

**Urban Design & Planning**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Comprehensive/Trans Planning	-	-	-	1,700,469	1,700,469	1,700,469
Development Planning	2,487,303	2,429,430	3,316,073	1,685,866	1,685,866	1,685,866
Support Services	853,888	829,981	914,421	942,749	942,749	942,749
<b>Urban Design &amp; Planning Total</b>	<b>3,341,191</b>	<b>3,259,411</b>	<b>4,230,494</b>	<b>4,329,084</b>	<b>4,329,084</b>	<b>4,329,084</b>

**Requirements by Category**

Personnel Services	2,344,083	2,353,806	3,027,473	3,096,835	3,096,835	3,096,835
Materials & Services	997,108	905,605	1,203,021	1,232,249	1,232,249	1,232,249
<b>Urban Design &amp; Planning Total</b>	<b>3,341,191</b>	<b>3,259,411</b>	<b>4,230,494</b>	<b>4,329,084</b>	<b>4,329,084</b>	<b>4,329,084</b>

## Requirements by Type

**Urban Design & Planning Fund**

**Urban Design & Planning**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Type</b>						
Personnel	1,472,800	1,447,557	1,817,287	1,851,082	1,851,082	1,851,082
Benefits	871,283	906,249	1,210,186	1,245,753	1,245,753	1,245,753
Prof & Tech Services	105,257	51,691	235,500	235,500	235,500	235,500
Property Services	4,331	4,710	10,000	10,000	10,000	10,000
Other Services	22,988	14,327	23,800	25,000	25,000	25,000
Materials	10,619	4,896	18,300	18,000	18,000	18,000
City Grant & Contrib	25	-	1,000	1,000	1,000	1,000
Internal Svc Chrg	853,888	829,981	914,421	942,749	942,749	942,749
<b>Urban Design &amp; Planning Total</b>	<b>3,341,191</b>	<b>3,259,411</b>	<b>4,230,494</b>	<b>4,329,084</b>	<b>4,329,084</b>	<b>4,329,084</b>

## Resources and Requirements by Fund

### Solid Waste & Sustainability Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	179,500	241,003	339,500	312,300	312,300	312,300
Charges for Services	747,600	778,571	816,400	857,200	857,200	857,200
Miscellaneous Income	16,281	15,427	12,400	11,000	11,000	11,000
Interfund Transfers	108,000	108,000	120,000	120,000	120,000	120,000
Beginning Balance	695,960	753,949	825,700	733,600	733,600	733,600
<b>Total Resources</b>	<b>1,747,341</b>	<b>1,896,950</b>	<b>2,114,000</b>	<b>2,034,100</b>	<b>2,034,100</b>	<b>2,034,100</b>
<b>Requirements</b>						
Environmental Services	993,392	1,083,313	1,336,848	1,419,899	1,419,899	1,419,899
<i>Operating Total</i>	<i>993,392</i>	<i>1,083,313</i>	<i>1,336,848</i>	<i>1,419,899</i>	<i>1,419,899</i>	<i>1,419,899</i>
Contingency	-	-	134,000	142,000	142,000	142,000
Unappropriated	753,949	813,637	643,152	472,201	472,201	472,201
<i>Non-Operating Total</i>	<i>753,949</i>	<i>813,637</i>	<i>777,152</i>	<i>614,201</i>	<i>614,201</i>	<i>614,201</i>
<b>Total Requirements</b>	<b>1,747,341</b>	<b>1,896,950</b>	<b>2,114,000</b>	<b>2,034,100</b>	<b>2,034,100</b>	<b>2,034,100</b>



## Department Requirements

**Solid Waste & Sustainability Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Solid Waste	775,231	849,659	1,058,290	1,153,436	1,153,436	1,153,436
Support Services	218,161	233,654	278,558	266,463	266,463	266,463
<b>Environmental Services Total</b>	<b>993,392</b>	<b>1,083,313</b>	<b>1,336,848</b>	<b>1,419,899</b>	<b>1,419,899</b>	<b>1,419,899</b>

**Requirements by Category**

Personnel Services	670,649	774,126	957,890	1,050,036	1,050,036	1,050,036
Materials & Services	322,743	309,187	378,958	369,863	369,863	369,863
<b>Environmental Services Total</b>	<b>993,392</b>	<b>1,083,313</b>	<b>1,336,848</b>	<b>1,419,899</b>	<b>1,419,899</b>	<b>1,419,899</b>

## Requirements by Type

**Solid Waste & Sustainability Fund**

**Environmental Services**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	412,387	478,144	556,247	585,928	585,928	585,928
Benefits	258,262	295,982	401,643	464,108	464,108	464,108
Prof & Tech Services	71,257	43,433	39,500	42,500	42,500	42,500
Property Services	4,999	2,598	2,300	1,800	1,800	1,800
Other Services	21,040	19,812	42,400	42,900	42,900	42,900
Materials	4,211	9,691	7,900	7,900	7,900	7,900
City Grant & Contrib	3,074	-	8,300	8,300	8,300	8,300
Internal Svc Chrg	218,161	233,654	278,558	266,463	266,463	266,463
<b>Environmental Services Total</b>	<b>993,392</b>	<b>1,083,313</b>	<b>1,336,848</b>	<b>1,419,899</b>	<b>1,419,899</b>	<b>1,419,899</b>

## Resources and Requirements by Fund

### Rental Inspection Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Licenses & Permits	706,385	777,492	756,000	1,001,000	1,001,000	1,001,000
Charges for Services	-	253	-	-	-	-
Miscellaneous Income	23,679	106,222	13,000	20,000	20,000	20,000
Beginning Balance	928,539	798,940	590,000	655,000	655,000	655,000
<b>Total Resources</b>	<b>1,658,603</b>	<b>1,682,906</b>	<b>1,359,000</b>	<b>1,676,000</b>	<b>1,676,000</b>	<b>1,676,000</b>
<b>Requirements</b>						
Community Development	859,663	-	1,267,639	-	-	-
Community Livability	-	860,421	-	1,147,342	1,147,342	1,147,342
<i>Operating Total</i>	<i>859,663</i>	<i>860,421</i>	<i>1,267,639</i>	<i>1,147,342</i>	<i>1,147,342</i>	<i>1,147,342</i>
Transfers	-	14,000	16,000	18,000	18,000	18,000
Contingency	-	-	75,000	115,000	115,000	115,000
Unappropriated	798,940	808,485	361	395,658	395,658	395,658
<i>Non-Operating Total</i>	<i>798,940</i>	<i>822,485</i>	<i>91,361</i>	<i>528,658</i>	<i>528,658</i>	<i>528,658</i>
<b>Total Requirements</b>	<b>1,658,603</b>	<b>1,682,906</b>	<b>1,359,000</b>	<b>1,676,000</b>	<b>1,676,000</b>	<b>1,676,000</b>

## Department Requirements

**Rental Inspection Fund**

**Community Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Rental Inspection Program	657,009	-	1,031,766	-	-	-
Support Services	202,654	-	235,873	-	-	-
<b>Community Development Total</b>	<b>859,663</b>	<b>-</b>	<b>1,267,639</b>			

**Requirements by Category**

Personnel Services	650,409	-	996,266	-	-	-
Materials & Services	209,254	-	271,373	-	-	-
<b>Community Development Total</b>	<b>859,663</b>	<b>-</b>	<b>1,267,639</b>			

## Requirements by Type

**Rental Inspection Fund**

**Community Development**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	379,712	-	547,621	-	-	-
Benefits	270,698	-	448,645	-	-	-
Prof & Tech Services	170	-	12,000	-	-	-
Property Services	4,315	-	5,000	-	-	-
Other Services	1,077	-	7,800	-	-	-
Materials	1,038	-	10,700	-	-	-
Internal Svc Chrg	202,654	-	235,873	-	-	-
<b>Community Development Total</b>	<b>859,663</b>	<b>-</b>	<b>1,267,639</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Department Requirements

**Rental Inspection Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Rental Inspection	-	647,511	-	880,993	880,993	880,993
Support Services	-	212,910	-	266,349	266,349	266,349
<b>Community Livability Total</b>	-	<b>860,421</b>	-	<b>1,147,342</b>	<b>1,147,342</b>	<b>1,147,342</b>

**Requirements by Category**

Personnel Services	-	636,292	-	845,393	845,393	845,393
Materials & Services	-	224,129	-	301,949	301,949	301,949
<b>Community Livability Total</b>	-	<b>860,421</b>	-	<b>1,147,342</b>	<b>1,147,342</b>	<b>1,147,342</b>

## Requirements by Type

**Rental Inspection Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	-	361,371	-	469,376	469,376	469,376
Benefits	-	274,922	-	376,017	376,017	376,017
Prof & Tech Services	-	-	-	12,000	12,000	12,000
Property Services	-	5,488	-	5,000	5,000	5,000
Other Services	-	4,561	-	7,800	7,800	7,800
Materials	-	1,169	-	10,800	10,800	10,800
Internal Svc Chrg	-	212,910	-	266,349	266,349	266,349
<b>Community Livability Total</b>	-	<b>860,421</b>	-	<b>1,147,342</b>	<b>1,147,342</b>	<b>1,147,342</b>

## Resources and Requirements by Fund

### Building Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Licenses & Permits	2,251,833	2,440,558	2,170,000	2,640,000	2,640,000	2,640,000
Intergovernmental	253,749	255,664	251,000	263,000	263,000	263,000
Charges for Services	1,595,268	2,093,992	1,430,000	1,770,000	1,770,000	1,770,000
Miscellaneous Income	106,215	193,481	71,000	184,000	184,000	184,000
Interfund Transfers	-	144,000	164,000	178,000	178,000	178,000
Beginning Balance	7,235,964	7,361,370	7,060,000	9,698,000	9,698,000	9,698,000
<b>Total Resources</b>	<b>11,443,029</b>	<b>12,489,064</b>	<b>11,146,000</b>	<b>14,733,000</b>	<b>14,733,000</b>	<b>14,733,000</b>
<b>Requirements</b>						
Community Development	4,053,607	4,013,964	5,515,608	5,688,724	5,688,724	5,688,724
<i>Operating Total</i>	<i>4,053,607</i>	<i>4,013,964</i>	<i>5,515,608</i>	<i>5,688,724</i>	<i>5,688,724</i>	<i>5,688,724</i>
Transfers	28,052	25,052	530,000	535,000	535,000	535,000
Contingency	-	-	552,000	570,000	570,000	570,000
Unappropriated	7,361,370	8,450,048	4,548,392	7,939,276	7,939,276	7,939,276
<i>Non-Operating Total</i>	<i>7,389,422</i>	<i>8,475,100</i>	<i>5,630,392</i>	<i>9,044,276</i>	<i>9,044,276</i>	<i>9,044,276</i>
<b>Total Requirements</b>	<b>11,443,029</b>	<b>12,489,064</b>	<b>11,146,000</b>	<b>14,733,000</b>	<b>14,733,000</b>	<b>14,733,000</b>



## Department Requirements

**Building Fund**

**Community Development**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Division</b>						
Comm Dev Administration	539,732	663,615	909,562	1,072,050	1,072,050	1,072,050
Building	1,997,804	1,836,144	2,922,293	2,833,098	2,833,098	2,833,098
Permit Center	459,369	464,174	549,474	584,981	584,981	584,981
Support Services	1,056,702	1,050,031	1,134,279	1,198,595	1,198,595	1,198,595
<b>Community Development Total</b>	<b>4,053,607</b>	<b>4,013,964</b>	<b>5,515,608</b>	<b>5,688,724</b>	<b>5,688,724</b>	<b>5,688,724</b>

**Requirements by Category**

Personnel Services	2,939,459	2,925,970	4,199,329	4,308,129	4,308,129	4,308,129
Materials & Services	1,114,147	1,087,994	1,316,279	1,380,595	1,380,595	1,380,595
<b>Community Development Total</b>	<b>4,053,607</b>	<b>4,013,964</b>	<b>5,515,608</b>	<b>5,688,724</b>	<b>5,688,724</b>	<b>5,688,724</b>

## Requirements by Type

**Building Fund**

**Community Development**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	1,829,600	1,816,349	2,427,787	2,492,118	2,492,118	2,492,118
Benefits	1,109,859	1,109,621	1,771,542	1,816,011	1,816,011	1,816,011
Prof & Tech Services	3,380	575	95,000	95,000	95,000	95,000
Property Services	19,929	16,189	16,000	16,000	16,000	16,000
Other Services	26,395	13,625	33,000	33,000	33,000	33,000
Materials	7,666	7,574	37,000	37,000	37,000	37,000
City Grant & Contrib	75	-	1,000	1,000	1,000	1,000
Internal Svc Chrg	1,056,702	1,050,031	1,134,279	1,198,595	1,198,595	1,198,595
<b>Community Development Total</b>	<b>4,053,607</b>	<b>4,013,964</b>	<b>5,515,608</b>	<b>5,688,724</b>	<b>5,688,724</b>	<b>5,688,724</b>

## Resources and Requirements by Fund

### Urban Renewal Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	1,175,000	1,416,720	2,407,300	2,389,500	2,389,500	2,389,500
Beginning Balance	4,406	77,197	10,000	-	-	-
<b>Total Resources</b>	<b>1,179,406</b>	<b>1,493,917</b>	<b>2,417,300</b>	<b>2,389,500</b>	<b>2,389,500</b>	<b>2,389,500</b>
<b>Requirements</b>						
Urban Renewal	1,070,474	1,076,928	2,287,665	2,349,500	2,349,500	2,349,500
<i>Operating Total</i>	<i>1,070,474</i>	<i>1,076,928</i>	<i>2,287,665</i>	<i>2,349,500</i>	<i>2,349,500</i>	<i>2,349,500</i>
Transfers	31,735	29,991	40,000	40,000	40,000	40,000
Contingency	-	-	89,000	-	-	-
Unappropriated	77,197	386,998	635	-	-	-
<i>Non-Operating Total</i>	<i>108,932</i>	<i>416,989</i>	<i>129,635</i>	<i>40,000</i>	<i>40,000</i>	<i>40,000</i>
<b>Total Requirements</b>	<b>1,179,406</b>	<b>1,493,917</b>	<b>2,417,300</b>	<b>2,389,500</b>	<b>2,389,500</b>	<b>2,389,500</b>

## Department Requirements

**Urban Renewal Fund**

**Urban Renewal**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Urban Renewal	617,786	683,689	1,859,074	1,891,774	1,891,774	1,891,774
Support Services	452,688	393,239	428,591	457,726	457,726	457,726
<b>Urban Renewal Total</b>	<b>1,070,474</b>	<b>1,076,928</b>	<b>2,287,665</b>	<b>2,349,500</b>	<b>2,349,500</b>	<b>2,349,500</b>

**Requirements by Category**

Personnel Services	388,064	529,451	862,774	768,774	768,774	768,774
Materials & Services	682,410	547,476	1,424,891	1,580,726	1,580,726	1,580,726
<b>Urban Renewal Total</b>	<b>1,070,474</b>	<b>1,076,928</b>	<b>2,287,665</b>	<b>2,349,500</b>	<b>2,349,500</b>	<b>2,349,500</b>

## Requirements by Type

**Urban Renewal Fund**

**Urban Renewal**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Personnel	256,908	330,873	498,689	442,797	442,797	442,797
Benefits	131,156	198,579	364,085	325,977	325,977	325,977
Prof & Tech Services	182,637	99,915	333,400	480,100	480,100	480,100
Property Services	12,334	31,621	65,300	55,300	55,300	55,300
Other Services	22,681	3,019	56,300	46,300	46,300	46,300
Materials	2,070	4,682	21,300	21,300	21,300	21,300
City Grant & Contrib	10,000	15,000	520,000	520,000	520,000	520,000
Internal Svc Chrg	452,688	393,239	428,591	457,726	457,726	457,726
<b>Urban Renewal Total</b>	<b>1,070,474</b>	<b>1,076,928</b>	<b>2,287,665</b>	<b>2,349,500</b>	<b>2,349,500</b>	<b>2,349,500</b>

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## Infrastructure Funds Overview

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

### Infrastructure Funds Revenues

The Infrastructure Development Fund's principal revenues come from charges for services and interfund transfers. 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 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 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 Infrastructure Development Fund's operating costs are for the Development Engineering Program, the Public Works Construction Inspections Program and the Surveying Program. The Streetlight Fund maintains and operates the City's streetlights. The Transportation Fund provides services for street repair and maintenance, and traffic engineering. The Water Fund operates and maintains the City's drinking 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 wastewater collection system and treatment facilities.

For fiscal year 2024/25, operating expenditures include:

- Infrastructure Development Fund.
  - \$4.2 million operating budget.
  - 9.6% increase compared to last year's budget.
- Streetlight Fund.
  - \$0.6 million operating budget.
  - 6.3% increase compared to last year's budget.
- Transportation Fund.
  - \$13.6 million operating budget.
  - 11.2% increase compared to last year's budget.
- Water Fund.
  - \$17.1 million operating budget.
  - 9.2% increase compared to last year's budget.
- Stormwater Fund.
  - \$12.5 million operating budget.
  - 16.6% increase compared to last year's budget.
- Wastewater Fund.
  - \$19.6 million operating budget.
  - 5.7% increase compared to last year's budget.

## Resources and Requirements by Fund

### Infrastructure Development Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	5,982	1,015	-	-	-	-
Charges for Services	984,663	913,007	938,000	1,040,500	1,040,500	1,040,500
Miscellaneous Income	72,746	119,070	59,200	53,900	53,900	53,900
Internal Payments	506,924	598,058	418,100	471,600	471,600	471,600
Interfund Transfers	2,074,800	1,599,200	1,700,000	1,814,000	1,814,000	1,814,000
Beginning Balance	4,111,280	4,529,533	3,946,600	3,592,600	3,592,600	3,592,600
<b>Total Resources</b>	<b>7,756,395</b>	<b>7,759,883</b>	<b>7,061,900</b>	<b>6,972,600</b>	<b>6,972,600</b>	<b>6,972,600</b>
<b>Requirements</b>						
Environmental Services	3,226,862	3,422,851	3,825,878	4,193,599	4,193,599	4,193,599
<i>Operating Total</i>	3,226,862	3,422,851	3,825,878	4,193,599	4,193,599	4,193,599
Transfers	-	58,000	66,000	71,000	71,000	71,000
Contingency	-	-	574,000	629,000	629,000	629,000
Unappropriated	4,529,533	4,279,032	2,596,022	2,079,001	2,079,001	2,079,001
<i>Non-Operating Total</i>	4,529,533	4,337,032	3,236,022	2,779,001	2,779,001	2,779,001
<b>Total Requirements</b>	<b>7,756,395</b>	<b>7,759,883</b>	<b>7,061,900</b>	<b>6,972,600</b>	<b>6,972,600</b>	<b>6,972,600</b>

## Department Requirements

**Infrastructure Development Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
DES Engineering	1,319,481	1,320,191	1,481,566	1,591,414	1,591,414	1,591,414
IDF Inspections	857,442	975,075	1,122,480	1,075,792	1,075,792	1,075,792
IDF Surveying	309,383	347,094	378,587	571,340	571,340	571,340
Support Services	740,556	780,491	843,245	955,053	955,053	955,053
<b>Environmental Services Total</b>	<b>3,226,862</b>	<b>3,422,851</b>	<b>3,825,878</b>	<b>4,193,599</b>	<b>4,193,599</b>	<b>4,193,599</b>

**Requirements by Category**

Personnel Services	2,407,352	2,503,075	2,766,033	3,071,946	3,071,946	3,071,946
Materials & Services	819,510	883,378	1,054,845	1,116,653	1,116,653	1,116,653
Capital Outlay	-	36,398	5,000	5,000	5,000	5,000
<b>Environmental Services Total</b>	<b>3,226,862</b>	<b>3,422,851</b>	<b>3,825,878</b>	<b>4,193,599</b>	<b>4,193,599</b>	<b>4,193,599</b>



## Requirements by Type

**Infrastructure Development Fund**

**Environmental Services**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Type</b>						
Personnel	1,494,721	1,515,107	1,627,936	1,790,065	1,790,065	1,790,065
Benefits	912,631	987,968	1,138,097	1,281,881	1,281,881	1,281,881
Prof & Tech Services	52,672	64,358	170,800	120,800	120,800	120,800
Property Services	8,897	7,747	2,400	2,400	2,400	2,400
Other Services	5,252	2,908	13,200	13,200	13,200	13,200
Materials	12,132	27,874	25,200	25,200	25,200	25,200
Internal Svc Chrg	740,556	780,491	843,245	955,053	955,053	955,053
Capital Outlay	-	36,398	5,000	5,000	5,000	5,000
<b>Environmental Services Total</b>	<b>3,226,862</b>	<b>3,422,851</b>	<b>3,825,878</b>	<b>4,193,599</b>	<b>4,193,599</b>	<b>4,193,599</b>

## Resources and Requirements by Fund

### Streetlight Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	51,609	86,344	77,500	63,700	63,700	63,700
Charges for Services	86,508	28,992	-	-	-	-
Utility License Fees	1,431,017	1,664,310	1,512,700	1,615,600	1,615,600	1,615,600
Miscellaneous Income	46,896	87,530	65,600	80,300	80,300	80,300
Interfund Transfers	-	-	142,000	142,000	142,000	142,000
Beginning Balance	4,665,336	4,985,508	4,370,100	6,100,600	6,100,600	6,100,600
<b>Total Resources</b>	<b>6,281,365</b>	<b>6,852,685</b>	<b>6,167,900</b>	<b>8,002,200</b>	<b>8,002,200</b>	<b>8,002,200</b>
<b>Requirements</b>						
Environmental Services	510,220	487,336	572,588	608,829	608,829	608,829
<i>Operating Total</i>	<i>510,220</i>	<i>487,336</i>	<i>572,588</i>	<i>608,829</i>	<i>608,829</i>	<i>608,829</i>
Transfers	785,637	709,978	1,438,000	1,705,500	1,705,500	1,705,500
Contingency	-	-	103,000	91,000	91,000	91,000
Unappropriated	4,985,508	5,655,371	4,054,312	5,596,871	5,596,871	5,596,871
<i>Non-Operating Total</i>	<i>5,771,145</i>	<i>6,365,349</i>	<i>5,595,312</i>	<i>7,393,371</i>	<i>7,393,371</i>	<i>7,393,371</i>
<b>Total Requirements</b>	<b>6,281,365</b>	<b>6,852,685</b>	<b>6,167,900</b>	<b>8,002,200</b>	<b>8,002,200</b>	<b>8,002,200</b>

## Department Requirements

**Streetlight Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
DES Operations	458,159	439,049	507,000	515,500	515,500	515,500
Support Services	52,061	48,287	65,588	93,329	93,329	93,329
<b>Environmental Services Total</b>	<b>510,220</b>	<b>487,336</b>	<b>572,588</b>	<b>608,829</b>	<b>608,829</b>	<b>608,829</b>

**Requirements by Category**

Materials & Services	510,220	480,748	572,588	608,829	608,829	608,829
Capital Outlay	-	6,587	-	-	-	-
<b>Environmental Services Total</b>	<b>510,220</b>	<b>487,336</b>	<b>572,588</b>	<b>608,829</b>	<b>608,829</b>	<b>608,829</b>

## Requirements by Type

**Streetlight Fund**

**Environmental Services**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Prof & Tech Services	118,281	120,695	142,000	142,000	142,000	142,000
Property Services	339,279	311,766	365,000	373,500	373,500	373,500
Materials	598	-	-	-	-	-
Internal Svc Chrg	52,061	48,287	65,588	93,329	93,329	93,329
Capital Outlay	-	6,587	-	-	-	-
<b>Environmental Services Total</b>	<b>510,220</b>	<b>487,336</b>	<b>572,588</b>	<b>608,829</b>	<b>608,829</b>	<b>608,829</b>

## Resources and Requirements by Fund

### Transportation Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	13,781,327	13,970,107	13,860,800	14,662,500	14,662,500	14,662,500
Charges for Services	70,649	80,394	61,600	39,200	39,200	39,200
Utility License Fees	1,487,781	1,625,182	1,711,200	1,880,200	1,880,200	1,880,200
Miscellaneous Income	366,131	662,883	297,600	308,200	308,200	308,200
Internal Payments	1,865,099	1,984,614	996,600	1,234,500	1,234,500	1,234,500
Interfund Transfers	1,342,819	1,378,169	1,483,800	1,567,850	1,567,850	1,567,850
Beginning Balance	27,842,556	32,646,140	28,581,600	28,104,100	28,104,100	28,284,100
<b>Total Resources</b>	<b>46,756,361</b>	<b>52,347,489</b>	<b>46,993,200</b>	<b>47,796,550</b>	<b>47,796,550</b>	<b>47,976,550</b>
<b>Requirements</b>						
Environmental Services	9,506,036	10,558,132	12,082,864	13,441,398	13,441,398	13,621,398
<i>Operating Total</i>	<i>9,506,036</i>	<i>10,558,132</i>	<i>12,082,864</i>	<i>13,441,398</i>	<i>13,441,398</i>	<i>13,621,398</i>
Transfers	4,604,185	10,091,244	19,353,100	19,284,900	19,284,900	19,284,900
Contingency	-	-	1,812,000	2,016,000	2,016,000	2,016,000
Unappropriated	32,646,140	31,698,112	13,745,236	13,054,252	13,054,252	13,054,252
<i>Non-Operating Total</i>	<i>37,250,325</i>	<i>41,789,357</i>	<i>34,910,336</i>	<i>34,355,152</i>	<i>34,355,152</i>	<i>34,355,152</i>
<b>Total Requirements</b>	<b>46,756,361</b>	<b>52,347,489</b>	<b>46,993,200</b>	<b>47,796,550</b>	<b>47,796,550</b>	<b>47,976,550</b>

## Department Requirements

**Transportation Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
DES Administration	582,753	610,583	706,644	746,294	746,294	746,294
DES Operations	4,282,861	4,952,820	5,551,044	6,303,382	6,303,382	6,483,382
DES Engineering	1,354,951	1,314,221	1,930,535	2,094,566	2,094,566	2,094,566
Traffic Signals	925,628	1,017,510	1,165,355	1,164,951	1,164,951	1,164,951
Support Services	2,359,843	2,662,998	2,729,286	3,132,205	3,132,205	3,132,205
<b>Environmental Services Total</b>	<b>9,506,036</b>	<b>10,558,132</b>	<b>12,082,864</b>	<b>13,441,398</b>	<b>13,441,398</b>	<b>13,621,398</b>

**Requirements by Category**

Personnel Services	5,617,124	6,017,927	7,257,378	7,885,493	7,885,493	7,885,493
Materials & Services	3,819,617	4,498,193	4,517,986	5,005,905	5,005,905	5,005,905
Capital Outlay	69,294	42,012	307,500	550,000	550,000	730,000
<b>Environmental Services Total</b>	<b>9,506,036</b>	<b>10,558,132</b>	<b>12,082,864</b>	<b>13,441,398</b>	<b>13,441,398</b>	<b>13,621,398</b>

## Requirements by Type

**Transportation Fund**

**Environmental Services**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Type</b>						
Personnel	3,456,286	3,611,380	4,120,306	4,573,390	4,573,390	4,573,390
Benefits	2,160,838	2,406,547	3,137,072	3,312,103	3,312,103	3,312,103
Prof & Tech Services	642,043	831,093	780,400	811,400	811,400	811,400
Property Services	503,073	657,730	614,900	669,400	669,400	669,400
Other Services	12,991	48,405	46,200	54,800	54,800	54,800
Materials	301,667	297,967	346,600	337,500	337,500	337,500
City Grant & Contrib	-	-	600	600	600	600
Internal Svc Chrg	2,359,843	2,662,998	2,729,286	3,132,205	3,132,205	3,132,205
Capital Outlay	69,294	42,012	307,500	550,000	550,000	730,000
<b>Environmental Services Total</b>	<b>9,506,036</b>	<b>10,558,132</b>	<b>12,082,864</b>	<b>13,441,398</b>	<b>13,441,398</b>	<b>13,621,398</b>

## Resources and Requirements by Fund

### Water Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	130,353	72,475	125,000	71,400	71,400	71,400
Charges for Services	17,020,209	18,856,567	19,642,900	21,598,500	21,598,500	21,598,500
Miscellaneous Income	371,590	726,033	559,600	657,300	657,300	657,300
Internal Payments	841,169	1,145,194	2,567,800	1,406,500	1,406,500	1,406,500
Interfund Transfers	1,089,933	836,499	669,400	640,800	640,800	640,800
Beginning Balance	31,454,016	35,075,923	37,027,700	43,551,200	43,551,200	43,551,200
<b>Total Resources</b>	<b>50,907,270</b>	<b>56,712,691</b>	<b>60,592,400</b>	<b>67,925,700</b>	<b>67,925,700</b>	<b>67,925,700</b>
<b>Requirements</b>						
Environmental Services	11,945,067	12,873,294	15,637,229	17,085,433	17,085,433	17,085,433
<i>Operating Total</i>	<i>11,945,067</i>	<i>12,873,294</i>	<i>15,637,229</i>	<i>17,085,433</i>	<i>17,085,433</i>	<i>17,085,433</i>
Transfers	3,886,280	4,612,314	5,601,700	26,764,300	26,764,300	26,764,300
Contingency	-	-	2,346,000	2,561,000	2,561,000	2,561,000
Unappropriated	35,075,923	39,227,082	37,007,471	21,514,967	21,514,967	21,514,967
<i>Non-Operating Total</i>	<i>38,962,203</i>	<i>43,839,396</i>	<i>44,955,171</i>	<i>50,840,267</i>	<i>50,840,267</i>	<i>50,840,267</i>
<b>Total Requirements</b>	<b>50,907,270</b>	<b>56,712,691</b>	<b>60,592,400</b>	<b>67,925,700</b>	<b>67,925,700</b>	<b>67,925,700</b>



## Department Requirements

**Water Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
DES Administration	590,252	656,741	774,686	884,027	884,027	884,027
DES Operations	8,109,783	8,874,913	10,778,945	11,774,991	11,774,991	11,774,991
DES Engineering	540,523	607,387	875,007	878,668	878,668	878,668
Support Services	2,704,510	2,734,253	3,208,591	3,547,747	3,547,747	3,547,747
<b>Environmental Services Total</b>	<b>11,945,067</b>	<b>12,873,294</b>	<b>15,637,229</b>	<b>17,085,433</b>	<b>17,085,433</b>	<b>17,085,433</b>

**Requirements by Category**

Personnel Services	3,418,632	3,786,243	5,106,338	5,313,386	5,313,386	5,313,386
Materials & Services	8,522,413	9,078,371	10,505,891	11,747,047	11,747,047	11,747,047
Capital Outlay	4,023	8,680	25,000	25,000	25,000	25,000
<b>Environmental Services Total</b>	<b>11,945,067</b>	<b>12,873,294</b>	<b>15,637,229</b>	<b>17,085,433</b>	<b>17,085,433</b>	<b>17,085,433</b>

## Requirements by Type

**Water Fund**

**Environmental Services**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Type</b>						
Personnel	2,055,582	2,263,551	2,938,952	2,989,295	2,989,295	2,989,295
Benefits	1,363,050	1,522,692	2,167,386	2,324,091	2,324,091	2,324,091
Prof & Tech Services	127,684	216,649	217,700	306,100	306,100	306,100
Property Services	682,565	744,899	790,800	835,800	835,800	835,800
Other Services	62,066	65,230	117,000	134,800	134,800	134,800
Materials	3,245,848	3,460,056	4,130,400	4,720,900	4,720,900	4,720,900
City Grant & Contrib	55,700	8,082	81,000	55,000	55,000	55,000
Internal Payments	1,644,040	1,849,201	1,960,400	2,146,700	2,146,700	2,146,700
Internal Svc Chrg	2,704,510	2,734,253	3,208,591	3,547,747	3,547,747	3,547,747
Capital Outlay	4,023	8,680	25,000	25,000	25,000	25,000
<b>Environmental Services Total</b>	<b>11,945,067</b>	<b>12,873,294</b>	<b>15,637,229</b>	<b>17,085,433</b>	<b>17,085,433</b>	<b>17,085,433</b>

## Resources and Requirements by Fund

### Stormwater Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	1,328	1,223	-	-	-	-
Charges for Services	11,498,365	12,539,317	13,646,800	15,983,200	15,983,200	15,983,200
Miscellaneous Income	167,560	300,255	195,100	194,900	194,900	194,900
Internal Payments	420,626	497,044	389,900	301,500	301,500	301,500
Interfund Transfers	198,185	298,266	230,000	230,400	230,400	230,400
Beginning Balance	14,478,163	14,652,060	13,012,400	12,993,500	12,993,500	12,993,500
<b>Total Resources</b>	<b>26,764,226</b>	<b>28,288,165</b>	<b>27,474,200</b>	<b>29,703,500</b>	<b>29,703,500</b>	<b>29,703,500</b>
<b>Requirements</b>						
Environmental Services	7,893,677	8,895,521	10,738,059	12,516,854	12,516,854	12,516,854
<i>Operating Total</i>	<i>7,893,677</i>	<i>8,895,521</i>	<i>10,738,059</i>	<i>12,516,854</i>	<i>12,516,854</i>	<i>12,516,854</i>
Transfers	4,218,489	5,339,900	5,128,100	5,790,900	5,790,900	5,790,900
Contingency	-	-	1,611,000	1,743,000	1,743,000	1,743,000
Unappropriated	14,652,060	14,052,743	9,997,041	9,652,746	9,652,746	9,652,746
<i>Non-Operating Total</i>	<i>18,870,549</i>	<i>19,392,644</i>	<i>16,736,141</i>	<i>17,186,646</i>	<i>17,186,646</i>	<i>17,186,646</i>
<b>Total Requirements</b>	<b>26,764,226</b>	<b>28,288,165</b>	<b>27,474,200</b>	<b>29,703,500</b>	<b>29,703,500</b>	<b>29,703,500</b>

