Hillsboro
OREGON

City of Hillsboro, Oregon

# Adopted Budget 2014-15

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# Introduction

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- *City Information*
- *Hillsboro Historic Timeline*
- *Hillsboro 2020 Vision*
- *Hillsboro Strategic Plan*
- *Hillsboro Sustainability Plan*

Hillsboro
OREGON

# Mayor's Message

The City of Hillsboro's fiscally conservative budgeting approach is a well-documented success. The Fiscal Year 2014-15 Budget continues our budgeting philosophy, as we carefully plan for the efficient delivery of services, while maintaining our solid financial footing. In Fiscal Year 2013-14, assessed values (AV) grew 5.28 percent. For Fiscal Year 2014-15, we are projecting a 4 percent increase in AV. Our nearly $449 million budget reflects the City Council's goals, maintains the long-term financial health of our General Fund and reserves, and continues the delivery of high-quality services for our community. City services will remain at similar levels as the current year.

Highlights of this year's budget include:

- A one-time $5 million allocation of Gain Share funds to boost reserves as part of our work to meet the City's working capital target of 15 percent of the General Fund, and work toward a long-term goal of 20 percent. Gain Share funds are the result of a 50/50 state income tax split on taxes earned on new and retained employees resulting from local investment in the industrial sector under a tax abatement program called the Strategic Investment Program.
- $325,000 for the improvement of sidewalks near W.L. Henry Elementary School, and $502,560 for pedestrian improvements on Grant Street, resulting from Gain Share funds.
- $670,000 in sidewalk improvements at SE 11th Avenue & SE Alder Street thanks to Community Development Block Grant funding.
- Our continued partnership and commitment to the Hillsboro School District includes providing for school resource officers, various after-school programs, field maintenance and more. In addition, a $1.9 million payment to Washington County K-12 schools through Gain Share funds.
- Another $100,000 investment in Portland Community College's (PCC) Future Connect program, which will fund partial scholarships for an additional 50 Hillsboro students to attend classes at PCC. This commitment to helping at-risk and low-income first-generation college students succeed builds upon the City's previous $100,000 investment in the 2013-14 Fiscal Year budget.
- $1 million for the conversion of streets in the Downtown Hillsboro core to two-way traffic, partially paid for by Gain Share Funds.
- Economic development in North Hillsboro is aided by $500,000 in funding for the North Industrial Development Plan, and $100,000 for a large lot recruitment strategy to continue to attract high-quality jobs to Hillsboro.
- More than $125,000 to support the 2035 Vision renewal, which builds upon the success of the 2020 Vision and Action Plan.
- $2.6 million for the planning, design and construction of the Willamette Water Supply System.
- $62.9 million budgeted for capital improvements on projects such as the Orenco Station Plaza development, the extension of NW 253rd Avenue and NW Huffman Street, park land acquisitions, and the start of construction of the Public Works facility.
- $100,000 in funding for the City's Public Art program.

- Continued funding of our street maintenance program, which is how we maintain our roadways. This funding will allow the City to continue chipping away at the estimated $6.4 million in deferred maintenance. If the City sustains these funding levels (with increases for inflation), we anticipate eliminating our current backlog by 2020. The elimination of the current backlog by 2020 has been a long standing goal as much of our roadway network begins to reach life expectancy at that the time and we are anticipating increased maintenance needs even with the backlog eliminated.

Our budget reflects the Council's commitment to make Hillsboro a livable community where people enjoy raising their families and plan their retirement. Through sound fiscal management, we are able to continue delivering the high quality services our citizens expect and deserve.

Adopting the annual budget is a very large part of what we do as a Council and Budget Committee, and I am very proud to be heading into a new fiscal year with a budget that continues to meet community and Council goals.

I would like to thank the Hillsboro Budget Committee members, Hillsboro staff, and constituents for their commitment to work together to develop a budget that is fiscally responsible, while continuing to meet service level goals and objectives.

Sincerely,

Jerry W. Willey
Mayor

# Proposed Budget

# 2014 - 15

| Budget Committee | Term Expires |
|---|---|
| Mayor Jerry Willey | January 2017 |
| | |
| Councilor Olga Acuña | January 2017 |
| Councilor Megan Braze | January 2017 |
| Councilor Aron Carleson | January 2015 |
| Councilor Steve Callaway | January 2015 |
| Councilor Darrell Lumaco | January 2015 |
| Councilor Fred Nachtigal | January 2017 |
| | |
| Randy Akin | December 31, 2016 |
| Kyle Allen | December 31, 2016 |
| John Godsey | December 31, 2015 |
| Lisa Goodwin | December 31, 2015 |
| Nathan Parent | December 31, 2014 |
| Denzil Scheller | December 31, 2014 |
| David Torres | December 31, 2016 |

## Executive Management

Michael Brown, City Manager
Rob Dixon, Assistant City Manager
Steve Greagor, Assistant City Manager

## Finance Department Budget Team

Ken Christian, Finance Administrative Assistant II
Jon Grover, Finance Accounting Manager
Deanna Harrop, Finance Accounting Specialist
Suzanne Linneen, Finance Director
Amber Victoor, Management Analyst
Michelle Wareing, Assistant Finance Director

***A special thank you to Departments and staff for their contributions to the Budget Document***

***Printed on 100% recycled paper***

# GFOA Budget Award

GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished Budget Presentation Award*

**PRESENTED TO**

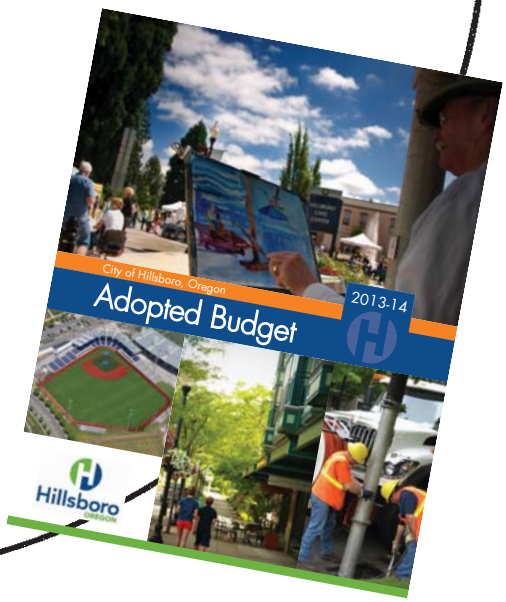
**City of Hillsboro**

**Oregon**

For the Fiscal Year Beginning

**July 1, 2013**

Executive Director




The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Hillsboro, Oregon for its annual budget for the fiscal year beginning July 1, 2013. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

## Hillsboro, Oregon

The City of Hillsboro is the fifth largest city in Oregon and is located within Washington County. It is approximately 18 miles west of Portland, Oregon. Hillsboro is considered the "high tech corridor of the State" as large, high tech businesses such as Intel, Solarworld, and Genentech are located within the City. Hillsboro is home to some of the best land, power and water resources in the country.

## Demographics

| | |
|---|---|
| Incorporation | 1876 |
| Government | Council/Manager |
| Median Age | 33.2 years old |
| High School Diploma | 86.3% |
| Bachelors Degree or higher | 32.0% |
| Population by year | 2013 – 93,340 |
| | 2012 – 92,550 |
| | 2011 – 92,350 |
| | 2010 – 91,970 |
| | 2009 – 90,380 |

## Economic Indicators

| | |
|---|---|
| Home Ownership | 52% |
| Median Household Income | $62,474 |
| Median Family Income | $67,336 |
| Total Housing Units | 32,448 |
| Active Business Licenses | 3,693 |
| Unemployment Rate (12/13) | 5.6% |
| Largest Employer | Intel |
| Principal Industry | Manufacturing |
| Government Workers | 4,406 |

## Location

- Washington County
- 30 minutes west of Portland
- Easy access to State Highway 26
- Western terminus of a 33 mile metropolitan light rail line
- 30 miles to the Portland International Airport
- Hillsboro Airport is Oregon's busiest general aviation airport

## Climate

| | |
|---|---|
| Elevation | 165' |
| Average Annual High Temp | 79 F (July) |
| Average Annual Low Temp | 46 F (January) |
| Average Annual Rainfall | 38" |

Source: US Bureau of Labor Statistics, State of Oregon Employment Department, PSU Population Research Center, Wikipedia

NW SUNSET HWY
NW EVERGREEN RD
NW GLENCOE RD
N 1ST AVE
NE CORNELL RD
NW CORNELIUS PASS RD
NW 185TH AVE
SW BASELINE ST
SE OAK ST
SE 10TH AVE
W BASELINE RD
SW HILLSBORO HWY
SE RIVER RD
SE TUALATIN VALLEY HWY
City of Hillsboro
Hillsboro OREGON
Information Services
Geographic Information System
Date: March 26, 2014
Light Rail Line
Streams
Railroad
Roadway
County Road
State Highway
Light Rail Stop
Fire Stations
Hospitals
Parks
Open Spaces
City Limits: 23.93 Sq Miles
N

## About Your City Government

Incorporated in 1876, the City of Hillsboro is a full-service city government dedicated to providing visionary leadership, delivering responsive municipal services and fostering collaborative partnerships that enhance Hillsboro's hometown livability.

Grown from small hometown values and agrarian roots, Hillsboro is now Oregon's 5th largest city with a population of 93,340. Hillsboro is helping to grow Oregon's future – from microprocessors to tulips, arts and culture, vital industries, education, centers of commerce and green spaces.

City services are provided by more than 700 full-time and 250 part-time/temporary employees throughout fourteen dedicated departments: the City Manager's Office, Building, Economic Development, Finance, Fire, Human Resources, Information Services, Library, Parks & Recreation, Planning, Police, Public Works and Water.

***Mission Statement***
*The City of Hillsboro is dedicated to providing visionary leadership, delivering responsive municipal services, and fostering collaborative partnerships that enhance Hillsboro's hometown livability.*

The City's Charter establishes a Councilor/City Manager form of government. An elected Mayor and six Council members who comprise the City Council provide community leadership, develop policies to guide the City in delivering services and achieving community goals, and encourage citizen awareness and involvement. Each serves a four-year term, subject to a charter-imposed limitation of two consecutive terms. The Mayor and Council appoint a City Manager to conduct the business of the City. Policy decisions are the responsibility of the Council and Mayor. Administrative functions are carried out by the City Manager and manager-appointed staff.

## We're Growing Great Things in Hillsboro

Together with community partners and citizens, the City works to thoughtfully plan for and grow Hillsboro's and Oregon's future. Continuing to be a leader in attracting new businesses and opportunities to the region, Hillsboro values its business partners because when businesses thrive, they create family wage jobs and economic opportunity for residents.

The community-driven Hillsboro 2020 Vision and Action Plan is a significant part of Hillsboro's success and has brought special assets like the Tom Hughes Civic Center Plaza, the Walters Cultural Arts Center, community gardens, diverse housing, family-friendly community events and the Hillsboro Ballpark, home of the "Hillsboro Hops" professional baseball team to our city.

The City of Hillsboro strives to balance the need for thriving businesses, appropriate infrastructure, vital services and educational opportunities with housing and community livability. As Hillsboro continues to grow and diversify, the City will continue to partner and plan for success so this great community continues to grow by choice, not by chance.

Our Parks and Recreation Department is nationally accredited and highly regarded as one of the premier parks and recreation jurisdictions in the region. Our programs, facilities and open spaces are outstanding and make significant contributions to Hillsboro's quality of life. The Glenn and Viola Walters Cultural Arts Center is fast becoming a regional arts and entertainment venue while at the same time providing community-centered arts education.

As our two libraries celebrate the centennial of library services to Hillsboro, circulation of materials and attendance continues to grow. The Shute Park Branch Library was fully renovated and reopened in March 2014 as a new, more beautifully-designed and inviting community gathering place, and the Main Library's second floor was built out in 2013, adding more than 36,000 square feet of library space. These improvements have doubled the public spaces in the libraries and allow for even better services to the Hillsboro community.

Our Police Department is proud to partner with residents, businesses and community partners to make Hillsboro a safe and great place. They are skilled and talented law enforcement professionals, yet they also know that the right attitude and genuine care for the people who call Hillsboro home make all the difference. School Resource Officers spend many hours in school classrooms teaching drug resistance, gang resistance and life skills. The department holds neighborhood safety meetings, offers citizen academies and conflict resolution resources, and attends various safety fairs.

Our Fire Department responds to fires, medical emergencies, transportation accidents, technical rescues and other emergencies with expertise and professionalism from five fully staffed stations. As Hillsboro grows, the Fire Department strives to ensure the community's expectations for emergency services can be met and exceeded. When they're not responding to emergency calls, fire personnel also work diligently to make school visits and attend community events to educate the community on how to reduce fires and accidents.

With the continued growth in the City, our Economic Development, Planning and Building departments also have had full schedules. Work continues on thoughtfully planning for the future transportation, housing, and commercial and industrial needs of our community.

The Hillsboro Water Department has grown into a regional leader in the protection, treatment and delivery of high quality water to our customers in Hillsboro and western Washington County. The City continues its tradition of long-range planning that has allowed the delivery of quality water, while keeping rates affordable to customers and attractive to the needs of economic development.

Our Public Works Department supports the City's transportation, utility and facilities infrastructure. This includes design and construction of new roadways as well as maintaining the City's 220 miles of streets, sewer and storm drainage line maintenance, and capital planning, development and maintenance of City facilities. The activities of the Public Works Department play a key role in sustaining our economic viability through support of the City transportation and utility infrastructure.

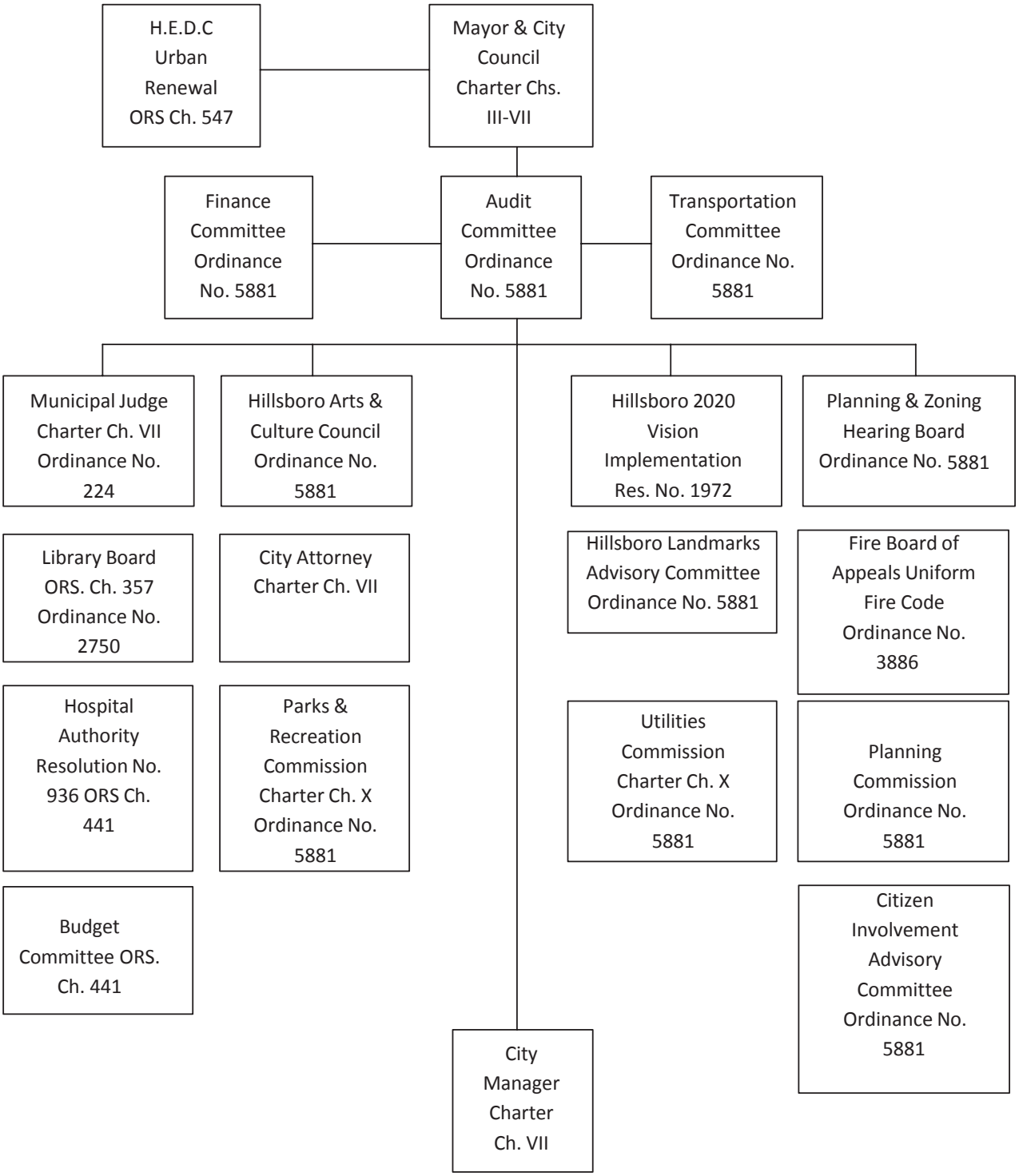
We also have various support services that are critical to enabling our departments to provide excellent services to the community. They include Finance, Information Services, Human Resources and the City Manager's Office.

## City Boards and Committees

Audit Committee
Budget Committee
Citizen Involvement Advisory Committee
City Council
Finance Committee
Hillsboro 2020 Vision Implementation Committee
Hillsboro Arts and Culture Council
Historic Landmarks Advisory Committee
Jackson Bottom Board
Library Board
Parks & Recreation Commission
Planning Commission
Planning and Zoning Hearings Board
Transportation Committee
Utilities Commission
Youth Advisory Council

For more information on city committees and boards, please visit the city website at:
www.hillsboro-oregon.gov

## City Boards and Committees



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# Hillsboro Historic Timeline

**1850** Columbia is renamed Hillsborough (later shortened to Hillsboro) in David Hill's honor.

**1876** Hillsborough receives its city charter from the State legislature.

The centerpiece of the new city's downtown is the two story, three-year-old brick courthouse. Sixteen years later in 1892, pioneer nurseryman John Porter plants the landmark sequoias on the south side of building.

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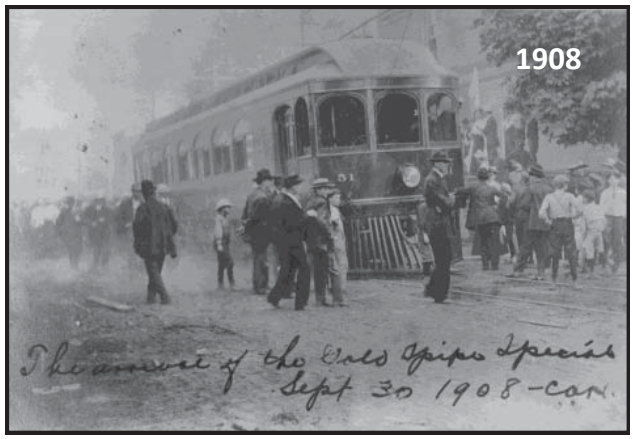


Oregon Electric Railway (OER) trains begin running from Hillsboro to Portland. Southern Pacific brings a second electric railway to downtown Hillsboro in 1912.

Weil's Department Store opens, replacing the Tualatin Hotel. A grand fashion show complete with live orchestra draws an estimated 900 people in March 1922.

**1918** Minnie Jones Coy opens a hospital at Second and Oak. Seven years later the hospital relocates to Seventh and Baseline. Ms. Coy later builds a new, larger hospital across the street in 1940 at a cost of $23,000. Two years after her death in 1952, the structure becomes the new Tuality Community Hospital.

After moving throughout Washington County for decades, the Washington County Fair finds a new home at Shute Park. (The city purchased Shute Park from John Shute in 1906.) The only permanent structure at the fair is the Shute Park pavilion, built in 1921. The hardwood floor in the pavilion serves as a roller skating rink when the fair is not in season.

**1948** The congregation of Trinity Lutheran lays the foundation for their new church at the corner of Fifth and Main. The church began in 1917. Sunday services were held in German until 1933. Through a generous donation from Glenn and Viola Walters, the city purchased the property from the Lutherans in 2000, renovated it and reopened the facility as an arts center in 2004.

**1956** Orange Phelp's Venetian Theatre, built in 1925, is gutted by fire, collapsing the roof. Phelps rebuilds the theatre but renames it the Town. The original name and the theatre's prominence in downtown is restored in 2008.

**1965** Ownership of the Hillsboro Municipal Airport is transferred to the Port of Portland. The city had purchased the airport in 1938 for $7,500, but costs of operations and maintenance exceeded expectations.

**1966** Construction begins on Scoggins Dam after almost 30 years of local, state and federal efforts. The water in Henry Hagg Lake behind the dam will serve multiple purposes: irrigation; recreation; supplemental municipal water; and improved water quality.

**1979** Intel opens its first Hillsboro campus at Hawthorne Farm. The Hawthorne Farm campus is a research and development facility.

**1998** Former Mayor Shirley Huffman is instrumental in extending light rail to downtown Hillsboro. The Hillsboro Central Station sits on the same site as the station for the old Oregon Electric Railway.

**1997** The first phase of Orenco Station opens. Orenco Station is a new mixed-use neighborhood on the southern portion of the former Ronler Acres subdivision.

**2004** The Streets at Tanasbourne, a 419,194 square foot "lifestyle center" outdoor mall anchored by Macy's and REI, opens in northeast Hillsboro.

*Photographer David Brunn*

The Civic Center is built and becomes the second Leadership in Energy and Environmental Design (LEED) Gold rated municipal building in the U.S. It is designed as a mixed-use project guided by principles from the community through an extensive citizen involvement process.

**2009** As part of the city's commitment to sustainability, the first of many electric vehicle charging stations is installed on Main Street in front of the Tom Hughes Civic Center Plaza.

*Kaiser Permanente Web Gallery*

Opening of the first new hospital in Washington County in more than 40 years. The Kaiser Permanente Westside Medical Center is an outstanding asset to provide excellent health care to our community. It is also a great location to host off-site meetings.

*Photos provided by the Washington County Museum except where indicated*

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# Hillsboro 2020 Vision

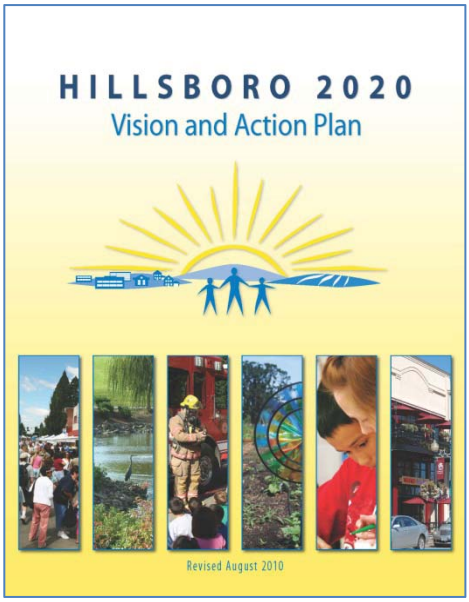
The City of Hillsboro continues to be a proud partner in supporting the *Hillsboro 2020 Vision and Action Plan*, Hillsboro's 20-year community plan for the future. The City is responsible for leading the implementation of numerous items in the plan and well as providing support to the citizen-led Vision Implementation Committee (VIC).

For nearly 15 years, Hillsboro 2020 has been a catalyst for many remarkable projects including the Venetian Theater and Bistro, Hondo Dog Park, the Civic Center and Tom Hughes Plaza, community gardens, enhanced after school programs, the Glenn and Viola Walter's Cultural Arts Center and many more.

Hondo Dog Park

With the 2020 Vision and Action Plan now in its second decade of implementation, and over 90% complete, the VIC and City Council have called for a renewal of the Vision plan to extend beyond the year 2020 to 2035.

Similar to the original visioning effort, renewing the community vision is being conducted over three fiscal years. The first year of the renewal process resulted in a Hillsboro Community Profile designed as a foundation for community outreach. The Imagine Hillsboro 2035! effort is now underway to collect ideas from community members for the new plan. Continuing the Vision renewal is a City Council priority for FY 2015, with completion of the Hillsboro 2035 plan targeted for June, 2015.




Each year during the budgeting process, City departments estimate their forecasted expenditures associated with implementing various Hillsboro 2020-related programs and projects.

The following exhibit provides these estimates, along with an action that highlights the department's support for the community Vision. For any questions about this exhibit, or for more information about the *Hillsboro 2020 Vision and Action Plan* and the renewal process, please contact the City Manager's Office at (503) 681-6219.

**Estimated City Department Expenditures for *Hillsboro 2020 Vision and Action Plan* Implementation**

| Department | Total Vision-Related Expenditures Estimate for FY 2015 | Action Highlight |
|---|---|---|
| City Manager's Office | $550,000 | Community Visioning (2035 plan) |
| Building | 66,375 | Sustainable Construction Incentives |
| Economic Development | 1,950,000 | Economic Development Strategy Implementation |
| Fire | 54,250 | Fire Community Safety Education Outreach |
| Library | 964,400 | Library Services Enhancement |
| Parks | 1,302,380 | *Cultural Arts Center Operations and Programming* |
| Planning | 766,000 | Regional Transportation Planning |
| Police | 994,000 | School Resource Officers at Hillsboro Schools |
| Public Works | 2,637,500 | Bike/Pedestrian Infrastructure |
| Water | 1,290,000 | Regional Water Supply Programming |
| **Total City** | **$10,574,905** | |

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# Hillsboro Strategic Plan

## Strategic Plan

The City of Hillsboro Strategic Plan was adopted by City Council in January 2010. Incorporating input from citizens, employees, stakeholders and elected officials, the five-year plan was created by the hard work and dedication of staff representing each City department. The Strategic Plan focuses on internal City operations and administration.

The Strategic Plan includes the following Mission and Core Values statements for the City of Hillsboro:

**Mission Statement**

*The City of Hillsboro is dedicated to providing visionary leadership, delivering responsive municipal services and fostering collaborative partnerships that enhance Hillsboro's hometown livability.*

**Core Values**

- **Excellence in Public Service:** Striving for excellence in public service is the objective for all of our work.
- **Respect for Diverse Voices and Ideas:** Incorporating the voices, ideas and cultures that reflect Hillsboro's rich personality.
- **Responsiveness in Customer Service:** Offering fast, friendly, flexible and fair service.
- **Tradition of Reliability:** Valuing the stability and successes of our history.
- **Stewardship of the Public Trust:** Sound, reasonable, honest and transparent resource management.
- **Leadership with Ethics and Integrity:** Ethical conduct and integrity as fundamentals of strong leadership.
- **Culture of Teamwork and Communication:** Valuing our colleagues and working in collaboration.
- **Emphasis on Innovation:** Creative and practical solutions.

The Strategic Plan contains eight goals for Hillsboro City Government:

1. Foster an effective workforce that reflects Hillsboro's diverse community.
2. Anticipate and prepare for change, its potential opportunities and challenges.
3. Maximize operational efficiency and effectiveness across all departments.
4. Nurture a culture of trust and engagement with all Hillsboro residents and community partners.
5. Ensure that City services are responsive, equitable and accessible.
6. Sustain the City's financial health and stability.
7. Demonstrate collaborative leadership.
8. Promote environmentally sustainable practices.

Implementation of the Strategic Plan began in July 2010, aligning with the 2011 Fiscal Year. Since adoption, staff has worked to increase awareness of the plan, including the City's Mission and Core Values, which are principles to help guide the work of employees. As of January 2014, the City has initiated a majority of action items within the strategic plan and continues to implement a number of actions started prior. Of the 80 actions in the plan, over 50 are now implemented including the actions designated as priorities for the first several years of implementation. Over 70% of the plan is complete and all but a dozen actions in the plan are initiated.

There have been a number of recent successes and highlights associated with each of the eight goals in the strategic plan:

- ✓ Expanded professional development training called "Hillsboro U" for all employees
- ✓ Completion of the Hillsboro Community Profile – 2013 Snapshot
- ✓ Business Analyst position created to develop business process management program
- ✓ Enhancement of community information tools including Stay Connected and Twitter
- ✓ Website redesign that features easy to access information on City services
- ✓ Distinguished Budget Presentation Award
- ✓ Staff regional leadership
- ✓ Development of the Energy Management Plan

In FY 2015, City departments will continue their ongoing work in implementing the five-year Strategic Plan. As implementation continues, the Strategic Plan will be reviewed and modified as needed to facilitate implementation and to reflect annual priorities.

For questions about the City of Hillsboro Strategic Plan please contact the City Manager's Office at (503) 681-6219.

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# Hillsboro Sustainability

# City of Hillsboro
## Sustainability

The City of Hillsboro is in a unique position to lead sustainability action in the community. City leaders have made sustainability a priority and the City's organization-wide Strategic Plan supports this imperative through Goal 8. Hillsboro 2020 has engaged the broader community for over 10 years to develop and implement projects that strengthen the community, create economic opportunity and preserve the environment.

In 2013 City staff continued to identify ways to improve efficiency, reduce costs, and move the City organization toward established sustainability goals. The goals can be found on the City website at hillsboro-oregon.gov/sustainability.

*The City of Hillsboro envisions a sustainable future, in which the City responsibly satisfies the needs of its citizens, provides a healthy and satisfying work environment for its employees and minimizes its impact on the physical environment of the community.*

In 2013 the City increased sustainability engagement in the broader community, launching the Community Sustainability Task Force (HSTF), an action within Hillsboro 2020. The HSTF met four times in 2013 and finalized energy indicators for the Hillsboro community. Ongoing work will include completion of community resource conservation and resource recovery indicators, as well as implementation of identified projects.

The City was recognized in 2013 for achievements in sustainability. The City received Honorable Mention from the 2013 U.S. Conference of Mayors' Climate Protection Award. Mayor Willey received the award at the 2013 national conference in recognition of the City's energy and greenhouse gas reduction efforts.

Hillsboro was also recognized by both the U.S. Department of Energy and the White House for participation and success in energy and greenhouse gas emissions reduction through the U.S. Department of Energy Better Buildings Challenge. This recognized the City's reduction in energy use across all City facilities of over 9%, equating to over $420,000 in savings over four years. To date the total decrease in energy use exceeds 11% since 2009.

# Budget Message

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Hillsboro
OREGON

## *Budget Message*

May 21, 2014

Hillsboro City Council, citizen members of the Budget Committee and citizens of Hillsboro:

I am pleased to present the FY 2014-15 proposed budget. Staff members are excited to continue to improve the comprehensive budget document each year. Staff across all departments has worked very hard to provide a narrative, graphics and other information to assist the reader in better understanding the City of Hillsboro's budget and operations.

The capital improvement section includes a five-year look at the City's capital improvement needs, maps, and, for certain projects, the operating maintenance costs associated with capital projects. The document includes sections where the budgets are grouped by fund (i.e. General Fund, Transportation Fund), as well as by service area (i.e. Public Safety, Community Development, etc.). Key performance measurements are included for some departments. This is a future goal of all departments.

The City of Hillsboro is a full-service city. We provide all direct municipal and community services to our citizens, including police and fire protection, community development, library, parks and recreation, and utility services. The proposed budget contains detailed revenues and expenditures for all funds operated by the City. The proposed operating and capital budgets have been prepared in accordance with Oregon Local Budget Law, the Hillsboro Municipal Code, and generally accepted accounting principles. The budget includes the following legally separate entities:

- City of Hillsboro
- Hillsboro Economic Development Council (HEDC), a component unit of the City of Hillsboro
- Two joint ventures:
  - Joint Water Commission (JWC) – Hillsboro-Forest Grove-Beaverton -Tualatin Valley Water District
  - Barney Reservoir Joint Ownership Commission (BRJOC), which includes the JWC members, as well as Clean Water Services - a component unit of Washington County
- Jackson Bottom Wetlands Preserve, a non-profit agency

The budget includes 49 distinct funds. Most funds are required to be accounted for separately while others have been separated for management purposes.

## *State of the City*

The City of Hillsboro continues to be in a strong financial position because of a diverse mix of businesses and prudent fiscal management and efforts to retain and attract major employers to the City. With continued good fiscal management, Hillsboro will continue to be in a position to proactively, effectively and responsibly plan and prepare for the future. Part of the City's financial plan has been to maintain adequate reserves in the General Fund and other funds to serve several purposes. The primary purpose of the General Fund reserve is to provide money to cover expenses from July 1 to the end of November when we receive our property tax revenue. Another important reason for reserves in all funds is to offset some of the major swings in revenue sources and economic cycles. City Council and the Budget Committee have historically supported a target reserve in the General Fund of 15% of actual ending working capital to total actual expenditures. This goal was memorialized in FY 2012-13 through a fiscal policy resolution adopted by the City Council.

The great recession is behind us, and today the picture is very positive for Hillsboro. Over the last few years, the City has seen a dramatic increase in construction activity as a result of some large projects - including Intel's D1X, D1X Mod 2, Kaiser Permanente hospital, various mixed use housing developments – such as in downtown Hillsboro on 4th and Main Street and several large projects in the Orenco area. The City is positioned well now and into the future to attract new, major employers with available large industrial lots to the North, and with development in South Hillsboro providing for new, multi-family, single family and executive-type housing.

Historically the City has fared well in the annual growth in AV, which provides the bread and butter for the City's core services - including public safety, parks, libraries and more. However, for FY 2012-13, the AV growth was .3%. The primary cause of the low AV was the result of a large, successful property tax appeal made by Genentech. Genentech's AV decreased by $163 million from FY 2011-12. This value loss equated to approximately $850,000 in tax revenues to the General Fund.

The City maintains adequate reserves in the General Fund for these types of issues. Reserves allow time to plan and be thoughtful about future decisions versus needing to be immediately reactive to a change in forecasted revenue assumptions. With that said, a reduction in the forecast of a primary revenue source to the General Fund, if not made up the following year, has a year-over-year compounding impact. In FY 2012-13, cost reduction strategies were developed, but did not need to be implemented because forecasts showed the General Fund to still come in around the target of 15% at the end of the fiscal year. For 2013-14, certain measures were included in the proposed budget in the event the assumed AV growth of 3% was not met. The actual AV growth was 5.1%, representing approximately $1 million more to the General Fund than what was budgeted. For Fiscal year 2014-15, the proposed budget assumes an AV growth rate of 4%, which is based on historical trends. In the event this assumption is not reached, staff will be looking for measures to align current revenues with expenses.
The General Fund has historically met the ending working capital target of 15% by allocating some reserves as unappropriated, and adding those dollars to unexpended contingency and what departments give back or don't spend of their respective budgets. While this is a common practice among local governments, it is not the most ideal way to ensure that end-of-the-year targets are met, especially as department budgets get tighter and tighter each year. For the 2014-15 proposed budget, we are working toward removing our heavy reliance on individual departments' unexpended appropriations and are budgeting a combined contingency and unappropriated ending fund balance that meets the 15% target. We are able to do this by using a one-time $5 million allocation of Gain Share funds which is allowing the City the flexibility to change long-standing budgeting practices. In addition to being able to budget for an ending fund balance that meets our target, we will be striving to meet a 20% reserve at the end of the fiscal year. To attain this additional reserve, we will be reliant on departments' unexpended appropriations.

As has been the case and will continue to be the case into the future, the ability to maintain adequate reserves will continue to be challenging annually, with continued anticipated increases in employee healthcare costs and PERS costs. These cost increases could outpace increases in assessed values percentages. The total impact of all future cost increases will need to be aligned with available resources. Staff will need to continue to be creative and innovative in order to maintain responsible and necessary reserves, while providing a quality level of service to the Hillsboro community.

Staff is pleased to report the proposed budget preserves and, in some cases, improves our service delivery. We began FY 2013-14 with cautious optimism and we continue that into the FY 2014-15. City staff has a history of being fiscally conservative and cautious, yet optimistic in managing the City's finances. There are a number of positive signals for future financial stability and long-term community growth, including:

- Intel recently completed the construction of the D1X facility on the Ronler Acres Campus and is in the process of construction of the D1X Mod 2, which is basically a copy of the DIX facility. Intel is also finalizing construction on two large parking structures and an office building. This construction continues to have a very positive impact on all building related revenues including system development charges. Additionally, these investments have a positive impact on the Strategic Investment Program (see the Revenue Section for additional information on the City's Strategic Investment Programs). In addition to the financial impact to the City, these projects create significant construction jobs and are also expected to create more than 1,000 permanent jobs. This creates a positive ripple effect to the local economy in the way of materials and other resources needed for the construction, increased hotel stays, needs for additional housing, and growth in retail business.

- Kaiser Permanente's new state-of-the-art hospital facility opened in the Tanasbourne area in August 2013. This has brought new permanent jobs to Hillsboro as well as new residents.

- Holland Development Group has completed the Platform District project called Tessera in the Orenco Station area of Hillsboro, with additional projects on the way. Tessera is partially open for occupancy with a total of 304 units. The next three phases are the Central, East and West podium project, totaling 609 units and approximately 21,000 square feet of retail space. When the entire development is complete, there will be an estimated 20,000 to 25,000 feet of new retail space and an "urban plaza." The Parks and Recreation Department will program the urban plaza with activities like those at the Civic Center. The West podium just began the land use review process. This project will incorporate a structured parking version to accommodate the Tri-Met park and ride. Completion of the West podium will be sometime in the fall of 2015 to the spring of 2016.

- Unemployment rates have declined slightly over the last year. In Washington County, rates have dropped from 6.9% to 6.6% (neither seasonally adjusted) as of March 31 of both years.

- Building-related permits issued remained steady compared to this time last year, which is a good sign of continued recovery.

- The 2005 Intel Strategic Investment Program (SIP) was triggered in the FY 2010-11. Staff saw a significant increase in the SIP due to the completion of D1X and its inclusion in the SIP calculations for 2013-14. Staff expects this amount to climb for FY 2014-15 as investment continues by Intel. These numbers are not available until November of each year. These funds are currently used to pay debt service on various facilities, including the Civic Center, Libraries, fire stations, Hillsboro Ballpark, as well as contributing to the Transportation Pavement Management Program.

- The General Fund's ending working capital for FY 2012-13 was just under 16.6% of expenditures, which is above the goal of 15%. This ratio is forecasted to come in lower at approximately 14.8% by the end of FY 2013-14. However, as stated previously, with the addition of $5 million in one-time Gain Share funds, the FY 2014-15 General Fund budget will have an ending working capital balance hitting the target of 15%.

- Ongoing improvement of the State and local economies is creating a demand in our City for developable retail, housing and commercial/industrial land. The City is witnessing a significantly increased demand for new multi-family housing in the near term based on economic trends, and there is a corresponding improvement in retail and commercial space demand. Single-family home demand is strengthened, but increasing demand is largely unmet due to a lack of developable land.

- City staff are performing comprehensive planning for the land that has been brought into the City from the 2011 Urban Grown Boundary (UGB) expansion, which was enacted by the 2014 Oregon Legislative Session. Approximately 1,000 acres of land were brought into the City for South Hillsboro. Additionally, approximately 340 acres of industrial land was brought into North Hillsboro improving the City and the regions ability to provide the land necessary to grow and diversify traded-sector industries. Although critical decisions to add land to the UGB have been made, there is much remaining work to ensure that cost-efficient services are available to allow development. To support those efforts, the Planning Department have begun a multi-year update to the Transportation System Plan to ensure that the mobility infrastructure will be in place for both existing and new areas of the City. Economic Development, Planning, and Public Works Departments are working jointly to ensure the efficient delivery of infrastructure to both North and South Hillsboro.

- The City Council formed the Downtown Urban Renewal Area in June 2010. Urban Renewal is intended to provide funding for a variety of public investments to spur new private development in our historic Downtown and nearby neighborhoods. Working in consultation with a broad-based Urban Renewal Advisory Committee, the City focused its early-stage urban renewal efforts on several key projects, including the 4 th & Main project which had its Grand Opening in May 2014. Downtown was designated as a Council priority for FY 2014-15. The budget includes money for storefront improvements, as well continued work on beautification and the design work related to the conversion of the Downtown core from one-way to two-way streets.

- The City plans on making capital investments next year of approximately $63.5 million. Some of the larger projects include the start of construction of the Public Works facility, Orenco Station Plaza development, 253rd Avenue and Huffman Road extension, various park land acquisitions, and more. The budget also includes some large sewer and water replacement projects. These projects will continue the investment of public funds to maintain and improve the City's infrastructure, in addition to creating construction-related jobs for the community.

- The City goes into FY 2014-15 knowing the Washington County Cooperative Library Services (WCCLS) levy is secured to help provide for library services for another two years, and the Local Option Tax for police, fire and parks maintenance for another four years.

- The proposed budget includes a projected 2.5% increase in healthcare benefit costs for increases effective in January 2015. City employees are contributing between $900 to $1,200 annually towards their healthcare coverage. This will continue to be an area where we look to employees to be a part of the solution to manage future increases through cost sharing, plan changes and the use of wellness programs provided to employees.

- We expect franchise fees from PGE to remain steady for FY 2014-15. The City has a mechanism in place to capture a public utility tax on wholesale providers of electricity as a result of the Council's action in 2011.

- The City received its second Gain Share payment from the State totaling $6.9 million in FY 2013-14. A new fund has been created for 2014-15 to account for these funds. Gain Share is a program that complements the SIP. Agencies providing tax incentives through an SIP can recapture some of those abated tax dollars in the shared distribution of income taxes from the State on retained and new employees resulting from the SIP investment. The proposed FY 2014-15 budget includes $9.5 million in Gain Share revenues, which are budgeted in the Gain Share Capital Projects Fund. The City Council has agreed in broad categories for the use of Gain Share. Gain Share was a topic of discussion in the current legislative session, however no changes were made to the program during the short session. Washington County and the City will continue to advocate for the program. Items funded through Gain Share in the FY 2014-15 budget include a $1.9 million payment to Washington County K-12 schools, a one-time transfer to the General Fund to increase needed reserves, various bike/pedestrian safety projects, funding for the North Industrial development plan, as well as funding for the Downtown core conversion (for additional information on Gain Share refer to the Revenue Section)

- The City has been very active helping businesses qualify for and utilize the Enterprise Zone (E-Zone). The E-Zone is a tax abatement program established in 2006 that allows companies a 3 to 5 year exemption on 100% of new investment in improvements, excluding land. To qualify for the program, certain levels of investment are required, as well job creation and retention requirements. There are now 21 active companies under this program, with varying levels of estimated investment totaling $1.25 billion. The program brings jobs to the City, as well as assessed value growth after the abatement period sunsets.

## ***Council Priorities***

The City Council adopted a Strategic Plan in January 2010. The goal of the effort was to establtish a clear mission for the City, articulate core values and goals, and provide a five-year plan that includes specific strategies and actions for implementation. The City continues to implement the Strategic Plan, bringing to life the Mission, Core Values and Goals of the organization. (See additional information in the Introduction Section)

The Council also has given strong support to the efforts the City has taken to support the Hillsboro 2020 Vision& Action Plan. The City serves as the lead partner on numerous vision projects. A multi-year effort was initiated in FY 2012-13 to update the City's Comprehensive Plan, which will be coordinated with the Hillsboro 2020 Vision and City Strategic Plan. This effort should ensure linkage between all three of these guidance documents in helping prioritize future decisions.

In addition to the Strategic Plan, the last three years the City Council has held a retreat where part of the focus has been to set City Council/City Manager priorities for the next year. Some of the priorities have directly related appropriations included in the proposed FY 2014-15 budget, while others are more in the concept phase as follows:

| Priority Description | Proposed Budget and Other Priority Status |
|---|---|
| 2014 Legislative Session – SIP/ Gain Share/Other | Pursue legislation: Put in place technical fixes to program; Negotiate to maintain current formula; Lobby to retain rural SIP definition. |
| Washington County Transportation Study | The budget includes $15,000 in new funding which will be combined with the 2013-14 allocation of $35,000. This funding will be used to support Washington County's transportation study efforts as it relates to Hillsboro specifically. It will allow funding to generate technical validation of the study findings as it pertains to Hillsboro as well as refine the analysis to meet Hillsboro needs. |
| Develop New Community Center | Pre-design phase is complete. Funding has not been solidified. No funding is included in the 2014-15. |
| North Industrial Development Strategy | $100,000 in Economic Development for a large lot recruitment strategy $500,000 for North Industrial Development Plan |
| 50 Year Water Supply Source | $2.8 million for planning, design and construction of Willamette Water Supply System improvements |
| Support the 2035 Vision | $125,500 for consultant, public engagement, town hall events downtown and in Tanasbourne, and materials and services |
| Identify and Implement Specific Actions to Support the Hillsboro School District and Higher Education | Continued support for School Resource Officers, school grounds and field maintenance, after school programs, PCC Future Connect Funding, YAC internships and program. |
| Transportation Funding Focusing on Bicycle/Pedestrian Safety and Improvements | $60,000 NE 37th Ave bicycle pedestrian improvements,<br>$50,000 ADA ramp upgrades,<br>$4,000 Glencoe Rd mid block crossing ,<br>$4,500 Minter Bridge Crosswalk/School Zone,<br>$50,000 sidewalk minor betterment program,<br>$660,000 11th & Alder CDBG sidewalk improvements,<br>$325,000 24th/Alder sidewalk infill project (WL Henry),<br>$452,560 Grant St pedestrian improvements,<br>$20,000 pedestrian activated beacon crosswalk |
| Downtown Enhancements | $1 million for design and permitting for the Downtown Core Conversion Project; 60,000 for three storefront improvements; Finish replacing trees and making sidewalk repairs where needed; Install wayfinding system in conjunction with the completion of the 4th Main project. Continue to beautify Downtown with flower baskets in the summer and snowflake lights in the winter months, plus pressure-wash sidewalks and maintain the landscape strips throughout the Downtown area. |
| Park Land Acquisition, Including Secure Long Term Agreement with Washington County for Fairgrounds Sports Complex | Discussions continue with Washington County regarding the Fairgrounds property, nothing is included in the 2014-15 budget. Investigation of Community park sites in South Hillsboro, $1 million included in the 2014-15 budget. |

## *The 2014-15 Budget*

The Budget Committee met in February 2014 to begin the process of looking forward to FY 2014-15. The Budget Committee directed staff to prepare a budget for FY 2014-15 based on fiscal plan assumptions presented and discussed. The department budgets, included in this proposed document, were prepared in accordance with the direction given to staff by the Budget Committee and City Council in February 2014. Staff makes certain broad/global revenue and expenditure assumptions as part of the budget development process. These assumptions are included as an attachment to this Budget Message.

Departments continue to work hard to maintain lean budgets while continuing to provide the highest quality of service. The budget presented to you this evening is, for the most part, status quo. This means no significant increase in operating costs (personnel services and materials and services), except in certain cases where adjustments were needed to maintain service levels and meet certain City Council priorities. Working within available resources, the budgets for some programs and services increased and others decreased, but in all cases, the priority was to maintain and to continue to meet service level objectives and/or key initiatives.

The total proposed budget presented is $444,984,456 compared to last year's adopted budget of $381,496,908. This is an increase of $63,487,548 or 16.6%. While this appears to be a large increase, the City created some additional funds this year resulting in large transfers from other funds to establish the new funds. This will be addressed in more detail further in the Budget Message. The total budget includes operating expenditures, capital investments, reserves, contingency, and unappropriated ending working capital balances.

Total Personnel Services increased across all funds by $2,861,585, or 3%, from the FY 2013-14 adopted budget. The proposed budget for personnel services is $88,885,044 and represents 20% of the total city-wide budget. This compares to 23% last year. Looking at the budget's operating costs only, which includes personnel services and materials and services, personnel services represents 71%.

The increase in personnel services is due to the addition of 4.8 full-time equivalent (FTE) positions; 2 of these positions were added by Council during the FY 2013-14. The General Fund's total FTE count decreased by 1.2 FTE. New positions include 3 in Public Works, and 3 in Water (see the individual fund information further in the Budget Message for more specific information on the positions added to the FY 2014-15 Budget). The proposed budget includes cost of living adjustments of 2.5% for Police and Fire, and 1.6% for non-represented staff; increases in healthcare benefits of 2.5%, effective January 1, 2015; as well as step increases where applicable.

FY 2014-15 is the second year of the PERS biennium. PERS rates are adjusted every 2 years. Prior to the start of the new biennium, the City received rates representing a 25% increase on average across all employees. As a result of large PERS increases across the State of Oregon, the House and Senate passed Senate Bill 822, which was signed into law by the Governor. The bill provided some immediate rate relief across the State as a result of reducing cost-of-living adjustments on current and future retirees, as well as abolishing additional payments made to out-of-state retirees to offset Oregon state income taxes. The City elected for FY 2013-14 and plans to continue the practice for FY 2014-15 of budgeting the higher rates in order to build up reserves for any potential litigation and anticipated future rate increases. The difference between the higher rates and the actual rates are being placed in a PERS Stabilization fund. To date, the fund has approximately $1.6 million and should get close to $3.5 million by the end of FY 2014-15.

In FY 2012-13, the City kicked off a class and compensation study to review non-represented, full-time regular employee's classifications and salaries. The FY 2014-15 budget does not include the impacts of the study as the study's findings and implementation plan were not far enough along to include in the proposed budget. Information from the study and the implementation are in the process of being completed. The plan for next fiscal year is to adjust budgets as needed related to any changes resulting from the study. For FY 2014-15, all budgets will be reflective of the changes.

Materials and services overall decreased by 1% compared to the FY 2013-14 adopted budget. The budgets were based on established need across departments and funds.

The total budget for capital outlay decreased by less that 1% compared to the FY 2013-14 adopted budget. Additional information on the City's capital outlay is included under the Exhibit and the Capital Improvement Program sections of the proposed budget.

Special payments increase by approximately 5%. This includes all facilities, fleet and support services related charges. The increase is due to changes in personnel services noted above, as well as increases in costs associated with operations of fleet and facilities.

Transfers increased by $27.7 million between funds. The reason for the significant increase is primarily due to the creation of the Gain Share Fund and the Strategic Investment Program FFC Fund, transfers necessary from the various Public Works Funds to the Facilities Management Fund for the construction of the Public Works facility, as well as the one time transfer to the General Fund from Gain Share to stabilize the reserves.

**General Fund Overview**

The General Fund budget increased from $87,831,321 in 2013-14 to $95,089,110 in FY 2014-15, an increase of $7.3 million or 8%. The primary reason for the large increase is due to a one-time $5 million transfer of Gain Share to the General Fund to stabilize the working capital reserve. Personnel Services increased by $1,311,053, or 2.4%, compared to the FY 2013-14 adopted budget. Personnel Services is $56.2 million or 59% of the total General Fund budget in FY 2014-15. This amount includes a net staffing decrease of 1.2 FTE in Parks and Recreation due to a restructuring of functions. The increase is also due to cost-of-living adjustments of 1.6 % for non-union and 2.5% for both the Police and Fire union, and other annual wage and healthcare cost increases. (See the attachment to the Budget Message for more details)

Materials and Services decreased by 3.2% overall, primarily due to decreases in contractual services related to one-time projects in the Planning Department.

As a result of creating centralizing fleet purchases in the Fleet Management Fund in FY 2011-12, new and replacement vehicles are no longer budgeted in individual General Fund departments. Instead, funding is transferred annually to the Fleet Fund for purposes of purchasing and central fleet management. The total transfer to the fund for FY 2014-15 is $731,600, as compared to $41,500 in the current year. This increase is a result of cost cutting measures imposed for FY 2013-14. Special Payments increased by $588,417, or 3.7%, due to higher costs in the Support Services primarily in personnel services, Facilities Management, and Fleet Funds. Transfers increased by $202,465 due to additional transfers made to the Fleet Fund for replacement purposes. Transfers to the Transportation Pavement Management Fund were reduced to $0 from $250,000, with this transfer being shifted from the General Fund to the SIP Fund.

**Internal Services Funds**

The City has a full Cost Allocation Plan to identify and charge the indirect costs associated with providing municipal services. Examples of functions considered support services, and included in the Plan, are Facilities and Fleet Management, City Manager's Office, Human Resources, Information Services and Finance. The cost allocation is revised and updated annually by Finance staff in preparation for development of the annual budget.

The Support Services departments all provide necessary services to other City departments, which in turn provide direct municipal and community services. The Facilities Management Fund accounts for buildings owned or leased by the City, such as the Main Fire Station and sub-stations, the Civic Center Complex, Tanasbourne Police Precinct, etc. The plan identifies workloads and charges, and allocates costs to each direct service accordingly. This allocation is comparable to a private-sector pricing model, which allows for more accurate service comparisons and information necessary for setting fee levels and identifying the "true" cost of service. The inclusion of the Plan does not result in an increase in spending authority, but does result in overhead costs being budgeted twice, once in the Support Services and Facilities Management Funds and again in the department being allocated the support service and facilities charges.

**Department Highlights**

The Service Area section of the budget includes detailed narratives for each department, including a department description, division descriptions where applicable, recent accomplishments and FY 2014-15 budget highlights and, in some cases, key performance measures and/or workload indicators. We have included some brief budget highlights below. For additional information on each department in more detail, please see the Service Area sections of the budget document.

**General Fund Departments:**

- ***Police*** remains FTE neutral, however, some staffing and materials reallocations amongst the many programs were made and included in the budget. The budget includes seven grant-funded programs, including Youth Peer Court, Mediation, and In-car Technology. The budget also includes an increase in WCCCA 911 call center fees. Materials and services include the increase in WCCCA 911 call center fees and other REGIN project and licensing costs.

- **Fire** remains FTE neutral, however some staffing and materials reallocations amongst the many programs were made and included in the budget. The majority of the reductions have been carried forward in the FY 2014-15 proposed budget. Materials and services includes the increase in WCCCA 911 call center fees.

- **Parks and Recreation** reflects decrease of 1.2 FTE from FY 2013-14 related to a realignment of shared functions between Parks and Recreation and Human Resources. The budget continues to provide for an array of programs available to individuals ranging in age from toddler to adult. Some examples include: Outdoors-In (at the Civic Center in Downtown Hillsboro) providing indoor playground opportunities; BLAST (Bringing Leadership, Arts and Sports Together) and Kidz Blitz sports elementary after-school programs; Zone middle-school programs; youth and adult sports leagues; Arts and Culture opportunities; nature and wetlands education programs; aquatic and fitness opportunities, and much more. The Department assumed operations of the Hillsboro Community Senior Center in FY 2011-12, where it has been working hard to ensure quality programs for Hillsboro's older-adult community. Parks has been working to program the two stadiums for the greatest community advantage. The budget includes $100,000 in funding for the

Public Art program. The department will be looking forward to acquiring land for parks in South Hillsboro and Amberglen, while also planning for development of the Orenco Woods property and other trail planning.

- ***Library*** remains FTE neutral. It is an exciting year for the Library with the completion of the renovation of the Shute Park Library and the addition of the second floor to the Main Library. Additionally, the budget includes an increase in Page part-time hours, and replacement of computing servers and updated projector and screen equipment for the community. Investment in automated-materials-handling (Radio Frequency Identification project supported through Washington County Cooperative Library Services (WCCLS)) in 2013 has allowed the Library to reallocate existing staff to supervise the second floor of the Main Library. Due to the advancements made in technology, staff time has been freed to allow the Main Library to extend its hours to the public, staying open until 9 pm Monday through Friday.

- ***Planning*** is FTE neutral for FY 2014-15, however the Assistant Planning Director position was converted to a Transportation Supervisor position due to the increasing demands on Planning for the City's transportation needs in the future. FY 2014-15 will be very busy for Planning as a result of the Grand Bargain creating the pathway for South Hillsboro to move forward toward annexation and development. In addition to South Hillsboro, Planning continues to be involved in many projects, including Amberglen plan implementation and financial tools study, Tanasbourne Town Center Plan update, Transportation system plan, community development code and comprehensive plan updates.

**The Support Services and Facilities and Fleet Departments:**

- ***City Manager's Office*** will address Council priorities, including updating Hillsboro 2020 Vision Action Plan to 2035 and beyond. The department is actively working on the community visioning process taking the City beyond 2020. This includes extensive community involvement via events, surveys and focus groups, and more. The department will continue to support the City's Strategic Plan, sustainability planning, internal and external communication outreach and legislative issues.

- ***Human Resources*** will be working to implement the results of the classification and compensation study, continue to formalize and improve the City's internship opportunities, and focus on new employee development programs to provide additional training opportunities for City staff. Human Resources added a Management Analyst position mid-year to take on the organization-wide internship initiatives and to help with other employee related efforts. The department will continue its lead role in the organization-wide diversity program with a continued emphasis on education and outreach. Risk Management (a division of Human Resources) continues to promote a safe work environment for employees through continued education and training programs. Risk will continue as the lead in coordinating the City's Americans with Disabilities Act (ADA) program.

- ***Information Services*** will continue its support to all departments and employees related to electronic devices including computers, cell phones, printers and more. The department will also continue work on various IT projects including asset management, permitting software, and more. The department will be working on a fiber project to bring fiber at a lower cost to other city run facilities. The auditorium and first floor conference room will be updated with new digital technology. The department has taken on a new initiative called Eureka, which allows employees flexibility and provides a process of thinking that creates more innovation. Eureka will pay dividends with more efficient effective systems within the City, as employees become more engaged in improving their job functions.

- ***Finance*** will work closely with Human Resources to implement the Classification and Compensation Study. Staff will work to continue to improve the City's Capital Improvement Plan, including a review of the funding for all replacement needs across the City. The department will also work to continue implementing its strategic plan, which includes surveying finance staff and other departments. The department will be working on evaluating the purchasing division to provide direction on the best model for a city of our size. The Finance department will also be working closely with Information Services on Eureka initiatives to help the City find increased efficiencies and improved service delivery.

- ***Facilities and Fleet*** remains a support service, but was combined and is now a division of Public Works. The division is adding an Electrician, and Facilities & Fleet Technician, due to the expanding number of facilities requiring electrical and other maintenance. The department is also reclassing one of its positions to a Project Specialist to help with the growing administrative needs of the division. The department will be busy working on the design and construction of the new Public Works facility, renovations to the 4th floor permit center, HVAC replacement at the Parks Administration Building, removal and replacement of siding at the Ronler Fire Station, as well as other smaller projects. Fleet will continue the move toward the best use of in-house fleet staff and external contracts to meet the needs of the City's growing fleet.

Besides the General Fund and Support Services Funds, a significant portion of the City's operations are managed through dedicated funding sources, which have their own funds. These funds include operations for streets, water, sewer, building, as well as other miscellaneous funds.

- ***Building*** activity, primarily as a result of the Intel expansion projects, required the department staff to a larger workforce than pre-recession levels. Between 2011-12 and 2012-13, the department added 17 positions primarily associated with the Intel expansions. The FY 2014-15 budget focuses on the departments goal to improve productivity through the strategic use of technology, personnel, and facilities to enhance customer service. The department just completed the implementation of a new permitting system that was several years in the planning. The budget includes funding for significant improvement to the Civic Center's permitting center to capitalize on the investments in technology.

- ***Public Works*** continues to operate very lean with fund balances in the Transportation, Sewer and Surface Water Management operating funds struggling to keep pace with ongoing demands for services. Revenue generated from the Transportation Utility Fee is helping to balance the needs in transportation. However, these revenues are unable to fill the entire gap needed in order to decrease the level of deferred maintenance. The FY 2014-15 budget included a $1,000,000 allocation for the pavement management program from Strategic Investment Program revenues. Budgets in these funds include several projects that are detailed under the Exhibits and Capital Improvement Sections of the budget. The budget includes a 3% increase in sewer rates and a 50 cent increase in Surface Water Management Fees. These rates are established by Clean Water Services. The department has completed a service delivery study and worked with an advisory committee to establish a recommendation to City Council for a local service fee for both Sewer and Surface Water Management. Public outreach is in process with a public hearing set for early summer. If the fees are approved, they would take effect January 2015. The department is actively working on refining the needs for the Public Works facility that is in the preliminary design phase. Construction on the facility will begin sometime in FY 2014-15.

- ***Economic Development*** has been very active in the implementation of the Downtown Urban Renewal Plan, which was approved by the Council in May 2010. The City hopes that the large investment being made at 4th and Main will lead to other projects continuing the goal to revitalize the Downtown core. Additionally, staff is helping property owners to coordinate and establish an Economic Improvement District. The budget includes $1 million, pending approval of the City Council, toward the conversion of the Downtown core to a two way traffic grid. The whole project is estimated at $2.5 million over two years. The budget for FY 2014-15 includes several initiatives to continue focusing on economic development, specifically the department's continued work with new and expanding companies to provide Enterprise Zone assistance. The Department is also actively involved in the workforce development strategy, with hopes of finalizing the plan in the coming year. The department is also very involved in working to get the North Industrial area shovel-ready for future development. The goal of these initiatives is to keep Hillsboro's position as a leader in attracting and retaining business in the region, State and beyond.

- ***Water*** includes an assumed retail rate increase of 6.75%, with an effective date of October 1, 2014. The budget includes $2.6 million in planning, design and right of way acquisition for the Willamette water supply system. The budget also includes investment in resilience improvements in a standby power generation facility and an updated seismic assessments study. For additional information on capital projects, see the exhibit, as well as the Capital Improvement Plan sections of the proposed budget.

## ***Next Year and Beyond***

The City's Local Option Tax (LOT) levy of $1.72 was renewed in May 2012 and expires at the end of FY 2018-19. The levy represents approximately 21% of the City's General Fund resources and goes toward funding 119 budgeted positions across three departments: Police, Fire, Parks and Recreation. Its continued community support is critical to maintain existing service levels.

Like most cities in Oregon, the General Fund is very reliant on annual growth in assessed values (AV). Because of Hillsboro's large industrial base, the reliance on AV can be more at risk during turbulent economic times when large reinvestment in equipment may slow down. The reverse is true during better economic times where the City can, and has, benefited from higher AV as a result of significant growth in the industrial sector. The control the City has in this area is limited. Keeping prudent spending practices and continuing to invest in economic development efforts within the City helps to keep these risks lower.

Through strong, fiscally conservative management, the City has been able to adapt to changing economics reality dramatic effects on services or programs. The continued economic recovery continues to allow for cautious optimism going into FY 2014-15. However, that optimism is always humbled by some unknowns, including the ever-changing State and Federal legislative environment, the continued community support of the Local Option Tax levy, the prospect of rising PERSw and healthcare costs, and the ever-changing economic climate. Maintaining adequate reserves in the General Fund and other funds is critical to ensure the City is well-positioned for future economic changes.

## ***Acknowledgements and Closing***

Thanks to all City departments that helped to provide a more coordinated budget by continuing to align the City's strategic planning efforts with the budget. The proposed budget for FY 2014-15 was prepared, as directed, by the Budget Committee and City Council. The level of service provided for in the proposed budget continues to be high. The department budgets all reflect a strong effort to minimize costs, while maximizing efficiencies and maintaining service levels at high standards.

City staff wishes to thank the City Council and citizen members of the Budget Committee for their continued support during the budget process and throughout the entire year.

A special thanks goes to the Finance Department staff who continue to do a great job in managing the City's finances and coordinating the development of the City's annual budget process. Of particular note, the City received the Distinguished Budget Award for the FY 2013-14 Adopted Budget, the third year in a row that we received this award from the Government Finance Officers Association (GFOA). The award has significant requirements as to content. Finance continues to refine and improve the document in order to provide readers with more relevant and easily understood information.

Respectfully submitted,

Michael Brown
City Manager

## 2014-15 General Budget Assumptions

The FY 2014-15 proposed budget incorporates the following assumptions:

### Revenue Assumptions (General Fund only)

- 4% increase in assessed value
- Continue receiving full franchise fee payments from utilities
- 2% increase in Washington County Cooperative Library Services (WCCLS) revenues
- Approximately 3 to 5% increase in other revenues

### Expenditure Assumptions (All Funds)w

- **Cost of Living**
  - 2.5% cost of living (COLA) adjustment for Police and Fire represented employees per contract
  - 1.6% COLA for non represented employees (subject to City Council approval)

- **Medical and Dental Costs**

  *Non-represented, Police and Fire*
  - Blue Cross rate increases 5% for the co-pay plan (budget includes 2.5% increase due to change to calendar year)
  - Kaiser rate increase of 5% (budget includes 2.5% increase due to change to calendar year) (Final rates not known at this time)
  - Monthly employee participation of $100 for non-represented, Fire currently at $100, and Police will remain at $75 through the end of their contract for the Kaiser/Blue Cross co-pay plans (consistent with Fire and Police labor contracts)
  - VEBA continues at 2%

- **Public Employee Retirement System (PERS) Rates for FY 2014-15 are as follows:**
  - Tier I/II employees 15.61%
  - OPSRP General employees 10.82%
  - OPSRP Police/Fire employees 13.55%

Management has elected to not adjust the PERS rates for 2014-15 for SB 822 or other legislation related to PERS reform, electing to continue to charge funds in an attempt to build a reserve for possible litigation and future PERS rate increases.

- All Step increases applied where earned
- Materials and Services increase based on established need
- Capital Outlay limited based on established need

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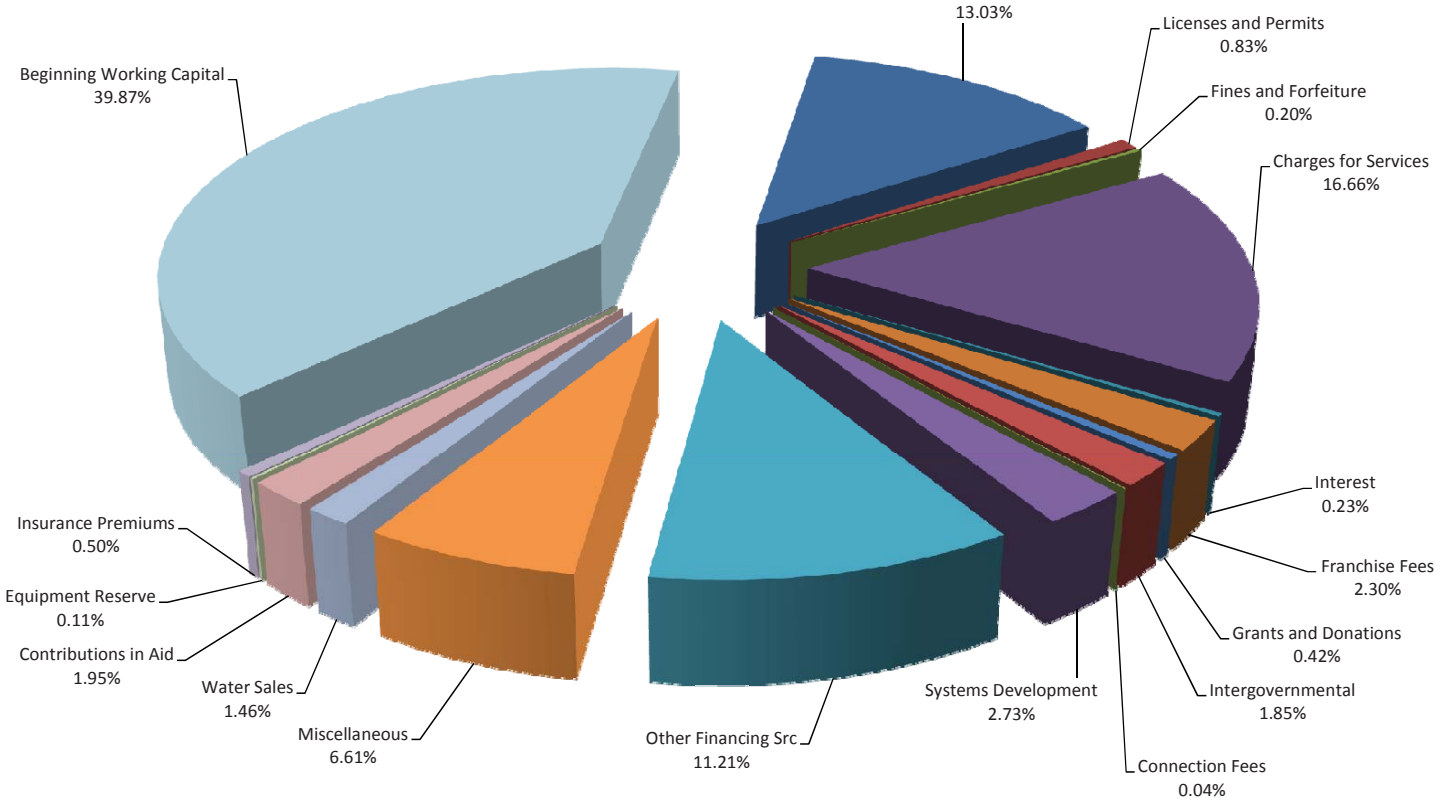
# Budget Summary

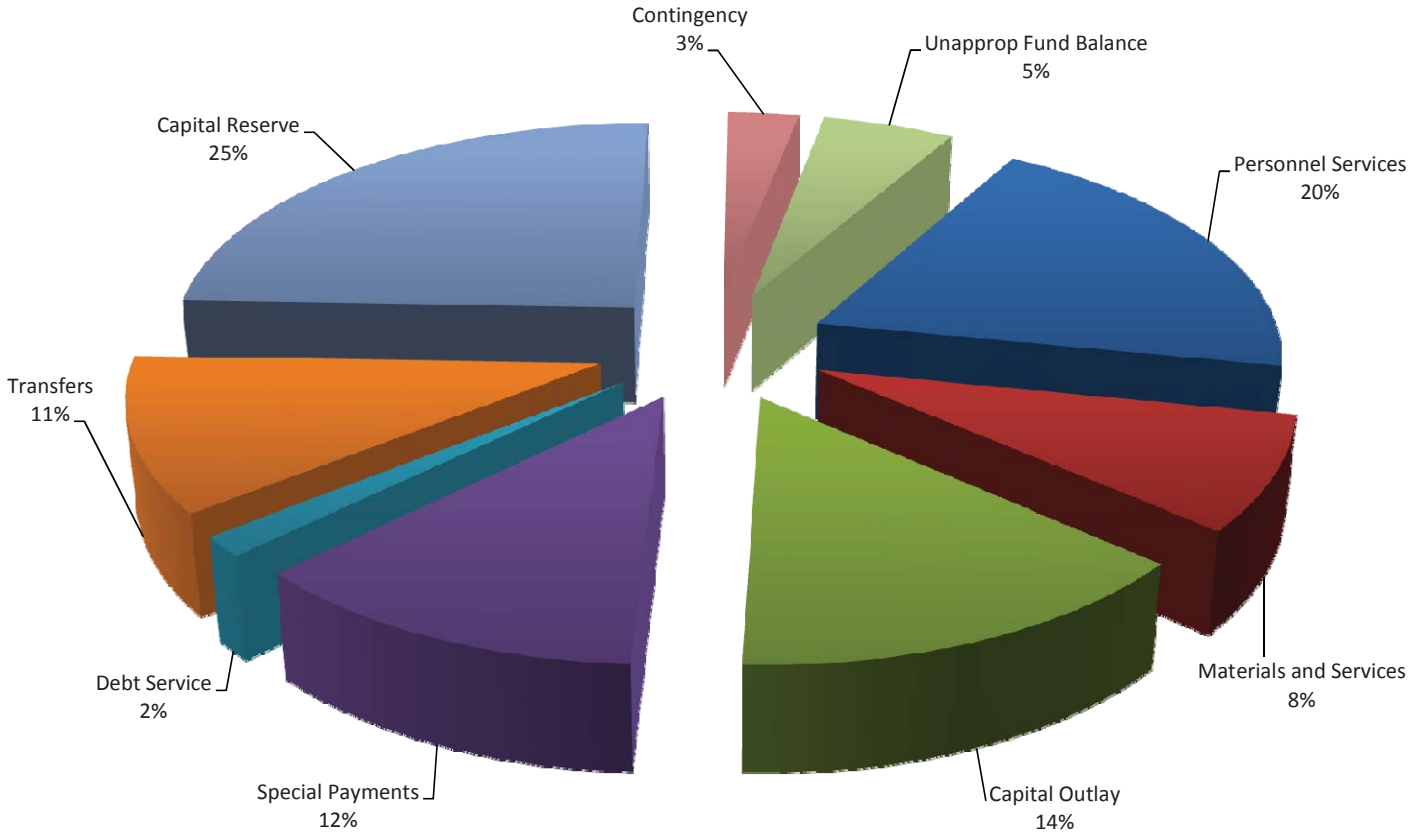
## Total City Budget Resources by Category




**Total City Budget Resources by Category**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Taxes | 53,385,642 | 52,831,321 | 54,414,806 | 58,517,851 | 4,103,045 | 8% | 13% |
| Licenses and Permits | 7,219,503 | 17,895,996 | 4,909,800 | 3,719,237 | (1,190,563) | -24% | 1% |
| Fines and Forfeiture | 940,020 | 755,003 | 891,000 | 895,000 | 4,000 | 0% | 0% |
| Charges for Services | 62,154,247 | 66,561,682 | 70,785,050 | 74,848,292 | 4,063,242 | 6% | 17% |
| Interest | 1,262,276 | 853,119 | 999,722 | 1,018,956 | 19,234 | 2% | 0% |
| Franchise Fees | 9,120,161 | 9,549,020 | 9,975,000 | 10,325,000 | 350,000 | 4% | 2% |
| Grants and Donations | 2,052,898 | 1,476,307 | 1,501,308 | 1,880,526 | 379,218 | 25% | 0% |
| Intergovernmental | 7,513,340 | 7,708,102 | 8,242,277 | 8,324,160 | 81,883 | 1% | 2% |
| Connection Fees | 179,255 | 283,488 | 173,500 | 173,500 | - | 0% | 0% |
| Systems Development | 17,666,747 | 29,530,793 | 9,663,500 | 12,283,000 | 2,619,500 | 27% | 3% |
| Other Financing Src | 13,377,604 | 15,338,499 | 19,187,329 | 50,353,031 | 31,165,702 | 162% | 11% |
| Miscellaneous | 7,755,174 | 75,983,744 | 27,103,444 | 29,688,259 | 2,584,815 | 10% | 7% |
| Water Sales | 5,142,555 | 5,108,283 | 6,277,387 | 6,552,053 | 274,666 | 4% | 1% |
| Contributions in Aid | 1,414,840 | 1,491,831 | 8,127,700 | 8,740,000 | 612,300 | 8% | 2% |
| Equipment Reserve | - | - | 500,000 | 500,000 | - | 0% | 0% |
| Insurance Premiums | 1,545,024 | 1,648,838 | 2,119,500 | 2,256,700 | 137,200 | 6% | 1% |
| Beginning Working Capital | 143,418,039 | 148,711,509 | 158,870,585 | 179,092,721 | 20,222,136 | 13% | 40% |
| **Total Resources** | **$ 334,147,325** | **$ 435,727,535** | **$ 383,741,908** | **$ 449,168,286** | **$ 65,426,378** | **17%** | **100%** |

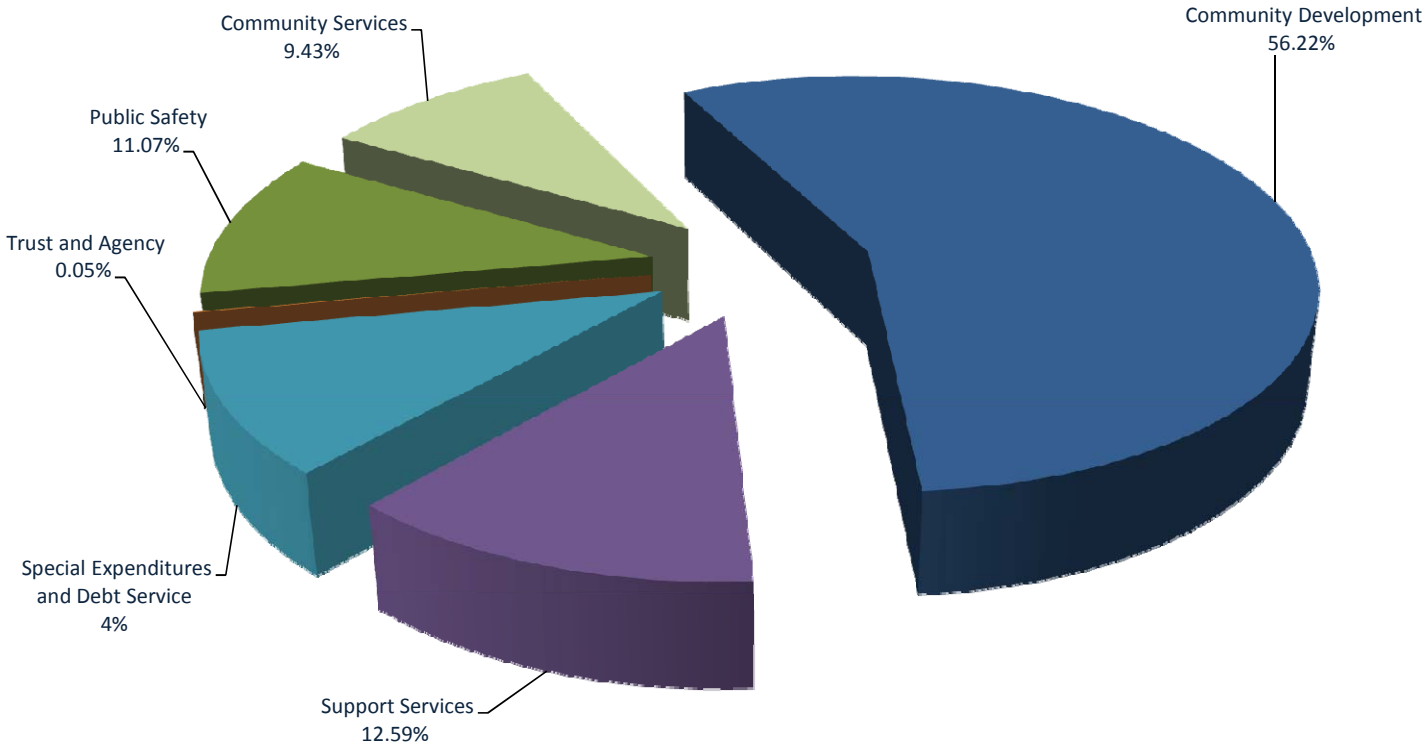
## Total City Budget Requirements by Category




**Total City Budget Requirements by Category**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Personnel Services | 72,535,512 | 76,120,686 | 86,348,159 | 88,833,404 | 2,485,245 | 3% | 20% |
| Materials and Services | 26,769,450 | 30,131,806 | 37,191,676 | 37,208,036 | 16,360 | 0% | 8% |
| Capital Outlay | 23,511,353 | 53,428,276 | 61,028,630 | 64,323,435 | 3,294,805 | 5% | 14% |
| Special Payments | 45,369,226 | 84,798,633 | 54,009,164 | 54,433,052 | 423,888 | 1% | 12% |
| Debt Service | 5,392,983 | 6,645,996 | 6,732,777 | 6,592,177 | (140,600) | -2% | 1% |
| Transfers | 11,857,292 | 15,338,499 | 19,187,329 | 50,353,031 | 31,165,702 | 162% | 11% |
| Contingency | - | - | 12,434,326 | 12,848,559 | 414,233 | 3% | 3% |
| Capital Reserve | - | - | 98,187,905 | 110,863,289 | 12,675,384 | 13% | 25% |
| Unappropriated Fund Balance | 148,711,509 | 169,263,639 | 8,621,942 | 23,713,303 | 15,091,361 | 175% | 5% |
| **Total Requirements** | **$ 334,147,325** | **$ 435,727,535** | **$ 383,741,908** | **$ 449,168,286** | **$ 65,426,378** | **17%** | **100%** |

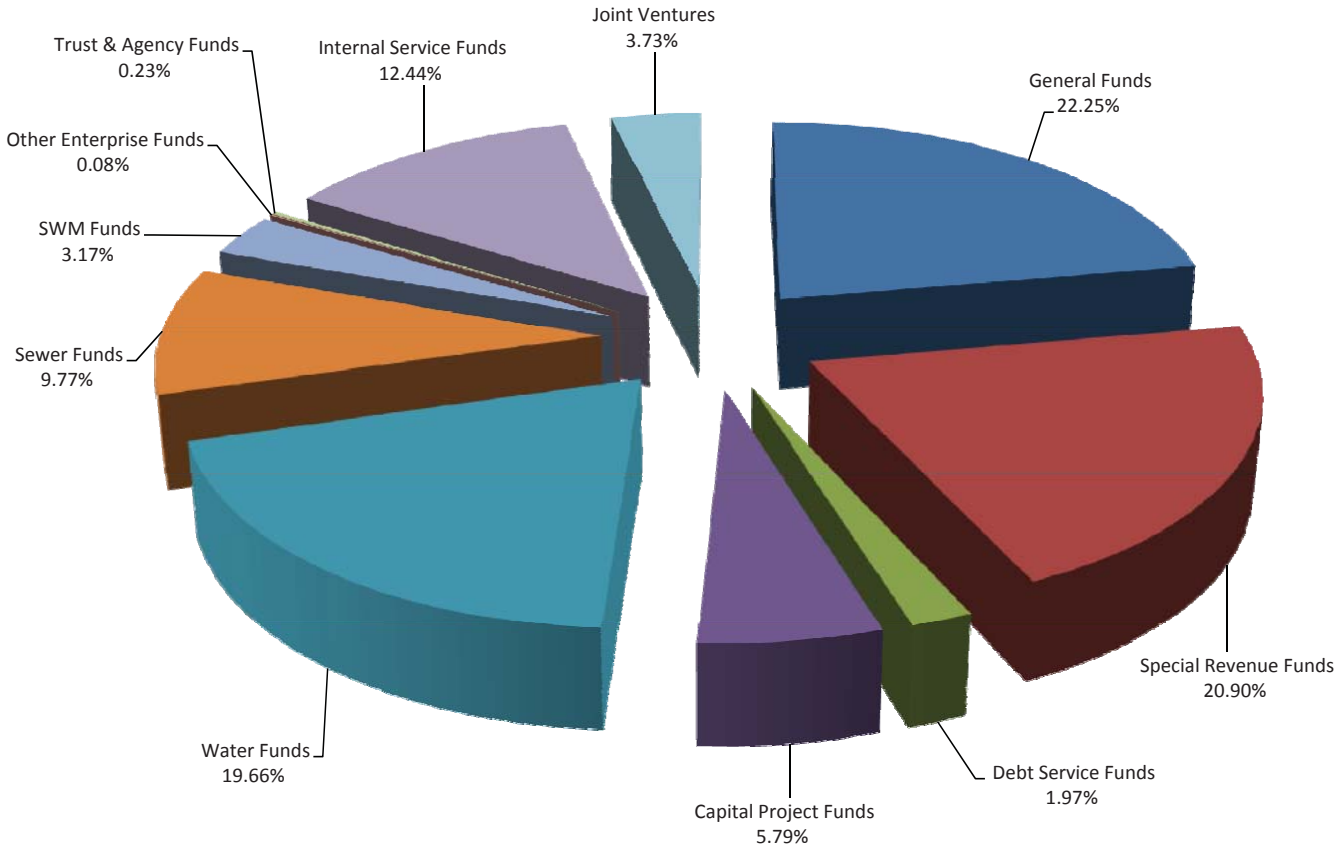
## Total City Budget Requirements by Service Area




**Total City Budget Requirements by Service Area**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Charge | Percent of Total |
|---|---|---|---|---|---|---|---|
| Public Safety | 43,713,888 | 44,394,864 | 48,748,202 | 49,728,514 | 980,312 | 2% | 11% |
| Community Services | 30,785,211 | 36,796,769 | 37,732,211 | 42,371,127 | 4,638,916 | 12% | 9% |
| Community Development | 205,083,140 | 253,783,424 | 228,522,994 | 252,530,378 | 24,007,384 | 11% | 56% |
| Support Services | 38,880,434 | 85,605,545 | 59,410,067 | 56,545,558 | (2,864,509) | -5% | 13% |
| Special Expenditures & Debt Service | 15,447,702 | 14,948,065 | 9,134,559 | 47,764,059 | 38,629,500 | 423% | 11% |
| Trust and Agency | 236,950 | 198,858 | 193,875 | 228,650 | 34,775 | 18% | 0% |
| **Total Requirements** | **$ 334,147,325** | **$ 435,727,525** | **$ 383,741,908** | **$ 449,168,286** | **$ 65,426,378** | **17%** | **100%** |

## Total City Budget Requirements by Fund Group




**Total City Budget Requirements by Fund Group**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 20114-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Funds | 85,490,318 | 87,393,734 | 91,093,321 | 99,923,950 | 8,830,629 | 10% | 22% |
| Special Revenue Funds | 70,463,218 | 84,867,624 | 79,873,468 | 93,876,241 | 14,002,773 | 18% | 21% |
| Debt Service Funds | 116,010 | 156,925 | 159,150 | 8,838,000 | 8,678,850 | 5453% | 2% |
| Capital Project Funds | 2,294,277 | 5,994,782 | 4,553,757 | 26,015,640 | 21,461,883 | 471% | 6% |
| Water Funds | 71,648,893 | 104,314,822 | 76,253,000 | 88,318,972 | 12,065,972 | 16% | 20% |
| Sewer Funds | 42,759,802 | 44,673,748 | 41,349,948 | 43,891,480 | 2,541,532 | 6% | 10% |
| SWM Funds | 14,152,864 | 14,679,839 | 14,414,291 | 14,247,695 | (166,596) | -1% | 3% |
| Other Enterprise Funds | 311,624 | 358,519 | 365,300 | 364,700 | (600) | 0% | 0% |
| Trust & Agency Funds | 858,619 | 1,019,633 | 974,429 | 1,038,816 | 64,387 | 7% | 0% |
| Internal Service Funds | 38,514,863 | 84,899,421 | 58,855,297 | 55,893,820 | (2,961,477) | -5% | 12% |
| Joint Ventures | 7,536,837 | 7,368,488 | 15,849,947 | 16,758,972 | 909,025 | 6% | 4% |
| **Total Requirements** | **$ 334,147,325** | **$ 435,727,535** | **$ 383,741,908** | **$ 449,168,286** | **$ 65,426,378** | **17%** | **100%** |

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# Reader's Guide

- *Overview*
- *Organizational Chart*
- *Position Summary*
- *Budget Process*
- *Account Structure*

Hillsboro
OREGON

***Overview***

The City of Hillsboro's budget document has been redesigned and expanded to provide more information and higher level summaries to assist the reader in understanding how the City plans to meet the needs of the community. The document also includes information on City operations and funding sources so citizens can better understand how their City operates.

The City's budget has been divided into thirteen primary sections as presented below:

***Introduction***

This section contains the Mayor's Message and Budget Message as well as other key City information. The Mayor's Message discusses the current state of the City and the future plans for the City and is included in the final Adopted Budget only. The Budget Message highlights the major provisions that have been included in the FY 2014-15 Budget. It also discusses changes from the prior year's budget and budget assumptions used to prepare the budget.

***Reader's Guide***

This section provides an overview of the budget document structure, budget process, the budget calendar, the City's fund and org structure, and general City information. This section is designed to help familiarize the reader with the City and its budget.

***Revenues***

The Revenues section contains information about the City's primary sources of revenue across all funds. This section provides a basic explanation of Oregon's property tax system and a summary of the City's property tax revenues and assessed valuation. This section also provides historical trend information on the City's major revenues within the General Fund and other major sources of revenue.

***Debt Service***

The Debt Service section presents information on the City of Hillsboro's outstanding long term debt. This section shows current and future debt service requirements, the comparison to statutory debt limitations, and debt service schedules.

***Service Area Summary***

The City's operating budget is organized by major service area: Public Safety, Community Services, Community Development, and Support Services. Each service area contains one or more operating departments. The Service Area Summary section provides detailed information for each service area by department. The following sections within the Service Area section include a department narrative, recent accomplishments, and budget highlights for FY 2014-15.

***Public Safety***

This section includes budget appropriations and explanatory material for the Public Safety Service Area. The Public Safety Service Area includes Police, Municipal Court, Fire, and Emergency Management.

***Community Services***

This section includes budget appropriations and explanatory material for the Community Services Area. The Community Services Area includes Library and Parks and Recreation.

***Community Development***

This section includes budget appropriations and explanatory material for the Community Development Service Area. The Community Development Service Area includes Building, Economic Development, Planning, Public Works, and Water.

***Support Services***

This section includes budget appropriations and explanatory material for the Support Services Area. The Support Services Area includes City Manager's Office, Finance, Information Services, Human Resources, Risk Management, and Public Works Facilities and Fleet Division.

***Capital Improvement Program (CIP)***

The Capital Improvement Program provides information on the City's five-year capital improvement plan. This section provides information about major construction and capital acquisitions projects.

***Fund Summaries***

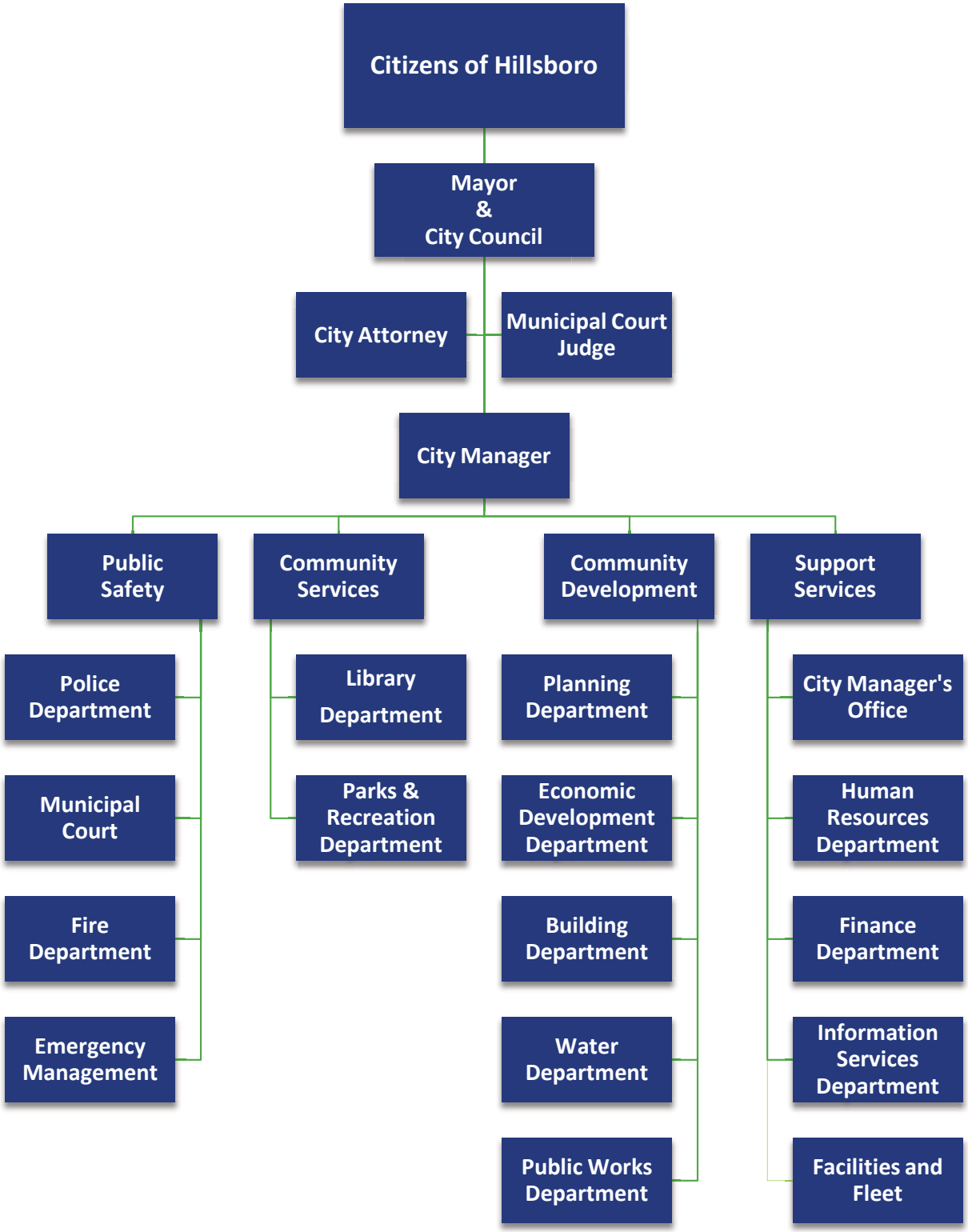
The Fund Summaries section shows the City's fund structure and detailed fund reconciliations for each fund managed by the City. A fund is a self-balancing set of accounts and is used to track revenues and expenditures for specific operations. Under Oregon law and Generally Accepted Accounting Principles, revenues and expenditures of individual funds may not be co-mingled. This section shows current and historical information on the resources and requirements of each of the City's funds.

***Exhibits***

This section contains various exhibits including support services and facilities charges allocation, transfers in and out, full time position list, and budget appropriations summary.

***Appendix***

The Appendix section contains a variety of other budget-related information including a glossary of terms used in the budget, copies of public notices, and the budget ordinance.