## Department Requirements

**Stormwater Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
DES Administration	565,212	641,440	772,144	792,938	792,938	792,938
DES Operations	3,028,429	3,732,263	4,492,025	4,945,551	4,945,551	4,945,551
DES Engineering	450,091	356,491	688,399	887,262	887,262	887,262
Natural Resources	576,738	654,679	819,780	854,942	854,942	854,942
Water Quality	1,068,384	1,089,642	1,222,481	1,238,305	1,238,305	1,238,305
Urban Flood Safety	-	-	-	900,000	900,000	900,000
Support Services	2,204,823	2,421,006	2,743,230	2,897,856	2,897,856	2,897,856
<b>Environmental Services Total</b>	<b>7,893,677</b>	<b>8,895,521</b>	<b>10,738,059</b>	<b>12,516,854</b>	<b>12,516,854</b>	<b>12,516,854</b>
<b>Requirements by Category</b>						
Personnel Services	3,286,079	3,803,911	5,056,029	5,471,898	5,471,898	5,471,898
Materials & Services	4,577,279	5,045,355	5,597,030	6,987,456	6,987,456	6,987,456
Capital Outlay	30,320	46,255	85,000	57,500	57,500	57,500
<b>Environmental Services Total</b>	<b>7,893,677</b>	<b>8,895,521</b>	<b>10,738,059</b>	<b>12,516,854</b>	<b>12,516,854</b>	<b>12,516,854</b>

## Requirements by Type

**Stormwater Fund**

**Environmental Services**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	2,036,257	2,299,801	2,857,683	3,204,294	3,204,294	3,204,294
Benefits	1,249,822	1,504,110	2,198,346	2,267,604	2,267,604	2,267,604
Prof & Tech Services	748,772	839,477	920,800	971,400	971,400	971,400
Property Services	116,133	144,370	164,900	162,800	162,800	162,800
Other Services	42,959	54,205	60,700	997,500	997,500	997,500
Materials	125,300	165,344	162,700	172,800	172,800	172,800
City Grant & Contrib	198,969	172,900	186,400	185,800	185,800	185,800
Internal Payments	1,140,323	1,248,053	1,358,300	1,599,300	1,599,300	1,599,300
Internal Svc Chrg	2,204,823	2,421,006	2,743,230	2,897,856	2,897,856	2,897,856
Capital Outlay	30,320	46,255	85,000	57,500	57,500	57,500
<b>Environmental Services Total</b>	<b>7,893,677</b>	<b>8,895,521</b>	<b>10,738,059</b>	<b>12,516,854</b>	<b>12,516,854</b>	<b>12,516,854</b>

## Resources and Requirements by Fund

### Wastewater Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Licenses & Permits	37,054	17,557	14,300	16,300	16,300	16,300
Intergovernmental	426,366	166,735	180,300	176,900	176,900	176,900
Charges for Services	20,856,611	22,320,458	23,709,000	25,523,500	25,523,500	25,523,500
Miscellaneous Income	369,693	643,725	385,500	324,600	324,600	324,600
Internal Payments	741,745	815,876	1,066,700	1,297,700	1,297,700	1,297,700
Interfund Transfers	910,272	581,755	425,000	418,250	418,250	418,250
Beginning Balance	27,857,991	24,653,033	25,703,000	21,640,000	21,640,000	21,640,000
<b>Total Resources</b>	<b>51,199,732</b>	<b>49,199,140</b>	<b>51,483,800</b>	<b>49,397,250</b>	<b>49,397,250</b>	<b>49,397,250</b>
<b>Requirements</b>						
Environmental Services	14,109,639	15,590,072	18,576,497	19,628,166	19,628,166	19,628,166
<i>Operating Total</i>	<i>14,109,639</i>	<i>15,590,072</i>	<i>18,576,497</i>	<i>19,628,166</i>	<i>19,628,166</i>	<i>19,628,166</i>
Transfers	12,437,060	5,102,102	14,922,100	12,090,900	12,090,900	12,090,900
Contingency	-	-	2,786,000	2,944,000	2,944,000	2,944,000
Unappropriated	24,653,033	28,506,966	15,199,203	14,734,184	14,734,184	14,734,184
<i>Non-Operating Total</i>	<i>37,090,093</i>	<i>33,609,068</i>	<i>32,907,303</i>	<i>29,769,084</i>	<i>29,769,084</i>	<i>29,769,084</i>
<b>Total Requirements</b>	<b>51,199,732</b>	<b>49,199,140</b>	<b>51,483,800</b>	<b>49,397,250</b>	<b>49,397,250</b>	<b>49,397,250</b>

## Department Requirements

**Wastewater Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
DES Administration	585,502	644,445	732,797	772,323	772,323	772,323
DES Operations	4,235,355	4,724,904	5,266,972	5,710,589	5,710,589	5,710,589
DES Engineering	395,162	265,576	857,566	837,934	837,934	837,934
Wastewater Treatment Plant	4,866,990	5,831,117	6,970,179	7,593,157	7,593,157	7,593,157
Support Services	4,026,630	4,124,030	4,748,983	4,714,163	4,714,163	4,714,163
<b>Environmental Services Total</b>	<b>14,109,639</b>	<b>15,590,072</b>	<b>18,576,497</b>	<b>19,628,166</b>	<b>19,628,166</b>	<b>19,628,166</b>

**Requirements by Category**

Personnel Services	3,490,255	3,766,188	5,027,214	5,310,203	5,310,203	5,310,203
Materials & Services	10,614,634	11,801,579	13,461,183	14,257,963	14,257,963	14,257,963
Capital Outlay	4,750	22,305	88,100	60,000	60,000	60,000
<b>Environmental Services Total</b>	<b>14,109,639</b>	<b>15,590,072</b>	<b>18,576,497</b>	<b>19,628,166</b>	<b>19,628,166</b>	<b>19,628,166</b>

## Requirements by Type

**Wastewater Fund**

**Environmental Services**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Type</b>						
Personnel	2,088,408	2,210,659	2,851,279	3,005,989	3,005,989	3,005,989
Benefits	1,401,847	1,555,529	2,175,935	2,304,214	2,304,214	2,304,214
Prof & Tech Services	4,138,502	5,051,546	5,785,900	6,350,300	6,350,300	6,350,300
Property Services	135,890	185,585	191,900	174,700	174,700	174,700
Other Services	42,212	44,053	110,250	114,000	114,000	114,000
Materials	232,837	190,083	349,050	354,800	354,800	354,800
City Grant & Contrib	-	-	32,000	30,500	30,500	30,500
Internal Payments	2,038,562	2,206,282	2,243,100	2,519,500	2,519,500	2,519,500
Internal Svc Chrg	4,026,630	4,124,030	4,748,983	4,714,163	4,714,163	4,714,163
Capital Outlay	4,750	22,305	88,100	60,000	60,000	60,000
<b>Environmental Services Total</b>	<b>14,109,639</b>	<b>15,590,072</b>	<b>18,576,497</b>	<b>19,628,166</b>	<b>19,628,166</b>	<b>19,628,166</b>





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## Central Support Funds Overview

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These funds account for services provided by the support departments to other City departments.

### Central Support Funds Revenues

Most are funded by internal service charges allocated to funds receiving service, as is described in greater detail in the *Internal Service Charge Manual*. Health Insurance, Dental Insurance and Workers' Compensation are funded through payroll charges.

### Central Support Funds Expenditures

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

For fiscal year 2024/25, operating expenditures include:

- Facilities and Fleet Management.
  - *Citywide Services*.
    - \$6.9 million operating budget.
    - 7.9% increase compared to last year's budget.
  - *Fire Department*.
    - Beginning in fiscal year 2024/25, Facilities will resume responsibility for maintenance of fire stations. To support this change, the Fire Department will be closed in the Facilities and Fleet Management Fund, and the expenses will be combined in Citywide Services.
- Legal Services.
  - \$1.7 million operating budget.
  - 3.4% decrease compared to last year's budget.
- Administrative Services.
  - *City Manager's Office*
    - \$3.5 million operating budget.
    - 3.5% increase compared to last year's budget.
  - *Budget & Finance*.
    - \$8.4 million operating budget.
    - 5.4% increase compared to last year's budget.
  - *Information Technology*.
    - \$8.6 million operating budget.
    - 12.6% increase compared to last year's budget.
  - *Citywide Services*.
    - \$5.2 million operating budget.
    - 8.5% decrease compared to last year's budget.
- Equipment Replacement.
  - \$10.6 million operating budget.
  - 29.3% decrease compared to last year's budget.

## Central Support Funds Overview

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- Workers' Compensation and Liability Management.
  - \$8.3 million operating budget.
  - 17.0% increase compared to last year's budget.
- Health Insurance and Dental Insurance Benefits.
  - \$16.5 million operating budget.
  - 38.4% increase compared to last year's budget.

## Resources and Requirements by Fund

### Facilities & Fleet Management Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	76,597	71,968	75,000	75,000	75,000	75,000
Miscellaneous Income	184,514	160,949	94,800	84,900	84,900	84,900
Internal Payments	2,997	2,217	-	-	-	-
Interfund Transfers	197,000	260,000	270,000	-	-	-
Internal Svc Chrg	5,231,335	5,606,112	5,827,405	6,646,689	6,646,689	6,646,689
Beginning Balance	3,174,780	3,731,427	1,341,000	1,510,000	1,510,000	1,510,000
<b>Total Resources</b>	<b>8,867,222</b>	<b>9,832,673</b>	<b>7,608,205</b>	<b>8,316,589</b>	<b>8,316,589</b>	<b>8,316,589</b>
<b>Requirements</b>						
Citywide Services	4,588,842	5,139,411	6,387,274	6,892,589	6,892,589	6,892,589
Fire	224,747	258,076	270,000	-	-	-
<i>Operating Total</i>	<i>4,813,589</i>	<i>5,397,487</i>	<i>6,657,274</i>	<i>6,892,589</i>	<i>6,892,589</i>	<i>6,892,589</i>
Transfers	322,206	588,440	489,931	979,000	979,000	979,000
Contingency	-	-	461,000	445,000	445,000	445,000
Unappropriated	3,731,427	3,846,746	-	-	-	-
<i>Non-Operating Total</i>	<i>4,053,633</i>	<i>4,435,186</i>	<i>950,931</i>	<i>1,424,000</i>	<i>1,424,000</i>	<i>1,424,000</i>
<b>Total Requirements</b>	<b>8,867,222</b>	<b>9,832,673</b>	<b>7,608,205</b>	<b>8,316,589</b>	<b>8,316,589</b>	<b>8,316,589</b>

## Department Requirements

**Facilities & Fleet Management Fund**

**Citywide Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Fleet Operations	2,682,079	3,055,558	3,576,033	3,677,976	3,677,976	3,677,976
Facilities Operations	1,906,763	2,083,853	2,811,241	3,214,613	3,214,613	3,214,613
<b>Citywide Services Total</b>	<b>4,588,842</b>	<b>5,139,411</b>	<b>6,387,274</b>	<b>6,892,589</b>	<b>6,892,589</b>	<b>6,892,589</b>

**Requirements by Category**

Personnel Services	1,880,062	1,886,731	2,328,374	2,600,089	2,600,089	2,600,089
Materials & Services	2,688,450	3,233,739	4,058,900	4,292,500	4,292,500	4,292,500
Capital Outlay	20,330	18,941	-	-	-	-
<b>Citywide Services Total</b>	<b>4,588,842</b>	<b>5,139,411</b>	<b>6,387,274</b>	<b>6,892,589</b>	<b>6,892,589</b>	<b>6,892,589</b>

## Requirements by Type

**Facilities & Fleet Management Fund**

**Citywide Services**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Personnel	1,129,607	1,154,133	1,320,109	1,470,584	1,470,584	1,470,584
Benefits	750,455	732,597	1,008,265	1,129,505	1,129,505	1,129,505
Prof & Tech Services	537,167	671,063	1,138,000	1,348,800	1,348,800	1,348,800
Property Services	709,038	774,540	816,200	969,100	969,100	969,100
Other Services	8,811	30,305	32,300	35,900	35,900	35,900
Materials	1,413,316	1,735,091	1,822,400	1,886,700	1,886,700	1,886,700
City Grant & Contrib	15,000	18,000	250,000	52,000	52,000	52,000
Internal Payments	5,118	4,739	-	-	-	-
Capital Outlay	20,330	18,941	-	-	-	-
<b>Citywide Services Total</b>	<b>4,588,842</b>	<b>5,139,411</b>	<b>6,387,274</b>	<b>6,892,589</b>	<b>6,892,589</b>	<b>6,892,589</b>

## Department Requirements

**Facilities & Fleet Management Fund**

**Fire**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Fire Stations	224,747	258,076	270,000	-	-	-
<b>Fire Total</b>	<b>224,747</b>	<b>258,076</b>	<b>270,000</b>			

**Requirements by Category**

Materials & Services	224,747	258,076	270,000	-	-	-
<b>Fire Total</b>	<b>224,747</b>	<b>258,076</b>	<b>270,000</b>			

## Requirements by Type

**Facilities & Fleet Management Fund**

**Fire**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Prof & Tech Services	107,683	127,296	141,000	-	-	-
Property Services	106,268	121,078	113,500	-	-	-
Materials	10,796	9,702	15,500	-	-	-
<b>Fire Total</b>	<b>224,747</b>	<b>258,076</b>	<b>270,000</b>	-	-	-



## Resources and Requirements by Fund

### Legal Services Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	318	-	-	-	-	-
Charges for Services	1,164	-	-	-	-	-
Miscellaneous Income	6,971	12,169	-	-	-	-
Internal Svc Chrg	1,290,193	1,459,068	1,695,714	1,742,850	1,742,850	1,742,850
Beginning Balance	366,629	471,565	234,000	252,000	252,000	252,000
<b>Total Resources</b>	<b>1,665,275</b>	<b>1,942,802</b>	<b>1,929,714</b>	<b>1,994,850</b>	<b>1,994,850</b>	<b>1,994,850</b>
<b>Requirements</b>						
City Attorney's Office	1,193,711	1,565,000	1,677,714	1,734,850	1,734,850	1,734,850
<i>Operating Total</i>	<i>1,193,711</i>	<i>1,565,000</i>	<i>1,677,714</i>	<i>1,734,850</i>	<i>1,734,850</i>	<i>1,734,850</i>
Contingency	-	-	252,000	260,000	260,000	260,000
Unappropriated	471,565	377,802	-	-	-	-
<i>Non-Operating Total</i>	<i>471,565</i>	<i>377,802</i>	<i>252,000</i>	<i>260,000</i>	<i>260,000</i>	<i>260,000</i>
<b>Total Requirements</b>	<b>1,665,275</b>	<b>1,942,802</b>	<b>1,929,714</b>	<b>1,994,850</b>	<b>1,994,850</b>	<b>1,994,850</b>

## Department Requirements

**Legal Services Fund**

**City Attorney's Office**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Legal Services	1,193,711	1,565,000	1,677,714	1,734,850	1,734,850	1,734,850
<b>City Attorney's Office Total</b>	<b>1,193,711</b>	<b>1,565,000</b>	<b>1,677,714</b>	<b>1,734,850</b>	<b>1,734,850</b>	<b>1,734,850</b>

**Requirements by Category**

Personnel Services	1,148,438	1,464,589	1,333,714	1,617,350	1,617,350	1,617,350
Materials & Services	45,273	100,410	344,000	117,500	117,500	117,500
<b>City Attorney's Office Total</b>	<b>1,193,711</b>	<b>1,565,000</b>	<b>1,677,714</b>	<b>1,734,850</b>	<b>1,734,850</b>	<b>1,734,850</b>

## Requirements by Type

**Legal Services Fund**

**City Attorney's Office**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Type</b>						
Personnel	749,022	945,445	737,713	992,875	992,875	992,875
Benefits	399,415	519,144	596,001	624,475	624,475	624,475
Prof & Tech Services	22,265	76,412	305,000	76,000	76,000	76,000
Property Services	2,866	3,544	5,000	5,000	5,000	5,000
Other Services	15,008	17,301	23,200	27,300	27,300	27,300
Materials	5,133	3,153	10,800	9,200	9,200	9,200
<b>City Attorney's Office Total</b>	<b>1,193,711</b>	<b>1,565,000</b>	<b>1,677,714</b>	<b>1,734,850</b>	<b>1,734,850</b>	<b>1,734,850</b>

## Resources and Requirements by Fund

### Administrative Services Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	320,834	104,659	-	-	-	-
Charges for Services	137,561	107,812	105,000	65,000	65,000	65,000
Miscellaneous Income	361,196	508,991	125,000	125,000	125,000	125,000
Internal Payments	974,008	1,057,639	1,312,700	1,700,000	1,700,000	1,700,000
Interfund Transfers	1,527,049	618,000	1,061,000	1,129,500	1,129,500	1,129,500
Internal Svc Chrg	16,485,440	16,293,157	19,416,330	21,457,212	21,457,212	21,457,212
Beginning Balance	4,448,382	6,433,741	3,205,000	2,692,000	2,692,000	2,692,000
<b>Total Resources</b>	<b>24,254,470</b>	<b>25,123,999</b>	<b>25,225,030</b>	<b>27,168,712</b>	<b>27,168,712</b>	<b>27,168,712</b>
<b>Requirements</b>						
City Manager's Office	2,571,497	2,776,933	3,332,343	3,450,051	3,450,051	3,450,051
Budget & Finance	5,658,878	6,559,230	7,920,029	8,351,023	8,351,023	8,351,023
Information Technology	4,421,171	5,622,087	7,627,142	8,588,371	8,588,371	8,588,371
Citywide Services	3,756,988	4,026,206	4,758,797	5,162,767	5,162,767	5,162,767
Community Livability	1,297,681	-	-	-	-	-
<i>Operating Total</i>	<i>17,706,215</i>	<i>18,984,456</i>	<i>23,638,311</i>	<i>25,552,212</i>	<i>25,552,212</i>	<i>25,552,212</i>
Transfers	114,515	122,258	289,719	326,500	326,500	326,500
Contingency	-	-	732,000	790,000	790,000	790,000
Unappropriated	6,433,741	6,017,285	565,000	500,000	500,000	500,000
<i>Non-Operating Total</i>	<i>6,548,256</i>	<i>6,139,543</i>	<i>1,586,719</i>	<i>1,616,500</i>	<i>1,616,500</i>	<i>1,616,500</i>
<b>Total Requirements</b>	<b>24,254,470</b>	<b>25,123,999</b>	<b>25,225,030</b>	<b>27,168,712</b>	<b>27,168,712</b>	<b>27,168,712</b>

## Department Requirements

**Administrative Services Fund**

**City Manager's Office**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Division</b>						
City Management	2,075,374	2,255,288	2,572,679	2,523,892	2,523,892	2,523,892
Council Support	207,148	195,304	214,372	405,047	405,047	405,047
Mayor & Council	288,975	326,341	545,292	521,112	521,112	521,112
<b>City Manager's Office Total</b>	<b>2,571,497</b>	<b>2,776,933</b>	<b>3,332,343</b>	<b>3,450,051</b>	<b>3,450,051</b>	<b>3,450,051</b>

**Requirements by Category**

Personnel Services	2,077,588	2,063,490	2,279,243	2,376,051	2,376,051	2,376,051
Materials & Services	493,909	713,443	1,053,100	1,074,000	1,074,000	1,074,000
<b>City Manager's Office Total</b>	<b>2,571,497</b>	<b>2,776,933</b>	<b>3,332,343</b>	<b>3,450,051</b>	<b>3,450,051</b>	<b>3,450,051</b>

## Requirements by Type

**Administrative Services Fund**

**City Manager's Office**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Personnel	1,476,764	1,470,184	1,484,728	1,476,319	1,476,319	1,476,319
Benefits	600,824	593,306	794,515	899,732	899,732	899,732
Prof & Tech Services	289,741	393,298	641,100	689,600	689,600	689,600
Property Services	13,762	11,228	16,500	16,500	16,500	16,500
Other Services	182,530	268,780	297,200	315,300	315,300	315,300
Materials	7,416	27,412	68,400	21,300	21,300	21,300
City Grant & Contrib	459	12,726	29,900	31,300	31,300	31,300
<b>City Manager's Office Total</b>	<b>2,571,497</b>	<b>2,776,933</b>	<b>3,332,343</b>	<b>3,450,051</b>	<b>3,450,051</b>	<b>3,450,051</b>

## Department Requirements

**Administrative Services Fund**

**Budget & Finance**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Accounting	1,895,424	2,083,950	2,285,274	2,438,841	2,438,841	2,438,841
Financial Operations	858,971	897,283	1,066,063	1,127,558	1,127,558	1,127,558
Utility Billing	1,424,317	1,625,996	2,206,958	2,323,276	2,323,276	2,323,276
Budget & Financial Planning	1,480,166	1,952,002	2,361,734	2,461,348	2,461,348	2,461,348
<b>Budget &amp; Finance Total</b>	<b>5,658,878</b>	<b>6,559,230</b>	<b>7,920,029</b>	<b>8,351,023</b>	<b>8,351,023</b>	<b>8,351,023</b>

**Requirements by Category**

Personnel Services	4,906,486	5,627,175	6,576,229	6,920,723	6,920,723	6,920,723
Materials & Services	752,392	932,056	1,336,800	1,423,300	1,423,300	1,423,300
Capital Outlay	-	-	7,000	7,000	7,000	7,000
<b>Budget &amp; Finance Total</b>	<b>5,658,878</b>	<b>6,559,230</b>	<b>7,920,029</b>	<b>8,351,023</b>	<b>8,351,023</b>	<b>8,351,023</b>

## Requirements by Type

**Administrative Services Fund**

**Budget & Finance**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	3,086,030	3,431,631	3,835,973	4,037,787	4,037,787	4,037,787
Benefits	1,820,455	2,195,544	2,740,256	2,882,936	2,882,936	2,882,936
Prof & Tech Services	526,023	578,169	758,100	821,400	821,400	821,400
Property Services	21,497	20,193	19,900	19,000	19,000	19,000
Other Services	27,778	49,937	101,600	107,200	107,200	107,200
Materials	72,243	174,408	196,200	214,700	214,700	214,700
City Grant & Contrib	104,850	109,348	261,000	261,000	261,000	261,000
Capital Outlay	-	-	7,000	7,000	7,000	7,000
<b>Budget &amp; Finance Total</b>	<b>5,658,878</b>	<b>6,559,230</b>	<b>7,920,029</b>	<b>8,351,023</b>	<b>8,351,023</b>	<b>8,351,023</b>



## Department Requirements

**Administrative Services Fund**

**Information Technology**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Division</b>						
IT Admin	4,421,171	4,791,287	6,498,699	7,344,340	7,344,340	7,344,340
Mapping & GIS Services	-	830,800	1,128,443	1,244,031	1,244,031	1,244,031
<b>Information Technology Total</b>	<b>4,421,171</b>	<b>5,622,087</b>	<b>7,627,142</b>	<b>8,588,371</b>	<b>8,588,371</b>	<b>8,588,371</b>

**Requirements by Category**

Personnel Services	2,675,732	3,607,503	4,446,142	4,819,671	4,819,671	4,819,671
Materials & Services	1,745,438	2,014,584	3,181,000	3,768,700	3,768,700	3,768,700
<b>Information Technology Total</b>	<b>4,421,171</b>	<b>5,622,087</b>	<b>7,627,142</b>	<b>8,588,371</b>	<b>8,588,371</b>	<b>8,588,371</b>

## Requirements by Type

**Administrative Services Fund**

**Information Technology**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	1,692,432	2,278,967	2,661,118	2,911,059	2,911,059	2,911,059
Benefits	983,301	1,328,536	1,785,024	1,908,612	1,908,612	1,908,612
Prof & Tech Services	94,839	307,113	254,300	390,500	390,500	390,500
Property Services	120,436	119,109	517,500	526,500	526,500	526,500
Other Services	2,923	11,284	51,700	59,600	59,600	59,600
Materials	1,527,240	1,577,077	2,357,500	2,792,100	2,792,100	2,792,100
<b>Information Technology Total</b>	<b>4,421,171</b>	<b>5,622,087</b>	<b>7,627,142</b>	<b>8,588,371</b>	<b>8,588,371</b>	<b>8,588,371</b>

## Department Requirements

**Administrative Services Fund**

**Citywide Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Human Resources	1,462,616	1,801,172	2,335,771	2,577,775	2,577,775	2,577,775
Emergency Management	210,546	206,693	-	-	-	-
Communications	1,269,730	1,170,344	1,136,552	1,315,406	1,315,406	1,315,406
Neighborhood Services	-	681,178	384,027	-	-	-
Community Engagement	-	-	550,447	917,586	917,586	917,586
Mapping & GIS Services	653,564	-	-	-	-	-
General Support	160,531	166,818	352,000	352,000	352,000	352,000
<b>Citywide Services Total</b>	<b>3,756,988</b>	<b>4,026,206</b>	<b>4,758,797</b>	<b>5,162,767</b>	<b>5,162,767</b>	<b>5,162,767</b>

**Requirements by Category**

Personnel Services	2,974,390	3,282,386	3,467,797	3,843,167	3,843,167	3,843,167
Materials & Services	782,598	743,819	1,276,500	1,319,600	1,319,600	1,319,600
Capital Outlay	-	-	14,500	-	-	-
<b>Citywide Services Total</b>	<b>3,756,988</b>	<b>4,026,206</b>	<b>4,758,797</b>	<b>5,162,767</b>	<b>5,162,767</b>	<b>5,162,767</b>

## Requirements by Type

**Administrative Services Fund**

**Citywide Services**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Personnel	1,877,124	2,078,015	2,074,216	2,282,272	2,282,272	2,282,272
Benefits	1,097,266	1,204,371	1,393,581	1,560,895	1,560,895	1,560,895
Prof & Tech Services	366,867	338,607	502,900	522,300	522,300	522,300
Property Services	16,806	17,580	18,500	16,000	16,000	16,000
Other Services	108,428	146,730	267,800	263,300	263,300	263,300
Materials	283,664	220,526	248,600	285,300	285,300	285,300
City Grant & Contrib	1,833	20,377	48,700	42,700	42,700	42,700
Insurance	5,000	-	190,000	190,000	190,000	190,000
Capital Outlay	-	-	14,500	-	-	-
<b>Citywide Services Total</b>	<b>3,756,988</b>	<b>4,026,206</b>	<b>4,758,797</b>	<b>5,162,767</b>	<b>5,162,767</b>	<b>5,162,767</b>

## Department Requirements

**Administrative Services Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Neighborhoods & Comm Engag	340,580	-	-	-	-	-
Livability & Code Services	666,220	-	-	-	-	-
Mediation Services	290,881	-	-	-	-	-
<b>Community Livability Total</b>	<b>1,297,681</b>	<b>-</b>	<b>-</b>			

**Requirements by Category**

Personnel Services	1,139,881	-	-	-	-	-
Materials & Services	157,800	-	-	-	-	-
<b>Community Livability Total</b>	<b>1,297,681</b>	<b>-</b>	<b>-</b>			

## Requirements by Type

**Administrative Services Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	707,412	-	-	-	-	-
Benefits	432,469	-	-	-	-	-
Prof & Tech Services	90,399	-	-	-	-	-
Property Services	7,820	-	-	-	-	-
Other Services	16,317	-	-	-	-	-
Materials	22,699	-	-	-	-	-
City Grant & Contrib	20,566	-	-	-	-	-
<b>Community Livability Total</b>	<b>1,297,681</b>	-	-	-	-	-

## Resources and Requirements by Fund

### Equipment Replacement Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	-	33,828	31,000	-	-	-
Miscellaneous Income	235,755	428,923	7,671,900	9,463,500	9,463,500	9,463,500
Interfund Transfers	171,549	108,152	239,400	137,300	137,300	137,300
Internal Svc Chrg	5,644,698	4,915,788	2,101,492	2,158,700	2,158,700	2,158,700
Beginning Balance	19,772,623	24,016,612	18,800,000	22,413,900	22,413,900	22,413,900
<b>Total Resources</b>	<b>25,824,626</b>	<b>29,503,303</b>	<b>28,843,792</b>	<b>34,173,400</b>	<b>34,173,400</b>	<b>34,173,400</b>
<b>Requirements</b>						
Citywide Services	1,808,014	5,985,385	8,207,300	10,610,900	10,610,900	10,610,900
<i>Operating Total</i>	<i>1,808,014</i>	<i>5,985,385</i>	<i>8,207,300</i>	<i>10,610,900</i>	<i>10,610,900</i>	<i>10,610,900</i>
Other Requirements	-	-	7,389,900	9,127,200	9,127,200	9,127,200
Unappropriated	24,016,612	23,517,919	13,246,592	14,435,300	14,435,300	14,435,300
<i>Non-Operating Total</i>	<i>24,016,612</i>	<i>23,517,919</i>	<i>20,636,492</i>	<i>23,562,500</i>	<i>23,562,500</i>	<i>23,562,500</i>
<b>Total Requirements</b>	<b>25,824,626</b>	<b>29,503,303</b>	<b>28,843,792</b>	<b>34,173,400</b>	<b>34,173,400</b>	<b>34,173,400</b>

## Department Requirements

**Equipment Replacement Fund**

**Citywide Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Equipment Replacement	1,808,014	5,985,385	8,207,300	10,610,900	10,610,900	10,610,900
<b>Citywide Services Total</b>	<b>1,808,014</b>	<b>5,985,385</b>	<b>8,207,300</b>	<b>10,610,900</b>	<b>10,610,900</b>	<b>10,610,900</b>

**Requirements by Category**

Materials & Services	581,623	24,858	92,300	260,400	260,400	260,400
Capital Outlay	1,226,391	5,960,527	8,115,000	10,350,500	10,350,500	10,350,500
<b>Citywide Services Total</b>	<b>1,808,014</b>	<b>5,985,385</b>	<b>8,207,300</b>	<b>10,610,900</b>	<b>10,610,900</b>	<b>10,610,900</b>



## Requirements by Type

**Equipment Replacement Fund**

**Citywide Services**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Materials	581,623	24,858	92,300	260,400	260,400	260,400
Capital Outlay	1,226,391	5,960,527	8,115,000	10,350,500	10,350,500	10,350,500
<b>Citywide Services Total</b>	<b>1,808,014</b>	<b>5,985,385</b>	<b>8,207,300</b>	<b>10,610,900</b>	<b>10,610,900</b>	<b>10,610,900</b>

## Equipment Replacement Schedule for FY 2024/25 (Carryover)

	Vehicles	Other Equipment	Computer Equipment	Total
<b>Police</b>				
1 Crisis Negotiator	191,048			
3 Patrol SUVs	209,399			
1 Command SUV	80,958			
1 Truck	70,246			
1 Utility Vehicle		22,688		
				<b>574,339</b>
<b>Fire</b>				
1 Cargo Van	58,710			
1 Pickup Truck	50,367			
2 Compressors		96,672		
1 Air Storage System		38,787		
5 Treadmills		36,157		
Radios		507,240		
Thermal Imaging Camera		133,316		
Communication Equipment (various)		38,301		
Search Camera		16,917		
Fire Equipment (various)		70,254		
				<b>1,046,721</b>
<b>Economic &amp; Development Services</b>				
2 SUVs	60,152			
				<b>60,152</b>
<b>Environmental Services</b>				
7 Cab & Chassis	670,581			
1 Camera Van	360,146			
5 Pickups	226,291			
1 Dump Truck	209,045			
1 Bucket Truck	150,000			
2 Trucks	130,206			
1 Cargo Van	44,805			
1 SUV	40,891			
1 Sedan	32,342			
5 Tractors, Loaders & Backhoes		592,276		
1 Front Loader		249,161		
1 PUP Trailer		209,041		
1 Roller		171,091		
5 Variable Message Boards		170,099		
1 Generator		148,756		
2 Trailers		124,898		
1 Emergency Water Distribution System		85,718		
1 Debris Separator		71,654		
1 Compressor		30,804		
Sensors (various)		132,810		
Camera Systems		98,772		
Environmental Services Equipment (various)		51,752		
				<b>4,001,139</b>
<b>Fleet &amp; Facilities</b>				
Security System	71,824			
				<b>71,824</b>
<b>Emergency Management</b>				
Communication Equipment		6,930		
				<b>6,930</b>
<i>Carryover Subtotal</i>	<u>2,657,011</u>	<u>3,104,094</u>	<u>-</u>	<u>5,761,105</u>

## Equipment Replacement Schedule for FY 2024/25

	Vehicles	Other Equipment	Computer Equipment	Total
<b>Police</b>				
2 Patrol SUVs	122,982			
3 Patrol Motorcycles	132,870			
1 Bomb Suit		41,320		
Radios		1,575,095		
Evidence Management System		45,422		
Crisis Communication System		40,007		
Various Security Cameras		83,319		
Police Equipment (various)		104,781		
				<b>2,145,796</b>
<b>Fire &amp; Emergency Services</b>				
1 Quick Response Vehicle	107,120			
1 Fill Containment System		18,916		
				<b>126,036</b>
<b>Economic &amp; Development Services</b>				
1 Plotter		7,531		
				<b>7,531</b>
<b>Community Livability</b>				
1 Pickup Truck	42,230			
				<b>42,230</b>
<b>Parks</b>				
2 Commercial Lawn Mowers		154,785		
1 Utility Vehicle		22,689		
Blower		9,175		
				<b>186,649</b>
<b>Environmental Services</b>				
1 Camera Van	434,202			
3 Cab & Chassis	243,492			
3 Pickup Trucks	155,427			
1 SUV	30,076			
1 Cargo Van	34,711			
1 PUP Trailer		215,197		
1 Backhoe		141,833		
1 Excavator		92,654		
1 Generator		43,706		
1 Trailer		42,757		
1 Water Tank		40,311		
1 Sprayer		30,000		
1 Paver		22,314		
Environmental Services Equipment (various)		110,391		
				<b>1,637,071</b>
<b>Fleet and Facilities</b>				
1 Vehicle Lifting System		88,319		
				<b>88,319</b>
<b>Budget &amp; Finance (Utility Billing)</b>				
1 Pickup	40,582			
				<b>40,582</b>
<b>Information Technology</b>				
Switches		275,000		
				<b>275,000</b>
<b>Emergency Management</b>				
1 SUV	40,067			
				<b>40,067</b>
<i>FY 2024/25 Subtotal</i>	<i>1,383,759</i>	<i>3,205,522</i>	<i>-</i>	<i>4,589,281</i>
<b>Grand Total for FY 2024/25</b>	<b>4,040,770</b>	<b>6,309,616</b>	<b>-</b>	<b>10,350,386</b>

## Resources and Requirements by Fund

### Workers' Comp & Liability Mgmt Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	202,388	306,491	171,000	279,000	279,000	279,000
Internal Payments	1,801,348	1,942,745	2,040,000	2,170,000	2,170,000	2,170,000
Internal Svc Chrg	1,936,524	2,362,874	3,029,998	3,348,204	3,348,204	3,348,204
Beginning Balance	4,480,061	4,909,312	3,452,000	5,211,400	5,211,400	5,211,400
<b>Total Resources</b>	<b>8,420,320</b>	<b>9,521,421</b>	<b>8,692,998</b>	<b>11,008,604</b>	<b>11,008,604</b>	<b>11,008,604</b>
<b>Requirements</b>						
City Attorney's Office	3,511,008	3,521,113	7,977,307	8,307,182	8,307,182	8,307,182
<i>Operating Total</i>	<i>3,511,008</i>	<i>3,521,113</i>	<i>7,977,307</i>	<i>8,307,182</i>	<i>8,307,182</i>	<i>8,307,182</i>
Contingency	-	-	-	1,272,400	1,272,400	1,272,400
Unappropriated	4,909,312	6,000,308	715,691	1,429,022	1,429,022	1,429,022
<i>Non-Operating Total</i>	<i>4,909,312</i>	<i>6,000,308</i>	<i>715,691</i>	<i>2,701,422</i>	<i>2,701,422</i>	<i>2,701,422</i>
<b>Total Requirements</b>	<b>8,420,320</b>	<b>9,521,421</b>	<b>8,692,998</b>	<b>11,008,604</b>	<b>11,008,604</b>	<b>11,008,604</b>

## Department Requirements

**Workers' Comp & Liability Mgmt Fund**

**City Attorney's Office**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Workers' Compensation Mgmt	1,407,100	1,469,249	4,055,309	4,177,678	4,177,678	4,177,678
Liability Management	2,103,908	2,051,864	3,921,998	4,129,504	4,129,504	4,129,504
<b>City Attorney's Office Total</b>	<b>3,511,008</b>	<b>3,521,113</b>	<b>7,977,307</b>	<b>8,307,182</b>	<b>8,307,182</b>	<b>8,307,182</b>

**Requirements by Category**

Personnel Services	633,273	652,202	863,307	763,382	763,382	763,382
Materials & Services	2,877,735	2,868,911	7,114,000	7,543,800	7,543,800	7,543,800
<b>City Attorney's Office Total</b>	<b>3,511,008</b>	<b>3,521,113</b>	<b>7,977,307</b>	<b>8,307,182</b>	<b>8,307,182</b>	<b>8,307,182</b>

## Requirements by Type

**Workers' Comp & Liability Mgmt Fund**

**City Attorney's Office**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	406,167	402,332	584,068	596,728	596,728	596,728
Benefits	227,106	249,870	279,239	166,654	166,654	166,654
Prof & Tech Services	103,860	107,781	162,000	171,000	171,000	171,000
Other Services	175	595	14,500	14,800	14,800	14,800
Materials	5,277	120	5,500	5,500	5,500	5,500
City Grant & Contrib	-	-	1,500	1,500	1,500	1,500
Insurance	2,768,422	2,760,415	6,930,500	7,351,000	7,351,000	7,351,000
<b>City Attorney's Office Total</b>	<b>3,511,008</b>	<b>3,521,113</b>	<b>7,977,307</b>	<b>8,307,182</b>	<b>8,307,182</b>	<b>8,307,182</b>

## Resources and Requirements by Fund

### COG Health & Dental Plans Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	931,909	1,358,807	1,723,000	2,685,000	2,685,000	2,685,000
Internal Payments	7,619,459	8,107,455	10,917,000	13,599,000	13,599,000	13,599,000
Beginning Balance	6,943,117	7,966,229	7,370,000	6,387,000	6,387,000	6,387,000
<b>Total Resources</b>	<b>15,494,485</b>	<b>17,432,491</b>	<b>20,010,000</b>	<b>22,671,000</b>	<b>22,671,000</b>	<b>22,671,000</b>
<b>Requirements</b>						
Citywide Services	7,368,256	10,226,226	11,921,700	16,504,000	16,504,000	16,504,000
<i>Operating Total</i>	<i>7,368,256</i>	<i>10,226,226</i>	<i>11,921,700</i>	<i>16,504,000</i>	<i>16,504,000</i>	<i>16,504,000</i>
Transfers	160,000	284,000	284,000	299,000	299,000	299,000
Contingency	-	-	1,832,000	2,480,000	2,480,000	2,480,000
Unappropriated	7,966,229	6,922,266	5,972,300	3,388,000	3,388,000	3,388,000
<i>Non-Operating Total</i>	<i>8,126,229</i>	<i>7,206,266</i>	<i>8,088,300</i>	<i>6,167,000</i>	<i>6,167,000</i>	<i>6,167,000</i>
<b>Total Requirements</b>	<b>15,494,485</b>	<b>17,432,491</b>	<b>20,010,000</b>	<b>22,671,000</b>	<b>22,671,000</b>	<b>22,671,000</b>

## Department Requirements

**COG Health & Dental Plans Fund**

**Citywide Services**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Division</b>						
COG Health Plans	6,773,867	9,611,432	10,938,700	15,399,000	15,399,000	15,399,000
COG Dental Plan	594,389	614,794	983,000	1,105,000	1,105,000	1,105,000
<b>Citywide Services Total</b>	<b>7,368,256</b>	<b>10,226,226</b>	<b>11,921,700</b>	<b>16,504,000</b>	<b>16,504,000</b>	<b>16,504,000</b>

**Requirements by Category**

Materials & Services	7,368,256	10,226,226	11,921,700	16,504,000	16,504,000	16,504,000
<b>Citywide Services Total</b>	<b>7,368,256</b>	<b>10,226,226</b>	<b>11,921,700</b>	<b>16,504,000</b>	<b>16,504,000</b>	<b>16,504,000</b>



## Requirements by Type

**COG Health & Dental Plans Fund**

**Citywide Services**

	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
<b>Requirements by Type</b>						
Prof & Tech Services	301,287	291,017	434,700	383,000	383,000	383,000
Insurance	7,066,968	9,935,209	11,487,000	16,121,000	16,121,000	16,121,000
<b>Citywide Services Total</b>	<b>7,368,256</b>	<b>10,226,226</b>	<b>11,921,700</b>	<b>16,504,000</b>	<b>16,504,000</b>	<b>16,504,000</b>

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## Special Revenue & Non-Operating Funds Overview

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### 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 as operating costs. The debt service funds are non-operating funds.

### Special Revenue Funds

- *Designated Purpose Fund* – Accounts for restricted funds received by the City for specific programs or projects from donations, grants, intergovernmental agreements or other restricted funding sources. The American Rescue Plan Act (ARPA) funds have been budgeted within this fund; for additional information about ARPA please refer to the ARPA section of this document.
- *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, Stormwater, Wastewater, Parks or Transportation Capital Improvement Funds. 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.
- *CDBG and HOME fund* – The fund is used for programs that rely on dedicated revenue sources provided by the Federal Government through the Community Development Block Grant (CDBG) and HOME programs.

### 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. In fiscal year 2021/22 the line of credit was paid off by the City. The Transportation portion of the line of credit was converted to a six-year fixed debt instrument, and service payments will continue through fiscal year 2027/28.\*
- *Pension Bond Debt Service Fund* – This fund accounts for debt service on Pension Bonds issued as a means of reducing the unfunded actuarial liability with the Oregon Public Employees Retirement System. Resources to pay the debt service are collected through the payroll process.
- *Water Debt Service Fund* – This fund accounts for reserves and the payment of principal and interest on water related debt. Transfers from the Water Fund provide revenue for this fund. Requirements consist of debt service payments. In fiscal year 2021/22 the Line of Credit was paid off by the City while a new long term revenue bond was added for the purposes of building new water infrastructure for the City. In fiscal year 2024/25, the City expects to draw from its Water Infrastructure Financing and Innovation Act (WIFIA) loan.

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\* In fiscal year 2023/24, the obligations for fire engines and other equipment purchases were fully repaid.

## Special Revenue & Non-Operating Funds Overview

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- *Stormwater Debt Service Fund* – This fund accounts for reserves and the payment of principal and interest for stormwater related debt service. Transfers from the Stormwater Fund provide revenue for this fund. Requirements consist of debt service payments.
- *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.

### Closed Funds

- *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 Gresham Redevelopment Commission now issues its own debt directly, instead of relying on the City of Gresham to issue debt on behalf of the Commission. As of June 30, 2023, all outstanding debt has been repaid. This fund is closed starting in fiscal year 2023/24.
- *City Facility Debt Service Fund* – This fund reflects the debt service payments related to the roof of the Public Safety Building and a fiscal year 2018/19 property acquisition.

## Resources and Requirements by Fund

### Designated Purpose Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Taxes	-	-	-	278,400	278,400	278,400
Intergovernmental	15,183,252	18,233,127	17,375,200	20,818,900	21,033,900	21,129,900
Charges for Services	412,804	259,026	588,200	500,700	515,700	515,700
Miscellaneous Income	2,414,752	2,173,740	1,436,700	1,959,200	1,959,200	1,959,200
Interfund Transfers	305,074	344,909	1,527,450	1,435,200	1,500,200	1,662,196
Beginning Balance	6,610,215	17,182,481	30,407,494	28,299,400	28,299,400	28,299,400
<b>Total Resources</b>	<b>24,926,096</b>	<b>38,193,283</b>	<b>51,335,044</b>	<b>53,291,800</b>	<b>53,586,800</b>	<b>53,844,796</b>
<b>Requirements</b>						
City Manager's Office	52,825	6,991	7,000	-	-	-
Citywide Services	4,218,286	2,294,418	15,971,623	12,696,805	12,696,805	12,696,805
Police	394,655	436,967	2,204,600	1,809,700	1,809,700	1,809,700
Fire	355,143	218,839	553,100	1,287,122	1,287,122	1,287,122
Urban Design & Planning	43,239	33,496	419,500	8,868,444	8,868,444	8,868,444
Community Development	111,074	55,461	18,305,500	9,844,000	9,844,000	-
Economic Development	-	-	-	-	-	9,844,000
Community Livability	524,163	3,231,319	3,210,092	1,980,805	2,275,805	2,275,805
Youth Services	-	-	-	-	-	4,391,297
Parks	-	41,705	2,217,000	4,655,301	4,655,301	426,000
Environmental Services	344,231	405,853	2,001,000	5,604,000	5,604,000	5,700,000
<i>Operating Total</i>	<i>6,043,615</i>	<i>6,725,049</i>	<i>44,889,415</i>	<i>46,746,177</i>	<i>47,041,177</i>	<i>47,299,173</i>
Transfers	1,700,000	1,350,000	3,836,168	4,641,200	4,641,200	4,641,200
Unappropriated	17,182,481	30,118,235	2,609,461	1,904,423	1,904,423	1,904,423
<i>Non-Operating Total</i>	<i>18,882,481</i>	<i>31,468,235</i>	<i>6,445,629</i>	<i>6,545,623</i>	<i>6,545,623</i>	<i>6,545,623</i>
<b>Total Requirements</b>	<b>24,926,096</b>	<b>38,193,283</b>	<b>51,335,044</b>	<b>53,291,800</b>	<b>53,586,800</b>	<b>53,844,796</b>

## Department Requirements

**Designated Purpose Fund**

**City Manager's Office**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Gresham Art Committee	163	6,991	7,000	-	-	-
Metro Mayor's Consortium	27,467	-	-	-	-	-
Gresham's Centennial	2,482	-	-	-	-	-
Arts & Cultural Grants	22,712	-	-	-	-	-
<b>City Manager's Office Total</b>	<b>52,825</b>	<b>6,991</b>	<b>7,000</b>	-	-	-

**Requirements by Category**

Materials & Services	52,825	6,991	7,000	-	-	-
<b>City Manager's Office Total</b>	<b>52,825</b>	<b>6,991</b>	<b>7,000</b>	-	-	-

## Requirements by Type

**Designated Purpose Fund**

**City Manager's Office**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Prof & Tech Services	118	-	-	-	-	-
Other Services	-	58	3,700	-	-	-
Materials	45	-	900	-	-	-
City Grant & Contrib	52,662	6,933	2,400	-	-	-
<b>City Manager's Office Total</b>	<b>52,825</b>	<b>6,991</b>	<b>7,000</b>	-	-	-

## Department Requirements

**Designated Purpose Fund**

**Citywide Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Emergency Management	-	-	285,948	266,946	266,946	266,946
American Rescue Plan Act	4,196,686	1,940,079	15,111,675	11,378,159	11,378,159	11,378,159
Gresham Sponsored Events	-	96,018	353,600	82,300	82,300	82,300
ARPA Passthrough Projects	-	200,000	-	-	-	-
Citywide Grants	-	2,368	35,000	-	-	-
Tourism TLT	-	-	-	278,400	278,400	278,400
Settlements	-	-	-	482,000	482,000	482,000
Deferred Compensation Admin	21,600	24,361	83,100	48,000	48,000	48,000
Community Enhancement Program	-	1,042	77,000	134,500	134,500	134,500
Arts & Cultural Grants	-	30,550	25,300	26,500	26,500	26,500
<b>Citywide Services Total</b>	<b>4,218,286</b>	<b>2,294,418</b>	<b>15,971,623</b>	<b>12,696,805</b>	<b>12,696,805</b>	<b>12,696,805</b>

**Requirements by Category**

Personnel Services	1,904,521	1,097,760	3,106,703	1,322,905	1,322,905	1,322,905
Materials & Services	2,313,765	1,140,591	12,182,920	10,649,500	10,649,500	10,649,500
Capital Outlay	-	56,066	682,000	724,400	724,400	724,400
<b>Citywide Services Total</b>	<b>4,218,286</b>	<b>2,294,418</b>	<b>15,971,623</b>	<b>12,696,805</b>	<b>12,696,805</b>	<b>12,696,805</b>

## Requirements by Type

**Designated Purpose Fund**

**Citywide Services**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Personnel	1,610,611	704,964	1,745,490	796,129	796,129	796,129
Benefits	293,910	392,796	1,361,213	526,776	526,776	526,776
Prof & Tech Services	101,018	570,766	11,067,700	10,103,300	10,103,300	10,103,300
Property Services	235	2,926	95,100	17,100	17,100	17,100
Other Services	600	42,838	159,400	211,700	211,700	211,700
Materials	86,772	333,032	253,520	44,700	44,700	44,700
City Grant & Contrib	2,125,140	188,232	297,500	248,800	248,800	248,800
Internal Payments	-	2,797	309,700	23,900	23,900	23,900
Capital Outlay	-	56,066	682,000	724,400	724,400	724,400
<b>Citywide Services Total</b>	<b>4,218,286</b>	<b>2,294,418</b>	<b>15,971,623</b>	<b>12,696,805</b>	<b>12,696,805</b>	<b>12,696,805</b>



## Department Requirements

**Designated Purpose Fund**

**Police**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Justice & Mental Health Grants	247,959	284,718	864,000	512,000	512,000	512,000
JAG Grants	49,386	958	171,800	148,800	148,800	148,800
COPS Grants	35,810	-	-	-	-	-
Police Special Investigations	-	-	28,100	29,000	29,000	29,000
Police Foundation	36,870	30,933	205,900	167,400	167,400	167,400
K-9 Program	15,546	28,066	131,000	176,000	176,000	176,000
Fed/State Asset Seizure	9,085	92,293	322,300	295,000	295,000	295,000
Education Programs	-	-	2,500	2,500	2,500	2,500
State Homeland Security	-	-	479,000	479,000	479,000	479,000
<b>Police Total</b>	<b>394,655</b>	<b>436,967</b>	<b>2,204,600</b>	<b>1,809,700</b>	<b>1,809,700</b>	<b>1,809,700</b>

**Requirements by Category**

Personnel Services	36,497	-	43,500	14,000	14,000	14,000
Materials & Services	358,158	436,967	1,530,900	1,223,200	1,223,200	1,223,200
Capital Outlay	-	-	630,200	572,500	572,500	572,500
<b>Police Total</b>	<b>394,655</b>	<b>436,967</b>	<b>2,204,600</b>	<b>1,809,700</b>	<b>1,809,700</b>	<b>1,809,700</b>

## Requirements by Type

**Designated Purpose Fund**

**Police**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Personnel	21,982	-	43,500	14,000	14,000	14,000
Benefits	14,516	-	-	-	-	-
Prof & Tech Services	259,184	293,535	979,100	641,600	641,600	641,600
Property Services	14,141	95,521	75,000	-	-	-
Other Services	19,770	26,194	61,300	53,300	53,300	53,300
Materials	64,563	14,822	405,500	523,300	523,300	523,300
City Grant & Contrib	500	6,895	10,000	5,000	5,000	5,000
Capital Outlay	-	-	630,200	572,500	572,500	572,500
<b>Police Total</b>	<b>394,655</b>	<b>436,967</b>	<b>2,204,600</b>	<b>1,809,700</b>	<b>1,809,700</b>	<b>1,809,700</b>

## Department Requirements

**Designated Purpose Fund**

**Fire**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Fire Dept Donations	25,000	9,803	11,500	507,600	507,600	507,600
SAFER Grants	330,143	205,837	-	-	-	-
Mobile Integrated Health	-	-	372,000	649,000	649,000	649,000
Fire Prevention & Safety Grant	-	-	158,000	130,522	130,522	130,522
Assist to Firefighter Grants	-	3,200	11,600	-	-	-
<b>Fire Total</b>	<b>355,143</b>	<b>218,839</b>	<b>553,100</b>	<b>1,287,122</b>	<b>1,287,122</b>	<b>1,287,122</b>

**Requirements by Category**

Personnel Services	330,143	205,837	158,000	130,522	130,522	130,522
Materials & Services	25,000	13,003	225,100	486,600	486,600	486,600
Capital Outlay	-	-	170,000	670,000	670,000	670,000
<b>Fire Total</b>	<b>355,143</b>	<b>218,839</b>	<b>553,100</b>	<b>1,287,122</b>	<b>1,287,122</b>	<b>1,287,122</b>

## Requirements by Type

**Designated Purpose Fund**

**Fire**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Personnel	185,426	106,681	85,000	63,381	63,381	63,381
Benefits	144,717	99,156	73,000	67,141	67,141	67,141
Prof & Tech Services	25,000	13,003	23,100	188,700	188,700	188,700
Other Services	-	-	18,000	18,000	18,000	18,000
Materials	-	-	184,000	279,900	279,900	279,900
Capital Outlay	-	-	170,000	670,000	670,000	670,000
<b>Fire Total</b>	<b>355,143</b>	<b>218,839</b>	<b>553,100</b>	<b>1,287,122</b>	<b>1,287,122</b>	<b>1,287,122</b>

## Department Requirements

**Designated Purpose Fund**

**Urban Design & Planning**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Metro Housing Bond	-	-	-	8,317,444	8,317,444	8,317,444
UDP Projects	-	-	-	77,000	77,000	77,000
Comprehensive Planning Grants	43,239	33,496	419,500	474,000	474,000	474,000
<b>Urban Design &amp; Planning Total</b>	<b>43,239</b>	<b>33,496</b>	<b>419,500</b>	<b>8,868,444</b>	<b>8,868,444</b>	<b>8,868,444</b>

**Requirements by Category**

Personnel Services	-	-	-	132,444	132,444	132,444
Materials & Services	43,239	33,496	419,500	8,736,000	8,736,000	8,736,000
<b>Urban Design &amp; Planning Total</b>	<b>43,239</b>	<b>33,496</b>	<b>419,500</b>	<b>8,868,444</b>	<b>8,868,444</b>	<b>8,868,444</b>

## Requirements by Type

**Designated Purpose Fund**

**Urban Design & Planning**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	-	-	-	76,699	76,699	76,699
Benefits	-	-	-	55,745	55,745	55,745
Prof & Tech Services	43,239	33,496	419,500	571,000	571,000	571,000
City Grant & Contrib	-	-	-	8,115,000	8,115,000	8,115,000
Internal Payments	-	-	-	50,000	50,000	50,000
<b>Urban Design &amp; Planning Total</b>	<b>43,239</b>	<b>33,496</b>	<b>419,500</b>	<b>8,868,444</b>	<b>8,868,444</b>	<b>8,868,444</b>

## Department Requirements

**Designated Purpose Fund**

**Community Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Metro Housing Bond	5,045	-	10,947,000	-	-	-
Code Abatement	43,696	-	-	-	-	-
Enterprise Zone Projects	-	-	6,703,500	8,795,000	8,795,000	-
Business Incentive Program	62,333	55,461	655,000	660,000	660,000	-
Economic & Development Grants	-	-	-	389,000	389,000	-
<b>Community Development Total</b>	<b>111,074</b>	<b>55,461</b>	<b>18,305,500</b>	<b>9,844,000</b>	<b>9,844,000</b>	-

**Requirements by Category**

Personnel Services	5,045	-	-	-	-	-
Materials & Services	106,029	55,461	18,305,500	9,455,000	9,455,000	-
Capital Outlay	-	-	-	389,000	389,000	-
<b>Community Development Total</b>	<b>111,074</b>	<b>55,461</b>	<b>18,305,500</b>	<b>9,844,000</b>	<b>9,844,000</b>	-

## Requirements by Type

**Designated Purpose Fund**

**Community Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	3,353	-	-	-	-	-
Benefits	1,692	-	-	-	-	-
Prof & Tech Services	43,696	-	6,723,500	8,795,000	8,795,000	-
City Grant & Contrib	62,333	55,461	11,270,000	660,000	660,000	-
Internal Payments	-	-	312,000	-	-	-
Capital Outlay	-	-	-	389,000	389,000	-
<b>Community Development Total</b>	<b>111,074</b>	<b>55,461</b>	<b>18,305,500</b>	<b>9,844,000</b>	<b>9,844,000</b>	-



## Department Requirements

**Designated Purpose Fund**

**Economic Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Enterprise Zone CSF Prj	-	-	-	-	-	8,795,000
Business Incentive Programs	-	-	-	-	-	660,000
Economic Development Grants	-	-	-	-	-	389,000
<b>Economic Development Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,844,000</b>

**Requirements by Category**

Materials & Services	-	-	-	-	-	9,455,000
Capital Outlay	-	-	-	-	-	389,000
<b>Economic Development Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,844,000</b>

## Requirements by Type

**Designated Purpose Fund**

**Economic Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Prof & Tech Services	-	-	-	-	-	8,795,000
City Grant & Contrib	-	-	-	-	-	660,000
Capital Outlay	-	-	-	-	-	389,000
<b>Economic Development Total</b>	-	-	-	-	-	<b>9,844,000</b>

## Department Requirements

**Designated Purpose Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Homeless Services	409,539	827,638	2,037,300	1,850,805	1,850,805	1,850,805
Gresham Sponsored Events	54,412	-	-	-	-	-
Youth Services Grants	-	1,809,414	-	-	-	-
Metro Housing Bond	-	289,403	-	-	-	-
Mediation Services	-	257,701	317,792	-	295,000	295,000
CLS Donations	-	500	5,000	5,000	5,000	5,000
Code Abatement	-	46,663	850,000	125,000	125,000	125,000
Community Enhancement Prgm	60,212	-	-	-	-	-
<b>Community Livability Total</b>	<b>524,163</b>	<b>3,231,319</b>	<b>3,210,092</b>	<b>1,980,805</b>	<b>2,275,805</b>	<b>2,275,805</b>

**Requirements by Category**

Personnel Services	276,554	838,837	695,818	413,297	622,397	622,397
Materials & Services	247,608	2,292,167	2,514,274	1,567,508	1,653,408	1,653,408
Capital Outlay	-	100,315	-	-	-	-
<b>Community Livability Total</b>	<b>524,163</b>	<b>3,231,319</b>	<b>3,210,092</b>	<b>1,980,805</b>	<b>2,275,805</b>	<b>2,275,805</b>

## Requirements by Type

**Designated Purpose Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	191,539	559,758	436,156	235,149	359,334	359,334
Benefits	85,015	279,079	259,662	178,148	263,063	263,063
Prof & Tech Services	65,942	1,879,442	2,127,794	1,377,508	1,447,508	1,447,508
Property Services	3,478	5,825	1,100	-	1,100	1,100
Other Services	127,701	101,883	319,409	105,600	113,100	113,100
Materials	6,377	23,377	14,100	9,400	15,700	15,700
City Grant & Contrib	-	178,231	1,000	-	1,000	1,000
Internal Payments	44,110	103,410	50,871	75,000	75,000	75,000
Capital Outlay	-	100,315	-	-	-	-
<b>Community Livability Total</b>	<b>524,163</b>	<b>3,231,319</b>	<b>3,210,092</b>	<b>1,980,805</b>	<b>2,275,805</b>	<b>2,275,805</b>

## Department Requirements

**Designated Purpose Fund**

**Youth Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Youth Grants	-	-	-	-	-	4,391,297
<b>Youth Services Total</b>	-	-	-	-	-	<b>4,391,297</b>
<b>Requirements by Category</b>						
Personnel Services	-	-	-	-	-	733,297
Materials & Services	-	-	-	-	-	3,658,000
<b>Youth Services Total</b>	-	-	-	-	-	<b>4,391,297</b>

## Requirements by Type

**Designated Purpose Fund**

**Youth Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	-	-	-	-	-	425,009
Benefits	-	-	-	-	-	308,288
Prof & Tech Services	-	-	-	-	-	3,554,000
Other Services	-	-	-	-	-	25,500
Materials	-	-	-	-	-	4,900
Internal Payments	-	-	-	-	-	73,600
<b>Youth Services Total</b>	-	-	-	-	-	<b>4,391,297</b>

## Department Requirements

**Designated Purpose Fund**

**Parks**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Youth Grants	-	-	2,000,000	4,229,301	4,229,301	-
Sports Field Fees	-	5,705	50,000	200,000	200,000	200,000
Parks Grants	-	36,000	167,000	-	-	-
Parks Projects	-	-	-	200,000	200,000	200,000
Park Sponsorships	-	-	-	26,000	26,000	26,000
<b>Parks Total</b>	<b>-</b>	<b>41,705</b>	<b>2,217,000</b>	<b>4,655,301</b>	<b>4,655,301</b>	<b>426,000</b>

**Requirements by Category**

Personnel Services	-	-	185,500	575,301	575,301	-
Materials & Services	-	41,705	2,031,500	4,080,000	4,080,000	426,000
<b>Parks Total</b>	<b>-</b>	<b>41,705</b>	<b>2,217,000</b>	<b>4,655,301</b>	<b>4,655,301</b>	<b>426,000</b>

## Requirements by Type

**Designated Purpose Fund**

**Parks**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	-	-	125,000	322,936	322,936	-
Benefits	-	-	60,500	252,365	252,365	-
Prof & Tech Services	-	41,705	1,851,500	3,754,000	3,754,000	200,000
Property Services	-	-	50,000	200,000	200,000	200,000
Other Services	-	-	23,500	23,500	23,500	-
Materials	-	-	2,900	3,900	3,900	1,000
City Grant & Contrib	-	-	-	25,000	25,000	25,000
Internal Payments	-	-	103,600	73,600	73,600	-
<b>Parks Total</b>	<b>-</b>	<b>41,705</b>	<b>2,217,000</b>	<b>4,655,301</b>	<b>4,655,301</b>	<b>426,000</b>



## Department Requirements

**Designated Purpose Fund**

**Environmental Services**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
Transportation Grants	-	-	-	-	-	71,000
Sustainability Grants	216,984	164,759	846,000	562,000	562,000	587,000
Stormwater Grants	-	72,161	729,000	4,467,000	4,467,000	4,467,000
Urban Tree Program	56,286	90,000	90,000	129,000	129,000	129,000
Development Coordination	70,961	78,932	200,000	270,000	270,000	270,000
Concrete Crew Services	-	-	40,000	80,000	80,000	80,000
Solid Waste Hauler RSF	-	-	96,000	96,000	96,000	96,000
<b>Environmental Services Total</b>	<b>344,231</b>	<b>405,853</b>	<b>2,001,000</b>	<b>5,604,000</b>	<b>5,604,000</b>	<b>5,700,000</b>

**Requirements by Category**

Materials & Services	127,247	405,853	2,001,000	5,604,000	5,604,000	5,700,000
Capital Outlay	216,984	-	-	-	-	-
<b>Environmental Services Total</b>	<b>344,231</b>	<b>405,853</b>	<b>2,001,000</b>	<b>5,604,000</b>	<b>5,604,000</b>	<b>5,700,000</b>

## Requirements by Type

**Designated Purpose Fund**

**Environmental Services**

<b>Requirements by Type</b>	<b>2021/22 Actual</b>	<b>2022/23 Actual</b>	<b>2023/24 Revised Budget</b>	<b>2024/25 City Manager Proposed</b>	<b>2024/25 Budget Committee Approved</b>	<b>2024/25 City Council Adopted</b>
Prof & Tech Services	109,708	219,555	1,019,000	4,866,000	4,866,000	4,937,000
Property Services	-	28,809	196,000	236,000	236,000	236,000
Materials	17,539	30,989	-	-	-	-
City Grant & Contrib	-	126,499	786,000	502,000	502,000	527,000
Capital Outlay	216,984	-	-	-	-	-
<b>Environmental Services Total</b>	<b>344,231</b>	<b>405,853</b>	<b>2,001,000</b>	<b>5,604,000</b>	<b>5,604,000</b>	<b>5,700,000</b>

## Resources and Requirements by Fund

### System Development Charges Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Charges for Services	12,440,473	7,498,082	17,827,400	15,460,400	15,460,400	15,460,400
Miscellaneous Income	325,382	574,631	261,600	325,800	325,800	325,800
Beginning Balance	23,838,994	19,197,393	29,265,800	34,681,100	34,681,100	34,681,100
<b>Total Resources</b>	<b>36,604,848</b>	<b>27,270,107</b>	<b>47,354,800</b>	<b>50,467,300</b>	<b>50,467,300</b>	<b>50,467,300</b>
<b>Requirements</b>						
Transfers	17,407,455	6,060,970	29,591,500	37,245,800	37,245,800	37,245,800
Unappropriated	19,197,393	21,209,137	17,763,300	13,221,500	13,221,500	13,221,500
<i>Non-Operating Total</i>	<i>36,604,848</i>	<i>27,270,107</i>	<i>47,354,800</i>	<i>50,467,300</i>	<i>50,467,300</i>	<i>50,467,300</i>
<b>Total Requirements</b>	<b>36,604,848</b>	<b>27,270,107</b>	<b>47,354,800</b>	<b>50,467,300</b>	<b>50,467,300</b>	<b>50,467,300</b>