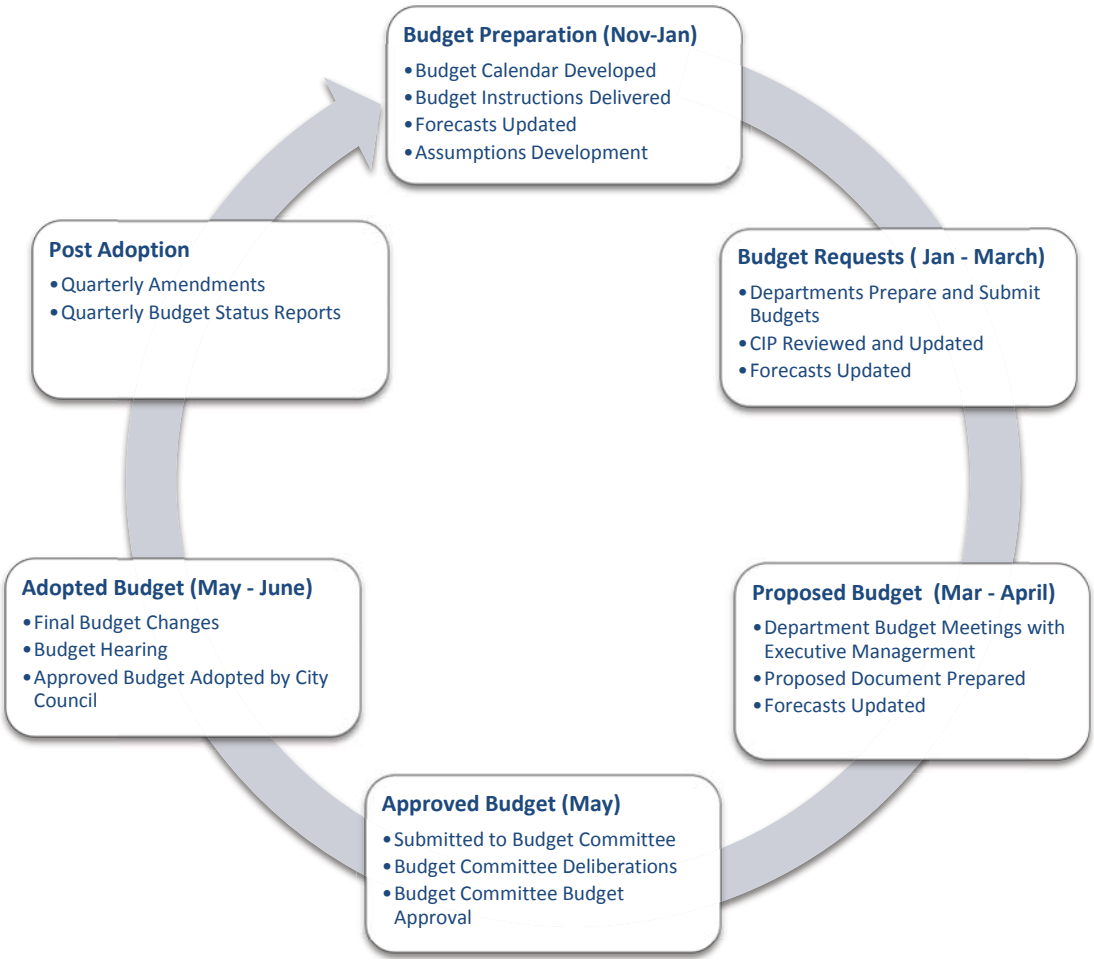

Citizens of Hillsboro
Mayor & City Council
City Attorney
Municipal Court Judge
City Manager
Public Safety
Community Services
Community Development
Support Services
Police Department
Municipal Court
Fire Department
Emergency Management
Library Department
Parks & Recreation Department
Planning Department
Economic Development Department
Building Department
Water Department
Public Works Department
City Manager's Office
Human Resources Department
Finance Department
Information Services Department
Facilities and Fleet

## Full Time Position Summary

| Departments | 2012-13 | 2013-14 | 2014-15 | Percent of Total | Number of Changes |
|---|---|---|---|---|---|
| Police Department | 179.0 | 179.0 | 179.0 | | - |
| Finance Department - Municipal Court | 3.0 | 3.0 | 3.0 | | - |
| Fire Department | 103.0 | 103.0 | 103.0 | | - |
| Emergency Management | 2.0 | 2.0 | 2.0 | | - |
| **Public Safety Total:** | **287.0** | **287.0** | **287.0** | **39%** | **-** |
| Library Department | 52.0 | 52.0 | 52.0 | | - |
| Parks and Recreation Department | 83.6 | 88.6 | 87.4 | | (1.2) |
| **Community Services Total:** | **135.6** | **140.6** | **139.4** | **19%** | **(1.2)** |
| Planning Department | 21.0 | 23.0 | 23.0 | | - |
| Economic Development Department | 6.0 | 6.0 | 6.0 | | - |
| Building Department | 34.0 | 42.0 | 42.0 | | - |
| Water Department | 63.0 | 63.0 | 66.0 | | 3.0 |
| Public Works Department | 67.0 | 68.0 | 69.0 | | 1.0 |
| **Community Development Total:** | **191.0** | **202.0** | **206.0** | **28%** | **4.0** |
| City Manager's Office | 16.0 | 15.0 | 15.0 | | - |
| Risk* | 3.5 | 3.5 | 0.0 | | (3.5) |
| Human Resources Department | 7.5 | 8.5 | 13.0 | | 4.5 |
| Finance Department | 22.0 | 22.0 | 22.0 | | - |
| Information Services Department | 30.0 | 30.0 | 30.0 | | - |
| Public Works - Facilities and Fleet Department | 18.0 | 19.0 | 20.0 | | 1.0 |
| **Support Services Total:** | **97.0** | **98.0** | **100.0** | **14%** | **2.0** |
| **Total Full Time Equivalent Positions** | **710.6** | **727.6** | **732.4** | **100%** | **4.8** |

## Budget Process

The process followed in the preparation of the City's budget complies with Oregon Local Budget Law established by the State of Oregon under Oregon Revised Statutes. The process and calendar of events leading up to the adoption of this budget are as follows:



## Budget Calendar

| | |
|---|---|
| **November** | Preparation of the Budget Calendar. |
| **December** | Finance Department compiles personnel services data. |
| **January and February** | Budget Committee work session(s), as needed.<br>Finance Department coordinates the preparation and distribution of personnel services and budget worksheets to departments.<br>Finance Department coordinates preparation of budget worksheets for department meetings and gathers necessary supporting documentation. |
| **March and April** | Meetings between City Manager's Office, Finance Department and Department managers to review proposed department budgets.<br>Finance Department coordinates preparation of the Proposed Budget Document. |
| **May** | Publish notice of public meeting of the Budget Committee.<br>Proposed Budget Document is presented to the Budget Committee; public comment is taken at this time.<br>Prepare Supplemental Budget, Transfers of Appropriation, Grants and Donations Resolution for current year budget.<br><br>Publish notice of public hearing and summary of the Approved Budget.<br>Publish notice of public hearing and summary of supplemental budget for Adopted budget. |
| **June** | A public hearing before City Council is held to allow citizens to comment on the Approved budget and the previous year supplemental budget. After the public hearing, the Approved Budget is adopted by City Council ordinance. |
| **July** | Adopted budget becomes effective. |

## Budget Process Continued

Oregon Local Budget Law allows public input, participation and deliberation throughout the process. Budget Committee meetings are open to the public and are advertised as such. Advertisement of the public hearing prior to City Council adoption includes a summary of the budget as approved by the Budget Committee.

The proposed budget submitted to the Budget Committee in May, and the approved budget submitted to the City Council in June, are available to the public prior to each meeting, in accordance with Oregon Local Budget Law.

After the Budget Committee reviews the proposed budget, and makes any appropriate changes, the Committee will then recommend and forward to the City Council an approved budget. The budget will be re-published with the approved column filled in and summary pages added. After a public hearing, the Council will take under consideration and take action on any final changes deemed appropriate, and adopt the budget in late June. Should the Council recommend an increase in appropriations greater than 10% of the approved appropriations in any one fund, by law, the Budget Committee must reconvene to consider and approve the proposed change(s). Although the budget is detailed by line item within the categories of each fund, the budget will be adopted at the category level or department level within each fund. The line item budget will be published and used as a management tool for budgetary control.

## Budget Amendment Procedures

Oregon Local Budget Law sets forth procedures to be followed to amend the budget as events occur after budget adoption. The type of events determines the procedures to be followed.

The adopted budget appropriates contingencies in most funds to be used at the discretion of the governing body. Contingencies in each fund can only be appropriated for specific unforeseen events by approval of the City Council such as funding for service level policy changes, unforeseen catastrophic events or redirection of resources.

Oregon Local Budget Law provides that certain budget changes may be made by the governing body without Budget Committee action. Such changes include:

- Award of a grant for a specific purpose
- Refunds of prior expenditures
- Voter approved bond sales
- Expenditures of special assessments
- Expenditures of insurance proceeds
- Transfers of appropriations in a fund

Most other budget changes, after budget adoption, require a supplemental budget. A supplemental budget can be acted on by the City Council at a regularly scheduled meeting. If, however, the supplemental budget results in changes greater than 10% in any fund, the supplemental budget must be published prior to the meeting. If, at least ten taxpayers request, in writing, within ten days of the notice, the Council must refer the supplemental budget to the Budget Committee prior to consideration and action.

The Council typically considers a supplemental budget each year, in June, to recognize any changes in revenue expectations. At this time, the Council also considers any transfers of appropriations

## Basis of Budgeting

The basis of budgeting is largely the same as the basis of accounting with a few exceptions. Budgets are prepared in accordance with the modified accrual basis of accounting for Governmental Fund Types. Proprietary Fund Type budgets follow the accrual basis of accounting except capital outlay, shown as an expense on budgetary basis and capitalized for accounting purposes, and depreciation which is not shown as a budgetary expense. Proprietary Funds also accrue compensated absences when incurred and become a fund liability. In the Governmental Funds, compensated absences are paid with current resources and reported as an expenditure.

Activities of the general fund, special revenue funds, debt service funds, capital improvement funds, enterprise funds, internal service funds, trust and agency funds, and joint venture funds are included in the annual appropriated budget. Annual appropriations lapse at fiscal year-end (June 30). The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the category level within each individual fund or funds roll-up (Transportation, Water, Sewer, and SWM) except for the General Funds and Support Services Fund which is established at the category level for each department. The City maintains an encumbrance accounting system as one technique of accomplishing budgetary control. All encumbered amounts lapse at fiscal year end.

***Account Structure***

The City's account structure is comprised of three main components: ORG CODE, OBJECT CODE, & PROJECT NUMBER. Budget amounts are entered and tracked at the ORG OBJECT PROJECT level detail.

***Org Code***

The 8 digit ORG CODE is the combination of the 3 digit Fund Number and the 5 digit Activity Code. The Activity Code is a summary of the following 4 segments: Department, Division, Section, and Activity, as shown below. The ORG CODE describes **WHICH** Fund and department is receiving the revenue or making the expense and **WHERE** (Activity) the revenue or expenditure should be recorded.

***Object Code***

The 4 digit OBJECT CODE describes **WHAT** type of item is being purchased or the type of revenue being received. Object Codes are divided into 5 major categories as follows:

| | |
|---|---|
| 1000-3999 | Balance Sheet |
| 4000-4999 | Revenues |
| 5000-5999 | Personnel Services |
| 6000-6999 | Materials & Services |
| 7000-7999 | Capital Outlay |
| 8000-9999 | Special Expenditures |

***Project Number***

The 5 digit PROJECT NUMBER is an optional field and will not be used for most transactions. When it is used, it is an additional piece of information that allows users to view project budgets and actual revenues and expenditures across organizational boundaries (both departmental and fund).

**Example: General Ledger Account:** 20052202 6100 10313

| ORG | Description | OBJECT | Description | PROJECT | Description |
|---|---|---|---|---|---|
| 20052202 | Engineering Capital Projects | 6100 | Contractual Services | 10313 | Butler & Shute Road Traffic Signal |

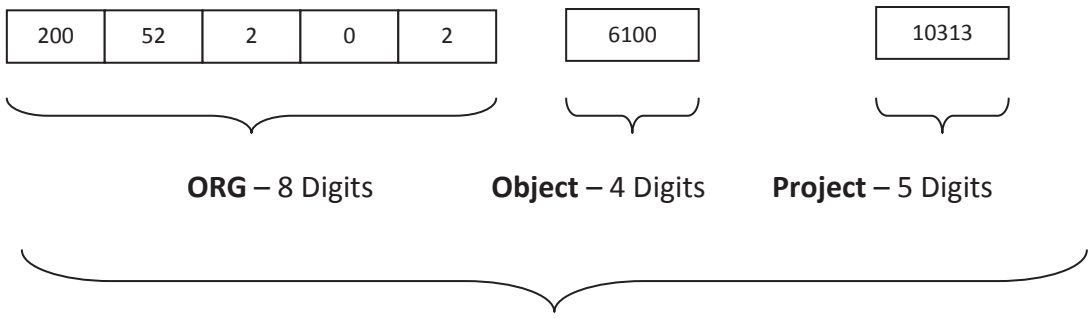
**Fund** – 3 Digits, Transportation Fund

**Department** – 2 Digits, Public Works Department

**Division** – 1 Digit, Engineering Division

**Section** – 1 Digit, no designated Division

**Activity** – 1 Digit, Capital Projects



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# Revenues

- *Current Revenue by Fund*
- *Property Tax Summary*
- *City Assessed Value*
- *Property Tax Revenue*
- *Strategic Investment Program*
- *Gain Share Revenue*
- *Interest Revenue*
- *Franchise Fee Revenue*
- *State Shared Revenue*
- *Court and Parking Fees*
- *Building Department Revenue*
- *Grants*
- *Water Revenue*
- *Public Works Transportation*
- *Public Works Sewer*
- *Public Works Surface Water Management*

Hillsboro
OREGON

## Current Revenue by Fund
**(Excludes Beginning Balances and Transfers)**

| Funds | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
|---|---|---|---|---|---|---|
| General Fund | $ 70,054,175 | $ 71,263,808 | $ 73,373,949 | $ 77,879,110 | $ 4,505,161 | 6% |
| Economic Development Fund | 397,769 | 1,032,272 | 1,297,000 | 1,654,840 | 357,840 | 28% |
| **Total General** | **$ 70,451,944** | **$ 72,296,080** | **$ 74,670,949** | **$ 79,533,950** | **$ 4,863,001** | **7%** |
| Property Management Fund | $ 54,443 | $ 33,739 | $ 37,700 | $ 14,700 | $ (23,000) | -61% |
| Sewer Fund | 19,698,367 | 20,671,329 | 21,747,029 | 22,181,969 | 434,940 | 2% |
| Sewer Depreciation Fund | 80,105 | 1,732,422 | 1,295,550 | 1,245,500 | (50,050) | -4% |
| Sewer SDC Fund | 3,494,472 | 5,407,398 | 4,520,000 | 4,021,500 | (498,500) | -11% |
| Stormwater Mgmt Fund | 4,214,416 | 4,637,729 | 5,138,503 | 5,705,107 | 566,604 | 11% |
| SWM Depreciation Fund | 2,287 | 2,835 | 950 | 800 | (150) | -16% |
| SWM SDC Fund | 287,326 | 316,288 | 153,000 | 311,500 | 158,500 | 104% |
| Water Fund | 15,571,317 | 32,654,745 | 17,622,700 | 17,909,922 | 287,222 | 2% |
| Water Depreciation Fund | 106,640 | 56,453 | 75,000 | 60,000 | (15,000) | -20% |
| Water SDC Fund | 8,299,034 | 17,767,703 | 1,700,000 | 4,225,000 | 2,525,000 | 149% |
| Water Debt Service Fund | 15,812 | 7,179 | 10,000 | 7,000 | (3,000) | -30% |
| Water Rate Stabilization Fund | 1,508 | 1,953 | 1,000 | 1,500 | 500 | 50% |
| ITF Fund | 101,630 | 206,462 | 195,600 | 195,000 | (600) | 0% |
| **Total Enterprise** | **$ 51,927,357** | **$ 83,496,235** | **$ 52,497,032** | **$ 55,879,498** | **$ 3,382,466** | **6%** |
| Police Forfeiture Fund | $ 23,702 | $ 7,710 | $ 6,000 | $ 6,000 | $ - | 0% |
| Cadet Fund | 11,146 | 6,103 | 8,000 | 5,000 | (3,000) | -38% |
| Parks SDC Fund | 3,935,937 | 3,557,438 | 2,032,500 | 2,032,500 | - | 0% |
| PERS Stabilization Fund | - | - | - | 1,832,500 | 1,832,500 | 0% |
| Transportation Fund | 5,519,326 | 5,506,462 | 5,805,722 | 5,816,791 | 11,069 | 0% |
| Pathways Fund - Gas Tax Fund | 53,605 | 52,979 | 55,985 | 55,069 | (916) | -2% |
| Transporation Depreciation Fund | 2,198 | 18,208 | 500 | 500 | - | 0% |
| TUF Pavement Management Fund | 910,831 | 944,121 | 974,092 | 1,009,376 | 35,284 | 4% |
| TUF Pathways Fund | 785,452 | 794,652 | 824,832 | 1,426,525 | 601,693 | 73% |
| TIF Fund | 1,134,222 | 295,786 | 7,803,500 | 7,926,000 | 122,500 | 2% |
| TDT Fund | 2,264,090 | 2,723,679 | 1,525,000 | 2,035,000 | 510,000 | 33% |
| Special Assessments Fund | 35,103 | 5,368 | 4,000 | 4,250 | 250 | 6% |
| Wetland Mitigation Fund | - | - | 1,000 | 500 | (500) | 0% |
| Building Fund | 7,770,154 | 17,155,478 | 4,262,500 | 2,972,500 | (1,290,000) | -30% |
| **Total Special Revenue** | **$ 22,445,766** | **$ 31,067,984** | **$ 23,303,631** | **$ 25,122,511** | **$ 1,818,880** | **8%** |
| Support Services Fund | $ 12,971,450 | $ 13,025,138 | $ 14,431,246 | $ 15,392,399 | $ 961,153 | 7% |
| Sustainability Revolving Fund | 138 | 4,230 | 250 | 150 | (100) | -40% |
| Facilities Management Fund | 10,094,887 | 59,871,529 | 20,291,485 | 5,773,434 | (14,518,051) | -72% |
| Risk Management Fund | 1,568,176 | 1,656,901 | 2,125,500 | 2,257,700 | 132,200 | 6% |
| Loss Reserve Fund | - | - | - | - | - | 0% |
| Fleet Management Fund | 1,253,938 | 1,279,314 | 1,513,490 | 1,669,393 | 155,903 | 10% |
| Copier Program Fund | 197,053 | 195,204 | 181,535 | 201,000 | 19,465 | 11% |
| **Total Internal Services** | **$ 26,085,642** | **$ 76,032,316** | **$ 38,543,506** | **$ 25,294,076** | **$ (13,249,430)** | **-34%** |

## Current Revenue by Fund (continued)
**(Excludes Beginning Balances and Transfers)**

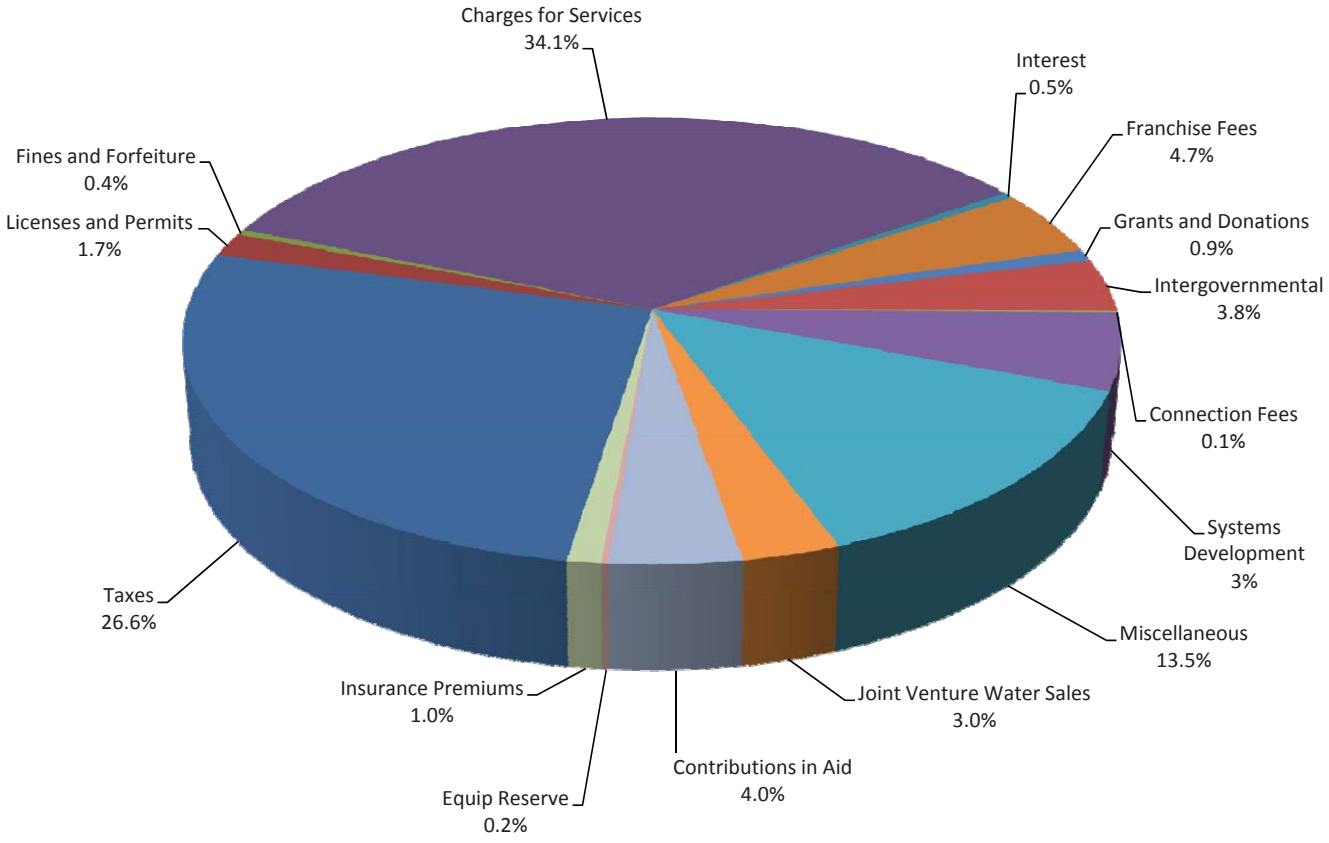
| Funds | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
|---|---|---|---|---|---|---|
| HEDC Tax Increment Fund | $ 116,010 | $ 156,215 | $ 159,000 | $ 360,000 | $ 201,000 | 126% |
| SIP FFC Debt Service Fund | - | - | - | 6,823,000 | 6,823,000 | 0% |
| **Total Debt Service** | **$ 116,010** | **$ 156,215** | **$ 159,000** | **$ 7,183,000** | **$ 7,024,000** | **4418%** |
| HEDC General Fund | $ 132,180 | $ 362,733 | $ - | $ - | $ - | 0% |
| Parks Capital Projects Fund | 115,732 | 545,489 | 473,257 | 71,211 | (402,046) | -85% |
| Gainshare Capital Projects Fund | - | - | - | 9,600,000 | 9,600,000 | 0% |
| **Total Capital Projects** | **$ 247,912** | **$ 908,222** | **$ 473,257** | **$ 9,671,211** | **$ 9,197,954** | **1944%** |
| Joint Water Commission | $ 6,567,913 | $ 6,617,443 | $ 14,905,087 | $ 15,792,053 | $ 886,966 | 6% |
| Barney Joint Reservoir Commission | 615,503 | 394,693 | 588,503 | 611,919 | 23,416 | 4% |
| **Total Joint Ventures** | **$ 7,183,416** | **$ 7,012,136** | **$ 15,493,590** | **$ 16,403,972** | **$ 910,382** | **6%** |
| Broadband Users Group Fund | $ 249,439 | $ 521,167 | $ 375,954 | $ 443,726 | $ 67,772 | 18% |
| PPDS Users Group Fund | 13,170 | 28,157 | 26,600 | 23,340 | (3,260) | -12% |
| Library Board Agency Fund | 109,539 | 115,112 | 99,800 | 126,600 | 26,800 | 27% |
| Cemetery Endowment Fund | 121 | 64 | 175 | 150 | (25) | -14% |
| Jackson Bottom Preserve Fund | 41,686 | 43,839 | 40,500 | 40,500 | - | 0% |
| **Total Trust and Agency** | **$ 413,955** | **$ 708,339** | **$ 543,029** | **$ 634,316** | **$ 91,287** | **17%** |
| **Total Current Revenue** | **$ 178,872,002** | **$ 271,677,527** | **$ 205,683,994** | **$ 219,722,534** | **$ 14,038,540** | **7%** |

## Current Revenue by Category

**(Excludes Beginning Balances and Transfers)**

| Description | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent Of Total |
|---|---|---|---|---|---|---|---|
| Taxes | $ 53,385,642 | $ 52,831,321 | $ 54,414,806 | $ 58,517,851 | $ 4,103,045 | 8% | 26.6% |
| Licenses and Permits | 7,219,503 | 17,895,996 | 4,909,800 | 3,719,237 | (1,190,563) | -24% | 1.7% |
| Fines and Forfeiture | 940,020 | 755,003 | 891,000 | 895,000 | 4,000 | 0% | 0.4% |
| Charges for Services | 62,154,247 | 66,561,682 | 70,785,050 | 74,848,292 | 4,063,242 | 6% | 34.1% |
| Interest | 1,262,276 | 853,119 | 999,722 | 1,018,956 | 19,234 | 2% | 0.5% |
| Franchise Fees | 9,120,161 | 9,549,020 | 9,975,000 | 10,325,000 | 350,000 | 4% | 4.7% |
| Grants and Donations | 2,052,898 | 1,476,307 | 1,501,308 | 1,880,526 | 379,218 | 25% | 0.9% |
| Intergovernmental | 7,513,340 | 7,708,102 | 8,242,277 | 8,324,160 | 81,883 | 1% | 3.8% |
| Connection Fees | 179,255 | 283,488 | 173,500 | 173,500 | - | 0% | 0.1% |
| Systems Development | 17,666,747 | 29,530,793 | 9,663,500 | 12,283,000 | 2,619,500 | 27% | 5.6% |
| Other Financing Sources | 1,520,320 | - | - | - | - | 0% | 0.0% |
| Miscellaneous | 7,755,174 | 75,983,744 | 27,103,444 | 29,688,259 | 2,584,815 | 10% | 13.5% |
| Joint Venture Water Sales | 5,142,555 | 5,108,283 | 6,277,387 | 6,552,053 | 274,666 | 4% | 3.0% |
| Contributions in Aid | 1,414,840 | 1,491,831 | 8,127,700 | 8,740,000 | 612,300 | 8% | 4.0% |
| Equip Reserve | - | - | 500,000 | 500,000 | - | 0% | 0.2% |
| Insurance Premiums | 1,545,024 | 1,648,838 | 2,119,500 | 2,256,700 | 137,200 | 6% | 1.0% |
| | **$ 178,872,002** | **$ 271,677,527** | **$ 205,683,994** | **$ 219,722,534** | **$ 14,038,540** | **7%** | **100%** |

## Current Revenues for FY 2014-15
## $219,722,534



## Current Revenue by Category by Object
**(Excludes Beginning Balances and Transfers)**

| Object Code | Description | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|---|
| 4000 | Property Taxes | $ 36,000,490 | $ 36,374,645 | $ 37,323,806 | $ 40,485,851 | $ 3,162,045 | 8% | 69% |
| 4005 | Local Option Tax | 14,889,880 | 14,991,399 | 15,390,000 | 16,310,000 | 920,000 | 6% | 28% |
| 4010 | Property Taxes - Delinquent | 499,781 | 511,139 | 651,000 | 652,000 | 1,000 | 0% | 1% |
| 4015 | Local Option Taxes - Delinquent | 229,154 | 237,384 | 300,000 | 300,000 | - | 0% | 1% |
| 4020 | Metro Excise Tax | 277,580 | - | - | - | - | 0% | 0% |
| 4021 | Hotel/Motel Tax | 620,168 | 716,754 | 750,000 | 770,000 | 20,000 | 3% | 1% |
| 4024 | 911 Excise Tax | - | - | - | - | - | 0% | 0% |
| 4025 | Construction Excise Tax - Hillsboro | 818,508 | - | - | - | - | 0% | 0% |
| 4027 | Construction Excise Tax - Beaverton | 50,081 | - | - | - | - | 0% | 0% |
| | **Taxes Total** | **53,385,642** | **52,831,321** | **54,414,806** | **58,517,851** | **4,103,045** | **8%** | **100%** |
| 4026 | Cet Admin Fee - Hillsboro | 33,953 | 33,930 | 15,000 | 15,000 | - | 0% | 0% |
| 4028 | Cet Admin Fee - Beaverton | 1,432 | 4,357 | 1,000 | 1,000 | - | 0% | 0% |
| 4029 | Metro CET Admin Fee | 14,616 | 16,933 | 11,000 | 11,000 | - | 0% | 0% |
| 4110 | Business License Fees | 238,214 | 258,142 | 270,000 | 270,000 | - | 0% | 7% |
| 4111 | B/L Application Fees | 29,065 | 31,034 | 35,000 | 35,000 | - | 0% | 1% |
| 4112 | Licenses and Fees | 9,890 | 9,550 | 10,000 | 10,000 | - | 0% | 0% |
| 4114 | Planning Fees | 218,167 | 287,748 | 230,000 | 275,000 | 45,000 | 20% | 7% |
| 4115 | Building Department Permits | 2,240,004 | 6,229,693 | 1,500,000 | 1,000,000 | (500,000) | -33% | 27% |
| 4116 | Plan Check Fees | 1,517,149 | 5,859,023 | 1,130,600 | 782,826 | (347,774) | -31% | 21% |
| 4117 | Fire and Safety Plan Check Fee | 678,446 | 3,177,587 | 550,000 | 300,000 | (250,000) | -45% | 8% |
| 4118 | Building - Electrical Implant Fee | 1,589 | - | 500 | - | (500) | -100% | 0% |
| 4119 | Building Mechanical Permits | 274,659 | 643,848 | 350,000 | 275,000 | (75,000) | -21% | 7% |
| 4120 | Building Plumbing Permits | 357,812 | 431,057 | 250,000 | 200,000 | (50,000) | -20% | 5% |
| 4121 | Building Electrical Permits | 835,002 | 593,587 | 375,000 | 300,000 | (75,000) | -20% | 8% |
| 4122 | Building State Surcharge | 448,328 | - | - | - | - | 0% | 0% |
| 4123 | Developer Reimbursements | 77,252 | 78,461 | 45,200 | 83,628 | 38,428 | 85% | 2% |
| 4124 | Erosion Control Inspection Fee | 71,449 | 109,364 | 76,500 | 113,783 | 37,283 | 49% | 3% |
| 4125 | Downtown Maintenance Fees | 13,505 | 6,940 | 15,000 | 2,000 | (13,000) | -87% | 0% |
| 4127 | Electrical Plan Check Fees | 103,368 | 81,100 | 40,000 | 40,000 | - | 0% | 1% |
| 4128 | Master Electrical Permit | 55,603 | 43,642 | 5,000 | 5,000 | - | 0% | 0% |
| | **Licenses and Permits Total** | **7,219,503** | **17,895,996** | **4,909,800** | **3,719,237** | **(1,190,563)** | **-24%** | **100%** |
| 4130 | Vehicle Impound Fee | 24,150 | 18,600 | 16,000 | 18,000 | 2,000 | 13% | 2% |
| 4131 | Court Fines | 834,862 | 669,345 | 800,000 | 800,000 | - | 0% | 89% |
| 4132 | Parking Fines | 81,008 | 67,058 | 75,000 | 77,000 | 2,000 | 3% | 9% |
| | **Fines and Forfeiture Total** | **940,020** | **755,003** | **891,000** | **895,000** | **4,000** | **0%** | **100%** |

## Current Revenue by Category by Object (continued)
**(Excludes Beginning Balances and Transfers)**

| Object Code | Description | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|---|
| 4113 | Lien Search Service Fees | 65,450 | 83,675 | 65,000 | 65,000 | - | 0% | 0% |
| 4126 | Resale/Concession Fees | 177,147 | 236,710 | 140,000 | 140,000 | - | 0% | 0% |
| 4150 | Program Fees | 2,322,309 | 2,550,256 | 2,466,100 | 2,518,100 | 52,000 | 2% | 3% |
| 4151 | Facility Rental Fees | 465,197 | 580,106 | 480,500 | 518,500 | 38,000 | 8% | 1% |
| 4152 | Training Revenue | 123,545 | 30,425 | 12,500 | 12,500 | - | 0% | 0% |
| 4153 | Copier Charges | 194,697 | 193,866 | 180,000 | 200,000 | 20,000 | 11% | 0% |
| 4154 | Service Charges | 1,364,356 | 1,425,982 | 1,785,734 | 1,807,533 | 21,799 | 1% | 2% |
| 4155 | Fee in Lieu of Construction | 12,000 | 6,144 | - | - | - | 0% | 0% |
| 4156 | Contract Payments | 588 | - | 120,000 | - | (120,000) | -100% | 0% |
| 4158 | C-1 Residential/Domestic | 5,590,398 | 6,327,431 | 6,475,600 | 6,663,058 | 187,458 | 3% | 9% |
| 4159 | C-2 Commercial | 1,247,229 | 1,425,541 | 1,507,200 | 1,467,819 | (39,381) | -3% | 2% |
| 4160 | C-4 Fire Protection/Private | 70,836 | 77,286 | 74,000 | 82,105 | 8,105 | 11% | 0% |
| 4161 | C-5 Fire Protection/Public | - | - | - | - | - | 0% | 0% |
| 4162 | C-6 Sales/Public Authorities | 415,007 | 510,979 | 608,300 | 514,851 | (93,449) | -15% | 1% |
| 4163 | C-7 Sales/Other Water Utilities | 965,648 | 1,130,372 | 900,000 | 925,446 | 25,446 | 3% | 1% |
| 4164 | C-8 Multi-Family | 1,056,584 | 1,130,282 | 1,191,900 | 1,209,167 | 17,267 | 1% | 2% |
| 4165 | C-9 Industrial | 4,775,510 | 5,772,051 | 5,243,700 | 5,628,057 | 384,357 | 7% | 8% |
| 4166 | C-10 Non-Profit | 64,662 | 75,860 | 84,300 | 78,109 | (6,191) | -7% | 0% |
| 4167 | C-11 Irrigation | 767,992 | 981,173 | 1,043,700 | 894,310 | (149,390) | -14% | 1% |
| 4168 | Bulk Water | 15,270 | 23,682 | 12,000 | 12,000 | - | 0% | 0% |
| 4170 | Transfers/Leak Adjustments | - | - | - | - | - | 0% | 0% |
| 4171 | Domestic/Commercial - Billings | 18,565,082 | 19,295,574 | 20,606,763 | 21,018,898 | 412,135 | 2% | 28% |
| 4172 | Sales Adjustments - User Fees | - | - | - | - | - | 0% | 0% |
| 4173 | Industrial | 1,089,844 | 1,329,106 | 1,110,190 | 1,132,394 | 22,204 | 2% | 2% |
| 4174 | SWM Billings | 4,061,770 | 4,464,287 | 5,015,593 | 5,525,177 | 509,584 | 10% | 7% |
| 4175 | Lease Revenues | 6,796 | 6,230 | 7,000 | - | (7,000) | -100% | 0% |
| 4176 | Library Fines | 185,849 | 153,100 | 200,000 | 157,000 | (43,000) | -22% | 0% |
| 4177 | Library Fines Self Checkout | - | 36,287 | - | 63,000 | 63,000 | 0% | 0% |
| 4180 | Department Chg - Support Services | 12,138,497 | 12,147,392 | 14,093,992 | 14,638,099 | 544,107 | 4% | 20% |
| 4181 | Department Chg - Depreciation | 1,250,000 | 1,500,000 | 1,119,446 | 1,500,000 | 380,554 | 34% | 2% |
| 4182 | Department Chg - Facilities | 3,486,086 | 3,351,573 | 4,454,608 | 4,411,268 | (43,340) | -1% | 6% |
| 4183 | Dept Chg - PERS Stabilization | - | - | - | 1,807,500 | 1,807,500 | 0% | 2% |
| 4307 | Transportation Utility Fee | 1,675,898 | 1,716,312 | 1,786,924 | 1,858,401 | 71,477 | 4% | 2% |
| | **Charges for Services Total** | **62,154,247** | **66,561,682** | **70,785,050** | **74,848,292** | **4,063,242** | **6%** | **100%** |
| 4200 | Interest Earned | 1,256,436 | 832,110 | 993,722 | 1,013,956 | 20,234 | 2% | 100% |
| 4201 | Interest on Contracts | 5,840 | 21,009 | 6,000 | 5,000 | (1,000) | -17% | 0% |
| | **Interest Total** | **1,262,276** | **853,119** | **999,722** | **1,018,956** | **19,234** | **2%** | **100%** |
| 4250 | Franchise Fees | 9,113,561 | 9,461,970 | 9,875,000 | 10,100,000 | 225,000 | 2% | 98% |
| 4251 | Public Utility Tax | 6,600 | 87,050 | 100,000 | 225,000 | 125,000 | 125% | 2% |
| | **Franchise Fees Total** | **9,120,161** | **9,549,020** | **9,975,000** | **10,325,000** | **350,000** | **4%** | **100%** |
| 4270 | Donations | 103,054 | 147,138 | 306,300 | 325,967 | 19,667 | 6% | 17% |
| 4275 | Grants - Federal | 1,100,181 | 802,403 | 156,808 | 596,647 | 439,839 | 280% | 32% |
| 4276 | Grants - State | 466,896 | 110,128 | 884,400 | 795,000 | (89,400) | -10% | 42% |
| 4277 | Grants - Other | 282,683 | 305,393 | 60,000 | 42,112 | (17,888) | -30% | 2% |
| 4280 | Memorials and Grants | 65,848 | 79,779 | 62,200 | 87,700 | 25,500 | 41% | 5% |
| 4281 | Re-orders | 33,870 | 29,326 | 30,000 | 30,000 | - | 0% | 2% |
| 4282 | Board Discretionary | 366 | 156 | 100 | 600 | 500 | 500% | 0% |
| 4283 | Reorders Self Checkout | - | 1,984 | 1,500 | 2,500 | 1,000 | 67% | 0% |
| | **Grants and Donations Total** | **2,052,898** | **1,476,307** | **1,501,308** | **1,880,526** | **379,218** | **25%** | **100%** |
| 4022 | Gas Tax - County | 354,845 | 340,581 | 363,590 | 368,372 | 4,782 | 1% | 4% |
| 4300 | Ready to Read | 13,302 | 13,268 | 16,260 | 14,900 | (1,360) | -8% | 0% |
| 4301 | OLCC Tax Revenue | 1,143,030 | 1,240,743 | 1,290,000 | 1,350,000 | 60,000 | 5% | 16% |
| 4302 | State Revenue Sharing | 846,468 | 925,269 | 980,000 | 1,000,000 | 20,000 | 2% | 12% |
| 4303 | Cigarette Tax Revenue | 135,984 | 131,383 | 140,000 | 140,000 | - | 0% | 2% |
| 4304 | Gas Tax - State | 2,778,110 | 2,803,639 | 3,056,001 | 3,083,020 | 27,019 | 1% | 37% |
| 4305 | Gas Tax Pathways - State | 50,197 | 50,569 | 53,985 | 53,969 | (16) | 0% | 1% |
| 4306 | Gas Tax OTIA III - State | 2,191,404 | 2,202,650 | 2,342,441 | 2,313,899 | (28,542) | -1% | 28% |
| | **Intergovernmental Total** | **7,513,340** | **7,708,102** | **8,242,277** | **8,324,160** | **81,883** | **1%** | **100%** |

## Current Revenue by Category by Object (continued)
**(Excludes Beginning Balances and Transfers)**

| Object Code | Description | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|---|
| 4350 | Meter Connection Fee | 34,075 | 54,895 | 30,000 | 30,000 | - | 0% | 17% |
| 4351 | Service Installation | 57,060 | 77,099 | 60,000 | 60,000 | - | 0% | 35% |
| 4352 | Permitting Fees | 7,111 | 4,110 | 8,500 | 8,500 | - | 0% | 5% |
| 4353 | Tagging Fees | 81,009 | 147,384 | 75,000 | 75,000 | - | 0% | 43% |
| | **Connection Fees Total** | **179,255** | **283,488** | **173,500** | **173,500** | **-** | **0%** | **100%** |
| 4400 | TIF - Mass Transit | 36,728 | 7,269 | - | - | - | 0% | 0% |
| 4401 | TIF - Residential | 37,130 | - | - | - | - | 0% | 0% |
| 4402 | TIF - Commercial | 86,160 | 24,655 | - | - | - | 0% | 0% |
| 4403 | TIF - Industrial | - | - | - | - | - | 0% | 0% |
| 4404 | TIF - Office | - | - | - | - | - | 0% | 0% |
| 4405 | TIF - Institutional | 1,846 | 11,008 | - | - | - | 0% | 0% |
| 4410 | Systems Development Charges | 15,070,840 | 26,525,256 | 8,025,000 | 10,000,000 | 1,975,000 | 25% | 81% |
| 4411 | SDCS - Wholesale | - | - | 25,000 | - | (25,000) | -100% | 0% |
| 4415 | SDC in Lieu - Quality | 3,658 | 4,669 | 3,500 | 3,000 | (500) | -14% | 0% |
| 4416 | SDC in Lieu - Quantity | 207,476 | 270,923 | 110,000 | 280,000 | 170,000 | 155% | 2% |
| 4420 | TDT Fee | 2,222,909 | 2,687,013 | 1,500,000 | 2,000,000 | 500,000 | 33% | 16% |
| | **Systems Development Total** | **17,666,747** | **29,530,793** | **9,663,500** | **12,283,000** | **2,619,500** | **27%** | **100%** |
| 4631 | Other Financing Sources | 1,520,320 | - | - | - | - | 0% | 0% |
| | **Other Financing Src Total** | **1,520,320** | **-** | **-** | **-** | **-** | **0%** | **0%** |
| 4600 | Miscellaneous Income | 1,704,782 | 1,451,376 | 1,243,035 | 1,701,450 | 458,415 | 37% | 6% |
| 4601 | Sale of Surplus Property | 162,931 | 3,434,528 | 50,000 | 29,000 | (21,000) | -42% | 0% |
| 4602 | Training Revenue | - | - | - | - | - | 0% | 0% |
| 4603 | Forfeitures - Federal | 21,236 | 4,850 | 4,000 | 4,000 | - | 0% | 0% |
| 4604 | Forfeitures - State | 1,784 | - | - | - | - | 0% | 0% |
| 4605 | Partner Payments | 287,646 | 634,101 | 519,954 | 564,226 | 44,272 | 9% | 2% |
| 4606 | Construction Reimbursement | 380,615 | 1,947,780 | 8,562,050 | 8,464,000 | (98,050) | -1% | 29% |
| 4607 | Energy Incentive Reimbursement | - | 4,019 | - | - | - | 0% | 0% |
| 4608 | Strategic Investment Prog Revenues | 3,863,285 | 3,820,668 | 4,750,000 | 6,900,000 | 2,150,000 | 45% | 23% |
| 4609 | Bond Proceeds | - | 58,388,667 | - | - | - | 0% | 0% |
| 4610 | Leasehold Revenues | 186,994 | 392,584 | 237,052 | 497,499 | 260,447 | 110% | 1% |
| 4611 | Principal Unbonded | - | 75 | - | - | - | 0% | 0% |
| 4612 | Principal Bonded Liens | - | 516 | - | - | - | 0% | 0% |
| 4613 | Reconnect Fees | 111,244 | 171,900 | 95,000 | 100,000 | 5,000 | 5% | 0% |
| 4614 | Turn-on Fees | 50,213 | 50,480 | 50,000 | 50,000 | - | 0% | 0% |
| 4616 | NSF Fees | 2,613 | 3,000 | 4,000 | 2,000 | (2,000) | -50% | 0% |
| 4622 | Western Lutheran School | 1,603 | 1,565 | - | - | - | 0% | 0% |
| 4625 | Tap Fees SWM | 1,300 | 1,000 | 1,025 | 1,025 | - | 0% | 0% |
| 4627 | Assessment | 693 | 935 | - | - | - | 0% | 0% |
| 4628 | 1999 Lid Issue | 28,719 | 1,652 | 2,000 | 2,000 | - | 0% | 0% |
| 4629 | W/C Ins Loss Contribution | - | - | - | - | - | 0% | 0% |
| 4632 | Energy Credits | 65,359 | 125,013 | 148,952 | - | (148,952) | -100% | 0% |
| 4633 | RZEDB Tax Subsidy | 115,793 | 110,710 | 57,873 | 53,000 | (4,873) | -8% | 0% |
| 4634 | Enterprise Zone App Fee | 128,077 | 51,174 | 50,000 | 50,000 | - | 0% | 0% |
| 4635 | Enterprise Zone Comm Fee | 27,171 | 724,263 | 952,000 | 1,159,840 | 207,840 | 22% | 4% |
| 4636 | GainShare | - | 4,269,598 | 9,790,000 | 9,500,000 | (290,000) | -3% | 32% |
| 4650 | Hillsboro - Maintenance Reim | 190,066 | 121,920 | 181,816 | 189,168 | 7,352 | 4% | 1% |
| 4651 | Forest Grove - Maintenance Reim | 15,328 | 9,832 | 14,663 | 15,255 | 592 | 4% | 0% |
| 4652 | Beaverton - Maintenance Reim | 131,820 | 84,557 | 126,098 | 131,197 | 5,099 | 4% | 0% |
| 4653 | TVWD - Maintenance Reim | 214,590 | 137,652 | 205,276 | 213,577 | 8,301 | 4% | 1% |
| 4654 | CWS - Maintenance Reim | 61,312 | 39,329 | 58,650 | 61,022 | 2,372 | 4% | 0% |
| | **Miscellaneous Total** | **7,755,174** | **75,983,744** | **27,103,444** | **29,688,259** | **2,584,815** | **10%** | **100%** |

## Current Revenue by Category by Object (continued)
**(Excludes Beginning Balances and Transfers)**

| Object Code | Description | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|---|
| 4480 | Hillsboro - Water Purch | 2,623,739 | 2,648,157 | 3,171,305 | 3,336,773 | 165,468 | 5% | 14% |
| 4481 | Forest Grove - Water Purch | 185,475 | 193,025 | 213,215 | 224,340 | 11,125 | 5% | 18% |
| 4482 | Beaverton - Water Purch | 1,245,206 | 1,129,173 | 1,361,911 | 1,432,970 | 71,059 | 5% | 86% |
| 4483 | TVWD - Water Purch | 962,816 | 961,811 | 1,118,712 | 1,432,970 | 314,258 | 28% | 1% |
| 4484 | Tigard - Water Purch | - | - | - | - | - | 0% | 14% |
| 4485 | North Plains - Water Purch | 113,903 | 126,897 | 115,000 | 115,000 | - | 0% | 0% |
| 4486 | North Plains SDC | 11,416 | 49,220 | 10,000 | 10,000 | - | 0% | 0% |
| 4487 | Lease Revenue | - | - | 287,244 | - | (287,244) | -100% | 321% |
| | **Joint Venture Water Sales Total** | **5,142,555** | **5,108,283** | **6,277,387** | **6,552,053** | **274,666** | **4%** | **0%** |
| 4500 | Hillsboro - Capital Outlay | 454,734 | 637,170 | 1,900,859 | 5,297,800 | 3,396,941 | 179% | 61% |
| 4501 | Forest Grove - Capital Outlay | 45,002 | 120,838 | 540,451 | 550,512 | 10,061 | 2% | 6% |
| 4502 | Beaverton - Capital Outlay | 380,302 | 302,604 | 1,017,726 | 1,440,900 | 423,174 | 42% | 16% |
| 4503 | TVWD - Capital Outlay | 532,722 | 430,859 | 4,668,664 | 1,450,788 | (3,217,876) | -69% | 17% |
| 4504 | Tigard - Capital Outlay | - | - | - | - | - | 0% | 0% |
| 4505 | Special Projects | - | - | - | - | - | 0% | 0% |
| 4506 | CWS - Capital Outlay | 2,080 | 360 | - | - | - | 0% | 0% |
| | **Contributions in Aid Total** | **1,414,840** | **1,491,831** | **8,127,700** | **8,740,000** | **612,300** | **8%** | **100%** |
| 4520 | Hillsboro - Contingency | - | - | 225,000 | 225,000 | - | 0% | 45% |
| 4521 | Forest Grove - Contingency | - | - | 66,650 | 66,650 | - | 0% | 13% |
| 4522 | Beaverton - Contingency | - | - | 125,000 | 125,000 | - | 0% | 25% |
| 4523 | TVWD - Contingency | - | - | 83,350 | 83,350 | - | 0% | 17% |
| | **Equipment Reserve CO Total** | **-** | **-** | **500,000** | **500,000** | **-** | **0%** | **100%** |
| 4700 | Insurance Claim Proceeds | 53,721 | 43,706 | 20,000 | 20,000 | - | 0% | 1% |
| 4701 | W/C Claim Proceeds | 715,073 | 745,054 | 760,000 | 760,000 | - | 0% | 34% |
| 4702 | Contractual Service Receipts | 267,883 | 178,028 | 550,000 | 580,000 | 30,000 | 5% | 26% |
| 4703 | Property Insurance Receipts | 205,001 | 321,307 | 367,000 | 390,200 | 23,200 | 6% | 17% |
| 4704 | Liability Premium Receipts | 303,346 | 360,743 | 422,500 | 506,500 | 84,000 | 20% | 22% |
| | **Insurance Premiums Total** | **1,545,024** | **1,648,838** | **2,119,500** | **2,256,700** | **137,200** | **6%** | **100%** |
| | **Grand Total:** | **178,872,002** | **271,677,527** | **205,683,994** | **219,722,534** | **14,038,540** | **7%** | **100%** |

## Property Tax Summary

The following property tax schedules present an historical view of the City's property taxes. As a result of the voters approving ballot measures 47 and 50, in 1996 and 1997, respectively, the State now has a property tax rate system rather than a property tax base system. A permanent tax rate was determined for each taxing jurisdiction and then applied to a taxable assessed value that is limited to a 3% annual increase plus any exceptions allowed by State statute. The City's total property assessed value has grown on average at a rate greater than 3% due to new construction and annexations. Washington County calculates the majority of the City's assessed value. Certain large industrial companies within the City are assessed annually by the State of Oregon appraisal division.

Hillsboro has a permanent tax rate of $3.6665 per thousand and a local option tax rate of $1.72 per thousand. Measure 50 allows voters to approve five-year local option levies outside of the permanent rate limits. The tax rates are applied to the assessed value (AV) of property in the City each year. The permanent tax rate revenues are used to support General Fund operating costs such as Police, Library, Fire, Planning and Parks. The Local Option Tax (LOT) revenues provide additional enhanced support to Police, Fire, and Park maintenance.

The LOT was originally passed in November 1998 and has been reapproved in 2002, 2006 and 2012. In November 2006, voters approved an increase to the LOT from $1.10 to $1.72 per thousand to support enhanced police, fire and park maintenance services. The first year of the enhanced levy of $1.72 was the 2008-2009 fiscal year. In May 2012, the voters approved the renewal of the $1.72 LOT for another five years with FY 2017-18 being the final year of this renewed levy.

The City's total projected assessed value is multiplied by its permanent tax rate and local option tax rate per $1,000 of assessed value to calculate the anticipated property taxes to be received. However, the City assumes a 95.5% collection rate on property taxes, so budgeted property taxes are approximately 95.5% of estimated total property taxes to be levied for FY 2014-15.

The City is estimating property tax revenues to increase 4% in 2014-15. The City will be monitoring the impacts of decreasing property values on assessed values and adjust future projections accordingly.

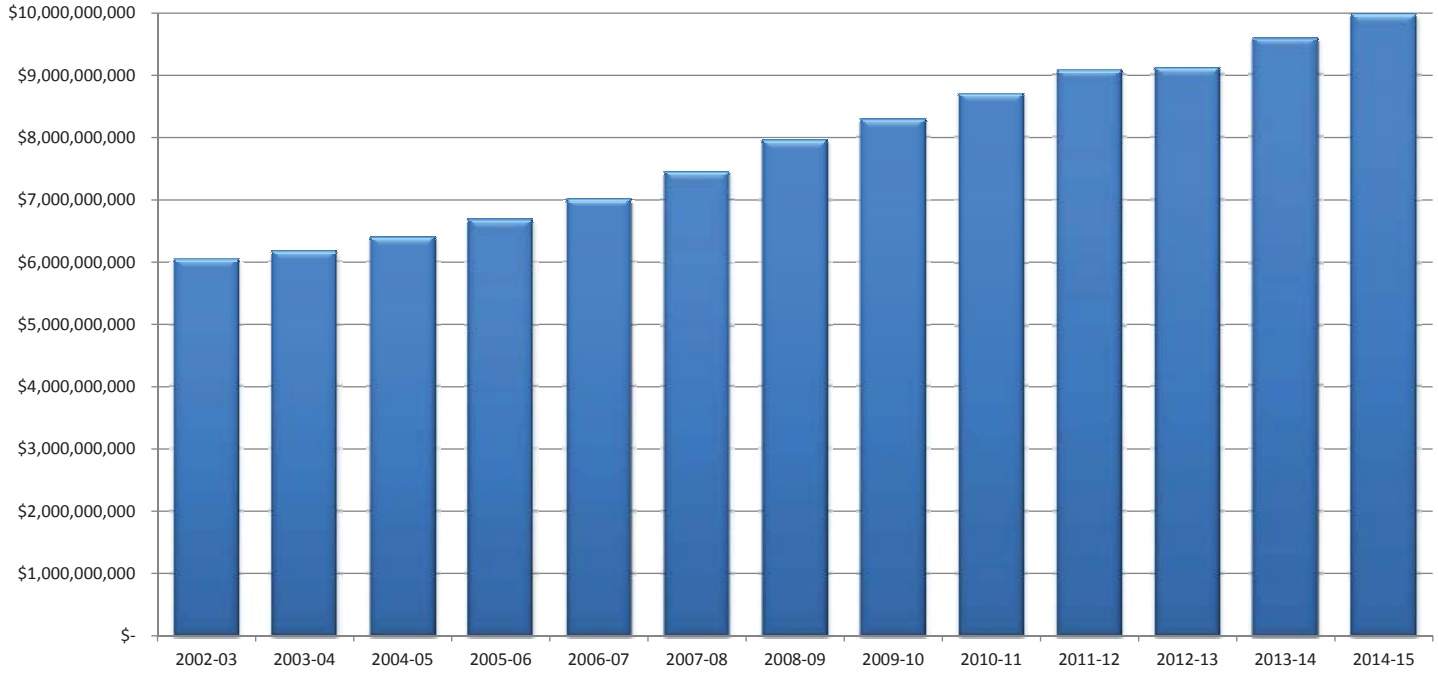
## Property Tax Summary Table

| Tax Information | Actual 2011-12 | Actual 2012-13 | Projected 2013-14 | Adopted 2014-15 |
|---|---|---|---|---|
| **Property Taxes*** | | | | |
| General | $ 32,224,925 | $ 32,475,698 | $ 34,630,000 | $ 36,310,000 |
| Local Option Tax | 15,119,034 | 15,228,783 | 16,046,000 | 16,610,000 |
| **Total Tax Received** | **$ 47,343,959** | **$ 47,704,481** | **$ 50,676,000** | **$ 52,920,000** |
| **Assessed Values (AV)** | | | | |
| Prior Year Assessed Value | | | | $ 9,599,738,166 |
| Allowable 3% Increase Plus New Construction | | | | 287,992,145 |
| **Total Assessed Value**** | **$ 9,085,706,884** | **$ 9,118,300,184** | **$ 9,599,738,166** | **$ 9,887,730,311** |
| **Tax Rates per $1,000 of AV** | | | | |
| Permanent Rate | $ 3.6665 | $ 3.6665 | $ 3.6665 | $ 3.6665 |
| Local Option Tax Rate | 1.7200 | 1.7200 | 1.7200 | 1.7200 |
| **Tax Rate** | $ 5.3865 | $ 5.3865 | $ 5.3865 | $ 5.3865 |
| **Average Residential Assessed Value** | $ 205,000 | $ 211,000 | $ 215,220 | $ 219,524 |
| General | $ 751.63 | $ 773.63 | $ 789.10 | $ 804.89 |
| Local Option Tax | 352.60 | 362.92 | 370.18 | 377.58 |
| **Total Estimated Tax per Household** | **$ 1,104.23** | **$ 1,136.55** | **$ 1,159.28** | **$ 1,182.47** |

*Includes both current and deliquent property taxes received.

** Excludes Urban Renewal excess assessed value.

## City Assessed Value History



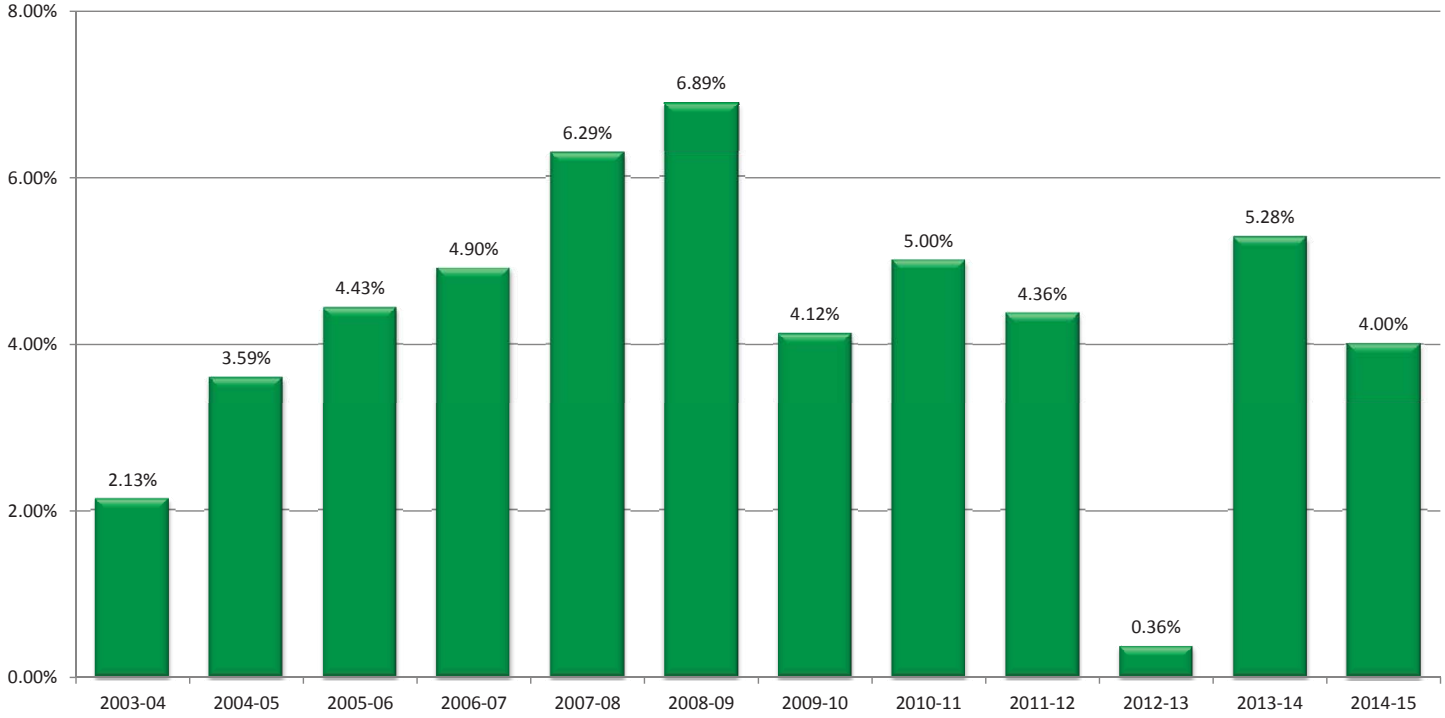

| Fiscal Year | Permanent Rate (General Fund) | Local Option Tax Rate | Total Tax Rate | Assessed Value (AV) | Urban Renewal Assessed Value |
|---|---|---|---|---|---|
| **2002-03** | $ 3.6665 | $ 1.1000 | $ 4.7665 | $ 6,046,924,117 | $ - |
| **2003-04** | 3.6665 | 1.1000 | 4.7665 | 6,175,973,644 | - |
| **2004-05** | 3.6665 | 1.1000 | 4.7665 | 6,397,915,313 | - |
| **2005-06** | 3.6665 | 1.1000 | 4.7665 | 6,681,339,822 | - |
| **2006-07** | 3.6665 | 1.1000 | 4.7665 | 7,009,038,595 | - |
| **2007-08** | 3.6665 | 1.1000 | 4.7665 | 7,449,889,842 | - |
| **2008-09** | 3.6665 | 1.7200 | 5.3865 | 7,963,202,164 | - |
| **2009-10** | 3.6665 | 1.7200 | 5.3865 | 8,291,350,338 | - |
| **2010-11** | 3.6665 | 1.7200 | 5.3865 | 8,683,371,983 | - |
| **2011-12** | 3.6665 | 1.7200 | 5.3865 | 9,053,178,351 | 9,531,373 |
| **2012-13** | 3.6665 | 1.7200 | 5.3865 | 9,081,880,476 | 12,530,111 |
| **2013-14** | 3.6665 | 1.7200 | 5.3865 | 9,545,924,385 | 28,940,341 |
| ****2014-15** | 3.6665 | 1.7200 | 5.3865 | 9,927,761,360 | 30,097,955 |

Note: In FY 2010-11, the Island Annexation Phase-In began. As part of the annexation, property taxes for voluntary annexations were phased in over time.
The phase in schedule is as follows:

FY 10-11 Total tax rate not levied
FY11-12 20% of rate levied
FY12-13 40% of rate levied
FY13-14 60% of rate levied
FY14-15 80% of rate will be levied

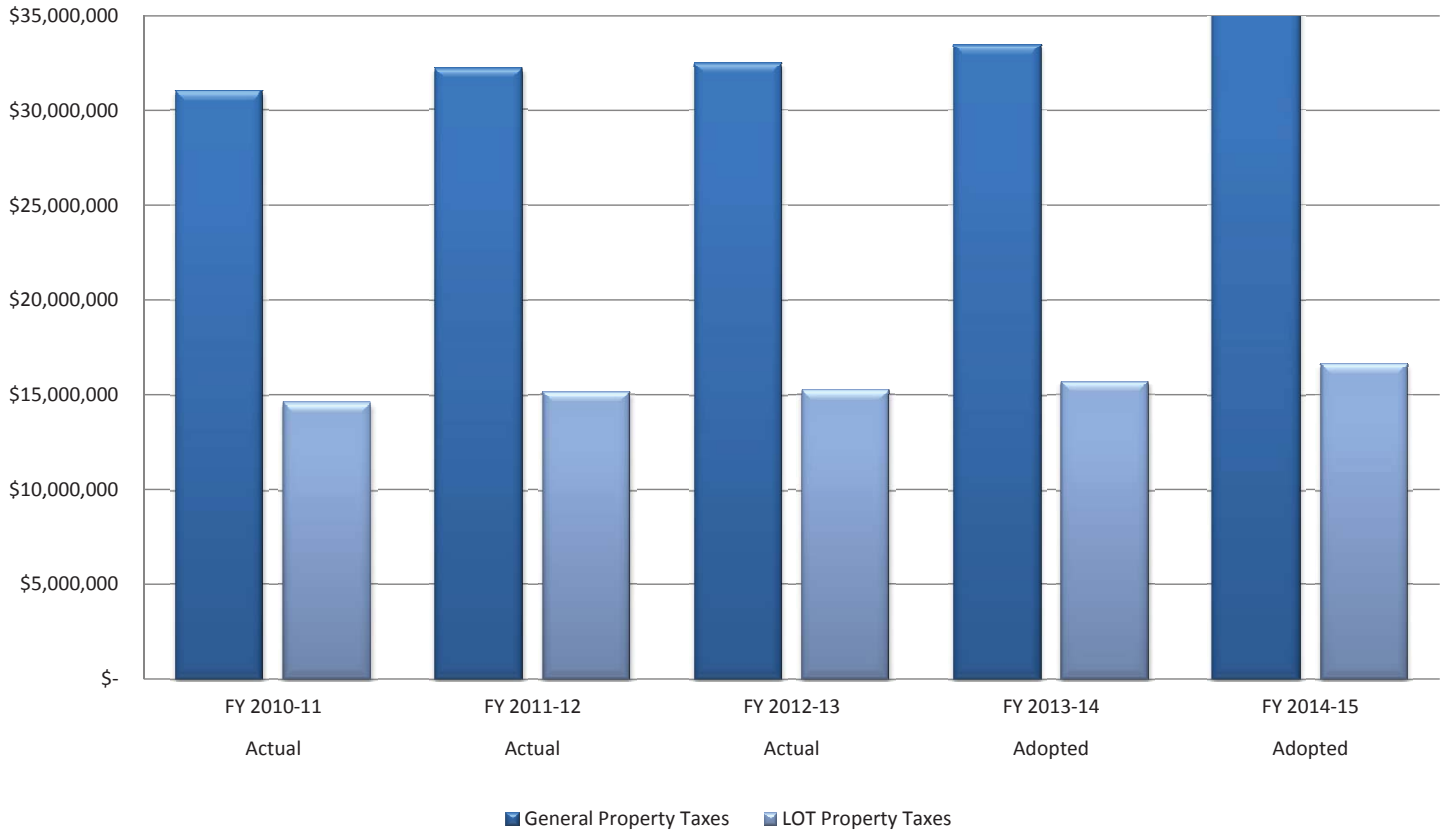
** 2014-15 Assessed Value and Tax Levy amounts are estimates only

## Change in Assessed Value History




| Island Annexation Phase-In | Total Assessed Value | % Change in AV | General Fund Tax Levy | Local Option Tax Levy | Total Property Taxes Levied |
|---|---|---|---|---|---|
| $ - | $ 6,046,924,117 | - | $ 22,171,047 | $ 6,651,617 | $ 28,822,664 |
| - | 6,175,973,644 | 2.13% | 22,644,207 | 6,793,571 | $ 29,437,778 |
| - | 6,397,915,313 | 3.59% | 23,457,956 | 7,037,707 | $ 30,495,663 |
| - | 6,681,339,822 | 4.43% | 24,497,132 | 7,349,474 | $ 31,846,606 |
| - | 7,009,038,595 | 4.90% | 25,698,640 | 7,709,942 | $ 33,408,582 |
| - | 7,449,889,842 | 6.29% | 27,315,021 | 8,194,879 | $ 35,509,900 |
| - | 7,963,202,164 | 6.89% | 29,197,081 | 13,696,708 | $ 42,893,789 |
| - | 8,291,350,338 | 4.12% | 30,400,236 | 14,261,123 | $ 44,661,359 |
| 22,439,296 | 8,705,811,279 | 5.00% | 31,837,585 | 14,935,398 | $ 46,772,983 |
| 22,997,160 | 9,085,706,884 | 4.36% | 33,341,537 | 15,657,143 | $ 48,998,680 |
| 23,889,597 | 9,118,300,184 | 0.36% | 33,461,337 | 15,718,554 | $ 49,179,891 |
| 24,873,440 | 9,599,738,166 | 5.28% | 35,133,803 | 16,531,293 | $ 51,665,096 |
| 25,868,378 | 9,983,727,693 | 4.00% | 36,586,368 | 17,163,113 | $ 53,749,481 |

## Property Tax Revenues




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **General Property Taxes** | $ 31,021,374 | $ 32,224,925 | $ 32,475,698 | $ 33,455,000 | $ 36,310,000 |
| **LOT Property Taxes** | 14,554,374 | 15,119,034 | 15,228,783 | 15,690,000 | 16,610,000 |
| | **$ 45,575,748** | **$ 47,343,959** | **$ 47,704,481** | **$ 49,145,000** | **$ 52,920,000** |

## Property Tax Revenue

The City has a permanent tax rate of $3.6665 and a local option tax rate of $1.72. The Oregon constitution allows voters to approve five-year local option levies outside of the permanent rate limit. The City's local option tax rate was originally passed in November 1998 and has been reapproved in 2002, 2006 and 2012. The new levy will be good through FY 2017-18. In November 2006, voters approved an increase to the local option tax (LOT) from $1.10 to $1.72 to support enhanced Police, Fire, and Park Maintenance services.

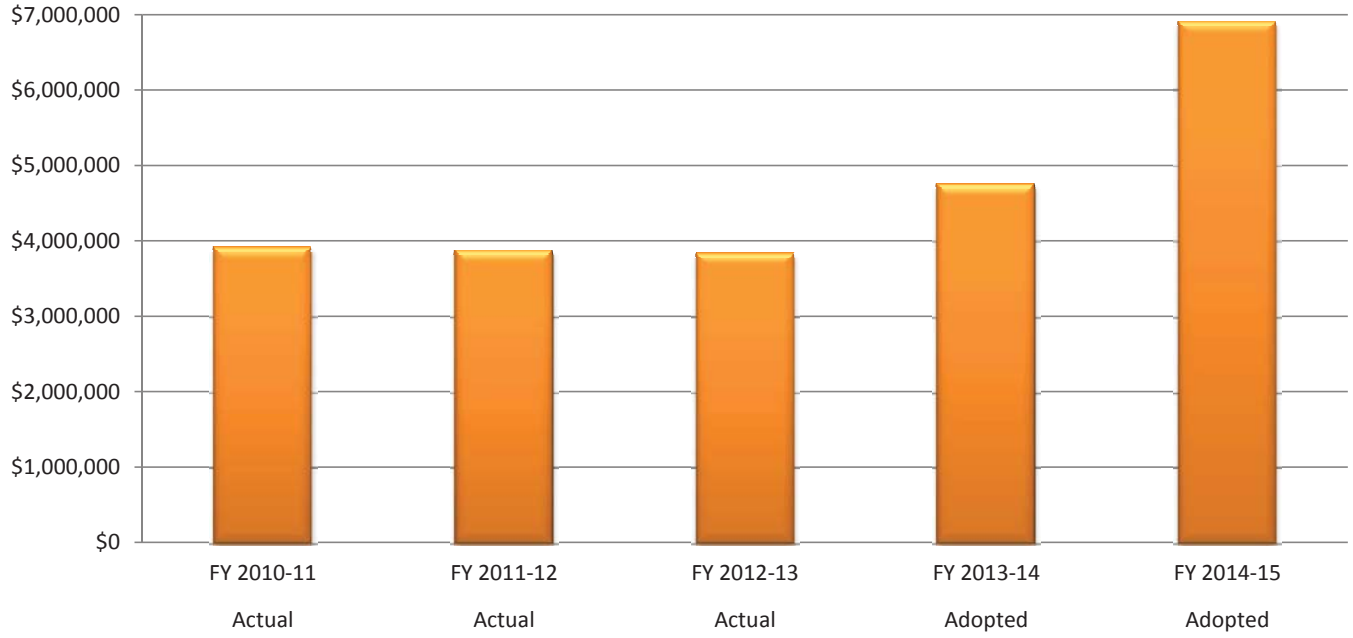
Assessed value (AV) for 2013-14 increased by 5.28%, exceeding the 3% statutory limitation and budgeted increase of 3%. The 2013-14 AV growth rate is significantly higher than the FY 2012-13 AV of 0.36%. The 2012-13 AV growth rate was primarily the result of a successful large property tax appeal by an industrial property owner. Genentech successfully appealed back tax years 2010-11 and 2011-12. As a result of the appeal, Genentech's assessed value decreased from 2011-12 by $163 million or 66% of their value resulting in a loss of property tax revenues of close to $850,000 annually. In addition to this loss in value, there were other smaller assessed value decreases including Frontier at $8 million, Solar World at $1.3 million, Intel at $5 million, and real market value (RMV) exceeding AV totaling approximately $31 million. These decreases combined with limited growth in other property classes resulted in total AV increase of .36%.

Hillsboro is known as the home of the "Silicon Forest" and a disproportionate share of its AV is attributable to the industrial sector. The City has benefitted greatly from its large industrial sector, but can be negatively impacted by it as seen in FY 2012-13. The State of Oregon, not the County, is responsible for appraising most of the larger industrial properties residing within the City and therefore the City makes contact with the state industrial appraisers annually in an attempt to understand possible annual fluctuations in value.

The 5.28% AV is reflective of the new construction occurring within Hillsboro in addition to the rebound in the housing market. Real market values are beginning to rise, reestablishing the margin between assessed and real market value. Although statute allows for an increase of 3% annually on assessed values, if real market values dip below assessed values, taxes are then calculated on the lower value. The City continues to have an overall margin between assessed and market values, but taxes are calculated on a property by property basis and the City did have and in some cases continues to have pockets of properties where real market values are at or below assessed values as evidenced by lost value in 2012-13 estimated at $31 million.

The budget assumes a 4% increase in assessed value projection for 2014-15. Staff thinks that this will be a representative estimate, but staff is continuing to review the City's tax base.

## Strategic Investment Program (SIP) Revenue




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **SIP** | **$ 3,907,279** | **$ 3,863,285** | **$ 3,820,668** | **$ 4,750,000** | **$ 6,900,000** |

## Strategic Investment Program (SIP)

The Strategic Investment Program was authorized by the State legislature in 1993 to increase Oregon's ability to attract capital-intensive industry, particularly high-tech firms. Projects approved for the urban SIP must pay full property taxes on the first $100 million of their investment, in addition to an annual Community Service Fee equal to 25% of the abated taxes, up to $2 million and any other negotiated fees. The City receives 32 – 38% of these fees depending on the SIP agreement. The City has received just under $41.3 million under this tax abatement program.

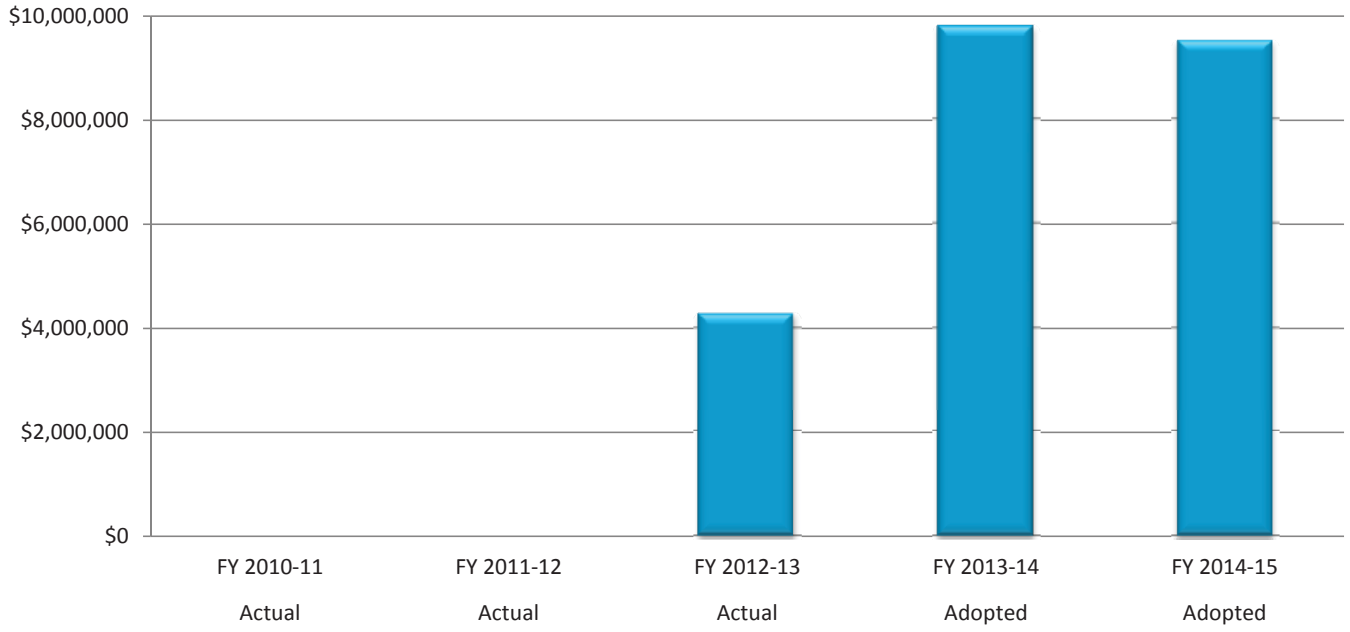
Currently, the City is receiving SIP revenues from two of Intel Corporation's SIP applications, the 1999 and the 2005 SIP. The 2005 SIP is the fourth SIP Agreement with Intel and was jointly ratified by the Hillsboro City Council and Washington County Board of Commissioners in May 2005. The 2005 SIP was kicked off and tax distribution was received for the first time in fiscal year 2010-11. The 2005 SIP is estimated to collect close to $57 million through fiscal year 2024-2025 as compared to an estimate of $34 million over the life of the 1999 SIP. Staff has anticipated an increase in this funding for 2014-15 due to Intel's construction of D1X and D1X Mod 2. Estimating these payments is very speculative and there can be a wide range from conservative to aggressive. The City has budgeted $6.5 million in Intel SIP revenues for 2014-15 in the SIP FFC Debt Service Fund. Staff believes the amount budgeted in 2014-15 is on the conservative side.

Historically, the City has chosen to use the Intel SIP revenues as one-time funds. The City has used SIP funds to back debt for facilities and improvements, as well as enhancing the City's ability to pay for certain projects without incurring additional debt. Once numbers are more refined for the 2005 SIP, the City will need to determine how to best utilize this allocation in the future and whether to continue to treat as one-time funds or to use some or part of the funds towards operational expenses or special programs. The 2014-15 budget obligates $4.2 million budget to debt service and the remaining for one-time capital projects.

The majority of the SIP proceeds are used to pay the debt service on full faith and credit bonds/notes. In prior years, bonds were issued for the construction of the Civic Center (City Hall), the Main Library on Brookwood Avenue, two fire stations, the replacement of the artificial turf fields at the Gordon Faber Recreation Complex and in the 2012, new bonds were issued for a baseball stadium, Shute Park Library renovation and the Main Library 2nd floor expansion.

Genentech, one of the world leaders in biopharmaceuticals, applied for a "rural" SIP application, which was approved in 2006. Under the "rural" SIP, approved projects must pay full property taxes on the first $25 million of their investment plus a minimum community service fee of $500,000 per year, in addition to other negotiated fees that represent the "full tax bill" on land and buildings as per Washington County policy. The City received the first year of tax distribution under this program in 2010-2011. $400,000 has been included in Economic Development Fund (120) for 2014-15. Staff has proposed these resources be included in the Economic Development Fund to help stabilize the fund requirements. The Economic Development Fund has relied on declining sources of revenue since the closure of the Ronler Acres Urban Renewal District in 2001 and is now is funded through General fund resources, the Genentech SIP and other miscellaneous transfers.

## Gain Share Revenue




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Gain Share** | $ - | $ - | $ 4,269,598 | $ 9,790,000 | $ 9,500,000 |

## Gain Share

The Oregon legislature enacted into law ORS 285C.615-639 in 2007, creating what has become known as Gain Share.

Gain Share (or sharing of personal income tax revenues) is only activated when there has been a Strategic Investment Program (SIP) agreement negotiated with a company offering property tax incentives. There have been only a handful of SIP's across the State. In Washington County, there are three outstanding SIP agreements; the '99 Intel SIP which will expire in tax year 2014, the 2005 Intel SIP that began in 2010 and the much smaller Rural SIP with Genentech.

SIP's abate property tax on very large investments that would otherwise be paying an extraordinary amount of property tax on the equipment inside their plant (Oregon taxes industrial personal property). SIP legislation has created a pathway for these types of investments to occur in Oregon. Without the SIP tax incentive program, these very large scale industrial businesses would likely not have invested in Oregon and would be lost to other states with a more favorable tax environment.

Property tax, which is largely the revenue source that funds local government services, is reduced, while increased personal income tax, that funds the State's budget, is generated due to the increase in jobs created by the new investment. The concept behind Gain Share was to make it a win/win for both local government and the State by allowing local governments to share in the growth of State income tax collections calculated as a direct result of job growth spurred by the local new investment covered under an SIP. Gain Share is intended to allow local government to share 50/50 in the income tax related to new and retained jobs under these large SIP agreements directly putting money back into the local economy.

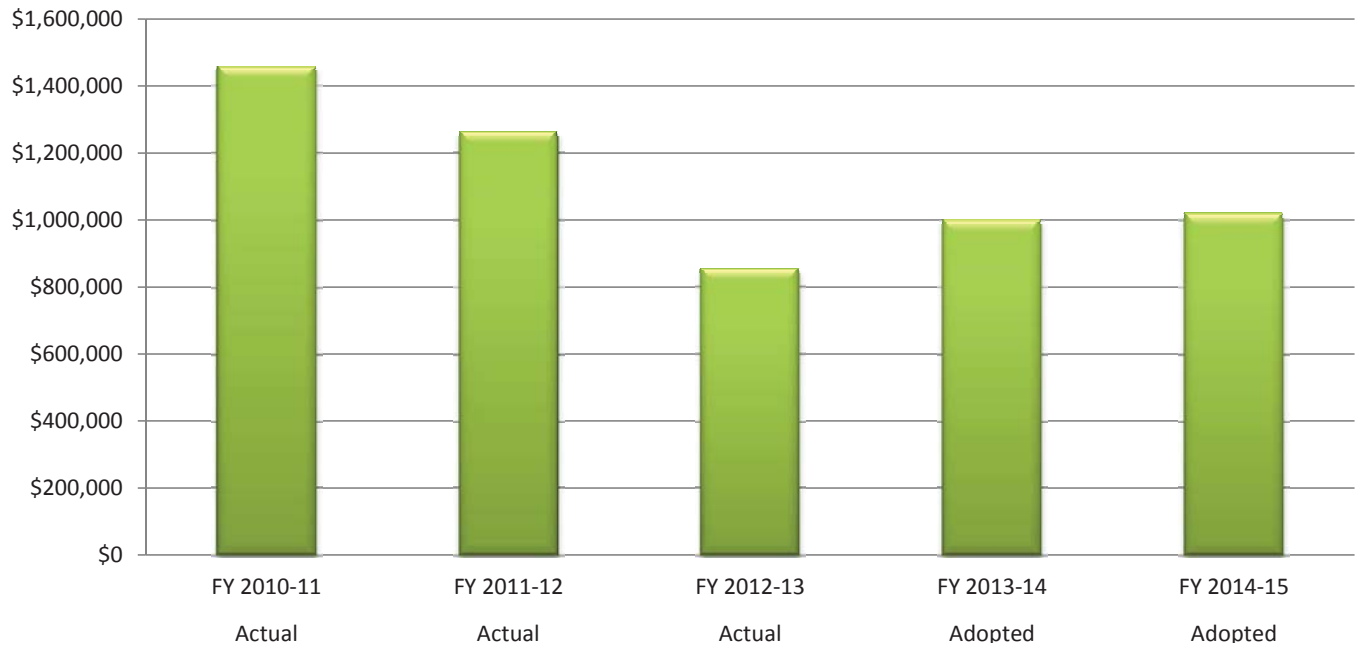
How it works is that on or before April 1st of each year, a company under a SIP is required to file a report to the State outlining the amount of employees that are "new" or "retained" for the prior calendar year as a result of the SIP. They also report the average salary of those employees. The State's Department of Administrative Services (DAS) then determines the amount of income tax that was generated by those employees and puts 50% of that amount in a separate Shared Revenue Fund that is distributed by DAS annually using the same allocation methodology as the SIP Community Service Fee allocation.

Gain Share legislation sunsets in 2017 relating to any new SIP agreements, however, Gain Share continues over the life of any existing SIP agreements, specifically the 2005 SIP. The 2005 SIP was kicked off in 2010 and expires after 15 years or 2025. Gain Share would also expire in 2025.

The State Legislature has been reviewing the Gain Share program as it has been more successful than anticipated and the Legislature has concerns about of the amount of money being shared with Washington County and the City. Discussions have occurred about reducing the County and City's share and using the excess to help fund schools as the majority of school resources come from the State as well as eliminating the Gain Share program completely. At this time, there have been no changes to the Gain Share program. However, it is anticipated changes will be proposed in the 2015 legislative session. The City has budgeted to spend some of the revenues in FY 2014-15, with the majority held in reserves.

The City received its second Gain Share payment in 2013-14 for $7 million, net of the $1.9 million shared with Washington County schools, and is using the State's projection for budgeting purposes for 2014-15 which is $9.5 million. These funds have been budgeted in the Gain Share Capital Projects Fund.

## Interest Revenue




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Interest Revenue** | $ 1,458,115 | $ 1,262,276 | $ 853,119 | $ 999,722 | $ 1,018,956 |

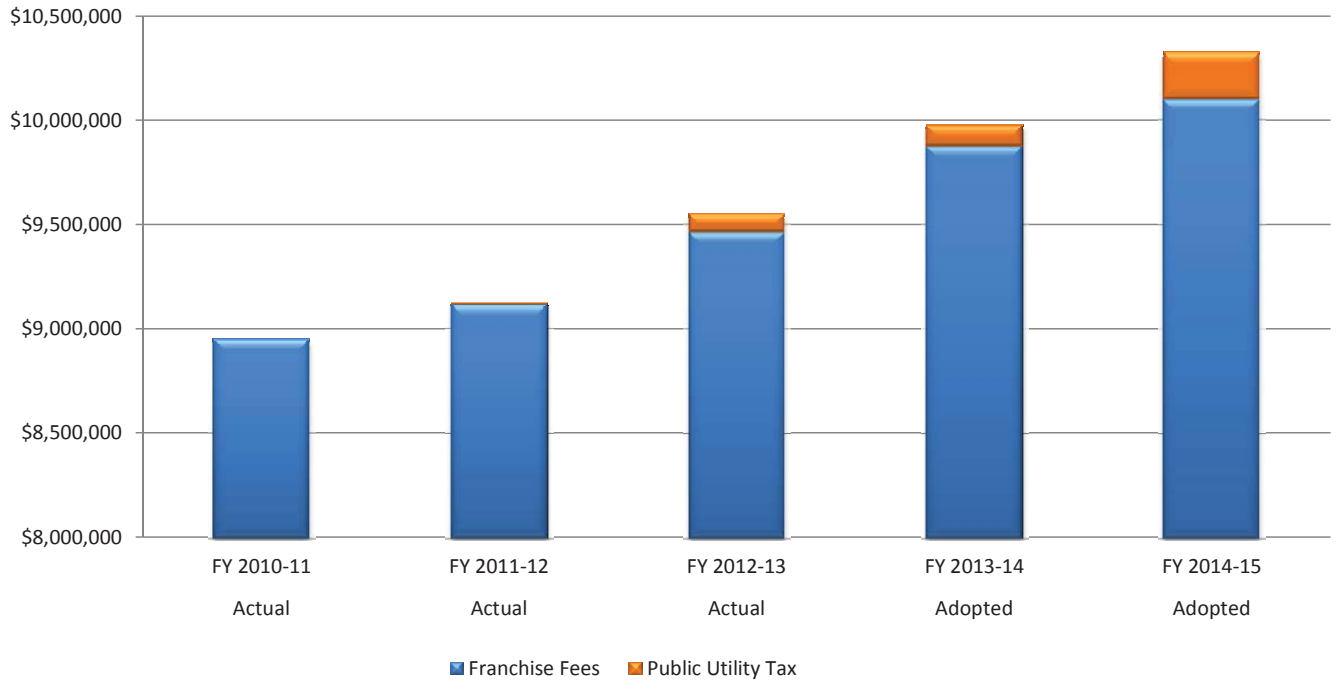
## Interest Revenue

Interest revenues are generated from the investment of cash on hand in the City's funds. Interest revenues are directly attributable to the amount of cash available for investment and current interest rates being earned on those investments. The City's Investment Policy states the City's principal investment objectives are safety, liquidity, legality, and yield-return. The City is assuming an interest rate of about 1% for its investments due to the low rate of returns in the current market.

The City's investment portfolio hovers around $150 million. The investment portfolio is managed with the help of an investment advisor. However due to a State of Oregon limitation, the instruments public funds may be invested and a City investment policy that is more restrictive than the State requirements, managing the portfolio is about risk avoidance first, liquidity second, and yield third.

Interest revenues have decreased significantly due to the current investment market and are no longer considered to be a major source of revenue for the City. Fortunately, this decrease has not significantly impacted the various funds' balances as other revenues have increased which have helped offset the interest revenue decrease, but the long term impact is that the City has less annual resources to fund increasing costs and for maintenance and project needs.

## Franchise Fee & Public Utility Tax Revenue




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Franchise Fees** | $ 8,946,848 | $ 9,113,561 | $ 9,461,970 | $ 9,875,000 | $ 10,100,000 |
| **Public Utility Tax** | - | 6,600 | 87,050 | 100,000 | 225,000 |
| | **$ 8,946,848** | **$ 9,120,161** | **$ 9,549,020** | **$ 9,975,000** | **$ 10,325,000** |

## Public Utility Tax

In fiscal year 2011-12, the City passed an ordinance amending a public utilities tax which applies directly to companies providing utility services without a franchise agreement. By amending the public utilities tax the City made the utilities tax rate equal to the franchise fee rate and clarified the definition of a utility. Additionally, the public utilities tax adds stability to the City's budget by ensuring revenues are received from utility services provided within in the City regardless of whether the service provider is a franchised utility or a wholesaler provider. For 2014-15, the public utility tax is estimated at $225,000.

## Franchise Fee Revenue

Franchise fees are charged to private and public utilities for the use of the public rights-of-way. Private franchised activities paying the fee include electricity, natural gas, telecommunications, cable television, and solid waste haulers. The City's public utilities that pay a franchise fee are water, sewer, and surface water management.

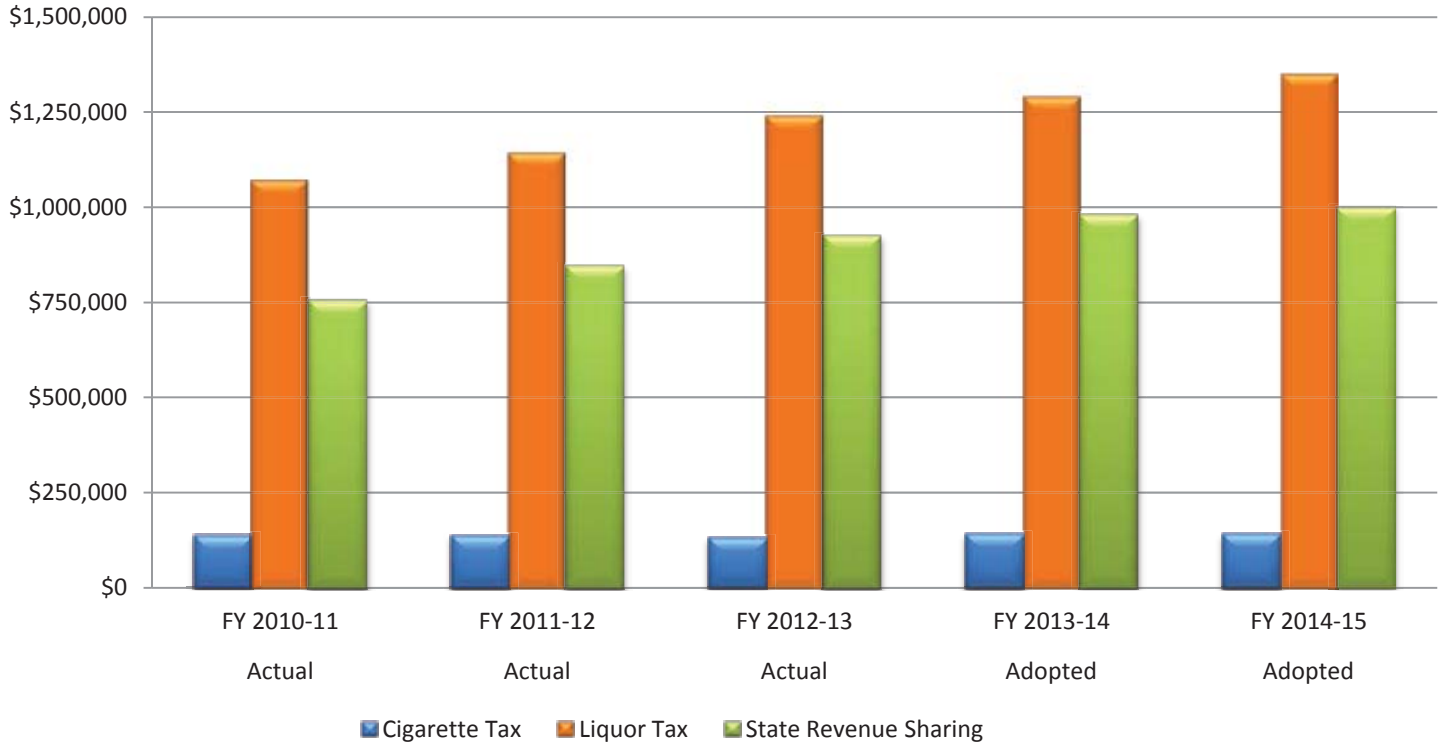
Most franchise fees are computed as a percentage of gross revenues generated within Hillsboro's city limits. Telecommunication franchises have a minimum base amount or a percentage of gross revenues with the higher amount being paid by the franchise holder. All franchises, with the exception of cable television, are directly between the City and the franchise holder. The Metropolitan Area Communications Commission (MACC), a consortium of cities in the metro area, administers the cable television franchise.