## Resources and Requirements by Fund

### CDBG & HOME Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	2,431,285	2,420,913	4,833,000	4,368,000	4,368,000	4,368,000
Charges for Services	22,209	2,677	-	-	-	-
Miscellaneous Income	33,270	891	-	-	-	-
Interfund Transfers	-	-	20,000	-	-	-
Beginning Balance	209,973	226,761	-	-	-	-
<b>Total Resources</b>	<b>2,696,737</b>	<b>2,651,241</b>	<b>4,853,000</b>	<b>4,368,000</b>	<b>4,368,000</b>	<b>4,368,000</b>
<b>Requirements</b>						
Urban Design & Planning	-	-	-	3,893,453	3,893,453	3,893,453
Community Development	2,317,590	-	4,208,043	-	-	-
Community Livability	-	2,273,197	-	-	-	-
<i>Operating Total</i>	<u>2,317,590</u>	<u>2,273,197</u>	<u>4,208,043</u>	<u>3,893,453</u>	<u>3,893,453</u>	<u>3,893,453</u>
Transfers	152,387	149,728	634,000	467,000	467,000	467,000
Unappropriated	226,761	228,316	10,957	7,547	7,547	7,547
<i>Non-Operating Total</i>	<u>379,148</u>	<u>378,044</u>	<u>644,957</u>	<u>474,547</u>	<u>474,547</u>	<u>474,547</u>
<b>Total Requirements</b>	<b>2,696,737</b>	<b>2,651,241</b>	<b>4,853,000</b>	<b>4,368,000</b>	<b>4,368,000</b>	<b>4,368,000</b>

## Department Requirements

**CDBG & HOME Fund**

**Urban Design & Planning**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
CDBG/HOME Administration	-	-	-	198,494	198,494	198,494
CDBG/HOME Projects	-	-	-	3,615,000	3,615,000	3,615,000
Support Services	-	-	-	79,959	79,959	79,959
<b>Urban Design &amp; Planning Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,893,453</b>	<b>3,893,453</b>	<b>3,893,453</b>

**Requirements by Category**

Personnel Services	-	-	-	170,494	170,494	170,494
Materials & Services	-	-	-	3,722,959	3,722,959	3,722,959
<b>Urban Design &amp; Planning Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,893,453</b>	<b>3,893,453</b>	<b>3,893,453</b>

## Requirements by Type

**CDBG & HOME Fund**

**Urban Design & Planning**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	-	-	-	103,687	103,687	103,687
Benefits	-	-	-	66,807	66,807	66,807
Prof & Tech Services	-	-	-	11,500	11,500	11,500
Property Services	-	-	-	900	900	900
Other Services	-	-	-	8,100	8,100	8,100
Materials	-	-	-	7,500	7,500	7,500
City Grant & Contrib	-	-	-	3,615,000	3,615,000	3,615,000
Internal Svc Chrg	-	-	-	79,959	79,959	79,959
<b>Urban Design &amp; Planning Total</b>	-	-	-	<b>3,893,453</b>	<b>3,893,453</b>	<b>3,893,453</b>

## Department Requirements

**CDBG & HOME Fund**

**Community Development**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
CDBG/HOME Administration	249,582	-	322,921	-	-	-
CDBG/HOME Projects	1,993,706	-	3,778,000	-	-	-
Support Services	74,302	-	107,122	-	-	-
<b>Community Development Total</b>	<b>2,317,590</b>	<b>-</b>	<b>4,208,043</b>			

**Requirements by Category**

Personnel Services	238,966	-	264,921	-	-	-
Materials & Services	2,078,623	-	3,943,122	-	-	-
<b>Community Development Total</b>	<b>2,317,590</b>	<b>-</b>	<b>4,208,043</b>			

## Requirements by Type

**CDBG & HOME Fund**

**Community Development**

Requirements by Type	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
Personnel	149,140	-	150,604	-	-	-
Benefits	89,826	-	114,317	-	-	-
Prof & Tech Services	1,500	-	13,000	-	-	-
Property Services	353	-	900	-	-	-
Other Services	4,260	-	7,800	-	-	-
Materials	4,503	-	6,300	-	-	-
City Grant & Contrib	1,993,706	-	3,778,000	-	-	-
Internal Payments	-	-	30,000	-	-	-
Internal Svc Chrg	74,302	-	107,122	-	-	-
<b>Community Development Total</b>	<b>2,317,590</b>	<b>-</b>	<b>4,208,043</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Department Requirements

**CDBG & HOME Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Division</b>						
CDBG/HOME Administration	-	310,268	-	-	-	-
CDBG/HOME Projects	-	1,873,094	-	-	-	-
Support Services	-	89,836	-	-	-	-
<b>Community Livability Total</b>	<b>-</b>	<b>2,273,197</b>	<b>-</b>			

**Requirements by Category**

Personnel Services	-	299,438	-	-	-	-
Materials & Services	-	1,973,760	-	-	-	-
<b>Community Livability Total</b>	<b>-</b>	<b>2,273,197</b>	<b>-</b>			

## Requirements by Type

**CDBG & HOME Fund**

**Community Livability**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Requirements by Type</b>						
Personnel	-	178,254	-	-	-	-
Benefits	-	121,184	-	-	-	-
Property Services	-	403	-	-	-	-
Other Services	-	5,639	-	-	-	-
Materials	-	4,788	-	-	-	-
City Grant & Contrib	-	1,873,094	-	-	-	-
Internal Svc Chrg	-	89,836	-	-	-	-
<b>Community Livability Total</b>	-	<b>2,273,197</b>	-	-	-	-

## Resources and Requirements by Fund

### General Government Debt Svc Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Interfund Transfers	3,574,649	7,237,943	6,618,000	6,199,000	6,199,000	6,199,000
Financing Proceeds	22,745,495	-	-	-	-	-
Beginning Balance	258,017	257,250	57,000	57,000	57,000	57,000
<b>Total Resources</b>	<b>26,578,161</b>	<b>7,495,193</b>	<b>6,675,000</b>	<b>6,256,000</b>	<b>6,256,000</b>	<b>6,256,000</b>
<b>Requirements</b>						
Debt Service	26,320,911	7,237,505	6,618,000	6,199,000	6,199,000	6,199,000
Unappropriated	257,250	257,688	57,000	57,000	57,000	57,000
<i>Non-Operating Total</i>	<i>26,578,161</i>	<i>7,495,193</i>	<i>6,675,000</i>	<i>6,256,000</i>	<i>6,256,000</i>	<i>6,256,000</i>
<b>Total Requirements</b>	<b>26,578,161</b>	<b>7,495,193</b>	<b>6,675,000</b>	<b>6,256,000</b>	<b>6,256,000</b>	<b>6,256,000</b>

## Resources and Requirements by Fund

### Pension Bond Debt Service Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	12,330	25,497	12,000	20,000	20,000	20,000
Internal Payments	2,159,364	2,257,465	2,269,000	2,357,000	2,357,000	2,357,000
Beginning Balance	619,382	692,352	649,000	649,000	649,000	649,000
<b>Total Resources</b>	<b>2,791,076</b>	<b>2,975,314</b>	<b>2,930,000</b>	<b>3,026,000</b>	<b>3,026,000</b>	<b>3,026,000</b>
<b>Requirements</b>						
Debt Service	2,098,724	2,187,221	2,281,000	2,377,000	2,377,000	2,377,000
Unappropriated	692,352	788,094	649,000	649,000	649,000	649,000
<i>Non-Operating Total</i>	<i>2,791,076</i>	<i>2,975,314</i>	<i>2,930,000</i>	<i>3,026,000</i>	<i>3,026,000</i>	<i>3,026,000</i>
<b>Total Requirements</b>	<b>2,791,076</b>	<b>2,975,314</b>	<b>2,930,000</b>	<b>3,026,000</b>	<b>3,026,000</b>	<b>3,026,000</b>

## Resources and Requirements by Fund

### Water Debt Service Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	2,316	3,564	-	-	-	-
Interfund Transfers	2,488,555	1,503,514	3,296,200	3,008,000	3,008,000	3,008,000
Financing Proceeds	14,037,453	-	-	-	-	-
Beginning Balance	289,945	192,261	287,000	688,200	688,200	688,200
<b>Total Resources</b>	<b>16,818,268</b>	<b>1,699,339</b>	<b>3,583,200</b>	<b>3,696,200</b>	<b>3,696,200</b>	<b>3,696,200</b>
<b>Requirements</b>						
Debt Service	16,626,007	1,503,514	2,895,000	3,008,000	3,008,000	3,008,000
Unappropriated	192,261	195,825	688,200	688,200	688,200	688,200
<i>Non-Operating Total</i>	<i>16,818,268</i>	<i>1,699,339</i>	<i>3,583,200</i>	<i>3,696,200</i>	<i>3,696,200</i>	<i>3,696,200</i>
<b>Total Requirements</b>	<b>16,818,268</b>	<b>1,699,339</b>	<b>3,583,200</b>	<b>3,696,200</b>	<b>3,696,200</b>	<b>3,696,200</b>

## Resources and Requirements by Fund

### Stormwater Debt Service Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	2,268	4,238	-	-	-	-
Interfund Transfers	268,389	265,905	265,000	264,000	264,000	264,000
Beginning Balance	202,481	205,999	176,000	176,000	176,000	176,000
<b>Total Resources</b>	<b>473,138</b>	<b>476,142</b>	<b>441,000</b>	<b>440,000</b>	<b>440,000</b>	<b>440,000</b>
<b>Requirements</b>						
Debt Service	267,139	265,905	265,000	269,000	269,000	269,000
Unappropriated	205,999	210,237	176,000	171,000	171,000	171,000
<i>Non-Operating Total</i>	<i>473,138</i>	<i>476,142</i>	<i>441,000</i>	<i>440,000</i>	<i>440,000</i>	<i>440,000</i>
<b>Total Requirements</b>	<b>473,138</b>	<b>476,142</b>	<b>441,000</b>	<b>440,000</b>	<b>440,000</b>	<b>440,000</b>

## Resources and Requirements by Fund

### Wastewater Debt Service Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	12,175	18,608	-	-	-	-
Interfund Transfers	869,360	16,296	517,000	519,000	519,000	519,000
Beginning Balance	1,086,481	1,098,656	596,000	617,400	617,400	617,400
<b>Total Resources</b>	<b>1,968,016</b>	<b>1,133,561</b>	<b>1,113,000</b>	<b>1,136,400</b>	<b>1,136,400</b>	<b>1,136,400</b>
<b>Requirements</b>						
Debt Service	869,360	516,296	517,000	519,000	519,000	519,000
Unappropriated	1,098,656	617,265	596,000	617,400	617,400	617,400
<i>Non-Operating Total</i>	<i>1,968,016</i>	<i>1,133,561</i>	<i>1,113,000</i>	<i>1,136,400</i>	<i>1,136,400</i>	<i>1,136,400</i>
<b>Total Requirements</b>	<b>1,968,016</b>	<b>1,133,561</b>	<b>1,113,000</b>	<b>1,136,400</b>	<b>1,136,400</b>	<b>1,136,400</b>

## Resources and Requirements by Fund

**X - Urban Renewal Debt Service Fund**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	1,735,783	1,692,043	-	-	-	-
Beginning Balance	28,152	28,152	-	-	-	-
<b>Total Resources</b>	<b>1,763,935</b>	<b>1,720,195</b>	-	-	-	-
<b>Requirements</b>						
Debt Service	1,735,783	1,720,195	-	-	-	-
Unappropriated	28,152	-	-	-	-	-
<i>Non-Operating Total</i>	1,763,935	1,720,195	-	-	-	-
<b>Total Requirements</b>	<b>1,763,935</b>	<b>1,720,195</b>	-	-	-	-



## Resources and Requirements by Fund

### X - City Facility Debt Service Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	-	823	-	-	-	-
Interfund Transfers	441,452	453,498	457,000	-	-	-
Beginning Balance	57,512	42,256	27,000	-	-	-
<b>Total Resources</b>	<b>498,964</b>	<b>496,576</b>	<b>484,000</b>	-	-	-
<b>Requirements</b>						
Debt Service	456,708	453,498	457,000	-	-	-
Unappropriated	42,256	43,079	27,000	-	-	-
<i>Non-Operating Total</i>	<i>498,964</i>	<i>496,576</i>	<i>484,000</i>	-	-	-
<b>Total Requirements</b>	<b>498,964</b>	<b>496,576</b>	<b>484,000</b>	-	-	-

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## Capital Improvement Funds Overview

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### 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:

- *Parks Fund* – Accounts for projects to expand or improve Gresham’s public parks funded with revenues from system development charges, grants, loan proceeds and regional bond measures. Additional Parks projects can be included in the General Development Fund.
- *General Development Fund* – This fund was established to address the infrastructure needs in the Pleasant Valley and Springwater areas. The revenue comes primarily from the System Development Charges Fund to reimburse private developers with SDC credits for the construction of SDC eligible infrastructure.
- *Transportation Construction Fund* – This fund accounts for transportation related capital projects. Revenues come from gasoline taxes, grants, loan proceeds, and transfers from the System Development Charges Fund. Expenditures are for maintenance and enhancements to the City’s streets.
  - *Footpaths and Bike Routes Subfund* – Accounts for projects specific to improving pedestrian and bikeway facilities. One percent of gasoline tax revenue is received in the Footpaths and Bike Routes subfund in compliance with a statewide program dedicated to improving sidewalks, providing bicycle lanes, and increasing pedestrian mobility.
- *Urban Renewal 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 typically 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 primarily 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 primarily from wastewater utility rates, loan proceeds, and transfers from the System Development Charges Fund. 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, Operations Center, and fire stations. Revenues primarily come from operating departments. Expenditures are for maintenance and enhancements to city facilities.
- *Enterprise Systems Replacement Fund* – This fund accounts for capital expenditures related to enterprise business system replacement, such as the utility billing and enterprise resource planning replacements. Revenues primarily come from operating departments. Expenditures are for implementation and upgrade costs related to these systems.

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## Capital Improvement Funds Overview

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### Capital Improvement Funds Issues and Changes

The City of Gresham adopts the Five-Year Capital Improvement Program (CIP) 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 March 25, 2024. A Type IV Hearing is scheduled with the Gresham City Council on May 21, 2024; an enactment reading and final adoption is scheduled for June 18, 2024.

Following are a few significant projects budgeted for fiscal year 2024/25:

#### Parks Fund

- Plan, design, and construct park or trail improvements and amenities associated with Gresham's "Local Share" component of Metro's 2019 Parks and Natural Areas bond measure.
- Design and construct improvements at Gradin Community Sports Park including softball/youth baseball and soccer fields, basketball, volleyball and pickleball courts, a concession/restroom building, and other related amenities.
- Utilize American Rescue Plan Act of 2021 funds to invest in Qualified Census Tract areas by promoting healthier living environments, outdoor recreation, socialization and increasing food security.

#### General Development Fund

- The capital budget includes the authority to provide system development charge credits, as well as construct wetland, stream, and floodplain mitigation projects, as needed to support potential development activity in the Pleasant Valley and Springwater areas. SDC credits are not cash.

#### Transportation Construction Fund

- Street surfacing improvements for citywide pavement preservation projects meant to extend the life of the transportation network.
- Construct both the Division Street improvements from Birdsdale to Wallula and the NE Cleveland Street improvements from Stark to Burnside to improve bicycle and pedestrian facilities.
- Construct capacity enhancements at 223rd and Stark to minimize congestion.
- Begin preliminary engineering of bicycle and pedestrian improvements on NE 162nd Avenue between Glisan and Halsey.

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## Capital Improvement Funds Overview

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### Footpaths and Bike Routes Subfund

- Continue construction of, and modifications to, sidewalk ramps to improve pedestrian safety and transportation facilities for all users.
- Continue design of the Gresham Fairview Trail Phase 4 which completes a section along 201st between Glisan and Sandy.
- Install pedestrian enhancements, especially related to crossings and sidewalks.

### Urban Renewal Capital Improvement Fund

- Continue preparation of the property at 18801 and 18901 E Burnside for redevelopment.
- Begin preliminary engineering of pedestrian safety improvements on SE Yamhill between 182nd and 197th.
- Begin initial design and cost estimates of a new fire station to replace Gresham Fire Station 74 located at 1520 NE 192nd Avenue.

### Water Construction Fund

- Continue investments in the City's groundwater supply system.
- Continue rehabilitation and upgrades to the water system infrastructure to reduce water outages and road damage, improve customer service, and reduce expenses associated with reactive repair work.
- Replacement of aged water pipes susceptible to failure as identified in the condition assessment studies.
- Seismic upgrades to the Regner reservoir and waterline and the Division Pump Station.

### Stormwater Construction Fund

- Replacement of stormwater pipes that may experience 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

- Continue implementation of the pipe replacement program which replaces primarily the oldest pipes that have reached the end of their useful life or other wastewater collection assets which have failed or are operational concerns.
- Repair and replacement of unit processes and equipment at the Wastewater Treatment Plant to ensure continued compliance with permit conditions. Significant projects at the treatment plant include replacement of a belt press which has reached the end of its useful life; improvements in the treatment plant's control system; and improvements in the nitrification system and the treatment of ammonia.
- Upgrades to the East Basin Trunk will increase capacity and accommodate future growth in the Springwater area.
- Construction of seismic upgrades to sewer lines crossing over Johnson Creek.

## Capital Improvement Funds Overview

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### City Facility Capital Fund

- Install solar panels on the roof of the Public Safety & Schools Building utilizing grant funds.

### Enterprise Systems Replacement Fund

- Continue implementation of the Enterprise Resource Planning System focusing on Phase 4 – timekeeping.

## Resources and Requirements by Fund

### Parks Capital Improvement Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	2,675,000	1,550,567	9,000,700	9,119,000	9,119,000	9,119,000
Miscellaneous Income	13,503	50,161	19,100	28,900	28,900	28,900
Interfund Transfers	227,431	228,237	7,235,300	12,857,200	12,857,200	12,857,200
Beginning Balance	1,185,154	1,424,051	2,277,900	2,259,700	2,259,700	2,259,700
<b>Total Resources</b>	<b>4,101,088</b>	<b>3,253,016</b>	<b>18,533,000</b>	<b>24,264,800</b>	<b>24,264,800</b>	<b>24,264,800</b>
<b>Requirements</b>						
Capital Improvement	2,677,037	327,823	17,165,300	22,225,200	22,225,200	22,225,200
Unappropriated	1,424,051	2,925,193	1,367,700	2,039,600	2,039,600	2,039,600
<i>Non-Operating Total</i>	<i>4,101,088</i>	<i>3,253,016</i>	<i>18,533,000</i>	<i>24,264,800</i>	<i>24,264,800</i>	<i>24,264,800</i>
<b>Total Requirements</b>	<b>4,101,088</b>	<b>3,253,016</b>	<b>18,533,000</b>	<b>24,264,800</b>	<b>24,264,800</b>	<b>24,264,800</b>

## PARKS CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
<b>Park Development</b>						
CIPPK00001 Gradin Sports Park Development	-	224,907	8,754,419	11,307,337	11,307,337	11,307,337
CIPPK00002 Vance Neighborhood Park	-	-	-	-	-	-
CIPPK00003 Development Coordination Projects	-	-	75,000	75,000	75,000	75,000
CIPPK00004 Park Master Plan Update and Concept Planning for Undeveloped Parks	-	36,074	324,849	360,395	360,395	360,395
CIPPK00006 Metro Local Share Park Improvements	2,672,535	-	3,745,000	7,045,000	7,045,000	7,045,000
CIPPK00007 ARPA/City of Gresham Investments	-	66,841	689,660	556,092	556,092	556,092
CIPPK00008 Civic Neighborhood Park Phase 1	-	-	2,881,303	2,881,303	2,881,303	2,881,303
Subtotal	2,672,535	327,822	16,470,231	22,225,127	22,225,127	22,225,127
<b>TOTAL</b>	2,672,535	327,822	16,470,231	22,225,127	22,225,127	22,225,127

## Resources and Requirements by Fund

**General Development Cap Impr Fund**

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Interfund Transfers	10,597,720	1,773,786	9,967,000	10,214,100	10,214,100	10,214,100
<b>Total Resources</b>	<b>10,597,720</b>	<b>1,773,786</b>	<b>9,967,000</b>	<b>10,214,100</b>	<b>10,214,100</b>	<b>10,214,100</b>
<b>Requirements</b>						
Capital Improvement	10,597,720	1,773,786	9,967,000	10,214,100	10,214,100	10,214,100
<i>Non-Operating Total</i>	<i>10,597,720</i>	<i>1,773,786</i>	<i>9,967,000</i>	<i>10,214,100</i>	<i>10,214,100</i>	<i>10,214,100</i>
<b>Total Requirements</b>	<b>10,597,720</b>	<b>1,773,786</b>	<b>9,967,000</b>	<b>10,214,100</b>	<b>10,214,100</b>	<b>10,214,100</b>



## GENERAL DEVELOPMENT CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
CIPPVW001 Lower Kelley Creek Trunk	6,657,457	-	-	-	-	-
CIPPVW002 Wastewater Development Coordination	224,393	-	541,238	541,238	541,238	541,238
CIPPVW003 Advanced Wetland, Stream and Floodplain Mitigation	-	-	200,000	200,000	200,000	200,000
CIPPVW001 Water Development Coordination	1,191,059	-	1,745,328	1,845,328	1,845,328	1,845,328
CIPPVW003 Advanced Wetland, Stream and Floodplain Mitigation	-	-	200,000	200,000	200,000	200,000
CIPPVTR002 Transportation Development Coordination	1,231,179	382,362	3,418,720	3,518,720	3,518,720	3,518,720
CIPPVTR017 Advanced Wetland, Stream and Floodplain Mitigation	-	-	200,000	200,000	200,000	200,000
CIPPVPK002 Parks Development Coordination	1,051,085	-	1,370,805	1,420,805	1,420,805	1,420,805
CIPPVSW001 Stormwater Development Coordination	242,547	92,233	511,257	611,257	611,257	611,257
CIPPVSW011 Advanced Wetland, Stream and Floodplain Mitigation	-	-	445,000	445,000	445,000	445,000
CIPSPW001 Wastewater Development Coordination	-	584,473	265,527	265,527	265,527	265,527
CIPSPW001 Water Development Coordination	-	714,718	285,282	285,282	285,282	285,282
CIPSPTR001 Springwater Transportation Development Coordination	-	-	328,594	230,219	230,219	230,219
CIPSPPK001 Springwater Parks Development Coordination	-	-	200,000	200,000	200,000	200,000
CIPSPSW001 Stormwater Development Coordination	-	-	255,218	250,537	250,537	250,537
Subtotal	10,597,720	1,773,786	9,966,969	10,213,913	10,213,913	10,213,913
<b>TOTAL</b>	<b>10,597,720</b>	<b>1,773,786</b>	<b>9,966,969</b>	<b>10,213,913</b>	<b>10,213,913</b>	<b>10,213,913</b>

## Resources and Requirements by Fund

### Transportation Capital Impr Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	1,131,186	2,069,431	13,658,600	22,293,100	22,293,100	22,293,100
Charges for Services	444,845	43,834	-	-	-	-
Miscellaneous Income	44,571	124,066	5,900	2,700	2,700	2,700
Interfund Transfers	5,405,120	5,009,697	22,955,468	26,337,400	26,337,400	26,337,400
Financing Proceeds	9,554,705	-	-	-	-	-
Beginning Balance	4,043,231	10,380,518	16,156,289	3,526,300	3,526,300	3,526,300
<b>Total Resources</b>	<b>20,623,658</b>	<b>17,627,545</b>	<b>52,776,257</b>	<b>52,159,500</b>	<b>52,159,500</b>	<b>52,159,500</b>
<b>Requirements</b>						
Capital Improvement	10,243,140	12,282,818	42,384,100	50,251,400	50,251,400	50,251,400
Unappropriated	10,380,518	5,344,727	10,392,157	1,908,100	1,908,100	1,908,100
<i>Non-Operating Total</i>	<i>20,623,658</i>	<i>17,627,545</i>	<i>52,776,257</i>	<i>52,159,500</i>	<i>52,159,500</i>	<i>52,159,500</i>
<b>Total Requirements</b>	<b>20,623,658</b>	<b>17,627,545</b>	<b>52,776,257</b>	<b>52,159,500</b>	<b>52,159,500</b>	<b>52,159,500</b>

## TRANSPORTATION CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
<b>Street System Maintenance &amp; Enhancement</b>						
CIPTR00001 Street Surfacing Improvements	2,088,292	1,509,997	5,654,611	5,332,264	5,332,264	5,332,264
CIPTR00002 Neighborhood Traffic Control	3,648	8,488	35,313	34,629	34,629	34,629
CIPTR00007 Division Street Corridor "Complete Street" Project	373,768	691,779	6,850,476	7,256,314	7,256,314	7,256,314
CIPTR00008 NE Cleveland Avenue (Stark to Burnside)	301,596	637,554	4,495,984	4,402,860	4,402,860	4,402,860
CIPTR00009 Stark and 223rd TIF	511,277	1,296	266,313	5,665,017	5,665,017	5,665,017
CIPTR00010 Hogan - Powell to Burnside	1,094,150	2,128,608	3,872,742	411,738	411,738	411,738
CIPTR00012 Local Street Reconstruction Program	3,410,178	4,855,380	6,243,782	1,546,146	1,546,146	1,546,146
CIPTR00016 Transportation System Safety Projects	43,031	11,495	155,533	155,533	155,533	155,533
CIPTR00017 Palmquist / HWY 26	3,960	-	-	-	-	-
CIPTR00021 162nd Ave. Complete Street	-	-	-	1,588,595	1,588,595	1,588,595
CIPTR00022 Innovative Paving	-	-	172,500	132,448	132,448	132,448
CIPTR00024 181st Ave. Safety Improvements	-	-	1,000,000	3,342,500	3,342,500	3,342,500
CIPTR00027 181st/182nd Avenue Crossings Project	-	-	-	3,010,000	3,010,000	3,010,000
<b>Subtotal</b>	<b>7,829,900</b>	<b>9,844,597</b>	<b>28,747,254</b>	<b>32,878,044</b>	<b>32,878,044</b>	<b>32,878,044</b>
<b>Other Improvements</b>						
CIPTR00003 Development Coordination Projects	735,424	-	2,626,210	1,636,689	1,636,689	1,636,689
CIPTR00005 Intersection Improvements	251,865	2,312	574,725	383,940	383,940	383,940
CIPTR00006 Signal Maintenance and Upgrade	632	-	179,646	197,646	197,646	197,646
CIPTR00013 Streetlight Replacement and In-Fill Projects	101,177	128,416	787,477	874,567	874,567	874,567
CIPTR00015 Bridge Inspection / Monitoring / Maintenance	142,416	1,103,337	1,435,855	474,404	474,404	474,404
CIPTR00018 TIF Study Update	1,875	-	-	-	-	-
CIPTR00020 Utility Undergrounding Projects	-	-	85,000	435,000	435,000	435,000
CIPTR00023 Median Island Rehabilitation	-	-	150,000	300,000	300,000	300,000
CIPTR00026 Traffic System Modernization Grants	-	-	-	164,300	164,300	164,300
<b>Subtotal</b>	<b>1,233,389</b>	<b>1,234,065</b>	<b>5,838,913</b>	<b>4,466,546</b>	<b>4,466,546</b>	<b>4,466,546</b>
<b>SUBFUND TOTAL</b>	<b>9,063,289</b>	<b>11,078,662</b>	<b>34,586,167</b>	<b>37,344,590</b>	<b>37,344,590</b>	<b>37,344,590</b>

## FOOTPATHS & BIKE ROUTES CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
CIPFP00001 Amer. W/Disab. Curb Ramp	901,060	1,077,490	2,064,929	1,018,694	1,018,694	1,018,694
CIPFP00002 Pedestrian Enhancements	168,265	97,005	1,837,976	2,194,029	2,194,029	2,194,029
CIPFP00003 Bicycle Projects	34,950	9,354	98,657	93,691	93,691	93,691
CIPFP00004 Division Crosswalk Improvements	-	-	535,000	535,000	535,000	535,000
CIPFP00005 On-Street Paths Development Coordination	44,141	-	425,000	317,742	317,742	317,742
CIPFP00006 Couch St. Alternative Sidewalk Project	1,026	8,305	573,974	543,438	543,438	543,438
CIPFP00007 School Zone Flashers	35,103	12,630	247,267	247,267	247,267	247,267
CIPFP00008 Gresham Fairview Trail Phase 4	-	-	1,247,787	4,991,147	4,991,147	4,991,147
CIPFP00009 Columbia View Path	-	-	84,500	860,199	860,199	860,199
CIPFP00010 North Gresham Path	-	-	60,500	692,911	692,911	692,911
CIPFP00011 2018 ARTS Grant	-	-	197,225	637,608	637,608	637,608
CIPFP00012 2020 ARTS Grant	-	-	-	350,000	350,000	350,000
CIPFP00013 Yamhill Sidewalk Infill	-	-	425,000	425,000	425,000	425,000
<b>SUBFUND TOTAL</b>	<b>1,184,545</b>	<b>1,204,784</b>	<b>7,797,815</b>	<b>12,906,726</b>	<b>12,906,726</b>	<b>12,906,726</b>
<b>FUND TOTAL</b>	<b>10,247,834</b>	<b>12,283,446</b>	<b>42,383,982</b>	<b>50,251,316</b>	<b>50,251,316</b>	<b>50,251,316</b>

## Resources and Requirements by Fund

### Urban Renewal Capital Impr Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	4,671,955	46,795	3,246,500	3,067,500	3,067,500	3,067,500
Charges for Services	71,207	-	-	-	-	-
Miscellaneous Income	-	250	-	-	-	-
Interfund Transfers	695,254	780,388	-	-	-	-
Beginning Balance	744,670	3,555,351	3,650,000	4,446,800	4,446,800	4,446,800
<b>Total Resources</b>	<b>6,183,086</b>	<b>4,382,783</b>	<b>6,896,500</b>	<b>7,514,300</b>	<b>7,514,300</b>	<b>7,514,300</b>
<b>Requirements</b>						
Capital Improvement	2,627,735	1,556,522	6,874,000	7,514,300	7,514,300	7,514,300
Unappropriated	3,555,351	2,826,261	22,500	-	-	-
<i>Non-Operating Total</i>	<i>6,183,086</i>	<i>4,382,783</i>	<i>6,896,500</i>	<i>7,514,300</i>	<i>7,514,300</i>	<i>7,514,300</i>
<b>Total Requirements</b>	<b>6,183,086</b>	<b>4,382,783</b>	<b>6,896,500</b>	<b>7,514,300</b>	<b>7,514,300</b>	<b>7,514,300</b>

**URBAN RENEWAL CAPITAL PROJECTS**

<b>Projects</b>	<b>Actual 2021/22</b>	<b>Actual 2022/23</b>	<b>Revised Budget 2023/24</b>	<b>Proposed Budget 2024/25</b>	<b>Approved Budget 2024/25</b>	<b>Adopted Budget 2024/25</b>
CIPUR00001 Catalyst Site/Downtown Rockwood	-	622,310	3,147,466	2,732,689	2,732,689	2,732,689
CIPUR00002 Sandy Boulevard Improvements	2,627,613	198,554	-	-	-	-
CIPUR00004 Sunrise/B188 Site	-	107,027	1,150,090	414,090	414,090	414,090
CIPUR00005 Rockwood Urban Plaza	-	628,629	-	-	-	-
CIPUR00006 Property Acquisition Fund	-	-	2,577,400	3,360,000	3,360,000	3,360,000
CIPUR00007 Yamhill Corridor Improvement	-	-	-	492,500	492,500	492,500
CIPUR00008 Public Safety Facility: Fire Station 74	-	-	-	515,000	515,000	515,000
<b>Subtotal</b>	<b>2,627,613</b>	<b>1,556,520</b>	<b>6,874,956</b>	<b>7,514,279</b>	<b>7,514,279</b>	<b>7,514,279</b>
<b>TOTAL</b>	<b>2,627,613</b>	<b>1,556,520</b>	<b>6,874,956</b>	<b>7,514,279</b>	<b>7,514,279</b>	<b>7,514,279</b>

## Resources and Requirements by Fund

### Water Capital Improvement Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	138,135	1,311,471	21,582,700	19,553,100	19,553,100	19,553,100
Miscellaneous Income	250,796	556,042	56,900	-	-	-
Interfund Transfers	724,723	2,634,568	1,697,200	23,098,000	23,098,000	23,098,000
Financing Proceeds	31,104,315	-	38,804,700	34,078,906	34,078,906	34,078,906
Beginning Balance	9,434,161	33,244,414	31,614,200	23,567,949	23,567,949	23,567,949
<b>Total Resources</b>	<b>41,652,131</b>	<b>37,746,495</b>	<b>93,755,700</b>	<b>100,297,955</b>	<b>100,297,955</b>	<b>100,297,955</b>
<b>Requirements</b>						
Capital Improvement	8,407,717	10,348,084	88,300,200	99,621,500	99,621,500	99,621,500
Unappropriated	33,244,414	27,398,411	5,455,500	676,455	676,455	676,455
<i>Non-Operating Total</i>	<i>41,652,131</i>	<i>37,746,495</i>	<i>93,755,700</i>	<i>100,297,955</i>	<i>100,297,955</i>	<i>100,297,955</i>
<b>Total Requirements</b>	<b>41,652,131</b>	<b>37,746,495</b>	<b>93,755,700</b>	<b>100,297,955</b>	<b>100,297,955</b>	<b>100,297,955</b>

## WATER CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
<b>Water System Maintenance &amp; Enhancement</b>						
CIPWT00001 Water System Improvements	-	58,189	245,983	239,900	239,900	239,900
CIPWT00002 Waterline Oversizing	-	3,078	320,185	336,758	336,758	336,758
CIPWT00005 Minor Capital Maintenance Projects	23,193	14,849	1,613,455	1,761,215	1,761,215	1,761,215
CIPWT00014 Grant Butte Seismic Piping & Reservoir Retrofit	125,397	4,863	-	-	-	-
CIPWT00015 Local Street Reconstruction Coordination	921,870	1,936,089	1,620,719	-	-	-
CIPWT00019 NW Waterline Replacement Package Phase II	2,672	36,743	732,245	80,963	80,963	80,963
CIPWT00020 Intermediate Pump Station Waterline	317	30,833	193,850	-	-	-
CIPWT00022 Gabbert Seismic Piping	5,163	35,992	617,280	836,474	836,474	836,474
CIPWT00023 Division Pump Station Seismic Upgrade	-	3,578	417,500	564,852	564,852	564,852
CIPWT00034 Regner Reservoir Seismic Upgrade	-	-	1,100,000	1,300,000	1,300,000	1,300,000
CIPWT00037 Groundwater System - Central Facilities	3,914,373	2,744,844	23,921,535	35,433,337	35,433,337	35,433,337
CIPWT00047 Groundwater System - Implementation	-	-	250,000	499,201	499,201	499,201
Subtotal	4,992,985	4,869,058	31,032,752	41,052,700	41,052,700	41,052,700
<b>Other Improvements</b>						
CIPWT00003 Water System and Supply Studies	33,285	11,489	265,930	251,748	251,748	251,748
CIPWT00007 Water System Master Plan	9,646	-	-	-	-	-
CIPWT00009 Test Wells	86,121	6,343	-	-	-	-
CIPWT00017 Water Main Condition Assessment	215,387	237,044	256,537	251,529	251,529	251,529
CIPWT00035 Groundwater System Shared Infrastructure Reconciliation	-	-	-	2,000,000	2,000,000	2,000,000
CIPWT00036 Groundwater System - Water Supply	2,999,170	3,327,443	27,948,568	30,739,026	30,739,026	30,739,026
CIPWT00038 Groundwater System - Distribution Pipelines	69,294	1,896,678	27,796,406	24,326,464	24,326,464	24,326,464
CIPWT00040 Water Meter Replacement Program	-	-	1,000,000	1,000,000	1,000,000	1,000,000
Subtotal	3,412,903	5,478,997	57,267,441	58,568,767	58,568,767	58,568,767
<b>TOTAL</b>	<b>8,405,888</b>	<b>10,348,055</b>	<b>88,300,193</b>	<b>99,621,467</b>	<b>99,621,467</b>	<b>99,621,467</b>

## Resources and Requirements by Fund

### Stormwater Capital Improvement Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	107,409	186,999	102,900	106,900	106,900	106,900
Interfund Transfers	2,257,328	3,541,676	4,680,900	5,170,900	5,170,900	5,170,900
Beginning Balance	10,168,120	11,150,674	12,665,200	13,948,900	13,948,900	13,948,900
<b>Total Resources</b>	<b>12,532,857</b>	<b>14,879,349</b>	<b>17,449,000</b>	<b>19,226,700</b>	<b>19,226,700</b>	<b>19,226,700</b>
<b>Requirements</b>						
Capital Improvement	1,382,183	2,727,670	10,495,900	12,115,200	12,115,200	12,115,200
Unappropriated	11,150,674	12,151,679	6,953,100	7,111,500	7,111,500	7,111,500
<i>Non-Operating Total</i>	<i>12,532,857</i>	<i>14,879,349</i>	<i>17,449,000</i>	<i>19,226,700</i>	<i>19,226,700</i>	<i>19,226,700</i>
<b>Total Requirements</b>	<b>12,532,857</b>	<b>14,879,349</b>	<b>17,449,000</b>	<b>19,226,700</b>	<b>19,226,700</b>	<b>19,226,700</b>



## STORMWATER CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
<b>Stormwater System Maintenance &amp; Enhancement</b>						
CIPSW00001 Localized Drainage Improvements	165,532	145,615	575,027	769,101	769,101	769,101
CIPSW00004 Rehab & Repair of Pipe System	703,368	1,390,203	2,669,956	2,207,151	2,207,151	2,207,151
CIPSW00008 Segment 2, Fairview Creek Basin Central Core	-	-	406,904	406,904	406,904	406,904
CIPSW00009 Infrastructure Capacity Improvements	26,299	-	272,439	352,376	352,376	352,376
CIPSW00016 Segments 3B & 3C, Fairview Creek Basin Central	12,400	5,697	2,324,282	2,324,282	2,324,282	2,324,282
CIPSW00024 Outfall Repair and Rehab	-	-	-	400,000	400,000	400,000
Subtotal	907,599	1,541,515	6,248,608	6,459,814	6,459,814	6,459,814
<b>Other Improvements</b>						
CIPSW00002 Low Impact Dev Practices Retrofit Program	126,170	105,875	1,374,459	1,069,812	1,069,812	1,069,812
CIPSW00003 Stream and Slope Improvements	30,038	600,388	763,266	1,000,656	1,000,656	1,000,656
CIPSW00005 Stormwater Facility Improvements	-	233,692	617,111	1,282,912	1,282,912	1,282,912
CIPSW00006 Riparian & Wetland Improvement Projects	116,649	33,613	647,314	1,255,173	1,255,173	1,255,173
CIPSW00007 Fujitsu Ponds Restoration	-	-	248,000	-	-	-
CIPSW00010 Stormwater Infrastructure Master Plan	30,976	26,670	-	-	-	-
CIPSW00015 West Gresham Water Quality and Infiltration	170,283	185,911	397,111	497,111	497,111	497,111
CIPSW00021 Environmental Risk Prevention	-	-	200,000	399,671	399,671	399,671
CIPSW00023 Water Quality Tree Wells	-	-	-	150,000	150,000	150,000
Subtotal	474,116	1,186,149	4,247,261	5,655,335	5,655,335	5,655,335
<b>TOTAL</b>	<b>1,381,715</b>	<b>2,727,664</b>	<b>10,495,869</b>	<b>12,115,149</b>	<b>12,115,149</b>	<b>12,115,149</b>

## Resources and Requirements by Fund

### Wastewater Capital Improvement Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	21,785	45,676	682,100	972,200	972,200	972,200
Charges for Services	-	258,639	-	-	-	-
Miscellaneous Income	245,725	10,617,255	6,336,200	397,900	397,900	397,900
Interfund Transfers	10,860,000	4,577,006	14,657,400	13,965,600	13,965,600	13,965,600
Financing Proceeds	1,700	-	-	-	-	-
Beginning Balance	23,194,505	29,197,947	39,813,000	50,952,400	50,952,400	50,952,400
<b>Total Resources</b>	<b>34,323,715</b>	<b>44,696,523</b>	<b>61,488,700</b>	<b>66,288,100</b>	<b>66,288,100</b>	<b>66,288,100</b>
<b>Requirements</b>						
Capital Improvement	5,125,768	6,972,441	37,557,000	57,133,300	57,133,300	57,133,300
Unappropriated	29,197,947	37,724,082	23,931,700	9,154,800	9,154,800	9,154,800
<i>Non-Operating Total</i>	<i>34,323,715</i>	<i>44,696,523</i>	<i>61,488,700</i>	<i>66,288,100</i>	<i>66,288,100</i>	<i>66,288,100</i>
<b>Total Requirements</b>	<b>34,323,715</b>	<b>44,696,523</b>	<b>61,488,700</b>	<b>66,288,100</b>	<b>66,288,100</b>	<b>66,288,100</b>

## WASTEWATER CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
<b>Wastewater Treatment Plant</b>						
CIPWW00002	WWTP Maintenance Project	315,189	250,382	1,173,697	1,263,424	1,263,424
CIPWW00005	WWTP Asset Replacement and Refurbishment (R&R) Project	362,526	1,415,613	2,752,550	2,141,723	2,141,723
CIPWW00018	WWTP Upper Plant Nitrification Improvements	113,062	136,102	3,284,386	9,536,622	9,536,622
CIPWW00020	WWTP FOG Screening Improvements	698,989	989,825	156,553	-	-
CIPWW00021	WWTP Upper Barscreens Replacement	638,629	-	-	-	-
CIPWW00022	WWTP Control System Improvements	49,526	148,983	3,930,636	5,081,044	5,081,044
CIPWW00024	WWTP Organics Digestion Capacity Evaluation	101,451	727,626	555,053	265,521	265,521
CIPWW00025	WWTP Outfall Diffuser Improvements	250,310	371,764	990,835	-	-
CIPWW00028	WWTP Gravity Belt Thickener Refurbishment	242,236	1,496,756	2,470,975	-	-
CIPWW00030	WWTP Earthquake Resiliency Projects	101,325	151,782	333,960	367,868	367,868
CIPWW00031	WWTP Secondary Digester Improvements	288,446	479,796	103,764	-	-
CIPWW00046	WWTP Disinfection Improvements	-	41,431	1,738,500	1,751,951	1,751,951
CIPWW00047	WWTP Belt Press Replacement	-	22,800	5,962,200	6,828,810	6,828,810
CIPWW00049	WWTP Upper Plant Secondary Clarifier No. 5	-	14,036	2,943,000	17,052,079	17,052,079
Subtotal		3,161,689	6,246,896	26,396,109	44,289,042	44,289,042
<b>Sewer System Maintenance &amp; Enhancement</b>						
CIPWW00001	I & I Control Program	115,099	147,287	881,293	1,252,809	1,252,809
CIPWW00006	Collection System Asset Repair and Replacement Project	868,219	268,926	2,105,135	1,288,420	1,288,420
CIPWW00007	Mainline and Lateral Replacement Program	909,855	106,308	1,970,531	2,025,361	2,025,361
CIPWW00008	East Basin Trunk Upgrade Phase III	-	-	1,904,226	1,897,352	1,897,352
CIPWW00013	Wastewater Mainline Extension	-	10,426	397,172	702,679	702,679
CIPWW00023	Overhead Johnson Creek Crossing Seismic	70,897	176,564	2,468,643	2,166,217	2,166,217
CIPWW00026	Lower Kelly Creek Trunk Upgrade Phase 1	-	-	-	-	-
CIPWW00035	CCTV Inspection of Collection System Large Diameter Pipe	-	6,299	214,000	424,371	424,371
CIPWW00045	Upper Kelly Creek Basin Trunk Improvement, Phase 1	-	-	-	266,958	266,958
CIPWW00051	185th St. Pump Station Improvements	-	-	581,400	695,350	695,350
CIPWW00052	San Rafael Sewer Main Replacement	-	-	-	747,593	747,593
CIPWW00053	Birdsdale Sewer Main Replacement	-	-	-	754,382	754,382
Subtotal		1,964,070	715,810	10,522,400	12,221,492	12,221,492
<b>Other Improvements</b>						
CIPWW00014	Wastewater Collections System Master Plan	-	-	-	-	-
CIPWW00050	Nechacokee Creek Bank Stabilization	-	-	638,400	622,713	622,713
Subtotal		-	-	638,400	622,713	622,713
<b>TOTAL</b>		5,125,759	6,962,706	37,556,909	57,133,247	57,133,247

## Resources and Requirements by Fund

### City Facility Capital Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Intergovernmental	-	-	780,000	780,000	780,000	780,000
Miscellaneous Income	27,211	47,435	-	-	-	-
Interfund Transfers	210,000	770,000	300,000	1,013,000	1,013,000	1,013,000
Beginning Balance	2,282,173	2,391,181	1,737,000	640,000	640,000	640,000
<b>Total Resources</b>	<b>2,519,384</b>	<b>3,208,616</b>	<b>2,817,000</b>	<b>2,433,000</b>	<b>2,433,000</b>	<b>2,433,000</b>
<b>Requirements</b>						
Capital Improvement	128,203	1,207,888	2,817,000	2,433,000	2,433,000	2,433,000
Unappropriated	2,391,181	2,000,727	-	-	-	-
<i>Non-Operating Total</i>	<i>2,519,384</i>	<i>3,208,616</i>	<i>2,817,000</i>	<i>2,433,000</i>	<i>2,433,000</i>	<i>2,433,000</i>
<b>Total Requirements</b>	<b>2,519,384</b>	<b>3,208,616</b>	<b>2,817,000</b>	<b>2,433,000</b>	<b>2,433,000</b>	<b>2,433,000</b>

## CITY FACILITY CAPITAL PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
FACCARPESL City Hall Carpeting	-	53,407	30,000	50,000	50,000	50,000
FACRTUCHAL City Hall Rooftop Units Replacement	-	510,825	307,000	-	-	-
FACELECHAL City Hall Elevator Upgrades	-	94,192	210,000	-	-	-
FACCUSCHAL City Hall Customer Service Center	11,540	15,040	74,000	59,700	59,700	59,700
FACSECCHAL City Hall Security Upgrades	-	38,256	100,000	52,000	52,000	52,000
FACSECCHAL City Hall Upgrades	-	-	25,000	-	-	-
FACCHARCRM City Hall Archive Room Buildout	-	-	30,000	-	-	-
FACSOLPSSB PSSB Solar Power Roof Project	-	2,850	880,000	880,000	880,000	880,000
FACPSSEPNT PSSB Exterior Paint	-	-	50,000	50,000	50,000	50,000
FACPSSHVAC PSSB HVAC Retrofit	-	-	250,000	100,000	100,000	100,000
FACPSSWIND PSSB Building Windows	-	6,750	20,000	-	-	-
Multiple PSS Concrete	35,000	-	-	100,000	100,000	100,000
FACPSSKARD Rockwood PSB Storage Unit	-	319,998	350,000	-	-	-
FACRPSROOF Rockwood PSB Roof	-	-	-	23,000	23,000	23,000
FACRTUOPSC Operations Center Rooftop Unit	-	-	20,000	-	-	-
FACKITOPSC Operations Center Kitchen Remodel	-	24,442	25,000	-	-	-
FACOPSABRF Operations Center Roof	-	-	15,000	200,000	200,000	200,000
FACOPNSLPP Operations Center Shop Area Resurfacing	-	-	-	20,000	20,000	20,000
FACDOOPARK Main City Park Barn Door Replacement	-	8,658	-	-	-	-
FACMNCASPH Main City Park Barn Asphalt Repair	-	-	-	20,000	20,000	20,000
FACMCBRNSP Main City Park Barn Siding & Paint	-	-	30,000	18,200	18,200	18,200
FACTAPST71 Station 71 Tap Out System Upgrade	19,663	49,981	-	-	-	-
FACDOOST71 Station 71 Bay Door Openers	-	46,058	46,000	-	-	-
FACLIVQT71 Station 72 Living Quarters	-	-	-	100,000	100,000	100,000
FACDOOST73 Station 73 Bay Doors	-	16,170	-	-	-	-
FACEMGST74 Station 74 Emergency Generator	-	13,262	-	-	-	-
FACFIRED10 Fire District 10 Capital Maintenance	-	-	50,000	50,000	50,000	50,000
FACBRIHOUR Brite House Roof	12,000	-	-	-	-	-
FACBRIHREN Brite House Renovations	-	-	50,000	-	-	-
FACPRKLOTS Parking Lot Seal & Striping	-	-	15,000	-	-	-
Multiple City Owned Parking Lots	-	7,999	210,000	-	-	-
FACPSSNPAV PSSB N Lot Paving	50,000	-	-	150,000	150,000	150,000
FACCTYCONF Conference Room Upgrades (citywide)	-	-	-	100,000	100,000	100,000
FACOCPPHVC HVAC Updates (various buildings)	-	-	-	230,000	230,000	230,000
FACSHOPSRG Roof, Siding & Gutters (various buildings)	-	-	30,000	80,000	80,000	80,000
FACADAUPGR ADA Upgrades	-	-	-	150,000	150,000	150,000
<b>TOTAL</b>	<b>128,203</b>	<b>1,207,888</b>	<b>2,817,000</b>	<b>2,432,900</b>	<b>2,432,900</b>	<b>2,432,900</b>

## Resources and Requirements by Fund

### Enterprise System Replacement Fund

	2021/22 Actual	2022/23 Actual	2023/24 Revised Budget	2024/25 City Manager Proposed	2024/25 Budget Committee Approved	2024/25 City Council Adopted
<b>Resources</b>						
Miscellaneous Income	13,774	20,418	-	-	-	-
Interfund Transfers	50,000	-	-	100,000	100,000	100,000
Beginning Balance	1,277,596	1,088,334	1,088,000	530,000	530,000	530,000
<b>Total Resources</b>	<b>1,341,370</b>	<b>1,108,753</b>	<b>1,088,000</b>	<b>630,000</b>	<b>630,000</b>	<b>630,000</b>
<b>Requirements</b>						
Capital Improvement	253,036	-	790,000	630,000	630,000	630,000
Transfers	-	-	50,000	-	-	-
Unappropriated	1,088,334	1,108,753	248,000	-	-	-
<i>Non-Operating Total</i>	<i>1,341,370</i>	<i>1,108,753</i>	<i>1,088,000</i>	<i>630,000</i>	<i>630,000</i>	<i>630,000</i>
<b>Total Requirements</b>	<b>1,341,370</b>	<b>1,108,753</b>	<b>1,088,000</b>	<b>630,000</b>	<b>630,000</b>	<b>630,000</b>

## ENTERPRISE SYSTEM REPLACEMENT PROJECTS

Projects	Actual 2021/22	Actual 2022/23	Revised Budget 2023/24	Proposed Budget 2024/25	Approved Budget 2024/25	Adopted Budget 2024/25
ESRERP000x    Enterprise Resource Planning System	71,414	-	180,000	234,000	234,000	234,000
ESRCAYENTA    Utility Billing Software Upgrades	181,622	-	-	100,000	100,000	100,000
ESRRoadMAP    Financial Road Map Implmentation	-	-	100,000	-	-	-
ESRWEBSITE    Content Management System (Website)	-	-	350,000	-	-	-
ESRREPORT0    Citywide Reporting and Analytics	-	-	160,000	-	-	-
ESRDATA000    Data Assessment	-	-	-	200,000	200,000	200,000
ESRM365MIG    Microsoft 365 Migration	-	-	-	96,000	96,000	96,000
<b>TOTAL</b>	<b>253,036</b>	<b>-</b>	<b>790,000</b>	<b>630,000</b>	<b>630,000</b>	<b>630,000</b>

## Planned System Development Charge Use

SDC Funded Projects					
SDC Type	Project No.	Project Name	FY 2023/24 Carryover	+ FY 2024/25	= Total
<b>Wastewater</b>	CIPWW00008	East Basin Trunk Upgrade Phase III	\$ 936,892	\$ -	\$ 936,892
	CIPWW00049	WWTP Upper Plant Secondary Clarifier No. 5	-	2,200,000	2,200,000
	CIPVWW0003	Advanced Wetland, Stream and Floodplain Mitigation	200,000	-	200,000
			1,136,892	2,200,000	3,336,892
<b>Water</b>	CIPVWT003	Advanced Wetland, Stream and Floodplain Mitigation	200,000	-	200,000
			200,000	-	200,000
<b>Transportation</b>	CIPTR00003	Development Coordination Projects	14,462	500	14,962
	CIPTR00005	Intersection Improvements	270,515	-	270,515
	CIPTR00007	Division Street Corridor "Complete Street" Project	1,995,151	-	1,995,151
	CIPTR00008	NE Cleveland Avenue (Stark to Burnside)	1,282,258	-	1,282,258
	CIPTR00009	Stark and 223rd TIF	233,531	5,035,550	5,269,081
	CIPTR00010	Hogan - Powell to Burnside	236,302	-	236,302
	CIPFP00002	Pedestrian Enhancements	2,000	-	2,000
			4,034,219	5,036,050	9,070,269
<b>Parks</b>	CIPPK00001	Gradin Sports Park Development	3,855,473	1,300,000	5,155,473
	CIPPK00004	Park Master Plan Update and Concept Planning for Undeveloped Parks	108,746	20,900	129,646
	CIPPK00006	Metro Local Share Park Improvements	50,000	1,800,000	1,850,000
		4,014,219	3,120,900	7,135,119	
<b>Stormwater</b>	CIPSW00009	Infrastructure Capacity Improvements	108,950	40,000	148,950
	CIPSW00016	Segments 3B & 3C, Fairview Creek Basin Central Core Trunk Improvement	929,712	-	929,712
	CIPVSW001	Advanced Wetland, Stream and Floodplain Mitigation	400,000	-	400,000
		1,438,662	40,000	1,478,662	
<b>Total - SDC Funded Projects:</b>			<b>\$ 10,823,992</b>	<b>\$ 10,396,950</b>	<b>\$ 21,220,942</b>

SDC Related Debt Funded Projects					
(To be repaid in future years with System Development Charges)					
SDC Type	Project No.	Project Name	FY 2023/24 Carryover	+ FY 2024/25	= Total
<b>Water</b>	CIPWT00002	Waterline Oversizing	\$ 311,758	\$ 25,000	\$ 336,758
	CIPWT00035	Groundwater System Shared Infrastructure Reconciliation	-	420,000	420,000
	CIPWT00036	Groundwater System - Water Supply	3,279,359	1,155,000	4,434,359
	CIPWT00037	Groundwater System - Central Facilities	3,854,227	3,255,000	7,109,227
	CIPWT00038	Groundwater System - Distribution Pipelines	3,429,750	52,500	3,482,250
			10,875,094	4,907,500	15,782,594
<b>Total - SDC Related Debt Funded Projects:</b>			<b>\$ 10,875,094</b>	<b>\$ 4,907,500</b>	<b>\$ 15,782,594</b>



## Planned System Development Charge Use

Projects Funded With SDC Credits					
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(Credits issued to private developers when they construct qualifying public infrastructure)

SDC Type	Project No.	Project Name	FY 2023/24			
			Carryover	+	FY 2024/25	=
<b>Wastewater</b>	CIPVWW002	Wastewater Development Coordination	\$ 541,238		\$ -	\$ 541,238
	CIPSPWW001	Wastewater Development Coordination	265,527		-	265,527
			806,765		-	806,765
<b>Water</b>	CIPPVWT001	Water Development Coordination	1,745,328		100,000	1,845,328
	CIPSPWT001	Water Development Coordination	285,282		-	285,282
			2,030,610		100,000	2,130,610
<b>Transportation</b>	CIPTR00003	Development Coordination Projects	1,500,000		-	1,500,000
	CIPFP00005	On-Street Paths Development Coordination	217,742		100,000	317,742
	CIPPVTR002	Transportation Development Coordination	3,418,720		100,000	3,518,720
	CIPSPTR001	Springwater Transportation Development Coordination	230,219		-	230,219
		5,366,681		200,000	5,566,681	
<b>Parks</b>	CIPPK00003	Development Coordination Projects	75,000		-	75,000
	CIPPK00008	Civic Neighborhood Park Phase 1	2,881,303		-	2,881,303
	CIPPPK002	Parks Development Coordination	1,370,805		50,000	1,420,805
	CIPSPPK001	Springwater Parks Development Coordination	200,000		-	200,000
		4,527,108		50,000	4,577,108	
<b>Stormwater</b>	CIPSW00008	Segment 2, Fairview Creek Basin Central Core Trunk Improvement	406,904		-	406,904
	CIPPVSW001	Stormwater Development Coordination	511,257		100,000	611,257
	CIPSPSW001	Stormwater Development Coordination	250,537		-	250,537
		1,168,698		100,000	1,268,698	
<b>Total - Projects Funded With SDC Credits:</b>			<b>\$ 13,899,862</b>		<b>\$ 450,000</b>	<b>\$ 14,349,862</b>

## Staffing Information

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The following pages contain an overview of the staffing to conduct city operations. All information on the pages is expressed in terms of equivalent hours – the ratio of a position in comparison to a full-time position. The City utilizes several different types of positions, including:

- **Full-Time Equivalent (FTE).** A permanent regular status position. These positions fall into one of three bargaining units (GU, GPOA, or IAFF) or are unrepresented based on position. Wages for these positions are budgeted in the Wages/Salaries account.
- **Limited-Term Employee (LTE).** A position of a limited duration, typically not to exceed two years. These positions are typically used for staffing grants, specific projects, pilot projects or to meet short-term workload demands. These positions are budgeted with wages and benefits equal to regular status positions. These positions fall into one of three bargaining units (GU, GPOA, or IAFF) or are unrepresented based on position. Wages for these positions are budgeted in the Limited Term account.
- **Temporary/Seasonal Employees.** These positions are not regular or limited-term employees. These positions are typically limited to a duration of 26 weeks or six consecutive months and are utilized to address seasonal workloads such as parks or transportation maintenance. Examples of Temporary/Seasonal positions include Public Utility Workers and Interns. Wages for these positions are budgeted in the Temporary/Seasonal account.

The fiscal year 2024/25 Adopted Budget includes a net increase of 18.52 FTE and LTE positions. This increase is a combination of new positions, position reductions, and LTE conversions to FTE. LTE to FTE conversions change the categorization of the position, but do not change the overall FTE/LTE position count or the cost of the position.

Position Type	Authorized FY 2021/22	Authorized FY 2022/23	Authorized FY 2023/24	Proposed FY 2024/25	Adopted FY 2024/25
<b>FTE</b>	613.15	638.75	646.75	685.25	686.25
<b>LTE</b>	31.98	42.98	36.46	15.00	15.48
<b>Total</b>	<b>645.13</b>	<b>681.73</b>	<b>683.21</b>	<b>700.25</b>	<b>701.73</b>

The following page displays a summarized list of position changes including proposed LTE to FTE conversions. A more detailed reconciliation of position changes from the 2023/24 Adopted Budget to the 2024/25 Adopted Budget is further back in this section.

## Staffing Information

This increase is comprised of the following:

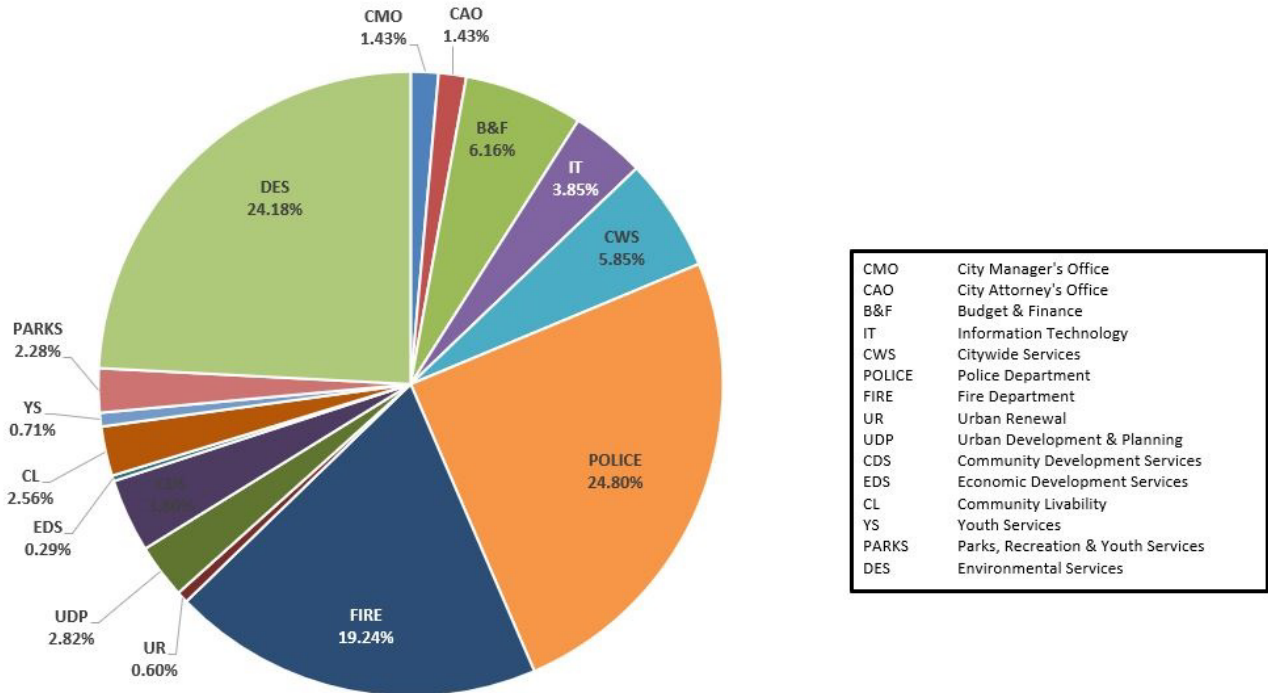
Net # of Pos	Description	Funding
16.00	New levy positions in the Police & Fire Departments ( <i>see the General Fund &amp; Local Option Levy chapter for more information</i> ).	Local Option Levy Fund
4.25	New positions in the General Fire Department including 3 firefighters to offset overtime and 1 fire inspector offset by fee revenue.	General Fund
5.00	New positions in Environmental Services to support utility and transportation operations.	Transportation and Utility Funds
1.46	New positions in Citywide Services for Facilities to provide maintenance and facilities services at Fire Stations and other facilities.	Internal Service Charges
-3.89	Elimination of positions in Central Support departments based on operational or project needs and funding availability.	Internal Service Charges
-4.30	Elimination of positions in Business Funds based on operational needs and funding availability.	Business Funds
0.00	Conversion of 13.00 ARPA LTE positions for Police and Fire.	Local Option Levy Fund
0.00	Conversion of 2.00 ARPA LTE positions for Central Support departments.	Internal Service Charges
0.00	Conversion of 1.00 ARPA LTE position for Community Livability.	Grant Funding/ Business Funds
0.00	Conversion of 2.00 LTE positions for Budget & Finance based on operational and grant management needs.	Internal Service Charges
0.00	Conversion of 1.00 LTE position for Environmental Services based on operational needs.	Transportation Fund
<hr/>		
18.52	Net increase of FTE and LTE Positions	

# Staffing Information

## Position Allocation by Fund and Department (FTE & LTE) Fiscal Year 2024/25

	CMO	CAO	B&F	IT	CWS	POLICE	FIRE	UR	UDP	CDS	EDS	CL	YS	PARKS	DES	Adopted FY 2024/25
General Fund						134.00	101.00			2.10	2.00	8.00		16.00		263.10
Local Option Levy Fund						40.00	33.00									73.00
Urban Design & Planning Fund									17.90							17.90
Solid Waste & Sustainability Fund															6.48	6.48
Designated Purpose Fund					1.00		1.00		1.00			4.00	5.00			12.00
Rental Inspection Fund												5.50				5.50
Infrastructure Development Fund															17.50	17.50
Transportation Fund															45.80	45.80
CDBG & HOME Fund									1.00							1.00
Building Fund										24.60						24.60
Urban Renewal Support Fund								4.20								4.20
Water Fund															32.67	32.67
Stormwater Fund															34.51	34.51
Wastewater Fund															32.69	32.69
Facilities & Fleet Management Fund					17.45											17.45
Legal Services Fund			7.50													7.50
Administrative Services Fund	10.00		42.25	27.00	22.60							0.48				102.33
Enterprise Systems Replacement Fund			1.00													1.00
Liability Management Fund		2.50														2.50
<b>TOTAL</b>	<b>10.00</b>	<b>10.00</b>	<b>43.25</b>	<b>27.00</b>	<b>41.05</b>	<b>174.00</b>	<b>135.00</b>	<b>4.20</b>	<b>19.90</b>	<b>26.70</b>	<b>2.00</b>	<b>17.98</b>	<b>5.00</b>	<b>16.00</b>	<b>169.65</b>	<b>701.73</b>

## Positions by Department (FTE + LTE) Fiscal Year 2024/25



## Staffing Information

### STAFF RESOURCES – FTE

The fiscal year 2024/25 Adopted Budget includes 686.25 Full-Time Equivalent (FTE) permanent positions. The table below illustrates the staff resource allocation by Fund and Department.