These revenues are included in the General Fund and are used to fund general fund activities including public safety. The General Fund also pays for some street lighting and pavement management. For 2014-15, franchise fees are estimated at $10.1 million.

## Current Franchisees & Franchise Rates

| Service | Provider | | Rate |
|---|---|---|---|
| Cable | Comcast | Frontier Communications | 5.00% |
| Electricity | Portland General Electric | | 3.50% |
| Natural Gas | NW Natural | | 3.00% |
| Sanitary Sewer | City of Hillsboro | | 3.50% |
| Solid Waste | Aloha | Valley West | 3.00% |
| | Cornelius Disposal | Washington Co. Drop Box | |
| | Garbarino | Waste Management | |
| | Hillsboro Garbage | | |
| Surface Water Management | City of Hillsboro | | 3.50% |
| Telecommunications | Alaska Communications | TATA | $1,000 Qtr/3.5% |
| | Coast Com Inc. | TCG Oregon | |
| | Fibersphere Communications | TW Telecom | |
| | Integra Telecom | Verizon/MCI | |
| | Level 3 Communications | XO Communications | |
| | LS Networks | Zayo Group | |
| | Qwest | | |
| | Frontier Communications | | 7.00% |
| Water | City of Hillsboro | | 3.50% |

## State Shared Revenues




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Cigarette Tax** | $ 137,305 | $ 135,984 | $ 131,383 | $ 140,000 | $ 140,000 |
| **Liquor Tax** | 1,072,272 | 1,143,030 | 1,240,743 | 1,290,000 | 1,350,000 |
| **State Revenue Sharing** | 755,387 | 846,468 | 925,269 | 980,000 | 1,000,000 |
| | **$ 1,964,964** | **$ 2,125,482** | **$ 2,297,395** | **$ 2,410,000** | **$ 2,490,000** |

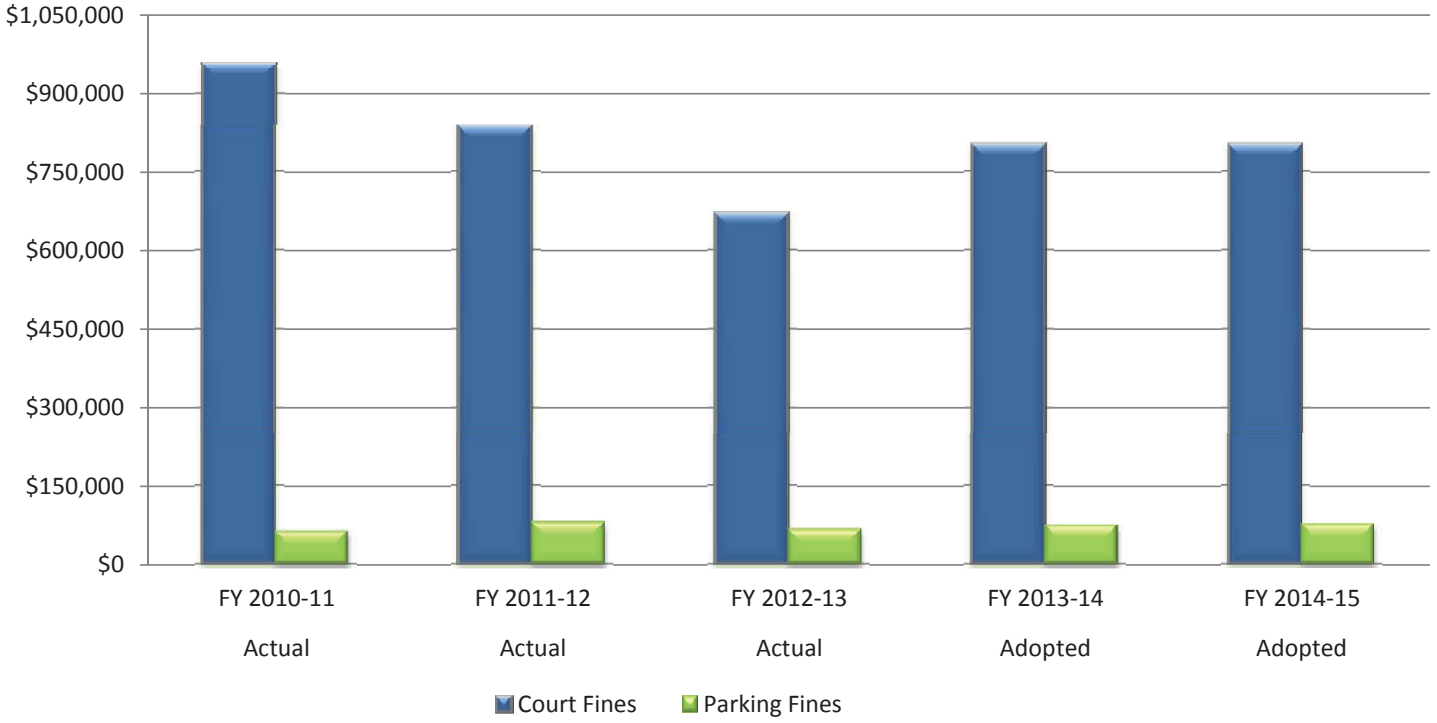
## State Shared Revenues

Liquor Tax is collected by the State of Oregon. 20% of all liquor tax receipts are allocated to cities on a per capita basis and distributed monthly. An additional 14 percent of the state liquor receipts are allocated to cities on a formula basis and is known as "State Revenue Sharing." The formula compares the recipient city's consolidated property tax rate, per capita income and population against statewide averages. This will closely track the upward and downward trends in a city's share of liquor tax per capita over time. These revenues may be used by cities for general government purposes. The remainder of the tax is used by the state and counties with some dedicated to the mental health services and substance abuse treatment. For fiscal year 2014-15, the liquor portion of the tax is estimated at $1,350,000 to the General Fund or approximately $14.46 per capita while the State Revenue Sharing component is estimated at $1,000,000.

The current cigarette tax rate is $1.31 per pack. Of the total tax, cities receive 4.5 cents per pack. The majority of the tax goes to the State's General Fund at 27 cents, Oregon Health Plan at 90 cents and other smaller amounts to counties and other agencies. The distribution is on a per capita basis. Cities may use their share for general government purposes. For fiscal year 2014-15, the cigarette tax is expected to generate $140,000 to the General Fund or $1.50 per capita.

Cities are allocated a portion of the 911 Emergency Telephone Tax Revenue collected by the State for the planning, installation, maintenance, operation and improvements of a 911 reporting system. Funds may only be used for activities that handle the call from the citizen to the primary public safety answering point and that transmit the information from the primary to responding police, fire, medical or other emergency unit. Prior to 2012-13, the City received the state funding and then redistributed the funds to Washington County Consolidated Dispatch Agency (WCCCA), which provides 911 services for many agencies in Washington County. As of July 1, 2012, all funds go directly from the State of Oregon to WCCCA. The 911 tax is not represented on the accompanying chart. The value of the tax revenue is approximately $450,000.

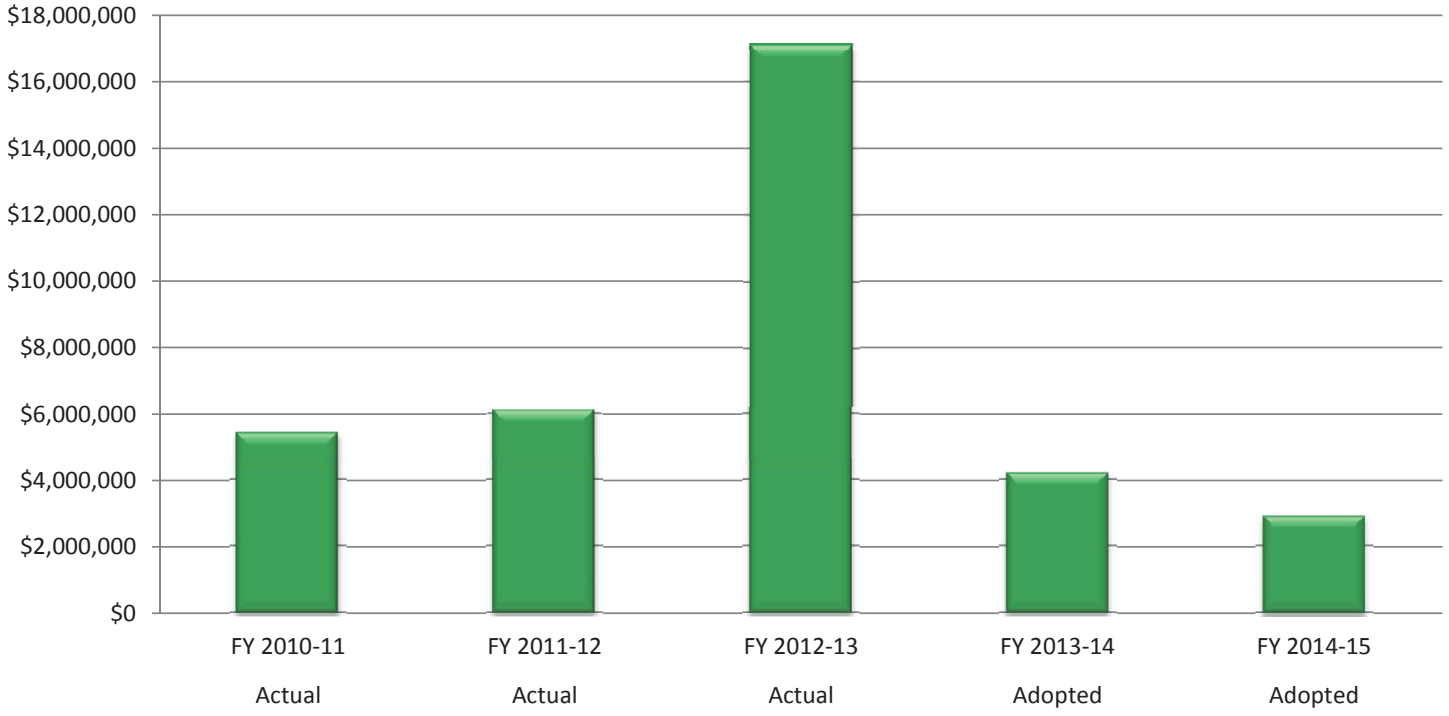
## Court and Parking Fines




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Court Fines** | $ 956,476 | $ 834,862 | $ 669,345 | $ 800,000 | $ 800,000 |
| **Parking Fines** | 63,289 | 81,008 | 67,058 | 75,000 | 77,000 |
| | **$ 1,019,765** | **$ 915,870** | **$ 736,403** | **$ 875,000** | **$ 877,000** |

These sources of revenue include minor traffic infractions, parking citations, and violations of City ordinances, which are processed by the City of Hillsboro's Municipal Court. The majority of the court fines are from traffic infractions. Fine collections are directly related to the number of citations issued. The fine schedule is updated by the State Legislature as necessary. Effective January 1, 2012, the State adopted a new schedule that reduced fines for offenses, authorized a Judge to reduce fine amounts up to 50% of the presumptive fine and amended the portion of the fine turned over to the State to a flat fee of $60 per offense. City staff anticipated the law having a negative impact on revenues and that decline is beginning to be seen in actual revenues. In addition to the change in the law, there has also been a decrease in issued citations, which is adding to the revenue decrease. The fees generated pay for the operations of the Municipal Court and provide additional resources to support other Police operations. For 2014-15, staff has budgeted $877,000 in fine revenues.

## Building Department Revenues



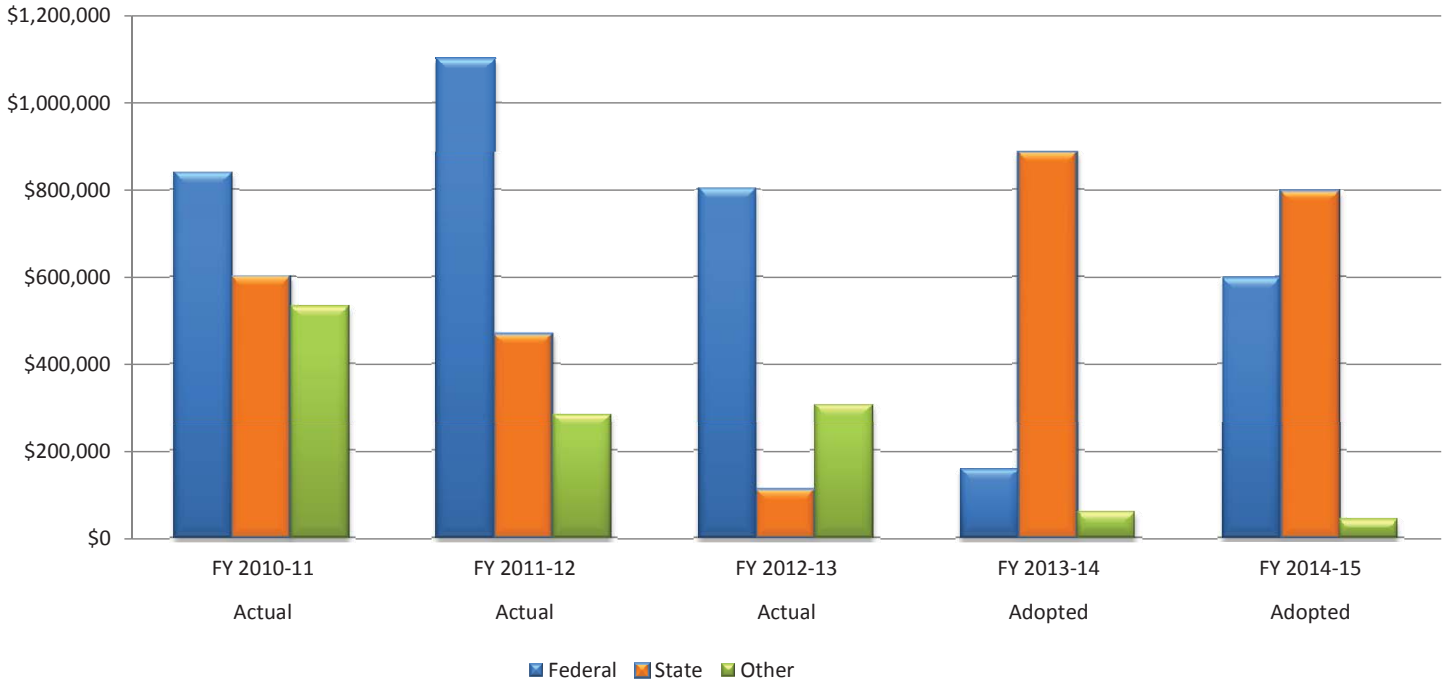

| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Building Revenues** | $ 5,439,570 | $ 6,113,633 | $ 17,114,757 | $ 4,228,100 | $ 2,929,826 |

The Building Department provides full construction permit/plan review services supporting the development community including home remodeling, residential subdivisions, multi-family housing and high-tech commercial/industrial developments. The department enforces State codes for building, plumbing, mechanical, electrical, and fire-life safety. The City has developed a “fast-track” plan review process that expedites most plans submitted for review within a two to four week period.

Building operations are funded through permit and inspection fees charged based on the size and scope of the project. Building weathered the downturn in the economy better than most. The Department has experienced significant increases in workload and revenues in the past couple of years. The increase has been mainly in commercial building activity. The Building Department is currently working on Intel’s D1X projects and has added a total of 13 FTE in the last couple of years to keep up with the increasing workload.

In FY 2012-13, there was a significant increase in revenues due to the D1X project. It is being projected that for FY 13-14 actual revenues will exceed budget by at least $3 million, which again is related to the D1X project as well as several large commercial projects. Building revenues are quite volatile and difficult to predict as they are driven by building activity. For FY 2014-15, staff has budgeted conservatively as the D1X project is in final stages and no other large projects are known at this time.

## Grants



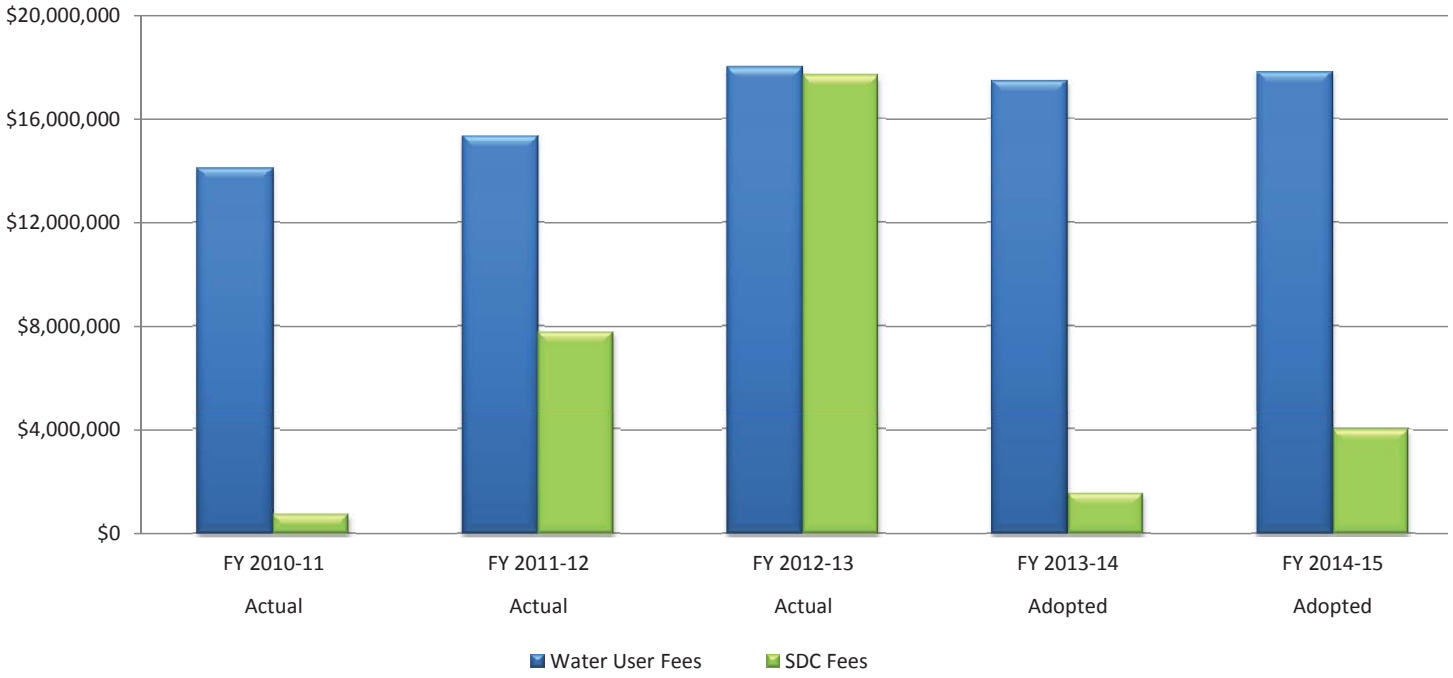

| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Federal** | $ 838,832 | $ 1,100,181 | $ 802,403 | $ 156,808 | $ 596,647 |
| **State** | 599,620 | 466,896 | 110,128 | 884,400 | 795,000 |
| **Other** | 531,102 | 282,683 | 305,393 | 60,000 | 42,112 |
| | **$ 1,969,554** | **$ 1,849,760** | **$ 1,217,924** | **$ 1,101,208** | **$ 1,433,759** |

## Grants

The City receives various grants each year. Since Hillsboro is an entitlement city (a city with a population over 50,000), it receives an annual Community Development Block grant allocation. This grant is administered by the U.S. Department of Housing and Urban Development. The City receives around $250,000 a year and uses this grant on either roads or parks. In 2013-14, Public Works received the CDBG allocation and put the money aside to combine with the FY 2014-15 allocation for road and sidewalk improvements at 11th and Alder.

Some of the larger grants budgeted in 2014-15 include the CDBG grant of $570,000 and an Immediate Opportunity Fund (IOF) grant of $700,000 from the Oregon Department of Transportation to fund Cornelius Pass improvements.

## Water User Fees and System Development Charges




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Water User Fees** | $ 14,081,688 | $ 15,302,737 | $ 17,956,415 | $ 17,450,700 | $ 17,789,922 |
| **SDC Fees** | 742,243 | 7,759,893 | 17,643,213 | 1,550,000 | 4,000,000 |
| | **$ 14,823,931** | **$ 23,062,630** | **$ 35,599,628** | **$ 19,000,700** | **$ 21,789,922** |

## Water

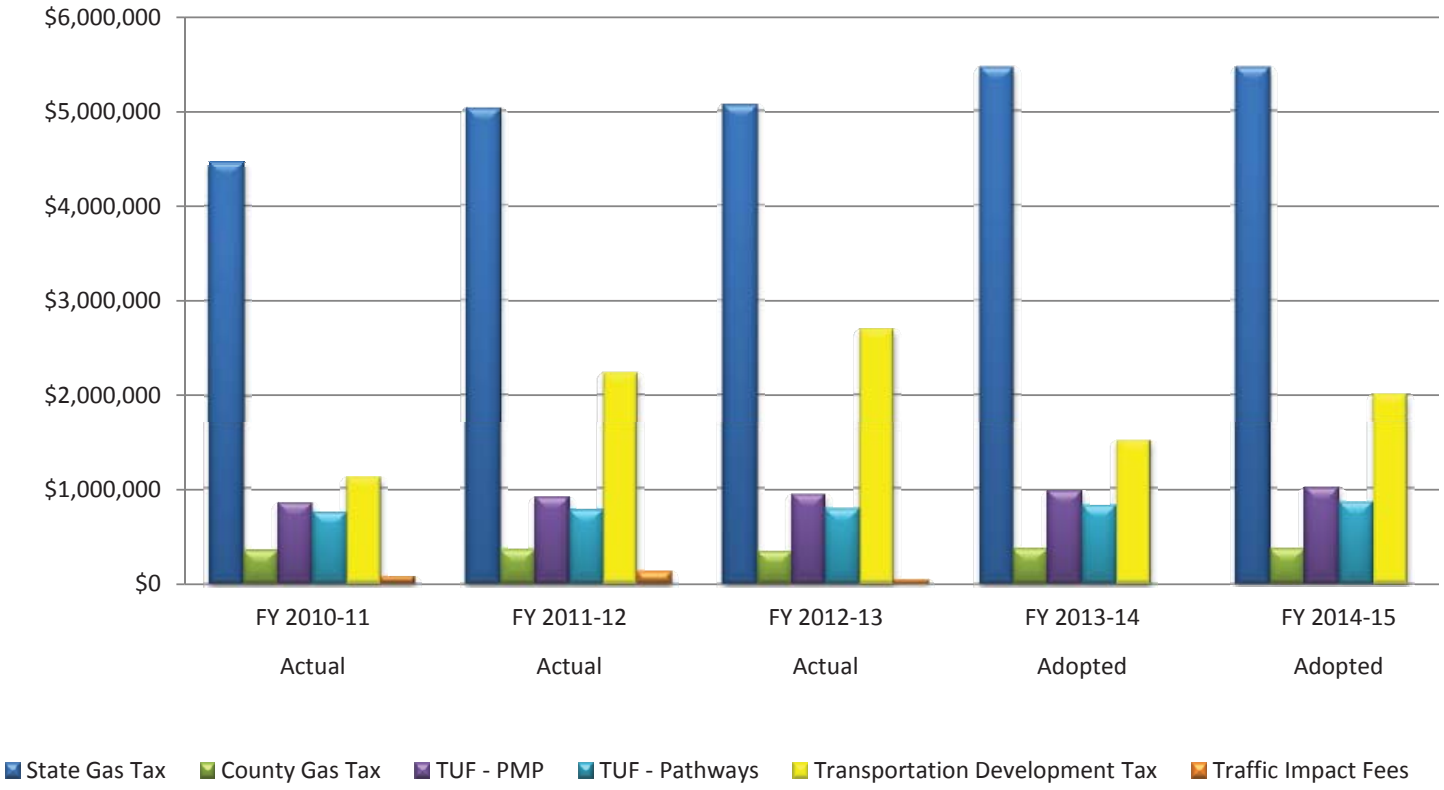
The City of Hillsboro owns and operates a municipal drinking water system that serves nearly 79,000 customers. The City's service territory is divided into two main areas. One serves the portion of the City's own municipal territory west of Cornelius Pass Road; the second serves more than 600 rural connections in Washington County and provides wholesale service to Gaston, Cornelius, and the LA Water Cooperative. The three-member City of Hillsboro Utilities Commission governs the City's water system. The water supplied to customers is purchased through the Joint Water Commission (JWC), which is a collective water supply partnership between Hillsboro, Forest Grove, Beaverton and Tualatin Valley Water District (TVWD). The City of Hillsboro holds 45% ownership in the JWC water supply capacity, and is also designated by the partnership as the managing agency for JWC. The City of Hillsboro Water Department is also a partner in the Barney Reservoir Joint Ownership Commission (BRJOC), which is a joint venture between the cities of Hillsboro, Forest Grove, and Beaverton, Tualatin Valley Water District and Clean Water Services. The City of Hillsboro has been designated by the partnership as the managing agency for BRJOC.

Water operations are funded via user fees charged on the City's utility bill; the water system receives no property tax or other general fund revenue. Water rates are set annually by the City of Hillsboro Utilities Commission. Water rates are set by customer class, and have two parts: a base rate (based on meter size) and a usage rate. A typical dwelling unit with a 5/8"x3/4" meter uses 18 ccf in a two-month billing cycle. Under the current three-tiered residential rate structure, the total bi-monthly water bill would be $52.88, including the base charge of $24.40, the first 16 ccf charged at $1.49 per ccf, and $2.32 per ccf for the additional two units sold. The proposed budget assumes a 6.75% water rate increase. The Utilities Commission will hold a public hearing, tentatively scheduled for July, to consider a rate increase proposal. If approved, the rate increase will go into effect in October, 2014.

In addition to these recurring customer usage charges, system development charges (SDCs) are assessed on new construction. The SDC is calculated based on the project's future impact on the City's need for water infrastructure and capacity. The City had seen a sharp reduction in SDC's collected prior to FY 11-12; however, there has been a significant increase in SDC revenues in the past two years due to the Intel D1X project and several large commercial projects. In FY 2014-15, staff has budgeted $4 million in SDC revenues based on current building activity.

The City is in the beginning of building a large scale water supply project that will serve a growing Hillsboro for the next 50 years. The Utilities Commission has selected the Mid-Willamette River as the City's second water supply source. The project will be built with partners, and will include a new water treatment plant, transmission line, and storage facilities. Final completion of the project is currently planned for approximately 2026. However, planning has begun on both design and funding elements for the project. A water rate and SDC update study has been completed; the study includes ten-year projections of annual rate increases that will be necessary to support expenses for ongoing operations, maintenance and replacement, and debt service.

## Transportation Funds




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **State Gas Tax** | $ 4,459,683 | $ 5,019,711 | $ 5,056,858 | $ 5,452,427 | $ 5,450,888 |
| **County Gas Tax** | 349,961 | 354,845 | 340,581 | 363,590 | 368,372 |
| **TUF - PMP** | 848,217 | 904,830 | 932,099 | 969,592 | 1,008,376 |
| **TUF - Pathways** | 749,290 | 771,068 | 784,213 | 817,332 | 850,025 |
| **Transportation Development Tax** | 1,113,081 | 2,222,909 | 2,687,013 | 1,500,000 | 2,000,000 |
| **Traffic Impact Fees** | 69,300 | 125,136 | 35,663 | - | - |
| | **$ 7,589,532** | **$ 9,398,499** | **$ 9,836,427** | **$ 9,102,941** | **$ 9,677,661** |

## Public Works

The City's Public Works Department manages the City's transportation, sewer and surface water management programs. The Department is made up of two main divisions, Engineering and Operations, which provide for the design and construction as well as ongoing maintenance of public infrastructure in each program. The following describes the funding sources for the different programs.

## Transportation

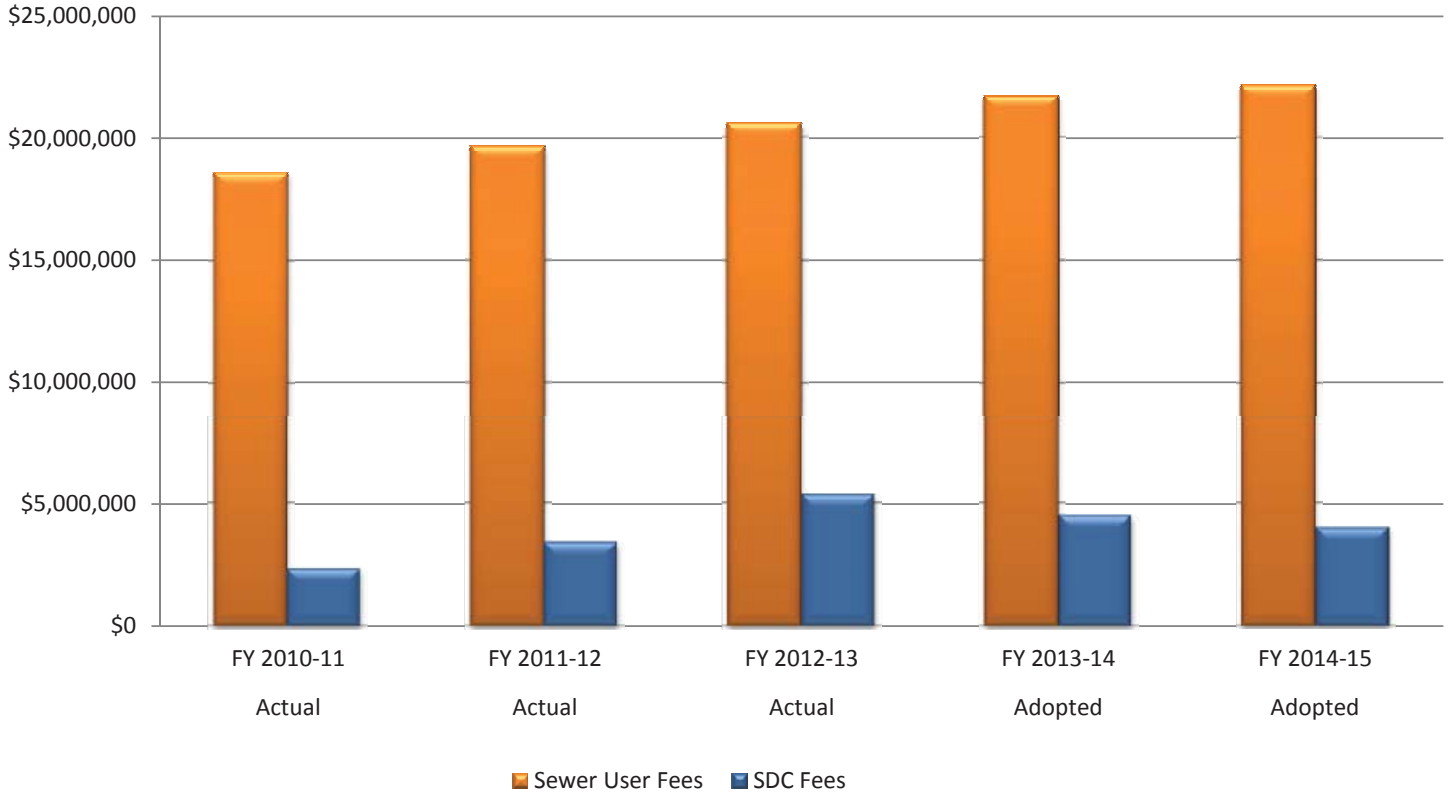
Funding for Transportation includes state gas tax, county gas tax, state license and registration fees, and the City's local transportation utility fee. Funding also includes the Transportation Development Tax.

The principal source of revenues for the Transportation Fund is the City's per capita share of state and county gasoline taxes. The State gas tax is currently 30 cents per gallon. Washington County also has a local gas tax of 1 cent per gallon. Since the gas tax is based on number of gallons sold, as the price of gas rises, the gallons sold generally decreases, resulting in a reduction in funding to maintain the roadway.

In response to increasing roadway maintenance needs and a decrease in available resources, the City Council adopted a Transportation Utility Fee (TUF) on July 17, 2008 which went into effect in March 2009. The TUF program charges each residential and non-residential customer a fee that is used to perform street maintenance on roadways that fall under Hillsboro's jurisdiction. The charges are based on the estimated use of the roadway system by customer groups based on Institute of Transportation Engineers (ITE) traffic data. The fee is included on each customer's bi-monthly utility bill. The primary purpose of the program is to provide a stable source of revenue for the operation, maintenance and preservation of the roadway system. The current backlog in roadway maintenance is valued at $11.8 million. Over the last several years, the Council has elected to use Strategic Investment Program (SIP) funding to help fill the gap for pavement management. In 2014-15, $1,000,000 is proposed from SIP funds. Additionally, Council approved an increase of 6% to the TUF rates in April 2012. A portion of residential TUF fees collected are dedicated to build and maintain bicycle and pedestrian pathways.

System Development Charge revenues are received from new private development activities through Washington County's Transportation Development Tax (TDT) program based on the development's projected impact on the transportation system. The Washington County Board of Commissioners adopted the countywide Transportation Development Tax (TDT) program in September of 2008. The TDT effectively replaced the Traffic Impact Fee (TIF) program and placed into effect an expanded tax on all new development in Washington County and brought the fee into conformance with the Oregon State System Development Charge rules. Proceeds from the TDT program are used to fund off-site highway and transit capital improvements that provide additional capacity to the major transportation system, namely along collector and arterial roadways. The program does not fund existing needs such as minor reconstruction or maintenance projects.

## Sewer User Fees and System Development Charges




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **Sewer User Fees** | $ 18,565,477 | $ 19,654,926 | $ 20,624,680 | $ 21,716,953 | $ 22,151,292 |
| **SDC Fees** | 2,340,193 | 3,415,085 | 5,354,973 | 4,500,000 | 4,000,000 |
| | **$ 20,905,670** | **$ 23,070,011** | **$ 25,979,653** | **$ 26,216,953** | **$ 26,151,292** |

## Sewer

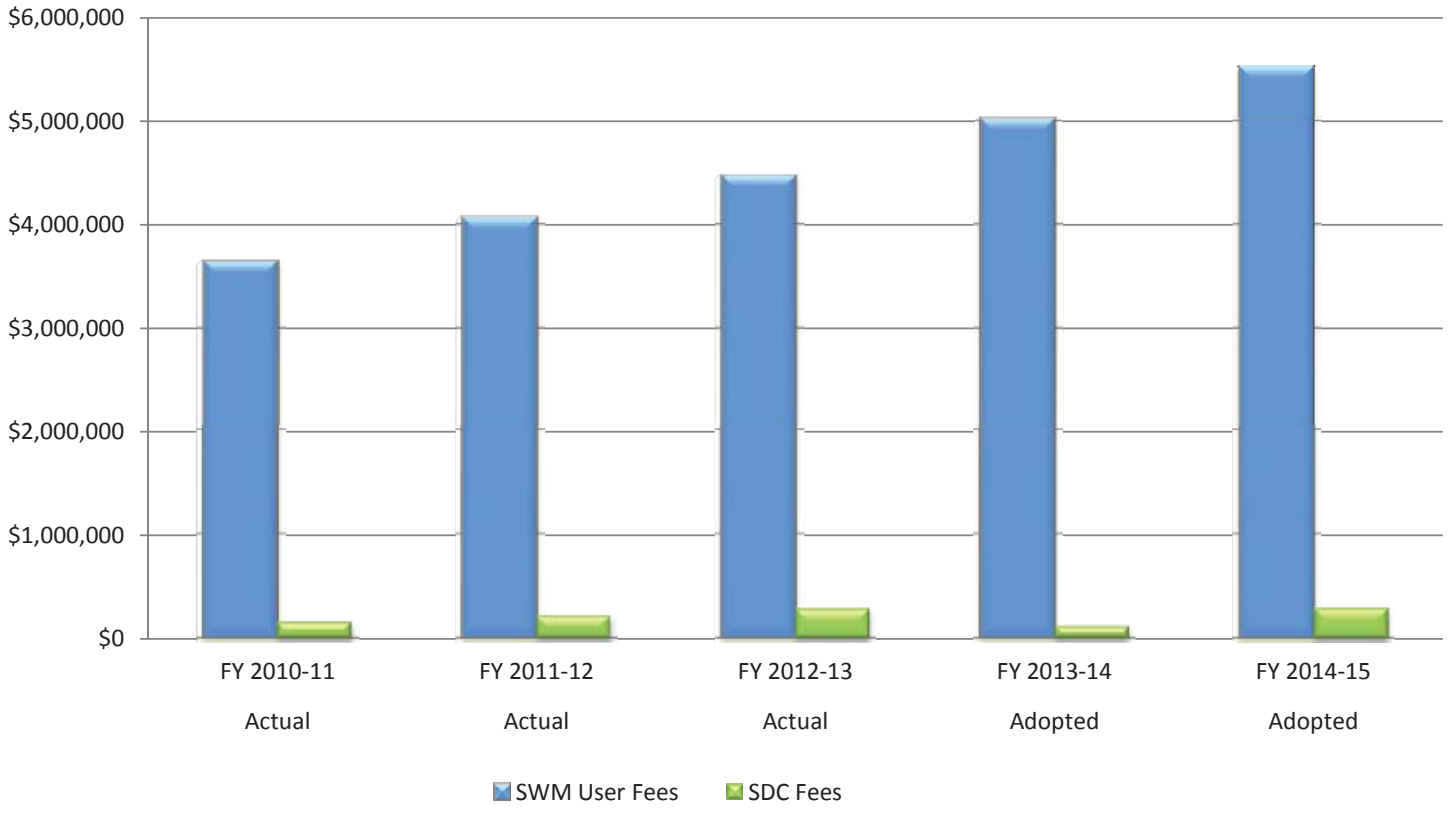
The City's Public Works Department works in conjunction with Clean Water Services (CWS) to manage wastewater produced by Hillsboro residents. The City is responsible for the maintenance of sewer lines 21 inches and smaller in diameter while Clean Water Services maintains larger lines, and treats and recycles the wastewater. The wastewater is collected by a vast network of sewer lines and pump stations and is routed to one of four treatment plants. The operations are funded via sewer base and usage charges and billed as part of the City's utility bill. The City adopts CWS rates annually via resolution. The City currently does not have an enhanced local surcharge to help fund operational costs. The sewer charge has two parts, the base charge and the usage charge. The base rate is currently $50.20 per dwelling unit for a bi-monthly bill and approximately two-thirds of the total charge. Single family residences are generally considered one dwelling unit.

The usage charge is based on average winter water consumption, measured November through April, and is reviewed and updated each July. Winter water consumption is a good indicator of the wastewater households produce and discharges into the sewer system for treatment. As of July 1, 2013, the usage rate per ccf was $1.67. CWS is proposing a 3% increase in sewer rates for budget year 2014-15.

In addition to the base and usage charge, sewer system development charges (SDC) are assessed on new construction. The SDC is based on the project's future impact on the sewer system's capacity. The City currently adopts the CWS system development charge annually via resolution and has no additional local SDC charge. CWS is proposing a 3% increase in SDC's for 2014-15.

Although the City collects sewer usage fees and SDCs, the majority of the revenues are remitted to CWS. The City retains about 16% of the base and usage fees and 4% of the SDC fees. The City recently completed a service delivery study (SDS) to determine current and future operational and capital requirements. The SDS results show that the City will need to implement a local surcharge to meet these needs. If this surcharge is approved by City Council, it will go into effect in January 2015. The surcharge has not been included in the FY 2014-15 budget as final decisions have not yet been made.

## Surface Water Management (SWM) User Fees and System Development Charges




| | Actual FY 2010-11 | Actual FY 2011-12 | Actual FY 2012-13 | Adopted FY 2013-14 | Adopted FY 2014-15 |
|---|---|---|---|---|---|
| **SWM User Fees** | $ 3,637,611 | $ 4,061,770 | $ 4,464,287 | $ 5,015,593 | $ 5,525,177 |
| **SDC Fees** | 151,663 | 211,134 | 275,592 | 113,500 | 283,000 |
| | **$ 3,789,274** | **$ 4,272,904** | **$ 4,739,879** | **$ 5,129,093** | **$ 5,808,177** |

## Surface Water Management (SWM)

The City's Public Works Department works in conjunction with Clean Water Services (CWS) to manage the surface water program which improves water quality, protects fish habitat, and manages drainage systems by operating and maintaining the storm water conveyance system, establishing design and construction standards, regulating activities that can impact the watershed, and enhancing streams and floodplains. The City, as part of the countywide program, builds, maintains, and enhances the public drainage system to meet public needs and to comply with strict water quality regulations.

These operations are funded through a service unit fee currently $6.25 per month and billed as part of the City's utility bill. Single family residences are generally assessed as one service unit. Commercial properties are billed based on a measurement of impervious surface area. The City adopts CWS rates annually via resolution. The City currently does not have an enhanced local surcharge to help fund operational costs. CWS is proposing a 50 cent increase in SWM rates for budget year 2014-15.

In addition to recurring charges for maintenance and operations, system development charges (SDC) are assessed on new construction. The SDC is based on the project's future impact on the Surface Water System's capacity. The City currently adopts the CWS system development charge annually via resolution and has no additional local SDC charge.

The City retains 75% of the monthly service fee and 100% of the SDC. The City recently completed a service delivery study (SDS) to determine current and future operational and capital requirements. The SDS results show that the City will need to implement a local surcharge to meet these needs. If this surcharge is approved by City Council, it will go into effect in January 2015. The surcharge has not been included in the FY 2014-15 budget as final decisions have not yet been made.

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# Debt Service

- *Overview*
- *Summary*
- *Debt Service Schedules*

Hillsboro
OREGON

## Debt Service Overview

The City issues debt to pay for long-term capital improvements. The City only issues debt where the repayment schedule does not exceed the useful life of the capital investment. The City has a limited amount of debt and no outstanding general obligation debt.

Debt service appropriations provide for the payment of principal and interest on bonds and special obligation notes. The City has both revenue bonds and full faith and credit obligations currently outstanding.

Full faith and credit obligations are backed by the City's General Fund revenues; however, they may be repaid from other resources such as Strategic Investment Program revenues.

Revenue bonds are used to finance enterprise-related capital to sustain the increasing demands of the system. Revenue bonds are repaid through user fees that are reviewed annually to meet operational and debt service requirements.

The City's Full Faith and Credit Obligations and Refunding Series 2012 debt rating provided by Moody's Investors Service is Aa3. The City's Water Revenue Bonds Refunding Series 2012 debt rating by Moody's Investors Service is Aa2.

The City fulfills its obligation for continuing disclosure requirements under the Securities and Exchange Commission Rule 15c2-12 by filing its audited financial reports and other required disclosures with the Municipal Securities Rulemaking Board Electronic Municipal Market Access (EMMA) database service which is available at www.emma.msrb.org .

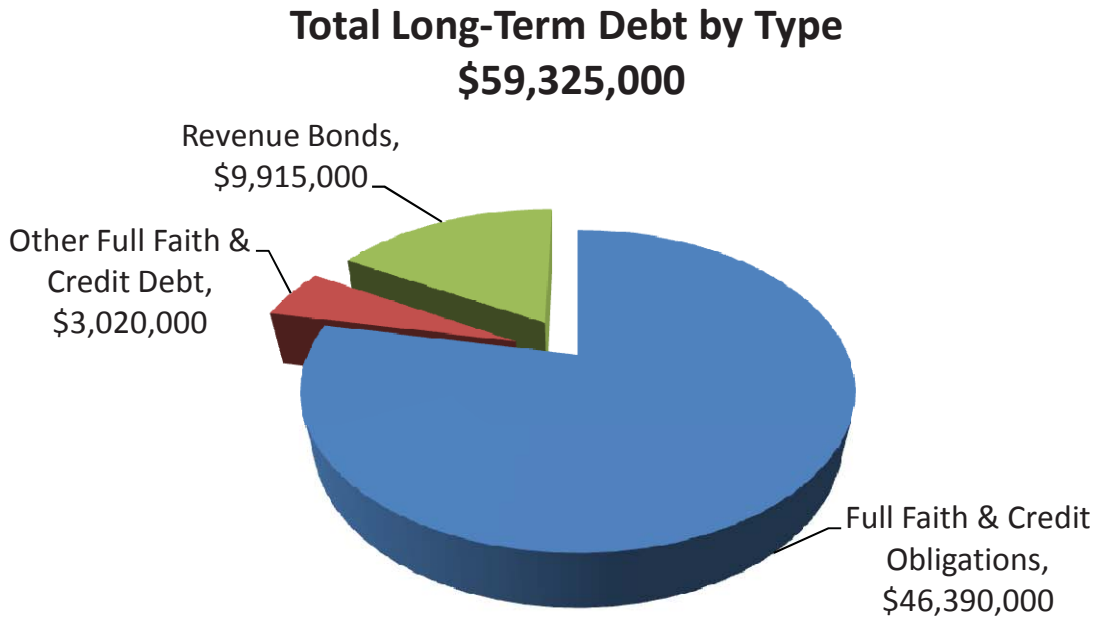
## Legal Debt Limits

Under Oregon statutes, the City is limited in the amount of outstanding general obligation bonded debt to three percent (3%) of real market value. The statutory limit specifically excludes full faith and credit obligations, water, sanitary and storm sewers. The limit for FY 2014-15 will be $612,769,895 based upon the estimated market value of $20,425,663,164.

The City does not have any general obligation debt at this time and therefore no debt currently subject to this limitation. General obligation bonds are secured by property taxes and must be approved by the voters.

## Future Debt Plans

The City has no plans to issue any external new debt in FY 14-15. Staff is considering setting up an interfund loan for the purchase of park land in South Hillsboro. At this time, council has not approved the loan. In the future, the City is likely to issue debt related to the Downtown Urban Renewal area, a portion of the new Public Works facility, and for the Willamette Water supply expansion project.



## City of Hillsboro Long-Term Debt
## Estimated as of July 1, 2014

| | Interest Rates | Issue Amount | Final Maturity Date | Outstanding Principal |
|---|---|---|---|---|
| **Full Faith & Credit Obligations:** | | | | |
| Series 2012 (Tax-Exempt) | 3.0% - 5.0% | $ 28,715,000 | 6/1/2032 | $ 27,820,000 |
| Series 2012B (Taxable) | 2.0% - 3.125% | 11,895,000 | 6/1/2032 | 10,795,000 |
| Series 2010B (Tax-Exempt) | 2.0% - 3.5% | 3,650,000 | 6/1/2022 | 3,395,000 |
| Series 2010C (Taxable Recovery Zone Economic Development Bond) | 5.25% - 6.185% | 4,380,000 | 6/1/2030 | 4,380,000 |
| **Other Full Faith & Credit Debt:** | | | | |
| 2005 Financing Agreement | 4.30% | 4,075,000 | 6/1/2027 | 3,020,000 |
| **Revenue Bond:** | | | | |
| Water Revenue & Refunding Series 2012 | 0.25% - 3.0% | 13,945,000 | 12/1/2023 | 9,915,000 |
| | | | | $ 59,325,000 |

## Hillsboro Economic Development Council Long-Term Debt
## Estimated as of July 1, 2014

| | Interest Rates | Issue Amount | Final Maturity Date | Outstanding Principal |
|---|---|---|---|---|
| **Loan** | | | | |
| Oregon Business Development Department Brownfields Redevelopment | 3.25% | $ 300,000 | 12/1/2021 | $ 266,798 |
| **Other Financing** | | | | |
| System Development Charges | 3.69% | 872,000 | 12/1/2022 | 760,632 |
| | | | | $ 1,027,430 |

## Debt Service Payment
## All City Funds, FY 2014-15

| Fund/Bond or Debt Issue | Principal Balance 6/30/2014 | Scheduled Principal | Scheduled Interest | Principal Balance 6/30/2015 |
|---|---|---|---|---|
| **SIP FFC Debt Service Fund** | | | | |
| Series 2012 (Tax-Exempt) | $ 27,820,000 | $ 1,330,000 | $ 1,001,713 | $ 26,490,000 |
| Series 2012B (Taxable) | 10,795,000 | 495,000 | 274,636 | 10,300,000 |
| Series 2010B (Tax-Exempt) | 3,395,000 | 380,000 | 111,813 | 3,015,000 |
| Series 2010C (Taxable Recovery Zone Economic Development Bond | 4,380,000 | - | 257,211 | 4,380,000 |
| 2005 Financing Agreement | 3,020,000 | 180,000 | 129,860 | 2,840,000 |
| **Total SIP FFC Debt Service Fund** | 49,410,000 | 2,385,000 | 1,775,233 | 47,025,000 |
| **Water Debt Service Fund** | | | | |
| Water Revenue Refunding Series 2012 | 9,915,000 | 2,045,000 | 242,875 | 7,870,000 |
| **Total All Funds** | $ 59,325,000 | $ 4,430,000 | $ 2,018,108 | $ 54,895,000 |

## Debt Service Payment
## Hillsboro Economic Development Council Funds, FY 2014-15

| | Principal Balance 6/30/2014 | Scheduled Principal | Scheduled Interest | Principal Balance 6/30/2015 |
|---|---|---|---|---|
| Brownfields Loan | $ 266,798 | $ 30,832 | $ 8,672 | $ 236,470 |
| SDC Financing | 760,632 | 77,712 | 27,357 | 682,920 |
| **Total** | $ 1,027,430 | $ 108,544 | $ 36,029 | $ 919,390 |

## Full Faith and Credit Bond Summary

The City has several Full Faith and Credit (FFC) bonds outstanding. FFC bonds are secured by the full faith and credit of the City and are backed by general purpose revenues. The City has chosen to repay these obligations with its Strategic Investment Program (SIP) revenues. These revenues are discussed in length in the Revenue Section. The City anticipates receiving about $6.5 million in SIP revenues in FY 2014-15.

A combined schedule of all FFC bond debt service is below. Individual obligation schedules are show in proceeding pages.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 2,385,000 | $ 1,775,233 | $ 4,160,233 |
| 2015-16 | 2,440,000 | 1,704,393 | 4,144,393 |
| 2016-17 | 2,540,000 | 1,618,288 | 4,158,288 |
| 2017-18 | 2,615,000 | 1,529,028 | 4,144,028 |
| 2018-19 | 2,700,000 | 1,454,278 | 4,154,278 |
| 2019-20 | 2,790,000 | 1,360,648 | 4,150,648 |
| 2020-21 | 2,875,000 | 1,278,425 | 4,153,425 |
| 2021-22 | 2,985,000 | 1,158,646 | 4,143,646 |
| 2022-23 | 3,105,000 | 1,042,463 | 4,147,463 |
| 2023-24 | 3,235,000 | 912,323 | 4,147,323 |
| 2024-25 | 3,350,000 | 784,755 | 4,134,755 |
| 2025-26 | 3,475,000 | 651,312 | 4,126,312 |
| 2026-27 | 3,585,000 | 527,880 | 4,112,880 |
| 2027-28 | 3,395,000 | 398,819 | 3,793,819 |
| 2028-29 | 3,505,000 | 278,813 | 3,783,813 |
| 2029-30 | 1,845,000 | 154,870 | 1,999,870 |
| 2030-31 | 1,270,000 | 80,093 | 1,350,093 |
| 2031-32 | 1,315,000 | 41,093 | 1,356,093 |
| Total | $ 49,410,000 | $ 16,751,360 | $ 66,161,360 |

| Issue Title: Full Faith and Credit Obligation Project and Refunding Bond Series 2012 Tax-Exempt | | | |
|---|---|---|---|
| Issue Date: | July 26, 2012 | Amount: | $28,715,000 |
| Average interest rate: | 3.5% | First Principal Due: | 06/01/2013 |
| Bond rating: | Aa3, Moody's | Last Principal Due: | 06/01/2032 |
| CUSIPs: | 432092MK7-RH9 | | |

**Purpose of issuance:**

The City issued Full Faith and Credit Obligation Bonds Series 2004 for the construction of the Civic Center which houses Hillsboro's City government service. The Series 2004 was refunded in 2012 to take advantage of the low interest rate environment.

The City also issued an additional $8,425,000 in new debt for the expansion of the Main Library and renovation of the Shute Park Library. The second floor of the Main Library has been completed and opened to the public in June 2013. The Shute Park Library was fully renovated as this facility was built in 1974 and re-opened to the public in March 2014.

**Security:**

The primary security for this debt is Strategic Investment Program revenues received in the Strategic Investment Program Full Faith and Credit Debt Service Fund. In addition, the City has pledged its full faith and credit.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 1,330,000 | $ 1,001,713 | $ 2,331,713 |
| 2015-16 | 1,360,000 | 961,813 | 2,321,813 |
| 2016-17 | 1,425,000 | 907,413 | 2,332,413 |
| 2017-18 | 1,470,000 | 850,413 | 2,320,413 |
| 2018-19 | 1,525,000 | 806,313 | 2,331,313 |
| 2019-20 | 1,580,000 | 745,313 | 2,325,313 |
| 2020-21 | 1,635,000 | 697,913 | 2,332,913 |
| 2021-22 | 1,705,000 | 616,163 | 2,321,163 |
| 2022-23 | 1,785,000 | 539,438 | 2,324,438 |
| 2023-24 | 1,875,000 | 459,112 | 2,334,112 |
| 2024-25 | 1,950,000 | 384,112 | 2,334,112 |
| 2025-26 | 2,030,000 | 306,112 | 2,336,112 |
| 2026-27 | 2,095,000 | 245,212 | 2,340,212 |
| 2027-28 | 2,165,000 | 182,362 | 2,347,362 |
| 2028-29 | 2,235,000 | 117,412 | 2,352,412 |
| 2029-30 | 535,000 | 50,362 | 585,362 |
| 2030-31 | 550,000 | 34,312 | 584,312 |
| 2031-32 | 570,000 | 17,812 | 587,812 |
| Total | $27,820,000 | $ 8,923,300 | $36,743,300 |

| Issue Title: Full Faith and Credit Obligation Bond Series 2012B Taxable | | | |
|---|---|---|---|
| Issue Date: | November 29,2012 | Amount: | $11,895,000 |
| Average interest rate: | 2.73% | First Principal Due: | 06/01/2013 |
| Bond rating: | Aa3, Moody's | Last Principal Due: | 06/01/2032 |
| CUSIPs: | 432092QR8-RE6 | | |

**Purpose of issuance:**

In November 2012, the City issued Full Faith and Credit Obligation bonds to finance construction of a new baseball stadium at the Gordon Faber Recreation Complex. The baseball stadium will be home to the Hillsboro Hops, Single A Minor League baseball team. When not in use by the Hillsboro Hops, the stadium will be available for use by the Hillsboro School District, programmed events, and other activities. The stadium will have artificial turf which will allow the City to host regional and national athletic events all year round.

**Security:**

The primary security for this debt is Strategic Investment Program revenues received in the Strategic Investment Program Full Faith and Credit Debt Service Fund. In addition, the City has pledged its full faith and credit.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 495,000 | $ 274,636 | $ 769,636 |
| 2015-16 | 505,000 | 264,736 | 769,736 |
| 2016-17 | 515,000 | 254,636 | 769,636 |
| 2017-18 | 525,000 | 244,336 | 769,336 |
| 2018-19 | 535,000 | 233,836 | 768,836 |
| 2019-20 | 545,000 | 223,136 | 768,136 |
| 2020-21 | 555,000 | 212,236 | 767,236 |
| 2021-22 | 565,000 | 200,023 | 765,023 |
| 2022-23 | 580,000 | 187,596 | 767,596 |
| 2023-24 | 595,000 | 174,256 | 769,256 |
| 2024-25 | 610,000 | 159,382 | 769,382 |
| 2025-26 | 625,000 | 143,369 | 768,369 |
| 2026-27 | 640,000 | 126,182 | 766,182 |
| 2027-28 | 660,000 | 106,982 | 766,982 |
| 2028-29 | 680,000 | 87,182 | 767,182 |
| 2029-30 | 700,000 | 66,782 | 766,782 |
| 2030-31 | 720,000 | 45,782 | 765,782 |
| 2031-32 | 745,000 | 23,282 | 768,282 |
| Total | $10,795,000 | $ 3,028,370 | $13,823,370 |

| Issue Title: Full Faith and Credit Obligation Bond Series 2010B Tax-Exempt | | | |
|---|---|---|---|
| Issue Date: | November 24,2010 | Amount: | $3,650,000 |
| Average interest rate: | 3.125% | First Principal Due: | 06/01/2014 |
| Bond rating: | Aa3, Moody's | Last Principal Due: | 06/01/2022 |
| CUSIPs: | 432092NR1-PU2 | | |

**Purpose of issuance:**

On November 24, 2010, the City issued Full Faith and Credit Obligation bonds. Series 2010B was used to finance the construction of the Cherry Lane Fire Station. The Station was completed in late-summer 2010 and was officially opened on September 11, 2010. The station was built to replace the Griffin Oaks location. The City issued the debt to reimburse itself for these expenditures.

**Security:**

The primary security for this debt is Strategic Investment Program revenues received in the Strategic Investment Program Full Faith and Credit Debt Service Fund. In addition, the City has pledged its full faith and credit.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 380,000 | $ 111,813 | $ 491,813 |
| 2015-16 | 390,000 | 98,513 | 488,513 |
| 2016-17 | 405,000 | 84,863 | 489,863 |
| 2017-18 | 420,000 | 71,288 | 491,288 |
| 2018-19 | 430,000 | 59,738 | 489,738 |
| 2019-20 | 445,000 | 46,838 | 491,838 |
| 2020-21 | 455,000 | 32,375 | 487,375 |
| 2021-22 | 470,000 | 16,450 | 486,450 |
| Total | $ 3,395,000 | $ 521,875 | $ 3,916,875 |

| Issue Title: Full Faith and Credit Obligation Bond Series 2010C Taxable Recovery Zone Economic Development Bond (RZEDB) | | | |
|---|---|---|---|
| Issue Date: | November 24, 2010 | Amount: | $4,380,000 |
| Average interest rate: | 5.8% | First Principal Due: | 06/01/2022 |
| Bond rating: | Aa3, Moody's | Last Principal Due: | 06/01/2030 |
| CUSIPs: | 432092PK4-PR9 | | |

**Purpose of issuance:**

On November 24, 2010, the City issued Full Faith and Credit Obligation bonds. Series 2010C was used to finance the construction of the Jones Farm Fire Station on NE 25th Avenue by the Hillsboro Airport. This station will replace the Parkwood Fire Station which is located adjacent to Bicentennial Park.

As part of a Federal program which made recovery zone allocations to the State of Oregon which in turn made allocations to Washington County, who then allowed cities within the County to apply for use of the allocation, the City was able to take advantage of this program to issue debt at a lower cost than a traditional tax exempt financing. The goal of the federal program was to help the economy rebound by allowing for lower cost borrowing which in turn would allow for money to go farther in creating construction and other jobs.

**Security:**

The primary security for this debt is Strategic Investment Program revenues received in the Strategic Investment Program Full Faith and Credit Debt Service Fund. In addition, the City has pledged its full faith and credit.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ - | $ 257,211 | $ 257,211 |
| 2015-16 | - | 257,211 | 257,211 |
| 2016-17 | - | 257,211 | 257,211 |
| 2017-18 | - | 257,211 | 257,211 |
| 2018-19 | - | 257,211 | 257,211 |
| 2019-20 | - | 257,211 | 257,211 |
| 2020-21 | - | 257,211 | 257,211 |
| 2021-22 | 5,000 | 257,211 | 262,211 |
| 2022-23 | 490,000 | 256,949 | 746,949 |
| 2023-24 | 505,000 | 231,224 | 736,224 |
| 2024-25 | 520,000 | 204,711 | 724,711 |
| 2025-26 | 535,000 | 176,891 | 711,891 |
| 2026-27 | 555,000 | 143,801 | 698,801 |
| 2027-28 | 570,000 | 109,475 | 679,475 |
| 2028-29 | 590,000 | 74,220 | 664,220 |
| 2029-30 | 610,000 | 37,729 | 647,729 |
| Total | $ 4,380,000 | $ 3,292,686 | $ 7,672,686 |

| Issue Title: Full Faith and Credit Financing Agreement | | | |
|---|---|---|---|
| Issue Date: | December 15, 2005 | Amount: | $4,075,000 |
| Average interest rate: | 4.3% | First Principal Due: | 06/01/2008 |
| Bond rating: | None | Last Principal Due: | 06/01/2027 |
| CUSIPs: | None | | |

**Purpose of issuance:**

The City entered into a financing agreement with Bank of America to borrow funds to finance acquisition and construction of the Hillsboro Main Library on Brookwood Parkway. The building shell was in existence when the City purchased the property and only the first floor of the building was built out.

**Security:**

The primary security for this debt is Strategic Investment Program revenues received in the Strategic Investment Program Full Faith and Credit Debt Service Fund. In addition, the City has pledged its full faith and credit.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 180,000 | $ 129,860 | $ 309,860 |
| 2015-16 | 185,000 | 122,120 | 307,120 |
| 2016-17 | 195,000 | 114,165 | 309,165 |
| 2017-18 | 200,000 | 105,780 | 305,780 |
| 2018-19 | 210,000 | 97,180 | 307,180 |
| 2019-20 | 220,000 | 88,150 | 308,150 |
| 2020-21 | 230,000 | 78,690 | 308,690 |
| 2021-22 | 240,000 | 68,800 | 308,800 |
| 2022-23 | 250,000 | 58,480 | 308,480 |
| 2023-24 | 260,000 | 47,730 | 307,730 |
| 2024-25 | 270,000 | 36,550 | 306,550 |
| 2025-26 | 285,000 | 24,940 | 309,940 |
| 2026-27 | 295,000 | 12,685 | 307,685 |
| Total | $ 3,020,000 | $ 985,130 | $ 4,005,130 |

| Issue Title: Water Revenue Refunding Bonds Series 2012 | | | |
|---|---|---|---|
| Issue Date: | July 10, 2012 | Amount: | $13,945,000 |
| Average interest rate: | 2.71% | First Principal Due: | 12/01/2012 |
| Bond rating: | Aa2, Moody's | Last Principal Due: | 12/01/2023 |
| CUSIPs: | 432134AA2-BH6 | | |

**Purpose of issuance:**

The City issued the 2012 refunding bonds to obtain a lower interest rate and saved about $800,000 in interest expense over the life of the bond. These bonds refunded the Water Revenue Bond Series 2003 which were issued to finance a new water treated reservoir, repair and improve an existing treated water reservoir and to refund the Water Revenue Bonds Series 1999 and Series 2000.

**Security:**

The primary security for this debt is water revenues received in the Water Operating Fund. The City has pledged to maintain net revenues, inclusive of system development charges (SDCs), of at least 125% of annual debt service. Net revenues exclusive of SDCs must be at least 115% of annual debt service.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 2,045,000 | $ 242,875 | $ 2,287,875 |
| 2015-16 | 775,000 | 204,450 | 979,450 |
| 2016-17 | 800,000 | 188,700 | 988,700 |
| 2017-18 | 815,000 | 172,550 | 987,550 |
| 2018-19 | 840,000 | 151,800 | 991,800 |
| 2019-20 | 865,000 | 126,225 | 991,225 |
| 2020-21 | 895,000 | 99,825 | 994,825 |
| 2021-22 | 930,000 | 72,450 | 1,002,450 |
| 2022-23 | 955,000 | 44,175 | 999,175 |
| 2023-24 | 995,000 | 14,925 | 1,009,925 |
| Total | $ 9,915,000 | $ 1,317,975 | $11,232,975 |

| Issue Title: Oregon Business Development Department Brownfields Redevelopment Loan | | | |
|---|---|---|---|
| Agreement Date: | July 25, 2012 | Amount (maximum): | $300,000 |
| Average interest rate: | 3.25% | First Principal Due: | 12/01/2013 |
| | | Last Principal Due: | 12/01/2021 |

**Purpose of loan:**

The Hillsboro Economic Development Council (HEDC) entered into the loan agreement with the State of Oregon on July 25, 2012. The loan was used to finance the environmental clean up of the 4th and Main property, 350 E Main Street, in the City's downtown urban renewal area.

The City and METRO's Transit Oriented Development Program jointly acquired the 4th and Main property (formerly the location of a Wells Fargo bank branch) in 1998, with the long-term intention of redeveloping the property as a transit oriented development project. Both entities were looking for a development that would contribute to the ongoing revitalization of downtown, and to the creation of a more dynamic 18 hour core (particularly with respect to the Wells Fargo bank building, where it was hoped a "cool" use could add to the already interesting mix of uses along Main Street). The 4th and Main project will deliver, 71 market rate apartments in three stories and over 3,800 square feet of ground floor commercial space. Secured, sub-grade parking will serve the residential units. The old bank building will be rehabilitated into a natural food grocer or brewery which will add to the ambience of downtown Hillsboro.

**Security:**

The primary security for this debt is urban renewal tax increment revenues received in the HEDC Tax Increment Fund. The City has also pledged its full faith and credit.

| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 30,328 | $ 8,672 | $ 39,000 |
| 2015-16 | 31,313 | 7,687 | 39,000 |
| 2016-17 | 32,313 | 6,687 | 39,000 |
| 2017-18 | 33,383 | 5,617 | 39,000 |
| 2018-19 | 34,467 | 4,533 | 39,000 |
| 2019-20 | 35,587 | 3,413 | 39,000 |
| 2020-21 | 36,738 | 2,262 | 39,000 |
| 2021-22 | 32,669 | 1,062 | 33,731 |
| Total | $ 266,798 | $ 39,933 | $ 306,731 |

| Issue Title: City of Hillsboro System Development Charge Financing – Water, Sanitary Sewer, Transportation, and Parks | | | |
|---|---|---|---|
| Agreement Date: | 03/30/2012 | Amount (maximum): | $872,000 |
| Average interest rate: | 3.69% | First Principal Due: | 06/01/2013 |
| | | Last Principal Due: | 12/01/2022 |

**Purpose of financing:**

The City of Hillsboro entered into a Disposition and Development Agreement (DDA) with Metro and Tokola Properties for the 4th and Main project. One of the provisions of the DDA calls for the City to a pay a portion of the cost of financing system development charges (SDC's) for the project. The City then entered in to an intergovernmental agreement with the Hillsboro Economic Development Council (HEDC), whereby HEDC agreed to use funds from the Downtown Urban Renewal Area to repay the SDC's.

**Security:**

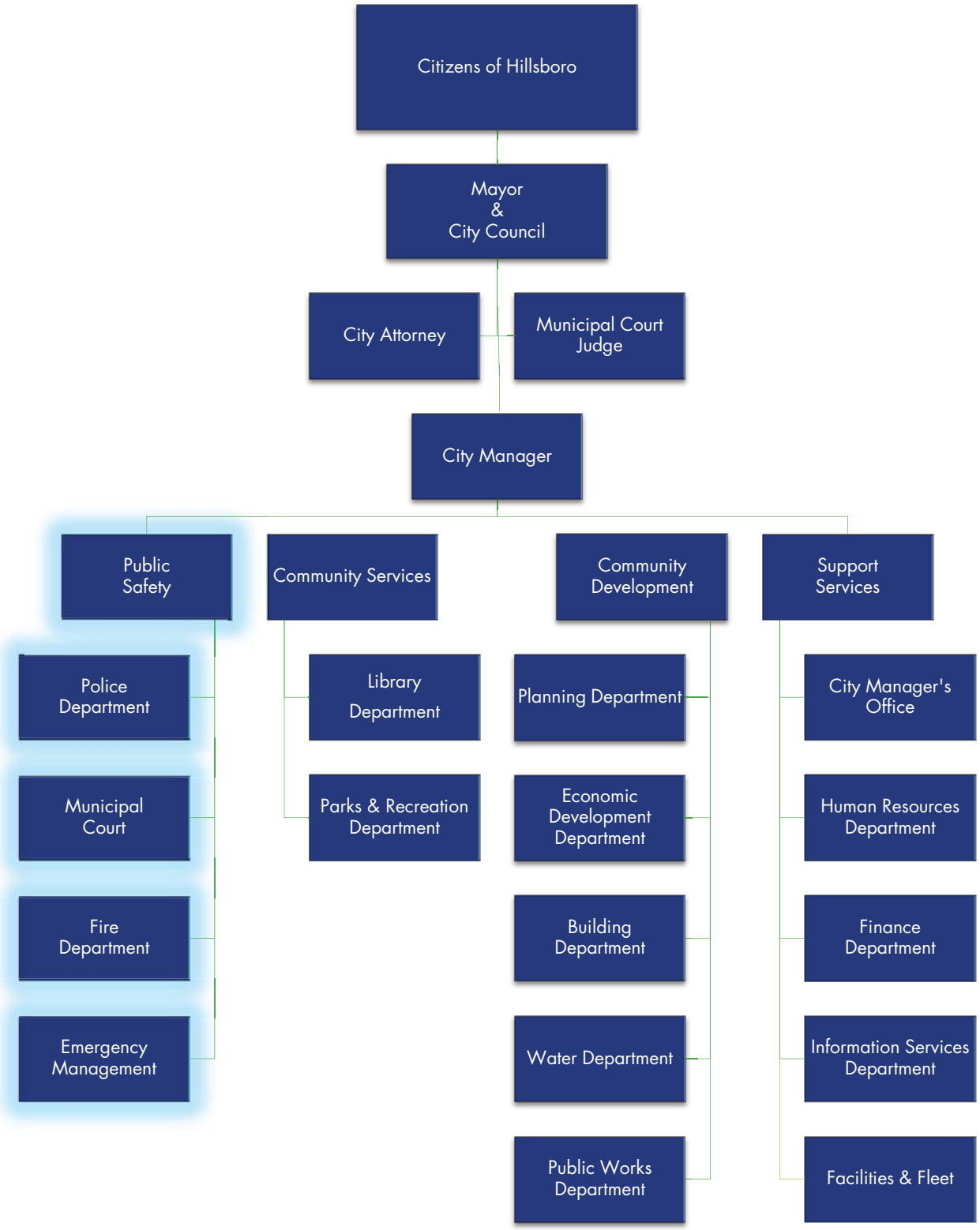
The primary security for this debt is urban renewal tax increment revenues received in the HEDC Tax Increment Fund.

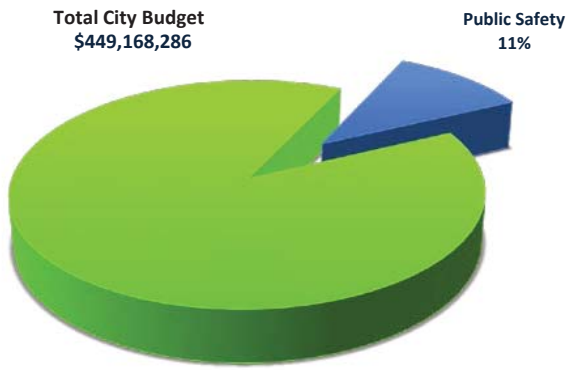
| FY | Principal | Interest | Total |
|---|---|---|---|
| 2014-15 | $ 77,712 | $ 27,357 | $ 105,069 |
| 2015-16 | 80,606 | 24,463 | 105,069 |
| 2016-17 | 83,607 | 21,462 | 105,069 |
| 2017-18 | 86,721 | 18,348 | 105,069 |
| 2018-19 | 89,950 | 15,119 | 105,069 |
| 2019-20 | 93,300 | 11,769 | 105,069 |
| 2020-21 | 96,775 | 8,294 | 105,069 |
| 2021-22 | 100,379 | 4,690 | 105,069 |
| 2022-23 | 51,582 | 951 | 52,533 |
| Total | $ 760,632 | $ 132,453 | $ 893,085 |

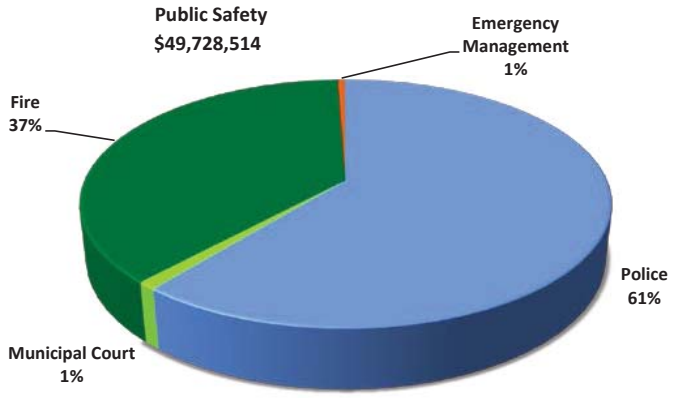
# Public Safety

- *Police Department*
- *Municipal Court*
- *Fire Department*
- *Emergency Management*

Hillsboro
OREGON


Citizens of Hillsboro
Mayor & City Council
City Attorney
Municipal Court Judge
City Manager
Public Safety
Community Services
Community Development
Support Services
Police Department
Municipal Court
Fire Department
Emergency Management
Library Department
Parks & Recreation Department
Planning Department
Economic Development Department
Building Department
Water Department
Public Works Department
City Manager's Office
Human Resources Department
Finance Department
Information Services Department
Facilities & Fleet




| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Revenues | 40,231,036 | 41,428,440 | 45,749,111 | 46,790,755 | 1,041,644 | 2% | 94.1% |
| Charges for Services | 232,457 | 68,821 | 185,883 | 51,000 | (134,883) | -264% | 0.1% |
| Interest | 11,908 | 6,419 | 8,600 | 5,500 | (3,100) | -56% | 0.0% |
| Grants and Donations | 277,396 | 177,272 | 83,208 | 73,759 | (9,449) | -13% | 0.1% |
| Miscellaneous | 536,399 | 480,336 | 377,400 | 554,500 | 177,100 | 32% | 1.1% |
| Beginning Working Capital | 1,498,405 | 1,489,972 | 1,468,000 | 1,370,000 | (98,000) | -7% | 2.8% |
| Fines and Forfeiture | 926,287 | 743,603 | 876,000 | 883,000 | 7,000 | 1% | 1.8% |
| **Total Resources** | **$ 43,713,888** | **$ 44,394,863** | **$ 48,748,202** | **$ 49,728,514** | **$ 980,312** | 2% | 100% |
| **Requirements by Category** | | | | | | | |
| Personnel Services | 31,556,588 | 32,705,917 | 36,424,872 | 37,288,153 | 863,281 | 2% | 75.0% |
| Materials & Services | 3,876,005 | 3,693,053 | 4,009,573 | 3,993,291 | (16,282) | 0% | 8.0% |
| Capital Outlay | 143,522 | 65,688 | 71,500 | - | (71,500) | -100% | 0.0% |
| Special Payments | 6,647,801 | 6,491,624 | 6,934,203 | 7,248,175 | 313,972 | 4% | 14.6% |
| Contingency | - | - | 115,000 | 100,000 | (15,000) | -15% | 0.2% |
| Unapprop Fund Bal | 1,489,972 | 1,438,581 | 1,193,054 | 1,098,895 | (94,159) | -9% | 2.2% |
| **Total Requirements** | **$ 43,713,888** | **$ 44,394,863** | **$ 48,748,202** | **$ 49,728,514** | **$ 980,312** | 2% | 100% |
| **Requirements by Department** | | | | | | | |
| Police | 26,427,595 | 26,817,599 | 29,677,990 | 30,255,085 | 577,095 | 2% | 60.8% |
| Municipal Court* | 402,080 | 440,569 | 501,866 | 515,387 | 13,521 | 3% | 1.0% |
| Fire | 16,554,004 | 16,928,072 | 18,273,462 | 18,694,114 | 420,652 | 2% | 37.6% |
| Emergency Management** | 330,209 | 208,623 | 294,884 | 263,928 | (30,956) | -12% | 0.5% |
| **Total Requirements** | **$ 43,713,888** | **$ 44,394,863** | **$ 48,748,202** | **$ 49,728,514** | **$ 980,312** | 2% | 100% |
| **Requirements by Fund** | | | | | | | |
| General Fund (100) | 41,850,426 | 42,682,455 | 46,971,318 | 48,083,586 | 1,112,268 | 2% | 96.7% |
| Police Forfeiture Fund (105) | 108,315 | 113,252 | 116,000 | 80,000 | (36,000) | -45% | 0.2% |
| Cadet Fund (110) | 1,424,938 | 1,390,533 | 1,366,000 | 1,301,000 | (65,000) | -5% | 2.6% |
| Support Services Fund (700) | 330,209 | 208,623 | 294,884 | 263,928 | (30,956) | -12% | 0.5% |
| **Total Requirements** | **$ 43,713,888** | **$ 44,394,863** | **$ 48,748,202** | **$ 49,728,514** | **$ 980,312** | 2% | 100% |
| **Full Time Equivalent Positions** | **287** | **287** | **287** | **287** | **0** | 0.0% | **-** |

* The Municipal Court is not its own department and is managed by the Finance Department (Support Services Fund 700) but resides in the General Fund (100)

** Emergency Management is not its own department and is managed by the Fire Department (General Fund 100) but resides in the Support Services Fund (700)

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# Police Department

## Department Description

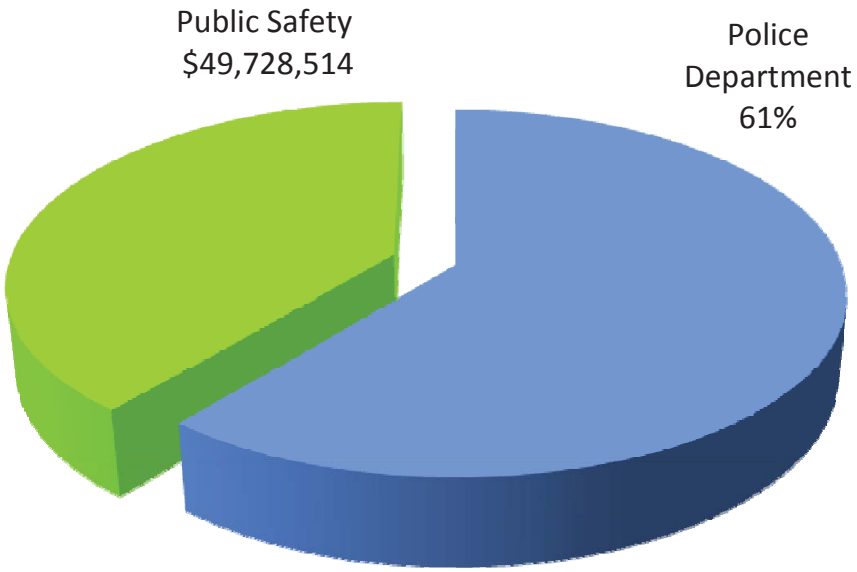
The Hillsboro Police Department has 179 positions budgeted in 2014-15. Current staff is composed of 131 sworn officers and 48 professional staff members including records, parking enforcement, crime analyst, evidence technicians, project management, code enforcement, community outreach and administrative support.

HPD staff members strive to develop partnerships and maintain open communication that will enhance public safety and livability within our community. The $1.72/thousand local option tax levy passed by voters in May 2012 (collection of funding began in 2013-14) has provided funding for 13 sworn police officers and 9 professional staff positions.

The Police Department continues to support regional and countywide interagency teams such as the Washington County Interagency Gang Enforcement Team (IGET), the Westside Interagency Narcotics Team (WIN), the FBI Regional Forensics Lab (RCFL), FBI Innocent Images Task Force, Tactical Negotiations Team (TNT), and the Tri Met Transit Security Team (Tri Met).

The Hillsboro Police Cadet Program continues to prosper. Police officers and staff work with youth in developing leadership and career guidance in the field of law enforcement. There are currently 3 Cadets participating in the Tongue Estate scholarship program. During 2013, 13 HPD Cadets volunteered 4,469 hours.

The Police Reserve Officer program is also a vital component of this agency. Volunteer officers often assist during and after some of the most difficult incidents in our community such as, major crime scenes or disasters. They also participate in regional safety efforts to increase enhanced DUII enforcement. During 2013, 10 Reserve officers contributed 2,186 hours to the community.



## Our Vision

The Hillsboro Police Department will be a leader in the law enforcement profession throughout Oregon and beyond. Beginning with recruiting, hiring, training, and retaining a diverse, engaging, innovative, and caring staff dedicated to serving the Hillsboro community; we will adhere to the highest professional and ethical standards, and will be committed to building community and professional partnerships to achieve the Department's Mission.

## Our Mission

The mission of the Hillsboro Police Department is to provide public safety services which enhance the safety, security and quality of the Community.

## Our Core Values

- Service to our communities
- Integrity in all we say and do
- Reverence for the law
- To work every day to earn the trust of our community
- Professionalism
- Commitment to leadership
- Quality through continuous improvement
- Courage

## Outcomes and Accomplishments

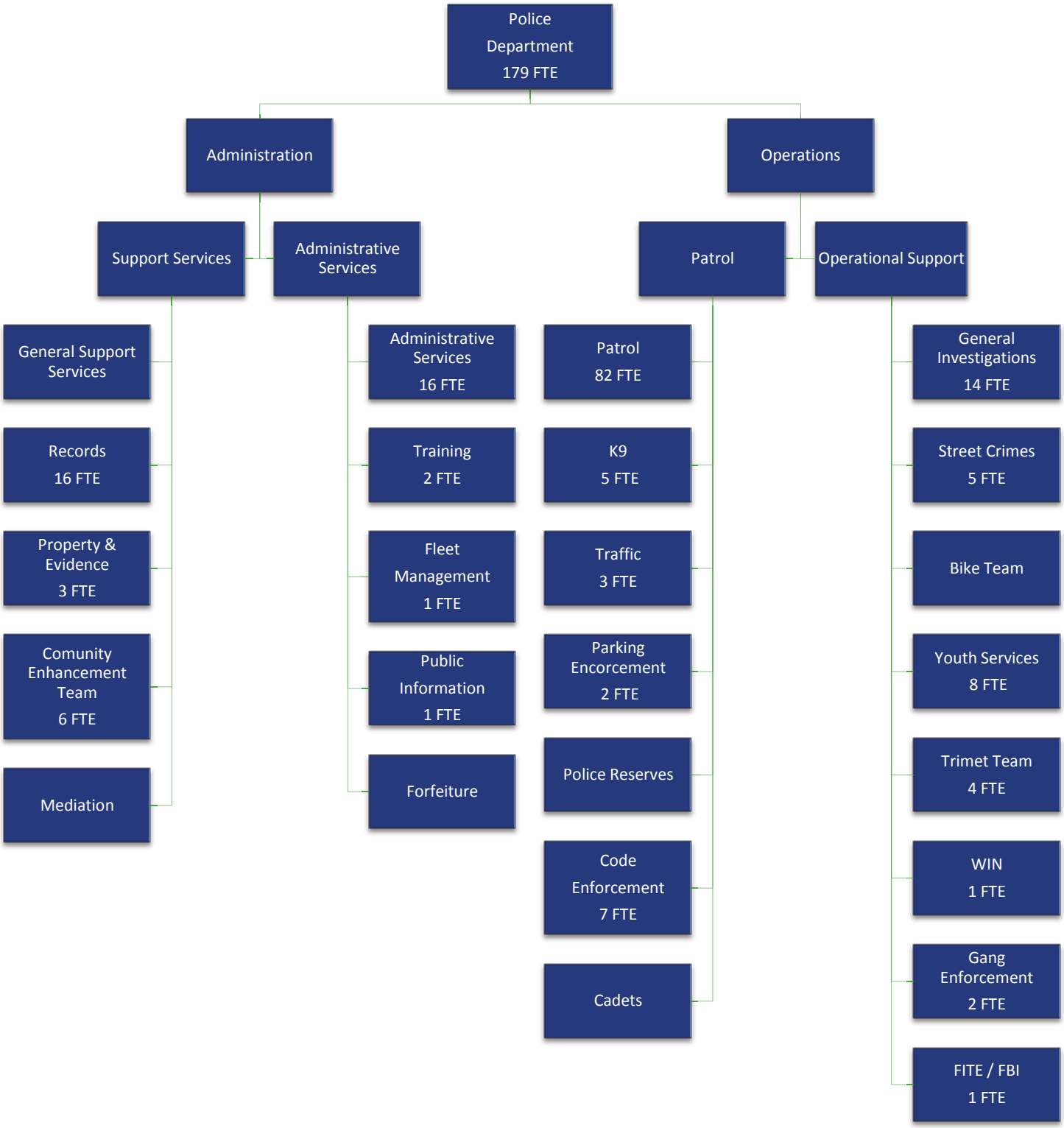
- Completed 384 DUII arrests
- Officers opened 12,544 cases
- Administered seven grants and applied for new grants to support programs and services
- Property and Evidence Division managed over 9,000 items of property and destroyed over 1,603 lbs. of drugs, weapons, and property. HPD collected over 300 lbs. of unwanted prescription drugs during the National Rx Take Back event
- Responded to 81,115 calls for service in the community

## Budget Highlights

- The budget includes a $47,000 increase in WCCCA 911 Dispatch Call Center Fees.
- The budget includes seven grant funded programs including Mediation and In-car Technology.

## Police Department Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Fund Revenues | 24,201,567 | 24,662,633 | 27,709,590 | 28,265,326 | 555,736 | 2% | 93% |
| Beginning Work Cap | 1,498,405 | 1,489,972 | 1,468,000 | 1,370,000 | (98,000) | -7% | 5% |
| Fines and Forfeiture | 24,150 | 18,600 | 16,000 | 18,000 | 2,000 | 13% | 0% |
| Charges for Services | 31,024 | 32,296 | 33,000 | 33,000 | - | 0% | 0% |
| Interest | 11,908 | 6,419 | 8,600 | 5,500 | (3,100) | -36% | 0% |
| Grants and Donations | 139,118 | 130,037 | 65,400 | 73,759 | 8,359 | 13% | 0% |
| Miscellaneous | 521,423 | 477,642 | 377,400 | 489,500 | 112,100 | 30% | 2% |
| **Total:** | **$ 26,427,595** | **$ 26,817,599** | **$ 29,677,990** | **$ 30,255,085** | **$ 577,095** | **2%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 18,386,643 | 19,127,205 | 21,476,474 | 22,004,894 | 528,420 | 2% | 73% |
| Materials & Services | 2,406,329 | 2,315,828 | 2,558,873 | 2,532,451 | (26,422) | -1% | 8% |
| Capital Outlay | 86,314 | 27,957 | 71,500 | - | (71,500) | -100% | 0% |
| Special Payments | 4,058,337 | 3,908,028 | 4,263,089 | 4,518,845 | 255,756 | 6% | 15% |
| Contingency | - | - | 115,000 | 100,000 | (15,000) | -13% | 0% |
| Unapprop Fund Bal | 1,489,972 | 1,438,581 | 1,193,054 | 1,098,895 | (94,159) | -8% | 4% |
| **Total:** | **$ 26,427,595** | **$ 26,817,599** | **$ 29,677,990** | **$ 30,255,085** | **$ 577,095** | **2%** | **100%** |
| **Budget by Org** | | | | | | | |
| Police Administrative Services | 7,550,552 | 7,533,542 | 9,324,069 | 9,370,447 | 46,378 | 0% | 31% |
| Police Training | 287,618 | 297,917 | 284,962 | 480,588 | 195,626 | 69% | 2% |
| Police Fleet Management | 525,486 | 335,957 | 380,035 | 390,893 | 10,858 | 3% | 1% |
| Police Public Information | 145,495 | 149,506 | 156,765 | 159,096 | 2,331 | 1% | 1% |
| Police Support Services | 114,531 | 86,697 | 112,945 | 130,891 | 17,946 | 16% | 0% |
| Police Records | 1,020,328 | 1,070,951 | 1,281,523 | 1,278,461 | (3,062) | 0% | 4% |
| Property and Evidence | 284,338 | 250,090 | 287,957 | 292,277 | 4,320 | 2% | 1% |
| Professional Standards Unit | 17,337 | 17,642 | 12,675 | 165,790 | 153,115 | 1208% | 1% |
| Community Enhancement Team | 478,916 | 507,707 | 584,925 | 336,753 | (248,172) | -42% | 1% |
| Mediation | 679 | 1,905 | 500 | 22,112 | 21,612 | 4322% | 0% |
| Patrol | 8,484,141 | 9,208,915 | 9,736,285 | 9,723,324 | (12,961) | 0% | 32% |
| K9 | 847,175 | 694,382 | 621,029 | 758,211 | 137,182 | 22% | 3% |
| Traffic | 501,594 | 459,234 | 368,781 | 510,593 | 141,812 | 38% | 2% |
| Parking Enforcement | 127,405 | 131,597 | 142,226 | 143,359 | 1,133 | 1% | 0% |
| Police Reserves | 11,008 | 5,400 | 42,000 | 12,700 | (29,300) | -70% | 0% |
| PD Code Enforcement | 524,658 | 479,987 | 633,453 | 677,095 | 43,642 | 7% | 2% |
| Operational Support | 1,771,880 | 1,662,741 | 1,661,925 | 2,005,599 | 343,674 | 21% | 7% |
| Street Crimes | 603,407 | 678,130 | 605,773 | 634,486 | 28,713 | 5% | 2% |
| Bike Team | 1,047 | - | 500 | 875 | 375 | 75% | 0% |
| Youth Services | 971,898 | 990,388 | 995,018 | 1,026,773 | 31,755 | 3% | 3% |
| Tri-Met Team | 256,877 | 302,983 | 465,077 | 371,515 | (93,562) | -20% | 1% |
| WIN | 128,055 | 127,621 | 119,535 | 119,008 | (527) | 0% | 0% |
| Gang Enforcement | 123,611 | 201,277 | 257,383 | 263,239 | 5,856 | 2% | 1% |
| FITE/FBI | 116,306 | 119,245 | 120,649 | - | (120,649) | -100% | 0% |
| Police Forfeiture | 108,315 | 113,252 | 116,000 | 80,000 | (36,000) | -31% | 0% |
| Cadets | 1,424,938 | 1,390,533 | 1,366,000 | 1,301,000 | (65,000) | -5% | 4% |
| **Total:** | **$ 26,427,595** | **$ 26,817,599** | **$ 29,677,990** | **$ 30,255,085** | **$ 577,095** | **2%** | **100%** |
| **Budget by Fund** | | | | | | | |
| General Fund (100) | 24,894,342 | 25,313,814 | 28,195,990 | 28,874,085 | 678,095 | 2% | 95% |
| Police Forfeiture Fund (105) | 108,315 | 113,252 | 116,000 | 80,000 | (36,000) | -31% | 0% |
| Cadet Fund (110) | 1,424,938 | 1,390,533 | 1,366,000 | 1,301,000 | (65,000) | -5% | 4% |
| **Total:** | **$ 26,427,595** | **$ 26,817,599** | **$ 29,677,990** | **$ 30,255,085** | **$ 577,095** | **2%** | **100%** |


Police Department 179 FTE
Administration
Operations
Support Services
Administrative Services
Patrol
Operational Support
General Support Services
Records 16 FTE
Property & Evidence 3 FTE
Comunity Enhancement Team 6 FTE
Mediation
Administrative Services 16 FTE
Training 2 FTE
Fleet Management 1 FTE
Public Information 1 FTE
Forfeiture
Patrol 82 FTE
K9 5 FTE
Traffic 3 FTE
Parking Encorcement 2 FTE
Police Reserves
Code Enforcement 7 FTE
Cadets
General Investigations 14 FTE
Street Crimes 5 FTE
Bike Team
Youth Services 8 FTE
Trimet Team 4 FTE
WIN 1 FTE
Gang Enforcement 2 FTE
FITE / FBI 1 FTE

## Police Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Police Chief | 1.0 | 1.0 | 1.0 | 28 | $ 109,767 | $ 140,104 |
| Deputy Chief | 1.0 | 1.0 | 1.0 | PM | 100,614 | 128,437 |
| Police Commander | 2.0 | 2.0 | 2.0 | PM | 93,554 | 119,408 |
| Police Support Services Division Manager | 1.0 | 1.0 | 1.0 | PM | 98,663 | 119,408 |
| Police Lieutenant | 8.0 | 7.0 | 7.0 | PM | 87,096 | 111,155 |
| Police Administrative Services Manager | 1.0 | 1.0 | 1.0 | PM | 87,096 | 111,155 |
| Police Sergeant | 21.0 | 21.0 | 22.0 | PM | 75,350 | 96,161 |
| Police Project Manager | 2.0 | 2.0 | 2.0 | 22 | 71,129 | 90,787 |
| Police Project Coordinator | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Police Records Supervisor | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Administrative Services Supervisor | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Police Administrative Specialist | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Police Officer | 98.0 | 98.0 | 97.0 | Contract | 57,392 | 72,287 |
| Forensic Computer Specialist | 0.0 | 1.0 | 1.0 | Contract | 55,030 | 70,245 |
| Crime Analysis Specialist | 1.0 | 1.0 | 1.0 | Contract | 51,931 | 66,260 |
| Police Program Specialist | 3.0 | 3.0 | 4.0 | Contract | 48,032 | 61,303 |
| Police Crime Prevention Specialist | 3.0 | 3.0 | 3.0 | Contract | 48,007 | 61,180 |
| Police Field Operations Specialist | 6.0 | 7.0 | 7.0 | Contract | 48,007 | 61,180 |
| Police Parks Patrol Specialist | 1.0 | 0.0 | 0.0 | Contract | 48,007 | 61,180 |
| Police Program Coordinator | 1.0 | 1.0 | 1.0 | Contract | 46,728 | 59,630 |
| Domestic Violence Program Coordinator | 1.0 | 1.0 | 1.0 | Contract | 46,728 | 59,630 |
| Police Evidence Technician | 3.0 | 3.0 | 3.0 | Contract | 44,354 | 56,543 |
| Police Support Services Specialist | 1.0 | 1.0 | 1.0 | Contract | 44,354 | 56,543 |
| Police Lead Records Specialist | 2.0 | 2.0 | 2.0 | Contract | 41,697 | 53,161 |
| Secretary -Training, Investigations, Administration | 3.0 | 3.0 | 2.0 | Contract | 38,954 | 49,717 |
| Police Records Specialist | 13.0 | 13.0 | 13.0 | Contract | 38,622 | 49,298 |
| Parking Enforcement Agent | 2.0 | 2.0 | 2.0 | Contract | 33,493 | 42,755 |
| **Total:** | **179.0** | **179.0** | **179.0** | | | |

## Police Administrative Services

Includes the Chief's office which provides overall management and leadership to the Hillsboro Police Department. Also includes administrative personnel who perform foundational support functions that serve the entire Police Department. Budget administration, purchasing, payroll, human resources, training, audit, fleet management and grant administration are a few of the daily services the Admin Services team provides.

**Police Administrative Services-10010000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,347,107 | 1,365,787 | 1,418,936 | 1,386,908 | 1,386,908 | 1,386,908 |
| 5005 Salaries - Part-Time | 49,234 | 63,431 | 83,230 | 84,562 | 84,562 | 84,562 |
| 5010 Extra Labor | - | 3,686 | 35,000 | 35,000 | 35,000 | 35,000 |
| 5100 Overtime | 48,713 | 64,498 | 666,500 | 691,500 | 691,500 | 691,500 |
| 5301 Med/Den/Vis Insurance | 254,541 | 258,889 | 246,209 | 248,398 | 248,398 | 248,398 |
| 5303 PERS | 187,607 | 182,993 | 388,755 | 280,312 | 280,312 | 280,312 |
| 5308 VEBA | - | - | 28,379 | 31,234 | 31,234 | 31,234 |
| 5309 PERS Stabilization | - | - | - | 69,795 | 69,795 | 69,795 |
| 5399 Other Benefits and Taxes | 150,473 | 155,949 | 413,005 | 405,066 | 405,066 | 405,066 |
| **Total Personnel Services** | $2,037,675 | $2,095,233 | $3,280,014 | $3,232,775 | $3,232,775 | $3,232,775 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 73,558 | 89,284 | 78,800 | 70,000 | 70,000 | 70,000 |
| 6001 Communications Services | 85,014 | 95,483 | 79,748 | 71,694 | 71,694 | 71,694 |
| 6002 Travel/Training/Dues | 32,380 | 39,745 | 34,678 | 62,490 | 62,490 | 62,490 |
| 6003 Postage | 5,450 | 6,495 | 7,200 | 7,200 | 7,200 | 7,200 |
| 6004 Program Supplies/Materials | 48,438 | 35,391 | 120,150 | 7,775 | 7,775 | 7,775 |
| 6005 Advertising/Promotion | 38,326 | - | - | - | - | - |
| 6006 Tuition Reimbursement | 154 | - | - | - | - | - |
| 6007 Printing | 2,019 | 1,808 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6100 Contractual Services | 80 | 1,700 | 39,399 | 19,310 | 19,310 | 19,310 |
| 6101 Other Services | 33,882 | 70,607 | 175,000 | - | - | - |
| 6300 Uniforms | 900 | 867 | 900 | 1,625 | 1,625 | 1,625 |
| 6402 Maintenance Supplies | 1,252 | 1,430 | - | - | - | - |
| 6410 Computer Hardware | - | 16,544 | 23,400 | 20,647 | 20,647 | 20,647 |
| 6411 Communications Equipment | 1,133,009 | 1,155,792 | 1,146,691 | 1,354,586 | 1,354,586 | 1,354,586 |
| 6416 Equipment Maintenance | 78 | 15,135 | - | - | - | - |
| **Total Materials & Services** | $1,454,540 | $1,530,281 | $1,709,466 | $1,618,827 | $1,618,827 | $1,618,827 |
| **Capital Outlay** | | | | | | |
| 7020 Computer Hardware | - | - | 71,500 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $71,500 | $0 | $0 | $0 |

## Police Administrative Services (continued)

### Police Administrative Services-10010000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 173,361 | 159,879 | 143,151 | 155,116 | 155,116 | 155,116 |
| 8009 Support Services Charge | 2,783,944 | 2,571,488 | 2,912,736 | 2,944,263 | 2,944,263 | 2,944,263 |
| 8010 Equipment Depreciation | 116,660 | 130,897 | - | 120,682 | 120,682 | 120,682 |
| 8011 Facilities Charge | 638,249 | 639,766 | 708,693 | 760,292 | 760,292 | 760,292 |
| 8024 Fleet Services Charge | 346,123 | 405,998 | 498,509 | 538,492 | 538,492 | 538,492 |
| **Total Special Payments** | $4,058,337 | $3,908,028 | $4,263,089 | $4,518,845 | $4,518,845 | $4,518,845 |
| **Total** | **$7,550,552** | **$7,533,542** | **$9,324,069** | **$9,370,447** | **$9,370,447** | **$9,370,447** |

## Police Training

Hillsboro Police Officers are some of the most highly trained officers in the state. The average HPD officer trains an average of 96 hours each year. Officers receive state required training in firearms and use of force along with other related subjects. Supervisors must attend annual leadership training. All officers are required to hold a current First Aid/CPR card. The Training Division is tasked with coordinating officer and professional staff training along with managing training records for all staff.

**Police Training-10010002**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 159,886 | 165,099 | 168,222 | 291,987 | 291,987 | 291,987 |
| 5100 Overtime | 6,301 | 7,903 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 30,653 | 32,607 | 30,791 | 61,968 | 61,968 | 61,968 |
| 5303 PERS | 26,549 | 27,595 | 31,102 | 43,671 | 43,671 | 43,671 |
| 5308 VEBA | - | - | 3,365 | 6,741 | 6,741 | 6,741 |
| 5309 PERS Stabilization | - | - | - | 8,820 | 8,820 | 8,820 |
| 5399 Other Benefits and Taxes | 27,200 | 28,937 | 21,122 | 35,160 | 35,160 | 35,160 |
| **Total Personnel Services** | $250,589 | $262,141 | $254,602 | $448,347 | $448,347 | $448,347 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 572 | 278 | - | 8,200 | 8,200 | 8,200 |
| 6002 Travel/Training/Dues | 7,282 | 15,683 | 14,000 | 2,650 | 2,650 | 2,650 |
| 6004 Program Supplies/Materials | 9,861 | 19,790 | 13,320 | 9,545 | 9,545 | 9,545 |
| 6005 Advertising/Promotion | 350 | - | - | - | - | - |
| 6006 Tuition Reimbursement | 1,526 | - | - | - | - | - |
| 6100 Contractual Services | - | - | - | 7,200 | 7,200 | 7,200 |
| 6101 Other Services | 6,478 | - | - | - | - | - |
| 6102 Maintenance Contracts | 1,851 | - | - | - | - | - |
| 6300 Uniforms | 144 | - | - | 3,035 | 3,035 | 3,035 |
| 6301 Safety Supplies | 8,965 | 25 | 3,040 | 1,611 | 1,611 | 1,611 |
| **Total Materials & Services** | $37,029 | $35,776 | $30,360 | $32,241 | $32,241 | $32,241 |
| **Total** | **$287,618** | **$297,917** | **$284,962** | **$480,588** | **$480,588** | **$480,588** |

## Police Fleet Management

The maintenance management of police vehicles is an integral part of responding to a community in need. Fleet Management is responsible for the proper maintenance of all department vehicles, rotation of new and aging vehicles, outfitting new vehicles, seasonal equipment issues and maintaining equipment in the vehicles.

**Police Fleet Management-10010004**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 88,765 | 15,576 | 49,887 | 54,162 | 54,162 | 54,162 |
| 5100 Overtime | 152 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 16,737 | 5,390 | 15,560 | 16,102 | 16,102 | 16,102 |
| 5303 PERS | 13,488 | - | 8,391 | 7,485 | 7,485 | 7,485 |
| 5308 VEBA | - | - | 998 | 1,383 | 1,383 | 1,383 |
| 5309 PERS Stabilization | - | - | - | 1,625 | 1,625 | 1,625 |
| 5399 Other Benefits and Taxes | 9,895 | 1,741 | 5,624 | 6,113 | 6,113 | 6,113 |
| **Total Personnel Services** | $129,037 | $22,707 | $80,460 | $86,870 | $86,870 | $86,870 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 20 | 220 | - | - | - | - |
| 6004 Program Supplies/Materials | 3,701 | 28,053 | 18,200 | 24,023 | 24,023 | 24,023 |
| 6007 Printing | 30 | - | - | - | - | - |
| 6100 Contractual Services | 563 | - | - | - | - | - |
| 6101 Other Services | 3,507 | 4,431 | 1,225 | - | - | - |
| 6200 Fuel/Oil | 291,325 | 279,297 | 280,000 | 280,000 | 280,000 | 280,000 |
| 6201 Fleet Maintenance | 1,116 | - | - | - | - | - |
| 6202 Vehicle Equipment | 7,590 | 961 | - | - | - | - |
| 6300 Uniforms | - | - | 150 | - | - | - |
| 6301 Safety Supplies | 2,283 | 288 | - | - | - | - |
| **Total Materials & Services** | $310,135 | $313,250 | $299,575 | $304,023 | $304,023 | $304,023 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 86,314 | - | - | - | - | - |
| **Total Capital Outlay** | $86,314 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$525,486** | **$335,957** | **$380,035** | **$390,893** | **$390,893** | **$390,893** |

## Police Information Officer (PIO)

When law enforcement responds to a call, the media requests for information are not far behind. The PIO is the department liaison with the media and other public entities wanting information about HPD. The PIO also manages social media and provides public relations for the department in a variety of ways.

**Police Public Information-10010006**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 102,606 | 106,324 | 108,451 | 110,185 | 110,185 | 110,185 |
| 5301 Med/Den/Vis Insurance | 15,700 | 16,859 | 15,261 | 15,342 | 15,342 | 15,342 |
| 5303 PERS | 13,002 | 13,469 | 17,105 | 14,036 | 14,036 | 14,036 |
| 5308 VEBA | - | - | 2,169 | 2,205 | 2,205 | 2,205 |
| 5309 PERS Stabilization | - | - | - | 3,339 | 3,339 | 3,339 |
| 5399 Other Benefits and Taxes | 12,373 | 12,854 | 13,379 | 13,589 | 13,589 | 13,589 |
| **Total Personnel Services** | $143,681 | $149,506 | $156,365 | $158,696 | $158,696 | $158,696 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 1,079 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 735 | - | 400 | 400 | 400 | 400 |
| **Total Materials & Services** | $1,814 | $0 | $400 | $400 | $400 | $400 |
| **Total** | **$145,495** | **$149,506** | **$156,765** | **$159,096** | **$159,096** | **$159,096** |

## Police Support Services

Functions closely with Administrative Services in funding supplies, program materials, and assistance at major events. The Honor Guard, Traumatic Response Support Team, Field Training Officers in all divisions, Tactical Negotiations Team, Crisis Intervention Team, and HPD agency accreditation through the Oregon Accreditation Alliance operate within Support Services.

**Police Support Services-10010050**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 11,123 | - | - | - | - | - |
| 6001 Communications Services | 3,661 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 1,270 | 2,027 | - | 2,200 | 2,200 | 2,200 |
| 6003 Postage | 4,922 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 2,033 | 19,967 | 3,400 | 23,500 | 23,500 | 23,500 |
| 6005 Advertising/Promotion | 14,358 | - | - | - | - | - |
| 6007 Printing | 1,153 | 246 | - | - | - | - |
| 6101 Other Services | - | - | 13,150 | - | - | - |
| 6102 Maintenance Contracts | 71,478 | - | - | - | - | - |
| 6301 Safety Supplies | 4,533 | 3,937 | 1,000 | - | - | - |
| 6601 TNT | - | 9,230 | 11,800 | 14,800 | 14,800 | 14,800 |
| 6602 Firearms | - | 50,362 | 79,695 | 86,391 | 86,391 | 86,391 |
| 6603 Honor Guard | - | 928 | 3,900 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $114,531 | $86,697 | $112,945 | $130,891 | $130,891 | $130,891 |
| **Total** | **$114,531** | **$86,697** | **$112,945** | **$130,891** | **$130,891** | **$130,891** |

## Police Records

Provides formal management of department records. Police reports are processed along with traffic and criminal citations, public records requests, and civil and criminal subpoenas of officers. Records personnel greet the public and provide information and assistance as needed.

**Police Records-10010052**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 631,528 | 662,823 | 783,257 | 778,361 | 778,361 | 778,361 |
| 5100 Overtime | 2,128 | 4,662 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 206,142 | 215,952 | 248,908 | 251,003 | 251,003 | 251,003 |
| 5303 PERS | 94,761 | 99,672 | 140,330 | 113,055 | 113,055 | 113,055 |
| 5308 VEBA | - | - | 15,665 | 20,067 | 20,067 | 20,067 |
| 5309 PERS Stabilization | - | - | - | 23,351 | 23,351 | 23,351 |
| 5399 Other Benefits and Taxes | 56,254 | 59,672 | 70,213 | 69,419 | 69,419 | 69,419 |
| **Total Personnel Services** | $990,813 | $1,042,781 | $1,258,373 | $1,255,256 | $1,255,256 | $1,255,256 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 254 | 1,329 | 500 | 4,500 | 4,500 | 4,500 |
| 6001 Communications Services | 9,252 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 3,585 | 4,837 | 3,500 | 3,000 | 3,000 | 3,000 |
| 6003 Postage | 60 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 1,184 | 14,239 | 8,250 | - | - | - |
| 6005 Advertising/Promotion | 10,200 | - | - | - | - | - |
| 6007 Printing | 2,482 | 7,531 | 9,500 | 12,500 | 12,500 | 12,500 |
| 6300 Uniforms | 739 | 234 | 1,400 | 3,205 | 3,205 | 3,205 |
| 6409 Computer Software | 1,759 | - | - | - | - | - |
| **Total Materials & Services** | $29,515 | $28,170 | $23,150 | $23,205 | $23,205 | $23,205 |
| **Total** | **$1,020,328** | **$1,070,951** | **$1,281,523** | **$1,278,461** | **$1,278,461** | **$1,278,461** |

## Property and Evidence

Along with the intake and disposal of property, personnel are tasked with latent casework, trial preparation, court testimony, offender registration, attorney meetings, drug disposal, and public education. They also perform community outreach in schools and youth camps.

**Property and Evidence-10010054**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 150,850 | 141,875 | 163,564 | 166,435 | 166,435 | 166,435 |
| 5100 Overtime | 66 | 1,160 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 45,587 | 44,168 | 46,864 | 47,201 | 47,201 | 47,201 |
| 5303 PERS | 26,227 | 25,774 | 32,990 | 28,690 | 28,690 | 28,690 |
| 5308 VEBA | - | - | 3,271 | 4,229 | 4,229 | 4,229 |
| 5309 PERS Stabilization | - | - | - | 5,006 | 5,006 | 5,006 |
| 5399 Other Benefits and Taxes | 14,061 | 16,325 | 15,452 | 15,277 | 15,277 | 15,277 |
| **Total Personnel Services** | $236,791 | $229,302 | $262,141 | $266,838 | $266,838 | $266,838 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 400 | - | - | - | - | - |
| 6001 Communications Services | 109 | 239 | - | - | - | - |
| 6002 Travel/Training/Dues | 6,352 | 7,297 | 2,675 | 3,485 | 3,485 | 3,485 |
| 6004 Program Supplies/Materials | 38,127 | 10,510 | 13,996 | 9,670 | 9,670 | 9,670 |
| 6007 Printing | 2,222 | 2,203 | 4,695 | 4,035 | 4,035 | 4,035 |
| 6100 Contractual Services | - | - | - | 1,300 | 1,300 | 1,300 |
| 6101 Other Services | - | - | 4,000 | - | - | - |
| 6300 Uniforms | 337 | 539 | 450 | 450 | 450 | 450 |
| 6410 Computer Hardware | - | - | - | 1,500 | 1,500 | 1,500 |
| 6416 Equipment Maintenance | - | - | - | 4,999 | 4,999 | 4,999 |
| **Total Materials & Services** | $47,547 | $20,788 | $25,816 | $25,439 | $25,439 | $25,439 |
| **Total** | **$284,338** | **$250,090** | **$287,957** | **$292,277** | **$292,277** | **$292,277** |

## Professional Standards Unit

The Professional Standards Unit is responsible for managing Department policy and procedure updates and maintaining Department Accreditation with the Oregon Accreditation Alliance. Staff members are also responsible for Risk Management, Safety Compliance, and supervision of the Field Training and Evaluation Program. Additionally, the Unit is responsible for investigation and review of community based complaints.

**Professional Standards Unit-10010055**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | - | - | 110,185 | 110,185 | 110,185 |
| 5301 Med/Den/Vis Insurance | - | - | - | 15,342 | 15,342 | 15,342 |
| 5303 PERS | - | - | - | 13,957 | 13,957 | 13,957 |
| 5308 VEBA | - | - | - | 2,204 | 2,204 | 2,204 |
| 5309 PERS Stabilization | - | - | - | 3,321 | 3,321 | 3,321 |
| 5399 Other Benefits and Taxes | - | - | - | 12,919 | 12,919 | 12,919 |
| **Total Personnel Services** | $0 | $0 | $0 | $157,928 | $157,928 | $157,928 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 2,623 | 736 | 400 | - | - | - |
| 6002 Travel/Training/Dues | 3,351 | 2,284 | 2,620 | - | - | - |
| 6004 Program Supplies/Materials | 1,164 | 14,622 | 4,450 | 5,572 | 5,572 | 5,572 |
| 6005 Advertising/Promotion | 5,134 | - | - | - | - | - |
| 6006 Tuition Reimbursement | 2,903 | - | - | - | - | - |
| 6100 Contractual Services | - | - | - | 2,200 | 2,200 | 2,200 |
| 6101 Other Services | - | - | 5,105 | - | - | - |
| 6200 Fuel/Oil | 2,150 | - | - | - | - | - |
| 6300 Uniforms | 12 | - | 100 | 90 | 90 | 90 |
| **Total Materials & Services** | $17,337 | $17,642 | $12,675 | $7,862 | $7,862 | $7,862 |
| **Total** | **$17,337** | **$17,642** | **$12,675** | **$165,790** | **$165,790** | **$165,790** |

## Community Enhancement Team (CET)

Public safety education is the primary function of CET. Staff members engage the community through Neighborhood Watch programs, landlord forums, loss prevention education, safety fairs, and crime prevention through environmental design. This past year, the Community Enhancement Team contacted 2,800 Hillsboro Citizens through 145 community meetings and community education/outreach programs. They also provided 2,250 hours of instruction and education in an effort to build relationships and enhance the quality of life for members of our community.

**Community Enhancement Team-10010056**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 268,008 | 267,709 | 343,378 | 191,565 | 191,565 | 191,565 |
| 5005 Salaries - Part-Time | 15,428 | 3,600 | - | - | - | - |
| 5010 Extra Labor | - | - | 11,670 | 11,670 | 11,670 | 11,670 |
| 5100 Overtime | 1,629 | 3,910 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 72,192 | 88,464 | 93,306 | 46,671 | 46,671 | 46,671 |
| 5303 PERS | 43,498 | 40,828 | 63,738 | 32,624 | 32,624 | 32,624 |
| 5308 VEBA | - | - | 6,868 | 4,732 | 4,732 | 4,732 |
| 5309 PERS Stabilization | - | - | - | 5,760 | 5,760 | 5,760 |
| 5399 Other Benefits and Taxes | 32,249 | 31,757 | 33,225 | 18,481 | 18,481 | 18,481 |
| **Total Personnel Services** | $433,004 | $436,268 | $552,185 | $311,503 | $311,503 | $311,503 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 935 | 221 | - | - | - | - |
| 6001 Communications Services | 2,080 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 3,340 | 12,604 | 5,390 | 3,000 | 3,000 | 3,000 |
| 6003 Postage | 311 | 237 | - | - | - | - |
| 6004 Program Supplies/Materials | 21,935 | 56,236 | 14,550 | 20,650 | 20,650 | 20,650 |
| 6007 Printing | 303 | 1,889 | 1,000 | 400 | 400 | 400 |
| 6100 Contractual Services | 11,296 | - | 10,000 | - | - | - |
| 6101 Other Services | 682 | 4 | - | - | - | - |
| 6102 Maintenance Contracts | 1,264 | - | - | - | - | - |
| 6300 Uniforms | 2,796 | 248 | 1,800 | 300 | 300 | 300 |
| 6410 Computer Hardware | - | - | - | 900 | 900 | 900 |
| 6411 Communications Equipment | 970 | - | - | - | - | - |
| **Total Materials & Services** | $45,912 | $71,439 | $32,740 | $25,250 | $25,250 | $25,250 |
| **Total** | **$478,916** | **$507,707** | **$584,925** | **$336,753** | **$336,753** | **$336,753** |

## Volunteer Services/Mediation

Provides opportunities for citizens to get involved in the community while learning more about the Hillsboro Police Department. Volunteers are trained in domestic violence intervention and graffiti abatement. Mediation volunteers are trained in areas such as conflict management and communication skills. Mediators facilitate meetings between parties in conflict in a neutral setting to help guide them to resolution.

**Mediation-10010058**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | - | - | 200 | 200 | 200 |
| 6002 Travel/Training/Dues | - | 585 | - | 10,250 | 10,250 | 10,250 |
| 6004 Program Supplies/Materials | 679 | 1,320 | 500 | - | - | - |
| 6005 Advertising/Promotion | - | - | - | 1,162 | 1,162 | 1,162 |
| 6100 Contractual Services | - | - | - | 10,500 | 10,500 | 10,500 |
| **Total Materials & Services** | $679 | $1,905 | $500 | $22,112 | $22,112 | $22,112 |
| **Total** | **$679** | **$1,905** | **$500** | **$22,112** | **$22,112** | **$22,112** |

## Patrol

As the foundation of our agency, Patrol provides immediate response to the citizens of Hillsboro for the protection of life and property. The division is the largest at HPD with 64 officers.

**Patrol-10010500**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 5,175,386 | 5,649,242 | 6,325,970 | 6,298,416 | 6,298,416 | 6,298,416 |
| 5100 Overtime | 324,252 | 398,540 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 1,064,535 | 1,191,583 | 1,269,939 | 1,238,557 | 1,238,557 | 1,238,557 |
| 5303 PERS | 907,292 | 962,037 | 1,208,937 | 1,005,604 | 1,005,604 | 1,005,604 |
| 5308 VEBA | - | - | 126,519 | 143,690 | 143,690 | 143,690 |
| 5309 PERS Stabilization | - | - | - | 189,737 | 189,737 | 189,737 |
| 5399 Other Benefits and Taxes | 828,298 | 913,713 | 736,970 | 737,371 | 737,371 | 737,371 |
| **Total Personnel Services** | $8,299,763 | $9,115,115 | $9,668,335 | $9,613,375 | $9,613,375 | $9,613,375 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 4,685 | 5,059 | - | 9,500 | 9,500 | 9,500 |
| 6003 Postage | 755 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 36,940 | 19,076 | 5,100 | 39,610 | 39,610 | 39,610 |
| 6005 Advertising/Promotion | 3,867 | - | - | - | - | - |
| 6006 Tuition Reimbursement | 3,529 | - | 5,000 | - | - | - |
| 6007 Printing | 576 | 771 | - | - | - | - |
| 6200 Fuel/Oil | - | 67 | - | - | - | - |
| 6300 Uniforms | 125,904 | 59,221 | 43,352 | 36,374 | 36,374 | 36,374 |
| 6301 Safety Supplies | 8,122 | 9,606 | 14,498 | 24,465 | 24,465 | 24,465 |
| **Total Materials & Services** | $184,378 | $93,800 | $67,950 | $109,949 | $109,949 | $109,949 |
| **Total** | **$8,484,141** | **$9,208,915** | **$9,736,285** | **$9,723,324** | **$9,723,324** | **$9,723,324** |

## K9

HPD maintains five tracking teams and one narcotics detection K9 team. K9 teams are available to assist patrol in locating suspects, evidence articles and to conduct building searches. The teams also serve as public relations liaisons with the community and are requested to attend many events.

**K9-10010502**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 492,254 | 404,431 | 393,287 | 482,425 | 482,425 | 482,425 |
| 5100 Overtime | 37,203 | 35,574 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 100,712 | 80,779 | 77,895 | 93,782 | 93,782 | 93,782 |
| 5303 PERS | 104,765 | 86,442 | 85,368 | 88,513 | 88,513 | 88,513 |
| 5308 VEBA | - | - | 7,866 | 11,450 | 11,450 | 11,450 |
| 5309 PERS Stabilization | - | - | - | 14,525 | 14,525 | 14,525 |
| 5399 Other Benefits and Taxes | 96,874 | 77,242 | 46,109 | 56,207 | 56,207 | 56,207 |
| **Total Personnel Services** | $831,808 | $684,468 | $610,525 | $746,902 | $746,902 | $746,902 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 2,387 | 2,615 | 1,575 | 1,660 | 1,660 | 1,660 |
| 6004 Program Supplies/Materials | 6,397 | 4,399 | 6,529 | 3,359 | 3,359 | 3,359 |
| 6006 Tuition Reimbursement | 5,725 | - | - | - | - | - |
| 6007 Printing | 61 | - | - | - | - | - |
| 6100 Contractual Services | - | - | - | 6,290 | 6,290 | 6,290 |
| 6101 Other Services | - | 2,900 | 2,400 | - | - | - |
| 6300 Uniforms | 797 | - | - | - | - | - |
| **Total Materials & Services** | $15,367 | $9,914 | $10,504 | $11,309 | $11,309 | $11,309 |
| **Total** | **$847,175** | **$694,382** | **$621,029** | **$758,211** | **$758,211** | **$758,211** |

## Traffic

In addition to enforcing traffic laws and special details such as seatbelt safety, DUII reduction, and pedestrian safety education, the Traffic Team also provides motor officer assistance for many events around the Metro area.

**Traffic-10010504**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 299,385 | 267,176 | 228,532 | 315,718 | 315,718 | 315,718 |
| 5100 Overtime | 13,692 | 15,378 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 61,183 | 56,797 | 46,775 | 62,108 | 62,108 | 62,108 |
| 5303 PERS | 60,843 | 55,518 | 49,670 | 58,918 | 58,918 | 58,918 |
| 5308 VEBA | - | - | 4,571 | 7,515 | 7,515 | 7,515 |
| 5309 PERS Stabilization | - | - | - | 9,498 | 9,498 | 9,498 |
| 5399 Other Benefits and Taxes | 51,275 | 49,386 | 27,116 | 36,498 | 36,498 | 36,498 |
| **Total Personnel Services** | $486,378 | $444,255 | $356,664 | $490,255 | $490,255 | $490,255 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 452 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 4,615 | 5,437 | 6,050 | 8,008 | 8,008 | 8,008 |
| 6004 Program Supplies/Materials | 2,533 | 1,440 | 6,067 | 7,950 | 7,950 | 7,950 |
| 6005 Advertising/Promotion | 1,354 | - | - | - | - | - |
| 6006 Tuition Reimbursement | 1,969 | - | - | - | - | - |
| 6007 Printing | 3,263 | - | - | - | - | - |
| 6300 Uniforms | 1,030 | 8,102 | - | 4,380 | 4,380 | 4,380 |
| **Total Materials & Services** | $15,216 | $14,979 | $12,117 | $20,338 | $20,338 | $20,338 |
| **Total** | **$501,594** | **$459,234** | **$368,781** | **$510,593** | **$510,593** | **$510,593** |

## Parking Enforcement

A two person team which monitors and enforces the Municipal Code in relation to parking in Hillsboro. They also respond to parking issues in neighborhoods and for businesses.

**Parking Enforcement-10010506**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 74,780 | 78,401 | 81,877 | 82,652 | 82,652 | 82,652 |
| 5100 Overtime | - | 357 | 1,500 | 1,500 | 1,500 | 1,500 |
| 5301 Med/Den/Vis Insurance | 29,777 | 31,183 | 31,120 | 30,869 | 30,869 | 30,869 |
| 5303 PERS | 12,162 | 13,083 | 16,133 | 13,753 | 13,753 | 13,753 |
| 5308 VEBA | - | - | 1,638 | 2,253 | 2,253 | 2,253 |
| 5309 PERS Stabilization | - | - | - | 2,525 | 2,525 | 2,525 |
| 5399 Other Benefits and Taxes | 8,171 | 8,543 | 9,408 | 9,257 | 9,257 | 9,257 |
| **Total Personnel Services** | $124,890 | $131,567 | $141,676 | $142,809 | $142,809 | $142,809 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 1,512 | - | - | - | - | - |
| 6004 Program Supplies/Materials | - | - | 300 | 300 | 300 | 300 |
| 6007 Printing | 979 | 30 | - | - | - | - |
| 6300 Uniforms | 24 | - | 250 | 250 | 250 | 250 |
| **Total Materials & Services** | $2,515 | $30 | $550 | $550 | $550 | $550 |
| **Total** | **$127,405** | **$131,597** | **$142,226** | **$143,359** | **$143,359** | **$143,359** |

## Police Reserves

Trained volunteer police officers provide support for Department functions by assisting at community events, working patrol shifts, and responding to call outs. They are a dedicated work force which allows law enforcement support beyond what our resources allow.

**Police Reserves-10010507**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | - | 400 | 200 | 200 | 200 |
| 6002 Travel/Training/Dues | 3,874 | 2,703 | 8,000 | 3,200 | 3,200 | 3,200 |
| 6004 Program Supplies/Materials | 8 | 538 | 19,100 | 9,300 | 9,300 | 9,300 |
| 6005 Advertising/Promotion | 2,591 | - | - | - | - | - |
| 6007 Printing | 61 | - | 500 | - | - | - |
| 6101 Other Services | 3,649 | 1,750 | 7,000 | - | - | - |
| 6300 Uniforms | 825 | 409 | 7,000 | - | - | - |
| **Total Materials & Services** | $11,008 | $5,400 | $42,000 | $12,700 | $12,700 | $12,700 |
| **Total** | **$11,008** | **$5,400** | **$42,000** | **$12,700** | **$12,700** | **$12,700** |

## Code Enforcement

Responsible for the enforcement and education of citizens regarding the Hillsboro Municipal Code. The Code Enforcement Team is directly involved with livability issues and provides timely response to citizen complaints and neighborhood issues.

**PD Code Enforcement-10010509**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 330,908 | 300,589 | 389,753 | 415,567 | 415,567 | 415,567 |
| 5100 Overtime | 625 | 266 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 92,761 | 84,885 | 108,799 | 111,954 | 111,954 | 111,954 |
| 5303 PERS | 53,427 | 52,719 | 76,885 | 69,579 | 69,579 | 69,579 |
| 5308 VEBA | - | - | 7,795 | 10,413 | 10,413 | 10,413 |
| 5309 PERS Stabilization | - | - | - | 12,520 | 12,520 | 12,520 |
| 5399 Other Benefits and Taxes | 38,756 | 34,797 | 45,786 | 48,737 | 48,737 | 48,737 |
| **Total Personnel Services** | $516,477 | $473,256 | $629,018 | $668,770 | $668,770 | $668,770 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 65 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 5,169 | 4,227 | 3,490 | 6,200 | 6,200 | 6,200 |
| 6004 Program Supplies/Materials | 1,389 | 224 | 945 | 1,680 | 1,680 | 1,680 |
| 6005 Advertising/Promotion | 60 | - | - | - | - | - |
| 6007 Printing | 91 | 230 | - | - | - | - |
| 6100 Contractual Services | - | - | - | 445 | 445 | 445 |
| 6300 Uniforms | 1,407 | 1,380 | - | - | - | - |
| 6301 Safety Supplies | - | 670 | - | - | - | - |
| **Total Materials & Services** | $8,181 | $6,731 | $4,435 | $8,325 | $8,325 | $8,325 |
| **Total** | **$524,658** | **$479,987** | **$633,453** | **$677,095** | **$677,095** | **$677,095** |

## Operational Support

Conducts in-depth follow up of felonious events and other significant occurrences in the community. This Division works closely with the Patrol Division.

**Operational Support-10010550**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,075,008 | 992,711 | 1,070,320 | 1,286,122 | 1,286,122 | 1,286,122 |
| 5100 Overtime | 80,905 | 75,796 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 211,358 | 219,367 | 217,203 | 266,963 | 266,963 | 266,963 |
| 5303 PERS | 197,447 | 187,211 | 211,768 | 220,994 | 220,994 | 220,994 |
| 5308 VEBA | - | - | 21,406 | 30,524 | 30,524 | 30,524 |
| 5309 PERS Stabilization | - | - | - | 38,625 | 38,625 | 38,625 |
| 5399 Other Benefits and Taxes | 157,655 | 153,957 | 118,978 | 142,146 | 142,146 | 142,146 |
| **Total Personnel Services** | $1,722,373 | $1,629,042 | $1,639,675 | $1,985,374 | $1,985,374 | $1,985,374 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 727 | 393 | 500 | 1,900 | 1,900 | 1,900 |
| 6001 Communications Services | 11,926 | 2,729 | - | - | - | - |
| 6002 Travel/Training/Dues | 23,523 | 16,272 | 15,750 | 13,050 | 13,050 | 13,050 |
| 6003 Postage | 2,484 | 13 | - | - | - | - |
| 6004 Program Supplies/Materials | 3,080 | 13,695 | 1,000 | 350 | 350 | 350 |
| 6005 Advertising/Promotion | 3,297 | - | - | - | - | - |
| 6006 Tuition Reimbursement | 3,788 | 325 | - | - | - | - |
| 6007 Printing | 61 | 272 | - | 275 | 275 | 275 |
| 6100 Contractual Services | - | - | - | 4,500 | 4,500 | 4,500 |
| 6101 Other Services | - | - | 5,000 | - | - | - |
| 6300 Uniforms | 621 | - | - | 150 | 150 | 150 |
| **Total Materials & Services** | $49,507 | $33,699 | $22,250 | $20,225 | $20,225 | $20,225 |
| **Total** | **$1,771,880** | **$1,662,741** | **$1,661,925** | **$2,005,599** | **$2,005,599** | **$2,005,599** |

## Street Crimes

Is an arm of the Patrol Division, Street Crimes works closely with Investigations. SCU has the ability to adapt to evolving situations by their specialty training in undercover and plain clothes operations. They provide problem solving and proactive enforcement in response to community livability issues.

**Street Crimes-10010552**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 350,491 | 401,514 | 394,982 | 414,686 | 414,686 | 414,686 |
| 5100 Overtime | 51,869 | 46,983 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 69,386 | 81,196 | 77,502 | 78,785 | 78,785 | 78,785 |
| 5303 PERS | 66,795 | 73,134 | 73,779 | 64,948 | 64,948 | 64,948 |
| 5308 VEBA | - | - | 7,900 | 9,494 | 9,494 | 9,494 |
| 5309 PERS Stabilization | - | - | - | 12,454 | 12,454 | 12,454 |
| 5399 Other Benefits and Taxes | 57,796 | 69,151 | 45,830 | 47,159 | 47,159 | 47,159 |
| **Total Personnel Services** | $596,337 | $671,978 | $599,993 | $627,526 | $627,526 | $627,526 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 160 | - | - | - | - | - |
| 6001 Communications Services | 1,668 | 1,374 | - | - | - | - |
| 6002 Travel/Training/Dues | 4,234 | 3,896 | 5,000 | 3,440 | 3,440 | 3,440 |
| 6003 Postage | 556 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 422 | 882 | 780 | 350 | 350 | 350 |
| 6007 Printing | 30 | - | - | 200 | 200 | 200 |
| 6300 Uniforms | - | - | - | 200 | 200 | 200 |
| 6301 Safety Supplies | - | - | - | 690 | 690 | 690 |
| 6410 Computer Hardware | - | - | - | 2,080 | 2,080 | 2,080 |
| **Total Materials & Services** | $7,070 | $6,152 | $5,780 | $6,960 | $6,960 | $6,960 |
| **Total** | **$603,407** | **$678,130** | **$605,773** | **$634,486** | **$634,486** | **$634,486** |

## Bike Team

**Bike Team-10010553**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 348 | - | 250 | 475 | 475 | 475 |
| 6300 Uniforms | 699 | - | 250 | 400 | 400 | 400 |
| **Total Materials & Services** | $1,047 | $0 | $500 | $875 | $875 | $875 |
| **Total** | **$1,047** | **$0** | **$500** | **$875** | **$875** | **$875** |

## Youth Services

Under the umbrella of Investigations, Youth Services Officers are present in Hillsboro schools to promote safety, instruct drug and gang resistance programs, and to provide mentorship to the youth in the community. Youth Services Officers engaged 2,579 students in the Hillsboro School District in 2013, in a proactive effort to reduce truancy, delinquency, and criminal activity.

**Youth Services-10010554**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 612,031 | 629,859 | 643,001 | 664,706 | 664,706 | 664,706 |
| 5100 Overtime | 23,506 | 18,352 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 123,277 | 130,553 | 124,427 | 124,741 | 124,741 | 124,741 |
| 5303 PERS | 115,028 | 117,264 | 133,496 | 118,127 | 118,127 | 118,127 |
| 5308 VEBA | - | - | 12,860 | 15,395 | 15,395 | 15,395 |
| 5309 PERS Stabilization | - | - | - | 19,969 | 19,969 | 19,969 |
| 5399 Other Benefits and Taxes | 86,442 | 88,492 | 73,314 | 75,845 | 75,845 | 75,845 |
| **Total Personnel Services** | $960,284 | $984,520 | $987,098 | $1,018,783 | $1,018,783 | $1,018,783 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | - | 400 | - | - | - |
| 6001 Communications Services | 4,156 | 61 | - | - | - | - |
| 6002 Travel/Training/Dues | 4,786 | 3,226 | 4,420 | 4,300 | 4,300 | 4,300 |
| 6004 Program Supplies/Materials | 50 | 2,143 | 2,500 | 3,250 | 3,250 | 3,250 |
| 6006 Tuition Reimbursement | 1,476 | 117 | - | - | - | - |
| 6007 Printing | 152 | 257 | 200 | 200 | 200 | 200 |
| 6300 Uniforms | 994 | 64 | 400 | 240 | 240 | 240 |
| **Total Materials & Services** | $11,614 | $5,868 | $7,920 | $7,990 | $7,990 | $7,990 |
| **Total** | **$971,898** | **$990,388** | **$995,018** | **$1,026,773** | **$1,026,773** | **$1,026,773** |

## Tri-Met Transit Police

An inter-agency funded team staffed by officers from the Westside Portland Metro area provides security through random sweeps on trains and buses searching for explosives, suspicious packages and criminal or suspicious behavior. This unit is supervised by Sergeants and Lieutenants from the partner agencies, including one sergeant from HPD.

**Tri-Met Team-10010555**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 158,667 | 190,825 | 303,726 | 244,965 | 244,965 | 244,965 |
| 5100 Overtime | 14,775 | 9,021 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 31,298 | 39,932 | 61,749 | 46,396 | 46,396 | 46,396 |
| 5303 PERS | 25,905 | 31,454 | 57,452 | 38,438 | 38,438 | 38,438 |
| 5308 VEBA | - | - | 6,075 | 5,500 | 5,500 | 5,500 |
| 5309 PERS Stabilization | - | - | - | 7,362 | 7,362 | 7,362 |
| 5399 Other Benefits and Taxes | 24,854 | 31,195 | 35,175 | 28,054 | 28,054 | 28,054 |
| **Total Personnel Services** | $255,499 | $302,427 | $464,177 | $370,715 | $370,715 | $370,715 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 1,250 | 9 | - | - | - | - |
| 6004 Program Supplies/Materials | 128 | 493 | 500 | 400 | 400 | 400 |
| 6007 Printing | - | 30 | - | - | - | - |
| 6300 Uniforms | - | 24 | 400 | 400 | 400 | 400 |
| **Total Materials & Services** | $1,378 | $556 | $900 | $800 | $800 | $800 |
| **Total** | **$256,877** | **$302,983** | **$465,077** | **$371,515** | **$371,515** | **$371,515** |

## Westside Interagency Narcotics (WIN)

Westside Interagency Narcotics team is a task force of officers from Washington County, the FBI, and the National Guard that investigates and enforces drug laws while focusing on drug endangered children.

**WIN-10010556**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 74,511 | 76,400 | 77,949 | 76,648 | 76,648 | 76,648 |
| 5100 Overtime | 7,127 | 1,426 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,559 | 16,456 | 15,681 | 15,527 | 15,527 | 15,527 |
| 5303 PERS | 13,904 | 13,282 | 15,239 | 12,685 | 12,685 | 12,685 |
| 5308 VEBA | - | - | 1,559 | 1,833 | 1,833 | 1,833 |
| 5309 PERS Stabilization | - | - | - | 2,299 | 2,299 | 2,299 |
| 5399 Other Benefits and Taxes | 12,254 | 14,568 | 8,767 | 8,636 | 8,636 | 8,636 |
| **Total Personnel Services** | $123,355 | $122,132 | $119,195 | $117,628 | $117,628 | $117,628 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | 789 | 100 | 880 | 880 | 880 |
| 6004 Program Supplies/Materials | 4,700 | 4,700 | - | 500 | 500 | 500 |
| 6300 Uniforms | - | - | 240 | - | - | - |
| **Total Materials & Services** | $4,700 | $5,489 | $340 | $1,380 | $1,380 | $1,380 |
| **Total** | **$128,055** | **$127,621** | **$119,535** | **$119,008** | **$119,008** | **$119,008** |

## Interagency Gang Enforcement Team (IGET)

The Interagency Gang Enforcement Team investigates gang activity in Washington County. As an interagency effort, it is staffed by members from HPD, Beaverton Police Department and the Washington County Sheriff's Office.

**Gang Enforcement-10010558**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 72,817 | 122,353 | 169,994 | 171,966 | 171,966 | 171,966 |
| 5100 Overtime | 8,898 | 10,963 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,515 | 24,904 | 30,942 | 31,534 | 31,534 | 31,534 |
| 5303 PERS | 13,917 | 20,555 | 29,537 | 26,284 | 26,284 | 26,284 |
| 5308 VEBA | - | - | 3,400 | 3,739 | 3,739 | 3,739 |
| 5309 PERS Stabilization | - | - | - | 5,159 | 5,159 | 5,159 |
| 5399 Other Benefits and Taxes | 12,149 | 18,632 | 19,110 | 19,357 | 19,357 | 19,357 |
| **Total Personnel Services** | $123,296 | $197,407 | $252,983 | $258,039 | $258,039 | $258,039 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 230 | 3,661 | 4,400 | 4,100 | 4,100 | 4,100 |
| 6004 Program Supplies/Materials | - | - | - | 800 | 800 | 800 |
| 6007 Printing | 30 | - | - | - | - | - |
| 6300 Uniforms | 55 | 209 | - | 300 | 300 | 300 |
| **Total Materials & Services** | $315 | $3,870 | $4,400 | $5,200 | $5,200 | $5,200 |
| **Total** | **$123,611** | **$201,277** | **$257,383** | **$263,239** | **$263,239** | **$263,239** |

## Fraud and Identity Theft Enforcement (F.I.T.E/FBI)

The Fraud and Identity Theft Enforcement team is partnership with investigators from the Washington County Sheriff's Office, Oregon State Police, the US Postal Service and the FBI to combat the escalating problem of identity theft and internet fraud. The F.I.T.E. team is the first successful interagency effort to combat these issues in the State of Oregon and is based at HPD.

**FITE/FBI-10010559**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 74,511 | 76,385 | 77,949 | - | - | - |
| 5100 Overtime | 535 | 1,490 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,277 | 15,970 | 15,529 | - | - | - |
| 5303 PERS | 14,096 | 14,654 | 16,845 | - | - | - |
| 5308 VEBA | - | - | 1,559 | - | - | - |
| 5399 Other Benefits and Taxes | 9,273 | 9,896 | 8,767 | - | - | - |
| **Total Personnel Services** | $113,692 | $118,395 | $120,649 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 871 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 171 | 274 | - | - | - | - |
| 6003 Postage | 150 | - | - | - | - | - |
| 6004 Program Supplies/Materials | - | 2 | - | - | - | - |
| 6006 Tuition Reimbursement | 1,422 | 574 | - | - | - | - |
| **Total Materials & Services** | $2,614 | $850 | $0 | $0 | $0 | $0 |
| **Total** | **$116,306** | **$119,245** | **$120,649** | **$0** | **$0** | **$0** |

## Police Forfeiture

This fund accounts for revenues received from state and federal forfeitures and donations.

**Police Forfeiture-10510008**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 2,773 | - | - | - | - | - |
| 6604 Federal Forfeiture | - | 105 | 65,000 | 50,000 | 50,000 | 50,000 |
| 6605 State Forfeitures | - | - | 36,000 | 30,000 | 30,000 | 30,000 |
| **Total Materials & Services** | $2,773 | $105 | $101,000 | $80,000 | $80,000 | $80,000 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | 27,957 | - | - | - | - |
| **Total Capital Outlay** | $0 | $27,957 | $0 | $0 | $0 | $0 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 15,000 | - | - | - |
| **Total Contingency** | $0 | $0 | $15,000 | $0 | $0 | $0 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 105,542 | 85,190 | - | - | - | - |
| **Total Unapprop Fund Bal** | $105,542 | $85,190 | $0 | $0 | $0 | $0 |
| **Total** | **$108,315** | **$113,252** | **$116,000** | **$80,000** | **$80,000** | **$80,000** |

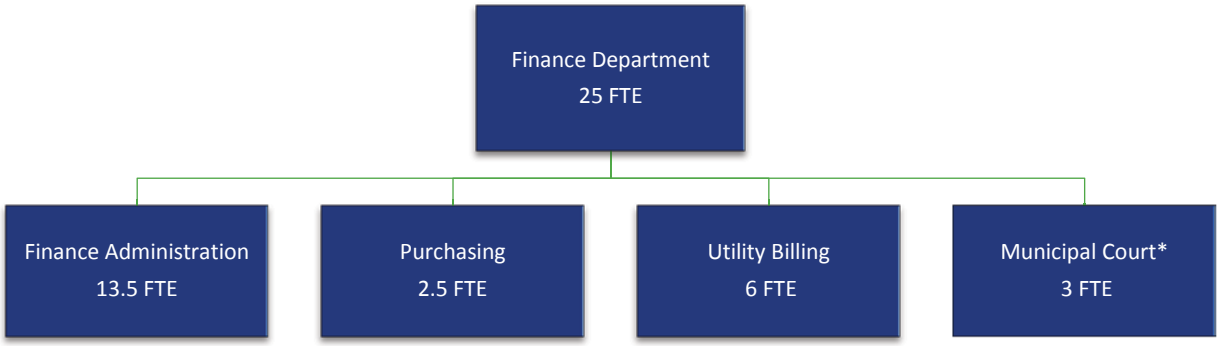
## Cadets

This fund accounts for the revenues and expenses for the Police Cadet Program. In FY 1999-00, the City received a large donation from the Tongue Estate to expand the existing cadet program and to create a scholarship program for cadets planning to study criminal justice.

**Cadets-11010508**

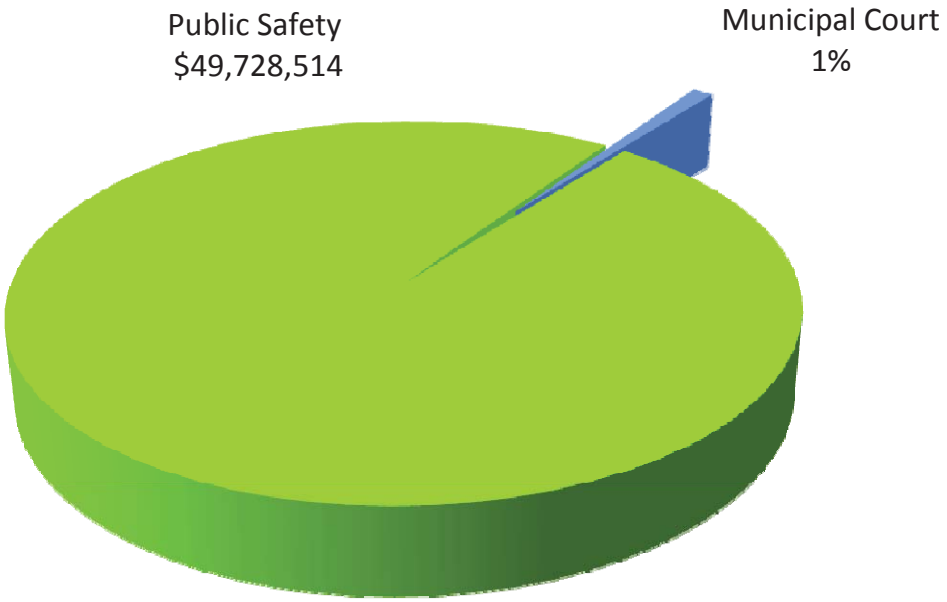
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5005 Salaries - Part-Time | 690 | 900 | 10,050 | 10,211 | 10,211 | 10,211 |
| 5100 Overtime | 7,043 | 9,543 | 25,000 | 25,000 | 25,000 | 25,000 |
| 5301 Med/Den/Vis Insurance | 1,155 | 1,467 | - | - | - | - |
| 5303 PERS | 1,261 | 1,761 | 4,205 | 6,553 | 6,553 | 6,553 |
| 5308 VEBA | - | - | - | 704 | 704 | 704 |
| 5309 PERS Stabilization | - | - | - | 1,056 | 1,056 | 1,056 |
| 5399 Other Benefits and Taxes | 752 | 1,034 | 3,091 | 2,981 | 2,981 | 2,981 |
| **Total Personnel Services** | $10,901 | $14,705 | $42,346 | $46,505 | $46,505 | $46,505 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | - | 300 | - | - | - |
| 6002 Travel/Training/Dues | 15,865 | 15,326 | 15,000 | 24,700 | 24,700 | 24,700 |
| 6003 Postage | 13 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 11,729 | 3,502 | 8,300 | 9,000 | 9,000 | 9,000 |
| 6005 Advertising/Promotion | 210 | - | - | 300 | 300 | 300 |
| 6100 Contractual Services | - | - | - | 3,000 | 3,000 | 3,000 |
| 6300 Uniforms | 1,630 | 3,609 | 6,000 | 16,500 | 16,500 | 16,500 |
| 6301 Safety Supplies | 160 | - | 1,000 | 1,200 | 1,200 | 1,200 |
| 6410 Computer Hardware | - | - | - | 900 | 900 | 900 |
| **Total Materials & Services** | $29,607 | $22,437 | $30,600 | $55,600 | $55,600 | $55,600 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 100,000 | 100,000 | 100,000 | 100,000 |
| **Total Contingency** | $0 | $0 | $100,000 | $100,000 | $100,000 | $100,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 1,384,430 | 1,353,391 | 1,193,054 | 1,098,895 | 1,098,895 | 1,098,895 |
| **Total Unapprop Fund Bal** | $1,384,430 | $1,353,391 | $1,193,054 | $1,098,895 | $1,098,895 | $1,098,895 |
| **Total** | **$1,424,938** | **$1,390,533** | **$1,366,000** | **$1,301,000** | **$1,301,000** | **$1,301,000** |

# Municipal Court




## Municipal Court Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Municipal Court Supervisor | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Municipal Court Clerk | 2.0 | 2.0 | 2.0 | 14 | 40,045 | 50,900 |
| **Total:** | **3.0** | **3.0** | **3.0** | | | |



## Department Description

The Hillsboro Municipal Court is the judicial branch of the City government and provides a local forum for the resolution of minor traffic infractions, parking citations and violations of City ordinance. The majority of the cases heard in the Municipal Court are traffic infractions. Municipal Court is part of the Finance Department, but is shown in the Public Safety section of this budget document as it provides direct service and is not considered a support service. The Municipal Court handles approximately 5,000 traffic cases, 100 City ordinance violations and 4,000 parking citations per year.

**Municipal Court-10034600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 158,992 | 164,238 | 169,991 | 175,122 | 175,122 | 175,122 |
| 5005 Salaries - Part-Time | 29,952 | 30,627 | 35,000 | 35,560 | 35,560 | 35,560 |
| 5100 Overtime | 32 | 32 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 44,204 | 47,457 | 45,781 | 46,027 | 46,027 | 46,027 |
| 5303 PERS | 18,020 | 18,698 | 29,701 | 24,117 | 24,117 | 24,117 |
| 5308 VEBA | - | - | 3,400 | 3,502 | 3,502 | 3,502 |
| 5309 PERS Stabilization | - | - | - | 6,320 | 6,320 | 6,320 |
| 5399 Other Benefits and Taxes | 16,392 | 16,968 | 18,092 | 18,576 | 18,576 | 18,576 |
| **Total Personnel Services** | $267,592 | $278,020 | $301,965 | $309,224 | $309,224 | $309,224 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 4,824 | 5,156 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6001 Communications Services | 589 | 622 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6002 Travel/Training/Dues | 1,510 | 1,044 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6003 Postage | 2,538 | 2,215 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6007 Printing | 435 | 740 | 200 | 200 | 200 | 200 |
| 6100 Contractual Services | 21,937 | 19,063 | 32,600 | 25,000 | 25,000 | 25,000 |
| 6101 Other Services | 198 | 170 | 450 | 300 | 300 | 300 |
| **Total Materials & Services** | $32,031 | $29,010 | $45,750 | $38,000 | $38,000 | $38,000 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 2,669 | 13,314 | 11,242 | 10,168 | 10,168 | 10,168 |
| 8009 Support Services Charge | 55,076 | 68,909 | 87,253 | 103,899 | 103,899 | 103,899 |
| 8010 Equipment Depreciation | 2,260 | 3,447 | - | 4,259 | 4,259 | 4,259 |
| 8011 Facilities Charge | 42,452 | 47,869 | 55,656 | 49,837 | 49,837 | 49,837 |
| **Total Special Payments** | $102,457 | $133,539 | $154,151 | $168,163 | $168,163 | $168,163 |
| **Total** | **$402,080** | **$440,569** | **$501,866** | **$515,387** | **$515,387** | **$515,387** |

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# Fire Department

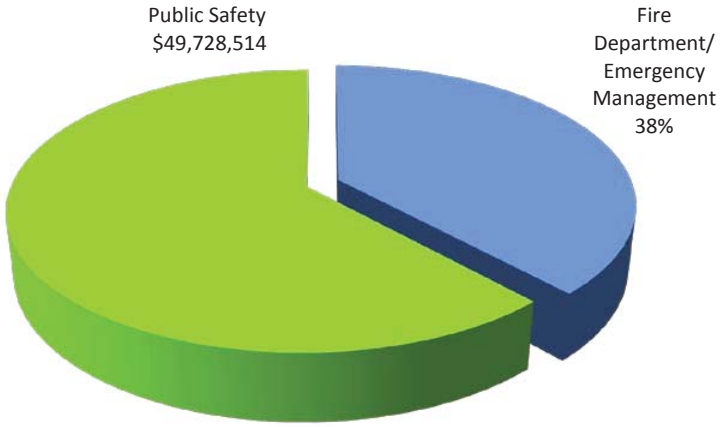
## Department Description

The Hillsboro Fire Department provides prevention and mitigation of all hazards, all risks to the citizens of Hillsboro that are not law enforcement only. In 2013, we responded to over 9,500 calls for help. In addition, we provide administrative and operational oversight of Washington County Fire District 2.

Each of our five fire stations is strategically located to minimize travel time within the City of Hillsboro. Organizationally we are comprised of eight divisions: Administration, Operations, EMS, Prevention Education, Emergency Management, Training, Logistics, and Volunteers. In addition, we work collaboratively with all other city departments, other public agencies, and non-governmental organizations to enhance sustainability, livability, and quality of life in our Hillsboro community.

The Hillsboro Fire Department serves the community with 105 full-time employees and 17 volunteers. Members include Support Personnel, Paramedics, Emergency Medical Technicians, Firefighters, Fire Officers, Rescue Technicians, Fire and Arson Investigators, Fire & Life Safety Code Enforcement Inspectors, Public Education Specialists, and Chief Officers.

On a local, regional, and statewide basis, Hillsboro Fire Department continues to participate and support fire safety and emergency management programs and initiatives such as Community Emergency Response Teams (CERT), Oregon Safe Kids, Metro Area Fire Investigation Team (MFIT), Oregon State Fire Marshal's Office Incident Management Teams (IMT), Fireworks Task Force, Fire Corps (Citizen Corps USA), Random Acts of Kindness (RA), Urban Search & Rescue Teams (USAR), Tactical Negotiations Team (TNT), and the Washington County Fire Defense Board.




## Our Mission and Goals

The City of Hillsboro Fire Department men and women are dedicated to our mission of "Meeting the needs of the community with professionalism and excellence in every aspect of our fire service delivery system." Hillsboro Fire Department is able to meet our mission through our vision of "Planning to Protect and Acting to Save." We accomplish our service delivery through "Train as if your life depends upon it…because for someone it does."

Goals of the Fire Department this fiscal year focus on improvements in service delivery to the citizens of Hillsboro, through the areas of EMS, operations, and prevention. These goals include striving to meet the standards within Council Resolution 2387 concerning performance standards and staffing within Fire and Emergency Medical Services and implementing an Advanced Fire Behavior training program that is centered around live fire, high heat, and strategic fire attack.

## Outcomes and Accomplishments

- Increased survival rates from cardiac arrests to 60% when patient was in ventricular fibrillation.
- Implemented operational efficiencies and reduced budget at the same time as a 19% increase in call volume while maintaining and improving service levels.
- In the process of going paperless, the department digitized all records and contracts, implemented digital forms and database department-wide.

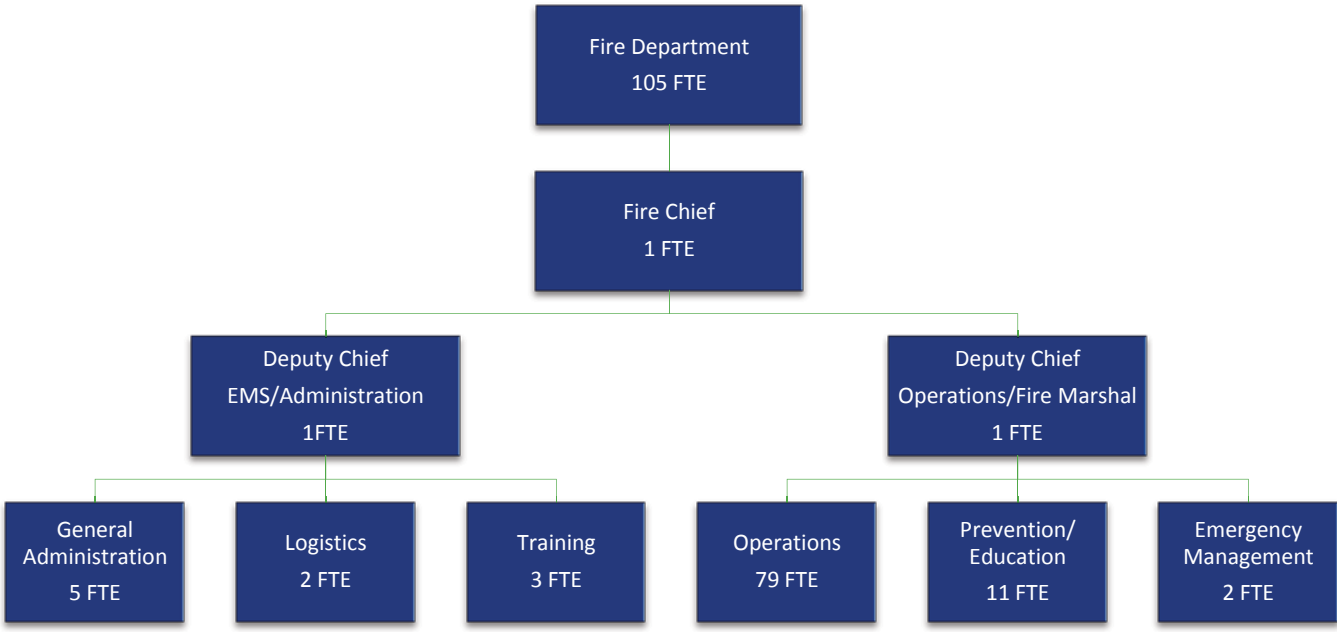
## Budget Highlights

For Fiscal Year 2014-15 the Hillsboro Fire Department budget strives to meet current service levels and retain emergency response times at Internationally Accredited Standards. We have completed a department-wide reorganization that has made us more efficient with fewer resources. We will continue this process of efficiency auditing through the current fiscal year.

Since 2009 we have actively searched for cost savings within our Department in response to the economic climate facing our citizens and region, and have made two separate cuts to our Materials and Services budget, the first in FY 09-10, and the second in FY 13-14. During the current fiscal year, we plan to continue searching for cost savings and efficiencies wherever possible, while still providing the highest level of service to the citizens and community of Hillsboro.

## Workload Indicators

| 2013 STATISTICAL SUMMARY | |
|---|---|
| Emergency Incident Responses | 9,573 |
| Emergency Medical Responses | 5,004 |
| Emergency Medical Patients Treated | 4,219 |
| Motor Vehicle Crash Responses | 621 |
| Fires Extinguished | 324 |
| Hazardous Materials Responses | 57 |
| Public Fire Education Staff Hours | 926 |
| Community Public Fire Safety Events | 246 |
| Fire Prevention Activity Staff Hours | 1,582 |
| Fire & Life Safety Inspections | 1,733 |
| Average Daily Operations Staffing | 21.04 |
| Training Hours | 4,463.61 |


Fire Department
105 FTE
Fire Chief
1 FTE
Deputy Chief
EMS/Administration
1FTE
Deputy Chief
Operations/Fire Marshal
1 FTE
General Administration
5 FTE
Logistics
2 FTE
Training
3 FTE
Operations
79 FTE
Prevention/ Education
11 FTE
Emergency Management
2 FTE

T5

## Fire Department Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Fund Revenues | 16,529,526 | 17,050,241 | 18,397,655 | 18,930,042 | 532,387 | 3% | 100% |
| Charges for Services | 201,433 | 36,525 | 152,883 | 18,000 | (134,883) | -88% | 0% |
| Grants and Donations | 138,278 | 47,235 | 17,808 | - | (17,808) | -100% | 0% |
| Miscellaneous | 14,976 | 2,694 | - | 10,000 | 10,000 | 0% | 0% |
| **Total:** | **$ 16,884,213** | **$ 17,136,695** | **$ 18,568,346** | **$ 18,958,042** | **$ 389,696** | **2%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 12,902,353 | 13,300,692 | 14,646,433 | 14,974,035 | 327,602 | 2% | 79% |
| Materials & Services | 1,437,645 | 1,348,215 | 1,404,950 | 1,422,840 | 17,890 | 1% | 8% |
| Capital Outlay | 57,208 | 37,731 | - | - | - | 0% | 0% |
| Special Payments | 2,487,007 | 2,450,057 | 2,516,963 | 2,561,167 | 44,204 | 2% | 14% |
| **Total:** | **$ 16,884,213** | **$ 17,136,695** | **$ 18,568,346** | **$ 18,958,042** | **$ 389,696** | **2%** | **100%** |
| **Budget by Org** | | | | | | | |
| Fire Administration | 3,191,252 | 3,182,591 | 3,407,246 | 3,461,817 | 54,571 | 2% | 18% |
| Fire Community Education | 251,188 | 313,732 | 471,762 | 472,758 | 996 | 0% | 2% |
| Fire Logistics | 921,097 | 829,965 | 996,389 | 1,026,686 | 30,297 | 3% | 5% |
| Fire Operations | 10,097,819 | 10,808,365 | 11,618,265 | 11,912,119 | 293,854 | 3% | 63% |
| Volunteer Station | 18,640 | 8,912 | 23,542 | 23,516 | (26) | 0% | 0% |
| Fire Training | 621,618 | 360,407 | 513,905 | 541,738 | 27,833 | 5% | 3% |
| Fire Special Operations | 324,020 | 196,291 | - | - | - | 0% | 0% |
| Emergency Medical Services | - | 212,223 | 248,631 | 250,948 | 2,317 | 1% | 1% |
| Health & Wellness | - | 63,632 | 35,165 | 35,165 | - | 0% | 0% |
| Fire Prevention Administration | 218,820 | 88,989 | 11,555 | 11,555 | - | 0% | 0% |
| Fire Investigation | 389 | 330 | - | - | - | 0% | 0% |
| Fire Code Enforcement | 909,161 | 862,635 | 947,002 | 957,812 | 10,810 | 1% | 5% |
| Emergency Management | 330,209 | 208,623 | 294,884 | 263,928 | (30,956) | -10% | 1% |
| **Total:** | **$ 16,884,213** | **$ 17,136,695** | **$ 18,568,346** | **$ 18,958,042** | **$ 389,696** | **2%** | **100%** |
| **Budget by Fund** | | | | | | | |
| General Fund (100) | 16,554,004 | 16,928,072 | 18,273,462 | 18,694,114 | 420,652 | 2% | 99% |
| Support Services Fund (700) | 330,209 | 208,623 | 294,884 | 263,928 | (30,956) | -10% | 1% |
| **Total:** | **$ 16,884,213** | **$ 17,136,695** | **$ 18,568,346** | **$ 18,958,042** | **$ 389,696** | **2%** | **100%** |

## Fire Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Fire Chief | 1.0 | 1.0 | 1.0 | 28 | $ 109,767 | $ 140,104 |
| Deputy Fire Chief | 1.0 | 2.0 | 2.0 | 26 | 94,976 | 121,218 |
| Fire Division Chief | 1.0 | 2.0 | 2.0 | 25 | 88,326 | 112,733 |
| Fire Marshal | 1.0 | 0.0 | 0.0 | 25 | 88,326 | 112,733 |
| Battalion Chief | 5.0 | 3.0 | 3.0 | 24 | 82,208 | 104,939 |
| Prevention/Education Division Manager | 0.0 | 1.0 | 0.0 | 24 | 82,208 | 104,939 |
| Fire Community Outreach Manager | 0.0 | 0.0 | 1.0 | 24 | 82,208 | 104,939 |
| Public Information/Education Officer | 1.0 | 0.0 | 0.0 | 22 | 71,129 | 90,787 |
| Program and Support Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Fire Inspector II | 6.0 | 6.0 | 7.0 | Contract | 74,811 | 94,621 |
| Fire Inspector I | 1.0 | 1.0 | 0.0 | Contract | 66,910 | 89,674 |
| Fire Lieutenant | 20.0 | 20.0 | 20.0 | Contract | 78,079 | 89,589 |
| Fire Engineer | 18.0 | 18.0 | 18.0 | Contract | 68,293 | 82,887 |
| Firefighter | 39.0 | 39.0 | 39.0 | Contract | 58,143 | 78,727 |
| Administrative Services Supervisor | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Public Information Officer | 0.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Crisis Intervention Officer/Chaplain | 0.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Fire Logistics Technician | 0.0 | 1.0 | 1.0 | Contract | 46,938 | 59,919 |
| Fire Program Specialist | 1.0 | 1.0 | 1.0 | 16 | 46,253 | 58,814 |
| Fire Community Education Program Assistant | 1.0 | 0.0 | 0.0 | Contract | 44,282 | 59,919 |
| Administrative Assistant II | 4.0 | 4.0 | 4.0 | 14 | 40,045 | 50,900 |
| Logistics Assistant | 1.0 | 0.0 | 0.0 | 14 | 40,045 | 50,900 |
| **Total:** | **103.0** | **103.0** | **103.0** | | | |

**Emergency Management Full Time Equivalent (FTE) Positions**

| | | | | | | |
|---|---|---|---|---|---|---|
| Emergency Program Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Volunteer Services Coordinator | 0.0 | 0.0 | 1.0 | 17 | 49,530 | 63,712 |
| Emergency Program Assistant | 1.0 | 1.0 | 0.0 | 17 | 49,530 | 63,712 |
| **Total:** | **2.0** | **2.0** | **2.0** | | | |

## Fire Administration

This Division provides staff support and services; strategic and long range planning, as well as financial management to all facets of the Department.

**Fire Administration-10012000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 453,433 | 463,957 | 556,989 | 564,513 | 564,513 | 564,513 |
| 5010 Extra Labor | 26,009 | 22,302 | 18,000 | 18,000 | 18,000 | 18,000 |
| 5100 Overtime | 14,538 | 18,821 | 31,500 | 31,500 | 30,500 | 30,500 |
| 5301 Med/Den/Vis Insurance | 91,516 | 100,185 | 106,957 | 107,901 | 107,901 | 107,901 |
| 5303 PERS | 52,194 | 53,614 | 79,216 | 63,339 | 63,233 | 63,233 |
| 5308 VEBA | - | - | 11,140 | 11,322 | 11,292 | 11,292 |
| 5309 PERS Stabilization | - | - | - | 17,942 | 17,912 | 17,912 |
| 5399 Other Benefits and Taxes | 44,382 | 45,775 | 56,951 | 57,873 | 57,769 | 57,769 |
| **Total Personnel Services** | $682,072 | $704,654 | $860,753 | $872,390 | $871,120 | $871,120 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 18,551 | 14,107 | 21,460 | 21,460 | 21,460 | 21,460 |
| 6003 Postage | 767 | 379 | 700 | 700 | 700 | 700 |
| 6004 Program Supplies/Materials | - | 790 | - | - | - | - |
| 6405 Recruitment Expense | 559 | 657 | 750 | 750 | 750 | 750 |
| 6409 Computer Software | - | 9,327 | 3,195 | 3,195 | 3,195 | 3,195 |
| 6410 Computer Hardware | - | 1,290 | 1,825 | 1,825 | 1,825 | 1,825 |
| 6414 Dues - Other Entities | - | 1,330 | 1,600 | 1,600 | 1,600 | 1,600 |
| **Total Materials & Services** | $19,877 | $27,880 | $29,530 | $29,530 | $29,530 | $29,530 |
| **Capital Outlay** | | | | | | |
| 7010 Office Equipment | 2,296 | - | - | - | - | - |
| **Total Capital Outlay** | $2,296 | $0 | $0 | $0 | $0 | $0 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 75,456 | 101,339 | 84,745 | 81,732 | 81,732 | 81,732 |
| 8009 Support Services Charge | 1,796,264 | 1,679,356 | 1,752,349 | 1,729,519 | 1,729,519 | 1,729,519 |
| 8010 Equipment Depreciation | 74,282 | 83,253 | - | 70,891 | 70,891 | 70,891 |
| 8011 Facilities Charge | 329,923 | 347,014 | 419,544 | 400,601 | 400,601 | 400,601 |
| 8024 Fleet Services Charge | 211,082 | 239,095 | 260,325 | 278,424 | 278,424 | 278,424 |
| **Total Special Payments** | $2,487,007 | $2,450,057 | $2,516,963 | $2,561,167 | $2,561,167 | $2,561,167 |
| **Total** | **$3,191,252** | **$3,182,591** | **$3,407,246** | **$3,463,087** | **$3,461,817** | **$3,461,817** |

## Fire Community Education

This Division provides comprehensive community fire safety awareness and educational programming in area schools, business establishments and civic groups. Programs are geared to changing behaviors and attitudes in an effort to promote fire safe lifestyles. Examples of programs include Medical Response Team training, CPR classes, fire extinguisher training, and fire safety and response planning. Additionally, this Division provides incident information services to inform the public of ongoing events and developing emergency incidents.

**Fire Community Education-10012005**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 145,418 | 194,445 | 280,409 | 284,750 | 284,750 | 284,750 |
| 5007 Incentive Allowance | - | 1,828 | 5,000 | 5,000 | - | - |
| 5100 Overtime | 342 | 488 | 2,000 | 2,000 | - | - |
| 5301 Med/Den/Vis Insurance | 29,854 | 45,102 | 60,485 | 61,579 | 61,579 | 61,579 |
| 5303 PERS | 15,760 | 18,581 | 35,898 | 27,770 | 27,559 | 27,559 |
| 5308 VEBA | - | - | 5,608 | 5,697 | 5,697 | 5,697 |
| 5309 PERS Stabilization | - | - | - | 8,687 | 8,627 | 8,627 |
| 5399 Other Benefits and Taxes | 14,017 | 19,966 | 28,112 | 30,477 | 30,296 | 30,296 |
| **Total Personnel Services** | $205,391 | $280,410 | $417,512 | $425,960 | $418,508 | $418,508 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 8,985 | 12,242 | 13,240 | 13,240 | 13,240 | 13,240 |
| 6005 Advertising/Promotion | 8,056 | 8,001 | 9,135 | 9,135 | 9,135 | 9,135 |
| 6100 Contractual Services | 25,770 | 13,079 | 31,875 | 31,875 | 31,875 | 31,875 |
| 6101 Other Services | 2,986 | - | - | - | - | - |
| **Total Materials & Services** | $45,797 | $33,322 | $54,250 | $54,250 | $54,250 | $54,250 |
| **Total** | **$251,188** | **$313,732** | **$471,762** | **$480,210** | **$472,758** | **$472,758** |

## Fire Logistics

Logistics provides for all major purchases using model bulk purchasing agreements to reduce costs and centralize ordering including technical rescue equipment, fire apparatus, uniforms, personal protective equipment, and daily stock items for all facilities

**Fire Logistics-10012020**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 38,955 | 49,808 | 167,824 | 171,685 | 171,685 | 171,685 |
| 5100 Overtime | 1,927 | 3,909 | 12,000 | 12,000 | 5,000 | 5,000 |
| 5301 Med/Den/Vis Insurance | 13,830 | 15,076 | 30,663 | 31,260 | 31,260 | 31,260 |
| 5303 PERS | 1,876 | 4,488 | 25,154 | 20,131 | 19,392 | 19,392 |
| 5308 VEBA | - | - | 3,357 | 3,434 | 3,434 | 3,434 |
| 5309 PERS Stabilization | - | - | - | 5,526 | 5,316 | 5,316 |
| 5399 Other Benefits and Taxes | 3,865 | 6,097 | 17,782 | 18,205 | 17,593 | 17,593 |
| **Total Personnel Services** | $60,453 | $79,378 | $256,780 | $262,241 | $253,680 | $253,680 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 258 | - | - | - | - | - |
| 6001 Communications Services | 41,652 | 56,759 | 52,215 | 52,215 | 52,215 | 52,215 |
| 6100 Contractual Services | 388,065 | 397,760 | 423,778 | 457,175 | 457,175 | 457,175 |
| 6101 Other Services | 18,103 | 408 | - | - | - | - |
| 6102 Maintenance Contracts | - | 401 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6200 Fuel/Oil | 115,585 | 117,006 | 122,606 | 122,606 | 122,606 | 122,606 |
| 6202 Vehicle Equipment | 34,946 | 15,185 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6300 Uniforms | 60,444 | 53,856 | 50,000 | 50,000 | 50,000 | 50,000 |
| 6402 Maintenance Supplies | 31,814 | 57,420 | 40,555 | 40,555 | 40,555 | 40,555 |
| 6403 Small Tools and Equipment | 20,197 | 2,115 | 2,555 | 2,555 | 2,555 | 2,555 |
| 6409 Computer Software | 570 | - | - | - | - | - |
| 6410 Computer Hardware | 182 | - | - | - | - | - |
| 6411 Communications Equipment | 22,585 | 21,949 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6416 Equipment Maintenance | 6,651 | 3,444 | 5,400 | 5,400 | 5,400 | 5,400 |
| 6419 Personal Protective Equipment | 59,932 | - | - | - | - | - |
| 6420 SCBA | 17,422 | - | - | - | - | - |
| **Total Materials & Services** | $818,406 | $726,303 | $739,609 | $773,006 | $773,006 | $773,006 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 15,000 | - | - | - | - | - |
| 7005 Communications Equipment | 9,131 | - | - | - | - | - |
| 7015 Apparatus and Equipment | 7,798 | 24,284 | - | - | - | - |
| 7030 Facilities and Improvements | 10,309 | - | - | - | - | - |
| **Total Capital Outlay** | $42,238 | $24,284 | $0 | $0 | $0 | $0 |
| **Total** | **$921,097** | **$829,965** | **$996,389** | **$1,035,247** | **$1,026,686** | **$1,026,686** |

## Fire Operations

The Operations Division provides all hazard emergency response services including fire attack and extinguishment for structural, vehicular, aircraft, and wildland urban interface fires. In addition, Operations provides emergency medical care and treatment of the sick and injured, hazardous materials response, volunteer firefighting program and technical rescue services.

**Fire Operations-10012200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 6,048,853 | 6,481,993 | 6,681,766 | 6,873,657 | 6,873,657 | 6,873,657 |
| 5005 Salaries - Part-Time | 10,355 | - | - | - | - | - |
| 5100 Overtime | 1,095,000 | 1,087,880 | 1,279,683 | 1,144,800 | 1,247,800 | 1,247,800 |
| 5301 Med/Den/Vis Insurance | 1,157,512 | 1,249,101 | 1,194,678 | 1,225,517 | 1,225,517 | 1,225,517 |
| 5303 PERS | 863,486 | 910,071 | 1,156,121 | 947,683 | 958,549 | 958,549 |
| 5308 VEBA | - | - | 133,635 | 137,476 | 137,476 | 137,476 |
| 5309 PERS Stabilization | - | - | - | 242,885 | 245,975 | 245,975 |
| 5399 Other Benefits and Taxes | 858,108 | 898,686 | 967,609 | 985,352 | 994,201 | 994,201 |
| **Total Personnel Services** | $10,033,314 | $10,627,731 | $11,413,492 | $11,557,370 | $11,683,175 | $11,683,175 |
| **Materials & Services** | | | | | | |
| 6055 Fire Meal Reimbursement | 64,505 | 80,103 | 97,043 | 97,043 | 97,043 | 97,043 |
| 6403 Small Tools and Equipment | - | 21,187 | 29,685 | 29,685 | 29,685 | 29,685 |
| 6416 Equipment Maintenance | - | - | 4,250 | 4,250 | 4,250 | 4,250 |
| 6419 Personal Protective Equipment | - | 64,238 | 57,995 | 82,166 | 82,166 | 82,166 |
| 6420 SCBA | - | 15,106 | 15,800 | 15,800 | 15,800 | 15,800 |
| **Total Materials & Services** | $64,505 | $180,634 | $204,773 | $228,944 | $228,944 | $228,944 |
| **Total** | **$10,097,819** | **$10,808,365** | **$11,618,265** | **$11,786,314** | **$11,912,119** | **$11,912,119** |

## Fire Volunteer Station

The Hillsboro Fire Department volunteer firefighter program continues to be highly effective and is the only program of its kind for cities this size in Oregon. With a peak staffing level of 25 firefighters these members contributed over 4,000 hours of volunteer time to the community last year. These members serve as a vital component of our local and regional response system and are frequently called up to cover other area fire stations or to respond to emergencies.

**Volunteer Station-10012209**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5010 Extra Labor | 17,168 | 7,950 | 20,000 | 20,000 | 20,000 | 20,000 |
| 5301 Med/Den/Vis Insurance | - | 57 | - | - | - | - |
| 5303 PERS | - | 99 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 722 | 1,717 | 1,691 | 1,691 | 1,691 |
| **Total Personnel Services** | $17,168 | $8,828 | $21,717 | $21,691 | $21,691 | $21,691 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 1,472 | 84 | 1,825 | 1,825 | 1,825 | 1,825 |
| **Total Materials & Services** | $1,472 | $84 | $1,825 | $1,825 | $1,825 | $1,825 |
| **Total** | **$18,640** | **$8,912** | **$23,542** | **$23,516** | **$23,516** | **$23,516** |

## Fire Training

The Hillsboro Fire Department's Training Division supports all departmental personnel to attain initial state and national fire and EMS certifications, maintain certifications and develop programs to elevate members to intermediate and advanced certifications. This Division is accredited by the Oregon Department of Public Safety Standards and Training at the highest level. To meet model safety standards and practices, the Division actively serves as subject matter experts on industry safety for the Department.

**Fire Training-10012220**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 264,923 | 156,033 | 255,335 | 264,726 | 264,726 | 264,726 |
| 5100 Overtime | 39,885 | 22,114 | 10,000 | 10,000 | 20,000 | 20,000 |
| 5301 Med/Den/Vis Insurance | 50,272 | 33,035 | 45,673 | 46,027 | 46,027 | 46,027 |
| 5303 PERS | 38,124 | 21,083 | 36,705 | 32,137 | 33,192 | 33,192 |
| 5308 VEBA | - | - | 5,107 | 5,296 | 5,296 | 5,296 |
| 5309 PERS Stabilization | - | - | - | 8,304 | 8,604 | 8,604 |
| 5399 Other Benefits and Taxes | 35,698 | 17,317 | 27,130 | 29,081 | 29,938 | 29,938 |
| **Total Personnel Services** | $428,902 | $249,582 | $379,950 | $395,571 | $407,783 | $407,783 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 2,117 | 2,570 | 2,740 | 2,740 | 2,740 | 2,740 |
| 6002 Travel/Training/Dues | 75,907 | 35,889 | 50,000 | 50,000 | 50,000 | 50,000 |
| 6004 Program Supplies/Materials | 19,630 | 42,575 | 62,265 | 62,265 | 62,265 | 62,265 |
| 6006 Tuition Reimbursement | 17,210 | 11,628 | 18,265 | 18,265 | 18,265 | 18,265 |
| 6050 Hosted Training | 77,176 | 3,746 | - | - | - | - |
| 6100 Contractual Services | - | 4,422 | - | - | - | - |
| 6409 Computer Software | 676 | 9,995 | 685 | 685 | 685 | 685 |
| **Total Materials & Services** | $192,716 | $110,825 | $133,955 | $133,955 | $133,955 | $133,955 |
| **Total** | **$621,618** | **$360,407** | **$513,905** | **$529,526** | **$541,738** | **$541,738** |

## Fire Special Operations

(Shown for historical purposes - see Fire Operations 10012200)

**Fire Special Operations-10012240**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 96,215 | 122,569 | - | - | - | - |
| 5005 Salaries - Part-Time | 228 | - | - | - | - | - |
| 5100 Overtime | 14,830 | 348 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 13,032 | 23,890 | - | - | - | - |
| 5303 PERS | 13,959 | 14,594 | - | - | - | - |
| 5399 Other Benefits and Taxes | 11,143 | 11,299 | - | - | - | - |
| **Total Personnel Services** | $149,407 | $172,700 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | 302 | - | - | - | - |
| 6100 Contractual Services | 48,900 | - | - | - | - | - |
| 6101 Other Services | 55,961 | - | - | - | - | - |
| 6102 Maintenance Contracts | 965 | - | - | - | - | - |
| 6403 Small Tools and Equipment | 10,229 | 22,327 | - | - | - | - |
| 6416 Equipment Maintenance | 7,253 | 962 | - | - | - | - |
| 6418 Medical Equipment/Supplies | 40,777 | - | - | - | - | - |
| 6419 Personal Protective Equipment | 10,528 | - | - | - | - | - |
| **Total Materials & Services** | $174,613 | $23,591 | $0 | $0 | $0 | $0 |
| **Total** | **$324,020** | **$196,291** | **$0** | **$0** | **$0** | **$0** |

## Emergency Medical Services

Emergency Medical Services comprise the majority of emergency incident responses for the Hillsboro Fire Department. This Division includes medical supplies and equipment, in addition to certifications for EMT Basics, Intermediates, and Paramedics. Additionally, this Division works with the State of Oregon Emergency Medical Services, Washington County EMS Department, and coordinates services with our Physician Advisor.

**Emergency Medical Services-10012242**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 84,826 | 100,514 | 103,027 | 103,027 | 103,027 |
| 5100 Overtime | - | 1,505 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 13,570 | 15,108 | 15,342 | 15,342 | 15,342 |
| 5303 PERS | - | 11,025 | 15,837 | 12,992 | 12,992 | 12,992 |
| 5308 VEBA | - | - | 2,010 | 2,061 | 2,061 | 2,061 |
| 5309 PERS Stabilization | - | - | - | 3,091 | 3,091 | 3,091 |
| 5399 Other Benefits and Taxes | - | 10,291 | 11,082 | 10,355 | 10,355 | 10,355 |
| **Total Personnel Services** | $0 | $121,217 | $144,551 | $146,868 | $146,868 | $146,868 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | 8,557 | 6,500 | 6,500 | 6,500 | 6,500 |
| 6004 Program Supplies/Materials | - | 5,068 | 3,635 | 3,635 | 3,635 | 3,635 |
| 6100 Contractual Services | - | 15,443 | 27,000 | 27,000 | 27,000 | 27,000 |
| 6403 Small Tools and Equipment | - | 17,641 | 1,370 | 1,370 | 1,370 | 1,370 |
| 6416 Equipment Maintenance | - | 255 | 19,825 | 19,825 | 19,825 | 19,825 |
| 6418 Medical Equipment/Supplies | - | 44,042 | 45,750 | 45,750 | 45,750 | 45,750 |
| **Total Materials & Services** | $0 | $91,006 | $104,080 | $104,080 | $104,080 | $104,080 |
| **Total** | **$0** | **$212,223** | **$248,631** | **$250,948** | **$250,948** | **$250,948** |

## Health and Wellness

The Health and Wellness program provides support for the maintenance of the physical, mental and emotional health of department members. This program funds the annual medical assessments for staff, as well as health and fitness maintenance resources. The chaplaincy program provides support for citizens and patients in difficult emergency situations, as well as being a resource for staff of the Fire department and all other City departments.

**Health & Wellness-10012244**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | 276 | 2,285 | 2,285 | 2,285 | 2,285 |
| 6100 Contractual Services | - | 60,658 | 31,000 | 31,000 | 31,000 | 31,000 |
| 6102 Maintenance Contracts | - | 2,698 | 965 | 965 | 965 | 965 |
| 6403 Small Tools and Equipment | - | - | 915 | 915 | 915 | 915 |
| **Total Materials & Services** | $0 | $63,632 | $35,165 | $35,165 | $35,165 | $35,165 |
| **Total** | **$0** | **$63,632** | **$35,165** | **$35,165** | **$35,165** | **$35,165** |

## Fire Prevention Administration

The Fire Prevention Division provides the community with several services to enhance public safety. These services include fire and life safety inspections, fire code enforcement to maintain safe public gathering places and special permits. The Division reviews development plans for commercial buildings and residential subdivisions to ensure conformity with fire prevention codes and local fire protection ordinances. Additionally, the Division performs fire cause and origin investigations to identify product safety issues and prevent arson fires.

**Fire Prevention Administration-10012400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 152,461 | 61,126 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 30,451 | 13,191 | - | - | - | - |
| 5303 PERS | 17,267 | 6,651 | - | - | - | - |
| 5399 Other Benefits and Taxes | 15,570 | 6,111 | - | - | - | - |
| **Total Personnel Services** | $215,749 | $87,079 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 3,037 | 1,890 | 2,740 | 2,740 | 2,740 | 2,740 |
| 6004 Program Supplies/Materials | - | - | 5,620 | 5,620 | 5,620 | 5,620 |
| 6403 Small Tools and Equipment | 34 | - | 3,195 | 3,195 | 3,195 | 3,195 |
| 6409 Computer Software | - | 20 | - | - | - | - |
| **Total Materials & Services** | $3,071 | $1,910 | $11,555 | $11,555 | $11,555 | $11,555 |
| **Total** | **$218,820** | **$88,989** | **$11,555** | **$11,555** | **$11,555** | **$11,555** |

## Fire Investigation

(Shown for historical purposes - see Fire Prevention Administration 10012400)

**Fire Investigation-10012420**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 389 | 330 | - | - | - | - |
| **Total Materials & Services** | $389 | $330 | $0 | $0 | $0 | $0 |
| **Total** | **$389** | **$330** | **$0** | **$0** | **$0** | **$0** |

## Fire Code Enforcement

Fire Code Enforcement conducts regular fire and life safety inspections of existing buildings for the purpose of hazard abatement. Also incorporates inspection of new construction and special events.

**Fire Code Enforcement-10012450**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 647,991 | 599,569 | 614,929 | 648,369 | 648,369 | 648,369 |
| 5007 Incentive Allowance | - | 15,341 | 50,000 | 50,000 | 20,000 | 20,000 |
| 5100 Overtime | 6,575 | 8,415 | 9,700 | 9,700 | 4,700 | 4,700 |
| 5301 Med/Den/Vis Insurance | 105,375 | 99,084 | 106,100 | 107,532 | 107,532 | 107,532 |
| 5303 PERS | 75,176 | 73,331 | 90,098 | 75,274 | 74,746 | 74,746 |
| 5308 VEBA | - | - | 12,299 | 12,967 | 12,967 | 12,967 |
| 5309 PERS Stabilization | - | - | - | 19,742 | 19,592 | 19,592 |
| 5399 Other Benefits and Taxes | 69,921 | 66,687 | 63,876 | 70,345 | 69,906 | 69,906 |
| **Total Personnel Services** | $905,038 | $862,427 | $947,002 | $993,929 | $957,812 | $957,812 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 4,123 | 168 | - | - | - | - |
| 6403 Small Tools and Equipment | - | 40 | - | - | - | - |
| **Total Materials & Services** | $4,123 | $208 | $0 | $0 | $0 | $0 |
| **Total** | **$909,161** | **$862,635** | **$947,002** | **$993,929** | **$957,812** | **$957,812** |

## Emergency Management

This Division provides citywide disaster planning, coordination and infrastructure protection services, as well as disaster preparedness training for residents and businesses. Major programs include the Community Emergency Response Team (CERT), Amateur Radio Emergency Services (ARES), emergency operations and hazard mitigation plans, and the City of Hillsboro Emergency Operations Center (EOC), which manages the City's response in the event of a natural or man-made disaster.