	Authorized FY 2021/22	Authorized FY 2022/23	Authorized FY 2023/24	Proposed FY 2024/25	Adopted FY 2024/25
<b>City Manager's Office</b> ( <i>Administrative Services Fund</i> )	11.00	12.00	11.00	9.00	9.00
<i>Legal Services Fund</i>	6.50	7.50	7.50	7.50	7.50
<i>Workers' Comp &amp; Liability Management Fund</i>	2.50	2.50	2.50	2.50	2.50
<b>City Attorney's Office</b>	9.00	10.00	10.00	10.00	10.00
<b>Budget &amp; Finance</b> ( <i>Administrative Services Fund</i> )	37.00	40.25	40.25	42.25	42.25
<b>Information Technology</b> ( <i>Administrative Services Fund</i> )	18.00	25.00	26.00	27.00	27.00
<i>Designated Purpose Fund</i>	-	-	1.12	1.00	1.00
<i>Facilities &amp; Fleet Management Fund</i>	15.25	15.25	15.70	17.45	17.45
<i>Administrative Services Fund</i>	22.00	23.00	21.00	22.60	22.60
<b>Citywide Services</b>	37.25	38.25	37.82	41.05	41.05
<i>General Fund</i>	133.00	138.00	137.00	111.00	111.00
<i>Police, Fire &amp; Parks Subfund</i>	22.00	22.00	23.00	23.00	23.00
<i>Local Option Levy Fund</i>	-	-	-	40.00	40.00
<i>Designated Purpose Fund</i>	1.00	-	-	-	-
<b>Police Department</b>	156.00	160.00	160.00	174.00	174.00
<i>General Fund</i>	93.75	95.55	96.75	82.00	82.00
<i>Police, Fire &amp; Parks Subfund</i>	18.00	18.00	18.00	18.00	18.00
<i>Local Option Levy Fund</i>	-	-	-	33.00	33.00
<i>Designated Purpose Fund</i>	5.00	3.20	-	-	-
<b>Fire Department</b>	116.75	116.75	114.75	133.00	133.00
<b>Urban Renewal</b> ( <i>Urban Renewal Support Fund</i> )	3.00	4.15	4.15	4.20	4.20
<i>Urban Design &amp; Planning Fund</i>	16.80	17.80	17.80	17.90	17.90
<i>Designated Purpose Fund</i>	-	-	-	-	-
<i>CDBG &amp; HOME Fund</i>	-	-	-	1.00	1.00
<b>Urban Design &amp; Planning</b>	16.80	17.80	17.80	18.90	18.90
<i>General Fund</i>	3.70	4.85	5.50	4.10	2.10
<i>Rental Inspection Fund</i>	6.10	-	6.20	-	-
<i>CDBG &amp; HOME Fund</i>	1.25	-	1.75	-	-
<i>Building Fund</i>	25.45	25.20	25.20	24.60	24.60
<b>Community Development Services</b>	36.50	30.05	38.65	28.70	26.70
<b>Economic Development Services</b> ( <i>General Fund</i> )	3.00	-	-	-	2.00
<i>General Fund</i>	-	8.85	7.88	8.00	8.00
<i>Designated Purpose Fund</i>	-	1.00	1.00	1.00	2.00
<i>Rental Inspection Fund</i>	-	6.20	-	5.50	5.50
<i>CDBG &amp; HOME Fund</i>	-	1.55	-	-	-
<i>Administrative Services Fund</i>	11.00	-	-	-	-
<b>Community Livability</b>	11.00	17.60	8.88	14.50	15.50
<b>Youth Services</b> ( <i>Designated Fund</i> )	-	-	-	-	1.00
<i>General Fund</i>	9.32	13.06	14.00	14.00	13.00
<i>Designated Purpose Fund</i>	-	-	-	-	-
<i>Police, Fire &amp; Parks Subfund</i>	3.00	3.00	3.00	3.00	3.00
<b>Parks, Recreation &amp; Youth Services</b>	12.32	16.06	17.00	17.00	16.00
<i>Solid Waste &amp; Sustainability Fund</i>	5.93	6.38	6.53	6.48	6.48
<i>Infrastructure Development Fund</i>	16.50	16.50	15.50	16.50	16.50
<i>Transportation Fund</i>	38.15	38.51	43.76	44.80	44.80
<i>Water Fund</i>	27.92	29.42	31.59	32.67	32.67
<i>Stormwater Fund</i>	27.28	28.77	31.46	32.51	32.51
<i>Wastewater Fund</i>	29.75	31.26	31.61	32.69	32.69
<b>Environmental Services</b>	145.53	150.84	160.45	165.65	165.65
<b>Enterprise Systems Replacement Fund</b>	-	-	-	-	-
<b>Total FTE Positions</b>	<b>613.15</b>	<b>638.75</b>	<b>646.75</b>	<b>685.25</b>	<b>686.25</b>

## Staffing Information

### STAFF RESOURCES – LTE

The fiscal year 2024/25 Adopted Budget includes 15.48 Limited-Term Equivalent (LTE) positions. The table below illustrates the staff resource allocation by Fund and Department.

	Authorized FY 2021/22	Authorized FY 2022/23	Authorized FY 2023/24	Proposed FY 2024/25	Adopted FY 2024/25
<b>City Manager's Office</b> ( <i>Administrative Services Fund</i> )	0.25	-	-	1.00	1.00
<i>Legal Services Fund</i>	-	1.00	1.00	-	-
<i>Workers' Comp &amp; Liability Management Fund</i>	-	-	-	-	-
<b>City Attorney's Office</b>	-	1.00	1.00	-	-
<b>Budget &amp; Finance</b> ( <i>Administrative Services Fund</i> )	1.00	2.00	2.49	-	-
<b>Information Technology</b> ( <i>Administrative Services Fund</i> )	1.00	-	-	-	-
<i>Designated Purpose Fund</i>	-	21.50	21.00	-	-
<i>Facilities &amp; Fleet Management Fund</i>	-	-	0.49	-	-
<i>Administrative Services Fund</i>	4.00	-	-	-	-
<b>Citywide Services</b>	4.00	21.50	21.49	-	-
<i>General Fund</i>	-	-	-	-	-
<i>Police, Fire &amp; Parks Subfund</i>	-	-	-	-	-
<i>Local Option Levy Fund</i>	-	-	-	-	-
<i>Designated Purpose Fund</i>	9.00	-	-	-	-
<b>Police Department</b>	9.00	-	-	-	-
<i>General Fund</i>	2.00	2.00	-	1.00	1.00
<i>Police, Fire &amp; Parks Subfund</i>	-	-	-	-	-
<i>Local Option Levy Fund</i>	-	-	-	-	-
<i>Designated Purpose Fund</i>	-	-	-	1.00	1.00
<b>Fire Department</b>	2.00	2.00	-	2.00	2.00
<b>Urban Renewal</b> ( <i>Urban Renewal Support Fund</i> )	-	-	1.00	-	-
<i>Urban Design &amp; Planning Fund</i>	-	-	-	-	-
<i>Designated Purpose Fund</i>	-	-	-	1.00	1.00
<i>CDBG &amp; HOME Fund</i>	-	-	-	-	-
<b>Urban Design &amp; Planning</b>	-	-	-	1.00	1.00
<i>General Fund</i>	-	-	-	-	-
<i>Designated Purpose Fund</i>	0.75	-	-	-	-
<i>Rental Inspection Fund</i>	-	-	1.00	-	-
<i>CDBG &amp; HOME Fund</i>	0.50	-	-	-	-
<i>Building Fund</i>	-	-	-	-	-
<b>Community Development Services</b>	1.25	-	1.00	-	-
<b>Economic Development Services</b> ( <i>General Fund</i> )	-	-	-	-	-
<i>General Fund</i>	-	0.50	-	-	-
<i>Designated Purpose Fund</i>	2.00	3.48	2.48	2.00	2.00
<i>Rental Inspection Fund</i>	-	1.00	-	-	-
<i>CDBG &amp; HOME Fund</i>	-	0.50	-	-	-
<i>Administrative Services Fund</i>	0.48	-	-	-	0.48
<b>Community Livability</b>	2.48	5.48	2.48	2.00	2.48
<b>Youth Services</b> ( <i>Designated Purpose Fund</i> )	-	-	-	-	4.00
<i>General Fund</i>	-	-	-	-	-
<i>Designated Purpose Fund</i>	-	-	-	4.00	-
<b>Parks, Recreation &amp; Youth Services</b>	-	-	-	4.00	-
<i>Solid Waste &amp; Sustainability Fund</i>	-	-	-	-	-
<i>Infrastructure Development Fund</i>	1.00	1.00	1.00	1.00	1.00
<i>Transportation Fund</i>	8.00	8.00	1.00	1.00	1.00
<i>Water Fund</i>	-	-	-	-	-
<i>Stormwater Fund</i>	-	2.00	2.00	2.00	2.00
<i>Wastewater Fund</i>	-	-	-	-	-
<b>Environmental Services</b>	9.00	11.00	4.00	4.00	4.00
<b>Enterprise Systems Replacement Fund</b>	2.00	-	1.00	1.00	1.00
<b>Total LTE Positions</b>	<b>31.98</b>	<b>42.98</b>	<b>34.46</b>	<b>15.00</b>	<b>15.48</b>

## Staffing Information

### Reconciliation of FTE & LTE Changes FY 2023/24 Adopted to FY 2024/25 Adopted Budget

	FTE	LTE
<b>Total FY 2023/24 FTE &amp; LTE - Adopted Budget</b>	<b>646.75</b>	<b>34.46</b>
		<b>681.21</b>

	FTE	LTE
<b>FY 2023/24 Supplemental Budget</b>		
<b>Fire</b>		
Fire Inspector		1.00
<b>Mid-Year Changes</b>		
<b>City Manager's Office</b>		
Administrative Analyst		1.00
<b>Total FY 2023/24 FTE &amp; LTE - Revised Budget</b>	<b>646.75</b>	<b>36.46</b>
		<b>683.21</b>

	FTE	LTE
<b>FY 2024/25 Proposed Budget</b>		
<b>New Positions for Levy</b>		
<b>Police</b>		
Administrative Assistant 2	1.00	
Police Officer	2.00	
Program Technician	1.00	
Records Specialist	1.00	
<b>Fire</b>		
Deputy Fire Marshal I	2.00	
Firefighter	9.00	
<b>New Positions for Levy Subtotal</b>	16.00	-

## Staffing Information

### Reconciliation of FTE & LTE Changes FY 2023/24 Adopted to FY 2024/25 Adopted Budget

FY 2024/25 Proposed Budget (Continued)	FTE	LTE
<b>ARPA Conversions</b>		
<b>Information Technology</b>		
IT Technical Support Specialist Sr	1.00	(1.00)
<b>Citywide Services</b>		
Communications Digital Media Specialist	1.00	(1.00)
<b>Police</b>		
Communications Content Specialist	1.00	(1.00)
Community Safety Specialist	6.00	(6.00)
Police Officer	1.00	(1.00)
Police Records Specialist	1.00	(1.00)
<b>Fire</b>		
Firefighter	4.00	(4.00)
<b>Community Livability</b>		
Program Technician - Housing Resource Coordinator	1.00	(1.00)
<b>ARPA Conversions Subtotal</b>	16.00	(16.00)
<b>Other Changes</b>		
<b>City Manager's Office</b>		
Management Analyst 1	(1.00)	
<b>City Attorney's Office</b>		
Policy Analyst		(1.00)
<b>Budget &amp; Finance</b>		
Budget Analyst	1.00	(1.00)
Management Analyst 1	1.00	(1.00)
Public Service Apprentice		(0.49)
<b>Citywide Services</b>		
Administrative Assistant 1	(0.05)	
Business Systems Analyst		(1.00)
Communications Graphic Designer	(0.20)	
Facilities Maintenance Technician 1	2.00	
Neighborhood Services Manager	(1.00)	
Public Service Apprentice		(0.49)
Web Content Coordinator	(0.20)	



## Staffing Information

### Reconciliation of FTE & LTE Changes FY 2023/24 Adopted to FY 2024/25 Adopted Budget

FY 2024/25 Proposed Budget (Continued)	FTE	LTE
<b>Fire</b>		
Firefighter	3.00	
Fire Inspector		1.00
Administrative Analyst	0.25	
<b>Urban Renewal</b>		
Program Analyst		(1.00)
<b>Urban Design &amp; Planning</b>		
Administrative Assistant 2	(0.30)	
<b>Economic &amp; Development Services</b>		
Administrative Assistant 3	(1.00)	
<b>Community Livability</b>		
Administrative Assistant 1		(0.48)
Mediation Specialist	(1.00)	
Rental Housing Inspector Trainee	(1.00)	
<b>Environmental Services</b>		
PUW 1 Shop Specialist		1.00
PUW 2	2.00	(1.00)
PW Asset Specialist	2.00	
PW Construction	1.00	
<b>Total FY 2024/25 FTE &amp; LTE - Proposed Budget</b>	<b>685.25</b>	<b>15.00</b>
		<b>700.25</b>
<hr/>		
<b>FY 2024/25 Budget Committee Adjustments</b>	<b>FTE</b>	<b>LTE</b>
<b>Community Livability</b>		
Administrative Assistant 1		0.48
Mediation Specialist	1.00	
<b>Total FY 2024/25 FTE &amp; LTE - Approved Budget</b>	<b>686.25</b>	<b>15.48</b>
		<b>701.73</b>
<hr/>		
<b>Total FY 2024/25 FTE &amp; LTE - Adopted Budget</b>	<b>686.25</b>	<b>15.48</b>
		<b>701.73</b>

## Staffing Information

### TRENDS – FTE PER 1,000 POPULATION

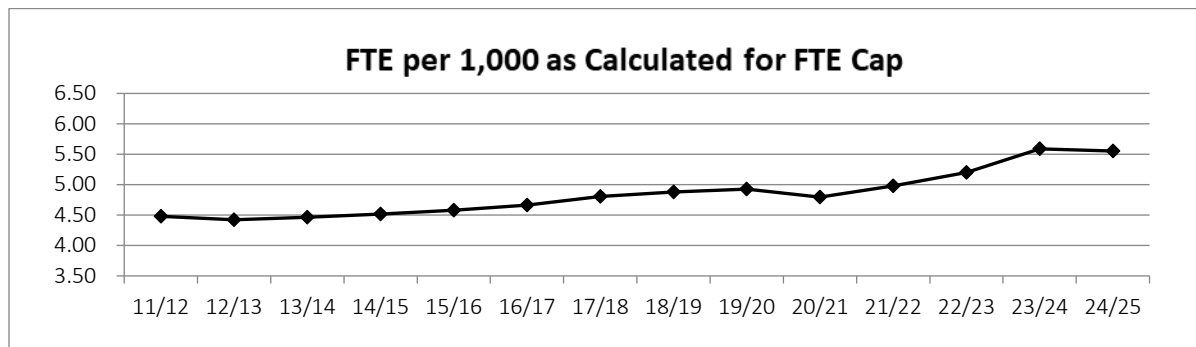
The City Charter contains language that allows the City to employ up to 6.5 Full-Time Equivalent (FTE) persons per 1,000 population, using the following method to calculate the employee cap:

- (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 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 Calculated for Cap	FTE Cap per 1,000
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	109,820	579.60	5.28	527.69	4.81
2018/19	110,505	578.60	5.24	539.25	4.88
2019/20	111,810	600.60	5.37	551.04	4.93
2020/21	112,660	588.60	5.22	540.34	4.80
2021/22	114,361	613.15	5.36	569.33	4.98
2022/23	115,938	638.75	5.51	603.19	5.20
2023/24	115,868	675.75	5.83	647.55	5.59
2024/25	118,653	685.25	5.78	659.25	5.56

\* Projected based on the average growth of the previous three years



**Note:** FTE Cap does not include LTE positions. Even if LTEs had been included, in no year would the cap be exceeded.

## Staffing Information

### Full-Time And Limited-Term Equivalent Positions And Salary Schedule

Class	Position Title	Monthly Salary Range	No. of Positions	Budget Salary
3112	ACCOUNTANT 2	\$ 6,392 - \$ 8,164	5.50	\$ 496,927
3111	ACCOUNTANT SENIOR	\$ 7,079 - \$ 9,044	1.00	108,526
3614	ACCOUNTING ASSISTANT	\$ 4,947 - \$ 6,311	1.75	132,526
3273	ADMINISTRATIVE ANALYST - GU	\$ 5,823 - \$ 7,364	9.00	760,605
6273	ADMINISTRATIVE ANALYST - MSC	\$ 5,729 - \$ 7,450	1.00	80,634
7627	ADMINISTRATIVE ASSISTANT 1 - MSC	\$ 2,659 - \$ 3,966	0.48	50,308
3626	ADMINISTRATIVE ASSISTANT 2 - GU	\$ 4,463 - \$ 5,699	19.60	1,276,430
6626	ADMINISTRATIVE ASSISTANT 2 - MSC	\$ 4,434 - \$ 5,766	1.00	66,415
3625	ADMINISTRATIVE ASSISTANT 3 - GU	\$ 4,947 - \$ 6,311	2.00	151,458
6625	ADMINISTRATIVE ASSISTANT 3 - MSC	\$ 4,912 - \$ 6,389	5.00	345,663
6210	ADMINISTRATIVE SUPERVISOR SENIOR	\$ 6,036 - \$ 7,841	3.00	262,060
3181	AMI SYSTEM OPERATIONS ANALYST	\$ 6,727 - \$ 8,590	1.00	103,080
6221	ASSISTANT CITY ATTORNEY	\$ 8,200 - \$ 10,657	1.00	111,724
6220	ASSISTANT CITY ATTORNEY SENIOR	\$ 10,063 - \$ 13,078	2.00	307,529
6013	ASSISTANT CITY MANAGER	\$ 14,394 - \$ 18,713	3.00	670,383
6611	ASSISTANT CITY RECORDER	\$ 5,172 - \$ 6,726	1.00	74,418
6073	ASSISTANT FIRE CHIEF	\$ 15,625 - \$ 16,407	1.00	196,238
6019	ASSISTANT TO THE CITY MANAGER	\$ 7,788 - \$ 10,125	1.00	121,304
6269	BUDGET ANALYST TRAINEE	\$ 5,443 - \$ 7,080	2.00	158,611
6264	BUDGET MANAGER	\$ 9,082 - \$ 11,805	1.00	141,660
3312	BUILDING INSPECTOR 1	\$ 6,068 - \$ 7,754	2.00	170,031
3311	BUILDING INSPECTOR 2	\$ 6,727 - \$ 8,590	8.00	773,513
3310	BUILDING INSPECTOR SENIOR	\$ 7,079 - \$ 9,044	1.00	108,527
6056	BUILDING OFFICIAL	\$ 9,082 - \$ 11,805	1.00	141,661
3391	BUSINESS LICENSE SPECIALIST	\$ 4,700 - \$ 5,997	1.00	68,635
3180	BUSINESS SYSTEMS ANALYST	\$ 6,727 - \$ 8,590	10.00	988,991
3999	CAD TECHNICIAN	\$ 6,068 - \$ 7,754	1.00	73,997
3263	CAPITAL IMPROVEMENT PROGRAM ANALYST	\$ 7,079 - \$ 9,044	1.00	108,528
6241	CAPITAL PROJECT MANAGER	\$ 7,402 - \$ 9,620	1.00	115,439
1020	CITY ATTORNEY	\$ 18,027 - \$ 18,027	1.00	200,000
1010	CITY MANAGER	\$ 19,985 - \$ 19,985	1.00	239,821
6610	CITY RECORDER	\$ 6,349 - \$ 8,254	1.00	82,663
3245	CITY SURVEYOR	\$ 7,453 - \$ 9,515	1.00	114,184
3319	CODE COMPLIANCE INSPECTOR	\$ 5,823 - \$ 7,364	3.00	248,734
3318	CODE COMPLIANCE INSPECTOR SENIOR	\$ 6,727 - \$ 8,590	1.00	93,711
3120	COMMUNICATIONS CONTENT SPECIALIST	\$ 5,823 - \$ 7,364	1.00	87,956
3124	COMMUNICATIONS CONTENT SPECIALIST SENIOR	\$ 6,392 - \$ 8,164	1.00	97,971
3123	COMMUNICATIONS DIGITAL MEDIA SPECIALIST	\$ 5,823 - \$ 7,364	1.00	86,144
3127	COMMUNICATIONS DIGITAL MEDIA SPECIALIST SENIOR	\$ 6,392 - \$ 8,164	1.00	97,970
3122	COMMUNICATIONS GRAPHIC DESIGNER	\$ 5,823 - \$ 7,364	0.80	70,699
6112	COMMUNICATIONS MANAGER	\$ 7,402 - \$ 9,620	1.00	115,440
6118	COMMUNITY ENGAGEMENT MANAGER	\$ 7,402 - \$ 9,620	1.00	105,766
3126	COMMUNITY EVENTS SPECIALIST	\$ 6,392 - \$ 8,164	1.00	93,069
3125	COMMUNITY OUTREACH SPECIALIST - PW	\$ 6,392 - \$ 8,164	1.00	97,973
6103	COMMUNITY SERVICES MANAGER	\$ 7,402 - \$ 9,620	1.00	115,440

## Staffing Information

### Full-Time And Limited-Term Equivalent Positions And Salary Schedule

Class	Position Title	Monthly Salary Range	No. of Positions	Budget Salary
6021	DEPUTY CITY ATTORNEY	\$ 11,731 - \$ 15,250	1.00	165,071
4476	DEPUTY FIRE MARSHAL 1	\$ 7,481 - \$ 9,943	5.00	537,784
4475	DEPUTY FIRE MARSHAL 2	\$ 9,063 - \$ 10,938	1.00	131,252
6081	DEPUTY POLICE CHIEF	\$ 15,726 - \$ 16,512	1.00	198,144
6250	DEVELOPMENT ENGINEERING MANAGER	\$ 8,628 - \$ 11,221	1.00	134,654
3251	DEVELOPMENT ENGINEERING SPECIALIST	\$ 7,079 - \$ 9,044	4.00	422,193
6091	DIRECTOR OF BUDGET & FINANCE	\$ 11,731 - \$ 15,250	1.00	182,996
6035	DIRECTOR OF ECONOMIC & DEVELOPMENT SERVICES	\$ 11,146 - \$ 14,488	1.00	173,862
6090	DIRECTOR OF HUMAN RESOURCES	\$ 11,731 - \$ 15,250	1.00	178,937
6031	DIRECTOR OF INFORMATION TECHNOLOGY	\$ 11,146 - \$ 14,488	1.00	173,719
6052	DIRECTOR OF URBAN DESIGN & PLANNING	\$ 10,591 - \$ 13,764	1.00	135,651
6051	DIRECTOR OF URBAN RENEWAL	\$ 10,063 - \$ 13,078	1.00	156,941
6114	DIVERSITY, EQUITY & INCLUSION MANAGER	\$ 8,628 - \$ 11,221	1.00	131,187
3212	ECONOMIC DEVELOPMENT SPECILAIST	\$ 6,068 - \$ 7,754	1.00	83,146
3211	ECONOMIC DEVELOPMENT SPECILAIST SENIOR	\$ 6,727 - \$ 8,590	1.00	103,078
3731	ELECTRICIAN	\$ 6,727 - \$ 8,590	2.00	206,156
6155	EMERGENCY MANAGER	\$ 7,402 - \$ 9,620	1.00	115,439
6116	EMPLOYEE & LABOR RELATIONS MANAGER	\$ 9,082 - \$ 11,805	1.00	141,661
6243	ENGINEER 1	\$ 6,681 - \$ 8,685	4.00	383,618
6242	ENGINEER 2	\$ 7,788 - \$ 10,125	9.50	1,060,114
6240	ENGINEER SENIOR	\$ 8,628 - \$ 11,221	3.00	389,383
3331	ENGINEERING TECHNICIAN 3	\$ 6,068 - \$ 7,754	2.00	177,612
3330	ENGINEERING TECHNICIAN SENIOR	\$ 6,727 - \$ 8,590	7.00	706,139
3256	ENVIRONMENTAL PROGRAM COORDINATOR	\$ 7,453 - \$ 9,515	1.00	114,184
6255	ENVIRONMENTAL PROGRAM MANAGER	\$ 8,628 - \$ 11,221	4.00	525,409
3258	ENVIRONMENTAL SPECIALIST 2	\$ 5,483 - \$ 7,000	4.00	314,014
3257	ENVIRONMENTAL SPECIALIST 3	\$ 6,392 - \$ 8,164	2.00	195,354
3585	ENVIRONMENTAL SPECIALIST SENIOR	\$ 6,727 - \$ 8,590	5.00	506,422
3156	FACILITIES MAINTENANCE COORDINATOR	\$ 6,068 - \$ 7,754	1.00	93,045
3362	FACILITIES MAINTENANCE TECHNICIAN 1	\$ 4,463 - \$ 5,699	3.00	171,403
3361	FACILITIES MAINTENANCE TECHNICIAN 2	\$ 4,947 - \$ 6,311	3.00	227,188
6100	FINANCE & ACCOUNTING MANAGER	\$ 9,082 - \$ 11,805	1.00	141,661
6267	FINANCIAL ANALYST	\$ 6,681 - \$ 8,685	2.00	203,541
6101	FINANCIAL OPERATIONS MANAGER	\$ 8,628 - \$ 11,221	1.00	134,655
4075	FIRE BATTALION CHIEF	\$ 11,377 - \$ 13,672	4.00	656,264
4230	FIRE CAPTAIN	\$ 9,063 - \$ 10,938	9.00	1,181,268
6070	FIRE CHIEF	\$ 17,188 - \$ 18,047	1.00	216,045
4478	FIRE INSPECTOR	\$ 5,282 - \$ 9,039	3.00	190,143
4232	FIRE LIEUTENANT	\$ 7,858 - \$ 9,943	22.00	2,625,040
3379	FIRE LOGISTICS TECHNICIAN	\$ 4,947 - \$ 6,311	1.00	74,043
4078	FIRE MARSHAL	\$ 11,377 - \$ 13,672	1.00	164,066
4460	FIREFIGHTER	\$ 5,282 - \$ 9,039	83.00	7,549,861
6720	FLEET MAINTENANCE SUPERVISOR	\$ 7,032 - \$ 9,143	1.00	109,712
3680	FLEET PARTS SPECIALIST	\$ 4,463 - \$ 5,699	1.00	68,389

## Staffing Information

### Full-Time And Limited-Term Equivalent Positions And Salary Schedule

Class	Position Title	Monthly Salary Range	No. of Positions	Budget Salary
3193	GIS ANALYST	\$ 6,392 - \$ 8,164	1.00	97,971
3192	GIS ANALYST SENIOR	\$ 7,079 - \$ 9,044	2.00	211,728
6190	GIS MANAGER	\$ 8,628 - \$ 11,221	1.00	116,648
3380	GIS TECHNICIAN SENIOR	\$ 5,483 - \$ 7,000	1.00	78,317
6174	GOVERNMENT RELATIONS & POLICY ADVISOR	\$ 9,082 - \$ 11,805	1.00	138,132
6107	HOUSING SERVICES MANAGER	\$ 7,402 - \$ 9,620	1.00	104,148
6276	HUMAN RESOURCES ANALYST	\$ 6,349 - \$ 8,254	2.00	191,129
6275	HUMAN RESOURCES ANALYST SENIOR	\$ 7,032 - \$ 9,143	5.00	521,907
6102	IT ENTERPRISE APPLICATIONS MANAGER	\$ 10,063 - \$ 13,078	1.00	156,941
6110	IT MANAGER	\$ 8,200 - \$ 10,657	2.00	254,555
3383	IT TECHNICIAN SUPPORT SPECIALIST SENIOR	\$ 5,823 - \$ 7,364	6.00	513,521
6211	LEGAL SERVICES SUPERVISOR	\$ 6,349 - \$ 8,254	1.00	96,750
6262	MANAGEMENT ANALYST 1	\$ 6,036 - \$ 7,841	3.00	253,151
6261	MANAGEMENT ANALYST 2	\$ 6,681 - \$ 8,685	4.00	396,222
6260	MANAGEMENT ANALYST SENIOR	\$ 7,032 - \$ 9,143	1.00	109,711
6172	MEDIATION SPECIALIST	\$ 6,349 - \$ 8,254	1.00	99,048
3590	OUTREACH SERVICES SPECIALIST	\$ 5,207 - \$ 6,651	3.00	216,617
3217	OUTREACH SERVICES SPECIALIST SENIOR	\$ 6,392 - \$ 7,278	1.00	78,214
6521	PARALEGAL	\$ 5,443 - \$ 7,080	1.00	78,955
6113	PARKS & RECREATION PROGRAM MANAGER	\$ 8,628 - \$ 11,221	1.00	134,654
6520	PAYROLL ADMINISTRATOR	\$ 5,729 - \$ 7,450	1.00	89,037
3322	PERMIT TECHNICIAN 1	\$ 4,700 - \$ 5,997	2.00	143,174
3321	PERMIT TECHNICIAN 2	\$ 5,207 - \$ 6,651	1.00	79,807
3320	PERMIT TECHNICIAN SENIOR	\$ 5,823 - \$ 7,364	1.00	88,374
3149	PLANNER 1	\$ 6,068 - \$ 7,754	2.00	166,476
3150	PLANNER 2	\$ 6,727 - \$ 8,590	9.00	881,087
3151	PLANNER SENIOR	\$ 7,843 - \$ 10,012	2.80	332,365
6105	PLANNING MANAGER	\$ 9,082 - \$ 11,805	2.00	262,470
3560	PLANNING TECHNICIAN	\$ 5,207 - \$ 6,651	1.00	79,807
3162	PLANS EXAMINER	\$ 7,079 - \$ 9,044	3.00	305,810
3161	PLANS EXAMINER SENIOR	\$ 7,453 - \$ 9,515	1.00	103,813
2377	POLICE BODY WORN CAMERA TECHNICIAN	\$ 5,352 - \$ 6,800	1.00	81,598
6285	POLICE CAPTAIN	\$ 14,296 - \$ 15,011	3.00	447,357
6080	POLICE CHIEF	\$ 17,298 - \$ 18,163	1.00	217,958
2378	POLICE COMMUNITY SAFETY SPECIALIST	\$ 4,857 - \$ 6,161	6.00	359,378
2227	POLICE CRIME ANALYST	\$ 6,391 - \$ 8,164	2.00	153,394
2372	POLICE CRIMINALIST	\$ 6,515 - \$ 8,318	2.00	198,090
6286	POLICE LIEUTENANT	\$ 13,646 - \$ 13,646	7.00	1,146,281
2440	POLICE OFFICER	\$ 6,515 - \$ 8,318	104.00	9,717,542
6235	POLICE RECORDS MANAGER	\$ 7,032 - \$ 9,143	1.00	94,440
2656	POLICE RECORDS SPECIALIST	\$ 4,464 - \$ 5,700	14.00	833,368
2655	POLICE RECORDS SPECIALIST SENIOR	\$ 5,207 - \$ 6,650	3.00	231,937
2370	POLICE SERGEANT	\$ 8,010 - \$ 10,230	16.00	1,938,096
2375	POLICE TECHNICIAN SENIOR	\$ 5,881 - \$ 7,497	3.00	246,227
6173	POLICY ANALYST	\$ 7,788 - \$ 10,125	1.00	121,502

## Staffing Information

### Full-Time And Limited-Term Equivalent Positions And Salary Schedule

Class	Position Title	Monthly Salary Range	No. of Positions	Budget Salary
3116	PROCUREMENT SPECIALIST	\$ 6,727 - \$ 8,590	1.00	90,914
3272	PROGRAM ANALYST	\$ 6,727 - \$ 8,590	4.00	394,463
3530	PROGRAM TECHNICIAN	\$ 5,207 - \$ 6,651	24.00	1,803,706
3816	PUBLIC UTILITY WORKER 1	\$ 4,033 - \$ 5,146	2.00	106,106
3815	PUBLIC UTILITY WORKER 2	\$ 4,700 - \$ 5,997	62.00	4,140,950
3810	PUBLIC UTILITY WORKER SENIOR	\$ 5,207 - \$ 6,651	11.00	860,956
3586	PUBLIC WORKS ASSET SPECIALIST	\$ 6,068 - \$ 7,754	3.00	233,077
3254	PUBLIC WORKS CONSTRUCTION INSPECTOR	\$ 5,823 - \$ 7,364	4.00	327,066
3253	PUBLIC WORKS CONSTRUCTION INSPECTOR SENIOR	\$ 6,392 - \$ 8,164	1.00	97,970
3710	PUBLIC WORKS FIELD OPERATIONS SUPERVISOR	\$ 6,068 - \$ 7,754	7.00	639,904
6104	PUBLIC WORKS MANAGER	\$ 9,557 - \$ 12,426	4.00	567,227
6700	PUBLIC WORKS SUPERINTENDENT	\$ 7,402 - \$ 9,620	4.00	460,962
3325	RENTAL HOUSING INSPECTOR	\$ 5,823 - \$ 7,364	1.00	88,374
3326	RENTAL HOUSING INSPECTOR TRAINEE	\$ 4,947 - \$ 6,311	2.00	147,830
6525	RISK MANAGEMENT SPECIALIST	\$ 6,349 - \$ 8,254	1.00	82,692
6222	RISK MANAGER	\$ 8,200 - \$ 10,657	1.00	127,882
6270	SOLID WASTE & SUSTAINABILITY MANAGER	\$ 7,788 - \$ 10,125	1.00	121,501
6244	STRUCTURAL ENGINEER	\$ 7,788 - \$ 10,125	1.00	101,354
3730	SUPERVISORY ELECTRICIAN	\$ 7,453 - \$ 9,515	1.00	114,184
3189	SYSTEMS ADMINISTRATOR	\$ 7,079 - \$ 9,044	1.00	108,526
3188	SYSTEMS ADMINISTRATOR SENIOR	\$ 7,843 - \$ 10,012	2.00	240,280
3186	SYSTEMS ANALYST	\$ 7,453 - \$ 9,515	3.00	328,570
3117	TREASURY ANALYST	\$ 7,079 - \$ 9,044	1.00	108,527
3215	URBAN RENEWAL PROJECT COORDINATOR	\$ 7,843 - \$ 10,012	1.00	115,252
6999	UTILITY BILLING SUPERVISOR	\$ 7,402 - \$ 9,620	1.00	91,124
3620	UTILITY CUSTOMER SERVICE REPRESENTATIVE	\$ 4,243 - \$ 5,418	3.50	237,351
3726	VEHICLE MECHANIC	\$ 4,700 - \$ 5,997	3.00	214,835
3725	VEHICLE MECHANIC SENIOR	\$ 5,483 - \$ 7,000	2.00	167,996
3341	WATER DISTRIBUTION TECHNICIAN	\$ 5,207 - \$ 6,651	1.00	79,807
3340	WATER DISTRIBUTION TECHNICIAN SENIOR	\$ 6,068 - \$ 7,754	1.00	93,045
3345	WATER METER TECHNICIAN	\$ 5,207 - \$ 6,651	1.00	72,551
3711	WATER OPERATIONS SUPERVISOR	\$ 6,392 - \$ 8,164	1.00	97,971
3346	WATER QUALITY SPECIALIST	\$ 5,823 - \$ 7,364	1.00	76,031
3820	WATER SERVICE FIELD REPRESENTATIVE	\$ 4,700 - \$ 5,997	1.00	71,960
6701	WATER SUPERINTENDENT	\$ 7,402 - \$ 9,620	1.00	115,439
3194	WEB CONTENT COORDINATOR	\$ 6,392 - \$ 8,164	1.80	167,434
6115	YOUTH SERVICES MANAGER	\$ 7,402 - \$ 9,620	1.00	102,073
<b>Total Full-Time &amp; Limited-Term Employees and Salary</b>			<b>701.73</b>	<b>66,827,402</b>