**Emergency Management-70012600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 133,123 | 70,012 | 129,972 | 135,926 | 135,926 | 135,926 |
| 5100 Overtime | 11,211 | 3,319 | 10,000 | 10,000 | 10,000 | 10,000 |
| 5301 Med/Den/Vis Insurance | 27,043 | 16,577 | 29,747 | 30,685 | 30,685 | 30,685 |
| 5303 PERS | 19,617 | 9,418 | 18,942 | 15,698 | 15,698 | 15,698 |
| 5308 VEBA | - | - | 2,600 | 2,719 | 2,719 | 2,719 |
| 5309 PERS Stabilization | - | - | - | 4,406 | 4,406 | 4,406 |
| 5399 Other Benefits and Taxes | 13,865 | 7,360 | 13,415 | 13,964 | 13,964 | 13,964 |
| **Total Personnel Services** | $204,859 | $106,686 | $204,676 | $213,398 | $213,398 | $213,398 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 857 | 248 | 1,120 | 1,120 | 1,120 | 1,120 |
| 6001 Communications Services | 3,017 | 1,886 | 2,400 | 2,400 | 2,400 | 2,400 |
| 6002 Travel/Training/Dues | 2,292 | 1,626 | 1,250 | 1,250 | 1,250 | 1,250 |
| 6004 Program Supplies/Materials | 20,600 | 28,410 | 27,308 | 14,500 | 14,500 | 14,500 |
| 6005 Advertising/Promotion | 715 | 240 | 500 | 500 | 500 | 500 |
| 6100 Contractual Services | 69,875 | 50,652 | 56,870 | 30,000 | 30,000 | 30,000 |
| 6300 Uniforms | 340 | 321 | 760 | 760 | 760 | 760 |
| 6411 Communications Equipment | 14,980 | 5,107 | - | - | - | - |
| **Total Materials & Services** | $112,676 | $88,490 | $90,208 | $50,530 | $50,530 | $50,530 |
| **Capital Outlay** | | | | | | |
| 7005 Communications Equipment | 12,674 | 13,447 | - | - | - | - |
| **Total Capital Outlay** | $12,674 | $13,447 | $0 | $0 | $0 | $0 |
| **Total** | **$330,209** | **$208,623** | **$294,884** | **$263,928** | **$263,928** | **$263,928** |

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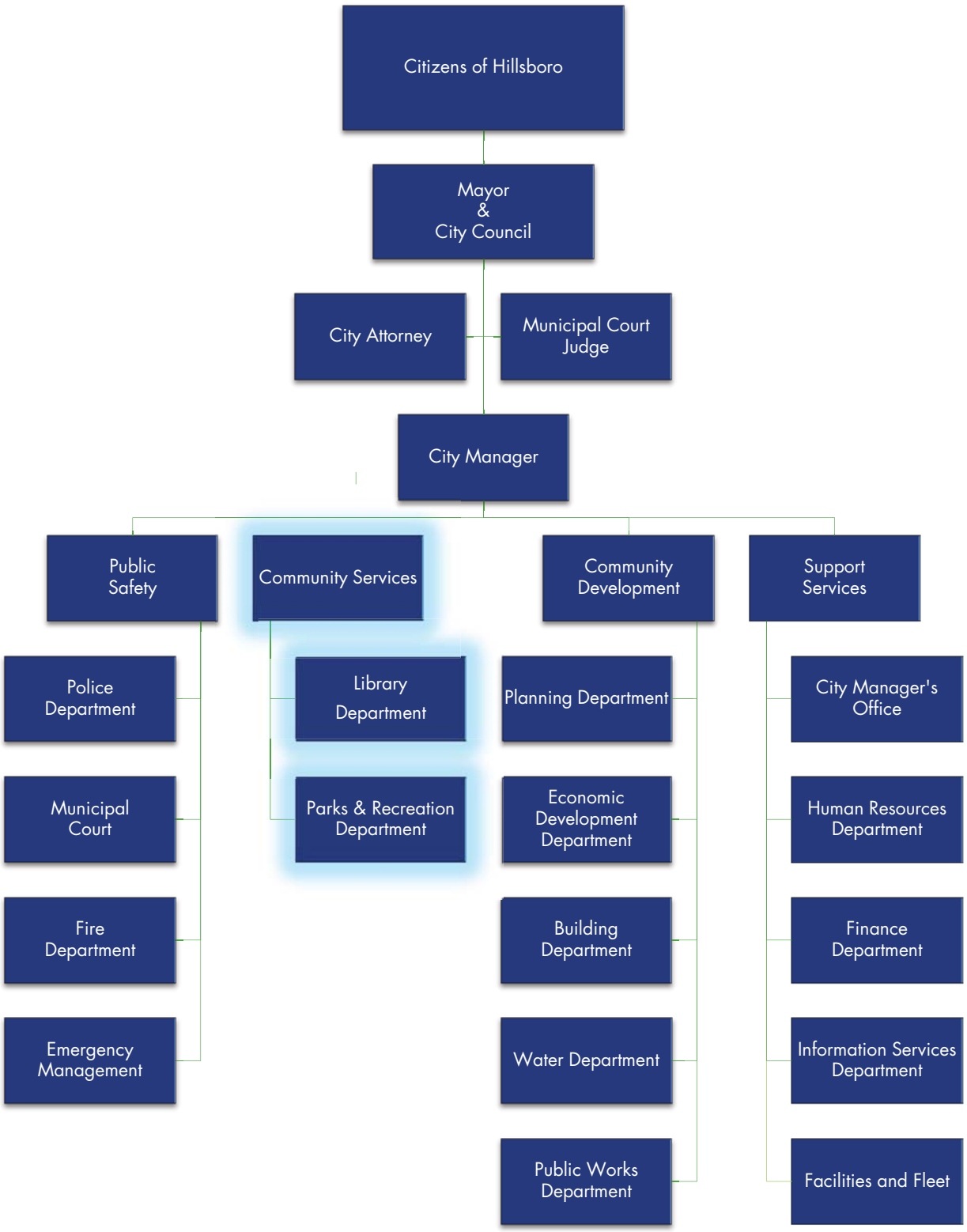
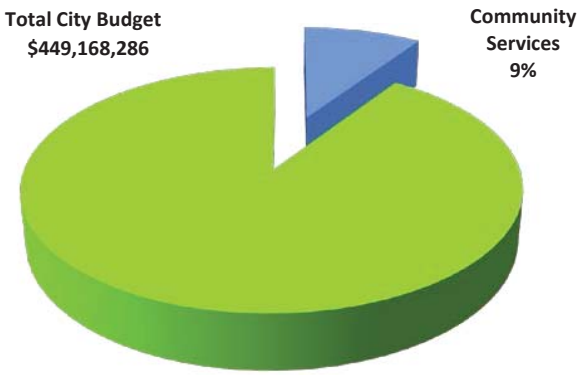
# Community Services

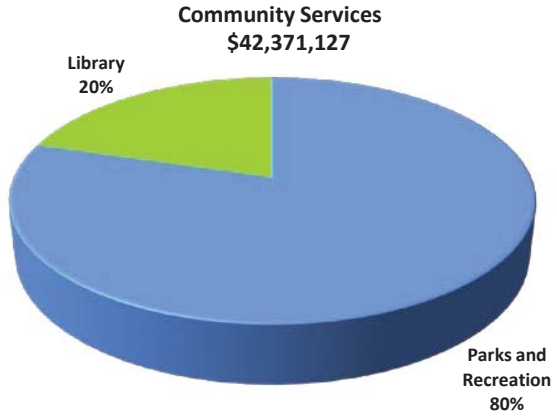
- *Library Department*
- *Parks & Recreation Department*

Hillsboro
OREGON

# Community Services






| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Revenues | 14,103,399 | 14,641,828 | 17,382,788 | 17,730,700 | 347,912 | 2% | 42% |
| WCCLS Portion of Property Taxes | 4,159,747 | 4,255,421 | 4,361,806 | 4,470,851 | 109,045 | 2% | 11% |
| Charges for Services | 3,147,362 | 3,552,221 | 3,403,600 | 3,393,600 | (10,000) | 0% | 8% |
| Interest | 35,664 | 31,664 | 34,257 | 34,711 | 454 | 1% | 0% |
| Grants and Donations | 212,039 | 588,989 | 644,000 | 241,000 | (403,000) | -63% | 1% |
| Intergovernmental | 13,302 | 13,268 | 16,260 | 14,900 | (1,360) | -8% | 0% |
| Systems Development | 3,895,437 | 3,522,633 | 2,000,000 | 2,000,000 | - | 0% | 5% |
| Other Financing Src | 1,900,000 | 4,825,000 | 3,865,000 | 7,495,000 | 3,630,000 | 94% | 18% |
| Miscellaneous | 563,403 | 665,192 | 743,500 | 900,500 | 157,000 | 21% | 2% |
| Beginning Working Capital | 2,754,858 | 4,700,561 | 5,281,000 | 6,089,865 | 808,865 | 15% | 14% |
| **Total Resources** | **$ 30,785,211** | **$ 36,796,777** | **$ 37,732,211** | **$ 42,371,127** | **4,638,916** | **12%** | **100%** |
| **Requirements by Category** | | | | | | | |
| Personnel Services | 13,816,640 | 14,764,087 | 16,307,425 | 16,740,691 | 433,266 | 3% | 40% |
| Materials & Services | 3,136,612 | 3,692,548 | 4,174,146 | 4,682,842 | 508,696 | 12% | 11% |
| Capital Outlay | 2,253,959 | 5,291,160 | 7,123,300 | 10,312,725 | 3,189,425 | 45% | 24% |
| Special Payments | 4,977,439 | 4,791,269 | 6,088,140 | 6,498,729 | 410,589 | 7% | 15% |
| Transfers | 1,900,000 | 4,825,000 | 3,865,000 | 3,966,000 | 101,000 | 3% | 9% |
| Contingency | - | - | 65,200 | 61,500 | (3,700) | -6% | 0% |
| Unapprop Fund Bal | 4,700,561 | 3,432,713 | 109,000 | 108,640 | (360) | 0% | 0% |
| **Total Requirements** | **$ 30,785,211** | **$ 36,796,777** | **$ 37,732,211** | **$ 42,371,127** | **4,638,916** | **12%** | **100%** |
| **Requirements by Department** | | | | | | | |
| Parks and Recreation | 23,456,751 | 29,464,892 | 29,337,454 | 33,735,757 | 4,398,303 | 15% | 80% |
| Library | 7,328,460 | 7,331,885 | 8,394,757 | 8,635,370 | 240,613 | 3% | 20% |
| **Total Requirements** | **$ 30,785,211** | **$ 36,796,777** | **$ 37,732,211** | **$ 42,371,127** | **4,638,916** | **12%** | **100%** |
| **Requirements by Fund** | | | | | | | |
| General Fund (100) | 22,036,998 | 23,124,450 | 26,038,954 | 26,641,551 | 602,597 | 2% | 63% |
| Parks SDC Fund (115) | 6,539,460 | 8,096,898 | 7,032,500 | 10,840,725 | 3,808,225 | 54% | 26% |
| Wetland Mitigation Fund (232) | - | - | 119,000 | 118,640 | (360) | 0% | 0% |
| Parks Capital Projects Fund (410) | 2,046,797 | 5,410,238 | 4,373,257 | 4,605,711 | 232,454 | 5% | 11% |
| Jackson Bottom Preserve (670) | 161,956 | 165,191 | 168,500 | 164,500 | (4,000) | -2% | 0% |
| **Total Requirements** | **$ 30,785,211** | **$ 36,796,777** | **$ 37,732,211** | **$ 42,371,127** | **4,638,916** | **12%** | **100%** |
| **Full Time Equivalent Positions** | **131.8** | **135.55** | **140.6** | **139.4** | **-1.2** | **-0.9%** | |

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# Library Department

## Department Description

The Department maintains collections of books, music and movies for loan to Hillsboro and County residents. Librarians select, purchase, and prepare collection materials for use and help patrons locate items and information they want. As a member of Washington County Cooperative Library Services (WCCLS), the Library provides access to library materials and information services free to all County residents. In turn, the Library receives more than half of its operating revenues from County property taxes. The Library provides free use of Internet-connected computers and Wi-Fi to the public. Free children's programs that promote early literacy skills, and a variety of events and classes designed to stimulate the imaginations of people of all ages are scheduled throughout each week.

## Our Mission

The mission of the Library is to provide materials and services to help community residents of all ages and cultural backgrounds to meet their informational, educational, professional, and recreational needs. Materials are collected, organized, and made conveniently accessible in various formats and for different ability levels. Services are provided in a friendly and timely manner. Special emphasis is placed on obtaining current, popular materials in a wide variety of formats, providing information in a cost-efficient manner, stimulating children's interest in and appreciation for reading and learning, and supporting students. Because a democracy is maintained by an informed citizenry, the City of Hillsboro promotes lifelong use of its Library as a resource for daily living and decision-making.

*The Main LIbrary*

## Department goals from the Library's Strategic Plan 2014-2017

**Goal 1: Reading Readiness**
Infants, toddlers and preschool children will have access to collections, programs, and services that will help them develop a lifelong love of books, reading, and learning.

**Objectives for FY 2014-2015**
- 20% of Hillsboro children under age five will attend a Library Storytime or other early literacy program in FY 2014-2015.
- In addition to finding age appropriate books, young children visiting the Library will find tactile and digital learning objects to explore by September 2014.
- 50% of library card holding parents of young children will be aware of the five early learning practices promoted by "Every Child Ready to Read" by June 2015.

**Goal 2: Lifelong Learning**
Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.

**Objectives for FY 2014-2015**
- 80% of adults who come to the Library to find information that satisfies their curiosity or supports their personal growth will say they found something that met their needs in their preferred language and format.
- Adults who come to the Library for online access to information will find Wifi available 99% of the time and Internet accessible computer equipment available with less than a 30 minute wait.
- Teens and adults searching or browsing the online library catalog or digital resources will find reference to an interesting book or other information 80% of the time.

**Goal 3: New and Popular Materials**
Children, teens and adults will have access to materials, programs, and services that stimulate the imagination and provide a variety of leisure activities and experiences.

**Objectives for FY 2014-2015**
- 95% of residents of all ages who come to the Library will find something interesting to read, listen to or watch.
- eBooks and digital materials available to library card holders will increase by 20% by June 2015.
- 75% of the time, when either print book or eBook titles have more than five waiting Hillsboro residents per copy, additional copies will be made available.

**Goal 4: Student Success**
Students will have resources that assist them with their assignments, help them succeed in school and meet their learning goals.

**Objectives for FY 2014-2015**
- Since reading for pleasure puts students ahead in the classroom, 95% of the time elementary school aged students will find books for reading pleasure on each visit to the Library.
- To maintain reading skills through the summer break, 30% of Hillsboro elementary school aged students will pledge to read through the summer in 2015.

## Outcomes and Accomplishments

In June 2013 the Main Library celebrated the opening of the second floor of the building for public use. Construction on the second floor began in November 2012 and finished in May 2013, when most of the shelving and every item on the shelves moved to a new location inside the Library. Books and magazines are now on the second floor along with more seating, public computers and a quiet reading room. The children's area on the first floor doubled in size and there is more shelf space for movies, music and the various collections of materials in world languages. Six small study rooms, two conference rooms, two meeting rooms, and a large event room were added for community meeting spaces.

In May 2013, the Shute Park Branch Library was closed for a major renovation. All books and materials were moved to the Main Library and inter-shelved for continued accessibility by the community. Staff opened a computer lab for Shute Park area residents inside the Police Department West Precinct community room and operated an interim bookmobile on the west side of Shute Park. The Branch Library re-opened as a light filled, energy efficient building on March 15, 2014.

An automated materials handling system using RFID was installed at both buildings to allow patrons to self check in their books and materials and immediately receive a receipt. Items are sorted into bins, which enables the books and other materials to be shelved for another borrower more quickly than ever.

The Main Library added five more open hours each week in July 2013, staying open until 9 pm Monday through Friday. The Library Board adopted a new fee schedule and rules for renting the new spaces.

## Budget Highlights

- After a 10 month closure for renovation, the Shute Park Branch opened to the public on March 15, 2014, now with a separate Department activity section in the budget.
- Public computing equipment in the Main Library will be upgraded in 2015.

## Workload Indicators

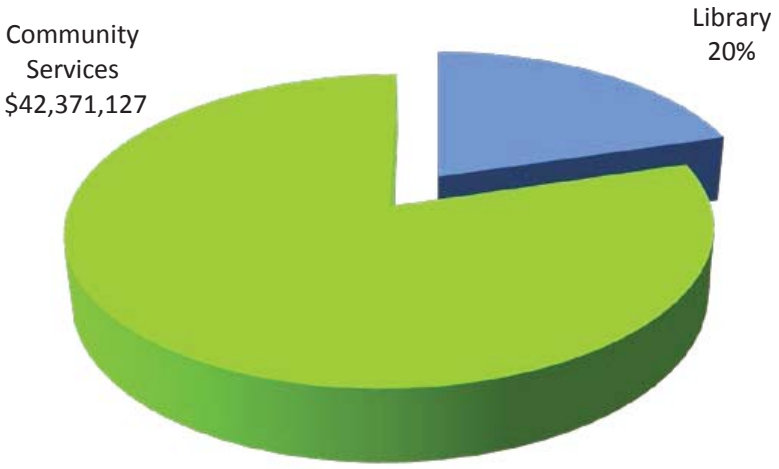
| | 2008-09 | 2009-10 | 2010-11 | 2011-12 | 2012-13 |
|---|---|---|---|---|---|
| Checkouts and renewals | 2,175,079 | 2,513,764 | 2,780,359 | 2,829,680 | 2,817,795 |
| Visits to the libraries | 735,306 | 817,859 | 831,069 | 801,811 | 774,498 |
| Program attendance | 25,893 | 29,415 | 27,950 | 27,537 | 30,309 |
| Items added to cataloged collection | 47,061 | 46,631 | 48,629 | 52,072 | 44,630 |
| Hours of public access computer time | 69,634 | 85,610 | 84,505 | 74,961 | 63,101 |

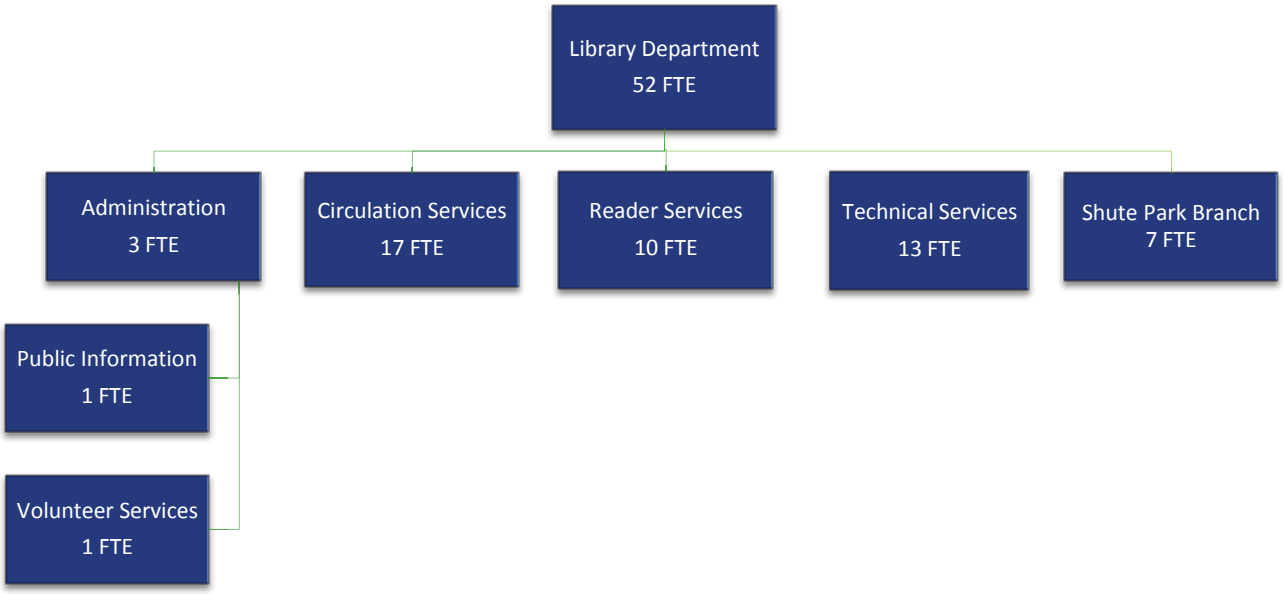
Floor space for public use increased 76% after the capital construction projects were completed.

| | |
|---|---|
| Both library buildings before expansion and renovation: | 40,724 sq ft |
| Both Library buildings after expansion and renovation: | 71,856 sq ft |

## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Fund Revenues | 2,954,979 | 2,867,656 | 3,806,691 | 3,904,619 | 97,928 | 3% | 45% |
| Taxes | 4,159,747 | 4,255,421 | 4,361,806 | 4,470,851 | 109,045 | 2% | 52% |
| Charges for Services | 185,849 | 189,437 | 202,000 | 240,000 | 38,000 | 19% | 3% |
| Intergovernmental | 13,302 | 13,268 | 16,260 | 14,900 | (1,360) | -8% | 0% |
| Miscellaneous | 14,583 | 6,103 | 8,000 | 5,000 | (3,000) | -38% | 0% |
| **Total:** | **$ 7,328,460** | **$ 7,331,885** | **$ 8,394,757** | **$ 8,635,370** | **$ 240,613** | **3%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 4,798,833 | 4,976,301 | 5,353,349 | 5,523,257 | 169,908 | 3% | 64% |
| Materials & Services | 920,128 | 945,034 | 990,446 | 938,392 | (52,054) | -5% | 11% |
| Capital Outlay | 15,000 | - | 57,250 | 62,000 | 4,750 | 8% | 1% |
| Special Payments | 1,594,499 | 1,410,550 | 1,993,712 | 2,111,721 | 118,009 | 6% | 24% |
| **Total:** | **$ 7,328,460** | **$ 7,331,885** | **$ 8,394,757** | **$ 8,635,370** | **$ 240,613** | **3%** | **100%** |
| **Budget by Org** | | | | | | | |
| Library Administration | 2,399,340 | 2,231,165 | 2,800,889 | 2,919,516 | 118,627 | 4% | 34% |
| Library Public Information | 77,683 | 68,511 | 83,777 | 90,196 | 6,419 | 8% | 1% |
| Library Volunteer Services | 77,331 | 85,597 | 94,245 | 99,213 | 4,968 | 5% | 1% |
| Circulation | 2,015,167 | 2,053,098 | 2,178,783 | 1,807,829 | (370,954) | -17% | 21% |
| Technical Services | 1,290,497 | 1,333,032 | 1,733,948 | 1,753,090 | 19,142 | 1% | 20% |
| Reader Services | 1,335,681 | 1,418,698 | 1,440,865 | 1,228,138 | (212,727) | -15% | 14% |
| Inter-Library Loan | 132,761 | 141,784 | - | - | - | 0% | 0% |
| Library Shute Park Branch | - | - | 62,250 | 737,388 | 675,138 | 1085% | 9% |
| **Total:** | **$ 7,328,460** | **$ 7,331,885** | **$ 8,394,757** | **$ 8,635,370** | **$ 240,613** | **3%** | **100%** |
| **Budget by Fund** | | | | | | | |
| General Fund (100) | 7,328,460 | 7,331,885 | 8,394,757 | 8,635,370 | 240,613 | 3% | 100% |
| **Total:** | **$ 7,328,460** | **$ 7,331,885** | **$ 8,394,757** | **$ 8,635,370** | **$ 240,613** | **3%** | **100%** |






## Library Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Library Director | 1.0 | 1.0 | 1.0 | 27 | $ 102,093 | $ 130,302 |
| Assistant Library Director | 1.0 | 1.0 | 1.0 | 25 | 88,326 | 112,733 |
| Reader Services Manager | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Branch Manager | 0.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Circulation Services Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Technical Services and Collection Dev Manager | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Administration Services Supervisor | 1.0 | 1.0 | 0.0 | 18 | 53,294 | 68,017 |
| Librarian II | 9.0 | 9.0 | 8.0 | 18 | 53,294 | 68,017 |
| Circulation Supervisor | 5.0 | 4.0 | 5.0 | 17 | 49,530 | 63,712 |
| Librarian I | 3.0 | 3.0 | 3.0 | 17 | 49,530 | 63,712 |
| Public Information Liaison | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Volunteer Services Coordinator | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Administrative Assistant II | 3.0 | 3.0 | 3.0 | 14 | 40,045 | 50,900 |
| Library Assistant I | 8.0 | 8.0 | 9.0 | 13 | 37,241 | 47,322 |
| Administrative Assistant I | 1.0 | 1.0 | 1.0 | 12 | 34,649 | 44,051 |
| Library Clerk | 9.0 | 9.0 | 9.0 | 12 | 34,649 | 44,051 |
| Library Page | 6.0 | 6.0 | 6.0 | 9 | 27,880 | 35,444 |
| **Total:** | **52.0** | **52.0** | **52.0** | | | |

## Library Administration

Provides planning, budgeting, and coordination for the department and works with City Support Services to assure information technology and facilities support for the staff and buildings. Also acts as liaison to other City departments, Washington County Cooperative Library Services, the Library Foundation of Hillsboro, and Friends of the Hillsboro Public Library.

The Special Payments category is included in Administration Org and is 72% of the total. Special Payments include utilities and facility maintenance costs, and payments to other city departments for their services i.e. Finance, City Manager's Office, Information Services, Human Resources.

**Library Administration-10016000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 475,179 | 477,033 | 451,010 | 448,955 | 448,955 | 448,955 |
| 5005 Salaries - Part-Time | 37,796 | 39,930 | 38,108 | 44,704 | 44,704 | 44,704 |
| 5100 Overtime | 34 | 9 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 106,640 | 111,129 | 91,232 | 93,503 | 93,503 | 93,503 |
| 5303 PERS | 60,423 | 61,123 | 74,212 | 60,077 | 60,077 | 60,077 |
| 5308 VEBA | - | - | 9,020 | 8,979 | 8,979 | 8,979 |
| 5309 PERS Stabilization | - | - | - | 14,810 | 14,810 | 14,810 |
| 5399 Other Benefits and Taxes | 43,438 | 43,955 | 42,305 | 42,784 | 42,784 | 42,784 |
| **Total Personnel Services** | $723,510 | $733,179 | $705,887 | $713,812 | $713,812 | $713,812 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 31,747 | 39,659 | 39,000 | 41,800 | 41,800 | 41,800 |
| 6001 Communications Services | 19,475 | 20,973 | 21,140 | 24,000 | 24,000 | 24,000 |
| 6002 Travel/Training/Dues | 19,177 | 14,863 | 22,972 | 18,258 | 18,258 | 18,258 |
| 6003 Postage | 274 | (68) | 1,000 | 250 | 250 | 250 |
| 6004 Program Supplies/Materials | 1,657 | 2,433 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6007 Printing | 246 | 2,164 | 600 | 600 | 600 | 600 |
| 6100 Contractual Services | 1,838 | 300 | - | 900 | 900 | 900 |
| 6101 Other Services | 3,611 | 4,474 | 10,454 | 4,125 | 4,125 | 4,125 |
| 6102 Maintenance Contracts | 3,124 | 2,137 | 2,124 | 2,050 | 2,050 | 2,050 |
| 6200 Fuel/Oil | - | 88 | 1,500 | - | - | - |
| 6402 Maintenance Supplies | - | 413 | 500 | - | - | - |
| 6410 Computer Hardware | 182 | - | - | - | - | - |
| **Total Materials & Services** | $81,331 | $87,436 | $101,290 | $93,983 | $93,983 | $93,983 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 25,897 | 119,960 | 155,655 | 150,725 | 150,725 | 150,725 |
| 8009 Support Services Charge | 960,769 | 901,859 | 1,067,460 | 1,174,105 | 1,174,105 | 1,174,105 |
| 8010 Equipment Depreciation | 39,538 | 44,941 | - | 48,125 | 48,125 | 48,125 |
| 8011 Facilities Charge | 568,295 | 343,790 | 770,597 | 738,766 | 738,766 | 738,766 |
| **Total Special Payments** | $1,594,499 | $1,410,550 | $1,993,712 | $2,111,721 | $2,111,721 | $2,111,721 |
| **Total** | **$2,399,340** | **$2,231,165** | **$2,800,889** | **$2,919,516** | **$2,919,516** | **$2,919,516** |

## Library Public Information

Responsible for publicity, both online and in print, composes and designs original materials and acts as liaison to the public information offices of the City of Hillsboro and Washington County Cooperative Library Services.

**Library Public Information-10016020**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 51,295 | 45,808 | 51,187 | 56,174 | 56,174 | 56,174 |
| 5005 Salaries - Part-Time | 299 | 70 | - | - | - | - |
| 5100 Overtime | 163 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 12,257 | 14,520 | 15,260 | 15,342 | 15,342 | 15,342 |
| 5303 PERS | 6,490 | 1,764 | 5,538 | 4,393 | 4,393 | 4,393 |
| 5308 VEBA | - | - | 1,024 | 1,123 | 1,123 | 1,123 |
| 5309 PERS Stabilization | - | - | - | 1,685 | 1,685 | 1,685 |
| 5399 Other Benefits and Taxes | 4,409 | 4,016 | 4,552 | 5,002 | 5,002 | 5,002 |
| **Total Personnel Services** | $74,913 | $66,178 | $77,561 | $83,719 | $83,719 | $83,719 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 244 | 295 | 316 | 277 | 277 | 277 |
| 6004 Program Supplies/Materials | 151 | 860 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6005 Advertising/Promotion | 550 | 1,088 | 1,200 | 3,000 | 3,000 | 3,000 |
| 6007 Printing | 30 | - | 500 | 500 | 500 | 500 |
| 6101 Other Services | - | - | 2,400 | 700 | 700 | 700 |
| 6102 Maintenance Contracts | 1,795 | - | 800 | 1,000 | 1,000 | 1,000 |
| 6410 Computer Hardware | - | 90 | - | - | - | - |
| **Total Materials & Services** | $2,770 | $2,333 | $6,216 | $6,477 | $6,477 | $6,477 |
| **Total** | **$77,683** | **$68,511** | **$83,777** | **$90,196** | **$90,196** | **$90,196** |

## Library Volunteer Services

The volunteer program provides opportunities for community members to participate in the daily operations of the Library, as well as assisting with special events and programs. Volunteer services recruits, selects, and trains volunteers for all Library Divisions, works with staff to develop new volunteer positions, and supports all Library staff in working successfully with volunteers.

**Library Volunteer Services-10016040**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 52,170 | 56,310 | 60,534 | 64,576 | 64,576 | 64,576 |
| 5301 Med/Den/Vis Insurance | 14,726 | 15,826 | 15,260 | 15,342 | 15,342 | 15,342 |
| 5303 PERS | 4,320 | 4,662 | 6,550 | 5,050 | 5,050 | 5,050 |
| 5308 VEBA | - | - | 1,211 | 1,292 | 1,292 | 1,292 |
| 5309 PERS Stabilization | - | - | - | 1,937 | 1,937 | 1,937 |
| 5399 Other Benefits and Taxes | 4,548 | 4,925 | 5,374 | 5,739 | 5,739 | 5,739 |
| **Total Personnel Services** | $75,764 | $81,723 | $88,929 | $93,936 | $93,936 | $93,936 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 213 | - | 316 | 277 | 277 | 277 |
| 6004 Program Supplies/Materials | 1,354 | 3,534 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6100 Contractual Services | - | 340 | - | - | - | - |
| **Total Materials & Services** | $1,567 | $3,874 | $5,316 | $5,277 | $5,277 | $5,277 |
| **Total** | **$77,331** | **$85,597** | **$94,245** | **$99,213** | **$99,213** | **$99,213** |

## Circulation

Registers new borrowers, checks items out and in, collects fines and fees from borrowers and explains library borrowing rules. Staff members also pull materials from shelves to fill hold requests, process materials traveling through the courier each day, shelve returned items and maintain the order of items on the shelves.

**Circulation-10016200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 925,246 | 973,595 | 1,032,113 | 845,907 | 845,907 | 845,907 |
| 5005 Salaries - Part-Time | 455,528 | 430,751 | 392,826 | 329,184 | 329,184 | 329,184 |
| 5010 Extra Labor | 37,897 | 26,190 | 39,000 | 39,000 | 39,000 | 39,000 |
| 5100 Overtime | 118 | 1,198 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 307,228 | 333,425 | 331,898 | 262,238 | 262,238 | 262,238 |
| 5303 PERS | 128,383 | 134,317 | 200,589 | 140,755 | 140,755 | 140,755 |
| 5308 VEBA | - | - | 20,642 | 16,918 | 16,918 | 16,918 |
| 5309 PERS Stabilization | - | - | - | 36,423 | 36,423 | 36,423 |
| 5399 Other Benefits and Taxes | 119,295 | 121,876 | 128,710 | 106,314 | 106,314 | 106,314 |
| **Total Personnel Services** | $1,973,695 | $2,021,352 | $2,145,778 | $1,776,739 | $1,776,739 | $1,776,739 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 617 | 165 | 4,870 | 2,742 | 2,742 | 2,742 |
| 6004 Program Supplies/Materials | 4,067 | 12,955 | 3,780 | 2,000 | 2,000 | 2,000 |
| 6007 Printing | 205 | 131 | 250 | 150 | 150 | 150 |
| 6100 Contractual Services | 8,010 | 7,778 | 9,500 | 9,000 | 9,000 | 9,000 |
| 6102 Maintenance Contracts | 11,054 | 10,411 | 12,225 | 16,600 | 16,600 | 16,600 |
| 6410 Computer Hardware | 2,519 | 306 | 2,380 | 598 | 598 | 598 |
| **Total Materials & Services** | $26,472 | $31,746 | $33,005 | $31,090 | $31,090 | $31,090 |
| **Capital Outlay** | | | | | | |
| 7010 Office Equipment | 15,000 | - | - | - | - | - |
| **Total Capital Outlay** | $15,000 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$2,015,167** | **$2,053,098** | **$2,178,783** | **$1,807,829** | **$1,807,829** | **$1,807,829** |

## Technical Services

Obtains and readies books and other library materials for borrowing. The staff members in Technical Services select, order, receive, catalog and process materials for the collection. Library materials requested for use but not purchased or owned within Washington County are borrowed through inter-library loan from libraries around the country. They also repair and delete items from the collection.

**Technical Services-10016400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 366,338 | 384,376 | 621,773 | 637,158 | 637,158 | 637,158 |
| 5005 Salaries - Part-Time | 42,615 | 45,862 | 52,900 | 52,745 | 52,745 | 52,745 |
| 5010 Extra Labor | 1,326 | - | - | - | - | - |
| 5100 Overtime | 8 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 89,867 | 96,529 | 153,124 | 154,576 | 154,576 | 154,576 |
| 5303 PERS | 43,559 | 46,707 | 92,948 | 74,170 | 74,170 | 74,170 |
| 5308 VEBA | - | - | 12,436 | 12,743 | 12,743 | 12,743 |
| 5309 PERS Stabilization | - | - | - | 20,697 | 20,697 | 20,697 |
| 5399 Other Benefits and Taxes | 35,437 | 37,570 | 59,745 | 61,134 | 61,134 | 61,134 |
| **Total Personnel Services** | $579,150 | $611,044 | $992,926 | $1,013,223 | $1,013,223 | $1,013,223 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 1,663 | 1,778 | 3,478 | 3,323 | 3,323 | 3,323 |
| 6003 Postage | 83 | 186 | 7,000 | 7,000 | 7,000 | 7,000 |
| 6004 Program Supplies/Materials | 19,725 | 20,195 | 16,825 | 16,825 | 16,825 | 16,825 |
| 6100 Contractual Services | 4,820 | 3,445 | 3,175 | 3,445 | 3,445 | 3,445 |
| 6101 Other Services | 2,438 | 2,493 | 2,950 | 2,680 | 2,680 | 2,680 |
| 6406 Library Materials | 649,002 | 661,419 | 674,594 | 677,594 | 677,594 | 677,594 |
| 6425 Library Periodicals | 33,616 | 32,472 | 33,000 | 29,000 | 29,000 | 29,000 |
| **Total Materials & Services** | $711,347 | $721,988 | $741,022 | $739,867 | $739,867 | $739,867 |
| **Total** | **$1,290,497** | **$1,333,032** | **$1,733,948** | **$1,753,090** | **$1,753,090** | **$1,753,090** |

## Reader Services

Answers a wide variety of queries for library users of all ages; helps them find items and information in the library, from outside sources and online; and helps patrons use the public access computer workstations and the Internet. Readers Services staff helps readers find just the right book. The staff also produces a wide variety of in-library programs for children, families, and adults and emphasizes early literacy skills to prepare young children to be successful students

**Reader Services-10016600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 718,509 | 770,541 | 697,381 | 583,216 | 583,216 | 583,216 |
| 5005 Salaries - Part-Time | 183,726 | 190,385 | 245,328 | 196,088 | 196,088 | 196,088 |
| 5010 Extra Labor | - | 3,484 | - | - | - | - |
| 5100 Overtime | 23 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 175,602 | 184,901 | 166,494 | 140,503 | 140,503 | 140,503 |
| 5303 PERS | 90,906 | 96,077 | 136,333 | 90,018 | 90,018 | 90,018 |
| 5308 VEBA | - | 26 | 13,948 | 11,664 | 11,664 | 11,664 |
| 5309 PERS Stabilization | - | - | - | 23,379 | 23,379 | 23,379 |
| 5399 Other Benefits and Taxes | 77,960 | 83,220 | 82,784 | 68,289 | 68,289 | 68,289 |
| **Total Personnel Services** | $1,246,726 | $1,328,634 | $1,342,268 | $1,113,157 | $1,113,157 | $1,113,157 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 698 | 814 | - | - | - | - |
| 6002 Travel/Training/Dues | 4,242 | 4,021 | 4,237 | 3,406 | 3,406 | 3,406 |
| 6004 Program Supplies/Materials | 34,534 | 34,074 | 40,180 | 34,720 | 34,720 | 34,720 |
| 6005 Advertising/Promotion | 258 | 517 | 450 | - | - | - |
| 6007 Printing | 561 | 406 | 800 | 700 | 700 | 700 |
| 6100 Contractual Services | 8,239 | 9,289 | 9,350 | 6,955 | 6,955 | 6,955 |
| 6102 Maintenance Contracts | 37,947 | 40,275 | 38,300 | 6,300 | 6,300 | 6,300 |
| 6409 Computer Software | - | - | - | 600 | 600 | 600 |
| 6410 Computer Hardware | 2,476 | 668 | 5,280 | 300 | 300 | 300 |
| **Total Materials & Services** | $88,955 | $90,064 | $98,597 | $52,981 | $52,981 | $52,981 |
| **Capital Outlay** | | | | | | |
| 7020 Computer Hardware | - | - | - | 62,000 | 62,000 | 62,000 |
| **Total Capital Outlay** | $0 | $0 | $0 | $62,000 | $62,000 | $62,000 |
| **Total** | **$1,335,681** | **$1,418,698** | **$1,440,865** | **$1,228,138** | **$1,228,138** | **$1,228,138** |

## Inter-Library Loan

Arrange loans of books and other materials from libraries outside Washington County. This activity was absorbed into Technical Services in 2013-14.

**Inter-Library Loan-10016620**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 80,423 | 86,566 | - | - | - | - |
| 5005 Salaries - Part-Time | 379 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 28,973 | 31,238 | - | - | - | - |
| 5303 PERS | 8,269 | 8,962 | - | - | - | - |
| 5399 Other Benefits and Taxes | 7,031 | 7,425 | - | - | - | - |
| **Total Personnel Services** | $125,075 | $134,191 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 35 | 220 | - | - | - | - |
| 6003 Postage | 6,860 | 7,081 | - | - | - | - |
| 6004 Program Supplies/Materials | 791 | 292 | - | - | - | - |
| **Total Materials & Services** | $7,686 | $7,593 | $0 | $0 | $0 | $0 |
| **Total** | **$132,761** | **$141,784** | **$0** | **$0** | **$0** | **$0** |

## Library Shute Park Branch

Public Library services including books and popular media for loan; public computer access and Wi-Fi; space for reading and studying, plus space for community and group meetings are offered in a newly renovated building. Programs for children, families and adults are offered in-library and in neighborhood locations, with an emphasis on early literacy skills for young children.

**Library Shute Park Branch-10016800**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | - | - | 364,772 | 364,772 | 364,772 |
| 5005 Salaries - Part-Time | - | - | - | 143,510 | 143,510 | 143,510 |
| 5301 Med/Den/Vis Insurance | - | - | - | 106,689 | 106,689 | 106,689 |
| 5303 PERS | - | - | - | 46,622 | 46,622 | 46,622 |
| 5308 VEBA | - | - | - | 7,295 | 7,295 | 7,295 |
| 5309 PERS Stabilization | - | - | - | 15,248 | 15,248 | 15,248 |
| 5399 Other Benefits and Taxes | - | - | - | 44,535 | 44,535 | 44,535 |
| **Total Personnel Services** | $0 | $0 | $0 | $728,671 | $728,671 | $728,671 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | - | - | 1,717 | 1,717 | 1,717 |
| 6004 Program Supplies/Materials | - | - | 3,000 | 4,500 | 4,500 | 4,500 |
| 6100 Contractual Services | - | - | 2,000 | 2,500 | 2,500 | 2,500 |
| **Total Materials & Services** | $0 | $0 | $5,000 | $8,717 | $8,717 | $8,717 |
| **Capital Outlay** | | | | | | |
| 7020 Computer Hardware | - | - | 57,250 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $57,250 | $0 | $0 | $0 |
| **Total** | **$0** | **$0** | **$62,250** | **$737,388** | **$737,388** | **$737,388** |

*Shute Park Branch LIbrary*

# Parks & Recreation Department

## Department Description

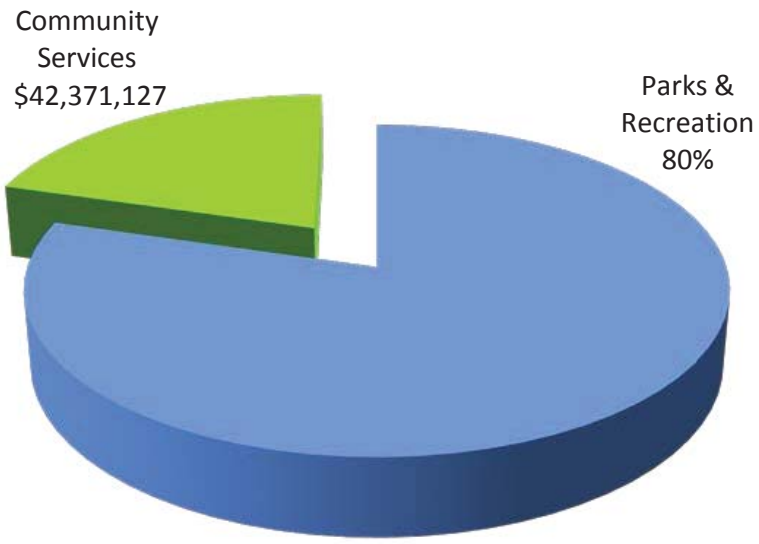
Hillsboro Parks & Recreation inspires and expands the minds and horizons of citizens of all ages and positively impacts the economic health of the community by enabling access to recreation, nature, culture and adventure. The department provides more than 1500 acres of park land and open space, seven unique recreational facilities including the Hillsboro Community Senior Center, Shute Park Aquatic & Recreation Center, Walters Cultural Arts Center, and the Gordon Faber Recreation Complex/Hillsboro Stadium, and a multitude of recreational, educational and cultural programs.

## Our Mission

Hillsboro Parks and Recreation is dedicated to providing diverse, innovative and exceptional recreational and cultural opportunities that enrich the lives of our citizens.

## Our Goals

- Enhance Hillsboro's livability for everyone in our community
- Maintain high levels of service
- Increase availability and quality of parks and facilities
- Increase community participation and engage various segments of the population
- Establish cooperative relationships and partnerships to expand opportunities and enhance service delivery
- Increase annual cost recovery percentages for major programs and facilities
- Continue to practice fiscal responsibility and demonstrate return on investment where possible
- Positively impact the economic health of the community



## Budget Highlights

- We will continue to uphold and benefit from our CAPRA national accreditation, which recognizes our high quality management and delivery of valuable community parks and recreation services.
- The department's strategic plan will continue to be implemented. This plan combines various planning efforts, including City Council goals, the city's strategic plan and departmental plans, and helps the department address growing and changing community needs while continuing to efficiently provide services and positively impact the livability of Hillsboro.
- Efficient use of resources with a focus on sustainable practices, strategic partnerships and pursuing and securing alternative sources of funding will remain a focus this year.
- The Gordon Faber Recreation Complex (GFRC) has been a busy facility for a number of years and it is busier with the opening of Hillsboro Ballpark in June 2013. The ballpark is home to the Single A short season Hillsboro Hops until 2033. The team will play 38 regular season home games on the field. Hillsboro Stadium and the surrounding softball fields will continue to be the host site for Portland State University women's soccer, OSAA (Oregon Schools Athletic Association) playoff games, various softball tournaments, and more than 700 other sports, community, and corporate events.
- The BLAST (Bringing Leadership, Arts, and Sports Together) elementary after school program expanded to include one new hub site this year. The program is now offered to 21 Hillsboro schools at seven sites.
- The Zone after school program offers sports and enrichment programs to the middle schools. This year the enrichment program was expanded to include a greater variety of offerings from which students could choose. Together, these after school programs provide an expected 4,000 students with safe, positive and enriching after school activities.
- Hillsboro Community Senior Center's educational and recreational programming, including weekday meal service, will continue to expand to ensure quality programs for Hillsboro's older adult community. The department will also continue to partner with the nonprofit organization, Supporters of the Hillsboro Community Senior Center, Inc. to raise revenue for programs.
- The Shute Park Aquatic & Recreation Center (SHARC) is a full-service recreation center providing a variety of innovative aquatic, health, fitness and recreational programs and activities for all ages, which is expected to have another outstanding year surpassing $1 million in revenue.
- The department will continue progress on a number of medium and long-range park planning, acquisition, and development opportunities:
  - South Hillsboro – this future neighborhood will include parks and greenways to serve an estimated 20,000 residents.
  - AmberGlen – the AmberGlen Community Plan identifies a mixed-use urban community focused on a dramatic central park. Overall the plan calls for over 170 acres of parks, greenways and natural areas.
  - Orenco Woods – In partnership with Metro the department has completed the master plan for the development of this 41-acre nature park site and will begin developing the final design and construction documents this spring.
  - Trail planning- with the completion of the trail extension from Orchard Park to Wilkins Street the Department will now focus on an alignment plan for the southern portion of the trail corridor as well as a city-wide trail system plan.
  - Jackson Bottom Wetlands Preserve will expand nature education opportunities for youth and will continue leveraging valuable partnership and grant funds to restore large portions of degraded marshland into healthy wetlands.

## Budget Highlights (continued)

- The Glenn and Viola Walters Cultural Arts Center will continue to provide a diverse season of high quality, accessible cultural programming and arts education opportunities to audiences and students of all ages. These offerings include a concert, lecture, and gallery series in addition to a wide variety of classes, workshops, and camps in the fine and performing arts.
- The Public Art Program will develop memorable landmarks and gateways that reinforce the creative identity of the city. Significant artworks will enhance the new urban center at Orenco Plaza and at an additional gateway into the city. An artist's residency will involve students in the creation of art fencing at David Hill School's new community garden. The Public Art Program will continue to collaborate on wayfinding, renovated lighting of the Main Street Bridge, the donation of artworks from Sequoia Gallery, the purchase of artwork for the Mayor's official gift, and temporary artworks that engage diverse audiences and enliven the city.
- The Hillsboro Arts & Culture Council (HACC) will further its mission of promoting and supporting the growth of arts and culture in the City through marketing efforts, networking events professional development workshops for the arts and culture leaders, community building events, and the Community Arts & Culture Grants program which, in its 7th year, continues to provide funding to the Hillsboro arts community.
- The Hillsboro Arts and Culture Endowment has been established through the Hillsboro Community Foundation, as part of their Legacy Endowment Program. Contributions to this fund are being invested by HCF in partnership with the Oregon Community Foundation to optimize fund returns and benefit from OCF's professional investment management. Response from the community has been very supportive and $75,000 has already been donated into the Endowment. We know that this fund will continue to grow in the years to come.
- We will again plan and implement CELEBRATE HILLSBORO, a day-long celebration for the community focusing on the unique Hillsboro Vision 2020 and all of the partners that help make Hillsboro a wonderful place to live, work and play.

## Workload Indicators

| | 2008-09 | 2009-10 | 2010-11 | 2011-12 | 2012-13 |
|---|---|---|---|---|---|
| | | | | | |
| Gordon Faber Recreation Complex Days of Use | 341 | 276* | 301 | 291 | 305 |
| Total Number of Parks Facilities Rentals | 9,034 | 7,795* | 8,999 | 10,672 | 9,121 |
| Total After School Program Registrations | 5,058 | 4,951 | 4,962 | 4,438 | 4,401 |
| Total Recreation Programs Revenue | $593,915 | $641,545 | $667,795 | $803,577 | $863,861 |
| Total Shute Park Aquatic and Recreation Center Revenue | $1,081,895 | $1,145,386 | $1,232,318 | $1,281,758 | $1,352,329 |

*The Hillsboro Stadium was closed to rentals and programs for approximately two months for turf replacement in 2009-10.

## Budget Summary

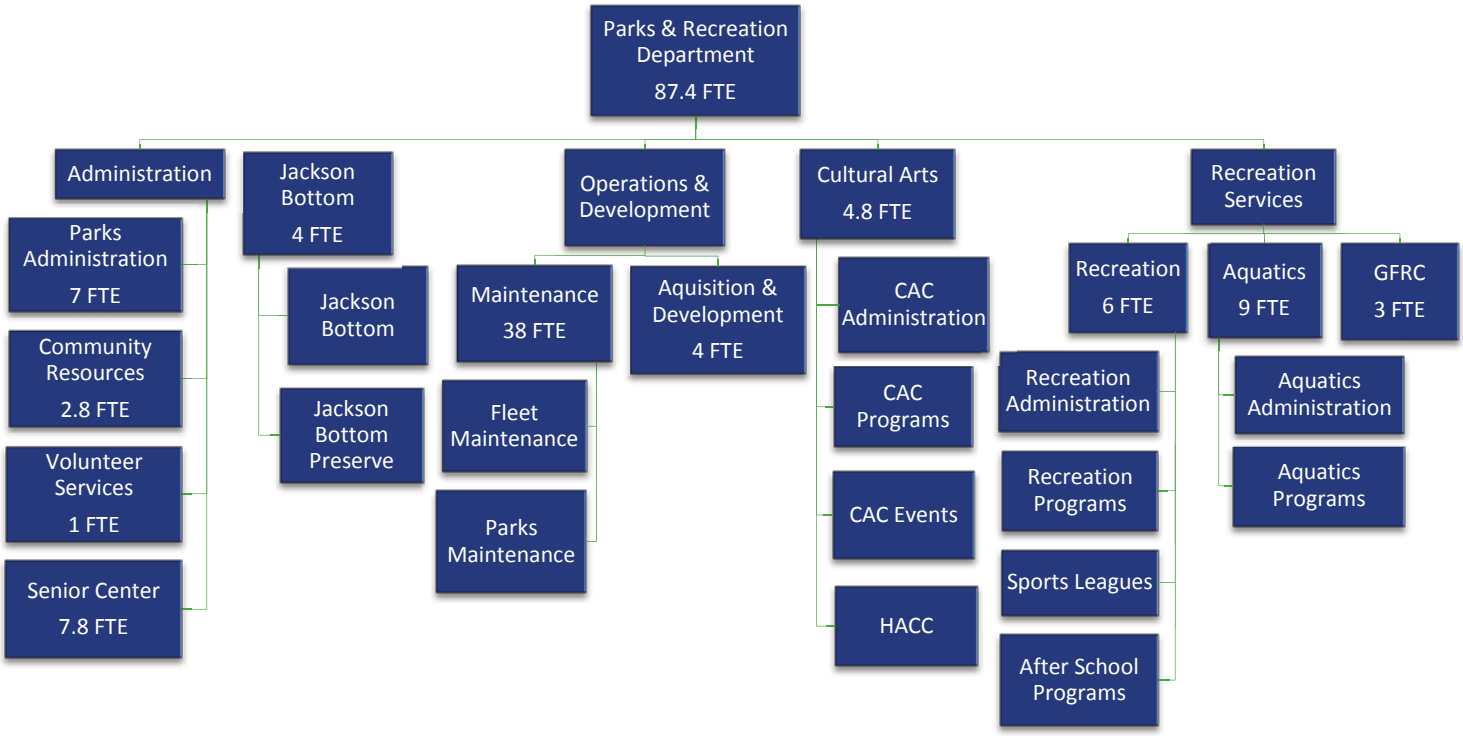
| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Fund Revenues | 1,594,947 | (1,215,987) | 3,095,740 | 6,270 | (3,089,470) | -100% | 0% |
| Charges for Services | 2,961,513 | 3,362,784 | 3,201,600 | 3,153,600 | (48,000) | -1% | 9% |
| Interest | 35,664 | 31,664 | 34,257 | 34,711 | 454 | 1% | 0% |
| Grants and Donations | 212,039 | 588,989 | 644,000 | 241,000 | (403,000) | -63% | 1% |
| Systems Development | 3,895,437 | 3,522,633 | 2,000,000 | 2,000,000 | - | 0% | 6% |
| Other Financing Src | 1,900,000 | 4,825,000 | 3,865,000 | 7,495,000 | 3,630,000 | 94% | 22% |
| Miscellaneous | 548,820 | 659,089 | 735,500 | 895,500 | 160,000 | 22% | 3% |
| Beginning Work Cap | 12,308,331 | 17,690,720 | 15,761,357 | 19,909,676 | 4,148,319 | 26% | 59% |
| **Total:** | **$ 23,456,751** | **$ 29,464,892** | **$ 29,337,454** | **$ 33,735,757** | **$ 4,398,303** | **15%** | **100%** |

| Budget by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Personnel Services | 9,017,807 | 9,787,786 | 10,954,076 | 11,217,434 | 263,358 | 2% | 33% |
| Materials & Services | 2,216,484 | 2,747,514 | 3,183,700 | 3,744,450 | 560,750 | 18% | 11% |
| Capital Outlay | 2,238,959 | 5,291,160 | 7,066,050 | 10,250,725 | 3,184,675 | 45% | 30% |
| Special Payments | 3,382,940 | 3,380,719 | 4,094,428 | 4,387,008 | 292,580 | 7% | 13% |
| Transfers | 1,900,000 | 4,825,000 | 3,865,000 | 3,966,000 | 101,000 | 3% | 12% |
| Contingency | - | - | 65,200 | 61,500 | (3,700) | -6% | 0% |
| Unapprop Fund Bal | 4,700,561 | 3,432,713 | 109,000 | 108,640 | (360) | 0% | 0% |
| **Total:** | **$ 23,456,751** | **$ 29,464,892** | **$ 29,337,454** | **$ 33,735,757** | **$ 4,398,303** | **15%** | **100%** |

| Budget by Org | | | | | | | |
|---|---|---|---|---|---|---|---|
| Parks Administration | 3,698,144 | 3,686,365 | 4,413,610 | 4,809,460 | 395,850 | 9% | 14% |
| Parks Community Resources | 321,048 | 394,685 | 429,625 | 429,134 | (491) | 0% | 1% |
| Parks Volunteer Services | 87,055 | 120,655 | 129,395 | 117,817 | (11,578) | -9% | 0% |
| Parks Senior Center | 196,766 | 407,486 | 480,909 | 641,951 | 161,042 | 33% | 2% |
| Jackson Bottom Wetlands | 623,477 | 673,159 | 775,982 | 605,825 | (170,157) | -22% | 2% |
| Parks Equipment Maintenance | 318,058 | 355,853 | 326,270 | 339,846 | 13,576 | 4% | 1% |
| Parks Maintenance | 4,105,570 | 4,536,360 | 4,979,346 | 5,188,918 | 209,572 | 4% | 15% |
| Parks Acquisition and Dev | 450,245 | 453,003 | 493,396 | 430,259 | (63,137) | -13% | 1% |
| CAC Administration | 315,608 | 331,787 | 348,509 | 346,936 | (1,573) | 0% | 1% |
| CAC Programs | 166,079 | 137,137 | 227,292 | 231,450 | 4,158 | 2% | 1% |
| CAC Events | 20,780 | 19,333 | - | - | - | 0% | 0% |
| HACC | 219,210 | 245,984 | 310,710 | 292,434 | (18,276) | -6% | 1% |
| Recreation Administration | 152,057 | 143,368 | 154,757 | 156,987 | 2,230 | 1% | 0% |
| Events | 45,485 | 39,161 | 30,997 | 35,508 | 4,511 | 15% | 0% |
| Recreation Programs | 153,633 | 102,641 | 185,013 | 146,159 | (38,854) | -21% | 0% |
| Youth Sports | 201,762 | 244,426 | 236,760 | 242,368 | 5,608 | 2% | 1% |
| Adult Sports | 288,635 | 280,985 | 245,886 | 270,561 | 24,675 | 10% | 1% |
| Summer Camps | 107,860 | 101,263 | 95,285 | 94,960 | (325) | 0% | 0% |
| After School Programs | 437,133 | 540,486 | 607,093 | 659,017 | 51,924 | 9% | 2% |
| Community Programs | 100,900 | 99,504 | 114,821 | 9,906 | (104,915) | -91% | 0% |
| Community Facilities | 245,931 | 257,969 | 278,561 | 279,825 | 1,264 | 0% | 1% |
| Aquatics Administration | 1,093,801 | 1,045,020 | 1,131,456 | 1,114,601 | (16,855) | -1% | 3% |
| Aquatics Programs | 1,044,840 | 1,083,452 | 1,155,367 | 1,118,623 | (36,744) | -3% | 3% |
| GFRC | 314,461 | 492,483 | 493,157 | 443,636 | (49,521) | -10% | 1% |
| Parks Dev SDC | 6,539,460 | 8,096,898 | 7,032,500 | 10,840,725 | 3,808,225 | 54% | 32% |
| Parks Dev Cap Proj | 2,046,797 | 5,410,238 | 4,373,257 | 4,605,711 | 232,454 | 5% | 14% |
| Jackson Bottom Wetlands | 161,956 | 165,191 | 168,500 | 164,500 | (4,000) | -2% | 0% |
| JBW Wetland Mitigation | - | - | 119,000 | 118,640 | (360) | 0% | 0% |
| **Total:** | **$ 23,456,751** | **$ 29,464,892** | **$ 29,337,454** | **$ 33,735,757** | **$ 4,398,303** | **15%** | **100%** |

## Budget Summary (continued)

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Fund (100) | 14,708,538 | 15,792,565 | 17,644,197 | 18,006,181 | 361,984 | 2% | 53% |
| Parks SDC Fund (115) | 6,539,460 | 8,096,898 | 7,032,500 | 10,840,725 | 3,808,225 | 54% | 32% |
| Wetland Mitigation Fund (232) | - | - | 119,000 | 118,640 | (360) | 0% | 0% |
| Parks Capital Projects Fund (410) | 2,046,797 | 5,410,238 | 4,373,257 | 4,605,711 | 232,454 | 5% | 14% |
| Jackson Bottom Preserve (670) | 161,956 | 165,191 | 168,500 | 164,500 | (4,000) | -2% | 0% |
| **Total:** | **$ 23,456,751** | **$ 29,464,892** | **$ 29,337,454** | **$ 33,735,757** | **$ 4,398,303** | **15%** | **100%** |



## Parks & Recreation Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary | |
|---|---|---|---|---|---|---|---|
| Parks & Recreation Director | 1.0 | 1.0 | 1.0 | 27 | 102,093 | 130,302 | |
| Assistant Parks & Recreation Director | 1.0 | 1.0 | 1.0 | 25 | 88,326 | 112,733 | |
| Parks & Recreation Development Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 | |
| Recreation Services Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 | |
| Parks Superintendent | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 | |
| Sports Program & Facilities Manager | 0.0 | 0.0 | 1.0 | 22 | 71,129 | 90,787 | |
| P&R Community Resources Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 | |
| Cultural Arts Program Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 | |
| Natural Resources Manager | 1.0 | 1.0 | 0.0 | 22 | 71,129 | 90,787 | |
| Parks & Recreation Project Manager | 2.0 | 2.0 | 2.0 | 22 | 71,129 | 90,787 | |
| Program and Support Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 | |
| Senior Parks & Recreation Facilities Manager | 0.0 | 1.0 | 0.0 | 22 | 71,129 | 90,787 | |
| Facilities Manager | 1.0 | 0.0 | 0.0 | 21 | 66,155 | 84,429 | |
| Outdoor Recreation Program Manager | 0.0 | 0.0 | 1.0 | 21 | 66,155 | 84,429 | |
| Aquatics Manager | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 | |
| Senior Center Manager | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 | |
| Vehicle/Equipment Maintenance Coordinator | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 | |
| Administration Services Supervisor | 2.0 | 2.0 | 1.0 | 18 | 53,294 | 68,017 | |
| Cultural Arts Program Supervisor | 2.8 | 2.8 | 2.8 | 18 | 53,294 | 68,017 | |
| Parks & Recreation Project Specialist | 2.0 | 3.0 | 3.0 | 18 | 53,294 | 68,017 | ** |
| Recreation Program Supervisor | 8.0 | 9.0 | 10.0 | 18 | 53,294 | 68,017 | ** |
| Special Event and Outreach Supervisor | 1.0 | 1.0 | 0.8 | 18 | 53,294 | 68,017 | |
| Pool Operations Supervisor | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 | |
| Utility Worker III | 5.0 | 5.0 | 5.0 | 17 | 49,530 | 63,712 | |
| Vehicle/Equipment Mechanic | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 | |
| Volunteer Services Coordinator | 2.0 | 2.0 | 1.0 | 17 | 49,530 | 63,712 | |
| Watershed Restoration Coordinator | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 | |
| Wetlands Education Specialist | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 | |
| Parks & Recreation Facilities Coordinator | 1.0 | 2.0 | 2.0 | 16 | 46,253 | 58,814 | ** |
| Utility Worker II | 18.0 | 21.0 | 22.0 | 15 | 43,048 | 54,730 | ** |
| Administrative Assistant II | 6.0 | 6.0 | 6.0 | 14 | 40,045 | 50,900 | |
| Pool Operator | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 | |
| Utility Worker I | 9.0 | 8.0 | 7.0 | 14 | 40,045 | 50,900 | |
| Senior Center Head Chef | 1.0 | 1.0 | 1.0 | 13 | 37,241 | 47,322 | |
| Senior Center Assistant Chef | 0.875 | 0.875 | 0.875 | 10 | 29,976 | 38,105 | |
| Custodian | 3.0 | 3.0 | 3.0 | 10 | 29,976 | 38,105 | |
| Senior Center Kitchen Aide | 1.875 | 1.875 | 1.875 | 6 | 22,372 | 28,540 | |
| **Total:** | **83.6** | **88.6** | **87.4** | | | | |

**Parks added five FTE positions mid-year FY 12-13 to staff new Ballpark, expand Youth Advisory Council (YAC), and manage increased park development workload.

## Parks Administration

Provides leadership, oversees operations, and provides support services to all areas of the Department for the successful achievement of the Department's mission, goals, and service delivery.

The Special Payments category is included in Administration Org and is two thirds of the total. Special Payments include utilities and facility maintenance costs, and payments to other city departments for their services i.e. Finance, City Manager's Office, Information Services, Human Resources.

**Parks Administration-10014000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 580,927 | 457,326 | 547,447 | 571,351 | 571,351 | 571,351 |
| 5005 Salaries - Part-Time | 7,787 | 29,194 | 11,021 | 41,677 | 41,677 | 41,677 |
| 5100 Overtime | 81 | 1,198 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 108,388 | 97,361 | 104,903 | 108,042 | 108,042 | 108,042 |
| 5303 PERS | 62,549 | 47,260 | 67,758 | 56,819 | 56,819 | 56,819 |
| 5308 VEBA | - | - | 10,949 | 11,430 | 11,430 | 11,430 |
| 5309 PERS Stabilization | - | - | - | 18,515 | 18,515 | 18,515 |
| 5399 Other Benefits and Taxes | 53,981 | 46,283 | 51,802 | 57,608 | 57,608 | 57,608 |
| **Total Personnel Services** | $813,713 | $678,622 | $793,880 | $865,442 | $865,442 | $865,442 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 39,397 | 36,954 | 30,500 | 30,500 | 30,500 | 30,500 |
| 6001 Communications Services | 44,013 | 39,030 | 35,000 | 35,000 | 35,000 | 35,000 |
| 6002 Travel/Training/Dues | 6,451 | 6,907 | 17,000 | 17,000 | 17,000 | 17,000 |
| 6003 Postage | 4,494 | 5,560 | - | - | - | - |
| 6004 Program Supplies/Materials | - | 795 | - | - | - | - |
| 6100 Contractual Services | 2,095 | 5,396 | - | - | - | - |
| 6101 Other Services | 29,972 | 67,599 | 45,000 | 52,250 | 52,250 | 52,250 |
| 6416 Equipment Maintenance | - | 28,019 | - | - | - | - |
| **Total Materials & Services** | $126,422 | $190,260 | $127,500 | $134,750 | $134,750 | $134,750 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 159,866 | 189,446 | 216,353 | 227,714 | 227,714 | 227,714 |
| 8009 Support Services Charge | 1,601,532 | 1,582,062 | 1,985,596 | 2,138,544 | 2,138,544 | 2,138,544 |
| 8010 Equipment Depreciation | 65,008 | 76,906 | - | 87,657 | 87,657 | 87,657 |
| 8011 Facilities Charge | 781,188 | 788,347 | 1,071,091 | 1,116,120 | 1,116,120 | 1,116,120 |
| 8024 Fleet Services Charge | 150,415 | 180,722 | 219,190 | 239,233 | 239,233 | 239,233 |
| **Total Special Payments** | $2,758,009 | $2,817,483 | $3,492,230 | $3,809,268 | $3,809,268 | $3,809,268 |
| **Total** | **$3,698,144** | **$3,686,365** | **$4,413,610** | **$4,809,460** | **$4,809,460** | **$4,809,460** |

## Parks Community Resources

This Division is responsible for public/community relations, marketing, public outreach, partnership development, and seeking alternative funding to support all areas of the Department.

**Parks Community Resources-10014020**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 194,508 | 200,062 | 211,560 | 209,874 | 209,874 | 209,874 |
| 5005 Salaries - Part-Time | - | 44 | - | - | - | - |
| 5100 Overtime | 196 | 1,538 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 41,856 | 45,323 | 44,847 | 46,299 | 46,299 | 46,299 |
| 5303 PERS | 18,985 | 19,703 | 26,301 | 19,817 | 19,817 | 19,817 |
| 5308 VEBA | - | - | 4,231 | 4,199 | 4,199 | 4,199 |
| 5309 PERS Stabilization | - | - | - | 6,353 | 6,353 | 6,353 |
| 5399 Other Benefits and Taxes | 18,705 | 19,462 | 20,686 | 20,592 | 20,592 | 20,592 |
| **Total Personnel Services** | $274,250 | $286,132 | $307,625 | $307,134 | $307,134 | $307,134 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 164 | - | - | - | - |
| 6001 Communications Services | - | 80 | - | - | - | - |
| 6002 Travel/Training/Dues | 1,803 | 4,321 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6004 Program Supplies/Materials | 4,934 | 21,084 | 9,000 | 9,000 | 9,000 | 9,000 |
| 6005 Advertising/Promotion | - | 1,741 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6007 Printing | - | 13,387 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6100 Contractual Services | 23,394 | 843 | 27,000 | 27,000 | 27,000 | 27,000 |
| 6101 Other Services | 16,667 | 66,933 | 50,000 | 50,000 | 50,000 | 50,000 |
| **Total Materials & Services** | $46,798 | $108,553 | $122,000 | $122,000 | $122,000 | $122,000 |
| **Total** | **$321,048** | **$394,685** | **$429,625** | **$429,134** | **$429,134** | **$429,134** |

*Bagley Park*

## Parks Volunteer Services

The volunteer program provides a variety of ways for the public to give back to the community. Volunteer Services offers many rewarding options for individuals and groups, including park beautification, helping in our facilities, and assisting with programs and special events.

**Parks Volunteer Services-10014040**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 50,629 | 61,072 | 60,882 | 54,611 | 54,611 | 54,611 |
| 5005 Salaries - Part-Time | 84 | 836 | - | - | - | - |
| 5100 Overtime | 154 | 702 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,038 | 15,919 | 15,261 | 15,342 | 15,342 | 15,342 |
| 5303 PERS | 6,458 | 7,871 | 9,650 | 4,271 | 4,271 | 4,271 |
| 5308 VEBA | - | - | 1,218 | 1,092 | 1,092 | 1,092 |
| 5309 PERS Stabilization | - | - | - | 1,638 | 1,638 | 1,638 |
| 5399 Other Benefits and Taxes | 5,208 | 6,452 | 6,384 | 4,863 | 4,863 | 4,863 |
| **Total Personnel Services** | $77,571 | $92,852 | $93,395 | $81,817 | $81,817 | $81,817 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 6001 Communications Services | - | 13 | - | - | - | - |
| 6002 Travel/Training/Dues | - | 1,820 | 500 | 500 | 500 | 500 |
| 6004 Program Supplies/Materials | 9,339 | 5,992 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6100 Contractual Services | 145 | 115 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6101 Other Services | - | 19,863 | 27,500 | 27,500 | 27,500 | 27,500 |
| **Total Materials & Services** | $9,484 | $27,803 | $36,000 | $36,000 | $36,000 | $36,000 |
| **Total** | **$87,055** | **$120,655** | **$129,395** | **$117,817** | **$117,817** | **$117,817** |

## Parks Senior Center

The Hillsboro Community Senior Center promotes and supports recreation programs and activities which benefit participants ages 50 and over. A variety of classes, educational workshops, trips, special events, and volunteer opportunities are offered throughout the year. The Center, previously operated by local nonprofit organization, is now operated fully by the Parks and Recreation Department. City staff will continue to ensure that the Center's constituency is served in the best ways possible.

**Parks Senior Center-10014060**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 77,299 | 195,915 | 216,793 | 282,275 | 282,275 | 282,275 |
| 5005 Salaries - Part-Time | 5,897 | 28,979 | 38,964 | 74,168 | 74,168 | 74,168 |
| 5010 Extra Labor | - | 1,408 | - | - | - | - |
| 5100 Overtime | - | 1,573 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 18,801 | 47,032 | 44,340 | 76,528 | 76,528 | 76,528 |
| 5303 PERS | 5,471 | 13,759 | 25,494 | 31,500 | 31,500 | 31,500 |
| 5308 VEBA | - | - | 3,569 | 4,833 | 4,833 | 4,833 |
| 5309 PERS Stabilization | - | - | - | 10,721 | 10,721 | 10,721 |
| 5399 Other Benefits and Taxes | 8,023 | 23,938 | 26,449 | 36,626 | 36,626 | 36,626 |
| **Total Personnel Services** | $115,491 | $312,604 | $355,609 | $516,651 | $516,651 | $516,651 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 1,505 | 5,875 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6002 Travel/Training/Dues | - | 2,045 | - | - | - | - |
| 6003 Postage | - | 322 | - | - | - | - |
| 6004 Program Supplies/Materials | 37,372 | 22,838 | 24,000 | 24,000 | 24,000 | 24,000 |
| 6007 Printing | 807 | 4,499 | - | - | - | - |
| 6100 Contractual Services | 41,591 | 5,983 | 35,000 | 35,000 | 35,000 | 35,000 |
| 6101 Other Services | - | 52,218 | 58,300 | 58,300 | 58,300 | 58,300 |
| 6409 Computer Software | - | 1,102 | - | - | - | - |
| **Total Materials & Services** | $81,275 | $94,882 | $125,300 | $125,300 | $125,300 | $125,300 |
| **Total** | **$196,766** | **$407,486** | **$480,909** | **$641,951** | **$641,951** | **$641,951** |

## Jackson Bottom Wetlands

Jackson Bottom Wetlands Preserve is a 725 acre wildlife preserve that is a tranquil sanctuary for both people and animals including ducks, geese, deer, otters, beavers, and herons. The Preserve features an education center with exhibits, meeting/classroom facilities, and a nature store, as well as trails, wildlife viewing, and on-site and traveling environmental and nature education programs.

**Jackson Bottom Wetlands-10014200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 287,612 | 288,626 | 331,352 | 318,941 | 318,941 | 318,941 |
| 5005 Salaries - Part-Time | 28,269 | 35,005 | 30,067 | 41,148 | 41,148 | 41,148 |
| 5100 Overtime | - | 651 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 67,831 | 71,436 | 75,398 | 75,742 | 75,742 | 75,742 |
| 5303 PERS | 32,597 | 33,699 | 49,767 | 39,925 | 39,925 | 39,925 |
| 5308 VEBA | - | - | 6,627 | 6,380 | 6,380 | 6,380 |
| 5309 PERS Stabilization | - | - | - | 10,859 | 10,859 | 10,859 |
| 5399 Other Benefits and Taxes | 30,411 | 31,871 | 35,271 | 40,330 | 40,330 | 40,330 |
| **Total Personnel Services** | $446,720 | $461,288 | $528,482 | $533,325 | $533,325 | $533,325 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 3,340 | 3,866 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6002 Travel/Training/Dues | 647 | 377 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6003 Postage | 334 | 308 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6004 Program Supplies/Materials | 29,556 | 33,995 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6005 Advertising/Promotion | 714 | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 6007 Printing | 3,057 | 2,131 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6100 Contractual Services | 6,908 | 602 | 75,000 | 10,000 | 10,000 | 10,000 |
| 6101 Other Services | 25,264 | 17,066 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6102 Maintenance Contracts | 3,872 | - | - | - | - | - |
| **Total Materials & Services** | $73,692 | $58,345 | $137,500 | $72,500 | $72,500 | $72,500 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 103,065 | 153,526 | 110,000 | - | - | - |
| **Total Capital Outlay** | $103,065 | $153,526 | $110,000 | $0 | $0 | $0 |
| **Total** | **$623,477** | **$673,159** | **$775,982** | **$605,825** | **$605,825** | **$605,825** |

## Parks Equipment Maintenance

Housed within Parks Maintenance, Equipment Maintenance works to keep all Parks & Recreation mowers, tractors, and other equipment working as efficiently and effectively as possible.

**Parks Equipment Maintenance-10014402**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 124,890 | 131,511 | 134,141 | 136,287 | 136,287 | 136,287 |
| 5005 Salaries - Part-Time | - | 148 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 30,387 | 32,090 | 30,861 | 31,657 | 31,657 | 31,657 |
| 5303 PERS | 15,661 | 16,504 | 20,940 | 17,186 | 17,186 | 17,186 |
| 5308 VEBA | - | - | 2,683 | 2,726 | 2,726 | 2,726 |
| 5309 PERS Stabilization | - | - | - | 4,089 | 4,089 | 4,089 |
| 5399 Other Benefits and Taxes | 13,055 | 13,899 | 14,645 | 14,901 | 14,901 | 14,901 |
| **Total Personnel Services** | $183,993 | $194,152 | $203,270 | $206,846 | $206,846 | $206,846 |
| **Materials & Services** | | | | | | |
| 6200 Fuel/Oil | 112,451 | 107,421 | 108,000 | 108,000 | 108,000 | 108,000 |
| 6416 Equipment Maintenance | 21,614 | 54,280 | 15,000 | 25,000 | 25,000 | 25,000 |
| **Total Materials & Services** | $134,065 | $161,701 | $123,000 | $133,000 | $133,000 | $133,000 |
| **Total** | **$318,058** | **$355,853** | **$326,270** | **$339,846** | **$339,846** | **$339,846** |

## Parks Maintenance

Responsible for the continual maintenance and beautification of parks, open spaces, and outdoor areas at facilities.

**Parks Maintenance-10014404**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,706,079 | 1,829,374 | 1,964,278 | 2,015,914 | 2,015,914 | 2,015,914 |
| 5005 Salaries - Part-Time | 563,214 | 632,321 | 732,769 | 795,020 | 795,020 | 795,020 |
| 5010 Extra Labor | 6,151 | 3,503 | - | - | - | - |
| 5100 Overtime | 7,947 | 17,259 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 482,982 | 538,545 | 548,648 | 563,611 | 563,611 | 563,611 |
| 5303 PERS | 209,141 | 221,865 | 373,132 | 304,788 | 304,788 | 304,788 |
| 5308 VEBA | - | - | 39,286 | 40,322 | 40,322 | 40,322 |
| 5309 PERS Stabilization | - | - | - | 84,469 | 84,469 | 84,469 |
| 5399 Other Benefits and Taxes | 256,168 | 282,564 | 275,183 | 306,794 | 306,794 | 306,794 |
| **Total Personnel Services** | $3,231,682 | $3,525,431 | $3,933,296 | $4,110,918 | $4,110,918 | $4,110,918 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 3,090 | 4,645 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6002 Travel/Training/Dues | 8,947 | 11,747 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6004 Program Supplies/Materials | 437,513 | 487,811 | 492,500 | 492,500 | 492,500 | 492,500 |
| 6100 Contractual Services | 146,028 | 106,104 | 70,000 | 70,000 | 70,000 | 70,000 |
| 6101 Other Services | 14,870 | 32,427 | 35,000 | 35,000 | 35,000 | 35,000 |
| 6102 Maintenance Contracts | - | 1,399 | - | - | - | - |
| 6200 Fuel/Oil | 409 | 3,868 | - | - | - | - |
| 6300 Uniforms | 6,946 | 11,878 | 7,000 | 7,000 | 7,000 | 7,000 |
| 6301 Safety Supplies | 14,503 | 9,414 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6400 Utilities | 214,986 | 237,047 | 236,000 | 276,000 | 276,000 | 276,000 |
| 6410 Computer Hardware | - | 10,000 | - | - | - | - |
| 6416 Equipment Maintenance | 5,769 | (106) | - | - | - | - |
| **Total Materials & Services** | $853,061 | $916,234 | $862,000 | $902,000 | $902,000 | $902,000 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 20,827 | 745 | - | - | - | - |
| 7045 Park Equipment | - | 93,950 | 184,050 | 176,000 | 176,000 | 176,000 |
| **Total Capital Outlay** | $20,827 | $94,695 | $184,050 | $176,000 | $176,000 | $176,000 |
| **Total** | **$4,105,570** | **$4,536,360** | **$4,979,346** | **$5,188,918** | **$5,188,918** | **$5,188,918** |

## Parks Acquisition and Development

This "Projects" Division works to create, expand, and renovate existing parks, trails, wetlands and open spaces, green spaces, and facilities in keeping with the Parks Master Plan for the benefit of the community.

**Parks Acquisition and Dev-10014450**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 225,661 | 259,863 | 269,746 | 278,709 | 278,709 | 278,709 |
| 5005 Salaries - Part-Time | 17,155 | 10,553 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 43,475 | 49,082 | 45,841 | 46,692 | 46,692 | 46,692 |
| 5303 PERS | 20,666 | 26,203 | 33,568 | 26,217 | 26,217 | 26,217 |
| 5308 VEBA | - | - | 5,395 | 5,575 | 5,575 | 5,575 |
| 5309 PERS Stabilization | - | - | - | 8,389 | 8,389 | 8,389 |
| 5399 Other Benefits and Taxes | 21,516 | 24,358 | 24,846 | 25,677 | 25,677 | 25,677 |
| **Total Personnel Services** | $328,473 | $370,059 | $379,396 | $391,259 | $391,259 | $391,259 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 3,099 | 993 | 500 | 500 | 500 | 500 |
| 6002 Travel/Training/Dues | 8,485 | 5,795 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6004 Program Supplies/Materials | 5,023 | 120 | - | - | - | - |
| 6100 Contractual Services | 33,166 | 47,686 | 32,500 | 32,500 | 32,500 | 32,500 |
| **Total Materials & Services** | $49,773 | $54,594 | $39,000 | $39,000 | $39,000 | $39,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 71,999 | 28,350 | 75,000 | - | - | - |
| **Total Capital Outlay** | $71,999 | $28,350 | $75,000 | $0 | $0 | $0 |
| **Total** | **$450,245** | **$453,003** | **$493,396** | **$430,259** | **$430,259** | **$430,259** |

## Cultural Arts Center (CAC) Administration

The Walters Cultural Arts Center houses a theater space, five art studios, two galleries, classrooms and amenities for special events and community functions. The Center also presents concerts, arts exhibitions, lectures, art classes and workshops, and since opening in 2004 has served as the anchor for Hillsboro's blossoming arts community.

**CAC Administration-10014600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 119,981 | 132,234 | 133,574 | 132,323 | 132,323 | 132,323 |
| 5005 Salaries - Part-Time | 74,753 | 79,998 | 102,427 | 104,066 | 104,066 | 104,066 |
| 5010 Extra Labor | 37,549 | 30,735 | - | - | - | - |
| 5100 Overtime | 329 | 54 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 30,472 | 31,612 | 30,831 | 31,264 | 31,264 | 31,264 |
| 5303 PERS | 13,900 | 16,734 | 32,943 | 23,544 | 23,544 | 23,544 |
| 5308 VEBA | - | - | 2,672 | 2,647 | 2,647 | 2,647 |
| 5309 PERS Stabilization | - | - | - | 7,120 | 7,120 | 7,120 |
| 5399 Other Benefits and Taxes | 19,940 | 21,878 | 21,562 | 21,472 | 21,472 | 21,472 |
| **Total Personnel Services** | $296,924 | $313,245 | $324,009 | $322,436 | $322,436 | $322,436 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 7,593 | 9,065 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6002 Travel/Training/Dues | 3,750 | 5,819 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6003 Postage | 12 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 471 | - | 3,000 | 3,000 | 3,000 | 3,000 |
| 6005 Advertising/Promotion | 1,858 | 1,680 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6007 Printing | - | 1,063 | - | - | - | - |
| 6100 Contractual Services | - | 420 | - | - | - | - |
| 6101 Other Services | 5,000 | 495 | 5,500 | 5,500 | 5,500 | 5,500 |
| **Total Materials & Services** | $18,684 | $18,542 | $24,500 | $24,500 | $24,500 | $24,500 |
| **Total** | **$315,608** | **$331,787** | **$348,509** | **$346,936** | **$346,936** | **$346,936** |

*Walters Cultural Arts Center*

## Cultural Arts Center (CAC) Programs

The Walters Cultural Arts Center offers a variety of art and cultural programs for the public including classes and workshops in ceramics and visual arts, theater, drawing, music, and fiber arts.

**CAC Programs-10014620**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 63,846 | 52,189 | 57,503 | 59,459 | 59,459 | 59,459 |
| 5005 Salaries - Part-Time | - | 106 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 14,990 | 15,760 | 14,311 | 14,994 | 14,994 | 14,994 |
| 5303 PERS | 5,361 | 1,968 | 6,222 | 4,723 | 4,723 | 4,723 |
| 5308 VEBA | - | - | 1,150 | 1,190 | 1,190 | 1,190 |
| 5309 PERS Stabilization | - | - | - | 1,812 | 1,812 | 1,812 |
| 5399 Other Benefits and Taxes | 6,542 | 5,322 | 5,106 | 6,272 | 6,272 | 6,272 |
| **Total Personnel Services** | $90,739 | $75,345 | $84,292 | $88,450 | $88,450 | $88,450 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 31 | - | - | - | - |
| 6002 Travel/Training/Dues | 560 | - | - | - | - | - |
| 6003 Postage | 2,780 | 49 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6004 Program Supplies/Materials | 6,534 | 8,637 | 25,000 | 25,000 | 25,000 | 25,000 |
| 6005 Advertising/Promotion | 25,313 | 13,065 | 27,000 | 27,000 | 27,000 | 27,000 |
| 6007 Printing | 3,830 | 5,486 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6100 Contractual Services | 31,018 | 33,073 | 60,000 | 60,000 | 60,000 | 60,000 |
| 6101 Other Services | 5,305 | 1,451 | 6,000 | 6,000 | 6,000 | 6,000 |
| **Total Materials & Services** | $75,340 | $61,792 | $143,000 | $143,000 | $143,000 | $143,000 |
| **Total** | **$166,079** | **$137,137** | **$227,292** | **$231,450** | **$231,450** | **$231,450** |

## Cultural Arts Center (CAC) Events

The Walters Cultural Arts Center presents various events including concerts, arts exhibitions, and lectures.

**CAC Events-10014640**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 9,609 | 4,608 | - | - | - | - |
| 6005 Advertising/Promotion | - | 75 | - | - | - | - |
| 6007 Printing | 4,400 | 173 | - | - | - | - |
| 6100 Contractual Services | 6,771 | 8,112 | - | - | - | - |
| 6101 Other Services | - | 6,365 | - | - | - | - |
| **Total Materials & Services** | $20,780 | $19,333 | $0 | $0 | $0 | $0 |
| **Total** | **$20,780** | **$19,333** | **$0** | **$0** | **$0** | **$0** |

## Hillsboro Arts and Cultural Council (HACC)

The HACC is a citizen advisory committee appointed by the Mayor and confirmed by City Council to oversee policies and programs pertaining to arts and culture for the City of Hillsboro. The HACC works to promote and support the growth of arts and culture as assets for a vital, prosperous, and livable community.

**HACC-10014660**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 91,272 | 102,735 | 110,225 | 117,607 | 117,607 | 117,607 |
| 5005 Salaries - Part-Time | 30,468 | 31,022 | 72,957 | 30,480 | 30,480 | 30,480 |
| 5301 Med/Den/Vis Insurance | 26,082 | 29,408 | 29,079 | 30,501 | 30,501 | 30,501 |
| 5303 PERS | 9,297 | 10,964 | 23,416 | 13,114 | 13,114 | 13,114 |
| 5308 VEBA | - | - | 2,205 | 2,353 | 2,353 | 2,353 |
| 5309 PERS Stabilization | - | - | - | 4,471 | 4,471 | 4,471 |
| 5399 Other Benefits and Taxes | 12,074 | 13,239 | 18,928 | 14,008 | 14,008 | 14,008 |
| **Total Personnel Services** | $169,193 | $187,368 | $256,810 | $212,534 | $212,534 | $212,534 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 433 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 35 | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 6003 Postage | 405 | 464 | 500 | 500 | 500 | 500 |
| 6004 Program Supplies/Materials | 7,609 | 12,237 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6005 Advertising/Promotion | 2,346 | 2,151 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6007 Printing | 2,357 | 3,727 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6100 Contractual Services | 11,512 | 14,347 | 12,400 | 12,400 | 12,400 | 12,400 |
| 6101 Other Services | 25,320 | 25,690 | 24,000 | 50,000 | 50,000 | 50,000 |
| **Total Materials & Services** | $50,017 | $58,616 | $53,900 | $79,900 | $79,900 | $79,900 |
| **Total** | **$219,210** | **$245,984** | **$310,710** | **$292,434** | **$292,434** | **$292,434** |

## Recreation Administration

Provides oversight and general management to each of the Department's Recreation, Aquatic, and Gordon Faber Recreation Complex divisions.

**Recreation Administration-10014800**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 103,530 | 94,150 | 103,286 | 104,939 | 104,939 | 104,939 |
| 5005 Salaries - Part-Time | - | 601 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 19,224 | 16,544 | 15,261 | 15,342 | 15,342 | 15,342 |
| 5303 PERS | 13,096 | 11,919 | 16,269 | 13,351 | 13,351 | 13,351 |
| 5308 VEBA | - | - | 2,066 | 2,100 | 2,100 | 2,100 |
| 5309 PERS Stabilization | - | - | - | 3,176 | 3,176 | 3,176 |
| 5399 Other Benefits and Taxes | 12,115 | 11,569 | 12,875 | 13,079 | 13,079 | 13,079 |
| **Total Personnel Services** | $147,965 | $134,783 | $149,757 | $151,987 | $151,987 | $151,987 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 50 | 140 | - | - | - | - |
| 6002 Travel/Training/Dues | 3,831 | 6,317 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6004 Program Supplies/Materials | 36 | 128 | - | - | - | - |
| 6100 Contractual Services | 175 | 2,000 | - | - | - | - |
| **Total Materials & Services** | $4,092 | $8,585 | $5,000 | $5,000 | $5,000 | $5,000 |
| **Total** | **$152,057** | **$143,368** | **$154,757** | **$156,987** | **$156,987** | **$156,987** |

## Events

The Parks and Recreation Department plays host to a variety of exciting events throughout the year for the Hillsboro community. Whether it's racing for a turkey at the Tryptophan Relay, searching for pumpkins at the Great Pumpkin Hunt or solving puzzles at the Hillsboro World Expedition, there's sure to be something for everyone to enjoy.

**Events-10014801**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5005 Salaries - Part-Time | 30,132 | 28,077 | 21,285 | 25,400 | 25,400 | 25,400 |
| 5303 PERS | 1,612 | 1,562 | 3,323 | 3,203 | 3,203 | 3,203 |
| 5309 PERS Stabilization | - | - | - | 762 | 762 | 762 |
| 5399 Other Benefits and Taxes | 3,350 | 3,116 | 2,389 | 2,143 | 2,143 | 2,143 |
| **Total Personnel Services** | $35,094 | $32,755 | $26,997 | $31,508 | $31,508 | $31,508 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 9,986 | 5,060 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6100 Contractual Services | 405 | 1,346 | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $10,391 | $6,406 | $4,000 | $4,000 | $4,000 | $4,000 |
| **Total** | **$45,485** | **$39,161** | **$30,997** | **$35,508** | **$35,508** | **$35,508** |

## Recreation Programs

From after school programs to sports camps to hands-on nature and art classes, Hillsboro Parks & Recreation offers something for everyone to stay active and explore new interests. There are nearly 1,500 different opportunities offered each year.

**Recreation Programs-10014802**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | (370) | (30) | - | - | - | - |
| 5005 Salaries - Part-Time | 78,083 | 39,312 | 112,129 | 83,312 | 83,312 | 83,312 |
| 5100 Overtime | 239 | 376 | - | - | - | - |
| 5303 PERS | 4,241 | 3,211 | 17,503 | 10,506 | 10,506 | 10,506 |
| 5309 PERS Stabilization | - | - | - | 2,499 | 2,499 | 2,499 |
| 5399 Other Benefits and Taxes | 8,639 | 4,391 | 12,531 | 6,992 | 6,992 | 6,992 |
| **Total Personnel Services** | $90,832 | $47,260 | $142,163 | $103,309 | $103,309 | $103,309 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 385 | 2,292 | - | - | - | - |
| 6004 Program Supplies/Materials | 4,931 | 3,521 | 26,000 | 26,000 | 26,000 | 26,000 |
| 6007 Printing | 10,846 | - | - | - | - | - |
| 6100 Contractual Services | 46,639 | 49,568 | 16,850 | 16,850 | 16,850 | 16,850 |
| **Total Materials & Services** | $62,801 | $55,381 | $42,850 | $42,850 | $42,850 | $42,850 |
| **Total** | **$153,633** | **$102,641** | **$185,013** | **$146,159** | **$146,159** | **$146,159** |

## Youth Sports

From Hillsboro Youth Basketball (HYB) to Hillsboro Area Youth Lacrosse (HALO), participation in one of our youth sports leagues is a great way for kids to stay active, happy and healthy.

**Youth Sports-10014803**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 63,846 | 65,634 | 66,947 | 68,018 | 68,018 | 68,018 |
| 5005 Salaries - Part-Time | 26,914 | 51,206 | 45,764 | 61,736 | 61,736 | 61,736 |
| 5100 Overtime | 46 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,107 | 15,642 | 15,230 | 15,917 | 15,917 | 15,917 |
| 5303 PERS | 9,147 | 10,211 | 17,741 | 16,480 | 16,480 | 16,480 |
| 5308 VEBA | - | - | 1,339 | 1,361 | 1,361 | 1,361 |
| 5309 PERS Stabilization | - | - | - | 3,921 | 3,921 | 3,921 |
| 5399 Other Benefits and Taxes | 10,996 | 13,946 | 13,739 | 13,935 | 13,935 | 13,935 |
| **Total Personnel Services** | $126,056 | $156,639 | $160,760 | $181,368 | $181,368 | $181,368 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 29,725 | 29,283 | 14,000 | 14,000 | 14,000 | 14,000 |
| 6100 Contractual Services | 45,981 | 58,504 | 62,000 | 47,000 | 47,000 | 47,000 |
| **Total Materials & Services** | $75,706 | $87,787 | $76,000 | $61,000 | $61,000 | $61,000 |
| **Total** | **$201,762** | **$244,426** | **$236,760** | **$242,368** | **$242,368** | **$242,368** |

## Adult Sports

The Department, through Recreation Services, operates thirteen adult sports leagues for the community including basketball, volleyball, softball, flag football, and soccer.

**Adult Sports-10014804**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 61,054 | 66,036 | 66,947 | 68,018 | 68,018 | 68,018 |
| 5005 Salaries - Part-Time | 54,116 | 52,541 | 26,874 | 45,720 | 45,720 | 45,720 |
| 5301 Med/Den/Vis Insurance | 15,418 | 15,995 | 15,556 | 16,270 | 16,270 | 16,270 |
| 5303 PERS | 7,771 | 8,900 | 11,540 | 11,158 | 11,158 | 11,158 |
| 5308 VEBA | - | - | 1,339 | 1,361 | 1,361 | 1,361 |
| 5309 PERS Stabilization | - | - | - | 3,440 | 3,440 | 3,440 |
| 5399 Other Benefits and Taxes | 13,819 | 14,138 | 11,630 | 12,594 | 12,594 | 12,594 |
| **Total Personnel Services** | $152,178 | $157,610 | $133,886 | $158,561 | $158,561 | $158,561 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | 167 | - | - | - | - |
| 6004 Program Supplies/Materials | 22,912 | 13,872 | 22,000 | 22,000 | 22,000 | 22,000 |
| 6100 Contractual Services | 113,545 | 109,336 | 90,000 | 90,000 | 90,000 | 90,000 |
| **Total Materials & Services** | $136,457 | $123,375 | $112,000 | $112,000 | $112,000 | $112,000 |
| **Total** | **$288,635** | **$280,985** | **$245,886** | **$270,561** | **$270,561** | **$270,561** |

## Summer Camps

There's no better way to keep the kids entertained and busy during the long summer months than to get them involved with one of our summer camps. Current offerings include the Sizzling Summer Day Camps, Hillsboro Arts Summer (HAS) and The Zone.

**Summer Camps-10014805**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5005 Salaries - Part-Time | 46,965 | 39,243 | 40,443 | 41,090 | 41,090 | 41,090 |
| 5100 Overtime | 162 | - | - | - | - | - |
| 5303 PERS | 3,167 | 1,999 | 6,313 | 5,181 | 5,181 | 5,181 |
| 5309 PERS Stabilization | - | - | - | 1,233 | 1,233 | 1,233 |
| 5399 Other Benefits and Taxes | 5,207 | 4,351 | 4,529 | 3,456 | 3,456 | 3,456 |
| **Total Personnel Services** | $55,501 | $45,593 | $51,285 | $50,960 | $50,960 | $50,960 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 27,639 | 29,629 | 17,000 | 17,000 | 17,000 | 17,000 |
| 6100 Contractual Services | 24,720 | 26,041 | 27,000 | 27,000 | 27,000 | 27,000 |
| **Total Materials & Services** | $52,359 | $55,670 | $44,000 | $44,000 | $44,000 | $44,000 |
| **Total** | **$107,860** | **$101,263** | **$95,285** | **$94,960** | **$94,960** | **$94,960** |

## After School Programs

In partnership with the Hillsboro School District and the Hillsboro Schools Foundation, Hillsboro Parks & Recreation offers after-school opportunities throughout the district. Offerings include sports, elementary BLAST (Bringing Leadership, Art, and Sports Together) program, The Zone middle school program, homework help clubs, and enrichment classes.

**After School Programs-10014806**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 64,111 | 75,192 | 66,947 | 126,035 | 126,035 | 126,035 |
| 5005 Salaries - Part-Time | 263,932 | 338,099 | 368,179 | 343,590 | 343,590 | 343,590 |
| 5100 Overtime | - | 26 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,106 | 18,397 | 15,229 | 32,187 | 32,187 | 32,187 |
| 5303 PERS | 21,961 | 30,866 | 67,923 | 56,632 | 56,632 | 56,632 |
| 5308 VEBA | - | - | 1,339 | 2,522 | 2,522 | 2,522 |
| 5309 PERS Stabilization | - | - | - | 14,145 | 14,145 | 14,145 |
| 5399 Other Benefits and Taxes | 37,331 | 46,457 | 48,726 | 45,156 | 45,156 | 45,156 |
| **Total Personnel Services** | $402,441 | $509,037 | $568,343 | $620,267 | $620,267 | $620,267 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 24,012 | 23,376 | 23,750 | 23,750 | 23,750 | 23,750 |
| 6007 Printing | 128 | 130 | - | - | - | - |
| 6100 Contractual Services | 10,552 | 7,943 | 15,000 | 15,000 | 15,000 | 15,000 |
| **Total Materials & Services** | $34,692 | $31,449 | $38,750 | $38,750 | $38,750 | $38,750 |
| **Total** | **$437,133** | **$540,486** | **$607,093** | **$659,017** | **$659,017** | **$659,017** |

## Community Programs

Community programs are a great way to get involved and meet new people. These programs and activities include our nature and outdoor programs, community gardens and Specialized, Therapeutic and Adaptive Recreation (STAR).

**Community Programs-10014807**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 59,110 | 63,807 | 66,947 | - | - | - |
| 5005 Salaries - Part-Time | 1,560 | 686 | 3,193 | 1,524 | 1,524 | 1,524 |
| 5301 Med/Den/Vis Insurance | 14,895 | 16,009 | 15,261 | - | - | - |
| 5303 PERS | 7,605 | 8,146 | 11,095 | 192 | 192 | 192 |
| 5308 VEBA | - | - | 1,339 | - | - | - |
| 5309 PERS Stabilization | - | - | - | 46 | 46 | 46 |
| 5399 Other Benefits and Taxes | 7,698 | 8,201 | 8,986 | 144 | 144 | 144 |
| **Total Personnel Services** | $90,868 | $96,849 | $106,821 | $1,906 | $1,906 | $1,906 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 3,726 | 2,655 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | 6,306 | - | 7,000 | 7,000 | 7,000 | 7,000 |
| **Total Materials & Services** | $10,032 | $2,655 | $8,000 | $8,000 | $8,000 | $8,000 |
| **Total** | **$100,900** | **$99,504** | **$114,821** | **$9,906** | **$9,906** | **$9,906** |

*Noble Woods Park*

## Community Facilities

The Parks and Recreation Department offers programs and activities at multiple facilities across Hillsboro to serve City residents as efficiently and effectively as possible. Whether it's at the Tyson Recreation Center, Outdoors In indoor playground or one of the many Hillsboro School District facilities that we program through our ongoing partnership, there is sure to be a recreational opportunity near you.

**Community Facilities-10014808**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 63,846 | 66,972 | 66,947 | 68,018 | 68,018 | 68,018 |
| 5005 Salaries - Part-Time | 119,369 | 119,913 | 127,714 | 129,757 | 129,757 | 129,757 |
| 5301 Med/Den/Vis Insurance | 15,031 | 16,523 | 15,261 | 15,342 | 15,342 | 15,342 |
| 5303 PERS | 9,091 | 10,613 | 27,281 | 21,755 | 21,755 | 21,755 |
| 5308 VEBA | - | - | 1,339 | 1,361 | 1,361 | 1,361 |
| 5309 PERS Stabilization | - | - | - | 5,961 | 5,961 | 5,961 |
| 5399 Other Benefits and Taxes | 20,894 | 21,614 | 22,019 | 19,631 | 19,631 | 19,631 |
| **Total Personnel Services** | $228,231 | $235,635 | $260,561 | $261,825 | $261,825 | $261,825 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 2,309 | 2,330 | - | - | - | - |
| 6002 Travel/Training/Dues | - | 55 | - | - | - | - |
| 6004 Program Supplies/Materials | 4,660 | 6,726 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6100 Contractual Services | 10,731 | 13,223 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | $17,700 | $22,334 | $18,000 | $18,000 | $18,000 | $18,000 |
| **Total** | **$245,931** | **$257,969** | **$278,561** | **$279,825** | **$279,825** | **$279,825** |

*Outdoors In*

## Aquatics Administration

This Division manages the operations of the Shute Park Aquatic and Recreation Center (SHARC), a full service recreation center providing a variety of innovative health and recreation programs and activities for all ages. Amenities include two indoor and one outdoor pool, group fitness room, cardio and weight rooms, personal trainers, Kid Fit room, and various classes and programs.

**Aquatics Administration-10014820**

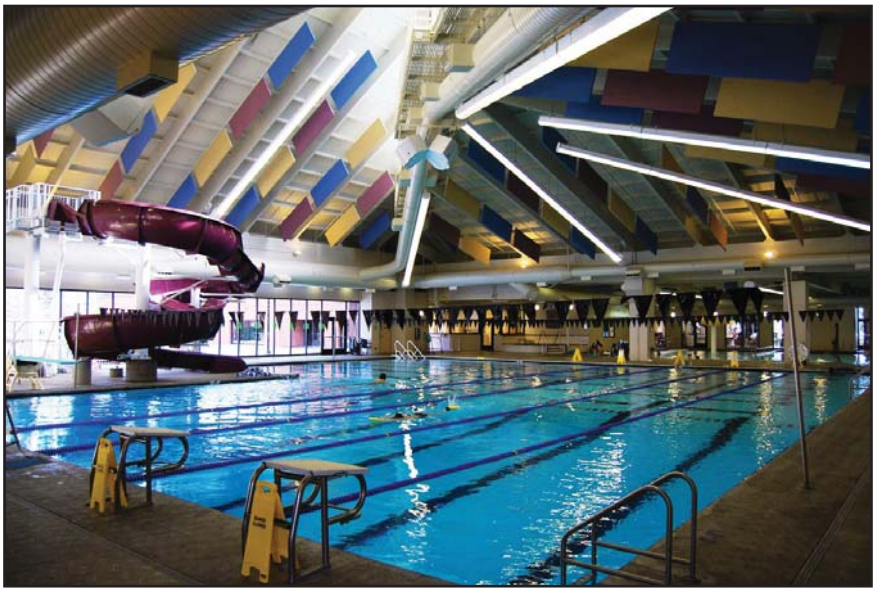
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 300,887 | 309,008 | 321,652 | 326,797 | 326,797 | 326,797 |
| 5005 Salaries - Part-Time | - | 215 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 87,744 | 91,727 | 90,987 | 92,121 | 92,121 | 92,121 |
| 5303 PERS | 27,023 | 27,753 | 37,304 | 28,067 | 28,067 | 28,067 |
| 5308 VEBA | - | - | 6,433 | 6,537 | 6,537 | 6,537 |
| 5309 PERS Stabilization | - | - | - | 9,832 | 9,832 | 9,832 |
| 5399 Other Benefits and Taxes | 32,954 | 34,012 | 36,382 | 37,007 | 37,007 | 37,007 |
| **Total Personnel Services** | $448,608 | $462,715 | $492,758 | $500,361 | $500,361 | $500,361 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 12,894 | 13,074 | 15,000 | 15,000 | 15,000 | 15,000 |
| 6001 Communications Services | 729 | 661 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6002 Travel/Training/Dues | 3,976 | 2,556 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6003 Postage | 333 | 224 | - | - | - | - |
| 6004 Program Supplies/Materials | - | 25 | - | - | - | - |
| 6100 Contractual Services | 418 | 635 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6101 Other Services | 384 | 464 | - | - | - | - |
| 6416 Equipment Maintenance | 1,528 | 1,430 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | $20,262 | $19,069 | $36,500 | $36,500 | $36,500 | $36,500 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 159,867 | 117,558 | 101,198 | 97,899 | 97,899 | 97,899 |
| 8011 Facilities Charge | 465,064 | 445,678 | 501,000 | 479,841 | 479,841 | 479,841 |
| **Total Special Payments** | $624,931 | $563,236 | $602,198 | $577,740 | $577,740 | $577,740 |
| **Total** | **$1,093,801** | **$1,045,020** | **$1,131,456** | **$1,114,601** | **$1,114,601** | **$1,114,601** |

## Aquatics Programs

A wide range of aquatics programs are offered at the Shute Park Aquatic and Recreation Center (SHARC) and include swim lessons for all ages, lifeguard and CPR training, youth aquatics camps, water fitness/exercise, and special events.

**Aquatics Programs-10014825**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 170,768 | 214,906 | 232,018 | 197,696 | 197,696 | 197,696 |
| 5005 Salaries - Part-Time | 627,031 | 614,555 | 574,385 | 609,600 | 609,600 | 609,600 |
| 5100 Overtime | 1,992 | 544 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 46,217 | 61,808 | 59,966 | 45,636 | 45,636 | 45,636 |
| 5303 PERS | 30,444 | 38,557 | 114,969 | 92,477 | 92,477 | 92,477 |
| 5308 VEBA | - | - | 4,640 | 3,955 | 3,955 | 3,955 |
| 5309 PERS Stabilization | - | - | - | 24,275 | 24,275 | 24,275 |
| 5399 Other Benefits and Taxes | 89,638 | 93,657 | 63,989 | 75,584 | 75,584 | 75,584 |
| **Total Personnel Services** | $966,090 | $1,024,027 | $1,049,967 | $1,049,223 | $1,049,223 | $1,049,223 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | 255 | - | - | - | - |
| 6004 Program Supplies/Materials | 47,856 | 33,746 | 39,400 | 39,400 | 39,400 | 39,400 |
| 6101 Other Services | 24,364 | 25,424 | 30,000 | 30,000 | 30,000 | 30,000 |
| **Total Materials & Services** | $72,220 | $59,425 | $69,400 | $69,400 | $69,400 | $69,400 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 6,530 | - | - | - | - | - |
| 7032 Facilities Equipment | - | - | 36,000 | - | - | - |
| **Total Capital Outlay** | $6,530 | $0 | $36,000 | $0 | $0 | $0 |
| **Total** | **$1,044,840** | **$1,083,452** | **$1,155,367** | **$1,118,623** | **$1,118,623** | **$1,118,623** |



*Shute Park Aquatic & Recreation Center*

## Gordon Faber Recreation Complex (GFRC)

This Division is responsible for managing the City's 90-acre outdoor recreation site, which includes a 7,000-seat multipurpose stadium with all-weather artificial turf and seven natural grass softball fields. The complex serves the community in many ways including as a local and regional venue for softball, soccer, football, baseball, and lacrosse, as well as special events and community activities.

**GFRC-10014840**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 97,131 | 160,776 | 252,277 | 199,953 | 199,953 | 199,953 |
| 5005 Salaries - Part-Time | 74,042 | 85,631 | 37,783 | 62,897 | 62,897 | 62,897 |
| 5010 Extra Labor | - | 12 | - | - | - | - |
| 5100 Overtime | 131 | 3,783 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 20,447 | 34,498 | 61,067 | 47,967 | 47,967 | 47,967 |
| 5303 PERS | 16,009 | 23,570 | 37,576 | 28,108 | 28,108 | 28,108 |
| 5308 VEBA | - | - | 5,046 | 4,001 | 4,001 | 4,001 |
| 5309 PERS Stabilization | - | - | - | 7,942 | 7,942 | 7,942 |
| 5399 Other Benefits and Taxes | 19,401 | 28,816 | 34,408 | 27,768 | 27,768 | 27,768 |
| **Total Personnel Services** | $227,161 | $337,086 | $428,157 | $378,636 | $378,636 | $378,636 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 168 | - | - | - | - | - |
| 6002 Travel/Training/Dues | - | 1,419 | - | - | - | - |
| 6004 Program Supplies/Materials | 84,600 | 117,740 | 65,000 | 65,000 | 65,000 | 65,000 |
| 6100 Contractual Services | 2,532 | 36,238 | - | - | - | - |
| **Total Materials & Services** | $87,300 | $155,397 | $65,000 | $65,000 | $65,000 | $65,000 |
| **Total** | **$314,461** | **$492,483** | **$493,157** | **$443,636** | **$443,636** | **$443,636** |

## Parks Development SDC

**Parks Dev SDC-11514450**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7035 Land | 100,000 | - | - | - | 3,000,000 | 3,000,000 |
| 7050 Capital Reserve | - | - | 3,285,500 | 3,874,725 | 3,874,725 | 3,874,725 |
| **Total Capital Outlay** | $100,000 | $0 | $3,285,500 | $3,874,725 | $6,874,725 | $6,874,725 |
| **Transfers** | | | | | | |
| 8204 Transfer to Parks Capital Proj Fun | 1,900,000 | 4,825,000 | 3,747,000 | 3,966,000 | 3,966,000 | 3,966,000 |
| **Total Transfers** | $1,900,000 | $4,825,000 | $3,747,000 | $3,966,000 | $3,966,000 | $3,966,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 4,539,460 | 3,271,898 | - | - | - | - |
| **Total Unapprop Fund Bal** | $4,539,460 | $3,271,898 | $0 | $0 | $0 | $0 |
| **Total** | **$6,539,460** | **$8,096,898** | **$7,032,500** | **$7,840,725** | **$10,840,725** | **$10,840,725** |

## Wetland Mitigation

The Wetland Mitigation Fund provides resources for ongoing maintenance of completed wetland mitigation projects at the Jackson Bottom Wetland Preserve.

**JBW Wetland Mitigation-23214200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | - | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | $0 | $0 | $10,000 | $10,000 | $10,000 | $10,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | - | - | 109,000 | 108,640 | 108,640 | 108,640 |
| **Total Unapprop Fund Bal** | $0 | $0 | $109,000 | $108,640 | $108,640 | $108,640 |
| **Total** | **$0** | **$0** | **$119,000** | **$118,640** | **$118,640** | **$118,640** |

## Parks Development Capital Projects

### Parks Dev Cap Proj-41014450

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 12,415 | 32,449 | 95,073 | 60,998 | 60,998 | 60,998 |
| 5301 Med/Den/Vis Insurance | 2,670 | 9,657 | 15,229 | 15,962 | 15,962 | 15,962 |
| 5303 PERS | 1,554 | 2,759 | 5,959 | 4,804 | 4,804 | 4,804 |
| 5308 VEBA | - | - | 1,102 | 1,220 | 1,220 | 1,220 |
| 5309 PERS Stabilization | - | - | - | 1,843 | 1,843 | 1,843 |
| 5399 Other Benefits and Taxes | 1,394 | 2,873 | 4,894 | 5,884 | 5,884 | 5,884 |
| **Total Personnel Services** | $18,033 | $47,738 | $122,257 | $90,711 | $90,711 | $90,711 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | 40 | - | - | - | - |
| 6100 Contractual Services | 52,477 | 306,746 | 757,500 | 1,315,000 | 1,315,000 | 1,315,000 |
| **Total Materials & Services** | $52,477 | $306,786 | $757,500 | $1,315,000 | $1,315,000 | $1,315,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 308,369 | 1,321,118 | 815,500 | 1,200,000 | 1,200,000 | 1,200,000 |
| 7035 Land | 1,561,824 | 3,693,471 | 2,560,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| 7040 Construction - Infrastructure | 66,345 | - | - | - | - | - |
| **Total Capital Outlay** | $1,936,538 | $5,014,589 | $3,375,500 | $3,200,000 | $3,200,000 | $3,200,000 |
| **Transfers** | | | | | | |
| 8231 Transfer to Wetland Mitigation | - | - | 118,000 | - | - | - |
| **Total Transfers** | $0 | $0 | $118,000 | $0 | $0 | $0 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 39,749 | 41,125 | - | - | - | - |
| **Total Unapprop Fund Bal** | $39,749 | $41,125 | $0 | $0 | $0 | $0 |
| **Total** | **$2,046,797** | **$5,410,238** | **$4,373,257** | **$4,605,711** | **$4,605,711** | **$4,605,711** |

## Jackson Bottom Wetlands Preserve

Jackson Bottom Wetlands Preserve is a 725 acre wildlife preserve that is a tranquil sanctuary for both people and animals including ducks, geese, deer, otters, beavers and herons. The Preserve features an education center with exhibits, meeting/classroom facilities, and a nature store, as well as trails, wildlife viewing and on-site and traveling environmental and nature education programs.

**Jackson Bottom Wetlands-67014200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5005 Salaries - Part-Time | - | 2,665 | 300 | - | - | - |
| 5399 Other Benefits and Taxes | - | 296 | - | - | - | - |
| **Total Personnel Services** | $0 | $2,961 | $300 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 45 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6004 Program Supplies/Materials | 9,199 | 3,074 | 60,000 | 60,000 | 60,000 | 60,000 |
| 6100 Contractual Services | 16,389 | 20,871 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6101 Other Services | 4,084 | 4,912 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6300 Uniforms | 5,718 | 5,115 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6301 Safety Supplies | 5,214 | 8,523 | 5,000 | 5,000 | 5,000 | 5,000 |
| **Total Materials & Services** | $40,604 | $42,540 | $103,000 | $103,000 | $103,000 | $103,000 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 65,200 | 61,500 | 61,500 | 61,500 |
| **Total Contingency** | $0 | $0 | $65,200 | $61,500 | $61,500 | $61,500 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 121,352 | 119,690 | - | - | - | - |
| **Total Unapprop Fund Bal** | $121,352 | $119,690 | $0 | $0 | $0 | $0 |
| **Total** | **$161,956** | **$165,191** | **$168,500** | **$164,500** | **$164,500** | **$164,500** |

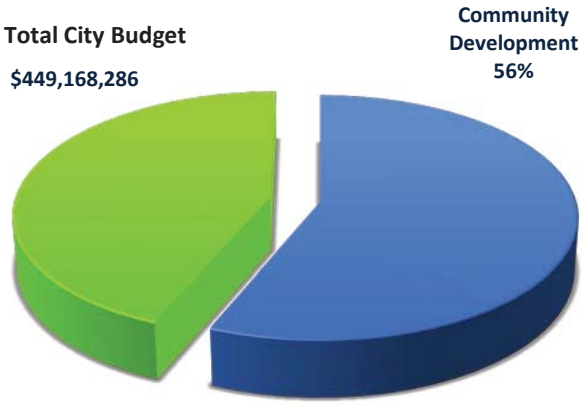
*Jackson Bottom herons*

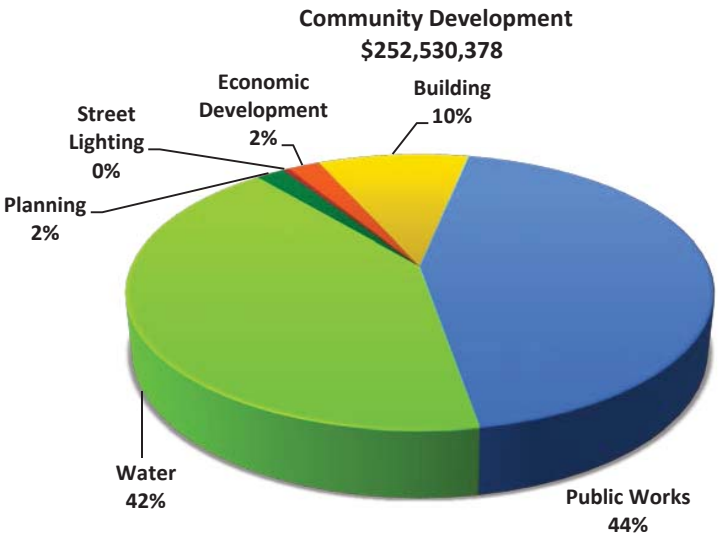
# Community Development

- *Planning Department*
- *Economic Development Department*
- *Building Department*
- *Water Department*
- *Public Works Department*

Hillsboro
OREGON

# Community Development




| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Revenues | 4,261,497 | 4,406,791 | 6,106,490 | 2,578,756 | (3,527,734) | -58% | 1% |
| Taxes | 1,261,768 | 154,665 | 158,000 | 357,000 | 199,000 | 126% | 0% |
| Licenses and Permits | 6,942,334 | 17,597,270 | 4,594,800 | 3,404,237 | (1,190,563) | -26% | 1% |
| Fines and Forfeiture | 13,733 | 11,400 | 15,000 | 12,000 | (3,000) | -20% | 0% |
| Charges for Services | 40,403,427 | 44,298,448 | 45,676,331 | 48,826,832 | 3,150,501 | 7% | 19% |
| Interest | 1,023,270 | 610,283 | 710,840 | 652,605 | (58,235) | -8% | 0% |
| Grants and Donations | 1,311,405 | 275,816 | 525,000 | 1,273,000 | 748,000 | 142% | 1% |
| Intergovernmental | 5,374,556 | 5,397,439 | 5,816,017 | 5,819,260 | 3,243 | 0% | 2% |
| Connection Fees | 5,142,555 | 5,108,283 | 6,277,387 | 6,552,053 | 274,666 | 4% | 3% |
| Systems Development | - | 2,070 | - | - | - | 100% | 0% |
| Other Financing Src | 5,109,000 | 7,728,679 | 8,632,194 | 11,376,125 | 2,743,931 | 32% | 5% |
| Miscellaneous | 1,682,970 | 18,588,219 | 10,524,078 | 10,891,084 | 367,006 | 3% | 4% |
| Joint Venture Water Sales | 13,771,310 | 26,008,160 | 7,663,500 | 10,283,000 | 2,619,500 | 34% | 4% |
| Contributions in Aid | 179,255 | 283,488 | 173,500 | 173,500 | - | 0% | 0% |
| Equip Reserve | 1,414,840 | 1,491,831 | 8,127,700 | 8,740,000 | 612,300 | 8% | 3% |
| Beginning Working Capital | 117,191,220 | 121,820,582 | 123,522,157 | 141,590,926 | 18,068,769 | 15% | 56% |
| **Total Resources** | **$205,083,140** | **$253,783,424** | **$228,522,994** | **$252,530,378** | **24,007,384** | **11%** | **100%** |

| Requirements by Category | | | | | | | |
|---|---|---|---|---|---|---|---|
| Personnel Services | 17,679,436 | 18,800,362 | 22,554,289 | 23,321,458 | 767,169 | 3% | 9% |
| Materials & Services | 11,305,613 | 13,189,641 | 16,729,063 | 16,716,390 | (12,673) | 0% | 7% |
| Capital Outlay | 13,059,645 | 26,743,420 | 126,511,002 | 133,796,648 | 7,285,646 | 6% | 53% |
| Special Payments | 31,602,041 | 48,472,401 | 37,739,250 | 37,589,255 | (149,995) | 0% | 15% |
| Debt Service | 2,339,895 | 2,281,123 | 2,427,059 | 2,431,944 | 4,885 | 0% | 1% |
| Transfers | 7,275,928 | 7,791,308 | 11,727,194 | 21,654,188 | 9,926,994 | 85% | 9% |
| Contingency | - | - | 7,582,006 | 7,595,951 | 13,945 | 0% | 3% |
| Unapprop Fund Bal | 121,820,582 | 136,505,169 | 3,253,131 | 9,424,544 | 6,171,413 | 190% | 4% |
| **Total Requirements** | **$205,083,140** | **$253,783,424** | **$228,522,994** | **$252,530,378** | **24,007,384** | **11%** | **100%** |

| Requirements by Department | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Planning | 3,690,186 | 4,006,121 | 4,801,490 | 4,819,006 | 17,516 | 0% | 2% |
| Street Lighting | 962,658 | 878,181 | 1,060,000 | 1,010,000 | (50,000) | -5% | 0% |
| Economic Development | 1,865,838 | 2,495,930 | 3,426,650 | 5,301,177 | 1,874,527 | 55% | 2% |
| Building | 15,122,291 | 25,792,152 | 15,512,500 | 25,058,500 | 9,546,000 | 62% | 10% |
| Public Works | 104,256,437 | 108,927,730 | 111,619,407 | 111,263,751 | (355,656) | 0% | 44% |
| Water | 79,185,730 | 111,683,310 | 92,102,947 | 105,077,944 | 12,974,997 | 14% | 42% |
| **Total Requirements** | **$205,083,140** | **$253,783,424** | **$228,522,994** | **$252,530,378** | **24,007,384** | **11%** | **100%** |

| Requirements by Fund | | | | | | | |
|---|---|---|---|---|---|---|---|
| General Fund (100) | 4,652,844 | 4,884,302 | 5,861,490 | 5,829,006 | (32,484) | -1% | 2% |
| Economic Development (120) | 1,502,348 | 1,754,461 | 3,087,000 | 4,394,840 | 1,307,840 | 42% | 2% |
| Transportation Fund (200) | 6,981,084 | 8,032,474 | 8,458,722 | 8,087,857 | (370,865) | -4% | 3% |
| Pathways Fund - Gas Tax (202) | 540,629 | 593,608 | 591,735 | 1,447,066 | 855,331 | 145% | 1% |
| Transportation Depreciation Fund (204) | 220,246 | 534,032 | 603,387 | 525,079 | (78,308) | -13% | 0% |
| TUF Pavement Management Fund (205) | 3,186,382 | 4,213,602 | 4,124,092 | 4,009,376 | (114,716) | -3% | 2% |
| TUF Pathways Fund (206) | 2,154,828 | 2,741,348 | 3,068,482 | 3,516,112 | 447,630 | 15% | 1% |
| TIF Fund (210) | 28,575,391 | 25,219,646 | 30,062,050 | 24,007,636 | (6,054,414) | -20% | 10% |
| TDT Fund (212) | 5,270,874 | 7,988,881 | 8,705,000 | 11,385,000 | 2,680,000 | 31% | 5% |
| Special Assessments Fund (220) | 338,780 | 151,198 | 114,000 | 51,750 | (62,250) | -55% | 0% |
| HEDC Tax Increment Fund (310) | 116,010 | 156,925 | 159,150 | 365,000 | 205,850 | 129% | 0% |
| HEDC General Fund (400) | 247,480 | 584,544 | 180,500 | 541,337 | 360,837 | 200% | 0% |
| Water Fund (500) | 24,956,604 | 44,111,795 | 27,172,700 | 25,951,922 | (1,220,778) | -4% | 10% |
| Water Depreciation Fund (502) | 13,972,310 | 15,271,349 | 16,141,000 | 14,701,200 | (1,439,800) | -9% | 6% |
| Water SDC Fund (504) | 28,671,141 | 40,734,065 | 28,590,800 | 43,186,000 | 14,595,200 | 51% | 17% |
| Water Debt Service Fund (506) | 3,796,736 | 3,818,558 | 3,842,800 | 3,847,750 | 4,950 | 0% | 2% |
| Water Rate Stabilization Fund (508) | 252,102 | 379,055 | 505,700 | 632,100 | 126,400 | 25% | 0% |
| Sewer Fund (510) | 22,211,073 | 23,509,273 | 24,663,629 | 25,870,480 | 1,206,851 | 5% | 10% |
| Sewer Depreciation Fund (512) | 11,376,664 | 10,433,365 | 7,858,219 | 9,208,500 | 1,350,281 | 17% | 4% |
| Sewer SDC Fund (514) | 9,172,065 | 10,731,110 | 8,828,100 | 8,812,500 | (15,600) | 0% | 3% |
| Stormwater Mgmt Fund (520) | 5,048,950 | 5,542,606 | 5,754,003 | 6,430,107 | 676,104 | 12% | 3% |
| SWM Depreciation Fund (522) | 330,079 | 622,033 | 674,588 | 731,088 | 56,500 | 8% | 0% |
| SWM SDC Fund (524) | 8,773,835 | 8,515,200 | 7,985,700 | 7,086,500 | (899,200) | -11% | 3% |
| Property Management Fund (530) | 75,557 | 99,354 | 127,700 | 94,700 | (33,000) | -26% | 0% |
| Building Fund (540) | 15,122,291 | 25,792,152 | 15,512,500 | 25,058,500 | 9,546,000 | 62% | 10% |
| Joint Water Commission (800) | 6,567,906 | 6,617,442 | 14,905,087 | 15,792,053 | 886,966 | 6% | 6% |
| Barney Joint Reservoir Commission (810) | 968,931 | 751,046 | 944,860 | 966,919 | 22,059 | 2% | 0% |
| **Total Requirements** | **$205,083,140** | **$253,783,424** | **$228,522,994** | **$252,530,378** | **$ 24,007,384** | **11%** | **100%** |
| | | | | | | | |
| **Full Time Equivalent Positions** | **187** | **191** | **202** | **206** | **4** | **2%** | |

# Planning Department

## Department Description

The Hillsboro Planning Department manages the City's land use, transportation planning and community development. The Department is comprised of four divisions: Administration, Current Planning, Long Range Planning, and Transportation Planning. The Department prepares and implements the City's Comprehensive Plan and Zoning Ordinance and coordinates the planning of infrastructure and public services that support land use developments. The Planning Department coordinates state, regional and City planning goals through established development codes and regulations and participation in State, Regional and County planning program and events. The Department processes and provides advice/recommendations on land use applications to the Mayor, City Council, Planning Commission and Planning and Zoning Hearings Board. Another committee supported by the Planning Department is the Historic Landmarks Advisory Committee which works in the interest of historic preservation, reviewing applications, and making recommendations to the Planning Commission related to cultural resources in the City. The Department also has lead partner responsibilities in implementing many of the City's Vision 2020 Strategies in accordance with City-wide Strategic Plan.

## Our Mission

The City of Hillsboro Planning Department is committed to providing exemplary land use and transportation planning services through transparent public processes, stewardship of the natural environment, innovation, and timeless community design to create a complete community.

## Our Goals

*Administration* - Increase capacity for the Planning Department to provide strategic land use and transportation planning for the City through efficient and innovative service management and service delivery.

*Current Planning* - Improve interdepartmental support and coordination through efficient use of digital tools.

*Long Range Planning* - Provide information that is timely in helping strategically plan the City's future through accurate, efficient information using new tools, methodologies, and outputs.

*Transportation Planning* - Improve City wide multi-modal transportation planning coordination.

## Outcomes and Accomplishments

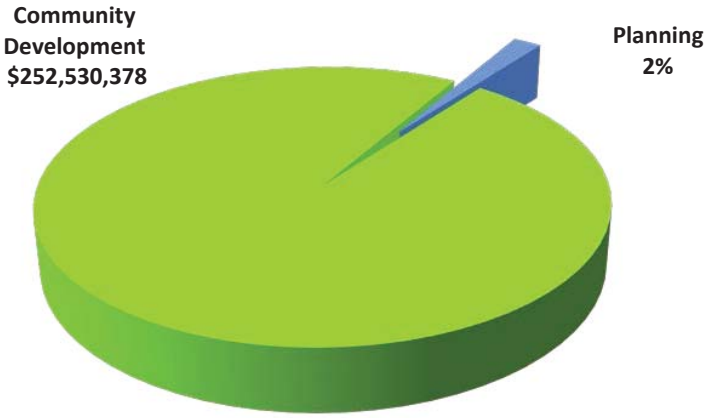
- Initiation of the South Hillsboro Master Plan
- Commencement of public hearings for Community Development Code Streamlining
- Orenco Platform District Development Approvals
- Ongoing Intel D1X-MOD2 Land Use and Transportation Entitlements and Project Coordination
- Initiation of Tualatin Valley Highway Business Access Lane Study
- Implementation of the Accela Permit System and ProjectDox Digital Plan Review System
- Support for Economic Development Department Business Recruitment
- Staff participation in Regional Housing Preference Survey
- Staff participation in Regional Active Transportation Plan
- Staff participation in Regional and County Planning Programs
- Commencement of Department Strategic Plan

*Planning Department 2013*

## Budget Highlights

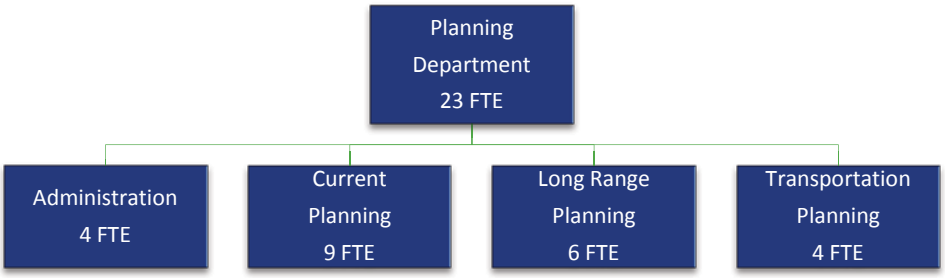
Materials & Services budget includes completion of the following existing City priority projects:

- South Hillsboro Master Plan
- AmberGlen Plan Implementation & Financial Tools Study
- Tanasbourne Town Center Plan Update Phase II
- Transportation System Plan Update
- Transportation Modeling and Forecasting for 50 year land and transportation needs
- Community Development Code Revision & Update Phases 2 and 3
- Comprehensive Plan Update Phase 2
- Hillsboro Historic Landmarks Committee Work




## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Fund Revenues | 3,314,920 | 3,667,178 | 4,546,490 | 4,541,006 | (5,484) | 0% | 94% |
| Licenses and Permits | 218,167 | 287,748 | 230,000 | 275,000 | 45,000 | 20% | 6% |
| Grants and Donations | 157,099 | 51,195 | 25,000 | 3,000 | (22,000) | -88% | 0% |
| **Total:** | **$ 3,690,186** | **$ 4,006,121** | **$ 4,801,490** | **$ 4,819,006** | **$ 17,516** | **0%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 2,046,593 | 2,115,459 | 2,572,748 | 2,652,906 | 80,158 | 3% | 55% |
| Materials & Services | 617,117 | 789,631 | 954,882 | 745,300 | (209,582) | -22% | 15% |
| Special Payments | 1,026,476 | 1,101,031 | 1,273,860 | 1,420,800 | 146,940 | 12% | 29% |
| **Total:** | **$ 3,690,186** | **$ 4,006,121** | **$ 4,801,490** | **$ 4,819,006** | **$ 17,516** | **0%** | **100%** |
| **Budget by Org** | | | | | | | |
| Planning Administration | 1,654,978 | 1,857,606 | 2,744,463 | 2,446,268 | (298,195) | -11% | 51% |
| Current Planning | 931,304 | 795,402 | 950,905 | 985,705 | 34,800 | 4% | 20% |
| Long Range Planning | 657,338 | 755,149 | 556,196 | 806,417 | 250,221 | 45% | 17% |
| Transportation Planning | 446,566 | 597,964 | 549,926 | 580,616 | 30,690 | 6% | 12% |
| **Total:** | **$ 3,690,186** | **$ 4,006,121** | **$ 4,801,490** | **$ 4,819,006** | **$ 17,516** | **0%** | **100%** |
| **Budget by Fund** | | | | | | | |
| General Fund (100) | 3,690,186 | 4,006,121 | 4,801,490 | 4,819,006 | 17,516 | 0% | 100% |
| **Total:** | **$ 3,690,186** | **$ 4,006,121** | **$ 4,801,490** | **$ 4,819,006** | **$ 17,516** | **0%** | **100%** |




## Planning Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Planning Director | 1.0 | 1.0 | 1.0 | 26 | $ 94,976 | $ 121,218 |
| Assistant Planning Director | 1.0 | 1.0 | 0.0 | 25 | 88,326 | 112,733 |
| Transportation Planning Engineer | 1.0 | 1.0 | 1.0 | 24a | 84,270 | 107,559 |
| Planning Project Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Transportation Planning Supervisor | 0.0 | 0.0 | 1.0 | 23 | 76,449 | 97,570 |
| Planning Supervisor | 2.0 | 2.0 | 2.0 | 23 | 76,449 | 97,570 |
| Traffic Analyst | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Transportation Planner | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Urban Design Planner | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Urban Planner III | 4.0 | 5.0 | 5.0 | 21 | 66,155 | 84,429 |
| Planning Database Coordinator | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Urban Planner II | 4.0 | 3.0 | 2.0 | 19 | 57,257 | 73,071 |
| Administrative Services Supervisor | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Planning Technician III | 0.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Planning Technician II | 1.0 | 0.0 | 0.0 | 17 | 49,530 | 63,712 |
| Urban Planner I | 0.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Planning Technician I | 0.0 | 1.0 | 2.0 | 15 | 43,048 | 54,730 |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 |
| **Total:** | **21.0** | **23.0** | **23.0** | | | |

## Planning Administration

The Administration Division is comprised of the Director, Project Manager, Senior Planner, and Administrative Staff. The Administration staff provides support to other division in the Department through policy coordination and oversight, department work plan development and management, intergovernmental relationships, budget preparation and control, payroll, training, grant administration, and customer service. The Administration staff will work on special projects as assigned by the City Mangers Office. Staff also provide internal and external customer service, including records management, answering phones and email inquiries, processing mail, working with vendors, and other key activities that help the department run efficiently.

**Planning Administration-10018000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 365,615 | 436,690 | 501,832 | 368,954 | 368,954 | 368,954 |
| 5005 Salaries - Part-Time | - | 9,208 | - | - | - | - |
| 5010 Extra Labor | - | - | - | 3,000 | 3,000 | 3,000 |
| 5100 Overtime | 138 | 478 | 4,123 | 4,123 | 4,123 | 4,123 |
| 5301 Med/Den/Vis Insurance | 67,784 | 67,444 | 91,546 | 61,989 | 61,989 | 61,989 |
| 5303 PERS | 43,910 | 46,272 | 71,622 | 41,610 | 41,610 | 41,610 |
| 5308 VEBA | - | - | 10,037 | 6,870 | 6,870 | 6,870 |
| 5309 PERS Stabilization | - | - | - | 10,461 | 10,461 | 10,461 |
| 5399 Other Benefits and Taxes | 31,754 | 38,267 | 45,986 | 31,961 | 31,961 | 31,961 |
| **Total Personnel Services** | $509,201 | $598,359 | $725,146 | $528,968 | $528,968 | $528,968 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 24,354 | 33,659 | 25,000 | 27,500 | 27,500 | 27,500 |
| 6001 Communications Services | 4,891 | 4,455 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6002 Travel/Training/Dues | 13,060 | 17,332 | 23,500 | 13,500 | 13,500 | 13,500 |
| 6003 Postage | 8,840 | 8,601 | 22,500 | 17,500 | 17,500 | 17,500 |
| 6004 Program Supplies/Materials | - | 260 | - | 3,000 | 3,000 | 3,000 |
| 6005 Advertising/Promotion | 8,315 | 4,377 | 4,500 | 7,000 | 7,000 | 7,000 |
| 6007 Printing | 1,355 | 3,610 | 17,500 | 19,500 | 19,500 | 19,500 |
| 6100 Contractual Services | 53,300 | 83,184 | 635,872 | 42,500 | 42,500 | 392,500 |
| 6101 Other Services | 5,160 | 732 | 10,000 | 11,000 | 11,000 | 11,000 |
| 6200 Fuel/Oil | 26 | - | - | - | - | - |
| 6300 Uniforms | - | - | 1,000 | - | - | - |
| 6409 Computer Software | - | 2,006 | - | - | - | - |
| 6419 Personal Protective Equipment | - | - | 585 | - | - | - |
| **Total Materials & Services** | $119,301 | $158,216 | $745,457 | $146,500 | $146,500 | $496,500 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 12,527 | 36,665 | 32,905 | 29,597 | 29,597 | 29,597 |
| 8009 Support Services Charge | 858,339 | 891,591 | 1,078,054 | 1,197,070 | 1,197,070 | 1,197,070 |
| 8010 Equipment Depreciation | 33,870 | 40,396 | - | 49,067 | 49,067 | 49,067 |
| 8011 Facilities Charge | 119,927 | 132,379 | 162,901 | 145,066 | 145,066 | 145,066 |
| 8024 Fleet Services Charge | 1,813 | - | - | - | - | - |
| **Total Special Payments** | $1,026,476 | $1,101,031 | $1,273,860 | $1,420,800 | $1,420,800 | $1,420,800 |
| **Total** | **$1,654,978** | **$1,857,606** | **$2,744,463** | **$2,096,268** | **$2,096,268** | **$2,446,268** |

## Current Planning

The Current Planning Division administers the Hillsboro Zoning Ordinance which implements the City's comprehensive plan and vision. This Division manages and processes all land use applications submitted for new housing, commercial, industrial, institutional and public facilities in the City. Current Planning staff work closely with local developers and home owners to ensure that new development complies with the regulations of the Hillsboro Zoning Ordinance and Subdivision Ordinance. Land use applications can be processed by administrative review or by public hearing before the Planning Commission, Planning and Zoning Hearings Board, or the City Council. Current Planners work as liaisons between applicants, the public and the reviewing bodies. They support the public hearing meetings and are available to assist the applicants through the review process. Current Planning often also takes the lead on special projects such as the Brogdon Extension, Street Name Changes, and other topical issues. Notable Current Planning projects include: D1X-Mod 2, Orenco Platform District, The 206 and AmberGlen Apartment Complexes, Sequoia Village.

**Current Planning-10018200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 508,690 | 492,223 | 631,225 | 659,698 | 659,698 | 659,698 |
| 5005 Salaries - Part-Time | - | 9,984 | - | - | - | - |
| 5100 Overtime | 705 | 2,019 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 105,175 | 111,311 | 137,326 | 141,354 | 141,354 | 141,354 |
| 5303 PERS | 56,953 | 54,870 | 89,978 | 71,103 | 71,103 | 71,103 |
| 5308 VEBA | - | - | 12,625 | 13,194 | 13,194 | 13,194 |
| 5309 PERS Stabilization | - | - | - | 19,791 | 19,791 | 19,791 |
| 5399 Other Benefits and Taxes | 44,630 | 44,246 | 55,951 | 58,565 | 58,565 | 58,565 |
| **Total Personnel Services** | $716,153 | $714,653 | $927,105 | $963,705 | $963,705 | $963,705 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 7,376 | 8,273 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6100 Contractual Services | 207,775 | 71,092 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6410 Computer Hardware | - | 1,384 | - | - | - | - |
| 6419 Personal Protective Equipment | - | - | 1,800 | - | - | - |
| **Total Materials & Services** | $215,151 | $80,749 | $23,800 | $22,000 | $22,000 | $22,000 |
| **Total** | **$931,304** | **$795,402** | **$950,905** | **$985,705** | **$985,705** | **$985,705** |

## Long Range Planning

The Long Range Planning Division does strategic, long-term community planning for the City. This is a pro-active program that participates directly in regional, county-wide and neighborhood planning efforts. The Division works closely with local, regional and state agencies to ensure that planning and development within the City complies with, as well as helps shape, regional and state mandates. The Comprehensive Plan is the City's primary tool used to set the stage for future growth and development. Maintaining the Comprehensive Plan's relevance and responsiveness to short-term and long-term City housing, economic growth, environmental and public services needs is a key division responsibility. The goals and objectives are ongoing and comprehensive in nature, addressing everything from public facility provision to environmental enhancement and neighborhood preservation. Long Range Planning projects include: South Hillsboro Community Plan, UGB Expansions, State Legislative Input, City Economic Opportunities Analysis, Comprehensive Plan Update, North Hillsboro and Tanasbourne/AmberGlen Planning Process, City Housing Needs Assessment, Intergovernmental Planning Coordination, City Annexation, City Addressing Data Base Management, and GIS Mapping Services.

**Long Range Planning-10018400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 378,726 | 340,681 | 374,190 | 447,394 | 447,394 | 447,394 |
| 5005 Salaries - Part-Time | - | 6,045 | - | - | - | - |
| 5100 Overtime | 336 | 742 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 79,534 | 76,341 | 76,438 | 92,144 | 92,144 | 92,144 |
| 5303 PERS | 41,414 | 34,942 | 47,120 | 42,082 | 42,082 | 42,082 |
| 5308 VEBA | - | - | 7,484 | 8,949 | 8,949 | 8,949 |
| 5309 PERS Stabilization | - | - | - | 13,456 | 13,456 | 13,456 |
| 5399 Other Benefits and Taxes | 35,321 | 31,582 | 34,324 | 40,892 | 40,892 | 40,892 |
| **Total Personnel Services** | $535,331 | $490,333 | $539,556 | $644,917 | $644,917 | $644,917 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 5,856 | 3,467 | 4,860 | 5,500 | 5,500 | 5,500 |
| 6004 Program Supplies/Materials | - | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | 116,151 | 261,349 | 10,000 | 155,000 | 155,000 | 155,000 |
| 6419 Personal Protective Equipment | - | - | 780 | - | - | - |
| **Total Materials & Services** | $122,007 | $264,816 | $16,640 | $161,500 | $161,500 | $161,500 |
| **Total** | **$657,338** | **$755,149** | **$556,196** | **$806,417** | **$806,417** | **$806,417** |

## Transportation Planning

The Transportation Division provides a range of services for the City in regard to transportation. Foremost is the task of maintaining and updating the City's Transportation System Plan (TSP), the community's adopted guide to existing and future transportation system investments. This document defines the City's anticipated transportation needs to service anticipated growth over the next 20-years and longer, in conjunction with growth plans for neighboring cities, Washington County, and the Portland Metropolitan region. Elements of the TSP address all transportation modes, including transit, bicycle, pedestrian, vehicular, freight, rail freight, pipelines, and air transport. The Division is also tasked with supporting the Current Planning Division by reviewing the effects of new development land use applications on the transportation system, and identifying needed improvements to the public infrastructure, consistent with the adopted TSP. Current Transportation Planning projects include: amendments to the city-wide 2004 Transportation System Plan, South Hillsboro Transportation System Plan amendments, Future Downtown Hillsboro Transportation Solutions Study, North Hillsboro Employment Cluster, Westside Transit Service Enhancement Plan (with TriMet), Westside Transportation Solutions Study, and support of numerous capital improvement projects being delivered by the City's Public Works Department.

**Transportation Planning-10018600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 207,737 | 221,166 | 267,926 | 364,740 | 364,740 | 364,740 |
| 5301 Med/Den/Vis Insurance | 38,846 | 45,855 | 44,833 | 61,021 | 61,021 | 61,021 |
| 5303 PERS | 20,853 | 24,694 | 38,136 | 37,985 | 37,985 | 37,985 |
| 5308 VEBA | - | - | 5,359 | 7,296 | 7,296 | 7,296 |
| 5309 PERS Stabilization | - | - | - | 10,970 | 10,970 | 10,970 |
| 5399 Other Benefits and Taxes | 18,472 | 20,399 | 24,687 | 33,304 | 33,304 | 33,304 |
| **Total Personnel Services** | $285,908 | $312,114 | $380,941 | $515,316 | $515,316 | $515,316 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 5,580 | 6,656 | 5,400 | 8,800 | 8,800 | 8,800 |
| 6100 Contractual Services | 155,078 | 279,194 | 163,000 | 56,200 | 56,200 | 56,200 |
| 6419 Personal Protective Equipment | - | - | 585 | 300 | 300 | 300 |
| **Total Materials & Services** | $160,658 | $285,850 | $168,985 | $65,300 | $65,300 | $65,300 |
| **Total** | **$446,566** | **$597,964** | **$549,926** | **$580,616** | **$580,616** | **$580,616** |

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# Economic Development

## Department Description

The City of Hillsboro's Economic Development Department includes 6 full-time staff that focuses on the retention and attraction of high quality, growth-oriented businesses that create jobs and investment that support economic stability and community services. Additionally, the department is active in the planning and implementation of target area development strategies, specifically for the Downtown Urban Renewal Area and the North Hillsboro Industrial Area. Economic Development facilitates economic opportunities and private investment in Hillsboro in collaboration with other City departments and with external partners.

## Our Mission

Assist in the creation and maintenance of a competitive and diverse economy that supports businesses to thrive and create quality jobs and economic opportunity for Hillsboro residents.

## Our Goals

Strengthen Hillsboro's existing traded sector companies and recruit and assist new companies in order to retain and grow jobs, increase revenue to support community services, and provide economic opportunities for businesses and residents. Specific activities for FY 2014-15 will include:

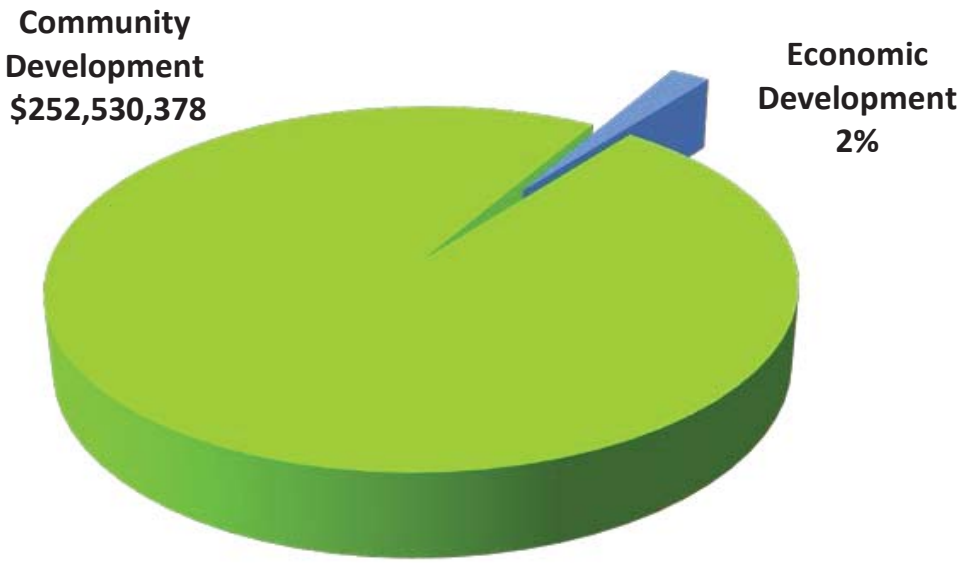
- Business Outreach: Conduct 150 visits to key Hillsboro companies; Produce 12 e-newsletters detailing items of interest and resources available to businesses in Hillsboro; Support entrepreneurial businesses and hold 4 (quarterly) PubTalks; Administer the Enterprise Zone program that provides property tax incentives to companies in exchange for job creation and investment.
- Marketing: Participate in and market Hillsboro at 4 targeted investment missions including direct business call and industry events; Develop implementation actions for Large Lot Recruitment Strategy; Respond to Requests for Proposals (RFPs) and coordinate site visits for business prospects and site selectors; Develop 4-6 videos for use on website documenting success stories and/or showcasing key industrial sites.
- Workforce: Continue financial support for Future Connect program; Support specialized workforce training strategies that focus on meeting company needs and employment and training needs of residents of Hillsboro's Enterprise Zone.

Revitalize target areas within the city in order to support the growth of jobs, commercial/retail development and mixed use housing. Currently, the department leads development and redevelopment efforts in Downtown and the North Hillsboro Industrial Area. Specific activities for FY 2014-15 will include:

- Downtown initiatives: Establishment of a Downtown Economic Improvement District and hiring of a Downtown Executive Director; Completion of the Oak/Baseline Redevelopment Strategy; Planning and Design of the Downtown Two Way Conversion Project; Completion of three storefront improvement projects; Installation of Downtown public parking signs and map.
- North Hillsboro Industrial Area initiatives: Completion of key infrastructure investments including extension of Huffman Road west from current location at Brookwood to 253rd and construction of 253rd from Evergreen to Meek Road; completion of infrastructure development and financing strategy.

## Outcomes and Accomplishments

- In collaboration with the Hillsboro Chamber of Commerce,
  - Conducted 145 visits to key Hillsboro employers.
  - Held 4 business development workshops for entrepreneurs and start-up businesses.
  - Provide Export Assistant and participated in developing 2 workshops.
  - Partnered with the Chamber of Commerce to have a Chamber staff person spend one day per week downtown to engage with business owners and to hold a monthly forum to address downtown topics and to showcase downtown businesses.
- Created and distributed an e-newsletter with pertinent resources for businesses.
- Provided assistance to 80 companies, with 10 successful expansion/recruitment projects. These successful projects resulted in appropriately $150 million in new investment and 900 retained or created jobs.
- Initiated Greater Portland Regional Large Lot Recruitment Strategy.
- Updated department website and developed new marketing materials.
- Completion by Tokola Development of the 4th Main mixed use project, first major redevelopment project identified in the Downtown Urban Renewal Plan.
- Purchased and installed 30 bike racks throughout the downtown area.
- Ordered and Public Works installed 40 silhouette snowflake lights on the light standards throughout downtown. Coordinated and commissioned the decorating of the Holiday Tree in the Plaza for Holly Days.
- Downtown property owner engagement and coordination with the goal of establishing an Economic Improvement District.
- Funding support for the Future Connect Program that provides scholarships and services to 50 first generation high school students enrolled at PCC RockCreek.
- Completed infrastructure plan and initiated funding strategy for North Hillsboro Industrial Area and supported bringing 160 acres of industrial land to market.



## Budget Highlights

***Business Development***

- *Retention and Expansion* **-** The department, in coordination with the Hillsboro Chamber of Commerce, engages in proactive outreach to existing businesses in the City. The focus is communication with the business community, assistance with regulatory issues, connections to other resources to support business growth, sponsored events and workshops, and business advocacy. The goal is to meet with over 100 companies during this fiscal year.

- *Business Recruitment* - The department leads the City's business recruitment and marketing efforts. New technical, marketing and web-based information will be developed to meet the information needs of prospective companies. In addition to responding to inquiries from national and international firms, a focused effort to identify and market to large anchor companies targeted for the North Industrial Area will be undertaken. These efforts will be coordinated with regional and state economic development partners including Greater Portland Inc., PGE and Business Oregon.

- *Target Area Focus – Downtown/North Hillsboro Industrial* - The department leads two focus area development strategies as part of the business development activities, downtown and North Industrial. Downtown activities include property owner engagement and coordination with the goal of establishing an Economic Improvement District; maintenance and enhancement projects; studying the implementation of a revised downtown streets plan by returning the two-way grid in the central business district; and a marketing and branding campaign. The North Hillsboro Industrial Area faces complex infrastructure, regulatory, and land assembly hurdles that need to be overcome through partnerships. The department will continue to coordinate with internal departments and external partners to prepare the area for future industrial development.

***Enterprise Zone/Workforce Development***

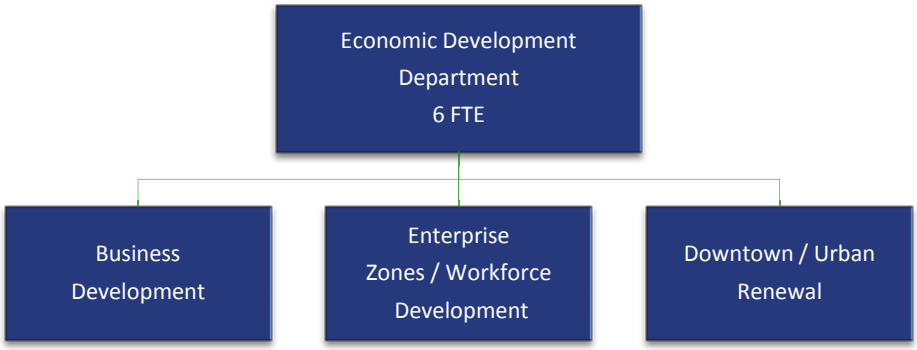
The department will continue to work with new and expanding companies to provide Enterprise Zone assistance. A workforce development strategy that utilizes Enterprise Zone created resources will be finalized and efforts, in addition to PCC's Future Connect, will be supported.

***Downtown/Urban Renewal***

The Economic Development Department plays a key role in the City's efforts to create a strong downtown, surrounded by attractive and stable neighborhoods. With urban renewal funding, the Department provides storefront improvement support to Main Street businesses and continues support of the 4th & Main Street mixed use development project.

## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Taxes | 115,599 | 154,665 | 158,000 | 357,000 | 199,000 | 126% | 7% |
| Interest | 711 | 1,724 | 4,000 | 6,000 | 2,000 | 50% | 0% |
| Grants and Donations | 31,950 | 68,050 | - | - | - | 0% | 0% |
| Other Financing Src | 595,300 | 693,441 | 1,239,000 | 1,610,000 | 371,000 | 30% | 30% |
| Miscellaneous | 497,699 | 1,326,781 | 1,294,000 | 1,651,840 | 357,840 | 28% | 31% |
| Beginning Work Cap | 624,579 | 251,269 | 731,650 | 1,676,337 | 944,687 | 129% | 32% |
| **Total:** | **$ 1,865,838** | **$ 2,495,930** | **$ 3,426,650** | **$ 5,301,177** | **$ 1,874,527** | **55%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 662,241 | 587,764 | 771,040 | 811,298 | 40,258 | 5% | 15% |
| Materials & Services | 673,978 | 819,501 | 818,250 | 1,466,435 | 648,185 | 79% | 28% |
| Capital Outlay | - | - | 1,317,082 | 2,457,264 | 1,140,182 | 87% | 46% |
| Special Payments | 163,050 | 190,693 | 215,629 | 201,180 | (14,449) | -7% | 4% |
| Debt Service | - | - | 145,000 | 144,069 | (931) | -1% | 3% |
| Transfers | 115,300 | 151,000 | 159,000 | 205,000 | 46,000 | 29% | 4% |
| Contingency | - | - | 649 | 15,931 | 15,282 | 2355% | 0% |
| **Total:** | **$ 1,614,569** | **$ 1,748,958** | **$ 3,426,650** | **$ 5,301,177** | **$ 1,874,527** | **55%** | **100%** |
| **Budget by Org** | | | | | | | |
| Business Development | 1,377,348 | 1,519,025 | 1,454,458 | 1,980,104 | 525,646 | 36% | 37% |
| Enterprise Zones | 125,000 | 235,436 | 1,632,542 | 2,414,736 | 782,194 | 48% | 46% |
| Urban Renewal | 116,010 | 156,925 | 159,150 | 365,000 | 205,850 | 129% | 7% |
| Business Development | 244,952 | 272,315 | 500 | - | (500) | -100% | 0% |
| Urban Renewal | 2,528 | 312,229 | 180,000 | 541,337 | 361,337 | 201% | 10% |
| **Total:** | **$ 1,865,838** | **$ 2,495,930** | **$ 3,426,650** | **$ 5,301,177** | **$ 1,874,527** | **55%** | **100%** |
| **Budget by Fund** | | | | | | | |
| Economic Development (120) | 1,502,348 | 1,754,461 | 3,087,000 | 4,394,840 | 1,307,840 | 42% | 83% |
| HEDC Tax Increment Fund (310) | 116,010 | 156,925 | 159,150 | 365,000 | 205,850 | 129% | 7% |
| HEDC General Fund (400) | 247,480 | 584,544 | 180,500 | 541,337 | 360,837 | 200% | 10% |
| **Total:** | **$ 1,865,838** | **$ 2,495,930** | **$ 3,426,650** | **$ 5,301,177** | **$ 1,874,527** | **55%** | **100%** |




## Economic Development Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Economic Development Director | 1.0 | 1.0 | 1.0 | 26 | $ 94,976 | $ 121,218 |
| Economic Development Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Project Manager I | 2.0 | 2.0 | 2.0 | 22 | 71,129 | 90,787 |
| Business Development Coordinator | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 |
| **Total:** | **6.0** | **6.0** | **6.0** | | | |

## Business Development

This organizational unit accounts for all of the Economic Development Department employees, contractual services, and other materials and services related to build and retain businesses within the City of Hillsboro.

**Business Development-12040000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 361,968 | 344,190 | 443,359 | 455,355 | 455,355 | 455,355 |
| 5005 Salaries - Part-Time | 72,981 | - | - | - | - | - |
| 5010 Extra Labor | 47,800 | - | 15,000 | 15,000 | 15,000 | 15,000 |
| 5100 Overtime | 375 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 75,383 | 64,446 | 75,356 | 76,573 | 76,573 | 76,573 |
| 5303 PERS | 58,193 | 36,595 | 63,356 | 51,135 | 51,135 | 51,135 |
| 5308 VEBA | - | - | 8,867 | 9,110 | 9,110 | 9,110 |
| 5309 PERS Stabilization | - | - | - | 13,758 | 13,758 | 13,758 |
| 5399 Other Benefits and Taxes | 45,541 | 33,578 | 43,577 | 44,768 | 44,768 | 44,768 |
| **Total Personnel Services** | $662,241 | $478,809 | $649,515 | $665,699 | $665,699 | $665,699 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 6,130 | 7,064 | 6,500 | 6,500 | 6,500 | 6,500 |
| 6001 Communications Services | 589 | 1,104 | 1,000 | 1,200 | 1,200 | 1,200 |
| 6002 Travel/Training/Dues | 37,560 | 27,607 | 57,805 | 55,155 | 55,155 | 55,155 |
| 6003 Postage | 246 | 334 | 2,000 | 300 | 300 | 300 |
| 6004 Program Supplies/Materials | 2,703 | 1,482 | 3,000 | - | - | - |
| 6005 Advertising/Promotion | 687 | 994 | 26,000 | 42,750 | 42,750 | 42,750 |
| 6100 Contractual Services | 186,243 | 196,890 | 321,125 | 407,000 | 907,000 | 907,000 |
| 6101 Other Services | 138,151 | 93,391 | 53,320 | 60,030 | 60,030 | 60,030 |
| **Total Materials & Services** | $372,309 | $328,866 | $470,750 | $572,935 | $1,072,935 | $1,072,935 |
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 118,564 | 40,290 | 40,290 | 40,290 |
| **Total Capital Outlay** | $0 | $0 | $118,564 | $40,290 | $40,290 | $40,290 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 4,089 | 4,598 | 4,990 | 5,246 | 5,246 | 5,246 |
| 8009 Support Services Charge | 131,326 | 152,334 | 165,030 | 150,550 | 150,550 | 150,550 |
| 8010 Equipment Depreciation | 5,331 | 7,403 | 7,403 | 6,171 | 6,171 | 6,171 |
| 8011 Facilities Charge | 13,607 | 16,715 | 24,706 | 25,713 | 25,713 | 25,713 |
| 8018 Insurance | 8,697 | 9,643 | 13,500 | 13,500 | 13,500 | 13,500 |
| **Total Special Payments** | $163,050 | $190,693 | $215,629 | $201,180 | $201,180 | $201,180 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 179,748 | 520,657 | - | - | - | - |
| **Total Unapprop Fund Bal** | $179,748 | $520,657 | $0 | $0 | $0 | $0 |
| **Total** | **$1,377,348** | **$1,519,025** | **$1,454,458** | **$1,480,104** | **$1,980,104** | **$1,980,104** |

## Enterprise Zones (E-Zone)

This organizational unit accounts for applications made and received for Enterprise Zones within the established E-Zone boundaries. These fees are to be used to help with job training for the residents adjacent to the E-Zone area.

**Enterprise Zones-12040200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 75,998 | 83,099 | 84,429 | 84,429 | 84,429 |
| 5010 Extra Labor | - | - | - | 18,000 | 18,000 | 18,000 |
| 5301 Med/Den/Vis Insurance | - | 16,220 | 15,306 | 15,387 | 15,387 | 15,387 |
| 5303 PERS | - | 9,591 | 13,118 | 13,035 | 13,035 | 13,035 |
| 5308 VEBA | - | - | 1,662 | 1,689 | 1,689 | 1,689 |
| 5309 PERS Stabilization | - | - | - | 3,101 | 3,101 | 3,101 |
| 5399 Other Benefits and Taxes | - | 7,146 | 8,339 | 9,958 | 9,958 | 9,958 |
| **Total Personnel Services** | $0 | $108,955 | $121,524 | $145,599 | $145,599 | $145,599 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | - | - | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | 125,000 | 126,481 | 312,500 | 332,500 | 332,500 | 332,500 |
| **Total Materials & Services** | $125,000 | $126,481 | $312,500 | $333,500 | $333,500 | $333,500 |
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 1,198,518 | 1,935,637 | 1,935,637 | 1,935,637 |
| **Total Capital Outlay** | $0 | $0 | $1,198,518 | $1,935,637 | $1,935,637 | $1,935,637 |
| **Total** | **$125,000** | **$235,436** | **$1,632,542** | **$2,414,736** | **$2,414,736** | **$2,414,736** |

## Urban Renewal

This organizational unit accounts for the tax increment and debt service for the newly formed downtown Urban Renewal District.

**Urban Renewal-31040600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Debt Service** | | | | | | |
| 8100 Bond Principal | - | - | - | 107,136 | 107,136 | 107,136 |
| 8101 Bond Interest | - | - | - | 36,933 | 36,933 | 36,933 |
| **Total Debt Service** | $0 | $0 | $0 | $144,069 | $144,069 | $144,069 |
| **Transfers** | | | | | | |
| 8208 Transfer to HEDC | 115,300 | 151,000 | 159,000 | 205,000 | 205,000 | 205,000 |
| **Total Transfers** | $115,300 | $151,000 | $159,000 | $205,000 | $205,000 | $205,000 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 150 | 15,931 | 15,931 | 15,931 |
| **Total Contingency** | $0 | $0 | $150 | $15,931 | $15,931 | $15,931 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 710 | 5,925 | - | - | - | - |
| **Total Unapprop Fund Bal** | $710 | $5,925 | $0 | $0 | $0 | $0 |
| **Total** | **$116,010** | **$156,925** | **$159,150** | **$365,000** | **$365,000** | **$365,000** |

## Business Development/Urban Renewal

These organizational units account for the expenditures related to the Downtown Urban Renewal District. Current expenditures are for the debt service payment related to the SDCs financed for the 4th and Main mixed use development. Other expenditures include downtown storefront grants.

**Business Development/Urban Renewal-40040000/40040600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | - | 1 | - | - | - |
| **Total Personnel Services** | $0 | $0 | $1 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 3 | - | - | - | - |
| 6100 Contractual Services | 176,669 | 364,151 | 35,000 | 60,000 | 60,000 | 60,000 |
| **Total Materials & Services** | 176,669 | 364,154 | 35,000 | 60,000 | 60,000 | 60,000 |
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | - | 481,337 | 481,337 | 481,337 |
| **Total Capital Outlay** | $0 | $0 | $0 | $481,337 | $481,337 | $481,337 |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | - | - | 109,000 | - | - | - |
| 8101 Bond Interest | - | - | 36,000 | - | - | - |
| **Total Debt Service** | $0 | $0 | $145,000 | $0 | $0 | $0 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 499 | - | - | - |
| **Total Contingency** | $0 | $0 | $499 | $0 | $0 | $0 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 70,811 | 220,390 | - | - | - | - |
| **Total Unapprop Fund Bal** | $70,811 | $220,390 | $0 | $0 | $0 | $0 |
| **Total** | **$247,480** | **$584,544** | **$180,500** | **$541,337** | **$541,337** | **$541,337** |

# Building Department

## Department Description

The City of Hillsboro Building Department is responsible for protecting the public's health, safety, and real property interests for the City of Hillsboro. Our experienced permit technicians, plans examiners, building inspectors, and administrative staff manage programs that ensure all new construction within the city is safe, accessible, sustainable, and in compliance with the State Building Code and other state and local requirements. To this end, our staff intake plans, issue permits, and inspect industrial, commercial, and residential new construction. In addition, our department collaborates with the City's other community development departments in the design review process, participates in the City's sustainability initiatives, assists Hillsboro's Police and Fire Departments in their public safety efforts, and serves as a resource to the Economic Development Department.

## Our Mission

The Building Department's mission is to protect the public's health, safety and welfare through the enforcement of the State Building Code and other state and local laws governing the design, construction, use, and occupancy of buildings.

## Our Goals

- Process and issue building permits in a timely and efficient manner, recognizing that time is of the essence for our customers;
- Through the plan review process, ensure all plans for new construction meet the standards and intent of the State Building Code;
- Through the building inspection process, ensure that all new construction is built in accordance with the standards and intent of the State Building Code, and with the approved plans;
- Respond to all new construction inspection requests within 24 hours;
- Implement new technologies and efficiencies that reduce time and expense to the City's development customers.

## Outcomes and Accomplishments

The fiscal year 2013-2014 continued to bring significant levels of development, including a broad range of industrial, commercial, and residential projects. Our department continued to support the expansion of Intel with its addition of D1X MOD2, a manufacturing site of over a million square feet and estimated value of over $2 billion, and other new construction projects on the Ronler Acres campus. We continued to maintain a satellite office at the City's Evergreen Reservoir site to provide expedited service to Intel and our many other customers along the Evergreen corridor. In addition, our staff was busy with the continued development of the Orenco neighborhoods, the Shute Park Library remodel, numerous tenant improvements and new commercial construction including Salesforce, Hitachi, Nike, OHSU, Genentech, and Global Aviation, the construction of two new hotels, the 4th and Main residential project in Downtown, and considerable multi-family and residential projects throughout the city. From July 2013 through January 2014, we issued 688 building permits, including 80 for new single-family homes, and administered projects valued at over $1.5 billion.

In December of 2013, the Building Department – in collaboration with the Planning, Public Works, and Water Departments - launched a new permitting system designed to allow greater citizen access to permit status and inspection scheduling, as well as create better integration between City departments throughout the site

development and permitting process. This system interfaces with our existing online plan review platform, ProjectDox, and allows for our inspectors to complete inspections in real time with tablet technology.

Last fiscal year, our department launched a new targeted outreach initiative, which was continued throughout 2013-2014. In an effort to educate Hillsboro citizens on the value of safe, sustainable buildings, and the resources available to them through the City's Building Department, our staff participated in activities promoting Building Safety Month, in Celebrate Hillsboro, and in the Washington County Fair. In addition, many of our staff participated in the Hillsboro Youth Invasion, sharing the value of building safety in the community and the important role of a building safety professional. These opportunities to connect with our community not only give us the ability to communicate the value of our services, they also facilitate a useful medium for feedback on how we can better serve citizens and customers of the City of Hillsboro.

## Budget Highlights

The Building Department is funded through building permit fees, and thus our revenue and operational capacity is highly dependent upon the level of development activity in the city. Given that building permits are paid for at the time of issuance, and work on any given project may extend several years, our department budgets with the awareness that our fund balance must be healthy enough in any given year to meet our service obligations for all open and ongoing projects. For example, while the majority of the work being done at Intel's Ronler Acres campus is expected to decrease over the next fiscal year, the direct costs to the department in providing expedited service must be sustained throughout the life of the project.

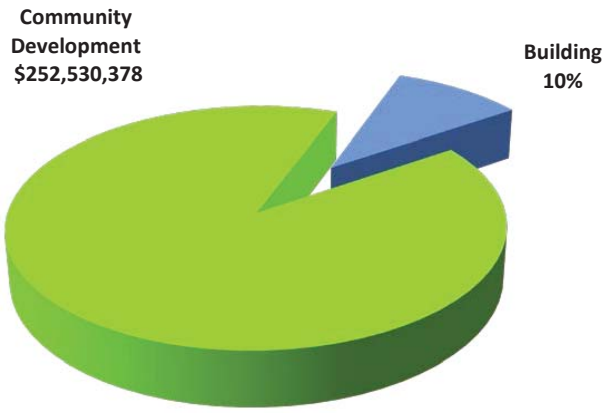
While the FY 14-15 budget remains similar to those in recent years, our department's focus is, as always, to improve productivity through the strategic use of technology, personnel, and facilities to enhance customer service while remaining fiscally prudent. Our budget includes a continued investment in technology, including the enhancement of our permitting software, as well as upgrades and expansion in our tablet capabilities. We are also continuing to improve our online plan review system to meet the needs of our customers. No additional employees are requested this year, and the department continues to maintain a number of vacancies within our personnel budget providing us with the flexibility to respond quickly to increased development. While the department experienced a number of retirements in 2013-2014, we are continually evaluating our staffing levels to ensure that we are meeting the demands of development and our customers. We are also maintaining a prudent financial reserve to cushion the department against economic downturns and also maintain our historically low fees.

This budget also includes funding for significant improvements to the Civic Center's 4th floor permitting center to capitalize on our investments in new technology, as well as provide greater efficiency and an improved experience for the City's development customers. We are also proposing improvements to our existing 4th floor offices to create more flexible meeting and collaboration space for the Building Department.

We will continue to invest in our outreach strategies to expand our connection with the Hillsboro community. Our outreach will continue to focus on communicating the value of our services, increasing homeowner awareness about the need for safety when making home improvements, and soliciting feedback and ideas on ways to continually improve the services we deliver. In collaboration with other local partners such as the Hillsboro Chamber, we will also extend our outreach to local small businesses and aspiring business owners to better assist them in navigating the development and construction process.

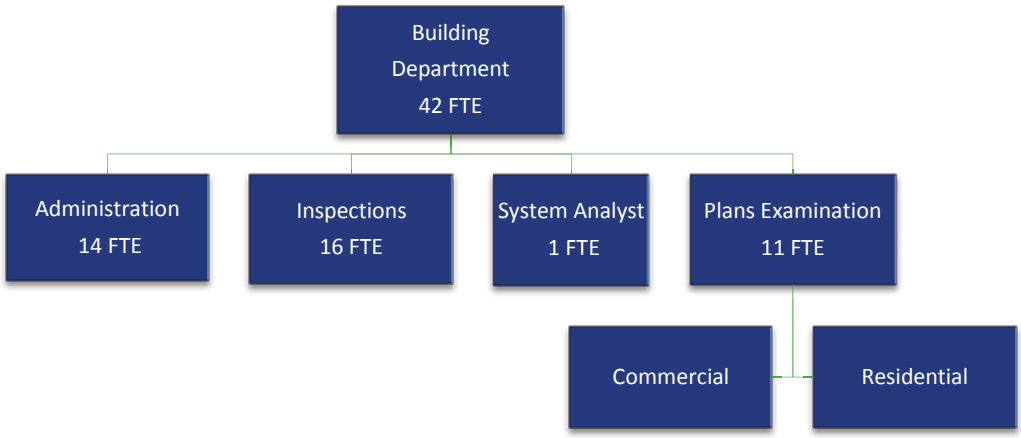
## Key Service Performance Indicators

- 90% of over-the-counter simple permits issued within one business day of receipt.
- 90% of Residential building permits (single family residences) issued within 10 business days of receipt; 100% reviewed within 10 business days of receipt.
- 85% of Commercial building permits completion of initial review within 10 business days of receipt.
- 95% of Inspections completed within 1 business day of request.
- 90% of Record Requests responded to within 10 business day of request.




## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Taxes | 1,146,169 | - | - | - | - | 0% | 0% |
| Licenses and Permits | 6,536,082 | 17,083,206 | 4,197,500 | 2,897,000 | (1,300,500) | -31% | 12% |
| Interest | 73,190 | 67,356 | 65,000 | 75,000 | 10,000 | 15% | 0% |
| Grants and Donations | - | 4,155 | - | - | - | 0% | 0% |
| Miscellaneous | 14,713 | 761 | - | 500 | 500 | 0% | 0% |
| Beginning Work Cap | 7,352,137 | 8,636,674 | 11,250,000 | 22,086,000 | 10,836,000 | 96% | 88% |
| **Total:** | **$ 15,122,291** | **$ 25,792,152** | **$ 15,512,500** | **$ 25,058,500** | **$ 9,546,000** | **62%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 2,881,985 | 3,421,832 | 4,931,011 | 5,040,023 | 109,012 | 2% | 20% |
| Materials & Services | 1,646,879 | 1,411,607 | 1,678,000 | 1,163,700 | (514,300) | -31% | 5% |
| Capital Outlay | 177,900 | 483,113 | 170,000 | 100,000 | (70,000) | -41% | 0% |
| Special Payments | 1,778,853 | 930,763 | 1,291,449 | 1,321,808 | 30,359 | 2% | 5% |
| Transfers | - | 790,070 | 255,000 | 4,200,000 | 3,945,000 | 1547% | 17% |
| Contingency | - | - | 6,000,000 | 6,000,000 | - | 0% | 24% |
| Unapprop Fund Bal | 8,636,674 | 18,754,767 | 1,187,040 | 7,232,969 | 6,045,929 | 509% | 29% |
| **Total:** | **$ 15,122,291** | **$ 25,792,152** | **$ 15,512,500** | **$ 25,058,500** | **$ 9,546,000** | **62%** | **100%** |
| **Budget by Org** | | | | | | | |
| Building Administration | 12,944,544 | 23,348,687 | 11,820,144 | 21,272,360 | 9,452,216 | 80% | 85% |
| Building Inspections | 1,194,415 | 1,405,475 | 1,966,640 | 2,123,824 | 157,184 | 8% | 8% |
| Plans Review | 983,332 | 1,037,990 | 1,725,716 | 1,662,316 | (63,400) | -4% | 7% |
| **Total:** | **$ 15,122,291** | **$ 25,792,152** | **$ 15,512,500** | **$ 25,058,500** | **$ 9,546,000** | **62%** | **100%** |
| **Budget by Fund** | | | | | | | |
| Building Fund (540) | 15,122,291 | 25,792,152 | 15,512,500 | 25,058,500 | 9,546,000 | 62% | 100% |
| **Total:** | **$ 15,122,291** | **$ 25,792,152** | **$ 15,512,500** | **$ 25,058,500** | **$ 9,546,000** | **62%** | **100%** |




## Building Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Building Director | 1.0 | 1.0 | 1.0 | 26 | $ 94,976 | $ 121,218 |
| Assistant Building Director | 1.0 | 1.0 | 1.0 | 25 | 88,326 | 112,733 |
| Structural Engineer | 2.0 | 2.0 | 2.0 | 24 | 82,208 | 104,939 |
| Chief Building Inspector | 2.0 | 2.0 | 1.0 | 23 | 76,449 | 97,570 |
| Chief Plans Examiner | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Systems Analyst | 0.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Program and Support Manager | 0.0 | 0.0 | 1.0 | 22 | 71,129 | 90,787 |
| Plans Examiner III | 6.0 | 8.0 | 6.0 | 21b | 69,467 | 88,645 |
| Plans Examiner II | 2.0 | 2.0 | 3.0 | 21a | 67,804 | 86,544 |
| Inspector III | 9.0 | 10.0 | 9.0 | 20b | 64,612 | 82,461 |
| Inspector II | 3.0 | 4.0 | 5.0 | 20a | 63,083 | 80,506 |
| Inspector I | 0.0 | 0.0 | 1.0 | 20 | 61,540 | 78,537 |
| Management Analyst | 0.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Administrative Services Supervisor | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Building Permit Specialist | 4.0 | 5.0 | 5.0 | 16 | 46,253 | 58,814 |
| Administrative Assistant II | 1.0 | 3.0 | 3.0 | 14 | 40,045 | 50,900 |
| Administrative Assistant I | 1.0 | 0.0 | 0.0 | 12 | 34,649 | 44,051 |
| **Total:** | **34.0** | **42.0** | **42.0** | | | |

## Building Administration

Accounts for all administrative department functions including staffing the permit center counter and department management.

**Building Administration-54050000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 447,970 | 639,903 | 761,306 | 775,232 | 775,232 | 775,232 |
| 5005 Salaries - Part-Time | 32,752 | 27,023 | - | - | - | - |
| 5010 Extra Labor | 21,476 | 12,442 | 50,000 | 50,000 | 50,000 | 50,000 |
| 5100 Overtime | 8,389 | 20,345 | 50,000 | 50,000 | 50,000 | 50,000 |
| 5301 Med/Den/Vis Insurance | 101,511 | 154,225 | 183,068 | 185,203 | 185,203 | 185,203 |
| 5303 PERS | 49,282 | 58,710 | 94,033 | 72,796 | 72,796 | 72,796 |
| 5308 VEBA | - | - | 15,226 | 15,507 | 15,507 | 15,507 |
| 5309 PERS Stabilization | - | - | - | 24,847 | 24,847 | 24,847 |
| 5399 Other Benefits and Taxes | 48,267 | 65,719 | 85,022 | 80,298 | 80,298 | 80,298 |
| **Total Personnel Services** | $709,647 | $978,367 | $1,238,655 | $1,253,883 | $1,253,883 | $1,253,883 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 104,888 | 54,801 | 87,000 | 40,000 | 40,000 | 40,000 |
| 6001 Communications Services | 23,472 | 26,853 | 20,000 | 50,000 | 50,000 | 50,000 |
| 6002 Travel/Training/Dues | 32,249 | 55,065 | 100,000 | 100,000 | 100,000 | 100,000 |
| 6003 Postage | 1,698 | 2,865 | 5,000 | 3,000 | 3,000 | 3,000 |
| 6004 Program Supplies/Materials | 36,013 | 9,812 | 25,000 | 30,000 | 30,000 | 30,000 |
| 6005 Advertising/Promotion | 2,245 | 22,193 | 75,000 | 95,000 | 95,000 | 95,000 |
| 6007 Printing | 18,649 | 13,122 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6100 Contractual Services | 961,446 | 1,143,160 | 1,232,000 | 698,200 | 698,200 | 698,200 |
| 6101 Other Services | 1,677 | 3,640 | 10,000 | 35,000 | 35,000 | 35,000 |
| 6200 Fuel/Oil | 13,822 | 13,196 | 18,000 | 18,000 | 18,000 | 18,000 |
| 6300 Uniforms | 2,786 | 3,706 | 20,000 | 5,000 | 5,000 | 5,000 |
| 6301 Safety Supplies | 652 | 2,951 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6400 Utilities | - | 5,989 | 16,000 | - | - | - |
| 6402 Maintenance Supplies | - | 832 | 4,000 | 3,500 | 3,500 | 3,500 |
| 6403 Small Tools and Equipment | - | 200 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6409 Computer Software | 1,185 | 7,795 | 20,000 | 10,000 | 10,000 | 10,000 |
| 6410 Computer Hardware | - | 42,189 | 10,000 | 30,000 | 30,000 | 30,000 |
| 6416 Equipment Maintenance | 469 | 917 | 5,000 | 15,000 | 15,000 | 15,000 |
| 6419 Personal Protective Equipment | 42 | 2,321 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6600 State Surcharge | 440,177 | - | - | - | - | - |
| **Total Materials & Services** | $1,641,470 | $1,411,607 | $1,678,000 | $1,163,700 | $1,163,700 | $1,163,700 |

## Building Administration (continued)

### Building Administration-54050000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 93,169 | 140,431 | 60,000 | - | - | - |
| 7002 Non-License Appar and Equipme | - | 83,292 | - | - | - | - |
| 7010 Office Equipment | - | 8,706 | - | - | - | - |
| 7020 Computer Hardware | - | 89,988 | - | - | - | - |
| 7030 Facilities and Improvements | 76,880 | 124,605 | 10,000 | - | - | - |
| 7032 Facilities Equipment | 7,851 | 36,091 | - | - | - | - |
| 7050 Capital Reserve | - | - | 100,000 | 100,000 | 100,000 | 100,000 |
| **Total Capital Outlay** | $177,900 | $483,113 | $170,000 | $100,000 | $100,000 | $100,000 |
| **Special Payments** | | | | | | |
| 8007 Metro Excise Tax Payment | 188,752 | - | - | - | - | - |
| 8008 Facilities Depreciation | 13,572 | 33,140 | 30,606 | 33,735 | 33,735 | 33,735 |
| 8009 Support Services Charge | 588,385 | 686,802 | 997,871 | 997,213 | 997,213 | 997,213 |
| 8010 Equipment Depreciation | 24,498 | 34,671 | 34,671 | 40,875 | 40,875 | 40,875 |
| 8011 Facilities Charge | 103,413 | 119,859 | 151,520 | 165,350 | 165,350 | 165,350 |
| 8018 Insurance | 22,688 | 25,157 | 35,250 | 35,250 | 35,250 | 35,250 |
| 8024 Fleet Services Charge | 31,254 | 31,134 | 41,531 | 49,385 | 49,385 | 49,385 |
| 8032 Hillsboro Cet Payments | 756,210 | - | - | - | - | - |
| 8033 Beaverton Cet Payments | 50,081 | - | - | - | - | - |
| **Total Special Payments** | $1,778,853 | $930,763 | $1,291,449 | $1,321,808 | $1,321,808 | $1,321,808 |
| **Transfers** | | | | | | |
| 8202 Transfer to Support Services | - | 790,070 | 100,000 | 450,000 | 450,000 | 450,000 |
| 8209 Transfer to Facilities Managemen | - | - | 155,000 | 750,000 | 750,000 | 750,000 |
| 8212 Transfer to Parks SDC Fund | - | - | - | - | 3,000,000 | 3,000,000 |
| **Total Transfers** | $0 | $790,070 | $255,000 | $1,200,000 | $4,200,000 | $4,200,000 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 |
| **Total Contingency** | $0 | $0 | $6,000,000 | $6,000,000 | $6,000,000 | $6,000,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 8,636,674 | 18,754,767 | 1,187,040 | 10,232,969 | 7,232,969 | 7,232,969 |
| **Total Unapprop Fund Bal** | $8,636,674 | $18,754,767 | $1,187,040 | $10,232,969 | $7,232,969 | $7,232,969 |
| **Total** | **$12,944,544** | **$23,348,687** | **$11,820,144** | **$21,272,360** | **$21,272,360** | **$21,272,360** |

## Building Inspections

Accounts for all Inspector staff including associated materials and services costs.

**Building Inspections-54050200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 827,151 | 981,205 | 1,312,573 | 1,426,458 | 1,426,458 | 1,426,458 |
| 5100 Overtime | 23,638 | 19,936 | 50,000 | 50,000 | 50,000 | 50,000 |
| 5301 Med/Den/Vis Insurance | 163,090 | 200,782 | 259,398 | 278,925 | 278,925 | 278,925 |
| 5303 PERS | 94,345 | 106,613 | 180,345 | 150,091 | 150,091 | 150,091 |
| 5308 VEBA | - | 37 | 26,252 | 28,533 | 28,533 | 28,533 |
| 5309 PERS Stabilization | - | - | - | 44,449 | 44,449 | 44,449 |
| 5399 Other Benefits and Taxes | 80,782 | 96,902 | 138,072 | 145,368 | 145,368 | 145,368 |
| **Total Personnel Services** | $1,189,006 | $1,405,475 | $1,966,640 | $2,123,824 | $2,123,824 | $2,123,824 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 1,198 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 1,720 | - | - | - | - | - |
| 6200 Fuel/Oil | 15 | - | - | - | - | - |
| 6301 Safety Supplies | 701 | - | - | - | - | - |
| 6403 Small Tools and Equipment | 154 | - | - | - | - | - |
| 6410 Computer Hardware | 49 | - | - | - | - | - |
| 6419 Personal Protective Equipment | 1,572 | - | - | - | - | - |
| **Total Materials & Services** | $5,409 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$1,194,415** | **$1,405,475** | **$1,966,640** | **$2,123,824** | **$2,123,824** | **$2,123,824** |

## Plans Review

Accounts for all Plans Review staff working on commercial and residential development.

**Plans Review-54050400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 685,743 | 728,412 | 1,093,966 | 1,051,510 | 1,051,510 | 1,051,510 |
| 5005 Salaries - Part-Time | 15,285 | 999 | 46,209 | 46,948 | 46,948 | 46,948 |
| 5100 Overtime | 27,907 | 32,345 | 100,000 | 100,000 | 100,000 | 100,000 |
| 5301 Med/Den/Vis Insurance | 120,804 | 128,593 | 198,297 | 185,258 | 185,258 | 185,258 |
| 5303 PERS | 68,173 | 78,168 | 147,158 | 113,184 | 113,184 | 113,184 |
| 5308 VEBA | - | - | 21,879 | 21,032 | 21,032 | 21,032 |
| 5309 PERS Stabilization | - | - | - | 34,622 | 34,622 | 34,622 |
| 5399 Other Benefits and Taxes | 65,420 | 69,473 | 118,207 | 109,762 | 109,762 | 109,762 |
| **Total Personnel Services** | $983,332 | $1,037,990 | $1,725,716 | $1,662,316 | $1,662,316 | $1,662,316 |
| **Total** | **$983,332** | **$1,037,990** | **$1,725,716** | **$1,662,316** | **$1,662,316** | **$1,662,316** |

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# Water Department

## Department Description

The City of Hillsboro, through its Utilities Commission, owns and operates a municipal drinking water system that serves over 83,000 retail customers. Its delivery of clean, reliable water protects public health, enables emergency fire protection and supports the City's economic vitality. An appointed three-member Utilities Commission governs the water system. The City's service territory is divided into two main areas – one serving the portion of the City's own municipal territory west of Cornelius Pass Road, and another that serves more than 600 connections in rural Washington County. The cities of Gaston, and Cornelius, and the LA Water Cooperative, are also wholesale customers of the Hillsboro water system.

The water supplied to local customers is purchased through the Joint Water Commission (JWC), which is a collective water supply partnership between Hillsboro, Forest Grove, Beaverton and Tualatin Valley Water District. The City of Hillsboro holds 45% ownership in the JWC system, and has also been designated as the managing agency by the JWC partnership. The City of Hillsboro Water Department is also a partner in the Barney Reservoir Joint Ownership Commission (BRJOC), which is a joint venture between the cities of Hillsboro, Forest Grove, Beaverton, Tualatin Valley Water District and Clean Water Services. The City of Hillsboro has also been designated by its partners as the managing agency for the BRJOC.

The Water Department also operates a second smaller water treatment plant which produces treated water for the Commission's rural retail and wholesale customers.

Through its six divisions, the Water Department operates two water treatment plants, operates and maintains a vast local network of pipes and reservoirs, manages and monitors system water quality to assure compliance with drinking water standards, manages design and construction of new and replacement water facilities, plans for long-term water supplies to meet growing demands, and communicates with customers and the community about water conservation, water quality and water management issues.

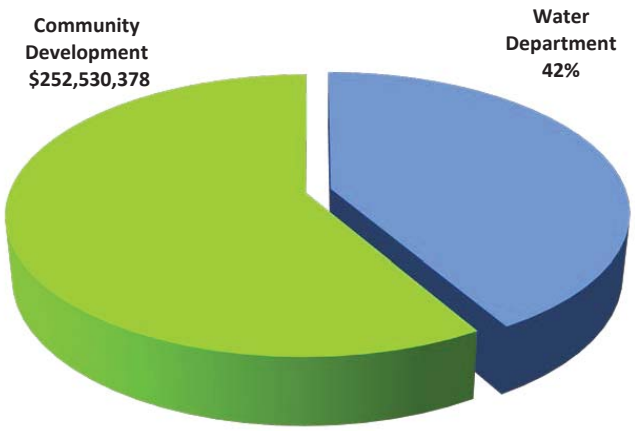
## Our Mission

The City of Hillsboro Water Department is committed to providing drinking water of highest quality and sufficient quantity to its customers, while working to maintain the vision of the Hillsboro's Utilities Commission by protecting and providing stewardship for our community's most vital resource.

## Our Goals

Two of the Commission's key on-going goals to uphold our mission include:

- Development of a 50-year water supply
- Improving the resilience of the existing water supply system



## Outcomes and Accomplishments

The Water Department achieved several significant accomplishments during the FY 13-14, including entering into an intergovernmental agreement with Tualatin Valley Water District to begin planning and initial construction of Willamette Water System infrastructure for the 50-year water supply. The Department completed a review and update of its water rates and system development charges. The Department developed a financial model that will enhance the department's ability to project and analyze alternate long-range revenue, expenditure and capital program scenarios for consistency with financial policies adopted by the Utilities Commission. Construction and start-up of the 10 million gallon Crandall Reservoir was also completed in September 2013.

There were also accomplishments on the operational side. Department staff completed inspections and maintenance on a record 784 hydrants, approximately one-third of the system total. Department staff conducted a pilot program for longer reservoir holding periods, evaluating the power savings due to reduced pumping frequency, while still maintaining water quality goals. The Department also completed implementation of a comprehensive water quality sampling database, to improve capabilities for tracking and searching sampling data.

## Budget Highlights

- Assumes adoption of a 6.75% retail rate increase, with an assumed effective date of October 1, 2014.
- Projects 2% increase in water sales revenue
- Invests $2.6 million in planning, design and right-of-way acquisition for Willamette Water supply system improvements.
- Continues commitment to funded depreciation program by investing $1.9 million in pipeline replacement projects. As much as possible, these projects are coordinated with road improvement projects performed by other agencies or other City departments, and deliver additional value by taking advantage of favorable cost conditions.
- Invests $4.7 million for Hillsboro's share of the capital project costs for the Joint Water Commission, including investment in resilience improvements of $4,057,000 in standby power generation facility and $67,500 in an updated seismic assessments study.
- Continues support of city sustainability goals and Oregon conservation requirements through rebates on High Efficiency Toilets (HET), washing machines, and landscape irrigation controllers, based on a Hillsboro-specific analysis of water conservation measures and demonstrating the cost-effectiveness of the planned rebates.