## Interfund Transfers – To

TO	FROM			
Fund Name	Fund Name	Amount	Reason	Total
<b>General</b>	Transportation	11,200	Equipment Transfer Adjustments	<b>87,100</b>
	Water	25,000	Confined Space Rescue	
	Stormwater	25,000	Confined Space Rescue	
	Stormwater	900	Equipment Transfer Adjustments	
	Wastewater	25,000	Confined Space Rescue	
<b>Urban Design &amp; Planning</b>	General	2,563,000	Planning Services Support	<b>2,762,000</b>
	Transportation	199,000	Transportation Planning Support	
<b>Solid Waste &amp; Recycling</b>	Water	40,000	Green Business Program	<b>120,000</b>
	Stormwater	40,000	Green Business Program	
	Wastewater	40,000	Green Business Program	
<b>Designated Purpose</b>	General	20,000	Small Business Incentive Program	<b>1,662,196</b>
	General	65,000	Mediation Program Support	
	General	8,000	Fire Prevention & Safety Grant Match	
	General	21,000	DOJ Mental Health and Justice Peer Support Grant Match	
	General	40,000	Grant Proceeds - Bulky Waste Grant	
	General	93,000	Grant Match- Connect & Protect Grant	
	General	161,996	Youth Services Program Support	
	Transportation	263,000	Undergrounding in Lieu of Fees	
	Building	35,000	Small Business Incentive Program	
	Building	500,000	East County Library Project Fees	
	Urban Renewal Support	40,000	Small Business Incentive Program	
	Water	5,000	Small Business Incentive Program	
	Stormwater	5,000	Small Business Incentive Program	
	Stormwater	145,000	Stormwater in Lieu of Fees	
	Wastewater	5,000	Small Business Incentive Program	
	Wastewater	50,000	East County Library Project Fees	
	Administrative Services	26,200	Arts and Cultural Grant	
Administrative Services	179,000	Emergency Management Program Support		
<b>Infrastructure Development</b>	Transportation	453,500	Dev. Engineering & Public Works Insp.	<b>1,814,000</b>
	Water	453,500	Dev. Engineering & Public Works Insp.	
	Stormwater	453,500	Dev. Engineering & Public Works Insp.	
	Wastewater	453,500	Dev. Engineering & Public Works Insp.	
<b>Streetlight</b>	CDBG & HOME	142,000	CDBG Project - Streetlights	<b>142,000</b>
<b>Transportation</b>	General	18,100	Equipment Transfer Adjustments	<b>1,567,850</b>
	SDC - Transportation	247,000	SDC Funded Debt Service	
	SDC - Transportation	8,500	SDC Funded Debt Reimbursement	
	Streetlight	117,000	Operation of Streetlight Program	
	Water	5,700	Equipment Transfer Adjustments	
	Stormwater	1,155,200	Vegetation & Sweeping	
	Stormwater	10,650	Equipment Transfer Adjustments	
Wastewater	5,700	Equipment Transfer Adjustments		
<b>Building</b>	General	18,000	EnerGov Support	<b>178,000</b>
	Urban Design & Planning	71,000	EnerGov Support	
	Rental Inspection	18,000	EnerGov Support	
	Infrastructure Development	71,000	EnerGov Support	
<b>Parks Capital Improvement</b>	Designated Purpose	150,000	Gradin Park Project	<b>12,857,200</b>
	Designated Purpose	500,000	ARPA Undeveloped Parks	
	Designated Purpose	2,000,000	ARPA Gradin Project	
	SDC - Parks	7,250,800	SDC Funded Projects	
SDC - Parks	2,956,400	SDC Credits		
<b>General Development Cap Impr</b>	SDC - Wastewater	200,000	SDC Funded Projects	<b>10,214,100</b>
	SDC - Wastewater	806,800	SDC Credits	
	SDC - Water	200,000	SDC Funded Projects	
	SDC - Water	2,130,600	SDC Credits	
	SDC - Stormwater	400,000	SDC Funded Projects	
	SDC - Stormwater	861,800	SDC Credits	
	SDC - Transportation	3,749,000	SDC Credits	
	SDC - Parks	1,620,900	SDC Credits	
	Transportation	200,000	Gas Tax Funded Projects	
	Stormwater	45,000	Rate Funded Projects	

## Interfund Transfers – To

TO	FROM			
Fund Name	Fund Name	Amount	Reason	Total
<b>Transportation Capital Impr</b>	Designated Purpose	435,000	Utility Undergrounding Projects	<b>23,070,300</b>
	SDC - Transportation	9,068,400	SDC Funded Project	
	SDC - Transportation	1,500,000	SDC Credits	
	Streetlight Transportation	1,138,500 10,928,400	Streetlight Funded Projects Gas Tax Funded Projects	
<b>Footpaths &amp; Bikeways Capital Impr</b>	Designated Purpose	500,000	ARPA Wy'East Trail Project	<b>3,267,100</b>
	Designated Purpose	748,700	ARPA Fairview Trail Contribution	
	SDC - Transportation	2,000	SDC Funded Projects	
	SDC - Transportation	317,800	SDC Credits	
	Transportation CDBG & HOME	1,373,600 325,000	Pedestrian & Bikeway Projects CDBG Project - Sidewalk Infill	
<b>General Government Debt Svc</b>	SDC - Transportation	58,000	Debt Service	<b>6,199,000</b>
	Streetlight	450,000	Debt Service	
	Transportation	5,691,000	Debt Service	
<b>Water</b>	General	700	Equipment Transfer Adjustments	<b>640,800</b>
	SDC - Water	420,000	SDC Funded Debt	
	SDC - Water	183,600	SDC Funded Reimbursement	
	Transportation	2,000	Equipment Transfer Adjustments	
	Stormwater	23,500	Equipment Transfer Adjustments	
	Wastewater	11,000	Equipment Transfer Adjustments	
<b>Water Capital Improvement</b>	SDC - Water	28,000	SDC Funded Projects	<b>23,098,000</b>
	Water	23,070,000	Rate Funded Projects	
<b>Water Debt Service</b>	Water	3,008,000	Debt Service	<b>3,008,000</b>
<b>Stormwater</b>	General	5,600	Equipment Transfer Adjustments	<b>230,400</b>
	SDC - Stormwater	215,000	SDC Funded Reimbursement	
	Transportation	6,400	Equipment Transfer Adjustments	
	Water	3,400	Equipment Transfer Adjustments	
<b>Stormwater Capital Improvement</b>	Designated Purpose	147,500	Stormwater in Lieu of Projects	<b>5,170,900</b>
	Designated Purpose	60,000	Natural Resources in Lieu of Projects	
	SDC - Stormwater	1,104,100	SDC Funded Projects	
	SDC - Stormwater	407,000	SDC Credit Reimbursement for Projects	
	Stormwater	1,565,000	Rate Funded Projects	
	Stormwater	1,887,300	R&R Projects	
<b>Stormwater Debt Service</b>	Stormwater	264,000	Debt Service	<b>264,000</b>
<b>Wastewater</b>	General	22,700	Equipment Transfer Adjustments	<b>418,250</b>
	SDC - Wastewater	195,200	SDC Funded Debt Reimbursement	
	SDC - Wastewater	178,000	SDC Funded Reimbursement	
	Transportation	3,800	Equipment Transfer Adjustments	
	Water	700	Equipment Transfer Adjustments	
	Stormwater	17,850	Equipment Transfer Adjustments	
<b>Wastewater Capital Improvement</b>	SDC - Wastewater	3,136,900	SDC Funded Projects	<b>13,965,600</b>
	Wastewater	6,190,100	Repair & Replacement Projects	
	Wastewater	4,638,600	Rate Funded Projects	
<b>Wastewater Debt Service</b>	Wastewater	519,000	Debt Service	<b>519,000</b>
<b>City Facility Capital</b>	General	50,000	Fire District 10 Maintenance Projects	<b>1,013,000</b>
	Designated Purpose	100,000	Fire Station Retrofit	
	Facilities & Fleet Management	863,000	City Facility Projects	
<b>Administrative Services</b>	General	50,000	Customer Assistance Program	<b>1,129,500</b>
	General	168,500	Public Safety Recruitment Support	
	Transportation	153,000	IT/GIS/Asset Management Program Support	
	Water	153,000	IT/GIS/Asset Management Program Support	
	Stormwater	153,000	IT/GIS/Asset Management Program Support	
	Wastewater	153,000	IT/GIS/Asset Management Program Support	
	Health	<b>269,000</b>	COG Health Plan Program Support	
	Dental	30,000	COG Dental Plan Program Support	
<b>Enterprise System Replacement</b>	Administrative Services	100,000	Cayenta Projects	<b>100,000</b>
<b>Equipment Replacement</b>	Facilities & Fleet Management	116,000	Equipment Replacement for Internal Services	<b>137,300</b>
	Administrative Services	21,300	Equipment Replacement for Internal Services	
		<u>113,635,596</u>		<u>113,635,596</u>



## Interfund Transfers – From

FROM	TO			
Fund Name	Fund Name	Amount	Reason	Total
<b>General</b>	Urban Design & Planning	2,563,000	Planning Services Support	<b>3,305,596</b>
	Designated Purpose	20,000	Small Business Incentive Program	
	Designated Purpose	65,000	Mediation Program Support	
	Designated Purpose	8,000	Fire Prevention & Safety Grant Match	
	Designated Purpose	21,000	DOJ Mental Health and Justice Peer Support Grant Match	
	Designated Purpose	40,000	Grant Proceeds - Bulky Waste Grant	
	Designated Purpose	93,000	Grant Match- Connect & Protect Grant	
	Designated Purpose	161,996	Youth Services Program Support	
	Transportation	18,100	Equipment Transfer Adjustments	
	Building	18,000	EnerGov Support	
	Water	700	Equipment Transfer Adjustments	
	Stormwater	5,600	Equipment Transfer Adjustments	
	Wastewater	22,700	Equipment Transfer Adjustments	
	City Facility Capital	50,000	Fire District 10 Maintenance Projects	
	Administrative Services	50,000	Customer Assistance Program	
	Administrative Services	168,500	Public Safety Recruitment Support	
<b>Urban Design &amp; Planning</b>	Building	71,000	EnerGov Support	<b>71,000</b>
<b>Designated Purpose</b>	Parks Capital Improvement	150,000	Gradin Park Project	<b>4,641,200</b>
	Parks Capital Improvement	500,000	ARPA Undeveloped Parks	
	Parks Capital Improvement	2,000,000	ARPA Gradin Project	
	Transportation Capital Impr	435,000	Utility Undergrounding Projects	
	Footpaths & Bikeways Capital Impr	500,000	ARPA Wy'East Trail Project	
	Footpaths & Bikeways Capital Impr	748,700	ARPA Fairview Trail Contribution	
	Stormwater Capital Improvement	147,500	Stormwater in Lieu of Projects	
	Stormwater Capital Improvement	60,000	Natural Resources in Lieu of Projects	
	City Facility Capital	100,000	Fire Station Retrofit	
<b>Rental Inspection</b>	Building	18,000	EnerGov Support	<b>18,000</b>
<b>SDC - Wastewater</b>	General Development Cap Impr	200,000	SDC Funded Projects	<b>4,516,900</b>
	General Development Cap Impr	806,800	SDC Credits	
	Wastewater	195,200	SDC Funded Debt Reimbursement	
	Wastewater	178,000	SDC Funded Reimbursement	
	Wastewater Capital Improvement	3,136,900	SDC Funded Projects	
<b>SDC - Water</b>	General Development Cap Impr	200,000	SDC Funded Projects	<b>2,962,200</b>
	General Development Cap Impr	2,130,600	SDC Credits	
	Water	420,000	SDC Funded Debt	
	Water	183,600	SDC Funded Reimbursement	
	Water Capital Improvement	28,000	SDC Funded Projects	
<b>SDC - Stormwater</b>	General Development Cap Impr	400,000	SDC Funded Projects	<b>2,987,900</b>
	General Development Cap Impr	861,800	SDC Credits	
	Stormwater	215,000	SDC Funded Reimbursement	
	Stormwater Capital Improvement	1,104,100	SDC Funded Projects	
	Stormwater Capital Improvement	407,000	SDC Credit Reimbursement for Projects	
<b>SDC - Transportation</b>	Transportation	247,000	SDC Funded Debt Service	<b>14,950,700</b>
	Transportation	8,500	SDC Funded Debt Reimbursement	
	General Development Cap Impr	3,749,000	SDC Credits	
	Transportation Capital Impr	9,068,400	SDC Funded Project	
	Transportation Capital Impr	1,500,000	SDC Credits	
	Footpaths & Bikeways Capital Impr	2,000	SDC Funded Projects	
	Footpaths & Bikeways Capital Impr	317,800	SDC Credits	
	General Government Debt Svc	58,000	Debt Service	
<b>SDC - Parks</b>	Parks Capital Improvement	7,250,800	SDC Funded Projects	<b>11,828,100</b>
	Parks Capital Improvement	2,956,400	SDC Credits	
	General Development Cap Impr	1,620,900	SDC Credits	
<b>Infrastructure Development</b>	Building	71,000	EnerGov Support	<b>71,000</b>
<b>Streetlight</b>	Transportation	117,000	Operation of Streetlight Program	<b>1,705,500</b>
	Transportation Capital Impr	1,138,500	Streetlight Funded Projects	
	General Government Debt Svc	450,000	Debt Service	

## Interfund Transfers – From

FROM	TO	Amount	Reason	Total
Fund Name	Fund Name	Amount	Reason	Total
<b>Transportation</b>	General	11,200	Equipment Transfer Adjustments	<b>19,284,900</b>
	Urban Design & Planning	199,000	Transportation Planning Support	
	Designated Purpose	263,000	Undergrounding in Lieu of Fees	
	Infrastructure Development	453,500	Dev. Engineering & Public Works Insps.	
	General Development Cap Impr	200,000	Gas Tax Funded Projects	
	Transportation Capital Impr	10,928,400	Gas Tax Funded Projects	
	Footpaths & Bikeways Capital Impr	1,373,600	Pedestrian & Bikeway Projects	
	General Government Debt Svc	5,691,000	Debt Service	
	Water	2,000	Equipment Transfer Adjustments	
	Stormwater	10,200	Equipment Transfer Adjustments	
Administrative Services	153,000	IT/GIS/Asset Management Program Support		
<b>CDBG &amp; HOME</b>	Streetlight	142,000	CDBG Project - Streetlights	<b>467,000</b>
	Footpaths & Bikeways Capital Impr	325,000	CDBG Project - Sidewalk Infill	
<b>Building</b>	Designated Purpose	35,000	Small Business Incentive Program	<b>535,000</b>
	Designated Purpose	500,000	East County Library Project Fees	
<b>Urban Renewal Support</b>	Designated Purpose	40,000	Small Business Incentive Program	<b>40,000</b>
<b>Water</b>	General	25,000	Confined Space Rescue	<b>26,764,300</b>
	Solid Waste & Recycling	40,000	Green Business Program	
	Designated Purpose	5,000	Small Business Incentive Program	
	Infrastructure Development	453,500	Dev. Engineering & Public Works Insps.	
	Transportation	5,700	Equipment Transfer Adjustments	
	Water Capital Improvement	23,070,000	Rate Funded Projects	
	Water Debt Service	3,008,000	Debt Service	
	Stormwater	3,400	Equipment Transfer Adjustments	
	Wastewater	700	Equipment Transfer Adjustments	
	Administrative Services	153,000	IT/GIS/Asset Management Program Support	
<b>Stormwater</b>	General	25,000	Confined Space Rescue	<b>5,790,900</b>
	General	900	Equipment Transfer Adjustments	
	Solid Waste & Recycling	40,000	Green Business Program	
	Designated Purpose	5,000	Small Business Incentive Program	
	Designated Purpose	145,000	Stormwater in Lieu of Fees	
	Infrastructure Development	453,500	Dev. Engineering & Public Works Insps.	
	Transportation	1,155,200	Vegetation & Sweeping	
	Transportation	10,650	Equipment Transfer Adjustments	
	General Development Cap Impr	45,000	Rate Funded Projects	
	Water	23,500	Equipment Transfer Adjustments	
	Stormwater Capital Improvement	1,565,000	Rate Funded Projects	
	Stormwater Capital Improvement	1,887,300	R&R Projects	
	Stormwater Debt Service	264,000	Debt Service	
	Wastewater	17,850	Equipment Transfer Adjustments	
Administrative Services	153,000	IT/GIS/Asset Management Program Support		
<b>Wastewater</b>	General	25,000	Confined Space Rescue	<b>12,090,900</b>
	Solid Waste & Recycling	40,000	Green Business Program	
	Designated Purpose	5,000	Small Business Incentive Program	
	Designated Purpose	50,000	East County Library Project Fees	
	Infrastructure Development	453,500	Dev. Engineering & Public Works Insps.	
	Transportation	5,700	Equipment Transfer Adjustments	
	Water	11,000	Equipment Transfer Adjustments	
	Wastewater Capital Improvement	6,190,100	Repair & Replacement Projects	
	Wastewater Capital Improvement	4,638,600	Rate Funded Projects	
	Wastewater Debt Service	29,000	Debt Service	
	Wastewater Debt Service	490,000	Debt Service	
	Administrative Services	153,000	IT/GIS/Asset Management Program Support	
	<b>Facilities &amp; Fleet Management</b>	City Facility Capital	863,000	
Equipment Replacement		116,000	Equipment Replacement for Internal Services	
<b>Administrative Services</b>	Designated Purpose	26,200	Arts and Cultural Grant	<b>326,500</b>
	Designated Purpose	179,000	Emergency Management Program Support	
	Enterprise System Replacement	100,000	Cayenta Projects	
	Equipment Replacement	21,300	Equipment Replacement for Internal Services	
<b>Health</b>	Administrative Services	269,000	COG Health Plan Program Support	<b>269,000</b>
<b>Dental</b>	Administrative Services	30,000	COG Dental Plan Program Support	<b>30,000</b>
		<u>113,635,596</u>		<u>113,635,596</u>

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## Transient Lodging Tax

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### Planned Use of Gresham Transient Lodging Tax

Per Oregon State Law (ORS 320.350), a percentage of Local Transient Lodging Taxes (TLT) must be used to fund tourism related activities. The percentage to be dedicated to tourism related activities is set by when the tax was first imposed or increased.

For tax rates that were in place on or before July 1, 2003, the percentage of revenue expended to fund tourism related activities must be the same or more than was in place as of July 1, 2003. Gresham had a TLT rate of 6% prior to July 1, 2003. Based on historical information 5.22% of the 6% rate must be used for tourism related purposes.

For tax rates that were imposed or increased after July 1, 2003, 70% of the new tax must be dedicated to tourism related activities. Gresham has imposed an additional 2% TLT rate after the July 1, 2003 date. As a result, 70% of the TLT revenue generated from the 2% rate must be used for tourism related activities.

Starting in FY 2024/25, the City of Gresham will place all TLT revenue dedicated to tourism related activities the Designated Purpose Fund, so that it is segregated from unrestricted TLT funds and better able to be tracked.

### Calculation of TLT to be Dedicated to Tourism for FY 2024/25

Date Established	TLT Rate	FY 2024/25		Estimated Allocation
		Forecasted Revenue	% to Tourism	
Prior to 7/1/03	6%	975,000	5.22%	50,895
After 7/1/03	2%	325,000	70.00%	227,500
<b>Total</b>		<u>1,300,000</u>		<u>278,395</u>

### Planned Use of TLT Revenue for Tourism related activities for FY 2024/25

- Gresham Visitor's Center support
- City support of tourism eligible events
- Gradin Sports Park Capital Project

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## American Rescue Plan Act (ARPA)

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### American Rescue Plan Act (ARPA) Summary

In 2021, the American Rescue Plan Act was passed to provide additional relief to address the continued impact of COVID-19 on the economy, public health, state and local governments, individuals, and businesses. While this bill contained many elements, several are of importance to the City of Gresham.

- **Coronavirus State and Local Fiscal Recovery Funds (Direct Allocation)** – provided \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. These funds can be used:
  - To respond to the pandemic or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality
  - For the provision of government services to the extent of the reduction in revenue to the pandemic
  - For premium pay to eligible workers performing essential work during the pandemic
  - To make necessary investments in water, sewer and broadband infrastructure.

The City of Gresham has received a total of \$25.4 million directly through the Coronavirus State and Local Fiscal Recovery Funds. These funds were received in two equal payments; the first payment of \$12.7 million was received in September 2021, and the second payment of \$12.7 million was received in September 2022. These funds must be encumbered by December 31, 2024 and fully expended by December 31, 2026. Additional details regarding project allocations as of March 31, 2024 may be found on the following two pages.

- **Coronavirus State and Local Fiscal Recovery Funds (Passthrough Allocation)** – the State of Oregon received an allocation of funds. Funds were approved for projects in each Senate and House district in the state. As a result, Gresham received funds as a subrecipient of the State of Oregon for specific projects designated by Senator Gorsek and Representative Ruiz in the amount of \$1,525,660. These funds are being used to fund the Shaull property acquisition, renovate existing sport court surfaces, construct the Rockwood Community Garden, and support local organizations that provide direct assistance to the Gresham community.
- **HOME Investment Partnerships Program** – participating jurisdictions that qualify for the HOME program in FY 2025 are eligible to receive an allocation of the HOME-ARP funds identified in ARPA. These funds can be used for:
  - Production of Preservation of Affordable Housing
  - Tenant-Based Rental Assistance (TBRA)
  - Supportive Services, Homeless Prevention Services, and Housing Counseling
  - Purchase and Development of Non-Congregate Shelter

Gresham allocated a total of \$155,000 to assist HOME/CDBG organizations with administrative expenses. Review and approval of specific projects for use of these funds will be conducted through the normal HOME Action Plan process.

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## American Rescue Plan Act (ARPA)

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### ARPA Funds – Direct Allocation

Since fall of 2021, City staff have conducted community surveys, and received City Council feedback and approval for specific projects to use ARPA funds. To date the following projects have been approved as of March 31, 2024:

- **Youth Violence Prevention:** This project seeks to prevent increasing violence and provide support for at-risk youths. These funds will be used to pay for staffing and program costs in FY24/25.
- **Aldercrest Apartment Development:** Human Solutions received a loan for the purchase of the Aldercrest Apartments to provide low-income housing to Gresham Citizens. These funds have been repaid to the city and will be reallocated to another qualifying project.
- **City of Gresham COVID-19 expenses:** This allocation addresses the costs associated with the COVID-19 pandemic including personal protective equipment, contact tracing, and other prevention or testing expenses.
- **General Fund Budget Gap:** In order to offset revenue losses from the pandemic and preserve service levels, funds were allocated to the General Fund to offset budgetary gaps.
- **Administrative Costs:** This project covers the cost of administering the City's ARPA allocation, including planning, tracking, and reporting on the use of these funds to ensure compliance.
- **Public Safety Package – Police:** This allocation has funded several Limited Term positions and associated equipment and supplies to assist the department and officers. A portion of ARPA funds have been allocated to Hiring Incentives, Tuition Reimbursement, and PD Retention and Recruitment to increase City of Gresham's appeal to potential candidates. Additionally, ARPA funds will be used on PD equipment required for Community Violence Interventions. City Council also approved funds to pay for employee Overtime expenses for missions related to Community Violence Interventions.
- **Public Safety Package – Fire:** Funds have been allocated for 4 limited-term firefighter positions to maintain service levels while reducing overtime. Additional funds were allocated to support the Fire overtime costs related to the COVID-19 pandemic. In FY 23/24, Council approved additional ARPA funds to be used for Fire Station Safety improvements, including HVAC upgrades and generator upgrades to provide safe environments for our Firefighters. Additionally, Council approved ARPA funds for a Fire Training Tower, Rescue Vehicle, and Medical Equipment.
- **Housing & Houselessness:** Limited-term positions have been funded through this package to expand the Homeless Services program and create a Housing Coordinator position.
- **Business Support Grants:** This allocation provided grants to businesses that have faced revenue losses or negative impacts during the pandemic.
- **Community Support Grants:** This grant program focused on assisting nonprofit organizations who will provide services to Gresham residents, including Gresham's CBDG/HOME nonprofit partners to support their administrative expenses and utility assistance for qualifying low-income households.
- **Food Insecurity Grants:** This project will provide Food Assistance grants to local non-profits to allow them to expand their operations and offer more food assistance to City of Gresham Residents who are facing Food Insecurity.

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## American Rescue Plan Act (ARPA)

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- **Pleasant Valley Concept Plan:** Project funds have been allocated for consulting services to create a concept plan for the Pleasant Valley development.
- **HR Staffing Support:** This project allocated funds to Human Resources to hire a temporary employee during staff shortages and increased workload due to the COVID-19 pandemic.
- **IT/GIS Upgrades Project:** Due to the COVID-19 pandemic the City has had to adapt to increasing costs and a remote/hybrid model for some employees. This allocation provides our Information Technology Department with the funding to replace outdated computers and GIS systems.
- **Community Center Feasibility:** This project funds a study providing a conceptual Community Center plan and an operational strategy.
- **Premium Pay for Essential Work:** Funds were allocated to provide premium pay for essential work provided by city employees during the COVID-19 pandemic.
- **City of Gresham Positions:** This project includes two different ARPA funded limited-term positions. One position is an Information Technology position that focuses on mobile device management to assist with the increase in City mobile devices. The second position is a Digital Media Specialist position that assists with providing valuable information to the public through several types of digital media.
- **Economic Development Package:** This project will focus on Economic Development to attract retail and commercial investment in Downtown and Civic Neighborhoods. This project will also assist with the new potential Urban Renewal Plan.
- **Comprehensive Plan Update:** This project will update the City of Gresham Comprehensive plan which is out of date and the foundation for our Comprehensive planning work.
- **Wy'East Trail Improvements:** This funding will go towards a larger project of improving various aspects of the Wy'East Trail for Gresham Citizens. This project will make safer bike and pedestrian paths to connect City Hall and downtown Gresham.
- **Undeveloped Parks Project:** This project funding will be used to improve currently undeveloped parks in the City of Gresham. These park upgrades will provide additional recreational opportunities to nearby Gresham Citizens.
- **Gradin Sports Park:** ARPA funding will partially fund the Gradin Sports Park construction project. This project will greatly improve the Gradin Park by adding benches, trees, play features, and upgraded courts to the park. This will provide an improved source of recreational access to the surrounding neighborhoods.

**Gresham Fairview Trail:** This project partially funds the Gresham Fairview trail which will construct a trail connecting existing trails from NE Halsey Street to NE Sandy Boulevard. This trail will provide low-cost, active transportation opportunities to low-income Gresham Residents by increasing accessibility to Gresham's current trail system.

**American Rescue Plan Act (ARPA)**

**American Rescue Plan Act Projects - Direct**

As of December 31, 2023

Projects	Funds Expended as of 12/31/2023	Proposed Budget 2024/25	Total Project Budget*	LTE**
Youth Violence Prevention	318,828	654,172	973,000	2.00
Aldercrest Apartment Development	1,200,000	-	1,200,000	-
City of Gresham COVID-19 expenses	21,796	40,204	62,000	-
General Fund Budget Gap	4,550,000	-	4,550,000	-
Administrative Costs	134,379	105,621	240,000	-
Public Safety Packages – Police	708,783	2,723,601	3,432,384	5.00
Public Safety Package – Fire	1,155,520	3,261,480	4,417,000	4.00
Housing & Houselessness	619,488	130,512	750,000	-
Business Support Grants	515,626	-	515,626	-
Community Support Grants	501,341	218,659	720,000	-
Pleasant Valley Concept Plan	217,144	82,856	300,000	-
HR Staffing Support	75,000	-	75,000	-
IT /GIS upgrades Project	375,590	224,410	600,000	-
Community Center Feasibility	127,025	-	127,025	-
Premium Pay for Essential Work	1,134,540	-	1,134,540	-
Gresham LTE Project	264,073	227,508	498,000	1.00
Economic Development Project		300,000	300,000	
Comprehensive Plan Update		300,000	300,000	
Wy'East Trail Improvements***	-	500,000	500,000	
Undeveloped Parks Project***	-	500,000	500,000	
Gradin Sports Park Upgrades***	-	2,000,000	2,000,000	
Gresham Fairview Trail***	-	748,672	748,672	
<b>Total Allocated</b>	<b>11,919,135</b>	<b>12,017,693</b>	<b>23,943,247</b>	<b>12.00</b>
Unallocated Funds		2,656,399	2,656,399	
ARPA Interest (Unallocated)	-	452,738	452,738	
<b>TOTAL ARPA</b>	<b>11,919,135</b>	<b>15,126,831</b>	<b>27,052,384</b>	

\*Total Project Budget is the full ARPA allocation to each project

\*\* Remaining funding for LTEs will be used in FY 2024/25 then remaining position costs will be covered by permanent funding source.

\*\*\* These projects are budgeted in the Parks/Footpaths CIP Budget.

## Summary of Debt

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### 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 currently carry the following ratings:

Type	Moody's Investors Service	Standard and Poor's
Full Faith and Credit Obligations	Aa2	n/a
Water Revenue Bonds	n/a	AA-

### Debt and Other Obligations Summary

#### Outstanding Debt as of June 30, 2023

General Obligation Debt (Property Tax Levy Supported)	\$ 0
Revenue Bonds	41,455,000
Bonds and Notes	<u>51,432,554</u>
 Total Bonds, Notes, and Loans	 \$92,887,554
 Other Borrowings (Pre-loan construction financing)	 \$ 0

A listing of the City's debt obligations is on the next page. Most of the issuances, including those where the City has pledged its "full faith and credit" are supported by revenues specific to Infrastructure Funds and Urban Renewal. Obligations of the City's General Fund include fire equipment, equipment replacement, and the General Fund's proportionate share of pension bonds and the public schools-safety building roof. After fiscal year 2023/24, the only remaining debt obligations of the General Fund will be the proportionate share of the pension bonds.

### Debt Limitations

The legal debt limit for fiscal year 2024/25 cannot be determined until November 2024 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. For fiscal year 2023/24, the legal debt limit was \$633,920,876. There was no outstanding general obligation bonded debt in fiscal year 2023/24.