## Key Service Performance Indicators

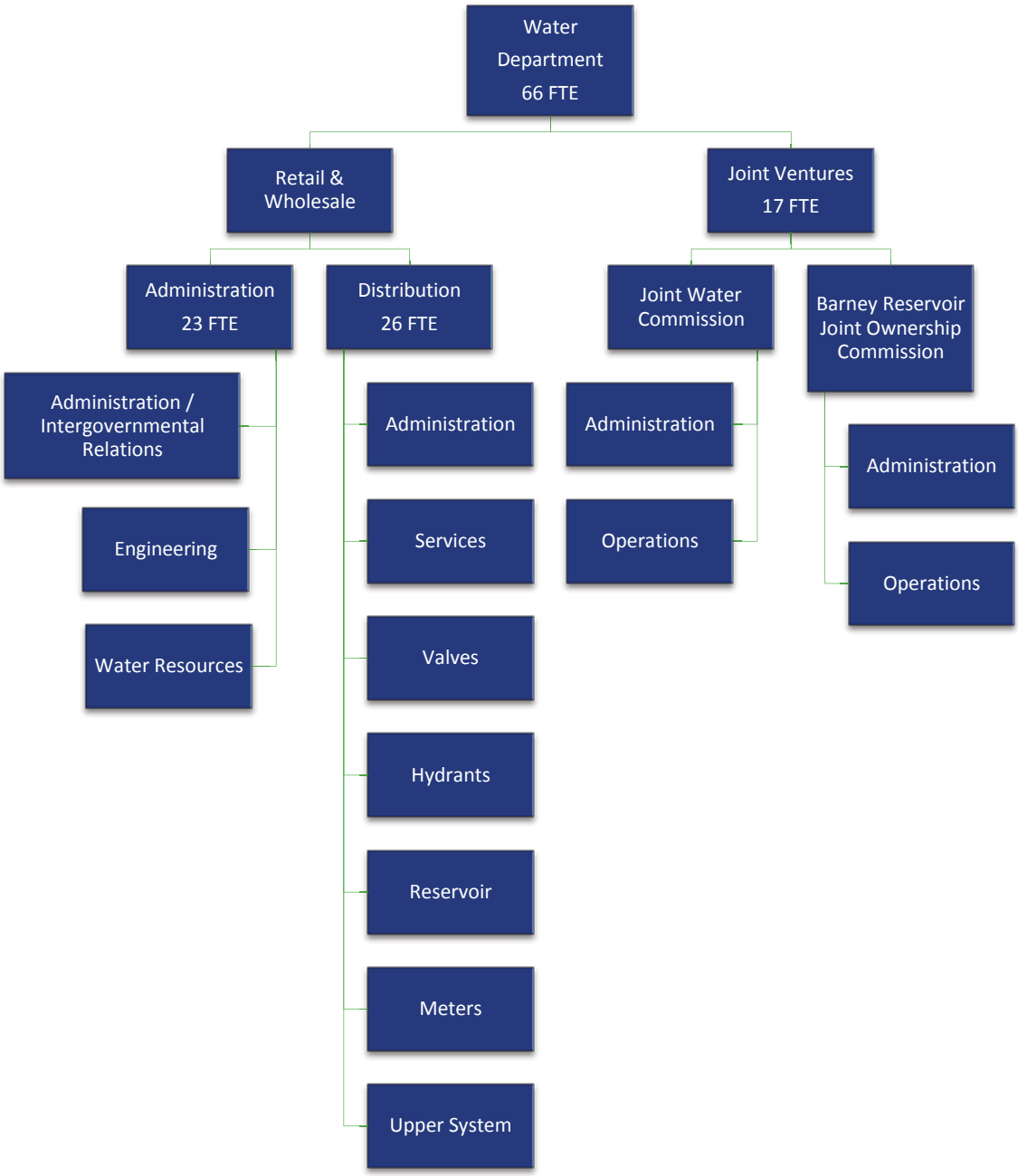
- Hillsboro Water has met all health-related drinking water quality standards and reporting requirements in the US National Primary Drinking Water Regulations.
- Additional performance indicators will be developed through a department-wide strategic planning program to be completed in FY 2014-15.

## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Licenses and Permits | 5,365 | 5,850 | 15,000 | 15,000 | - | 0% | 0% |
| Charges for Services | 14,969,136 | 17,454,657 | 17,140,700 | 17,474,922 | 334,222 | 2% | 17% |
| Interest | 413,619 | 243,577 | 348,000 | 355,200 | 7,200 | 2% | 0% |
| Grants and Donations | 444,197 | - | - | - | - | 0% | 0% |
| Connection Fees | 179,255 | 283,488 | 173,500 | 173,500 | - | 0% | 0% |
| Systems Development | 7,759,893 | 17,643,213 | 1,550,000 | 4,000,000 | 2,450,000 | 158% | 4% |
| Other Financing Src | 2,248,700 | 4,030,238 | 4,340,000 | 4,340,000 | - | 0% | 4% |
| Miscellaneous | 848,860 | 15,267,199 | 770,003 | 796,719 | 26,716 | 3% | 1% |
| Water Sales | 5,142,555 | 5,108,283 | 6,277,387 | 6,552,053 | 274,666 | 4% | 6% |
| Contributions in Aid | 1,414,840 | 1,491,831 | 8,127,700 | 8,740,000 | 612,300 | 8% | 8% |
| Equipment Reserve CO | - | - | 500,000 | 500,000 | - | 0% | 0% |
| Insurance Premiums | - | 2,070 | - | - | - | 0% | 0% |
| Beginning Work Cap | 45,759,310 | 50,152,904 | 52,860,657 | 62,130,550 | 9,269,893 | 18% | 59% |
| **Total:** | **$ 79,185,730** | **$ 111,683,310** | **$ 92,102,947** | **$ 105,077,944** | **$ 12,974,997** | **14%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 6,108,187 | 6,275,186 | 6,830,047 | 7,367,064 | 537,017 | 8% | 7% |
| Materials & Services | 4,265,350 | 4,205,531 | 5,356,749 | 5,962,700 | 605,951 | 11% | 6% |
| Capital Outlay | 8,450,898 | 18,111,080 | 61,663,138 | 74,259,219 | 12,596,081 | 20% | 71% |
| Special Payments | 5,549,796 | 20,243,949 | 7,683,507 | 7,019,491 | (664,016) | -9% | 7% |
| Debt Service | 2,339,895 | 2,281,123 | 2,282,059 | 2,287,875 | 5,816 | 0% | 2% |
| Transfers | 2,318,700 | 4,100,238 | 4,640,000 | 4,410,000 | (230,000) | -5% | 4% |
| Contingency | - | - | 1,581,356 | 1,580,020 | (1,336) | 0% | 2% |
| Unapprop Fund Bal | 50,152,904 | 56,466,203 | 2,066,091 | 2,191,575 | 125,484 | 6% | 2% |
| **Total:** | **$ 79,185,730** | **$ 111,683,310** | **$ 92,102,947** | **$ 105,077,944** | **$ 12,974,997** | **14%** | **100%** |
| **Budget by Org** | | | | | | | |
| Water Administration | 19,761,728 | 35,295,547 | 19,454,982 | 15,805,648 | (3,649,334) | -19% | 15% |
| Water Engineering | 1,359,259 | 4,938,339 | 3,207,798 | 4,803,262 | 1,595,464 | 50% | 5% |
| Water Resources | 507,401 | 573,258 | 746,896 | 1,008,110 | 261,214 | 35% | 1% |
| Water Dist Administration | 250,152 | 243,072 | 368,135 | 2,281,306 | 1,913,171 | 520% | 2% |
| Water Dist Services | 625,932 | 669,563 | 634,401 | 274,805 | (359,596) | -57% | 0% |
| Water Valves | 335,078 | 330,843 | 378,680 | 241,111 | (137,569) | -36% | 0% |
| Water Hydrants | 291,974 | 340,010 | 375,607 | 181,138 | (194,469) | -52% | 0% |
| Water Reservoirs | 566,514 | 642,644 | 590,487 | 325,192 | (265,295) | -45% | 0% |
| Water Meters | 868,478 | 843,886 | 974,623 | 756,687 | (217,936) | -22% | 1% |
| Water Upper System | 390,088 | 234,633 | 441,091 | 274,663 | (166,428) | -38% | 0% |
| Water Depreciation | 13,972,310 | 15,271,349 | 16,141,000 | 14,701,200 | (1,439,800) | -9% | 14% |
| Water SDC | 28,671,141 | 40,734,065 | 28,590,800 | 43,186,000 | 14,595,200 | 51% | 41% |
| Water Debt Service | 3,796,736 | 3,818,558 | 3,842,800 | 3,847,750 | 4,950 | 0% | 4% |
| Water Rate Stabilization | 252,102 | 379,055 | 505,700 | 632,100 | 126,400 | 25% | 1% |
| JWC Administration | 2,323,031 | 2,503,023 | 9,950,803 | 10,480,180 | 529,377 | 5% | 10% |
| JWC Operations | 4,244,875 | 4,114,419 | 4,954,284 | 5,311,873 | 357,589 | 7% | 5% |
| BJC Administration | 474,923 | 467,299 | 487,564 | 561,784 | 74,220 | 15% | 1% |
| BJC Operations | 494,008 | 283,747 | 457,296 | 405,135 | (52,161) | -11% | 0% |
| **Total:** | **$ 79,185,730** | **$ 111,683,310** | **$ 92,102,947** | **$ 105,077,944** | **$ 12,974,997** | **14%** | **100%** |

## Budget Summary (continued)

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Water Fund (500) | 24,956,604 | 44,111,795 | 27,172,700 | 25,951,922 | (1,220,778) | -4% | 25% |
| Water Depreciation Fund (502) | 13,972,310 | 15,271,349 | 16,141,000 | 14,701,200 | (1,439,800) | -9% | 14% |
| Water SDC Fund (504) | 28,671,141 | 40,734,065 | 28,590,800 | 43,186,000 | 14,595,200 | 51% | 41% |
| Water Debt Service Fund (506) | 3,796,736 | 3,818,558 | 3,842,800 | 3,847,750 | 4,950 | 0% | 4% |
| Water Rate Stabilization (508) | 252,102 | 379,055 | 505,700 | 632,100 | 126,400 | 25% | 1% |
| Joint Water Commission (800) | 6,567,906 | 6,617,442 | 14,905,087 | 15,792,053 | 886,966 | 6% | 15% |
| Barney Joint Reservoir Commission (810) | 968,931 | 751,046 | 944,860 | 966,919 | 22,059 | 2% | 1% |
| **Total:** | **$ 79,185,730** | **$ 111,683,310** | **$ 92,102,947** | **$ 105,077,944** | **$ 12,974,997** | **14%** | **100%** |



## Water Department, JWC, & Barney Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Water Department Director | 1.0 | 1.0 | 1.0 | 28 | $ 109,767 | $ 140,104 |
| Assistant Water Director | 1.0 | 1.0 | 0.0 | 25b | 92,738 | 118,352 |
| Engineering Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Water Intergovernmental Relations Manager | 1.0 | 0.0 | 0.0 | 24 | 82,208 | 104,939 |
| Water Treatment & Distribution Manager | 0.0 | 0.0 | 1.0 | 24 | 82,208 | 104,939 |
| Water Resources Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Water Engineering Project Manager I | 2.0 | 2.0 | 3.0 | 22 | 71,129 | 90,787 |
| Systems Analyst | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Water Distribution Supervisor | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Water Treatment Supervisor | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Project Engineer | 1.0 | 1.0 | 0.0 | 21 | 66,155 | 84,429 |
| Water Public Information Officer | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Project Design Coordinator | 2.0 | 2.0 | 2.0 | 21 | 66,155 | 84,429 |
| Water Program Coordinator | 0.0 | 1.0 | 2.0 | 20 | 61,540 | 78,537 |
| Management Analyst | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Engineering Analyst | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Water Treatment Plant Lead Operator (IV) | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Engineer in Training | 0.0 | 0.0 | 1.0 | 20 | 61,540 | 78,537 |
| Electrician | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Water Plant Maintenance Specialist | 0.0 | 0.0 | 1.0 | 19 | 57,257 | 73,071 |
| Engineering Technician III | 1.0 | 1.0 | 2.0 | 19 | 57,257 | 73,071 |
| Water Distribution Operator (Certificate IV) | 10.0 | 11.0 | 10.0 | 19 | 57,257 | 73,071 |
| Water Distribution Instrumentation Technician | 0.0 | 0.0 | 1.0 | 19 | 57,257 | 73,071 |
| Water Plant Instrumentation Technician | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Water Plant Operator (Certificate IV) | 7.0 | 6.0 | 5.0 | 19 | 57,257 | 73,071 |
| Water Treatment Plant Lab Technician | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Administrative Services Supervisor | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Water Distribution Operator (Certificate III) | 1.0 | 1.0 | 3.0 | 18 | 53,294 | 68,017 |
| Water Plant Operator (Certificate III) | 2.0 | 2.0 | 3.0 | 18 | 53,294 | 68,017 |
| Engineering Technician II | 1.0 | 2.0 | 1.0 | 17 | 49,530 | 63,712 |
| Utility Worker III | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Water Distribution Operator (Certificate II) | 2.0 | 3.0 | 3.0 | 17 | 49,530 | 63,712 |
| Water Plant Maintenance Technician | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Water Plant Operator (Certificate II) | 2.0 | 2.0 | 0.0 | 17 | 49,530 | 63,712 |
| Water Resources Technician II | 1.0 | 1.0 | 0.0 | 17 | 49,530 | 63,712 |

## Water Department, JWC, & Barney Full Time Equivalent (FTE) Positions (continued)

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Water Distribution Operator (Certificate I) | 3.0 | 4.0 | 3.0 | 16 | 46,253 | 58,814 |
| Water Plant Operator (Certificate I) | 0.0 | 0.0 | 0.0 | 16 | 46,253 | 58,814 |
| Engineering Technician I | 1.0 | 0.0 | 0.0 | 15 | 43,048 | 54,730 |
| Utility Worker II | 1.0 | 0.0 | 0.0 | 15 | 43,048 | 54,730 |
| Water Resources Technician I | 2.0 | 2.0 | 3.0 | 15 | 43,048 | 54,730 |
| Utility Worker I | 0.0 | 0.0 | 1.0 | 14 | 40,045 | 50,900 |
| Administrative Assistant II | 3.0 | 3.0 | 3.0 | 14 | 40,045 | 50,900 |
| Water Meter Reader | 2.0 | 2.0 | 2.0 | 14 | 40,045 | 50,900 |
| **Total:** | **63.0** | **63.0** | **66.0** | | | |

## Water Administration

The Water Administration Division is responsible for all aspects of the Hillsboro municipal drinking water system to assure progress toward the Department's core goals and functions. This Division oversees the activities of all divisions within the Department. It is responsible for coordination with other City departments and for relations with customers and the community. Water Administration has management responsibility for all the Joint Water Commission (JWC) facilities and for client management functions associated with the JWC partners. Water Administration also has management responsibility for all Barney Reservoir Joint Ownership Commission (BRJOC) facilities and for client management functions associated with the BRJOC partners.

**Water Administration-50054000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 402,375 | 400,248 | 354,768 | 345,489 | 345,489 | 345,489 |
| 5005 Salaries - Part-Time | 5,528 | 1,350 | - | - | - | - |
| 5010 Extra Labor | 16,266 | 44,965 | 44,640 | 44,640 | 44,640 | 44,640 |
| 5100 Overtime | - | - | 10,939 | 10,939 | 10,939 | 10,939 |
| 5301 Med/Den/Vis Insurance | 74,057 | 70,205 | 53,668 | 53,939 | 53,939 | 53,939 |
| 5303 PERS | 39,472 | 37,104 | 38,617 | 27,887 | 27,887 | 27,887 |
| 5308 VEBA | - | - | 6,255 | 6,072 | 6,072 | 6,072 |
| 5309 PERS Stabilization | - | - | - | 9,504 | 9,504 | 9,504 |
| 5399 Other Benefits and Taxes | 35,409 | 34,218 | 33,451 | 33,487 | 33,487 | 33,487 |
| **Total Personnel Services** | $573,107 | $588,090 | $542,338 | $531,957 | $531,957 | $531,957 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 11,637 | 10,548 | 11,500 | 10,500 | 10,500 | 10,500 |
| 6001 Communications Services | 9,934 | 7,932 | 10,000 | 9,000 | 9,000 | 9,000 |
| 6002 Travel/Training/Dues | 20,174 | 27,370 | 18,500 | 26,300 | 26,300 | 26,300 |
| 6003 Postage | 1,326 | 617 | 900 | 900 | 900 | 900 |
| 6004 Program Supplies/Materials | 4,276 | 3,827 | 6,000 | 7,000 | 7,000 | 7,000 |
| 6005 Advertising/Promotion | 478 | 205 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | 94,849 | 196,012 | 252,500 | 181,000 | 181,000 | 181,000 |
| 6102 Maintenance Contracts | 571 | 569 | 500 | 1,000 | 1,000 | 1,000 |
| 6200 Fuel/Oil | 922 | 683 | 1,100 | 1,500 | 1,500 | 1,500 |
| 6202 Vehicle Equipment | - | 15 | 500 | - | - | - |
| 6300 Uniforms | 166 | 551 | 600 | 600 | 600 | 600 |
| 6301 Safety Supplies | - | 1,155 | 250 | 300 | 300 | 300 |
| 6409 Computer Software | 7,124 | 7,251 | 7,400 | 9,000 | 9,000 | 9,000 |
| 6410 Computer Hardware | - | 679 | - | 3,000 | 3,000 | 3,000 |
| 6411 Communications Equipment | - | - | - | 200 | 200 | 200 |
| 6416 Equipment Maintenance | 632 | - | - | - | - | - |
| **Total Materials & Services** | $152,089 | $257,414 | $310,750 | $251,300 | $251,300 | $251,300 |

## Water Administration (continued)

### Water Administration-50054000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 81 | - | - | - | - | - |
| 7040 Construction - Infrastructure | (2,255) | - | - | - | - | - |
| 7050 Capital Reserve | - | - | 7,374,368 | 3,634,883 | 3,607,424 | 3,607,424 |
| 7055 Joint Venture Reimbursement | 356,637 | 432,752 | - | - | - | - |
| **Total Capital Outlay** | $354,463 | $432,752 | $7,374,368 | $3,634,883 | $3,607,424 | $3,607,424 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 44,910 | 41,338 | 44,685 | 42,615 | 42,615 | 42,615 |
| 8009 Support Services Charge | 1,119,288 | 1,221,401 | 1,334,018 | 1,537,297 | 1,537,297 | 1,537,297 |
| 8010 Equipment Depreciation | 46,241 | 61,003 | 61,003 | 63,012 | 63,012 | 63,012 |
| 8011 Facilities Charge | 143,169 | 162,647 | 221,223 | 208,870 | 208,870 | 208,870 |
| 8018 Insurance | 112,516 | 124,757 | 175,000 | 175,000 | 175,000 | 175,000 |
| 8020 Water Purchases | 2,623,739 | 2,648,157 | 3,171,305 | 3,336,773 | 3,336,773 | 3,336,773 |
| 8024 Fleet Services Charge | 142,379 | 148,894 | 179,287 | 206,595 | 206,595 | 206,595 |
| 8027 Bond Sale Expense | 91,772 | 14,478,899 | - | - | - | - |
| 8029 Interest Expense | 2,555 | 1,126 | 5,000 | 5,250 | 5,250 | 5,250 |
| 8030 Payments to Other Gov't | 100,726 | 105,092 | 117,000 | 122,850 | 122,850 | 122,850 |
| 8055 Franchise Fee Payments | 479,024 | 550,934 | 554,005 | 581,705 | 581,705 | 581,705 |
| **Total Special Payments** | $4,906,319 | $19,544,248 | $5,862,526 | $6,279,967 | $6,279,967 | $6,279,967 |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 8209 Transfer to Facilities Managemen | - | - | 230,000 | - | - | - |
| 8210 Transfer to Debt Service | 1,598,700 | 2,355,238 | 2,290,000 | 2,290,000 | 2,290,000 | 2,290,000 |
| 8211 Transfer to Funded Depreciation | 525,000 | 1,550,000 | 1,925,000 | 1,925,000 | 1,925,000 | 1,925,000 |
| 8223 Transfer to Water Rate Stabilizati | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| **Total Transfers** | $2,318,700 | $4,100,238 | $4,640,000 | $4,410,000 | $4,410,000 | $4,410,000 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 725,000 | 725,000 | 725,000 | 725,000 |
| **Total Contingency** | $0 | $0 | $725,000 | $725,000 | $725,000 | $725,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 11,457,050 | 10,372,805 | - | - | - | - |
| **Total Unapprop Fund Bal** | $11,457,050 | $10,372,805 | $0 | $0 | $0 | $0 |
| **Total** | **$19,761,728** | **$35,295,547** | **$19,454,982** | **$15,833,107** | **$15,805,648** | **$15,805,648** |

## Water Engineering

The Water Engineering Division is responsible for all phases of the Water Department's capital projects (including JWC and BRJOC projects). It manages both the internal and external design efforts and provides construction oversight on all department system improvements. The Engineering Division reviews plans for and inspects developer-constructed improvements prior to their acceptance by the City. Cross-connection and backflow prevention, and GIS mapping services are also provided through this group.

**Water Engineering-50054020**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 559,739 | 539,300 | 726,606 | 766,099 | 766,099 | 766,099 |
| 5005 Salaries - Part-Time | 1,279 | 2,553 | - | - | - | - |
| 5010 Extra Labor | - | 1,228 | 10,000 | 26,170 | 26,170 | 26,170 |
| 5100 Overtime | 661 | 50 | 17,234 | 17,234 | 17,234 | 17,234 |
| 5301 Med/Den/Vis Insurance | 113,399 | 110,824 | 139,621 | 152,777 | 152,777 | 152,777 |
| 5303 PERS | 64,320 | 59,733 | 105,476 | 79,615 | 79,615 | 79,615 |
| 5308 VEBA | - | - | 14,532 | 15,325 | 15,325 | 15,325 |
| 5309 PERS Stabilization | - | - | - | 23,598 | 23,598 | 23,598 |
| 5399 Other Benefits and Taxes | 57,528 | 56,537 | 80,859 | 87,549 | 87,549 | 87,549 |
| **Total Personnel Services** | $796,926 | $770,225 | $1,094,328 | $1,168,367 | $1,168,367 | $1,168,367 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 1,153 | 990 | 1,300 | 1,300 | 1,300 | 1,300 |
| 6001 Communications Services | 1,393 | 965 | 1,200 | 2,500 | 2,500 | 2,500 |
| 6002 Travel/Training/Dues | 10,389 | 12,983 | 14,000 | 17,000 | 17,000 | 17,000 |
| 6003 Postage | 2,741 | 3,121 | 2,400 | 3,500 | 3,500 | 3,500 |
| 6004 Program Supplies/Materials | 8,167 | 193 | 2,700 | 3,000 | 3,000 | 3,000 |
| 6007 Printing | - | 837 | - | 3,000 | 3,000 | 3,000 |
| 6100 Contractual Services | 3,959 | 751 | - | - | - | - |
| 6101 Other Services | - | 3,294 | 1,500 | 3,500 | 3,500 | 3,500 |
| 6200 Fuel/Oil | 9,053 | 12,335 | 8,500 | 12,600 | 12,600 | 12,600 |
| 6201 Fleet Maintenance | - | - | - | 400 | 400 | 400 |
| 6300 Uniforms | 1,375 | 1,542 | 2,500 | 4,000 | 4,000 | 4,000 |
| 6301 Safety Supplies | - | 184 | 600 | 500 | 500 | 500 |
| 6403 Small Tools and Equipment | 315 | 709 | 1,000 | 2,000 | 2,000 | 2,000 |
| 6408 Analysis and Lab Supplies | 108 | 18 | - | - | - | - |
| 6409 Computer Software | - | - | 1,300 | 12,000 | 12,000 | 12,000 |
| 6410 Computer Hardware | - | - | 5,500 | 8,000 | 8,000 | 8,000 |
| **Total Materials & Services** | $38,653 | $37,922 | $42,500 | $73,300 | $73,300 | $73,300 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | 30,000 | 30,000 | 30,000 | 30,000 |
| 7040 Construction - Infrastructure | 523,645 | 4,130,192 | 1,098,000 | 450,000 | 450,000 | 450,000 |
| 7055 Joint Venture Reimbursement | 35 | - | 942,970 | 3,081,595 | 3,081,595 | 3,081,595 |
| **Total Capital Outlay** | $523,680 | $4,130,192 | $2,070,970 | $3,561,595 | $3,561,595 | $3,561,595 |
| **Total** | **$1,359,259** | **$4,938,339** | **$3,207,798** | **$4,803,262** | **$4,803,262** | **$4,803,262** |

## Water Resources

The Water Resources Division is responsible for management of the Department's natural resource assets including water rights, water quality monitoring and reporting, and watershed management. This division is responsible for projecting future water requirements and for planning for new water supply sources to meet those needs. The Water Resources division also leads conservation, outreach, communications, and education programs for the community.

**Water Resources-50054040**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 217,361 | 249,405 | 290,026 | 280,572 | 280,572 | 280,572 |
| 5005 Salaries - Part-Time | - | 6,535 | - | - | - | - |
| 5100 Overtime | - | - | 7,714 | 7,714 | 7,714 | 7,714 |
| 5301 Med/Den/Vis Insurance | 50,657 | 58,648 | 64,962 | 57,085 | 57,085 | 57,085 |
| 5303 PERS | 23,258 | 26,889 | 40,986 | 29,749 | 29,749 | 29,749 |
| 5308 VEBA | - | - | 5,801 | 5,613 | 5,613 | 5,613 |
| 5309 PERS Stabilization | - | - | - | 8,721 | 8,721 | 8,721 |
| 5399 Other Benefits and Taxes | 18,853 | 22,543 | 29,032 | 28,156 | 28,156 | 28,156 |
| **Total Personnel Services** | $310,129 | $364,020 | $438,521 | $417,610 | $417,610 | $417,610 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 561 | 3,290 | 4,400 | 3,400 | 3,400 | 3,400 |
| 6001 Communications Services | 1,404 | 1,103 | 3,420 | 2,000 | 2,000 | 2,000 |
| 6002 Travel/Training/Dues | 16,054 | 14,564 | 14,265 | 15,500 | 15,500 | 15,500 |
| 6003 Postage | - | 3,200 | 10,100 | 10,800 | 10,800 | 10,800 |
| 6004 Program Supplies/Materials | 102,347 | 135,411 | 116,000 | 124,000 | 124,000 | 124,000 |
| 6007 Printing | - | - | - | 1,500 | 1,500 | 1,500 |
| 6100 Contractual Services | 16,724 | 19,401 | 106,200 | 341,500 | 341,500 | 341,500 |
| 6200 Fuel/Oil | 2,111 | 3,793 | 3,800 | 4,300 | 4,300 | 4,300 |
| 6202 Vehicle Equipment | - | - | - | 100 | 100 | 100 |
| 6300 Uniforms | 475 | 725 | 1,220 | 1,300 | 1,300 | 1,300 |
| 6301 Safety Supplies | 51 | 317 | 400 | 400 | 400 | 400 |
| 6408 Analysis and Lab Supplies | 31,458 | 27,434 | 46,970 | 49,000 | 49,000 | 49,000 |
| 6410 Computer Hardware | - | - | 1,500 | 1,500 | 1,500 | 1,500 |
| 6411 Communications Equipment | - | - | 100 | 200 | 200 | 200 |
| **Total Materials & Services** | $171,185 | $209,238 | $308,375 | $555,500 | $555,500 | $555,500 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 26,087 | - | - | 35,000 | 35,000 | 35,000 |
| **Total Capital Outlay** | $26,087 | $0 | $0 | $35,000 | $35,000 | $35,000 |
| **Total** | **$507,401** | **$573,258** | **$746,896** | **$1,008,110** | **$1,008,110** | **$1,008,110** |

## Water Distribution Administration

Water Distribution Administration Division oversees the activities of the individual Water Distribution groups, which are responsible for the operation and services of the retail and wholesale distribution facilities, the upper system, and Barney Reservoir facilities.

**Water Dist Administration-50054060**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 118,232 | 116,026 | 129,795 | 1,375,462 | 1,394,614 | 1,394,614 |
| 5100 Overtime | - | - | 3,186 | 3,186 | 3,186 | 3,186 |
| 5301 Med/Den/Vis Insurance | 29,413 | 27,976 | 29,933 | 337,962 | 337,962 | 337,962 |
| 5303 PERS | 13,348 | 13,264 | 18,583 | 149,796 | 154,340 | 154,340 |
| 5308 VEBA | - | - | 2,596 | 27,512 | 27,896 | 27,896 |
| 5309 PERS Stabilization | - | - | - | 41,454 | 42,034 | 42,034 |
| 5399 Other Benefits and Taxes | 11,212 | 11,132 | 13,242 | 146,075 | 148,874 | 148,874 |
| **Total Personnel Services** | $172,205 | $168,398 | $197,335 | $2,081,447 | $2,108,906 | $2,108,906 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 4,934 | 3,527 | 2,100 | 4,200 | 4,200 | 4,200 |
| 6001 Communications Services | 1,594 | 1,625 | 1,800 | 2,100 | 2,100 | 2,100 |
| 6002 Travel/Training/Dues | 4,599 | 10,256 | 5,500 | 12,000 | 12,000 | 12,000 |
| 6003 Postage | 38 | 19 | 500 | 100 | 100 | 100 |
| 6004 Program Supplies/Materials | 5,715 | 2,190 | 3,000 | 4,500 | 4,500 | 4,500 |
| 6005 Advertising/Promotion | - | - | 500 | 100 | 100 | 100 |
| 6007 Printing | - | - | - | 200 | 200 | 200 |
| 6100 Contractual Services | 36,499 | 25,059 | 49,000 | 64,500 | 64,500 | 64,500 |
| 6101 Other Services | - | 157 | 5,000 | - | - | - |
| 6102 Maintenance Contracts | - | 4,375 | 8,000 | 11,000 | 11,000 | 11,000 |
| 6200 Fuel/Oil | 2,208 | 504 | 2,700 | 2,800 | 2,800 | 2,800 |
| 6202 Vehicle Equipment | - | 106 | 10,000 | 3,000 | 3,000 | 3,000 |
| 6300 Uniforms | 116 | 400 | 400 | 500 | 500 | 500 |
| 6301 Safety Supplies | 4,931 | 2,779 | 4,500 | 5,000 | 5,000 | 5,000 |
| 6400 Utilities | 1,463 | 1,291 | 2,700 | 2,400 | 2,400 | 2,400 |
| 6402 Maintenance Supplies | 2,372 | 5,740 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6403 Small Tools and Equipment | 425 | 87 | 1,500 | 1,000 | 1,000 | 1,000 |
| 6408 Analysis and Lab Supplies | 3,851 | 874 | 13,100 | 11,000 | 11,000 | 11,000 |
| 6409 Computer Software | 8,776 | - | 14,000 | - | - | - |
| 6410 Computer Hardware | 426 | 1,013 | 2,500 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $77,947 | $60,002 | $131,300 | $129,900 | $129,900 | $129,900 |

## Water Distribution Administration (continued)

### Water Dist Administration-50054060

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | 14,672 | 11,500 | - | - | - |
| 7002 Non-License Appar and Equipme | - | - | 25,000 | - | - | - |
| 7020 Computer Hardware | - | - | - | 42,500 | 42,500 | 42,500 |
| 7032 Facilities Equipment | - | - | 3,000 | - | - | - |
| **Total Capital Outlay** | $0 | $14,672 | $39,500 | $42,500 | $42,500 | $42,500 |
| **Total** | **$250,152** | **$243,072** | **$368,135** | **$2,253,847** | **$2,281,306** | **$2,281,306** |

*Crandall Reservoir*

## Water Distribution Services

The Water Distribution Services Division is responsible for installation of new water services as well as modifications to existing services. There are approximately 25,000 metered water services across the Hillsboro system.

**Water Dist Services-50054061**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 270,162 | 316,079 | 296,796 | - | - | - |
| 5010 Extra Labor | - | - | - | 13,057 | 13,057 | 13,057 |
| 5100 Overtime | 2,654 | 10,582 | 6,343 | 6,343 | 6,343 | 6,343 |
| 5301 Med/Den/Vis Insurance | 72,333 | 93,812 | 75,300 | - | - | - |
| 5303 PERS | 28,743 | 31,954 | 38,885 | 800 | 800 | 800 |
| 5308 VEBA | - | - | 5,936 | - | - | - |
| 5309 PERS Stabilization | - | - | - | 190 | 190 | 190 |
| 5399 Other Benefits and Taxes | 31,165 | 34,886 | 32,641 | 1,715 | 1,715 | 1,715 |
| **Total Personnel Services** | $405,057 | $487,313 | $455,901 | $22,105 | $22,105 | $22,105 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 1,900 | 1,889 | 2,700 | 3,300 | 3,300 | 3,300 |
| 6002 Travel/Training/Dues | 1,550 | 2,416 | 2,800 | 2,400 | 2,400 | 2,400 |
| 6004 Program Supplies/Materials | 164,952 | 149,293 | 140,000 | 118,000 | 118,000 | 118,000 |
| 6100 Contractual Services | 2,625 | 609 | - | 40,000 | 40,000 | 40,000 |
| 6101 Other Services | 4,007 | 4,474 | 3,000 | 6,000 | 6,000 | 6,000 |
| 6200 Fuel/Oil | 13,183 | 12,229 | 13,500 | 14,500 | 14,500 | 14,500 |
| 6201 Fleet Maintenance | 399 | - | - | 3,000 | 3,000 | 3,000 |
| 6300 Uniforms | 2,200 | 2,999 | 2,600 | 3,200 | 3,200 | 3,200 |
| 6301 Safety Supplies | 1,146 | 1,480 | 2,200 | 2,000 | 2,000 | 2,000 |
| 6403 Small Tools and Equipment | 1,044 | 6,066 | 3,300 | 4,000 | 4,000 | 4,000 |
| 6410 Computer Hardware | - | - | - | 2,000 | 2,000 | 2,000 |
| 6411 Communications Equipment | - | - | 900 | 300 | 300 | 300 |
| 6412 Equipment Rental | - | - | 5,000 | 3,500 | 3,500 | 3,500 |
| **Total Materials & Services** | $193,006 | $181,455 | $176,000 | $202,200 | $202,200 | $202,200 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 27,869 | 795 | 2,500 | 45,000 | 45,000 | 45,000 |
| 7002 Non-License Appar and Equipme | - | - | - | 5,500 | 5,500 | 5,500 |
| **Total Capital Outlay** | $27,869 | $795 | $2,500 | $50,500 | $50,500 | $50,500 |
| **Total** | **$625,932** | **$669,563** | **$634,401** | **$274,805** | **$274,805** | **$274,805** |

## Water Valves

The Water Valves Division is responsible for the maintenance and operability of all water valves located throughout the Hillsboro System. Its duties include exercising and repairing valves, and coordination of pipeline flushing with the Water Hydrants group to clear sediment from the lines. There are over 10,000 valves located throughout the City's system.

**Water Valves-50054064**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 137,593 | 151,635 | 164,124 | - | - | - |
| 5010 Extra Labor | - | - | 13,000 | 13,000 | 13,000 | 13,000 |
| 5100 Overtime | 8,027 | 13,419 | 5,203 | 5,203 | 5,203 | 5,203 |
| 5301 Med/Den/Vis Insurance | 27,693 | 28,674 | 39,217 | - | - | - |
| 5303 PERS | 18,261 | 20,685 | 23,250 | 656 | 656 | 656 |
| 5308 VEBA | - | - | 3,283 | - | - | - |
| 5309 PERS Stabilization | - | - | - | 156 | 156 | 156 |
| 5399 Other Benefits and Taxes | 14,862 | 16,967 | 19,303 | 1,596 | 1,596 | 1,596 |
| **Total Personnel Services** | $206,436 | $231,380 | $267,380 | $20,611 | $20,611 | $20,611 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 2,824 | 2,260 | 2,000 | 3,200 | 3,200 | 3,200 |
| 6002 Travel/Training/Dues | 1,011 | - | 2,000 | 2,300 | 2,300 | 2,300 |
| 6004 Program Supplies/Materials | 51,882 | 39,730 | 50,000 | 57,000 | 57,000 | 57,000 |
| 6100 Contractual Services | - | 228 | - | 5,000 | 5,000 | 5,000 |
| 6101 Other Services | 397 | 652 | 3,000 | 12,000 | 12,000 | 12,000 |
| 6200 Fuel/Oil | 12,421 | 9,255 | 13,000 | 13,000 | 13,000 | 13,000 |
| 6201 Fleet Maintenance | - | - | - | 2,100 | 2,100 | 2,100 |
| 6300 Uniforms | 446 | 984 | 1,500 | 3,000 | 3,000 | 3,000 |
| 6301 Safety Supplies | 921 | 1,102 | 1,800 | 1,600 | 1,600 | 1,600 |
| 6403 Small Tools and Equipment | 2,209 | 2,851 | 2,300 | 2,600 | 2,600 | 2,600 |
| 6410 Computer Hardware | - | - | - | 3,000 | 3,000 | 3,000 |
| 6411 Communications Equipment | 180 | 100 | 200 | 200 | 200 | 200 |
| 6412 Equipment Rental | - | - | 500 | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $72,291 | $57,162 | $76,300 | $106,500 | $106,500 | $106,500 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 56,351 | 42,301 | 30,000 | 110,000 | 110,000 | 110,000 |
| 7002 Non-License Appar and Equipme | - | - | - | 4,000 | 4,000 | 4,000 |
| 7005 Communications Equipment | - | - | 5,000 | - | - | - |
| **Total Capital Outlay** | $56,351 | $42,301 | $35,000 | $114,000 | $114,000 | $114,000 |
| **Total** | **$335,078** | **$330,843** | **$378,680** | **$241,111** | **$241,111** | **$241,111** |

## Water Hydrants

The Water Hydrants Division is responsible for all maintenance on over 3,500 fire hydrants located throughout the City of Hillsboro to assure they are operable when needed for fire response events. In addition, this group coordinates with the Water Valves group on flushing of transmission and distribution pipelines, as required, to enhance water quality and extend pipe performance.

**Water Hydrants-50054065**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 127,301 | 148,515 | 138,808 | - | - | - |
| 5010 Extra Labor | - | - | 17,500 | 22,377 | 22,377 | 22,377 |
| 5100 Overtime | 1,637 | 5,681 | 3,714 | 3,714 | 3,714 | 3,714 |
| 5301 Med/Den/Vis Insurance | 29,404 | 35,262 | 29,424 | - | - | - |
| 5303 PERS | 16,074 | 18,332 | 22,133 | 468 | 468 | 468 |
| 5308 VEBA | - | 22 | 2,776 | - | - | - |
| 5309 PERS Stabilization | - | - | - | 111 | 111 | 111 |
| 5399 Other Benefits and Taxes | 13,184 | 15,644 | 16,852 | 2,268 | 2,268 | 2,268 |
| **Total Personnel Services** | $187,600 | $223,456 | $231,207 | $28,938 | $28,938 | $28,938 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 80 | - | 1,400 | 1,000 | 1,000 | 1,000 |
| 6002 Travel/Training/Dues | 970 | 655 | 2,200 | 1,400 | 1,400 | 1,400 |
| 6004 Program Supplies/Materials | 89,843 | 82,627 | 120,000 | 119,000 | 119,000 | 119,000 |
| 6100 Contractual Services | - | 68 | - | - | - | - |
| 6101 Other Services | 718 | 128 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6200 Fuel/Oil | 10,363 | 9,091 | 10,700 | 10,700 | 10,700 | 10,700 |
| 6202 Vehicle Equipment | - | - | - | 1,000 | 1,000 | 1,000 |
| 6300 Uniforms | 713 | 294 | 1,000 | 2,700 | 2,700 | 2,700 |
| 6301 Safety Supplies | - | 1,787 | 2,100 | 1,900 | 1,900 | 1,900 |
| 6403 Small Tools and Equipment | 106 | 849 | 3,300 | 3,200 | 3,200 | 3,200 |
| 6410 Computer Hardware | - | - | - | 1,500 | 1,500 | 1,500 |
| 6411 Communications Equipment | - | - | 200 | 300 | 300 | 300 |
| 6412 Equipment Rental | - | - | 500 | 500 | 500 | 500 |
| **Total Materials & Services** | $102,793 | $95,499 | $144,400 | $146,200 | $146,200 | $146,200 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 1,581 | 21,055 | - | - | - | - |
| 7002 Non-License Appar and Equipme | - | - | - | 6,000 | 6,000 | 6,000 |
| **Total Capital Outlay** | $1,581 | $21,055 | $0 | $6,000 | $6,000 | $6,000 |
| **Total** | **$291,974** | **$340,010** | **$375,607** | **$181,138** | **$181,138** | **$181,138** |

## Water Reservoirs

The Water Reservoirs Division manages flows to and from the City's four reservoirs: Crandall Reservoir (10 million gallons), 24th Avenue Reservoir (5.5 million gallons), Evergreen Reservoir (15 million gallons), and the Dilley Reservoir (900,000 gallons). The Reservoirs group also manages water pressure throughout the distribution system and maintains the system's pump stations and transmission line pressure reducing valves.

**Water Reservoirs-50054066**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 288,904 | 292,590 | 234,103 | 13,618 | 13,618 | 13,618 |
| 5100 Overtime | 9,635 | 9,142 | 6,352 | 6,352 | 6,352 | 6,352 |
| 5301 Med/Den/Vis Insurance | 66,686 | 67,451 | 51,222 | 2,326 | 2,326 | 2,326 |
| 5303 PERS | 32,156 | 32,572 | 33,598 | 1,877 | 1,877 | 1,877 |
| 5308 VEBA | - | - | 4,682 | 272 | 272 | 272 |
| 5309 PERS Stabilization | - | - | - | 603 | 603 | 603 |
| 5399 Other Benefits and Taxes | 32,106 | 32,383 | 27,030 | 1,944 | 1,944 | 1,944 |
| **Total Personnel Services** | $429,487 | $434,138 | $356,987 | $26,992 | $26,992 | $26,992 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 1,561 | 1,782 | 2,500 | 2,900 | 2,900 | 2,900 |
| 6002 Travel/Training/Dues | 1,430 | 253 | 1,500 | 2,000 | 2,000 | 2,000 |
| 6004 Program Supplies/Materials | 26,173 | 35,299 | 62,000 | 69,500 | 69,500 | 69,500 |
| 6100 Contractual Services | - | 135 | - | 3,000 | 3,000 | 3,000 |
| 6102 Maintenance Contracts | 15,490 | 20,533 | 26,000 | 49,500 | 49,500 | 49,500 |
| 6200 Fuel/Oil | 13,147 | 14,139 | 14,000 | 14,500 | 14,500 | 14,500 |
| 6201 Fleet Maintenance | - | - | - | 900 | 900 | 900 |
| 6300 Uniforms | 957 | 615 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6301 Safety Supplies | - | 1,642 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6400 Utilities | 78,203 | 65,042 | 90,000 | 131,500 | 131,500 | 131,500 |
| 6403 Small Tools and Equipment | 43 | 4,489 | 2,000 | 2,400 | 2,400 | 2,400 |
| 6410 Computer Hardware | 23 | - | - | 15,500 | 15,500 | 15,500 |
| 6412 Equipment Rental | - | - | 2,500 | 2,500 | 2,500 | 2,500 |
| 6501 Chlorine | - | - | 3,000 | - | - | - |
| **Total Materials & Services** | $137,027 | $143,929 | $207,500 | $298,200 | $298,200 | $298,200 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | 64,577 | - | - | - | - |
| 7002 Non-License Appar and Equipme | - | - | 26,000 | - | - | - |
| **Total Capital Outlay** | $0 | $64,577 | $26,000 | $0 | $0 | $0 |
| **Total** | **$566,514** | **$642,644** | **$590,487** | **$325,192** | **$325,192** | **$325,192** |

## Water Meters

The Water Meters Division is responsible for all water meter maintenance, installations and replacements. This group installs meters for the AMR (Automatic Meter Reader) program, which is replacing all of the system's existing meters with meters that can be read remotely; that program is entering year 7 of an 11-year replacement schedule. This group is also responsible for reading meters for billing purposes, for water service turn-on and off's, and for leak investigations.

**Water Meters-50054069**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 252,138 | 262,795 | 291,545 | 94,058 | 94,058 | 94,058 |
| 5010 Extra Labor | - | - | 13,000 | 27,104 | 27,104 | 27,104 |
| 5100 Overtime | 6,478 | 9,738 | 9,688 | 9,688 | 9,688 | 9,688 |
| 5301 Med/Den/Vis Insurance | 64,420 | 68,075 | 72,186 | 26,563 | 26,563 | 26,563 |
| 5303 PERS | 31,305 | 33,012 | 45,259 | 11,693 | 11,693 | 11,693 |
| 5308 VEBA | - | - | 5,831 | 1,881 | 1,881 | 1,881 |
| 5309 PERS Stabilization | - | - | - | 3,112 | 3,112 | 3,112 |
| 5399 Other Benefits and Taxes | 26,878 | 28,199 | 33,914 | 13,088 | 13,088 | 13,088 |
| **Total Personnel Services** | $381,219 | $401,819 | $471,423 | $187,187 | $187,187 | $187,187 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 2,360 | 1,626 | 3,300 | 3,900 | 3,900 | 3,900 |
| 6002 Travel/Training/Dues | 1,105 | 734 | 3,200 | 3,500 | 3,500 | 3,500 |
| 6004 Program Supplies/Materials | 433,077 | 407,771 | 458,000 | 424,500 | 424,500 | 424,500 |
| 6100 Contractual Services | - | 180 | - | - | - | - |
| 6101 Other Services | 11,661 | 12,692 | 15,000 | 15,000 | 15,000 | 15,000 |
| 6200 Fuel/Oil | 12,585 | 12,507 | 15,600 | 15,600 | 15,600 | 15,600 |
| 6201 Fleet Maintenance | - | - | - | 1,800 | 1,800 | 1,800 |
| 6300 Uniforms | 1,445 | 1,694 | 2,300 | 5,000 | 5,000 | 5,000 |
| 6301 Safety Supplies | 312 | 1,529 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6403 Small Tools and Equipment | 3,339 | 2,600 | 3,300 | 3,200 | 3,200 | 3,200 |
| 6409 Computer Software | - | - | - | 3,500 | 3,500 | 3,500 |
| 6410 Computer Hardware | - | - | - | 39,500 | 39,500 | 39,500 |
| 6411 Communications Equipment | 461 | 734 | 500 | 500 | 500 | 500 |
| 6412 Equipment Rental | - | - | - | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $466,345 | $442,067 | $503,200 | $519,500 | $519,500 | $519,500 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 20,914 | - | - | 50,000 | 50,000 | 50,000 |
| **Total Capital Outlay** | $20,914 | $0 | $0 | $50,000 | $50,000 | $50,000 |
| **Total** | **$868,478** | **$843,886** | **$974,623** | **$756,687** | **$756,687** | **$756,687** |

## Water Upper System

The Upper System Division is responsible for the operation and maintenance of the Cherry Grove Slow Sand Filter Plant (SSFP), a water treatment facility with 3 million gallon a day capacity that supplies the City's rural customers and wholesale service to Gaston and the LA Water Cooperative. This group also maintains and operates the partnership facilities at Barney Reservoir.

**Water Upper System-50054070**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 185,007 | 117,062 | 140,808 | 96,189 | 96,189 | 96,189 |
| 5010 Extra Labor | 12,404 | 1,560 | 11,350 | - | - | - |
| 5100 Overtime | 4,599 | 1,090 | 4,628 | 4,628 | 4,628 | 4,628 |
| 5301 Med/Den/Vis Insurance | 33,018 | 23,168 | 29,632 | 19,950 | 19,950 | 19,950 |
| 5303 PERS | 23,091 | 14,081 | 21,708 | 12,072 | 12,072 | 12,072 |
| 5308 VEBA | - | - | 2,816 | 1,924 | 1,924 | 1,924 |
| 5309 PERS Stabilization | - | - | - | 3,029 | 3,029 | 3,029 |
| 5399 Other Benefits and Taxes | 19,120 | 11,741 | 16,349 | 10,471 | 10,471 | 10,471 |
| **Total Personnel Services** | $277,239 | $168,702 | $227,291 | $148,263 | $148,263 | $148,263 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 600 | 685 | 2,000 | 1,400 | 1,400 | 1,400 |
| 6002 Travel/Training/Dues | 710 | 695 | 2,300 | 1,800 | 1,800 | 1,800 |
| 6004 Program Supplies/Materials | 35,247 | 17,487 | 24,000 | 53,000 | 53,000 | 53,000 |
| 6100 Contractual Services | - | 1,529 | - | - | - | - |
| 6101 Other Services | 10,181 | 13,600 | 15,000 | 25,000 | 25,000 | 25,000 |
| 6200 Fuel/Oil | 8,058 | 7,156 | 7,400 | 7,800 | 7,800 | 7,800 |
| 6201 Fleet Maintenance | - | - | - | 700 | 700 | 700 |
| 6300 Uniforms | 517 | 240 | 800 | 1,100 | 1,100 | 1,100 |
| 6301 Safety Supplies | - | 376 | 900 | 700 | 700 | 700 |
| 6400 Utilities | 13,924 | 12,972 | 17,000 | 17,000 | 17,000 | 17,000 |
| 6403 Small Tools and Equipment | 4,351 | 2,200 | 1,000 | 2,000 | 2,000 | 2,000 |
| 6410 Computer Hardware | - | 679 | - | 1,500 | 1,500 | 1,500 |
| 6411 Communications Equipment | - | - | 400 | 400 | 400 | 400 |
| 6412 Equipment Rental | - | - | 2,000 | 3,000 | 3,000 | 3,000 |
| 6500 Chemicals - General | 1,668 | 6,512 | 8,500 | 9,000 | 9,000 | 9,000 |
| 6501 Chlorine | 2,218 | 1,800 | 2,500 | 2,000 | 2,000 | 2,000 |
| **Total Materials & Services** | $77,474 | $65,931 | $83,800 | $126,400 | $126,400 | $126,400 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 35,375 | - | - | - | - | - |
| 7032 Facilities Equipment | - | - | 130,000 | - | - | - |
| **Total Capital Outlay** | $35,375 | $0 | $130,000 | $0 | $0 | $0 |
| **Total** | **$390,088** | **$234,633** | **$441,091** | **$274,663** | **$274,663** | **$274,663** |

## Water Depreciation

The Water Depreciation Fund accounts for capital projects related to the replacement of existing water system assets that are at the end of their useful lives. This Fund pays for the Department's direct asset replacements as well as Hillsboro's portion of joint venture reimbursements.

**Water Depreciation-50254020**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 34,985 | 71,094 | - | - | - | - |
| 5005 Salaries - Part-Time | - | 262 | - | - | - | - |
| 5010 Extra Labor | - | 4,908 | - | - | - | - |
| 5100 Overtime | 86 | 22 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 6,989 | 15,194 | - | - | - | - |
| 5303 PERS | 4,302 | 7,514 | - | - | - | - |
| 5399 Other Benefits and Taxes | 3,742 | 8,143 | - | - | - | - |
| **Total Personnel Services** | $50,104 | $107,137 | $0 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 118,837 | 136,357 | - | - | - | - |
| 7040 Construction - Infrastructure | 138,473 | 801,226 | 2,539,444 | 1,732,000 | 1,732,000 | 1,732,000 |
| 7050 Capital Reserve | - | - | 13,309,056 | 12,744,200 | 12,744,200 | 12,744,200 |
| 7055 Joint Venture Reimbursement | - | 128,758 | 292,500 | 225,000 | 225,000 | 225,000 |
| **Total Capital Outlay** | $257,310 | $1,066,341 | $16,141,000 | $14,701,200 | $14,701,200 | $14,701,200 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 13,664,896 | 14,097,871 | - | - | - | - |
| **Total Unapprop Fund Bal** | $13,664,896 | $14,097,871 | $0 | $0 | $0 | $0 |
| **Total** | **$13,972,310** | **$15,271,349** | **$16,141,000** | **$14,701,200** | **$14,701,200** | **$14,701,200** |

## Water SDC

The Water SDC Fund accounts for capital improvement projects related to expansion of the existing water system for both the City of Hillsboro and Hillsboro's portion of joint venture reimbursements. Water System Development Charges (SDCs) are collected when new meters are sold and installed.

**Water SDC-50454020**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 67,910 | 85,947 | - | - | - | - |
| 5005 Salaries - Part-Time | 95 | 262 | - | - | - | - |
| 5100 Overtime | 171 | 81 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 11,810 | 16,434 | - | - | - | - |
| 5303 PERS | 6,933 | 8,915 | - | - | - | - |
| 5399 Other Benefits and Taxes | 6,468 | 8,780 | - | - | - | - |
| **Total Personnel Services** | $93,387 | $120,419 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 19,176 | - | - | - | - |
| **Total Materials & Services** | $0 | $19,176 | $0 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 5,323,264 | 10,671,599 | 7,777,556 | 3,218,000 | 3,218,000 | 3,218,000 |
| 7050 Capital Reserve | - | - | 20,802,880 | 38,348,000 | 38,348,000 | 38,348,000 |
| 7055 Joint Venture Reimbursement | 288,128 | 197,580 | 10,364 | 1,620,000 | 1,620,000 | 1,620,000 |
| **Total Capital Outlay** | $5,611,392 | $10,869,179 | $28,590,800 | $43,186,000 | $43,186,000 | $43,186,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 22,966,362 | 29,725,291 | - | - | - | - |
| **Total Unapprop Fund Bal** | $22,966,362 | $29,725,291 | $0 | $0 | $0 | $0 |
| **Total** | **$28,671,141** | **$40,734,065** | **$28,590,800** | **$43,186,000** | **$43,186,000** | **$43,186,000** |

## Water Debt Service

The Water Debt Service Fund accounts for the annual debt service on revenue bonds issued by the Utilities Commission.

**Water Debt Service-50654000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 350 | 350 | 350 | 400 | 400 | 400 |
| **Total Materials & Services** | $350 | $350 | $350 | $400 | $400 | $400 |
| **Special Payments** | | | | | | |
| 8027 Bond Sale Expense | 350 | 1,150 | - | - | - | - |
| **Total Special Payments** | $350 | $1,150 | $0 | $0 | $0 | $0 |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | 1,765,000 | 2,025,000 | 2,005,000 | 2,045,000 | 2,045,000 | 2,045,000 |
| 8101 Bond Interest | 574,895 | 256,123 | 277,059 | 242,875 | 242,875 | 242,875 |
| **Total Debt Service** | $2,339,895 | $2,281,123 | $2,282,059 | $2,287,875 | $2,287,875 | $2,287,875 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 1,456,141 | 1,535,935 | 1,560,391 | 1,559,475 | 1,559,475 | 1,559,475 |
| **Total Unapprop Fund Bal** | $1,456,141 | $1,535,935 | $1,560,391 | $1,559,475 | $1,559,475 | $1,559,475 |
| **Total** | **$3,796,736** | **$3,818,558** | **$3,842,800** | **$3,847,750** | **$3,847,750** | **$3,847,750** |

## Water Rate Stabilization

The Water Rate Stabilization Fund was created in FY 10-11 as a reserve to minimize the potential need for rate increases due to temporary shortfall in revenue associated with poor water sales or a short-term disruption of revenues.

**Water Rate Stabilization-50854000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 252,102 | 379,055 | 505,700 | 632,100 | 632,100 | 632,100 |
| **Total Unapprop Fund Bal** | $252,102 | $379,055 | $505,700 | $632,100 | $632,100 | $632,100 |
| **Total** | **$252,102** | **$379,055** | **$505,700** | **$632,100** | **$632,100** | **$632,100** |

# Joint Water Commission

## Department Description

The Joint Water Commission is a collective water supply partnership between the cities of Hillsboro, Forest Grove, and Beaverton and the Tualatin Valley Water District. The JWC also provides wholesale water supply to the City of North Plains. It has been delivering safe, high quality drinking water to Washington County customers since 1976. JWC is the largest drinking water supplier in Washington County and is responsible for treating, delivering and storing potable water to supply more than 350,000 customers.

The source of the water supplied to customers is the Tualatin River and its tributaries, along with releases of stored water from Scoggins Dam and from the Eldon S. Mills Dam on the Trask River. The source water is treated at the JWC's Water Treatment Plant (WTP), a facility with a maximum treatment capacity of 75 million gallons per day. The JWC WTP is located south of Forest Grove along the Tualatin River. JWC's system also includes the Spring Hill raw water intake, two Fern Hill water reservoirs that hold 20 million gallons each, and large diameter transmission pipelines to deliver treated water from the WTP to the partners' distribution systems.

The JWC is governed by a board of 12 commissioners, three from each partner agency. The City of Hillsboro is designated by the partnership as the managing agency for the JWC, and provides staff to operate all JWC facilities. Hillsboro's management activities are coordinated with the partners through the JWC Operations Committee, which includes technical staff representatives from each agency. The Operations Committee meets monthly to review capital project activities, to develop system operational policies and procedures, and to develop budgets and capital improvement programs in coordination with the partners' financial staffs.

The JWC budgets for two divisions: Administration and Operations.

## Budget Highlights

- The unit cost of water is projected to increase by 7.12% to $0.42/CCF.
- Budgets total of $6.8 million for capital projects, including:
  - Construction of JWC's diesel backup power facility - $6 milion.
  - Replacement of the finished water pump/motor 3 and analysis of the motor replacment program - $300,000.
  - Replacement of the original asbestos roof over the control building - $200,000.
  - Seismic Strategic Planning and Water Treatment Plant Study - $150,000.
  - Relocation of a meter vault and replacement of a transmission line at the Reedville Crossing - $100,000.

## JWC Administration

JWC Administration Division manages the staff and other administration activities related to JWC functions.

### JWC Administration-80054200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 265,585 | 283,306 | 343,916 | 356,066 | 356,066 | 356,066 |
| 5005 Salaries - Part-Time | 57 | - | - | - | - | - |
| 5100 Overtime | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 5301 Med/Den/Vis Insurance | 49,769 | 57,376 | 64,985 | 68,876 | 68,876 | 68,876 |
| 5303 PERS | 28,523 | 33,191 | 48,327 | 40,121 | 40,121 | 40,121 |
| 5308 VEBA | - | - | 6,478 | 6,722 | 6,722 | 6,722 |
| 5309 PERS Stabilization | - | - | - | 10,567 | 10,567 | 10,567 |
| 5399 Other Benefits and Taxes | 23,116 | 26,914 | 33,831 | 33,832 | 33,832 | 33,832 |
| **Total Personnel Services** | $367,050 | $400,787 | $502,537 | $521,184 | $521,184 | $521,184 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 3,218 | 4,709 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6001 Communications Services | 2,579 | 2,835 | 3,300 | 3,300 | 3,300 | 3,300 |
| 6002 Travel/Training/Dues | 9,788 | 14,073 | 12,000 | 11,000 | 11,000 | 11,000 |
| 6003 Postage | 205 | 144 | 250 | 300 | 300 | 300 |
| 6004 Program Supplies/Materials | 407 | 1,666 | 500 | 1,500 | 1,500 | 1,500 |
| 6005 Advertising/Promotion | 879 | 722 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | 912 | 6,616 | 1,500 | 7,500 | 7,500 | 7,500 |
| 6103 Janitorial Expense | 957 | 3,420 | 2,500 | 3,500 | 3,500 | 3,500 |
| 6200 Fuel/Oil | 1,066 | 1,027 | - | 1,100 | 1,100 | 1,100 |
| 6201 Fleet Maintenance | - | 84 | - | - | - | - |
| 6202 Vehicle Equipment | - | - | - | 100 | 100 | 100 |
| 6300 Uniforms | 378 | 277 | 1,000 | 1,100 | 1,100 | 1,100 |
| 6407 Water Master | 14,062 | 14,343 | 14,500 | 19,000 | 19,000 | 19,000 |
| 6450 Interest Expense | 5,259 | 2,114 | 7,000 | 6,000 | 6,000 | 6,000 |
| **Total Materials & Services** | $39,710 | $52,030 | $48,050 | $59,900 | $59,900 | $59,900 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 19,348 | - | - | - | - | - |
| 7040 Construction - Infrastructure | 1,341,977 | 1,434,547 | 7,170,000 | 8,750,000 | 8,750,000 | 8,750,000 |
| **Total Capital Outlay** | $1,361,325 | $1,434,547 | $7,170,000 | $8,750,000 | $8,750,000 | $8,750,000 |

## JWC Administration (continued)

### JWC Administration-80054200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 13,593 | 6,616 | 5,381 | 4,929 | 4,929 | 4,929 |
| 8009 Support Services Charge | 306,968 | 339,610 | 347,524 | 302,599 | 302,599 | 302,599 |
| 8010 Equipment Depreciation | 12,950 | 17,114 | 17,114 | 12,403 | 12,403 | 12,403 |
| 8011 Facilities Charge | 22,566 | 26,831 | 26,638 | 24,160 | 24,160 | 24,160 |
| 8018 Insurance | 208,115 | 225,275 | 271,368 | 298,505 | 298,505 | 298,505 |
| 8030 Payments to Other Gov't | (9,246) | 213 | 1,062,191 | 6,500 | 6,500 | 6,500 |
| **Total Special Payments** | $554,946 | $615,659 | $1,730,216 | $649,096 | $649,096 | $649,096 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 500,000 | 500,000 | 500,000 | 500,000 |
| **Total Contingency** | $0 | $0 | $500,000 | $500,000 | $500,000 | $500,000 |
| **Total** | **$2,323,031** | **$2,503,023** | **$9,950,803** | **$10,480,180** | **$10,480,180** | **$10,480,180** |

*Sed Ponds at WTP*

## JWC Operations

JWC Operations Division is responsible for production and delivery of treated water, including operations of the raw water intake facilities, water treatment plant, JWC reservoirs, and transmission facilities.

**JWC Operations-80054220**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,095,142 | 1,073,074 | 1,112,185 | 1,197,592 | 1,197,592 | 1,197,592 |
| 5005 Salaries - Part-Time | 1,995 | 18,689 | - | - | - | - |
| 5010 Extra Labor | 26,038 | 2,785 | 48,000 | 48,000 | 48,000 | 48,000 |
| 5100 Overtime | 11,261 | 10,020 | 35,000 | 35,000 | 35,000 | 35,000 |
| 5301 Med/Den/Vis Insurance | 243,869 | 244,698 | 239,444 | 260,986 | 260,986 | 260,986 |
| 5303 PERS | 120,541 | 116,379 | 155,165 | 125,874 | 125,874 | 125,874 |
| 5308 VEBA | - | 2 | 22,244 | 23,954 | 23,954 | 23,954 |
| 5309 PERS Stabilization | - | - | - | 37,557 | 37,557 | 37,557 |
| 5399 Other Benefits and Taxes | 113,377 | 111,207 | 124,322 | 132,710 | 132,710 | 132,710 |
| **Total Personnel Services** | $1,612,223 | $1,576,854 | $1,736,360 | $1,861,673 | $1,861,673 | $1,861,673 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 141 | 179 | 300 | 300 | 300 | 300 |
| 6002 Travel/Training/Dues | 29,007 | 33,792 | 37,000 | 43,500 | 43,500 | 43,500 |
| 6003 Postage | - | - | 400 | 400 | 400 | 400 |
| 6004 Program Supplies/Materials | 202,901 | 291,141 | 345,000 | 400,000 | 400,000 | 400,000 |
| 6100 Contractual Services | 22,468 | 109,995 | 403,384 | 280,000 | 280,000 | 280,000 |
| 6101 Other Services | 37,555 | 4,664 | 240 | 500 | 500 | 500 |
| 6102 Maintenance Contracts | 54,446 | 50,088 | 62,000 | 55,000 | 55,000 | 55,000 |
| 6103 Janitorial Expense | 30 | - | - | - | - | - |
| 6200 Fuel/Oil | 2,147 | 5,634 | 7,500 | 7,500 | 7,500 | 7,500 |
| 6201 Fleet Maintenance | 2,490 | 2,089 | - | - | - | - |
| 6202 Vehicle Equipment | - | 144 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6300 Uniforms | 4,417 | 4,626 | 5,600 | 6,000 | 6,000 | 6,000 |
| 6301 Safety Supplies | 7,056 | 4,352 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6400 Utilities | 1,431,769 | 1,313,146 | 1,480,000 | 1,665,000 | 1,665,000 | 1,665,000 |
| 6402 Maintenance Supplies | 70 | - | - | - | - | - |
| 6403 Small Tools and Equipment | 2,563 | 4,044 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6408 Analysis and Lab Supplies | 79,448 | 63,316 | 93,000 | 103,500 | 103,500 | 103,500 |
| 6409 Computer Software | 19,029 | 16,920 | 35,000 | 40,500 | 40,500 | 40,500 |
| 6410 Computer Hardware | 693 | 201 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6411 Communications Equipment | 492 | - | 500 | 500 | 500 | 500 |
| 6412 Equipment Rental | - | 3,531 | 6,000 | 3,500 | 3,500 | 3,500 |
| 6500 Chemicals - General | - | 435 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6501 Chlorine | 37,405 | 56,250 | 55,000 | 55,000 | 55,000 | 55,000 |
| 6502 Aluminum Sulfate | 299,005 | 303,221 | 330,000 | 335,000 | 335,000 | 335,000 |
| 6503 Caustic Soda | 259,423 | 230,708 | 240,000 | 265,000 | 265,000 | 265,000 |
| 6505 Filter Polymer | 8,840 | 4,420 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | $2,501,395 | $2,502,896 | $3,134,924 | $3,295,200 | $3,295,200 | $3,295,200 |

## JWC Operations (continued)

### JWC Operations-80054220

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 84,757 | - | - | 30,000 | 30,000 | 30,000 |
| 7002 Non-License Appar and Equipme | - | - | - | 55,000 | 55,000 | 55,000 |
| 7020 Computer Hardware | - | - | - | 15,000 | 15,000 | 15,000 |
| 7021 Computer Software | - | - | 18,000 | 43,000 | 43,000 | 43,000 |
| 7030 Facilities and Improvements | - | 32,576 | - | 12,000 | 12,000 | 12,000 |
| 7032 Facilities Equipment | 46,500 | - | 65,000 | - | - | - |
| 7040 Construction - Infrastructure | - | 2,093 | - | - | - | - |
| **Total Capital Outlay** | $131,257 | $34,669 | $83,000 | $155,000 | $155,000 | $155,000 |
| **Total** | **$4,244,875** | **$4,114,419** | **$4,954,284** | **$5,311,873** | **$5,311,873** | **$5,311,873** |

# Barney Reservoir Joint Ownership Commission

## Department Description

The Barney Reservoir Joint Ownership Commission (BRJOC) is a collective water supply partnership between the cities of Hillsboro, Forest Grove, and Beaverton, Tualatin Valley Water District, and Clean Water Services. The BRJOC provides for the ownership and operation of the Barney Reservoir and Eldon S. Mills Dam on the Trask River System. The BRJOC system has the capacity to impound 20,000 acre feet, or over 6.5 billion gallons of raw water. The City of Hillsboro has been designated by the partnership as the managing agency for the BRJOC.

The BRJOC budgets for two divisions: Administration and Operations.

## Budget Highlights

- Proposed budget is approximately a 4% increase from the previous year.
- No capital projects are proposed.

*Barney Reservoir*

## Barney Administration

Barney Administration Division manages the staff and other administrative activities related to BRJOC functions.

**BJC Administration-81054400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 21,905 | 21,555 | 29,779 | 29,531 | 29,531 | 29,531 |
| 5010 Extra Labor | - | - | - | 70,000 | 70,000 | 70,000 |
| 5100 Overtime | - | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 5301 Med/Den/Vis Insurance | 4,152 | 3,678 | 3,341 | 3,439 | 3,439 | 3,439 |
| 5303 PERS | 2,328 | 2,109 | 2,582 | 1,966 | 1,966 | 1,966 |
| 5308 VEBA | - | - | 396 | 391 | 391 | 391 |
| 5309 PERS Stabilization | - | - | - | 620 | 620 | 620 |
| 5399 Other Benefits and Taxes | 1,964 | 1,763 | 1,845 | 7,789 | 7,789 | 7,789 |
| **Total Personnel Services** | $30,349 | $29,105 | $38,943 | $114,736 | $114,736 | $114,736 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 40 | 54 | 900 | 1,000 | 1,000 | 1,000 |
| 6003 Postage | - | 2 | 100 | 100 | 100 | 100 |
| 6004 Program Supplies/Materials | - | - | 500 | 500 | 500 | 500 |
| **Total Materials & Services** | $40 | $56 | $1,500 | $1,600 | $1,600 | $1,600 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 2,804 | 1,697 | 1,740 | 1,629 | 1,629 | 1,629 |
| 8009 Support Services Charge | 50,085 | 44,838 | 49,223 | 45,237 | 45,237 | 45,237 |
| 8010 Equipment Depreciation | 2,102 | 2,247 | 2,247 | 1,854 | 1,854 | 1,854 |
| 8011 Facilities Charge | 7,300 | 7,897 | 8,612 | 7,987 | 7,987 | 7,987 |
| 8018 Insurance | 23,445 | 23,854 | 26,000 | 30,073 | 30,073 | 30,073 |
| 8024 Fleet Services Charge | 2,120 | 2,034 | 2,443 | 3,148 | 3,148 | 3,148 |
| 8030 Payments to Other Gov't | 325 | 325 | 500 | 500 | 500 | 500 |
| **Total Special Payments** | $88,181 | $82,892 | $90,765 | $90,428 | $90,428 | $90,428 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 356,356 | 355,020 | 355,020 | 355,020 |
| **Total Contingency** | $0 | $0 | $356,356 | $355,020 | $355,020 | $355,020 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 356,353 | 355,246 | - | - | - | - |
| **Total Unapprop Fund Bal** | $356,353 | $355,246 | $0 | $0 | $0 | $0 |
| **Total** | **$474,923** | **$467,299** | **$487,564** | **$561,784** | **$561,784** | **$561,784** |

## Barney Operations

Barney Operations Division is responsible for all the operations and maintenance for the Barney Reservoir, including management of water rights, water releases and storage activities, implementation of an ongoing water quality monitoring plan, coordination with forest management activities on surrounding properties, and dam safety inspections and maintenance.

**BJC Operations-81054420**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 149,289 | 141,969 | 179,319 | 137,256 | 137,256 | 137,256 |
| 5100 Overtime | 3,508 | 1,045 | 4,000 | 4,000 | 4,000 | 4,000 |
| 5301 Med/Den/Vis Insurance | 30,847 | 30,616 | 37,799 | 29,637 | 29,637 | 29,637 |
| 5303 PERS | 17,074 | 15,781 | 25,649 | 16,033 | 16,033 | 16,033 |
| 5308 VEBA | - | - | 3,586 | 2,746 | 2,746 | 2,746 |
| 5309 PERS Stabilization | - | - | - | 4,259 | 4,259 | 4,259 |
| 5399 Other Benefits and Taxes | 14,951 | 13,932 | 19,143 | 14,604 | 14,604 | 14,604 |
| **Total Personnel Services** | $215,669 | $203,343 | $269,496 | $208,535 | $208,535 | $208,535 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 8,608 | 7,564 | 10,600 | 10,600 | 10,600 | 10,600 |
| 6002 Travel/Training/Dues | 585 | 658 | 1,000 | 1,100 | 1,100 | 1,100 |
| 6004 Program Supplies/Materials | 82,994 | 20,516 | 26,500 | 33,500 | 33,500 | 33,500 |
| 6100 Contractual Services | 25,898 | 17,682 | 84,500 | 84,000 | 84,000 | 84,000 |
| 6101 Other Services | 1,398 | 2,087 | 1,400 | 9,200 | 9,200 | 9,200 |
| 6102 Maintenance Contracts | - | 152 | - | - | - | - |
| 6200 Fuel/Oil | 6,822 | 4,904 | 7,100 | 7,100 | 7,100 | 7,100 |
| 6201 Fleet Maintenance | 935 | 861 | - | - | - | - |
| 6202 Vehicle Equipment | - | 6 | 5,800 | 1,100 | 1,100 | 1,100 |
| 6300 Uniforms | 161 | 184 | 500 | 800 | 800 | 800 |
| 6301 Safety Supplies | - | 211 | 1,900 | 2,000 | 2,000 | 2,000 |
| 6402 Maintenance Supplies | 85,459 | - | - | - | - | - |
| 6403 Small Tools and Equipment | - | 35 | 1,000 | 2,200 | 2,200 | 2,200 |
| 6408 Analysis and Lab Supplies | 22,185 | 25,544 | 42,500 | 35,000 | 35,000 | 35,000 |
| 6412 Equipment Rental | - | - | 5,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | $235,045 | $80,404 | $187,800 | $196,600 | $196,600 | $196,600 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 43,294 | - | - | - | - | - |
| **Total Capital Outlay** | $43,294 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$494,008** | **$283,747** | **$457,296** | **$405,135** | **$405,135** | **$405,135** |

# Public Works Department

## Department Description

The Public Works Department is comprised of 89 full time employees allocated between four divisions: Administration, Engineering, Facilities & Fleet and Operations. All four divisions work together closely to ensure that the citizens of Hillsboro enjoy well built and properly maintained streets, sanitary sewer, storm drainage systems, and city support services. The Facility and Fleet Division is included under Support Services. The Department's operational budget is separated into three core funds: Transportation, Sanitary Sewer, and Surface Water Management. Revenue in these funds originated from gas tax and utility user fees which pay for the majority of engineering and operations services including personnel, equipment and vehicles. Additional revenues exist that supports the capital improvement projects related to street maintenance, road and transit for additional capacity, and expansion and upgrading of existing sewer and storm water systems. The fees collected are: Transportation Utility Fees (TUF), Transportation Impact Fee (TIF) and Transportation Development Tax (TDT), Special Assessment, and Sewer and Stormwater System Development Charges.

*Public Works Department 2013*

## Budget Highlights

A core deliverable for the Public Works Department is to manage and maintain the public's infrastructure investments in the roadway network, sanitary sewer system, and surface water management system. The following projects proposed for fiscal year 2014-15 represent a sample of significant projects and efforts to meet this goal:

1. *Transportation Systems – Capital Investments:*
   a. 253rd Extension and Huffman Road Project
   b. Downtown One-Way, Two-Way Conversion
   c. Grant Street Pedestrian Improvement
   d. 11th And Alder CDBG Sidewalk Improvement
   e. Golden Road Bicycle/PED Improvements
   f. NE 28th Avenue Improvements
   g. LED Street Lighting Upgrades
   h. 24th and Alder Sidewalk Infill Project (WL Henry)
   i. Griffin Oaks Pavement
   j. Crescent Trail

2. *Sanitary Sewer System:*
   a. 1911/1936 Sanitary Sewer District I&I Abatement
   b. Baseline Sanitary Sewer Extension
   c. Bunch Sanitary Sewer Extension

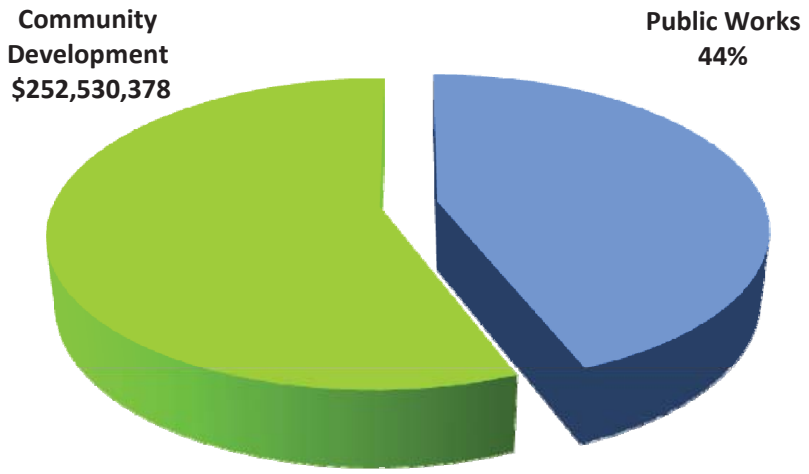
3. S*urface Water Management (Storm Sewer Systems):*
   a. Healthy Streams (partnership with Clean Water Services for Tree Planting Challenge)
   b. Baseline/Oak Street/ 10th (ODOT) Storm Sewer Improvements
   c. Storm Sewer Master Plan
   d. SE 24th & Spruce Storm Sewer Replacement
   e. Birch Street Storm Sewer

## Our Mission

Public Works Department personnel are committed to responsive, collaborative, and reliable service to the community, and strive to provide the highest quality professional and proactive management of the City's facilities and fleet and transportation, sanitary sewer, and storm drainage infrastructure.

## Our Goals

- *Administration:*
  - Increase partnership and foster an engaged, informed community
- *Transportation/Traffic:*
  - Complete an "Active Transportation" system
  - Create and promote well maintained roadway network
- *Development Services:*
  - Communicate Public Works developer permit requirements clearly and efficiently
  - Create new Electronic Land Information System (ELIS) for Public Works
- *Records/Asset Management:*
  - Complete inventory of GIS storm data
  - Collect additional and update existing GPS data
- *Public Infrastructure:*
  - Establish City-wide mapping control network to be used as a tool for realization of Vision 2020 goals
- *Street Operations:*
  - Modernize winter operations program
  - Establish open ditch GIS inventory and map
- *Traffic Operations:*
  - Enhance asset management system for traffic signs, traffic markings and street lights
- *Sewer/SWM:*
  - Streamline sanitary sewer maintenance in increase efficiency
  - Meet or exceed television inspections and cleaning standards set by Clean Water Services (CWS)



## Key Service Performance Indicators

- PMP – average PCI at 80 or above; all roads good or better conditions
- Sewer – Annual inspection and maintenance of 8,100 sewer manholes, including 230 manholes in stream corridors or environmentally sensitive areas
- Sewer – Televised inspection every 8 years and cleaning at least every 4 years of 260 miles of sewer lines
- Sewer – Annual inspection of 350 food service establishments for Fats, Oils and Grease (FOG) management and FOG separator and pump out inspections
- SWM – Annual inspection and maintenance of:
  - 4,900 storm manholes, including cleaning of 169 water quality manholes
  - 7,500 catch basins cleaned annually
  - 19 storm filter vaults inspected annually and filters replaced every 1-3 years
- SWM – Televised inspection every 8 years and cleaning at least every 6 years of 252 miles of storm drainage pipes
- SWM – 400 miles of street sweeping per month

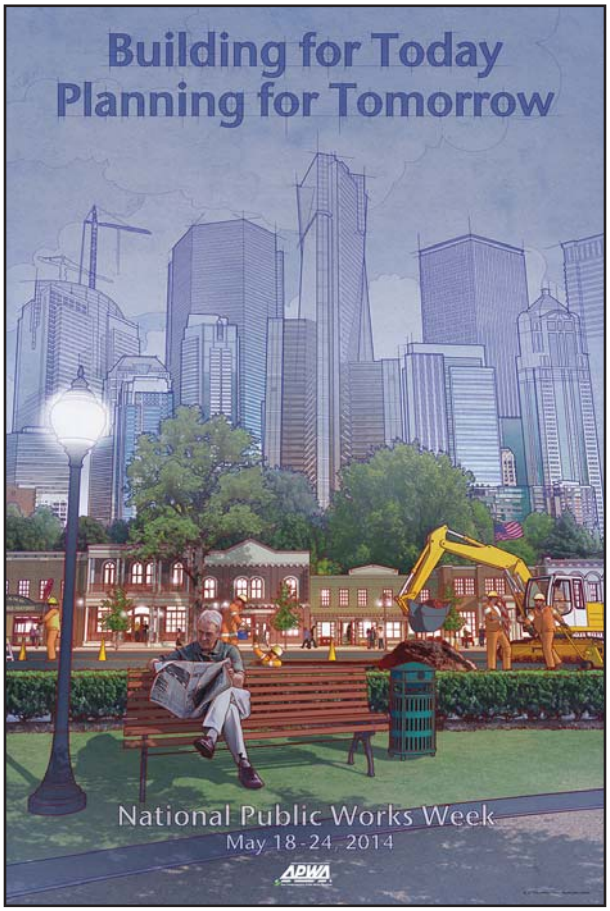
## Budget Summary by Fund

| | | | | | Change from 2013-14 | | |
|---|---|---|---|---|---|---|---|
| **Budget by Fund** | **Actual 2011-12** | **Actual 2012-13** | **Adopted 2013-14** | **Adopted 2014-15** | **Dollar Change** | **Percent Change** | **Percent of Total** |
| Transportation Fund (200) | 6,981,084 | 8,032,474 | 8,458,722 | 8,087,857 | (370,865) | -4% | 15% |
| Pathways Fund - Gas Tax (202) | 540,629 | 593,608 | 591,735 | 1,447,066 | 855,331 | 145% | 3% |
| Transportation Depreciation (204) | 220,246 | 534,032 | 603,387 | 525,079 | (78,308) | -13% | 1% |
| TUF Pavement Management Fund (205) | 3,186,382 | 4,213,602 | 4,124,092 | 4,009,376 | (114,716) | -3% | 8% |
| TUF Pathways Fund (206) | 2,154,828 | 2,741,348 | 3,068,482 | 3,516,112 | 447,630 | 15% | 7% |
| TIF Fund (210) | 28,575,391 | 25,219,646 | 30,062,050 | 24,007,636 | (6,054,414) | -20% | 45% |
| TDT Fund (212) | 5,270,874 | 7,988,881 | 8,705,000 | 11,385,000 | 2,680,000 | 31% | 21% |
| Special Assessments Fund (220) | 338,780 | 151,198 | 114,000 | 51,750 | (62,250) | -55% | 0% |
| **Transportation Subtotal:** | **$ 47,268,214** | **$ 49,474,789** | **$ 55,727,468** | **$ 53,029,876** | **$ (2,697,592)** | **-5%** | **100%** |
| Sewer Fund (510) | 22,211,073 | 23,509,273 | 24,663,629 | 25,870,480 | 1,206,851 | 5% | 59% |
| Sewer Depreciation Fund (512) | 11,376,664 | 10,433,365 | 7,858,219 | 9,208,500 | 1,350,281 | 17% | 21% |
| Sewer SDC Fund (514) | 9,172,065 | 10,731,110 | 8,828,100 | 8,812,500 | (15,600) | 0% | 20% |
| **Sewer Subtotal:** | **$ 42,759,802** | **$ 44,673,748** | **$ 41,349,948** | **$ 43,891,480** | **$ 2,541,532** | **6%** | **100%** |
| Surface Water Mgmt Fund (520) | 5,048,950 | 5,542,606 | 5,754,003 | 6,430,107 | 676,104 | 12% | 45% |
| SWM Depreciation Fund (522) | 330,079 | 622,033 | 674,588 | 731,088 | 56,500 | 8% | 5% |
| SWM SDC Fund (524) | 8,773,835 | 8,515,200 | 7,985,700 | 7,086,500 | (899,200) | -11% | 50% |
| **SWM Subtotal:** | **$ 14,152,864** | **$ 14,679,839** | **$ 14,414,291** | **$ 14,247,695** | **$ (166,596)** | **-1%** | **100%** |
| Property Mgmt Fund (530) | **$ 75,557** | **$ 99,354** | **$ 127,700** | **$ 94,700** | **$ (33,000)** | **-26%** | **1%** |
| **Funds Subtotal:** | **$ 104,256,437** | **$ 108,927,730** | **$ 111,619,407** | **$ 111,263,751** | **$ (355,656)** | **0%** | **100%** |

## Budget Summary by Category

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Licenses and Permits | 182,720 | 220,466 | 152,300 | 217,237 | 64,937 | 43% | 0% |
| Fines and Forfeiture | 13,733 | 11,400 | 15,000 | 12,000 | (3,000) | -20% | 0% |
| Charges for Services | 25,434,291 | 26,843,791 | 28,535,631 | 29,544,410 | 1,008,779 | 4% | 27% |
| Interest | 538,260 | 297,978 | 293,840 | 191,655 | (102,185) | -35% | 0% |
| Grants and Donations | 678,159 | 152,416 | 500,000 | 1,270,000 | 770,000 | 154% | 1% |
| Intergovernmental | 5,374,556 | 5,397,439 | 5,816,017 | 5,819,260 | 3,243 | 0% | 5% |
| Systems Development | 6,011,417 | 8,364,947 | 6,113,500 | 6,283,000 | 169,500 | 3% | 6% |
| Other Financing Src | 2,265,000 | 3,005,000 | 3,053,194 | 5,426,125 | 2,372,931 | 78% | 5% |
| Miscellaneous | 303,107 | 1,854,558 | 8,460,075 | 8,417,025 | (43,050) | -1% | 8% |
| Beginning Work Cap | 63,455,194 | 62,779,735 | 58,679,850 | 54,083,039 | (4,596,811) | -8% | 49% |
| **Total:** | **$ 104,256,437** | **$ 108,927,730** | **$ 111,619,407** | **$ 111,263,751** | **$ (355,656)** | **0%** | **100%** |

| Budget by Category | | | | | | | |
|---|---|---|---|---|---|---|---|
| Personnel Services | 5,980,430 | 6,400,121 | 7,449,443 | 7,450,167 | 724 | 0% | 7% |
| Materials & Services | 3,144,700 | 5,087,566 | 6,871,182 | 6,378,255 | (492,927) | -7% | 6% |
| Capital Outlay | 4,425,778 | 8,146,851 | 63,350,782 | 56,970,165 | (6,380,617) | -10% | 51% |
| Special Payments | 23,083,866 | 26,005,965 | 27,274,805 | 27,625,976 | 351,171 | 1% | 25% |
| Transfers | 4,841,928 | 2,750,000 | 6,673,194 | 12,839,188 | 6,165,994 | 92% | 12% |
| Contingency | - | - | 1 | - | (1) | -100% | 0% |
| Unapprop Fund Bal | 62,779,735 | 60,537,227 | - | - | - | 0% | 0% |
| **Total:** | **$ 104,256,437** | **$ 108,927,730** | **$ 111,619,407** | **$ 111,263,751** | **$ (355,656)** | **0%** | **100%** |

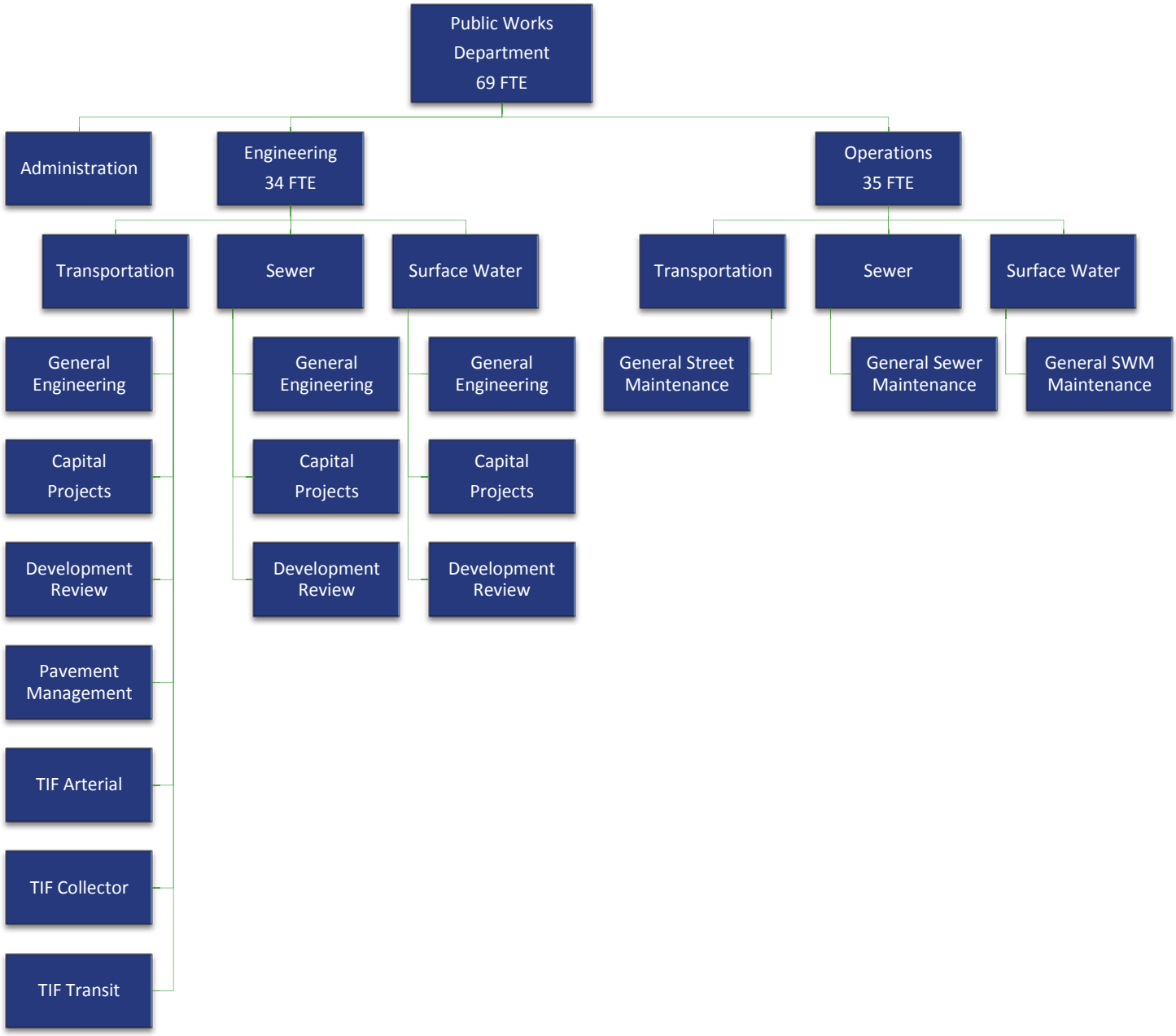



*APWA Poster - Public Works Week*

## Budget Summary by Activity

| Budget by Org - Admin & Engineering | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Public Works Administration | 87,421,538 | 84,094,520 | 66,731,104 | 67,902,766 | 1,171,662 | 2% | 64% |
| General Engineering | 5,742,440 | 7,939,222 | 9,942,152 | 8,865,218 | (1,076,934) | -11% | 8% |
| Capital Projects | 1,412,064 | 4,099,158 | 8,602,850 | 7,806,595 | (796,255) | -9% | 7% |
| PW Capital Projects - Dev | 401 | - | - | - | - | 0% | 0% |
| Development Review | 97,485 | 160,965 | 6,830 | 9,000 | 2,170 | 32% | 0% |
| Erosion Control | 88,530 | 99,941 | - | - | - | 0% | 0% |
| PW Eng Fats/Oils/Grease | 815 | 86 | - | - | - | 0% | 0% |
| TIF Arterial | 916,342 | 2,983,185 | 8,194,285 | 5,004,750 | (3,189,535) | -39% | 5% |
| TIF Collector | 2,012,460 | 1,655,620 | 9,097,100 | 13,167,950 | 4,070,850 | 45% | 12% |
| TUF Transit | 722,254 | 550,709 | 733,400 | 54,050 | (679,350) | -93% | 0% |
| Pavement Management Program | 2,073,553 | 2,976,857 | 3,439,950 | 3,585,250 | 145,300 | 4% | 3% |
| **Subtotal:** | **$ 100,487,882** | **$ 104,560,263** | **$ 106,747,671** | **$ 106,395,579** | **$ (352,092)** | **0%** | **100%** |
| **Budget by Org - Operations** | | | | | | | |
| General Maintenance | 2,168,463 | 2,583,721 | 3,825,226 | 4,379,622 | 554,396 | 14% | 90% |
| Signs & Markings | 386,548 | 433,326 | 406,080 | 244,275 | (161,805) | -40% | 5% |
| Lights & Signals | 229,274 | 260,566 | 352,080 | 244,275 | (107,805) | -31% | 5% |
| Pavement & Sidewalks | 106,620 | 94,419 | 37,000 | - | (37,000) | -100% | 0% |
| Line Cleaning | 193,007 | 180,884 | 16,500 | - | (16,500) | -100% | 0% |
| TV Inspection | 185,383 | 240,764 | 76,900 | - | (76,900) | -100% | 0% |
| Repairs | 90,084 | 78,351 | 67,300 | - | (67,300) | -100% | 0% |
| Catch Basins | 95,516 | 86,705 | 4,100 | - | (4,100) | -100% | 0% |
| Water Quality/Quantity | 70,724 | 123,722 | 18,550 | - | (18,550) | -100% | 0% |
| Street Sweeping | 145,259 | 137,950 | 17,500 | - | (17,500) | -100% | 0% |
| Leaf Pick Up Program | 97,677 | 89,177 | 35,000 | - | (35,000) | -100% | 0% |
| Vegetation Management | - | 57,882 | 15,500 | - | (15,500) | -100% | 0% |
| **Subtotal:** | **$ 3,768,555** | **$ 4,367,467** | **$ 4,871,736** | **$ 4,868,172** | **$ (3,564)** | **0%** | **100%** |
| **Public Works Total:** | **$ 104,256,437** | **$ 108,927,730** | **$ 111,619,407** | **$ 111,263,751** | **$ (355,656)** | **0%** | **100%** |

*Incident Response Truck snow storm*


Public Works Department 69 FTE
Administration
Engineering 34 FTE
Operations 35 FTE
Transportation
Sewer
Surface Water
Transportation
Sewer
Surface Water
General Engineering
Capital Projects
Development Review
Pavement Management
TIF Arterial
TIF Collector
TIF Transit
General Engineering
Capital Projects
Development Review
General Engineering
Capital Projects
Development Review
General Street Maintenance
General Sewer Maintenance
General SWM Maintenance

## Public Works Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| **Public Works Engineering** | | | | | | |
| Public Works Director | 1.0 | 1.0 | 1.0 | 28 | $ 109,767 | $ 140,104 |
| Assistant Public Works Director | 1.0 | 1.0 | 1.0 | 25 | 88,326 | 112,733 |
| Engineering Project Manager II | 2.0 | 2.0 | 3.0 | 24 | 82,208 | 104,939 |
| Principal Engineer | 1.0 | 1.0 | 0.0 | 23 | 76,449 | 97,570 |
| Engineering Project Manager I | 3.0 | 3.0 | 4.0 | 22 | 71,129 | 90,787 |
| Program and Support Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| City Surveyor | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Project Engineer | 0.0 | 1.0 | 0.0 | 21 | 66,155 | 84,429 |
| Development Services Coordinator | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Inspection Services Coordinator | 0.0 | 1.0 | 0.0 | 21 | 66,155 | 84,429 |
| Engineering Analyst | 1.0 | 1.0 | 3.0 | 20 | 61,540 | 78,537 |
| Management Analyst | 0.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Engineering in Training | 1.0 | 0.0 | 1.0 | 20 | 61,540 | 78,537 |
| Engineering Technician III | 11.0 | 10.0 | 8.0 | 19 | 57,257 | 73,071 |
| Administrative Services Supervisor | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Engineering Technician II | 5.0 | 6.0 | 6.0 | 17 | 49,530 | 63,712 |
| Public Information Liaison | 0.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 |
| **Public Works Operations** | | | | | | |
| Assistant PW Maintenance Superintendent | 0.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Storm/Sanitary Sewer Supervisor | 1.0 | 0.0 | 0.0 | 21 | 66,155 | 84,429 |
| Street Maintenance Supervisor | 1.0 | 0.0 | 0.0 | 21 | 66,155 | 84,429 |
| Engineering SS & SWM Programs Coordinator | 0.0 | 0.0 | 1.0 | 21 | 66,155 | 84,429 |
| Traffic Maintenance Supervisor | 1.0 | 0.0 | 0.0 | 21 | 66,155 | 84,429 |
| Electrician | 0.0 | 0.0 | 1.0 | 19 | 57,257 | 73,071 |
| Administrative Services Supervisor | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Utility Worker III | 5.0 | 8.0 | 7.0 | 17 | 49,530 | 63,712 |
| Signal Maintenance Technician II | 1.0 | 1.0 | 1.0 | 16 | 46,253 | 58,814 |
| Utility Worker II | 23.0 | 20.0 | 20.0 | 15 | 43,048 | 54,730 |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 |
| Utility Worker I | 2.0 | 2.0 | 2.0 | 14 | 40,045 | 50,900 |
| **Total:** | **67.0** | **68.0** | **69.0** | | | |

## Engineering Division

The Engineering Division oversees the design and construction of public roadways, sanitary sewer systems and storm water systems in accordance with current standards and best management practices. This is accomplished through the review of private and public design plans, issuance of construction permits and the onsite inspection of grading and erosion control measures, and facility installation.