#### 2023/24 Debt Limitations (property-tax supported)

Real Market Value June 30, 2023	\$21,130,695,861
Debt Limit (3% of Real Market Value)	\$633,920,876
Applicable General Obligation Bonded Debt 2022/23	\$0
Percent of Limit Issued	0%



## Summary of Debt

	Issued	Maturity	Principal Issued	Principal 6/30/23
<b>Federal and State Loans</b>				
Wastewater Secondary Clarifier (39190)	8/17/2009	8/1/2029	407,058	162,457
Total State Loans			\$ 407,058	\$ 162,457
<b>Full Faith and Credit Obligations</b>				
Pension Bonds	5/27/2004	6/1/2028	\$19,280,000	\$ 9,360,000
Streetlights QECB Loan	7/30/2013	7/1/2033	7,610,000	2,290,000
Series 2013B	7/30/2013	various	4,655,000	
Special Public Works Refunding		7/1/2033		485,000
Fire Equipment		7/1/2023		185,000
Equipment Replacement		7/1/2023		215,000
Public Safety-Schools Building Roof		7/1/2023		85,000
Series 2015	5/27/2015	5/1/2035	19,960,000	
Line Conversion				555,000
Transportation				1,780,000
Wastewater				3,315,000
Water				3,725,000
2017 State of Oregon SRF UIC (39193)	4/4/2017	8/1/2037	4,935,608	3,578,318
2022 Transportation	4/28/2022	6/1/2028	30,000,000	25,346,040
Total Full Faith and Credit Obligations			\$ 86,440,608	\$ 50,919,358
<b>Revenue Bonds</b>				
2021 Water Revenue Bond	12/29/2021	6/1/2048	41,455,000	41,455,000
Total Revenue Bonds			\$ 41,455,000	\$ 41,455,000
<b>Other Long Term Loans</b>				
Property Acquisition	7/31/2018	7/31/2023	\$ 1,770,000	\$ 350,739
Total Other Long Term Loans			\$ 1,770,000	\$ 350,739
<b>Total Obligations</b>				<b>\$ 92,887,554</b>

## Financial Management Policies

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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. 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. 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. 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.

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## Financial Management Policies

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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. 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.

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## Financial Management Policies

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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. 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.

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## Financial Management Policies

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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.

## Financial Management Policies

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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.

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## Financial Management Policies

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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.

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SEE EXHIBIT A

AFFIDAVIT OF PUBLICATION

State of Oregon, County of Multnomah, ss I, J. Brian Monihan, being first duly sworn, depose and say that I am the Pamplin Media Group Publisher of the **Gresham Outlook**, a newspaper of general circulation, published in Multnomah County, Oregon, as defined by ORS 193.010 and 193.020, that

**Owner: City of Gresham-Budget and Finance**  
**Description: Notice of Budget Committee Meeting**  
**Ad#: 320727**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue(s):  
**03/27/2024**

  
J. Brian Monihan (Pamplin Media Group Publisher)

Subscribed and sworn to before me this 03/27/2024.

  
NOTARY PUBLIC FOR OREGON

Acct #: 116974  
**Attn: Sarah Kirk**  
GRESHAM, CITY OF - BUDGET & FIN. PLANN  
1333 NW EASTMAN PKWY  
GRESHAM, OR 97030

EXHIBIT A



CITY OF GRESHAM  
NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Gresham Budget Committee will be held at 6 p.m. on Thursday, the 18th day of April 2024, at which time the fiscal year 2024/25 budget document will be considered by the Budget Committee.

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place.

This meeting will be held virtually. In conformance with ORS 192.670, a link to this meeting will be available on the City of Gresham website on the "Events" page.

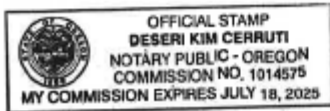
A copy of the proposed budget document will be available for inspection online at [www.GreshamOregon.gov/Budget](http://www.GreshamOregon.gov/Budget) by the conclusion of the Budget Committee Meeting on Thursday, April 18, 2024.

For more information about Gresham's Budget, Budget Committee, and Budget Committee meetings, please visit our website at [www.GreshamOregon.gov/Budget](http://www.GreshamOregon.gov/Budget).

Eric Schmidt  
Budget Officer

Published 03/27/24

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**Owner: City of Gresham- Budget  
Description: Public Hearing- Gresham Budget Committee  
Ad#: 320730**

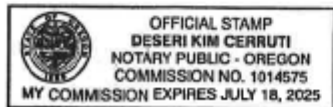
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1333 NW EASTMAN PKWY  
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**EXHIBIT A**

CITY OF  
GRESHAM

**CITY OF GRESHAM  
HEARING ON POSSIBLE USE OF  
OREGON REVENUE SHARING FUNDS**

A public hearing will be held during the public meeting of the Gresham Budget Committee at 6 p.m. on Thursday, the 18th day of April 2024. The public is invited to attend the online meeting and provide comments with respect to possible use of Oregon Revenue Sharing Funds.

This meeting will be held virtually. In conformance with ORS 192.670, a link to this meeting will be available on the City of Gresham website on the "Events" page.

For more information about Gresham's Budget, Budget Committee, and Budget Committee meetings, please visit our website at [www.GreshamOregon.gov/Budget](http://www.GreshamOregon.gov/Budget).

Eric Schmidt  
Budget Officer

Published 03/27/24

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**Owner: City of Gresham- Budget  
Description: Second Notice of Budget  
Committee Meeting  
Ad#: 320733**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue(s):  
**04/03/2024**

  
\_\_\_\_\_  
Kristine Humphries (Principal Clerk)

Subscribed and sworn to before me this  
04/03/2024.

  
\_\_\_\_\_  
NOTARY PUBLIC FOR OREGON

Acct #: 116974  
**Attn: Sarah Kirk**  
GRESHAM, CITY OF - BUDGET & FIN. PLANN  
1333 NW EASTMAN PKWY  
GRESHAM, OR 97030

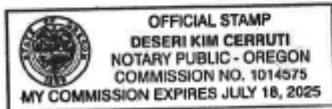


EXHIBIT A

CITY OF  
GRESHAM

CITY OF GRESHAM  
SECOND NOTICE OF BUDGET COMMITTEE MEETING

A public meeting of the Gresham Budget Committee will be held at 6 p.m. on Thursday, the 18th day of April 2024, at which time the fiscal year 2024/25 budget document will be considered by the Budget Committee.

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget. This is a public meeting where deliberation of the Budget Committee will take place.

This meeting will be held virtually. In conformance with ORS 192.670, a link to this meeting will be available on the City of Gresham website on the "Events" page.

A copy of the proposed budget document will be available for inspection online at [www.GreshamOregon.gov/Budget](http://www.GreshamOregon.gov/Budget) by the conclusion of the Budget Committee Meeting on Thursday, April 18, 2024.

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Eric Schmidt  
Budget Officer

Published 04/03/24

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**Owner: City of Gresham**  
**Description: Hearing on Possible Use of Oregon Revenue Sharing Funds**  
**Ad#: 329509**

A copy of which is hereto annexed, was published in the entire issue of said newspaper for 1 week(s) in the following issue(s):  
**05/29/2024**

  
\_\_\_\_\_  
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Subscribed and sworn to before me this  
05/29/2024.

  
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**EXHIBIT A**

CITY OF  
GRESHAM

**CITY OF GRESHAM  
HEARING ON POSSIBLE USE OF  
OREGON REVENUE SHARING FUNDS**

A public hearing will be held at 6 p.m. on Tuesday, the 18th day of June 2024. The public is invited to attend the meeting and provide comments with respect to possible use of Oregon Revenue Sharing Funds.

This meeting will be held in Council Chambers at 1333 NW Eastman Parkway, Gresham, Oregon and streamed live. Visit [www.GreshamOregon.gov](http://www.GreshamOregon.gov) for more details regarding the City Council meeting agenda and online access information.

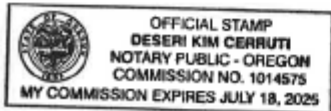
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Eric Schmidt  
Budget Officer

Published 05/29/24

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**Owner: City of Gresham**  
**Description: Notice of Budget Hearing- LB-1**  
**Ad#: 329502**

A copy of which is hereto annexed, was  
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NOTARY PUBLIC FOR OREGON

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**Attn: Sarah Kirk**  
 GRESHAM, CITY OF - BUDGET & FIN. PLANN  
 1333 NW EASTMAN PKWY  
 GRESHAM, OR 97030



**SEE EXHIBIT A**

**EXHIBIT A**

**FORM LB-1 NOTICE OF BUDGET HEARING CITY OF GRESHAM**

A public meeting of the Gresham City Council will be held on June 26, 2024 at 6:00 pm in Council Chambers at 1333 NW Eastman Parkway, Gresham, Oregon. The meeting will also be streamed live. Visit [www.gresham-oregon.gov](http://www.gresham-oregon.gov) for more details regarding the City Council meeting agenda and online access information. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2024 as approved by the City of Gresham Budget Committee. A summary of the budget is presented below. A copy of the budget may be requested or obtained online at [www.gresham-oregon.gov/budget](http://www.gresham-oregon.gov/budget). This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as used the preceding year.

Contact: Warren Moschou, Budget and Finance Director Telephone: 503-682-2442 Email: [budget@ci.gresham.or.us](mailto:budget@ci.gresham.or.us)

FINANCIAL SUMMARY - RESOURCES			
	Actual Amount 2021 - 23	Revised Budget This Year 2023 - 24	Approved Budget Next Year 2024 - 25
<b>TOTAL OF ALL FUNDS</b>			
Beginning Fund Balance/Net Working Capital	393,931,715	393,159,303	394,580,049
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	118,111,265	503,764,800	368,843,800
Federal, State & All Other Grants, Gifts, Allowances & Prorations	24,828,769	62,421,000	79,824,800
Revenues from Bonds and Other Debt	0	0	34,676,000
Interfund Transfers / Internal Service Reimbursements	89,218,080	142,023,024	174,574,181
All Other Resources Except Current Year Property Taxes	23,025,981	34,342,993	35,084,687
Current Year Property Taxes Estimated to be Received	13,622,650	34,847,000	36,315,000
<b>Total Resources</b>	<b>663,655,541</b>	<b>858,344,896</b>	<b>879,542,607</b>
FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	334,134,728	326,005,056	336,899,040
Materials and Supplies	120,172,238	146,274,273	156,181,800
Capital Outlay	7,858,239	225,374,200	216,443,900
Debt Service	13,884,114	13,018,200	12,171,000
Interest and Transfers	38,350,625	86,295,518	113,473,600
Special Payments	0	2,889,400	9,101,200
Contingencies	0	0	0
Unassigned Ending Balance and Reserved for Future Expenditures	304,382,022	32,261,000	17,416,733
<b>Total Requirements</b>	<b>649,653,548</b>	<b>816,291,194</b>	<b>879,413,273</b>
FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM			
Name of Organizational Unit or Program			
<b>FTE for that unit or program</b>			
City Manager's Office	2,783,824	4,399,364	3,480,853
City Attorney's Office	12,000	12,000	5,000
City	3,000	3,000	13,043,857
Budget & Finance	6,559,239	7,000,000	6,351,424
Information Technology	40,25	40,25	41,35
Citywide Services	5,617,087	7,621,142	6,088,111
Police	27,875	27,875	31,250
Fire	27,671,644	47,246,404	51,867,261
Public Works	38,25	37,81	41,85
Police	41,785,146	52,903,391	57,905,533
Fire	180,397	180,000	174,360
Police	31,448,358	35,587,515	46,761,898
Police	159,74	159,74	119,28
Urban Renewal	2,978,518	2,207,805	2,589,909
Police	4,14	4,35	4,38
Urban Design & Planning	2,292,967	4,045,934	17,086,982
Police	17,80	17,80	18,93
Geomatics & Development Services	5,134,687	30,806,417	26,907,754
Police	84,34	84,34	28,10
Community Utility	7,684,136	4,728,978	6,174,180
Police	15,20	9,08	14,90
Parks, Recreation & Youth Services	4,466,772	7,519,515	10,242,983
Police	39,08	17,90	17,90
Environmental Services	59,914,973	64,797,963	74,688,313
Police	159,04	306,45	65,65
Non-Organizational Program	468,434,712	519,163,364	579,051,184
Police	0,00	0,00	0,00
<b>Total Requirements</b>	<b>645,655,548</b>	<b>816,161,194</b>	<b>879,413,273</b>
<b>Total FTE</b>	<b>698,75</b>	<b>648,73</b>	<b>665,55</b>
STATEMENT OF CHANGES IN ACTIVITIES AND SOURCES OF FINANCING			
At the beginning of 2021, the City of Gresham has been on a financial journey to create a financial roadmap, build a strategic plan that includes our community's values, and develop performance measures to improve transparency for the community. The 2024/25 budget recognizes our current limited financial resources until we work on implementing the financial roadmap and implementing our Strategic Plan. The 2024/25 Approved Budget assumed we've approved the five-year Safety Levy ballot measure, and the measure would be approved before the 17 new jobs, include 1 temporarily funded jobs, full up to 28 existing jobs, and full 22 additional jobs. Full-time 11 new jobs, retain 4 temporarily funded jobs, and full up to 17 additional jobs.			
PROPERTY TAX RATES			
	Rate of Amount Imposed 2022 - 23	Rate of Amount Imposed This Year 2023 - 24	Rate of Amount Imposed Next Year 2024 - 25
Personnel Rate Levy (rate limit 3.0129 per \$1,000)	3.6129	4.1229	3.8129
Local Option Levy	0	0	1.9160
Levy for General Obligation Bonds	0	0	0
STATEMENT OF DEBT STATUS			
	Estimated Debt Outstanding on July 1, 2023	Estimated Debt Authorized, but Not Issued on July 1, 2024	
General Obligation Bonds	\$0	\$0	
Other Bonds	\$80,000,000	\$20,000,000	
Other Borrowings	\$73,889,378	\$30,164,279	
<b>Total</b>	<b>\$153,889,378</b>	<b>\$50,164,279</b>	

Published 05/29/24 60329502

## Signed Resolutions

### RESOLUTION NO. 3606

#### A RESOLUTION AFFIRMING ELIGIBILITY FOR AND DECLARING THE CITY'S ELECTION TO RECEIVE STATE SHARED REVENUES

##### The City of Gresham Finds:

A. ORS 221.760 provides that the officer responsible for disbursing funds to cities under ORS 323.455, 366.785 to 366.820 and 471.805 shall, in the case of a city located within a county having more than 100,000 inhabitants according to the most recent federal decennial census, disburse such funds only if the city provides four or more of the following services:

- (1) Police protection
- (2) Fire protection
- (3) Street construction, maintenance and lighting
- (4) Sanitary sewers
- (5) Storm sewers
- (6) Planning, zoning and subdivision control
- (7) One or more utility services

B. The City of Gresham recognizes the desirability of assisting the state officer responsible for determining the eligibility of cities to receive such funds in accordance with ORS 221.760.

C. ORS 221.770 provides for revenue sharing to cities and sets forth conditions for receipt and a formula for distribution.

D. One of the conditions is that the City enact an ordinance or resolution electing to receive distributions under ORS 221.770 and file it with the Oregon Department of Administrative Services no later than July 31, 2024.

##### THE CITY OF GRESHAM RESOLVES:

1. The City of Gresham certifies that it provides all the municipal services enumerated in ORS 221.760(1).

2. As provided in ORS 221.770, the City elects to receive state revenues for fiscal year 2023/24.

3. The City of Gresham certifies it is in compliance with the public hearing requirements of ORS 221.770(1)(b) and (c).

4. The City Manager is directed to file this resolution with the Oregon Department of Administrative Services no later than July 31, 2024.

Signed Resolutions

Yes: Stovall, Piazza, DiNucci, Gladfelter, Hinton, Jones-Dixon, Morales

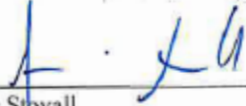
No: None

Absent: None

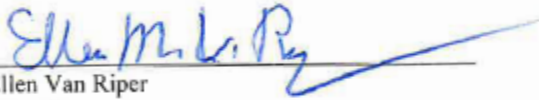
Abstain: None

Passed by the Gresham City Council and effective on June 18, 2024

  
Eric Schmidt  
City Manager

  
Travis Stovall  
Mayor

Approved as to Form:

  
Ellen Van Riper  
City Attorney

# Signed Resolutions

## RESOLUTION NO. 3607

### A RESOLUTION ADOPTING BUDGET, MAKING APPROPRIATIONS, LEVYING TAXES, DECLARING AND CATEGORIZING PROPERTY TAX FOR FISCAL YEAR 2024/25

#### The City of Gresham Finds:

- A. The City of Gresham has prepared a budget for the fiscal year 2024/25, commencing July 1, 2024.
- B. The budget was approved by the Budget Committee on April 25, 2024.
- C. The approved budget is not required to be submitted to the Tax Supervision and Conservation Commission because the City of Gresham adopted Resolution No. 3151, effective November 19, 2013, which provides that the City of Gresham elects not to be under the jurisdiction of the Tax Supervision and Conservation Commission.
- D. It is necessary to pass a resolution adopting the budget, making appropriations, imposing taxes and categorizing the taxes.

#### THE CITY OF GRESHAM RESOLVES:

- 1. The City of Gresham adopts the budget in the aggregate amount of \$880,054,932 for fiscal year 2024/25 and the budget is on file with the Budget & Finance Department.
- 2. The City of Gresham makes appropriations for fiscal year 2024/25 in the amount and for the purposes set forth in Exhibit A.
- 3. The City of Gresham hereby imposes the taxes provided for in the adopted budget at the City's permanent rate of \$3.6129 per \$1,000 assessed value and local option levy rate of \$1.35 per \$1,000 of assessed value. These taxes are hereby imposed and categorized for tax year 2024/25 upon the assessed value of all taxable property within the City.
- 4. The taxes imposed are hereby categorized for purposes of Article XI section 11b of the Oregon Constitution as:

#### General Government Limitation

Permanent Rate . . . . . 3.6129/\$1,000  
Local Option Levy Rate . . . . . 1.3500/\$1,000

- 5. The City Manager is directed to file a certified copy of this resolution in accordance with the procedures defined by the Multnomah County Assessor and such additional documents as required by law.

# Signed Resolutions

Yes: Stovall, Piazza, DiNucci, Gladfelter, Hinton, Jones-Dixon, Morales


No: None

Absent: None

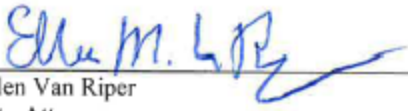
Abstain: None

Passed by the Gresham City Council and effective on June 18, 2024.

  
Eric Schmidt  
City Manager

  
Travis Stovall  
Mayor

Approved as to Form:

  
Ellen Van Riper  
City Attorney



# Signed Resolutions

Exhibit A to Resolution 3607

<b>Fiscal Year 2024/25 Appropriations by Fund</b>	
	<b>FY 2024/25 Appropriations</b>
<b>General Fund</b>	
Police	48,601,993
Fire	34,122,919
Economic Development	1,375,030
Community Livability	1,751,013
Parks	5,425,085
Transfers	3,305,596
Contingency	1,410,000
<i>Total General Fund Appropriation</i>	95,991,636
Unappropriated	24,323,590
<b>Total General Fund Requirements</b>	<b>120,315,226</b>
 <b>Local Option Levy Fund</b>	
Police	6,888,840
Fire	5,291,765
Contingency	19,395
<i>Total Local Option Levy Fund Appropriation</i>	12,200,000
<b>Total Local Option Levy Fund Requirements</b>	<b>12,200,000</b>
 <b>Urban Design &amp; Planning Fund</b>	
Urban Design & Planning	4,329,084
Transfers	71,000
Contingency	433,000
<i>Total Urban Design &amp; Planning Fund Appropriation</i>	4,833,084
Unappropriated	299,916
<b>Total Urban Design &amp; Planning Fund Requirements</b>	<b>5,133,000</b>
 <b>Solid Waste &amp; Sustainability Fund</b>	
Environmental Services	1,419,899
Contingency	142,000
<i>Total Solid Waste &amp; Sustainability Fund Appropriation</i>	1,561,899
Unappropriated	472,201
<b>Total Solid Waste &amp; Sustainability Fund Requirements</b>	<b>2,034,100</b>
 <b>Designated Purpose Fund</b>	
Citywide Services	12,696,805
Police	1,809,700

# Signed Resolutions

Exhibit A to Resolution 3607

<b>Fiscal Year 2024/25 Appropriations by Fund</b>	
	<b>FY 2024/25 Appropriations</b>
Fire	1,287,122
Urban Design & Planning	8,868,444
Economic Development	9,844,000
Community Livability	2,275,805
Youth Services	4,391,297
Parks	426,000
Environmental Services	5,700,000
Transfers	4,641,200
<i>Total Designated Purpose Fund Appropriation</i>	<i>51,940,373</i>
Unappropriated	1,904,423
<b>Total Designated Purpose Fund Requirements</b>	<b>53,844,796</b>
<b>Rental Inspection Fund</b>	
Community Livability	1,147,342
Transfers	18,000
Contingency	115,000
<i>Total Rental Inspection Fund Appropriation</i>	<i>1,280,342</i>
Unappropriated	395,658
<b>Total Rental Inspection Fund Requirements</b>	<b>1,676,000</b>
<b>System Development Charges Fund</b>	
Transfers	37,245,800
<i>Total System Development Charges Fund Appropriation</i>	<i>37,245,800</i>
Unappropriated	13,221,500
<b>Total System Development Charges Fund Requirements</b>	<b>50,467,300</b>
<b>Infrastructure Development Fund</b>	
Environmental Services	4,193,599
Transfers	71,000
Contingency	629,000
<i>Total Infrastructure Development Fund Appropriation</i>	<i>4,893,599</i>
Unappropriated	2,079,001
<b>Total Infrastructure Development Fund Requirements</b>	<b>6,972,600</b>
<b>Streetlight Fund</b>	
Environmental Services	608,829

## Signed Resolutions

Exhibit A to Resolution 3607

<b>Fiscal Year 2024/25 Appropriations by Fund</b>	
	<b>FY 2024/25 Appropriations</b>
Transfers	1,705,500
Contingency	91,000
<i>Total Streetlight Fund Appropriation</i>	2,405,329
Unappropriated	5,596,871
<b>Total Streetlight Fund Requirements</b>	<b>8,002,200</b>
 <b>Transportation Fund</b>	
Environmental Services	13,621,398
Transfers	19,284,900
Contingency	2,016,000
<i>Total Transportation Fund Appropriation</i>	34,922,298
Unappropriated	13,054,252
<b>Total Transportation Fund Requirements</b>	<b>47,976,550</b>
 <b>CDBG &amp; HOME Fund</b>	
Urban Design & Planning	3,893,453
Transfers	467,000
<i>Total CDBG &amp; HOME Fund Appropriation</i>	4,360,453
Unappropriated	7,547
<b>Total CDBG &amp; HOME Fund Requirements</b>	<b>4,368,000</b>
 <b>Building Fund</b>	
Community Development	5,688,724
Transfers	535,000
Contingency	570,000
<i>Total Building Fund Appropriation</i>	6,793,724
Unappropriated	7,939,276
<b>Total Building Fund Requirements</b>	<b>14,733,000</b>
 <b>Urban Renewal Fund</b>	
Urban Renewal	2,349,500
Transfers	40,000
<i>Total Urban Renewal Fund Appropriation</i>	2,389,500
<b>Total Urban Renewal Fund Requirements</b>	<b>2,389,500</b>
 <b>Parks Capital Improvement Fund</b>	

## Signed Resolutions

Exhibit A to Resolution 3607

<b>Fiscal Year 2024/25 Appropriations by Fund</b>	
	FY 2024/25 Appropriations
Capital Improvement	22,225,200
<i>Total Parks Capital Improvement Fund Appropriation</i>	<i>22,225,200</i>
Unappropriated	2,039,600
<b>Total Parks Capital Improvement Fund Requirements</b>	<b>24,264,800</b>
<b>General Development Cap Impr Fund</b>	
Capital Improvement	10,214,100
<i>Total General Development Cap Impr Fund Appropriation</i>	<i>10,214,100</i>
<b>Total General Development Cap Impr Fund Requirements</b>	<b>10,214,100</b>
<b>Transportation Capital Impr Fund</b>	
Capital Improvement	50,251,400
<i>Total Transportation Capital Impr Fund Appropriation</i>	<i>50,251,400</i>
Unappropriated	1,908,100
<b>Total Transportation Capital Impr Fund Requirements</b>	<b>52,159,500</b>
<b>Urban Renewal Capital Impr Fund</b>	
Capital Improvement	7,514,300
<i>Total Urban Renewal Capital Impr Fund Appropriation</i>	<i>7,514,300</i>
<b>Total Urban Renewal Capital Impr Fund Requirements</b>	<b>7,514,300</b>
<b>General Government Debt Svc Fund</b>	
Debt Service	6,199,000
<i>Total General Government Debt Svc Fund Appropriation</i>	<i>6,199,000</i>
Unappropriated	57,000
<b>Total General Government Debt Svc Fund Requirements</b>	<b>6,256,000</b>
<b>Pension Bond Debt Service Fund</b>	
Debt Service	2,377,000
<i>Total Pension Bond Debt Service Fund Appropriation</i>	<i>2,377,000</i>
Unappropriated	649,000
<b>Total Pension Bond Debt Service Fund Requirements</b>	<b>3,026,000</b>
<b>Water Fund</b>	
Environmental Services	17,085,433

## Signed Resolutions

Exhibit A to Resolution 3607

<b>Fiscal Year 2024/25 Appropriations by Fund</b>	
	<b>FY 2024/25 Appropriations</b>
Transfers	26,764,300
Contingency	2,561,000
<i>Total Water Fund Appropriation</i>	46,410,733
Unappropriated	21,514,967
<b>Total Water Fund Requirements</b>	<b>67,925,700</b>
 <b>Water Capital Improvement Fund</b>	
Capital Improvement	99,621,500
<i>Total Water Capital Improvement Fund Appropriation</i>	99,621,500
Unappropriated	676,455
<b>Total Water Capital Improvement Fund Requirements</b>	<b>100,297,955</b>
 <b>Water Debt Service Fund</b>	
Debt Service	3,008,000
<i>Total Water Debt Service Fund Appropriation</i>	3,008,000
Unappropriated	688,200
<b>Total Water Debt Service Fund Requirements</b>	<b>3,696,200</b>
 <b>Stormwater Fund</b>	
Environmental Services	12,516,854
Transfers	5,790,900
Contingency	1,743,000
<i>Total Stormwater Fund Appropriation</i>	20,050,754
Unappropriated	9,652,746
<b>Total Stormwater Fund Requirements</b>	<b>29,703,500</b>
 <b>Stormwater Capital Improvement Fund</b>	
Capital Improvement	12,115,200
<i>Total Stormwater Capital Improvement Fund Appropriation</i>	12,115,200
Unappropriated	7,111,500
<b>Total Stormwater Capital Improvement Fund Requirements</b>	<b>19,226,700</b>
 <b>Stormwater Debt Service Fund</b>	
Debt Service	269,000
<i>Total Stormwater Debt Service Fund Appropriation</i>	269,000

## Signed Resolutions

Exhibit A to Resolution 3607

<b>Fiscal Year 2024/25 Appropriations by Fund</b>	
	<b>FY 2024/25 Appropriations</b>
Unappropriated	171,000
<b>Total Stormwater Debt Service Fund Requirements</b>	<b>440,000</b>
<b>Wastewater Fund</b>	
Environmental Services	19,628,166
Transfers	12,090,900
Contingency	2,944,000
<i>Total Wastewater Fund Appropriation</i>	<i>34,663,066</i>
Unappropriated	14,734,184
<b>Total Wastewater Fund Requirements</b>	<b>49,397,250</b>
<b>Wastewater Capital Improvement Fund</b>	
Capital Improvement	57,133,300
<i>Total Wastewater Capital Improvement Fund Appropriation</i>	<i>57,133,300</i>
Unappropriated	9,154,800
<b>Total Wastewater Capital Improvement Fund Requirements</b>	<b>66,288,100</b>
<b>Wastewater Debt Service Fund</b>	
Debt Service	519,000
<i>Total Wastewater Debt Service Fund Appropriation</i>	<i>519,000</i>
Unappropriated	617,400
<b>Total Wastewater Debt Service Fund Requirements</b>	<b>1,136,400</b>
<b>Facilities &amp; Fleet Management Fund</b>	
Citywide Services	6,892,589
Transfers	979,000
Contingency	445,000
<i>Total Facilities &amp; Fleet Management Fund Appropriation</i>	<i>8,316,589</i>
<b>Total Facilities &amp; Fleet Management Fund Requirements</b>	<b>8,316,589</b>
<b>City Facility Capital Fund</b>	
Capital Improvement	2,433,000
<i>Total City Facility Capital Fund Appropriation</i>	<i>2,433,000</i>
<b>Total City Facility Capital Fund Requirements</b>	<b>2,433,000</b>
<b>Legal Services Fund</b>	

# Signed Resolutions

Exhibit A to Resolution 3607

<b>Fiscal Year 2024/25 Appropriations by Fund</b>	
	<b>FY 2024/25 Appropriations</b>
City Attorney's Office	1,734,850
Contingency	260,000
<i>Total Legal Services Fund Appropriation</i>	<i>1,994,850</i>
<b>Total Legal Services Fund Requirements</b>	<b>1,994,850</b>
<b>Administrative Services Fund</b>	
City Manager's Office	3,450,051
Budget & Finance	8,351,023
Information Technology	8,588,371
Citywide Services	5,162,767
Transfers	326,500
Contingency	790,000
<i>Total Administrative Services Fund Appropriation</i>	<i>26,668,712</i>
Unappropriated	500,000
<b>Total Administrative Services Fund Requirements</b>	<b>27,168,712</b>
<b>Enterprise System Replacement Fund</b>	
Capital Improvement	630,000
<i>Total Enterprise System Replacement Fund Appropriation</i>	<i>630,000</i>
<b>Total Enterprise System Replacement Fund Requirements</b>	<b>630,000</b>
<b>Equipment Replacement Fund</b>	
Citywide Services	10,610,900
Other Requirements	9,127,200
<i>Total Equipment Replacement Fund Appropriation</i>	<i>19,738,100</i>
Unappropriated	14,435,300
<b>Total Equipment Replacement Fund Requirements</b>	<b>34,173,400</b>
<b>Workers' Comp &amp; Liability Mgmt Fund</b>	
City Attorney's Office	8,307,182
Contingency	1,272,400
<i>Total Workers' Comp &amp; Liability Mgmt Fund Appropriation</i>	<i>9,579,582</i>
Unappropriated	1,429,022
<b>Total Workers' Comp &amp; Liability Mgmt Fund Requirements</b>	<b>11,008,604</b>
<b>COG Health &amp; Dental Plans Fund</b>	
Citywide Services	16,504,000

# Signed Resolutions

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Exhibit A to Resolution 3607

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## Fiscal Year 2024/25 Appropriations by Fund

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	FY 2024/25 Appropriations
Transfers	299,000
Contingency	2,480,000
<i>Total COG Health &amp; Dental Plans Fund Appropriation</i>	<i>19,283,000</i>
Unappropriated	3,388,000
<b>Total COG Health &amp; Dental Plans Fund Requirements</b>	<b>22,671,000</b>



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## Glossary

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**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.

**ARPA.** American Rescue Plan Act of 2021 is the \$1.9 trillion COVID-19 relief bill signed into law on March 11, 2021. In part, ARPA extends and expands provisions found in CARES (Coronavirus Aid, Relief, and Economic Security Act) and FFCRA (Families First Coronavirus Response Act).

**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.

**B&F.** Budget and Finance Department, a department within the City of Gresham.

**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.

## Glossary

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**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.

**CARRYOVER.** 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. Carryover generally results 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.** See 'Capital improvement program.'

**CITY COUNCIL.** The legislative branch of the City composed of seven elected officials each of whom serves a four-year term.

**CL.** Community Livability, a department within the City of Gresham.

**CMO.** City Manager's Office, a department within the City of Gresham.

**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.

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## Glossary

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**DEPARTMENT.** A major administrative division of responsibilities within the City organization. Gresham's 15 departments are: City Manager's Office; City Attorney's Office; Budget & Finance; Information Technology; Citywide Services; Police; Fire; Urban Renewal; Urban Design & Planning; Community Development; Economic Development; Community Livability; Youth Services; Parks & Recreation; 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.

**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.

**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 0.5 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 ACCEPTED ACCOUNTING PRINCIPLES (GAAP).** The default accounting standard used by U.S.-based organizations.

**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.

## Glossary

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**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.

**GFD.** Gresham Fire Department, a department within the City of Gresham.

**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.

**HRA/VEBA.** Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association.

**IAFF.** International Association of Firefighters Local 1062. Covers job classifications including Firefighter, Fire Lieutenant, Fire Captain, 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 AGREEMENT (IGA).** Agreement between two or more public agencies.

**INTERGOVERNMENTAL REVENUE.** Revenue received from another public agency or government.

**INTERNAL SERVICE CHARGE (ISC).** A charge from a support fund or the administrative service fund to an operating fund to recover the cost of services 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 within 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. 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.

## Glossary

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**LOCAL IMPROVEMENT DISTRICT (LID).** 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.

**LOCAL OPTION LEVY.** A property tax passed by voters in addition to property taxes generated by the permanent rate.

**LTE.** Limited-Term Employee. An employee whose position will expire at a predetermined date, typically limited to two years.

**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.

**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.

## Glossary

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**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.

**SUBFUND.** A subdivision of a fund that refers to a classification by which information on particular financial transactions and financial resources is recorded and arranged.

**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.

## Glossary

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**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.** 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.

**WWTP.** Wastewater Treatment Plant.

**YS.** Youth Services, a department within the City of Gresham.