The division also provides technical oversight for transportation and traffic design issues including the proper placement of traffic control measures, stop signs, speed zones, traffic signals, and parking within neighborhoods. A considerable portion of the rehabilitation or construction of new infrastructure is handled with in-house personnel; however external professional contract resources are utilized where additional expertise is needed.

*The Engineering Division provides:*

- Administrative Services
  - General departmental management through the Director, Assistant Director, and Program and Support Manager
- Development Services
  - Residential and Commercial Development permitting and inspection
  - Infrastructure records management and mapping using Geographical Information System (GIS) and Geographical Positioning System (GPS) technologies
- Capital Project Development
  - Infrastructure planning, design and construction
  - City survey services
  - Construction site inspection
- Sanitary Sewer Systems
  - Fats, Oils and Grease (FOG) mitigation
  - Clean Water Services Coordination
- Surface Water Management Systems
  - Water Quality/Quantity Facilities Management
  - Sensitive Area/Wetlands/Vegetated Corridor Management
  - Culverts and Outfall Inventory and Management
- Transportation Network
  - Pavement Management Program (maintenance)
  - Traffic Systems Analysis (traffic signalization, signage, parking and speed control)

## Outcomes and Accomplishments

*Engineering Division*

Capital Improvement Projects (CIP):

- NE Veterans Drive Phase II Extension (34th Avenue – Brookwood Parkway)
- South Hillsboro Sanitary Infiltration/Inflow (I&I) Abatement
- Pavement Maintenance Projects:
  - Asphalt Overlays 4.14 centerline miles
  - Slurry Sealing 7.1 centerline miles
  - Micro Sealing 3.8 centerline miles
  - Crack Sealing 28.3 centerline miles
- ADA Ramp Replacements 53
- Installed 5,200 linear feet of bike lanes on NW John Olsen Avenue
- Converted bike lanes on NE Harewood Street to Bike Buffered Lanes
- Installed turn-around on SE Englewood Drive for school buses
- Partnered with Railroad to fix crossing on SW 229th Avenue
- Testing Fiber Asphalt product on NE Grant Street and 33rd/34th/Oak/Walnut neighborhood

Traffic Studies:

- 163 traffic investigations (stop signs, parking, signals, cross-walks)
- 66 traffic signal pedestrian countdown timer retrofits at 9 intersections
- Set 357 counters on roads and collected traffic counts at 150 locations
- Installed and activated Glencoe Road Rectangular Rapid Flashing Beacon (RRFB) school zone crosswalk
- Installed and activated Minter Bridge Road 20 mph School Zone Flashing Beacons and Rectangular Rapid Flashing Beacon (RRFB) school zone crosswalk

Sanitary Sewer Program:

- 266 fats, oils, and grease inspections
- 25,740 linear feet of main line replaced
- 21,080 linear feet of laterals replaced

Surface Water Management Program:

- 702 Public water quality facility (WQF) inspections
- 85 Private WQF inspections

## Outcomes and Accomplishments (continued)

**Private Development Projects Reviewed:**

- 185th Retail Buildings
- 206 Apartments
- 28th Avenue Improvements
- 4th & Main LLC
- Acumed Temporary Parking Lot
- Alliance Bible Church
- Alma Gardens
- Arconti-NW Cornelius Pass Road
- Bark Blowers-Change of Use
- Brookwood Apartments
- Campus Court
- Cherry Lane Trailhead
- Contech Warehouse
- CWS-UV, Barscreen, and Hydraulic Improvements
- Hampton Inn & Suites
- Heritage Station (Evergreen Meadows)
- Hillsboro Baseball Stadium
- Hillsboro Data Center Expansion
- Holland Wrap Apartments
- HTO Debottlenecking – Genentech
- Intel – BB01 1FC
- Intel – Fab & PSSS Site
- Intel – MOD2 BB01 Civil
- Intel – North Orange Lot
- Intel – RA Bulk LC02
- Intel – Rap2
- Intel – Shute Road D/W
- Intel – Site Permit DP01
- Intel – DP01 North
- Intel – DP01 Shute Modifications
- Intel – DP04 2nd N2 Line
- Intel – MOD2 BB04
- Intel – MSB1
- Intel – RA4
- Intel – RAP3
- Intel Roundabout
- Jackson Food Store No. 511
- Liberty High School Field Replacement
- Linde 24” Pipeline
- Linde Plant Expansion
- McDonalds #36-0057 Rebuild
- NW Imbrie Drive-Fill
- OCDC Headstart Facility
- ODO Oak & Baseline
- OHSU Data Center West
- Orenco Landing
- Parkwest 60th
- Rock Creek Trail Crossing
- Shute Park Branch Library
- Singing Hills Church Emergency Manhole Repair
- Solano Additions 57th Avenue Sub
- SP Holdings
- St Mathew Parish Hall Addition
- TriQuint-Chem Storage Shed
- Washington County Fairgrounds
- Witch Hazel / Fassold

**Permits Issued/Reviewed:**

- 188 Right of Way Permits Issued
- 46 Grading & Erosion Control Permits Issued
- 153 Franchise Utility Permits Issued
- 33 Private Utility Permits Reviewed
- 43 Special Event Permits Issued
- 14 Block Party Permits Issued
- 181 Residential Construction Permits Reviewed
- 129 Commercial/Industrial Permits Reviewed
- 13 Public Infrastructure Reviewed

**Development Services:**

- Right-of-Way, Public Infrastructure, Erosion Control, Private Utility, Residential and Commercial Development plan review, permitting and inspection
- Asset mapping using Geographical Information System (GIS)
- Asset data collection using Geographical Positioning System (GPS) technologies
- Asset Maintenance Management System

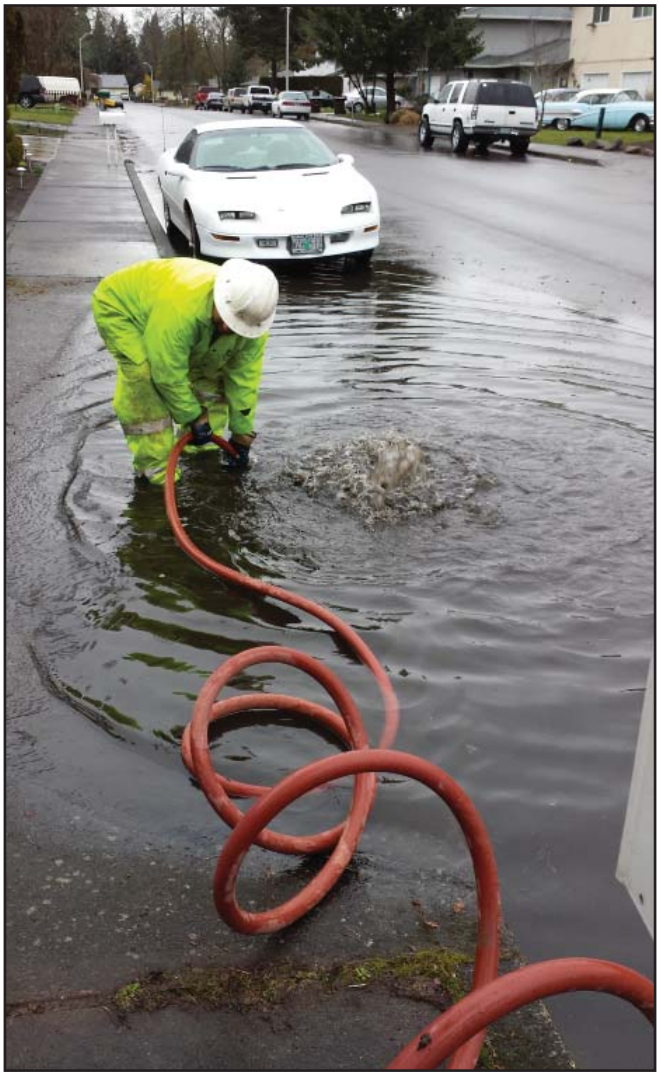
## Operations Division

The Operations Division's primary function is in the preservation and maintenance of existing infrastructure through the use of new technology, improved methods, and best management practices. To accomplish this goal, the division is subdivided into three maintenance sections; Traffic Operations, Street Operations, and Sewer Operations.

The Traffic section maintains traffic signals, street lighting, street and traffic control signs, and pavement striping and markings.

The Street section maintains the public right-of-way through the following activities: pavement sealing and patching, ditch and culvert cleaning, tree pruning and chipping for pedestrian and vision clearances, rights-of-way mowing, water quality/quantity facility maintenance, autumn curbside leaf pickup, barricade maintenance, and monthly street sweeping.

The Sewer and Surface Water Management section inspects and cleans the underground sewer mainlines, manholes, catch basins, and water quality vaults on an annual maintenance schedule and examines the structural integrity of both systems.



*Clogged catch basin response*

## Outcomes and Accomplishments

*Operations Division*

**Traffic Section:**

- Installed 181 new traffic signs
- Repaired 3,894 existing traffic signs
- Completed 391 traffic signals repairs
- Painted 82 miles of center lines, bike lanes, and barrier lines
- Pruned vegetation at 1,488 sites for traffic vision clearance
- Painted 62 crosswalks, stop bars, railroad crossing, and handicap markings

**Street Section:**

- Swept 6,271 miles of streets
- Mowed 108.7 miles of street shoulders
- Inspected 504 Water Quality Facilities

**Sanitary Sewer and Surface Water Management Section:**

- Inspected 61 miles of sanitary sewer lines
- Cleaned 63 miles of sanitary sewer lines
- Repaired/maintained 18 filter structures
- Cleaned 7,447 catch basins
- Inspected 15 miles of storm sewer lines
- Cleaned 24 miles of storm sewer lines
- Picked-up 3,621 cubic yards of leaves through the Leaf Pickup Program
- Cleaned 349 water quality manholes

*Gravel alley way improvement*

## Transportation Funds

The principal source of revenues for the Transportation Fund is the City's per capita share of state and county gasoline taxes and vehicle licensing fees. In 2004-05, an additional per capita allocation was received as a result of the Oregon Transportation Investment Act (OTIA) III, passed by the 2003 Oregon Legislative Assembly, and is funded through bond proceeds derived from increased Department of Motor Vehicle (DMV) fees. The estimated OTIA III per capita allocation is expected to be $5.88. The total projected transportation fund disbursement to cities per capita is $58.68 for fiscal year 2014-15. The per capita amount uses the July 1st of previous year's population figure which is certified the following January.

In 2009, the Oregon Legislative assembly passed House Bill 2001 (HB 2001), the Oregon Jobs and Transportation Act (OJTA), which increased funding for city street projects. The bill, which increased both license and registration fees and state gas taxes, had a phased implementation. License and registration fees were increased effective October 2009. Gas taxes increased January 2011.

Additionally, system development charge revenues are received from new private development activities through Washington County's Traffic Impact Fee (TIF) and Transportation Development Tax (TDT) programs based on the development's projected impact on the transportation system. The TIF program, instituted as a county-wide tax, was originally adopted by Washington County Board of Commissioners in August 1990 and overwhelmingly approved by County voters in September 1990. Proceeds from the TIF program are used to fund off-site highway and transit capital improvements that provide additional capacity to the major transportation system, namely along the collector and arterial roadways. The program does not fund existing needs such as minor reconstruction or maintenance projects. In November 2008, Washington County electorate vastly adopted a county-wide TDT program which effectively replaced the TIF program placing into effect an expanded tax on all new development in Washington County and conforming to Oregon State System Development Charge rules.

On July 17, 2008, a Transportation Utility Fee (TUF) program was adopted by City Council. The fee was assessed starting March 1, 2009. The TUF program charges each residential and non-residential customers a fee that is used for pavement management of roadways that fall under Hillsboro's jurisdiction. The charges are based on a user's benefit received from the roadway system. The fee is included on each customer's utility bill. The primary purpose of the program is to secure a reliable source of revenue for the operation, maintenance and preservation of the roadway system where a current maintenance backlog is $11.8 million. A portion of the residential TUF fees pay for bicycle and pedestrian pathways. Residual gas tax revenue supplements the Pavement Management Program but not bicycle and pedestrian pathways.

| Budget by Org - Transportation Funds | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Public Works Administration | 4,721,824 | 5,563,976 | 4,744,322 | 3,647,315 | (1,097,007) | -23% | 7% |
| General Engineering | 690,936 | 879,432 | 1,666,447 | 1,656,305 | (10,142) | -1% | 3% |
| Capital Projects | 101,761 | 6,167 | 293,100 | 1,023,146 | 730,046 | 249% | 2% |
| PW Capital Projects - Dev | 401 | - | - | - | - | 0% | 0% |
| Development Review | 38,391 | 66,889 | 3,662 | 3,000 | (662) | -18% | 0% |
| Erosion Control | - | 100 | - | - | - | 0% | 0% |
| General Street Maintenance | 705,329 | 669,717 | 940,531 | 1,269,541 | 329,010 | 35% | 2% |
| Signs & Markings | 386,548 | 433,326 | 406,080 | 244,275 | (161,805) | -40% | 0% |
| PW Lights and Signals | 229,274 | 260,566 | 352,080 | 244,275 | (107,805) | -31% | 0% |
| Pavement | 106,620 | 94,419 | 37,000 | - | (37,000) | -100% | 0% |
| Vegetation Management | - | 57,882 | 15,500 | - | (15,500) | -100% | 0% |
| Pathways FD PW Admin | 540,629 | 534,465 | 431,735 | 495,506 | 63,771 | 15% | 1% |
| Pathways Capital Projects | - | 59,143 | 160,000 | 951,560 | 791,560 | 495% | 2% |
| Transportation Dep PW Admin | 200,824 | 442,491 | 493,987 | 525,079 | 31,092 | 6% | 1% |
| Transportation Dep Gen Eng | - | - | 39,400 | - | (39,400) | -100% | 0% |
| Transportation Dep Operations | 19,422 | 91,541 | 70,000 | - | (70,000) | -100% | 0% |
| TUF PMP Admin | 1,112,829 | 1,236,745 | 684,142 | 424,126 | (260,016) | -38% | 1% |
| TUF Pavement Management Program | 2,073,553 | 2,976,857 | 3,439,950 | 3,585,250 | 145,300 | 4% | 7% |
| TUF Pathways Admin | 1,946,696 | 2,540,769 | 1,780,532 | 1,980,162 | 199,630 | 11% | 4% |
| TUF Capital Projects | 208,132 | 200,579 | 1,287,950 | 1,535,950 | 248,000 | 19% | 3% |
| Engineering Admin-TIF | 24,923,860 | 20,009,393 | 12,037,265 | 5,780,886 | (6,256,379) | -52% | 11% |
| TIF Capital Projects | 475 | 20,739 | - | - | - | 0% | 0% |
| TIF Arterial | 916,342 | 2,983,185 | 8,194,285 | 5,004,750 | (3,189,535) | -39% | 9% |
| TIF Collector | 2,012,460 | 1,655,620 | 9,097,100 | 13,167,950 | 4,070,850 | 45% | 25% |
| TIF Transit | 722,254 | 550,709 | 733,400 | 54,050 | (679,350) | -93% | 0% |
| Trans Development Tax | 5,265,202 | 7,873,220 | 8,146,750 | 10,861,000 | 2,714,250 | 33% | 20% |
| TDT General Engineering | 499 | 115,661 | 220,500 | 164,000 | (56,500) | -26% | 0% |
| TDT Capital Projects | 5,173 | - | 337,750 | 360,000 | 22,250 | 7% | 1% |
| Engineering Admin - LID | 255,830 | 85,465 | 14,000 | 31,750 | 17,750 | 127% | 0% |
| General Engineering - LID | 82,950 | 65,733 | 100,000 | 20,000 | (80,000) | -80% | 0% |
| **Subtotal - Transportation Funds:** | **$ 47,268,214** | **$ 49,474,789** | **$ 55,727,468** | **$ 53,029,876** | **$ (2,697,592)** | **-5%** | **100%** |

## Transportation Fund Administration Division

### Public Works Administration-20052000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 846 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 210 | - | - | - | - | - |
| 5303 PERS | 95 | - | - | - | - | - |
| 5399 Other Benefits and Taxes | 102 | - | - | - | - | - |
| **Total Personnel Services** | $1,253 | $0 | $0 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 1,462 | - | - | - | - | - |
| 7050 Capital Reserve | - | - | 1,284,163 | 530,804 | 530,804 | 530,804 |
| **Total Capital Outlay** | $1,462 | $0 | $1,284,163 | $530,804 | $530,804 | $530,804 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 18,871 | 24,059 | 20,938 | 19,423 | 19,423 | 19,423 |
| 8009 Support Services Charge | 485,082 | 535,899 | 654,333 | 705,859 | 705,859 | 705,859 |
| 8010 Equipment Depreciation | 22,198 | 30,688 | 30,688 | 32,621 | 32,621 | 32,621 |
| 8011 Facilities Charge | 78,393 | 88,176 | 103,660 | 95,200 | 95,200 | 95,200 |
| 8018 Insurance | 30,251 | 33,543 | 47,000 | 47,000 | 47,000 | 47,000 |
| 8024 Fleet Services Charge | 133,302 | 133,529 | 168,802 | 191,071 | 191,071 | 191,071 |
| **Total Special Payments** | $768,097 | $845,894 | $1,025,421 | $1,091,174 | $1,091,174 | $1,091,174 |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | 455,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| 8218 Transfer to TUF PMP | 600,000 | 1,000,000 | 1,500,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| 8219 Transfer to Pathways Gas Tax | 200,000 | - | - | - | - | - |
| 8220 Transfer to Planning | - | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| 8226 Transfer to Trans Depr Fund | 150,000 | 315,000 | 214,737 | 105,337 | 105,337 | 105,337 |
| **Total Transfers** | $1,425,000 | $2,035,000 | $2,434,737 | $2,025,337 | $2,025,337 | $2,025,337 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 1 | - | - | - |
| **Total Contingency** | $0 | $0 | $1 | $0 | $0 | $0 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 2,526,012 | 2,683,082 | - | - | - | - |
| **Total Unapprop Fund Bal** | $2,526,012 | $2,683,082 | $0 | $0 | $0 | $0 |
| **Total** | **$4,721,824** | **$5,563,976** | **$4,744,322** | **$3,647,315** | **$3,647,315** | **$3,647,315** |

## Transportation Fund Engineering Division

### General Engineering-20052200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 434,763 | 493,905 | 1,042,247 | 785,360 | 785,360 | 785,360 |
| 5005 Salaries - Part-Time | 1,109 | - | - | - | - | - |
| 5010 Extra Labor | 5,495 | - | - | 21,038 | 21,038 | 21,038 |
| 5100 Overtime | 97 | 19 | 20,000 | 20,000 | 20,000 | 20,000 |
| 5301 Med/Den/Vis Insurance | 80,296 | 107,321 | 158,037 | 159,302 | 159,302 | 159,302 |
| 5303 PERS | 42,440 | 54,159 | 110,159 | 89,685 | 89,685 | 89,685 |
| 5308 VEBA | - | - | 15,424 | 15,708 | 15,708 | 15,708 |
| 5309 PERS Stabilization | - | - | - | 24,191 | 24,191 | 24,191 |
| 5399 Other Benefits and Taxes | 39,578 | 51,715 | 91,387 | 94,771 | 94,771 | 94,771 |
| **Total Personnel Services** | $603,778 | $707,119 | $1,437,254 | $1,210,055 | $1,210,055 | $1,210,055 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 6,801 | 10,721 | 10,000 | 12,000 | 12,000 | 12,000 |
| 6001 Communications Services | 4,481 | 4,498 | 4,500 | 4,000 | 4,000 | 4,000 |
| 6002 Travel/Training/Dues | 8,399 | 10,823 | 15,000 | 15,000 | 15,000 | 15,000 |
| 6003 Postage | 572 | 851 | 4,850 | 3,550 | 3,550 | 3,550 |
| 6004 Program Supplies/Materials | 618 | 742 | 27,200 | 14,250 | 14,250 | 14,250 |
| 6005 Advertising/Promotion | 778 | 892 | 2,700 | 1,750 | 1,750 | 1,750 |
| 6006 Tuition Reimbursement | - | - | - | 1,000 | 1,000 | 1,000 |
| 6007 Printing | 770 | 618 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | 12,320 | 62,030 | 43,475 | 108,000 | 108,000 | 108,000 |
| 6101 Other Services | 3,106 | 8,273 | 10,200 | 3,000 | 3,000 | 3,000 |
| 6102 Maintenance Contracts | - | 32,636 | 50,000 | 50,000 | 50,000 | 50,000 |
| 6200 Fuel/Oil | 3,098 | 3,248 | 4,988 | 5,000 | 5,000 | 5,000 |
| 6201 Fleet Maintenance | - | 300 | 500 | 1,000 | 1,000 | 1,000 |
| 6300 Uniforms | 1,309 | 1,351 | 1,500 | 1,000 | 1,000 | 1,000 |
| 6301 Safety Supplies | 175 | 77 | 200 | 300 | 300 | 300 |
| 6400 Utilities | 220 | 2,358 | 4,500 | - | - | - |
| 6402 Maintenance Supplies | 273 | - | - | 1,000 | 1,000 | 1,000 |
| 6403 Small Tools and Equipment | 1,014 | 1,017 | 2,000 | 5,600 | 5,600 | 5,600 |
| 6409 Computer Software | 1,433 | 2,764 | 2,000 | 3,000 | 3,000 | 3,000 |
| 6410 Computer Hardware | 5,037 | 1,434 | 3,000 | 3,500 | 3,500 | 3,500 |
| 6416 Equipment Maintenance | - | 276 | 500 | 500 | 500 | 500 |
| 6419 Personal Protective Equipment | 293 | 998 | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $50,697 | $145,907 | $189,113 | $235,450 | $235,450 | $235,450 |

## Transportation Fund Engineering Division (continued)

### General Engineering-20052200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | - | 8,500 | 8,500 | 8,500 |
| 7010 Office Equipment | - | 372 | - | - | - | - |
| 7020 Computer Hardware | 24,718 | 11,483 | 12,080 | - | - | - |
| 7021 Computer Software | 899 | 4,126 | 8,000 | 27,300 | 27,300 | 27,300 |
| 7030 Facilities and Improvements | - | 8,967 | 10,000 | - | - | - |
| 7040 Construction - Infrastructure | 10,844 | 1,458 | 10,000 | 175,000 | 175,000 | 175,000 |
| **Total Capital Outlay** | $36,461 | $26,406 | $40,080 | $210,800 | $210,800 | $210,800 |
| **Total** | **$690,936** | **$879,432** | **$1,666,447** | **$1,656,305** | **$1,656,305** | **$1,656,305** |

*Pedestrian rapid flashing beacon*

## Transportation Fund Capital Projects

### Capital Projects-20052202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 15,673 | 153 | - | - | - | - |
| 5100 Overtime | 86 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 3,095 | 35 | - | - | - | - |
| 5303 PERS | 1,858 | 19 | - | - | - | - |
| 5399 Other Benefits and Taxes | 1,798 | 18 | - | - | - | - |
| **Total Personnel Services** | $22,510 | $225 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | 81 | 11 | 800 | 924 | 924 | 924 |
| 6004 Program Supplies/Materials | - | - | 800 | 924 | 924 | 924 |
| 6005 Advertising/Promotion | 1,029 | - | 800 | 924 | 924 | 924 |
| 6007 Printing | - | - | - | 924 | 924 | 924 |
| 6100 Contractual Services | 38,916 | 5,931 | 19,500 | 512,500 | 512,500 | 512,500 |
| 6101 Other Services | 250 | - | - | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $40,276 | $5,942 | $21,900 | $517,696 | $517,696 | $517,696 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 38,975 | - | 271,200 | 505,450 | 505,450 | 505,450 |
| **Total Capital Outlay** | $38,975 | $0 | $271,200 | $505,450 | $505,450 | $505,450 |
| **Total** | **$101,761** | **$6,167** | **$293,100** | **$1,023,146** | **$1,023,146** | **$1,023,146** |

## Transportation Fund Engineering Division - Development

### PW Capital Projects - Dev-20052203

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 265 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 71 | - | - | - | - | - |
| 5303 PERS | 33 | - | - | - | - | - |
| 5399 Other Benefits and Taxes | 32 | - | - | - | - | - |
| **Total Personnel Services** | $401 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$401** | **$0** | **$0** | **$0** | **$0** | **$0** |

## Transportation Fund Engineering Division - Development Review

### Development Review-20052204

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 22,015 | 44,825 | - | - | - | - |
| 5010 Extra Labor | - | 70 | - | - | - | - |
| 5100 Overtime | 49 | 55 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 4,519 | 9,463 | - | - | - | - |
| 5303 PERS | 2,693 | 5,206 | - | - | - | - |
| 5399 Other Benefits and Taxes | 2,361 | 4,934 | - | - | - | - |
| **Total Personnel Services** | $31,637 | $64,553 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 14 | 11 | - | - | - | - |
| 6100 Contractual Services | 4,465 | - | - | - | - | - |
| 6101 Other Services | 397 | 604 | 2,000 | 500 | 500 | 500 |
| 6200 Fuel/Oil | 1,878 | 1,721 | 1,662 | 2,500 | 2,500 | 2,500 |
| **Total Materials & Services** | $6,754 | $2,336 | $3,662 | $3,000 | $3,000 | $3,000 |
| **Total** | **$38,391** | **$66,889** | **$3,662** | **$3,000** | **$3,000** | **$3,000** |

## Transportation Fund Engineering Division - Erosion Control

### Erosion Control-20052206

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 68 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 16 | - | - | - | - |
| 5303 PERS | - | 9 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 7 | - | - | - | - |
| **Total Personnel Services** | $0 | $100 | $0 | $0 | $0 | $0 |
| **Total** | **$0** | **$100** | **$0** | **$0** | **$0** | **$0** |

## Transportation Fund Operations Division - General Street Maintenance

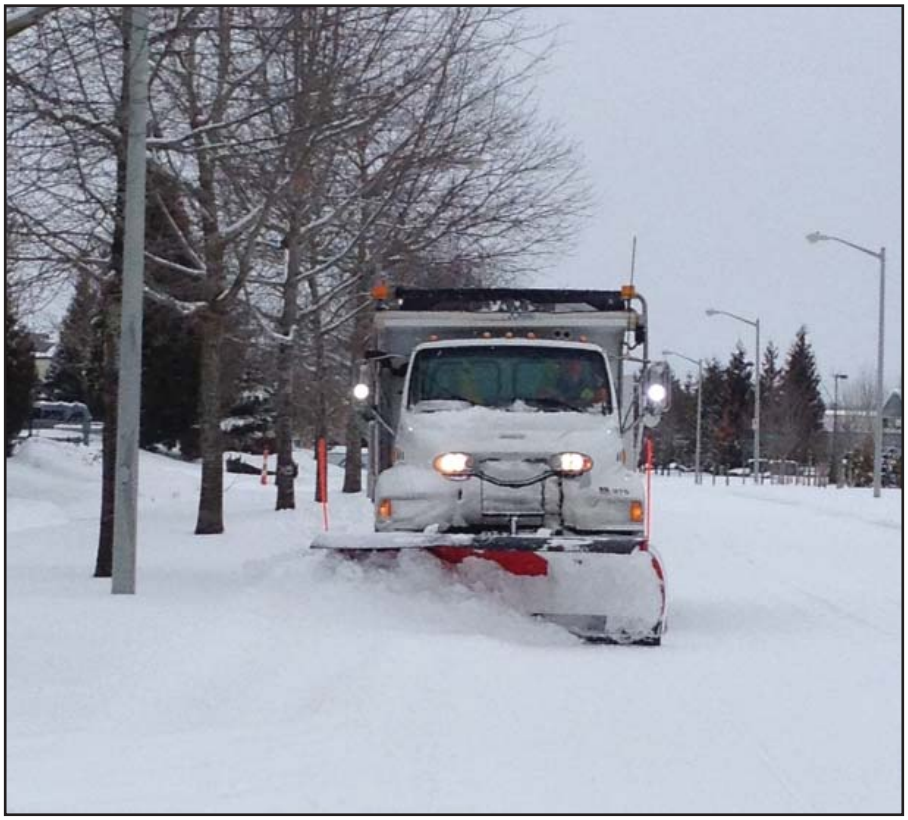
### General Street Maintenance-20052400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 367,885 | 340,252 | 511,043 | 564,985 | 564,985 | 564,985 |
| 5010 Extra Labor | 6,475 | 7,329 | - | 32,386 | 32,386 | 32,386 |
| 5100 Overtime | 4,072 | 2,474 | 20,000 | 20,000 | 20,000 | 20,000 |
| 5301 Med/Den/Vis Insurance | 94,700 | 86,243 | 119,830 | 135,818 | 135,818 | 135,818 |
| 5303 PERS | 36,917 | 34,410 | 61,758 | 58,101 | 58,101 | 58,101 |
| 5308 VEBA | - | - | 9,583 | 11,999 | 11,999 | 11,999 |
| 5309 PERS Stabilization | - | - | - | 17,635 | 17,635 | 17,635 |
| 5399 Other Benefits and Taxes | 44,184 | 39,832 | 63,617 | 74,467 | 74,467 | 74,467 |
| **Total Personnel Services** | $554,233 | $510,540 | $785,831 | $915,391 | $915,391 | $915,391 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 4,511 | 6,114 | 7,500 | 7,500 | 7,500 | 7,500 |
| 6001 Communications Services | 7,056 | 5,375 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6002 Travel/Training/Dues | 5,343 | 15,563 | 15,000 | 25,800 | 25,800 | 25,800 |
| 6003 Postage | 1,210 | 1,552 | 500 | 500 | 500 | 500 |
| 6004 Program Supplies/Materials | 4,651 | 2,434 | 3,000 | 5,250 | 5,250 | 5,250 |
| 6005 Advertising/Promotion | 53 | - | - | - | - | - |
| 6006 Tuition Reimbursement | - | - | - | 1,700 | 1,700 | 1,700 |
| 6007 Printing | 456 | 75 | 600 | 2,000 | 2,000 | 2,000 |
| 6100 Contractual Services | 12,582 | 17,506 | 10,000 | 18,000 | 18,000 | 18,000 |
| 6101 Other Services | 150 | 1,613 | - | - | - | - |
| 6102 Maintenance Contracts | 696 | - | - | 41,500 | 41,500 | 41,500 |
| 6200 Fuel/Oil | 29,968 | 30,805 | 40,000 | 60,000 | 60,000 | 60,000 |
| 6201 Fleet Maintenance | 99 | 494 | 5,000 | 3,300 | 3,300 | 3,300 |
| 6300 Uniforms | 2,513 | 5,923 | 5,000 | 6,500 | 6,500 | 6,500 |
| 6301 Safety Supplies | 923 | 755 | 600 | 800 | 800 | 800 |
| 6402 Maintenance Supplies | 36,086 | 24,396 | 20,000 | 114,000 | 114,000 | 114,000 |
| 6403 Small Tools and Equipment | 8,338 | 10,382 | 5,500 | 16,000 | 16,000 | 16,000 |
| 6409 Computer Software | 473 | - | 500 | 500 | 500 | 500 |
| 6410 Computer Hardware | 6,029 | 997 | 1,500 | 500 | 500 | 500 |
| 6411 Communications Equipment | 372 | 314 | - | 300 | 300 | 300 |
| 6412 Equipment Rental | 1,998 | - | 5,000 | 9,500 | 9,500 | 9,500 |
| 6413 Landfill Fees | 2,850 | 798 | 1,500 | 3,000 | 3,000 | 3,000 |
| 6416 Equipment Maintenance | 2,540 | 1,849 | - | 7,500 | 7,500 | 7,500 |
| 6419 Personal Protective Equipment | 6,492 | 8,120 | 7,500 | 7,000 | 7,000 | 7,000 |
| **Total Materials & Services** | $135,389 | $135,065 | $134,700 | $337,150 | $337,150 | $337,150 |

## Transportation Fund Operations Division - General Street Maintenance (continued)

### General Street Maintenance-20052400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 2,861 | - | - | - | - | - |
| 7002 Non-License Appar and Equipme | - | 20,785 | 5,000 | 17,000 | 17,000 | 17,000 |
| 7010 Office Equipment | 558 | 3,327 | - | - | - | - |
| 7020 Computer Hardware | - | - | 5,000 | - | - | - |
| 7030 Facilities and Improvements | 12,288 | - | 10,000 | - | - | - |
| **Total Capital Outlay** | $15,707 | $24,112 | $20,000 | $17,000 | $17,000 | $17,000 |
| **Total** | **$705,329** | **$669,717** | **$940,531** | **$1,269,541** | **$1,269,541** | **$1,269,541** |



*Incident response truck - crews maintained 24 hour coverage throughout the 2014 snow storm.*

## Transportation Fund Operations Division - Signs and Markings

### Signs & Markings-20052402

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 203,441 | 211,004 | 199,474 | 144,476 | 144,476 | 144,476 |
| 5010 Extra Labor | 554 | 17,800 | - | 16,039 | 16,039 | 16,039 |
| 5100 Overtime | 186 | 999 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 54,033 | 57,631 | 45,929 | 38,820 | 38,820 | 38,820 |
| 5303 PERS | 24,534 | 25,505 | 27,322 | 16,893 | 16,893 | 16,893 |
| 5308 VEBA | - | - | 3,674 | 2,890 | 2,890 | 2,890 |
| 5309 PERS Stabilization | - | - | - | 4,349 | 4,349 | 4,349 |
| 5399 Other Benefits and Taxes | 24,929 | 27,397 | 24,481 | 20,808 | 20,808 | 20,808 |
| **Total Personnel Services** | $307,677 | $340,336 | $300,880 | $244,275 | $244,275 | $244,275 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 23 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 2,105 | 1,013 | 1,800 | - | - | - |
| 6006 Tuition Reimbursement | - | - | 1,000 | - | - | - |
| 6100 Contractual Services | - | - | 1,000 | - | - | - |
| 6102 Maintenance Contracts | 26,124 | 25,027 | 30,000 | - | - | - |
| 6200 Fuel/Oil | 7,315 | 8,010 | 9,800 | - | - | - |
| 6201 Fleet Maintenance | 50 | 267 | 100 | - | - | - |
| 6301 Safety Supplies | 6 | - | - | - | - | - |
| 6402 Maintenance Supplies | 40,797 | 40,442 | 45,000 | - | - | - |
| 6403 Small Tools and Equipment | 877 | 2,121 | 3,000 | - | - | - |
| 6416 Equipment Maintenance | 511 | 3,396 | 3,000 | - | - | - |
| 6419 Personal Protective Equipment | 1,063 | 421 | 500 | - | - | - |
| **Total Materials & Services** | $78,871 | $80,697 | $95,200 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7002 Non-License Appar and Equipme | - | 12,293 | 10,000 | - | - | - |
| **Total Capital Outlay** | $0 | $12,293 | $10,000 | $0 | $0 | $0 |
| **Total** | **$386,548** | **$433,326** | **$406,080** | **$244,275** | **$244,275** | **$244,275** |

## Transportation Fund Operations Division - Lights and Signals

### PW Lights and Signals-20052403

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 129,759 | 145,113 | 199,474 | 144,476 | 144,476 | 144,476 |
| 5010 Extra Labor | - | 1,547 | - | 16,039 | 16,039 | 16,039 |
| 5100 Overtime | 265 | 104 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 33,385 | 38,833 | 45,929 | 38,820 | 38,820 | 38,820 |
| 5303 PERS | 15,346 | 16,904 | 27,322 | 16,893 | 16,893 | 16,893 |
| 5308 VEBA | - | - | 3,674 | 2,890 | 2,890 | 2,890 |
| 5309 PERS Stabilization | - | - | - | 4,349 | 4,349 | 4,349 |
| 5399 Other Benefits and Taxes | 15,685 | 17,161 | 24,481 | 20,808 | 20,808 | 20,808 |
| **Total Personnel Services** | $194,440 | $219,662 | $300,880 | $244,275 | $244,275 | $244,275 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 3,347 | 1,659 | 3,000 | - | - | - |
| 6003 Postage | - | 113 | - | - | - | - |
| 6006 Tuition Reimbursement | 1,493 | 1,091 | 1,500 | - | - | - |
| 6100 Contractual Services | - | 6,522 | 2,000 | - | - | - |
| 6102 Maintenance Contracts | 1,562 | 1,598 | 100 | - | - | - |
| 6200 Fuel/Oil | 7,315 | 8,010 | 9,800 | - | - | - |
| 6201 Fleet Maintenance | 50 | 231 | 100 | - | - | - |
| 6301 Safety Supplies | 6 | - | - | - | - | - |
| 6402 Maintenance Supplies | 14,770 | 13,195 | 22,000 | - | - | - |
| 6403 Small Tools and Equipment | 206 | 4,258 | 500 | - | - | - |
| 6410 Computer Hardware | - | 3,200 | - | - | - | - |
| 6411 Communications Equipment | - | - | 500 | - | - | - |
| 6416 Equipment Maintenance | - | 712 | 1,200 | - | - | - |
| 6419 Personal Protective Equipment | 321 | 315 | 500 | - | - | - |
| **Total Materials & Services** | $29,070 | $40,904 | $41,200 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7002 Non-License Appar and Equipme | - | - | 5,000 | - | - | - |
| 7015 Apparatus and Equipment | 5,764 | - | - | - | - | - |
| 7021 Computer Software | - | - | 5,000 | - | - | - |
| **Total Capital Outlay** | $5,764 | $0 | $10,000 | $0 | $0 | $0 |
| **Total** | **$229,274** | **$260,566** | **$352,080** | **$244,275** | **$244,275** | **$244,275** |

## Transportation Fund Operations Division - Pavements & Sidewalks

**Pavement-20052404**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 58,253 | 47,817 | - | - | - | - |
| 5010 Extra Labor | 5,532 | 197 | - | - | - | - |
| 5100 Overtime | 53 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 16,806 | 14,025 | - | - | - | - |
| 5303 PERS | 5,347 | 4,347 | - | - | - | - |
| 5399 Other Benefits and Taxes | 8,137 | 5,863 | - | - | - | - |
| **Total Personnel Services** | $94,128 | $72,249 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | 543 | - | - | - | - |
| 6100 Contractual Services | - | 146 | 2,500 | - | - | - |
| 6101 Other Services | - | - | 2,500 | - | - | - |
| 6402 Maintenance Supplies | 10,999 | 18,609 | 25,000 | - | - | - |
| 6403 Small Tools and Equipment | 1,398 | 2,296 | 3,000 | - | - | - |
| 6412 Equipment Rental | - | 75 | 1,000 | - | - | - |
| 6413 Landfill Fees | 95 | 470 | 3,000 | - | - | - |
| 6416 Equipment Maintenance | - | 31 | - | - | - | - |
| **Total Materials & Services** | $12,492 | $22,170 | $37,000 | $0 | $0 | $0 |
| **Total** | **$106,620** | **$94,419** | **$37,000** | **$0** | **$0** | **$0** |

*Slurry Seal*

## Transportation Fund Operations Division - Vegetation Management

### Vegetation Management-20052414

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 34,697 | - | - | - | - |
| 5010 Extra Labor | - | 1,954 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 10,796 | - | - | - | - |
| 5303 PERS | - | 3,022 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 4,463 | - | - | - | - |
| **Total Personnel Services** | $0 | $54,932 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | - | 1,000 | - | - | - |
| 6004 Program Supplies/Materials | - | 48 | - | - | - | - |
| 6007 Printing | - | 170 | 500 | - | - | - |
| 6100 Contractual Services | - | - | 2,500 | - | - | - |
| 6301 Safety Supplies | - | 400 | - | - | - | - |
| 6402 Maintenance Supplies | - | 129 | 5,250 | - | - | - |
| 6403 Small Tools and Equipment | - | 1,015 | 2,500 | - | - | - |
| 6412 Equipment Rental | - | 571 | 1,500 | - | - | - |
| 6413 Landfill Fees | - | 87 | 1,000 | - | - | - |
| 6416 Equipment Maintenance | - | 530 | 1,250 | - | - | - |
| **Total Materials & Services** | $0 | $2,950 | $15,500 | $0 | $0 | $0 |
| **Total** | **$0** | **$57,882** | **$15,500** | **$0** | **$0** | **$0** |

## Pathways Fund Administration Division

### Pathways FD PW Admin-20252000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 431,735 | 495,506 | 495,506 | 495,506 |
| **Total Capital Outlay** | $0 | $0 | $431,735 | $495,506 | $495,506 | $495,506 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 540,629 | 534,465 | - | - | - | - |
| **Total Unapprop Fund Bal** | $540,629 | $534,465 | $0 | $0 | $0 | $0 |
| **Total** | **$540,629** | **$534,465** | **$431,735** | **$495,506** | **$495,506** | **$495,506** |

## Pathways Capital Projects

### Pathways Capital Projects-20252202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 2,338 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 527 | - | - | - | - |
| 5303 PERS | - | 281 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 274 | - | - | - | - |
| **Total Personnel Services** | $0 | $3,420 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 950 | - | 50,000 | 50,000 | 50,000 |
| **Total Materials & Services** | $0 | $950 | $0 | $50,000 | $50,000 | $50,000 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | 54,773 | 160,000 | 901,560 | 901,560 | 901,560 |
| **Total Capital Outlay** | $0 | $54,773 | $160,000 | $901,560 | $901,560 | $901,560 |
| **Total** | **$0** | **$59,143** | **$160,000** | **$951,560** | **$951,560** | **$951,560** |

## Transportation Depreciation Fund Administration Division

### Transportation Dep PW Admin-20452000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 493,987 | 525,079 | 525,079 | 525,079 |
| **Total Capital Outlay** | $0 | $0 | $493,987 | $525,079 | $525,079 | $525,079 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 200,824 | 442,491 | - | - | - | - |
| **Total Unapprop Fund Bal** | $200,824 | $442,491 | $0 | $0 | $0 | $0 |
| **Total** | **$200,824** | **$442,491** | **$493,987** | **$525,079** | **$525,079** | **$525,079** |

## Transportation Depreciation Fund General Engineering

### Transportation Dep Gen Eng-20452200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | 39,400 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $39,400 | $0 | $0 | $0 |
| **Total** | **$0** | **$0** | **$39,400** | **$0** | **$0** | **$0** |

## Transportation Depreciation Fund Operations Division

### Transportation Dep Operations-20452400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 19,422 | 91,541 | 70,000 | - | - | - |
| **Total Capital Outlay** | $19,422 | $91,541 | $70,000 | $0 | $0 | $0 |
| **Total** | **$19,422** | **$91,541** | **$70,000** | **$0** | **$0** | **$0** |

## Transportation Utility Fee (TUF) Pavement Management Program (PMP) Administration Division

### TUF PMP Admin-20552000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 594,142 | 334,126 | 334,126 | 334,126 |
| **Total Capital Outlay** | $0 | $0 | $594,142 | $334,126 | $334,126 | $334,126 |
| **Special Payments** | | | | | | |
| 8009 Support Services Charge | 53,348 | 86,796 | 90,000 | 90,000 | 90,000 | 90,000 |
| **Total Special Payments** | $53,348 | $86,796 | $90,000 | $90,000 | $90,000 | $90,000 |
| **Transfers** | | | | | | |
| 8224 Transfer to SWR SDC Fund | 90,000 | 90,000 | - | - | - | - |
| **Total Transfers** | $90,000 | $90,000 | $0 | $0 | $0 | $0 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 969,481 | 1,059,949 | - | - | - | - |
| **Total Unapprop Fund Bal** | $969,481 | $1,059,949 | $0 | $0 | $0 | $0 |
| **Total** | **$1,112,829** | **$1,236,745** | **$684,142** | **$424,126** | **$424,126** | **$424,126** |

## TUF PMP - Program Division

### TUF Pavement Management Program-20552222

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 143,865 | 146,400 | - | - | - | - |
| 5005 Salaries - Part-Time | 1,956 | - | - | - | - | - |
| 5010 Extra Labor | 50 | 1,507 | - | - | - | - |
| 5100 Overtime | 951 | 2,079 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 39,893 | 32,793 | - | - | - | - |
| 5303 PERS | 24,431 | 17,989 | - | - | - | - |
| 5399 Other Benefits and Taxes | 22,414 | 17,538 | - | - | - | - |
| **Total Personnel Services** | $233,560 | $218,306 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | - | - | 1,800 | 1,800 | 1,800 |
| 6002 Travel/Training/Dues | 1,599 | 2,964 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6003 Postage | 1,478 | 1,836 | 1,700 | 2,000 | 2,000 | 2,000 |
| 6004 Program Supplies/Materials | 2,161 | 612 | 2,600 | 3,200 | 3,200 | 3,200 |
| 6005 Advertising/Promotion | 1,197 | 1,447 | 1,350 | 1,750 | 1,750 | 1,750 |
| 6007 Printing | 1,244 | - | 1,250 | 1,350 | 1,350 | 1,350 |
| 6100 Contractual Services | 9,205 | 15,321 | 20,000 | 30,000 | 30,000 | 30,000 |
| 6101 Other Services | 5,240 | 3,380 | 5,500 | 6,000 | 6,000 | 6,000 |
| 6102 Maintenance Contracts | 1,801,454 | 2,724,038 | 3,400,000 | 2,400,000 | 2,400,000 | 2,400,000 |
| 6403 Small Tools and Equipment | 16,365 | 8,913 | - | 18,000 | 18,000 | 18,000 |
| 6409 Computer Software | - | - | 750 | 750 | 750 | 750 |
| 6410 Computer Hardware | - | - | 3,000 | 6,000 | 6,000 | 6,000 |
| 6412 Equipment Rental | 50 | 40 | 300 | 200 | 200 | 200 |
| **Total Materials & Services** | $1,839,993 | $2,758,551 | $3,439,950 | $2,474,550 | $2,474,550 | $2,474,550 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | - | - | 1,110,700 | 1,110,700 | 1,110,700 |
| **Total Capital Outlay** | $0 | $0 | $0 | $1,110,700 | $1,110,700 | $1,110,700 |
| **Total** | **$2,073,553** | **$2,976,857** | **$3,439,950** | **$3,585,250** | **$3,585,250** | **$3,585,250** |

## TUF Pathways Administration Division

### TUF Pathways Admin-20652000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 1,780,532 | 1,980,162 | 1,980,162 | 1,980,162 |
| **Total Capital Outlay** | $0 | $0 | $1,780,532 | $1,980,162 | $1,980,162 | $1,980,162 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 1,946,696 | 2,540,769 | - | - | - | - |
| **Total Unapprop Fund Bal** | $1,946,696 | $2,540,769 | $0 | $0 | $0 | $0 |
| **Total** | **$1,946,696** | **$2,540,769** | **$1,780,532** | **$1,980,162** | **$1,980,162** | **$1,980,162** |

## TUF Pathways Engineering Division

### TUF Capital Projects-20652202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 35,208 | 19,393 | - | - | - | - |
| 5005 Salaries - Part-Time | 95 | - | - | - | - | - |
| 5010 Extra Labor | 106 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 7,418 | 4,379 | - | - | - | - |
| 5303 PERS | 4,134 | 2,155 | - | - | - | - |
| 5399 Other Benefits and Taxes | 3,890 | 2,270 | - | - | - | - |
| **Total Personnel Services** | $50,851 | $28,197 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | 190 | 215 | 1,200 | 950 | 950 | 950 |
| 6004 Program Supplies/Materials | 223 | 438 | 100 | 850 | 850 | 850 |
| 6005 Advertising/Promotion | - | 219 | 1,150 | 900 | 900 | 900 |
| 6007 Printing | - | 580 | 500 | 2,750 | 2,750 | 2,750 |
| 6100 Contractual Services | 23,546 | 90 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6101 Other Services | 818 | - | - | 11,000 | 11,000 | 11,000 |
| 6102 Maintenance Contracts | 51,377 | 160,900 | 200,000 | 300,000 | 300,000 | 300,000 |
| **Total Materials & Services** | $76,154 | $162,442 | $212,950 | $326,450 | $326,450 | $326,450 |
| **Capital Outlay** | | | | | | |
| 7035 Land | - | - | - | 20,000 | 20,000 | 20,000 |
| 7040 Construction - Infrastructure | 81,127 | 9,940 | 1,075,000 | 1,189,500 | 1,189,500 | 1,189,500 |
| **Total Capital Outlay** | $81,127 | $9,940 | $1,075,000 | $1,209,500 | $1,209,500 | $1,209,500 |
| **Total** | **$208,132** | **$200,579** | **$1,287,950** | **$1,535,950** | **$1,535,950** | **$1,535,950** |

## Traffic Impact Fee Administration Division

### Engineering Admin-TIF-21052000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 12,037,265 | 5,780,886 | 5,780,886 | 5,780,886 |
| **Total Capital Outlay** | $0 | $0 | $12,037,265 | $5,780,886 | $5,780,886 | $5,780,886 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 24,923,860 | 20,009,393 | - | - | - | - |
| **Total Unapprop Fund Bal** | $24,923,860 | $20,009,393 | $0 | $0 | $0 | $0 |
| **Total** | **$24,923,860** | **$20,009,393** | **$12,037,265** | **$5,780,886** | **$5,780,886** | **$5,780,886** |

## Traffic Impact Fee Engineering Division - Capital Projects

### TIF Capital Projects-21052202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 335 | 169 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 66 | 39 | - | - | - | - |
| 5303 PERS | 42 | 21 | - | - | - | - |
| 5399 Other Benefits and Taxes | 32 | 20 | - | - | - | - |
| **Total Personnel Services** | $475 | $249 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 20,490 | - | - | - | - |
| **Total Materials & Services** | $0 | $20,490 | $0 | $0 | $0 | $0 |
| **Total** | **$475** | **$20,739** | **$0** | **$0** | **$0** | **$0** |

## Traffic Impact Fee Engineering Division - Arterial

### TIF Arterial-21052210

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 58,322 | 34,967 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 10,450 | 6,507 | - | - | - | - |
| 5303 PERS | 6,653 | 4,221 | - | - | - | - |
| 5399 Other Benefits and Taxes | 5,589 | 3,835 | - | - | - | - |
| **Total Personnel Services** | $81,014 | $49,530 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 24 | - | - | - | - | - |
| 6003 Postage | 5 | 267 | 2,000 | 500 | 500 | 500 |
| 6004 Program Supplies/Materials | - | - | 2,250 | 750 | 750 | 750 |
| 6005 Advertising/Promotion | - | - | 2,000 | 500 | 500 | 500 |
| 6007 Printing | - | - | 2,250 | 500 | 500 | 500 |
| 6100 Contractual Services | 307,360 | 649,194 | 1,295,285 | 770,000 | 770,000 | 770,000 |
| 6101 Other Services | 3,073 | 24,917 | 10,500 | 2,500 | 2,500 | 2,500 |
| 6400 Utilities | 402 | - | - | - | - | - |
| **Total Materials & Services** | $310,864 | $674,378 | $1,314,285 | $774,750 | $774,750 | $774,750 |
| **Capital Outlay** | | | | | | |
| 7002 Non-License Appar and Equipme | - | 9,993 | - | - | - | - |
| 7035 Land | - | - | 1,200,000 | - | - | - |
| 7040 Construction - Infrastructure | 524,464 | 2,249,284 | 5,680,000 | 4,230,000 | 4,230,000 | 4,230,000 |
| **Total Capital Outlay** | $524,464 | $2,259,277 | $6,880,000 | $4,230,000 | $4,230,000 | $4,230,000 |
| **Total** | **$916,342** | **$2,983,185** | **$8,194,285** | **$5,004,750** | **$5,004,750** | **$5,004,750** |

## Traffic Impact Fee Engineering Division - Collector

**TIF Collector-21052211**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 82,261 | 105,599 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 18,056 | 22,578 | - | - | - | - |
| 5303 PERS | 9,005 | 12,561 | - | - | - | - |
| 5399 Other Benefits and Taxes | 9,134 | 11,163 | - | - | - | - |
| **Total Personnel Services** | $118,456 | $151,901 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 75 | - | 1,000 | 1,000 | 1,000 |
| 6003 Postage | 68 | 692 | 1,450 | 1,000 | 1,000 | 1,000 |
| 6004 Program Supplies/Materials | 1,945 | 696 | 700 | 1,250 | 1,250 | 1,250 |
| 6005 Advertising/Promotion | 1,839 | 643 | 1,450 | 1,000 | 1,000 | 1,000 |
| 6007 Printing | 170 | 1,078 | 1,700 | 5,000 | 5,000 | 5,000 |
| 6100 Contractual Services | 61,446 | 230,122 | 210,700 | 110,000 | 110,000 | 110,000 |
| 6101 Other Services | 3,706 | 25,711 | 10,850 | 67,200 | 67,200 | 67,200 |
| 6102 Maintenance Contracts | - | - | 10,000 | 21,000 | 21,000 | 21,000 |
| 6400 Utilities | - | - | 250 | - | - | - |
| **Total Materials & Services** | $69,174 | $259,017 | $237,100 | $207,450 | $207,450 | $207,450 |
| **Capital Outlay** | | | | | | |
| 7035 Land | - | 151,959 | 1,810,000 | 5,700,000 | 5,700,000 | 5,700,000 |
| 7040 Construction - Infrastructure | 1,824,830 | 1,092,743 | 7,050,000 | 7,260,500 | 7,260,500 | 7,260,500 |
| **Total Capital Outlay** | $1,824,830 | $1,244,702 | $8,860,000 | $12,960,500 | $12,960,500 | $12,960,500 |
| **Total** | **$2,012,460** | **$1,655,620** | **$9,097,100** | **$13,167,950** | **$13,167,950** | **$13,167,950** |

Survey Crew

## Traffic Impact Fee Engineering Division - Transit

### TIF Transit-21052212

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 29,367 | 20,173 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 6,326 | 4,476 | - | - | - | - |
| 5303 PERS | 3,392 | 2,290 | - | - | - | - |
| 5399 Other Benefits and Taxes | 3,234 | 2,228 | - | - | - | - |
| **Total Personnel Services** | $42,319 | $29,167 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | 33 | 170 | 300 | - | - | - |
| 6004 Program Supplies/Materials | 1,087 | 169 | 350 | 250 | 250 | 250 |
| 6005 Advertising/Promotion | 788 | 242 | 300 | - | - | - |
| 6007 Printing | 73 | 182 | 450 | - | - | - |
| 6100 Contractual Services | 25,176 | 14,657 | 12,000 | 10,000 | 10,000 | 10,000 |
| 6101 Other Services | 1,543 | 2,485 | 1,000 | 300 | 300 | 300 |
| 6102 Maintenance Contracts | - | - | 4,000 | 9,000 | 9,000 | 9,000 |
| 6400 Utilities | 588 | - | - | - | - | - |
| 6402 Maintenance Supplies | 78 | - | - | - | - | - |
| **Total Materials & Services** | $29,366 | $17,905 | $18,400 | $19,550 | $19,550 | $19,550 |
| **Capital Outlay** | | | | | | |
| 7035 Land | - | 30,826 | 90,000 | - | - | - |
| 7040 Construction - Infrastructure | 650,569 | 472,811 | 625,000 | 34,500 | 34,500 | 34,500 |
| **Total Capital Outlay** | $650,569 | $503,637 | $715,000 | $34,500 | $34,500 | $34,500 |
| **Total** | **$722,254** | **$550,709** | **$733,400** | **$54,050** | **$54,050** | **$54,050** |

## Transportation Development Tax (TDT) Administration Division

### Trans Development Tax-21252000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 7,313,417 | 9,723,086 | 9,723,086 | 9,723,086 |
| **Total Capital Outlay** | $0 | $0 | $7,313,417 | $9,723,086 | $9,723,086 | $9,723,086 |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | - | - | 833,333 | 1,137,914 | 1,137,914 | 1,137,914 |
| **Total Transfers** | $0 | $0 | $833,333 | $1,137,914 | $1,137,914 | $1,137,914 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 5,265,202 | 7,873,220 | - | - | - | - |
| **Total Unapprop Fund Bal** | $5,265,202 | $7,873,220 | $0 | $0 | $0 | $0 |
| **Total** | **$5,265,202** | **$7,873,220** | **$8,146,750** | **$10,861,000** | **$10,861,000** | **$10,861,000** |

## Transportation Development Tax (TDT) Engineering Division

### TDT General Engineering-21252200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 97 | 4,446 | - | - | - | - |
| 5010 Extra Labor | - | 327 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15 | 922 | - | - | - | - |
| 5303 PERS | 12 | 488 | - | - | - | - |
| 5399 Other Benefits and Taxes | 8 | 517 | - | - | - | - |
| **Total Personnel Services** | $132 | $6,700 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 367 | 108,092 | 217,000 | 109,000 | 109,000 | 109,000 |
| 6101 Other Services | - | 869 | 3,500 | 5,000 | 5,000 | 5,000 |
| **Total Materials & Services** | $367 | $108,961 | $220,500 | $114,000 | $114,000 | $114,000 |
| **Capital Outlay** | | | | | | |
| 7035 Land | - | - | - | 50,000 | 50,000 | 50,000 |
| **Total Capital Outlay** | $0 | $0 | $0 | $50,000 | $50,000 | $50,000 |
| **Total** | **$499** | **$115,661** | **$220,500** | **$164,000** | **$164,000** | **$164,000** |

## Transportation Development Tax (TDT) Capital Projects

### TDT Capital Projects-21252202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | - | 250 | - | - | - |
| 6100 Contractual Services | 5,120 | - | 72,500 | 160,000 | 160,000 | 160,000 |
| 6101 Other Services | 53 | - | - | - | - | - |
| **Total Materials & Services** | $5,173 | $0 | $72,750 | $160,000 | $160,000 | $160,000 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | - | 265,000 | 200,000 | 200,000 | 200,000 |
| **Total Capital Outlay** | $0 | $0 | $265,000 | $200,000 | $200,000 | $200,000 |
| **Total** | **$5,173** | **$0** | **$337,750** | **$360,000** | **$360,000** | **$360,000** |

## Special Assessment Fund Administration Division

### Engineering Admin - LID-22052000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 14,000 | 31,750 | 31,750 | 31,750 |
| **Total Capital Outlay** | $0 | $0 | $14,000 | $31,750 | $31,750 | $31,750 |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 110,000 | - | - | - | - | - |
| **Total Transfers** | $110,000 | $0 | $0 | $0 | $0 | $0 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 145,830 | 85,465 | - | - | - | - |
| **Total Unapprop Fund Bal** | $145,830 | $85,465 | $0 | $0 | $0 | $0 |
| **Total** | **$255,830** | **$85,465** | **$14,000** | **$31,750** | **$31,750** | **$31,750** |

## Special Assessment Fund Engineering Division

### General Engineering - LID-22052200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 6,891 | 16,759 | - | - | - | - |
| 5010 Extra Labor | - | 928 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 1,290 | 3,959 | - | - | - | - |
| 5303 PERS | 859 | 1,860 | - | - | - | - |
| 5399 Other Benefits and Taxes | 818 | 2,075 | - | - | - | - |
| **Total Personnel Services** | $9,858 | $25,581 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6005 Advertising/Promotion | - | 766 | - | - | - | - |
| 6100 Contractual Services | 545 | 15,375 | - | 20,000 | 20,000 | 20,000 |
| 6402 Maintenance Supplies | 4,567 | 4,446 | - | - | - | - |
| **Total Materials & Services** | $5,112 | $20,587 | $0 | $20,000 | $20,000 | $20,000 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 67,980 | 19,565 | 100,000 | - | - | - |
| **Total Capital Outlay** | $67,980 | $19,565 | $100,000 | $0 | $0 | $0 |
| **Total** | **$82,950** | **$65,733** | **$100,000** | **$20,000** | **$20,000** | **$20,000** |

## Sanitary Sewer Funds

The principal sources of revenue for the Sanitary Sewer Fund are a user fee, charged as part of a customer's utility bill, and a System Development Charge (SDC), which is a one-time connection fee charged to new development. The user fee pays for general maintenance of the sanitary sewer system including the cleaning and repair of mainlines and manholes, televised video inspection, cross connection investigations, and the reduction/ mitigation of fats-oils-grease (F.O.G.). The connection fees reflect the value of existing infrastructure and future capacity requirements.

Clean Water Services (CWS) is a special service district focusing on water resource management and holds the permits required to manage sewer and storm water in the region. CWS holds partnership agreements with the cities within the region to provide specific Sanitary Sewer and Surface Water services by incorporating sewer and storm fees in customers' utility bill. As part of these agreements, City partners, like the City of Hillsboro, retain a set percentage of billed fees to provide shared services with CWS.

The City collects the sewer user and SDC fees but remits 83.686% of all user fees and 96% of all system development charges to Clean Water Services for their maintenance program and capital improvement plan. Clean Water Services is proposing a 3% user rate increase for fiscal year 2014-15 and a 3% increase in system development charges.

| Budget by Org - Sewer Funds | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Public Works Administration | 20,422,342 | 21,548,795 | 22,060,864 | 23,163,810 | 1,102,946 | 5% | 53% |
| General Engineering | 799,905 | 785,029 | 1,234,330 | 1,250,281 | 15,951 | 1% | 3% |
| Capital Projects | 90 | - | - | - | - | 0% | 0% |
| Development Review | 20,036 | 42,361 | 2,049 | 3,000 | 951 | 46% | 0% |
| PW Eng Fats/Oils/Grease | 815 | - | - | - | - | 0% | 0% |
| Sewer Maint General | 711,070 | 776,312 | 1,268,386 | 1,453,389 | 185,003 | 15% | 3% |
| Line Cleaning | 108,780 | 134,120 | 11,500 | - | (11,500) | -100% | 0% |
| TV Inspection | 91,365 | 193,443 | 42,500 | - | (42,500) | -100% | 0% |
| Sewer Lines/Manhole Repairs | 56,670 | 28,994 | 44,000 | - | (44,000) | -100% | 0% |
| Eng Admin Sewer Depr | 11,292,871 | 7,040,773 | 5,037,619 | 6,760,500 | 1,722,881 | 34% | 15% |
| Gen Eng SWR Depreciation | 50,633 | - | 8,400 | - | (8,400) | -100% | 0% |
| Capital Projects | 3,533 | 3,351,726 | 2,767,200 | 2,448,000 | (319,200) | -12% | 6% |
| SWR Dep Gen Operations | 29,627 | 40,866 | 45,000 | - | (45,000) | -100% | 0% |
| Admin Eng Swr SDC | 5,233,712 | 5,172,187 | 3,610,100 | 4,439,500 | 829,400 | 23% | 10% |
| Gen Eng SWR SDC | 3,427,351 | 5,375,892 | 4,958,000 | 4,078,000 | (880,000) | -18% | 9% |
| Capital Projects | 501,252 | 183,031 | 260,000 | 295,000 | 35,000 | 13% | 1% |
| SWR SDC Repairs | 9,750 | - | - | - | - | 0% | 0% |
| **Subtotal - Sewer Funds** | **$ 42,759,802** | **$ 44,673,529** | **$ 41,349,948** | **$ 43,891,480** | **$ 2,541,532** | **6%** | **100%** |

*Public Works in the Civic Center Plaza*

## Sanitary Sewer Fund Administration Division

### Public Works Administration-51052000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | (12,798) | 11,672 | - | - | - | - |
| **Total Personnel Services** | ($12,798) | $11,672 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 161 | - | - | - | - | - |
| 6100 Contractual Services | 10,000 | 10,000 | - | - | - | - |
| **Total Materials & Services** | $10,161 | $10,000 | $0 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 2,895 | - | - | - | - | - |
| 7050 Capital Reserve | - | - | 2,555,448 | 1,484,386 | 1,484,386 | 1,484,386 |
| **Total Capital Outlay** | $2,895 | $0 | $2,555,448 | $1,484,386 | $1,484,386 | $1,484,386 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 18,459 | 25,761 | 21,933 | 20,322 | 20,322 | 20,322 |
| 8009 Support Services Charge | 705,545 | 710,938 | 764,440 | 802,237 | 802,237 | 802,237 |
| 8010 Equipment Depreciation | 28,877 | 34,558 | 34,558 | 32,883 | 32,883 | 32,883 |
| 8011 Facilities Charge | 88,814 | 94,331 | 108,584 | 99,606 | 99,606 | 99,606 |
| 8018 Insurance | 64,282 | 71,277 | 100,000 | 100,000 | 100,000 | 100,000 |
| 8022 Bad Debt Expense | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 8023 Collection Expense | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 8024 Fleet Services Charge | 55,064 | 56,684 | 82,415 | 92,015 | 92,015 | 92,015 |
| 8026 CWS Payments | 15,521,560 | 16,198,708 | 17,246,624 | 18,117,571 | 18,117,571 | 18,117,571 |
| 8055 Franchise Fee Payments | 646,539 | 678,844 | 760,093 | 824,790 | 824,790 | 824,790 |
| **Total Special Payments** | $17,129,140 | $17,871,101 | $19,128,647 | $20,099,424 | $20,099,424 | $20,099,424 |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | 375,000 | 125,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 8206 Transfer to Sewer Fund | - | - | 196,769 | 1,400,000 | 1,400,000 | 1,400,000 |
| 8220 Transfer to Planning | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| **Total Transfers** | $455,000 | $205,000 | $376,769 | $1,580,000 | $1,580,000 | $1,580,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 2,837,944 | 3,451,022 | - | - | - | - |
| **Total Unapprop Fund Bal** | $2,837,944 | $3,451,022 | $0 | $0 | $0 | $0 |
| **Total** | **$20,422,342** | **$21,548,795** | **$22,060,864** | **$23,163,810** | **$23,163,810** | **$23,163,810** |

## Sanitary Sewer Fund Engineering Division

### General Engineering-51052200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 506,537 | 495,122 | 769,899 | 715,263 | 715,263 | 715,263 |
| 5010 Extra Labor | 4,986 | - | - | 21,676 | 21,676 | 21,676 |
| 5100 Overtime | 43 | 19 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 109,912 | 109,989 | 154,636 | 149,080 | 149,080 | 149,080 |
| 5303 PERS | 57,248 | 53,059 | 104,744 | 79,416 | 79,416 | 79,416 |
| 5308 VEBA | - | - | 14,965 | 14,306 | 14,306 | 14,306 |
| 5309 PERS Stabilization | - | - | - | 21,484 | 21,484 | 21,484 |
| 5399 Other Benefits and Taxes | 54,900 | 52,051 | 86,808 | 85,186 | 85,186 | 85,186 |
| **Total Personnel Services** | $733,626 | $710,240 | $1,131,052 | $1,086,411 | $1,086,411 | $1,086,411 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 6,939 | 8,460 | 10,000 | 12,000 | 12,000 | 12,000 |
| 6001 Communications Services | 2,617 | 2,712 | 1,500 | 4,000 | 4,000 | 4,000 |
| 6002 Travel/Training/Dues | 8,031 | 8,302 | 12,000 | 15,000 | 15,000 | 15,000 |
| 6003 Postage | 13 | 75 | 250 | 70 | 70 | 70 |
| 6004 Program Supplies/Materials | 106 | 329 | 550 | 3,000 | 3,000 | 3,000 |
| 6005 Advertising/Promotion | 53 | 96 | 1,100 | 1,000 | 1,000 | 1,000 |
| 6006 Tuition Reimbursement | - | - | - | 1,000 | 1,000 | 1,000 |
| 6007 Printing | 381 | 279 | 400 | 100 | 100 | 100 |
| 6100 Contractual Services | 7,788 | 21,553 | 26,000 | 59,000 | 59,000 | 59,000 |
| 6101 Other Services | 659 | 1,399 | 1,550 | 2,000 | 2,000 | 2,000 |
| 6200 Fuel/Oil | 3,098 | 3,245 | 4,948 | 5,000 | 5,000 | 5,000 |
| 6201 Fleet Maintenance | - | 99 | 500 | 1,000 | 1,000 | 1,000 |
| 6300 Uniforms | 1,420 | 1,351 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6301 Safety Supplies | 189 | 77 | 200 | 300 | 300 | 300 |
| 6403 Small Tools and Equipment | 86 | 631 | 1,000 | 5,600 | 5,600 | 5,600 |
| 6409 Computer Software | 1,212 | 476 | 2,000 | 3,000 | 3,000 | 3,000 |
| 6410 Computer Hardware | 7,416 | 1,429 | 3,000 | 3,500 | 3,500 | 3,500 |
| 6411 Communications Equipment | - | - | 200 | - | - | - |
| 6416 Equipment Maintenance | 234 | 451 | 1,000 | 500 | 500 | 500 |
| 6419 Personal Protective Equipment | 420 | 816 | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $40,662 | $51,780 | $68,198 | $118,070 | $118,070 | $118,070 |

## Sanitary Sewer Fund Engineering Division (continued)

### General Engineering-51052200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | - | 8,500 | 8,500 | 8,500 |
| 7010 Office Equipment | - | 372 | - | - | - | - |
| 7020 Computer Hardware | 24,718 | 10,044 | 12,080 | - | - | - |
| 7021 Computer Software | 899 | 626 | 8,000 | 27,300 | 27,300 | 27,300 |
| 7030 Facilities and Improvements | - | 8,967 | 5,000 | - | - | - |
| 7035 Land | - | 3,000 | - | - | - | - |
| 7040 Construction - Infrastructure | - | - | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Capital Outlay** | $25,617 | $23,009 | $35,080 | $45,800 | $45,800 | $45,800 |
| **Total** | **$799,905** | **$785,029** | **$1,234,330** | **$1,250,281** | **$1,250,281** | **$1,250,281** |

### Capital Projects-51052202
**(Shown for historical purposes)**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 90 | - | - | - | - | - |
| **Total Materials & Services** | $90 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$90** | **$0** | **$0** | **$0** | **$0** | **$0** |

*Public Works Week*

## Sanitary Sewer Fund Engineering Division - Development

### Development Review-51052204

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 12,752 | 27,844 | - | - | - | - |
| 5100 Overtime | 49 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 2,676 | 6,113 | - | - | - | - |
| 5303 PERS | 1,562 | 3,384 | - | - | - | - |
| 5399 Other Benefits and Taxes | 1,405 | 3,128 | - | - | - | - |
| **Total Personnel Services** | $18,444 | $40,469 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 14 | 11 | 200 | - | - | - |
| 6101 Other Services | 223 | 161 | 200 | 500 | 500 | 500 |
| 6200 Fuel/Oil | 1,355 | 1,720 | 1,649 | 2,500 | 2,500 | 2,500 |
| **Total Materials & Services** | $1,592 | $1,892 | $2,049 | $3,000 | $3,000 | $3,000 |
| **Total** | **$20,036** | **$42,361** | **$2,049** | **$3,000** | **$3,000** | **$3,000** |

*PW crews use televised cameras to inspect sewer pipes and determine maintenance needs.*

## Sanitary Sewer Fund Engineering Division - Erosion Control
**(Shown for historical purposes)**

### Erosion Control-51052206

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 151 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 32 | - | - | - | - |
| 5303 PERS | - | 19 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 17 | - | - | - | - |
| **Total Personnel Services** | $0 | $219 | $0 | $0 | $0 | $0 |
| **Total** | **$0** | **$219** | **$0** | **$0** | **$0** | **$0** |

## Sanitary Sewer Fund Engineering Division - Fats/Oils/Grease
**(Shown for historical purposes)**

### PW Eng Fats/Oils/Grease-51052208

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 399 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 243 | - | - | - | - | - |
| 5303 PERS | 143 | - | - | - | - | - |
| 5399 Other Benefits and Taxes | 30 | - | - | - | - | - |
| **Total Personnel Services** | $815 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$815** | **$0** | **$0** | **$0** | **$0** | **$0** |

## Sanitary Sewer Fund Operations Division - General

### Sewer Maint General-51052400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 418,556 | 468,455 | 770,446 | 791,723 | 791,723 | 791,723 |
| 5010 Extra Labor | - | - | - | 42,102 | 42,102 | 42,102 |
| 5100 Overtime | 2,445 | 1,166 | 10,000 | 10,000 | 10,000 | 10,000 |
| 5301 Med/Den/Vis Insurance | 108,674 | 121,519 | 194,202 | 197,862 | 197,862 | 197,862 |
| 5303 PERS | 46,346 | 52,594 | 100,561 | 85,194 | 85,194 | 85,194 |
| 5308 VEBA | - | - | 14,900 | 16,456 | 16,456 | 16,456 |
| 5309 PERS Stabilization | - | - | - | 23,945 | 23,945 | 23,945 |
| 5399 Other Benefits and Taxes | 46,792 | 51,284 | 88,627 | 96,682 | 96,682 | 96,682 |
| **Total Personnel Services** | $622,813 | $695,018 | $1,178,736 | $1,263,964 | $1,263,964 | $1,263,964 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 2,471 | 3,092 | 3,000 | 3,500 | 3,500 | 3,500 |
| 6001 Communications Services | 2,304 | 2,447 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6002 Travel/Training/Dues | 5,032 | 3,592 | 4,000 | 4,500 | 4,500 | 4,500 |
| 6003 Postage | 171 | 73 | 250 | 1,000 | 1,000 | 1,000 |
| 6004 Program Supplies/Materials | 2,099 | 1,904 | 3,000 | 2,625 | 2,625 | 2,625 |
| 6005 Advertising/Promotion | 53 | - | 500 | - | - | - |
| 6007 Printing | 75 | 298 | 1,000 | 800 | 800 | 800 |
| 6100 Contractual Services | 6,607 | 7,269 | 6,000 | 41,100 | 41,100 | 41,100 |
| 6101 Other Services | - | 1,556 | - | - | - | - |
| 6200 Fuel/Oil | 27,434 | 21,529 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6201 Fleet Maintenance | - | 345 | 300 | 800 | 800 | 800 |
| 6300 Uniforms | 19,822 | 24,130 | 23,000 | 20,000 | 20,000 | 20,000 |
| 6301 Safety Supplies | 734 | 356 | 500 | 3,600 | 3,600 | 3,600 |
| 6402 Maintenance Supplies | 1,172 | 4,468 | 3,000 | 26,000 | 26,000 | 26,000 |
| 6403 Small Tools and Equipment | - | 6,283 | 1,700 | 10,600 | 10,600 | 10,600 |
| 6409 Computer Software | 190 | - | 500 | 500 | 500 | 500 |
| 6410 Computer Hardware | 3,220 | 380 | 1,000 | - | - | - |
| 6411 Communications Equipment | 297 | 87 | 500 | 500 | 500 | 500 |
| 6412 Equipment Rental | - | - | - | 5,000 | 5,000 | 5,000 |
| 6413 Landfill Fees | - | - | 200 | 700 | 700 | 700 |
| 6415 Pipe and Supply | - | - | - | 15,000 | 15,000 | 15,000 |
| 6416 Equipment Maintenance | 29 | 65 | 200 | 7,200 | 7,200 | 7,200 |
| 6419 Personal Protective Equipment | 4,264 | 3,420 | 4,000 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $75,974 | $81,294 | $84,650 | $179,425 | $179,425 | $179,425 |

## Sanitary Sewer Fund Operations Division - General (continued)

### Sewer Maint General-51052400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7002 Non-License Appar and Equipme | - | - | - | 10,000 | 10,000 | 10,000 |
| 7020 Computer Hardware | - | - | 5,000 | - | - | - |
| 7030 Facilities and Improvements | 12,283 | - | - | - | - | - |
| **Total Capital Outlay** | $12,283 | $0 | $5,000 | $10,000 | $10,000 | $10,000 |
| **Total** | **$711,070** | **$776,312** | **$1,268,386** | **$1,453,389** | **$1,453,389** | **$1,453,389** |

## Sanitary Sewer Fund Operations Division - Line Cleaning

### Line Cleaning-51052406

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 69,599 | 80,903 | - | - | - | - |
| 5100 Overtime | 540 | 352 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 19,685 | 23,543 | - | - | - | - |
| 5303 PERS | 6,460 | 7,560 | - | - | - | - |
| 5399 Other Benefits and Taxes | 8,820 | 9,940 | - | - | - | - |
| **Total Personnel Services** | $105,104 | $122,298 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 395 | 504 | - | - | - | - |
| 6402 Maintenance Supplies | 1,950 | 9,172 | 10,000 | - | - | - |
| 6403 Small Tools and Equipment | 525 | 1,942 | 500 | - | - | - |
| 6416 Equipment Maintenance | 806 | 204 | 1,000 | - | - | - |
| **Total Materials & Services** | $3,676 | $11,822 | $11,500 | $0 | $0 | $0 |
| **Total** | **$108,780** | **$134,120** | **$11,500** | **$0** | **$0** | **$0** |

## Sanitary Sewer Fund Operations Division - TV Inspection

### TV Inspection-51052407

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 53,894 | 119,935 | - | - | - | - |
| 5100 Overtime | 541 | 161 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,168 | 36,441 | - | - | - | - |
| 5303 PERS | 5,671 | 12,160 | - | - | - | - |
| 5399 Other Benefits and Taxes | 6,882 | 14,653 | - | - | - | - |
| **Total Personnel Services** | $82,156 | $183,350 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | - | - | 2,000 | - | - | - |
| 6402 Maintenance Supplies | 664 | 2,172 | 5,000 | - | - | - |
| 6403 Small Tools and Equipment | 220 | 1,458 | 500 | - | - | - |
| 6416 Equipment Maintenance | 8,325 | 6,463 | 10,000 | - | - | - |
| **Total Materials & Services** | $9,209 | $10,093 | $17,500 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7002 Non-License Appar and Equipme | - | - | 25,000 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $25,000 | $0 | $0 | $0 |
| **Total** | **$91,365** | **$193,443** | **$42,500** | **$0** | **$0** | **$0** |

*Engineering Front Desk*

## Sewer Depreciation Fund Administration Division - Sewer Line/Manhole Repairs

### Sewer Lines/Manhole Repairs-51052409

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 26,813 | 11,639 | - | - | - | - |
| 5010 Extra Labor | 406 | - | - | - | - | - |
| 5100 Overtime | 177 | 22 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 7,402 | 3,296 | - | - | - | - |
| 5303 PERS | 2,634 | 1,218 | - | - | - | - |
| 5399 Other Benefits and Taxes | 3,641 | 1,498 | - | - | - | - |
| **Total Personnel Services** | $41,073 | $17,673 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 1,368 | 1,027 | - | - | - | - |
| 6100 Contractual Services | 1,270 | 515 | 25,000 | - | - | - |
| 6101 Other Services | 2,014 | - | - | - | - | - |
| 6402 Maintenance Supplies | 1,136 | 1,821 | 6,000 | - | - | - |
| 6403 Small Tools and Equipment | 164 | 270 | 500 | - | - | - |
| 6412 Equipment Rental | - | - | 5,000 | - | - | - |
| 6413 Landfill Fees | 508 | 185 | 500 | - | - | - |
| 6415 Pipe and Supply | 8,592 | 7,203 | 6,000 | - | - | - |
| 6416 Equipment Maintenance | 359 | 300 | 1,000 | - | - | - |
| 6419 Personal Protective Equipment | 186 | - | - | - | - | - |
| **Total Materials & Services** | $15,597 | $11,321 | $44,000 | $0 | $0 | $0 |
| **Total** | **$56,670** | **$28,994** | **$44,000** | **$0** | **$0** | **$0** |

## Sewer Depreciation Fund Engineering Division - Administration

### Eng Admin Sewer Depr-51252000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 4,193,172 | 6,760,500 | 6,029,073 | 6,029,073 |
| **Total Capital Outlay** | $0 | $0 | $4,193,172 | $6,760,500 | $6,029,073 | $6,029,073 |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | 2,591,928 | - | 844,447 | - | 731,427 | 731,427 |
| **Total Transfers** | $2,591,928 | $0 | $844,447 | $0 | $731,427 | $731,427 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 8,700,943 | 7,040,773 | - | - | - | - |
| **Total Unapprop Fund Bal** | $8,700,943 | $7,040,773 | $0 | $0 | $0 | $0 |
| **Total** | **$11,292,871** | **$7,040,773** | **$5,037,619** | **$6,760,500** | **$6,760,500** | **$6,760,500** |

## Sewer Depreciation Fund Engineering Division

### Gen Eng SWR Depreciation-51252200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 478 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 105 | - | - | - | - | - |
| 5303 PERS | 60 | - | - | - | - | - |
| 5399 Other Benefits and Taxes | 56 | - | - | - | - | - |
| **Total Personnel Services** | $699 | $0 | $0 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | 8,400 | - | - | - |
| 7040 Construction - Infrastructure | 49,934 | - | - | - | - | - |
| **Total Capital Outlay** | $49,934 | $0 | $8,400 | $0 | $0 | $0 |
| **Total** | **$50,633** | **$0** | **$8,400** | **$0** | **$0** | **$0** |

## Sewer Depreciation Fund Engineering Division - Capital Projects

### Capital Projects-51252202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 530 | 69,063 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 104 | 15,432 | - | - | - | - |
| 5303 PERS | 66 | 8,634 | - | - | - | - |
| 5399 Other Benefits and Taxes | 52 | 8,020 | - | - | - | - |
| **Total Personnel Services** | $752 | $101,149 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | - | 97 | 1,100 | 1,000 | 1,000 | 1,000 |
| 6004 Program Supplies/Materials | - | - | 1,500 | 1,500 | 1,500 | 1,500 |
| 6005 Advertising/Promotion | - | - | 1,500 | 500 | 500 | 500 |
| 6007 Printing | - | 166 | 1,500 | 5,000 | 5,000 | 5,000 |
| 6100 Contractual Services | 994 | 13,925 | 56,000 | 20,000 | 20,000 | 20,000 |
| 6101 Other Services | 262 | 2,365 | 2,500 | - | - | - |
| **Total Materials & Services** | $1,256 | $16,553 | $64,100 | $28,000 | $28,000 | $28,000 |
| **Capital Outlay** | | | | | | |
| 7035 Land | 1,525 | - | - | - | - | - |
| 7040 Construction - Infrastructure | - | 3,234,024 | 2,703,100 | 2,420,000 | 2,420,000 | 2,420,000 |
| **Total Capital Outlay** | $1,525 | $3,234,024 | $2,703,100 | $2,420,000 | $2,420,000 | $2,420,000 |
| **Total** | **$3,533** | **$3,351,726** | **$2,767,200** | **$2,448,000** | **$2,448,000** | **$2,448,000** |

## Sewer Depreciation Fund Operations Division - General Operations

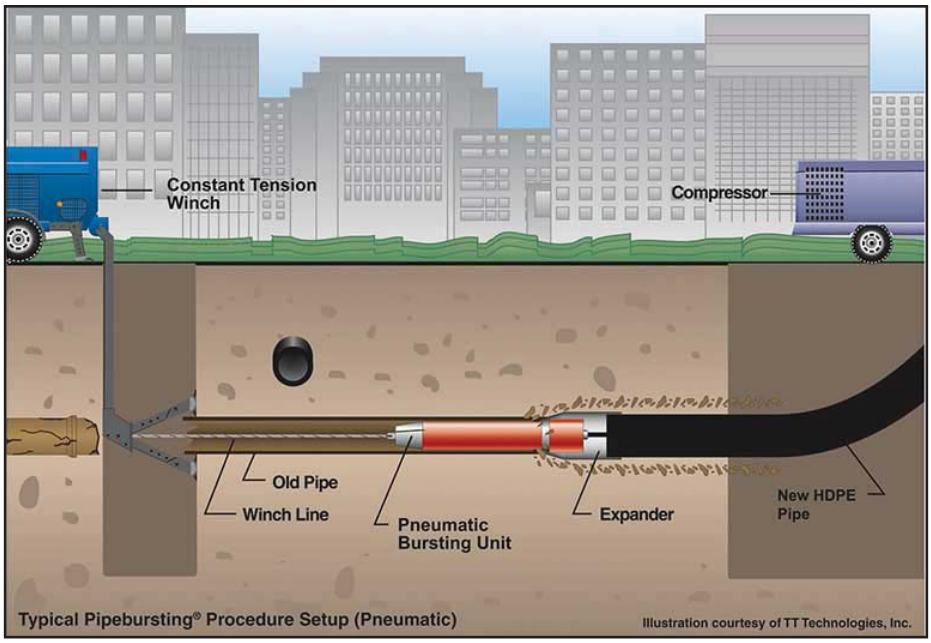
### SWR Dep Gen Operations-51252400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 29,627 | 29,467 | 45,000 | - | - | - |
| 7002 Non-License Appar and Equipme | - | 11,399 | - | - | - | - |
| **Total Capital Outlay** | $29,627 | $40,866 | $45,000 | $0 | $0 | $0 |
| **Total** | **$29,627** | **$40,866** | **$45,000** | **$0** | **$0** | **$0** |

## Sewer SDC Fund Administration Division

### Admin Eng Swr SDC-51452000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 2,521,213 | 508,457 | 983,889 | 983,889 |
| **Total Capital Outlay** | $0 | $0 | $2,521,213 | $508,457 | $983,889 | $983,889 |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | - | - | 1,088,887 | 3,931,043 | 3,455,611 | 3,455,611 |
| **Total Transfers** | $0 | $0 | $1,088,887 | $3,931,043 | $3,455,611 | $3,455,611 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 5,233,712 | 5,172,187 | - | - | - | - |
| **Total Unapprop Fund Bal** | $5,233,712 | $5,172,187 | $0 | $0 | $0 | $0 |
| **Total** | **$5,233,712** | **$5,172,187** | **$3,610,100** | **$4,439,500** | **$4,439,500** | **$4,439,500** |



## Sewer SDC Fund Engineering Division

### Gen Eng SWR SDC-51452200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 21,140 | 24,928 | - | - | - | - |
| 5005 Salaries - Part-Time | - | 791 | - | - | - | - |
| 5100 Overtime | 141 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 6,022 | 6,574 | - | - | - | - |
| 5303 PERS | 1,780 | 2,182 | - | - | - | - |
| 5399 Other Benefits and Taxes | 2,391 | 2,866 | - | - | - | - |
| **Total Personnel Services** | $31,474 | $37,341 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | 2,494 | 2,000 | 2,600 | 2,600 | 2,600 |
| 6100 Contractual Services | 20,814 | 9,619 | 10,000 | 5,000 | 5,000 | 5,000 |
| 6101 Other Services | - | 86 | - | - | - | - |
| 6402 Maintenance Supplies | 35,093 | 37,966 | 30,000 | 20,000 | 20,000 | 20,000 |
| **Total Materials & Services** | $55,907 | $50,165 | $42,000 | $27,600 | $27,600 | $27,600 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 108,857 | 136,894 | 228,000 | 210,400 | 210,400 | 210,400 |
| **Total Capital Outlay** | $108,857 | $136,894 | $228,000 | $210,400 | $210,400 | $210,400 |
| **Special Payments** | | | | | | |
| 8026 CWS Payments | 3,231,113 | 5,151,492 | 4,688,000 | 3,840,000 | 3,840,000 | 3,840,000 |
| **Total Special Payments** | $3,231,113 | $5,151,492 | $4,688,000 | $3,840,000 | $3,840,000 | $3,840,000 |
| **Total** | **$3,427,351** | **$5,375,892** | **$4,958,000** | **$4,078,000** | **$4,078,000** | **$4,078,000** |

*Sanitary Sewer Pipe*

## Sewer SDC Fund Engineering Division - Capital Projects

### Capital Projects-51452202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 60,393 | 6,068 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 12,728 | 1,475 | - | - | - | - |
| 5303 PERS | 7,188 | 592 | - | - | - | - |
| 5399 Other Benefits and Taxes | 6,718 | 696 | - | - | - | - |
| **Total Personnel Services** | $87,027 | $8,831 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | 728 | 1 | - | 500 | 500 | 500 |
| 6004 Program Supplies/Materials | 871 | - | - | 500 | 500 | 500 |
| 6005 Advertising/Promotion | 922 | - | - | 500 | 500 | 500 |
| 6007 Printing | 1,017 | - | - | 500 | 500 | 500 |
| 6100 Contractual Services | 12,657 | 493 | 1,600 | 3,000 | 3,000 | 3,000 |
| 6101 Other Services | 3,963 | 12 | 800 | - | - | - |
| **Total Materials & Services** | $20,158 | $506 | $2,400 | $5,000 | $5,000 | $5,000 |
| **Capital Outlay** | | | | | | |
| 7035 Land | 975 | 2,000 | - | - | - | - |
| 7040 Construction - Infrastructure | 393,092 | 171,694 | 257,600 | 290,000 | 290,000 | 290,000 |
| **Total Capital Outlay** | $394,067 | $173,694 | $257,600 | $290,000 | $290,000 | $290,000 |
| **Total** | **$501,252** | **$183,031** | **$260,000** | **$295,000** | **$295,000** | **$295,000** |

## Sewer SDC Fund - SDC Repairs

**(Shown for historical purposes)**

### SWR SDC Repairs-51452409

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 9,750 | - | - | - | - | - |
| **Total Materials & Services** | $9,750 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$9,750** | **$0** | **$0** | **$0** | **$0** | **$0** |

## Surface Water Management Funds

The principal sources of revenue for the Surface Water Management (SWM) Fund are a user fee, charged as part of a customer's utility bill, and a System Development Charge (SDC), which is a one-time connection fee charged to new development. The user fee pays for general maintenance of the storm water drainage system including the cleaning and repair of mainlines, manholes, and catch basins, televised video inspection, water quality/ quantity facility maintenance, erosion control, street sweeping, and leaf pick up programs.

Clean Water Services (CWS) is a special service district focusing on water resource management and holds the permits required to manage sewer and storm water in the region. CWS holds partnership agreements with the cities within the region to provide specific Sanitary Sewer and Surface Water services by incorporating sewer and storm fees in customers' utility bill. As part of these agreements, City partners, like the City of Hillsboro, retain a set percentage of billed fees to provide shared services with CWS.

The City collects the sewer user and SDC fees. Twenty-five percent (25%) of all user fees charged are remitted to Clean Water Services for their maintenance program. The City retains 100% of the SWM SDC fees. Clean Water Services is proposing a $0.50 monthly user rate increase for fiscal year 2014-15.

Storm Sewer on Veterans Drive

| Budget by Org - SWM Funds | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Public Works Administration | 2,986,809 | 3,328,356 | 3,050,288 | 3,546,136 | 495,848 | 16% | 25% |
| General Engineering | 682,703 | 717,277 | 1,207,937 | 1,329,979 | 122,042 | 10% | 9% |
| Capital Projects | 13,307 | 44,106 | 40,700 | - | (40,700) | -100% | 0% |
| Development Review | 39,058 | 51,715 | 1,119 | 3,000 | 1,881 | 168% | 0% |
| Erosion Control | 88,530 | 99,622 | - | - | - | 0% | 0% |
| Fats\Oil\Grease | - | 86 | - | - | - | 0% | 0% |
| SWM Maint General | 627,458 | 720,448 | 1,316,109 | 1,550,992 | 234,883 | 18% | 11% |
| Line Cleaning | 84,227 | 46,764 | 5,000 | - | (5,000) | -100% | 0% |
| TV Inspection | 94,018 | 47,321 | 34,400 | - | (34,400) | -100% | 0% |
| Repairs | 23,664 | 49,357 | 23,300 | - | (23,300) | -100% | 0% |
| Catch Basins | 95,516 | 86,705 | 4,100 | - | (4,100) | -100% | 0% |
| Water Quality | 70,724 | 123,722 | 18,550 | - | (18,550) | -100% | 0% |
| Street Sweeping | 145,259 | 137,950 | 17,500 | - | (17,500) | -100% | 0% |
| Leaf Pickup Program | 97,677 | 89,177 | 35,000 | - | (35,000) | -100% | 0% |
| Admin Eng SWM Depr | 319,198 | 433,936 | - | - | - | 0% | 0% |
| Gen Eng SWM Depreciation | 7,000 | 22 | 438,938 | 366,653 | (72,285) | -16% | 3% |
| Capital Projects | 3,881 | 2,592 | 178,150 | 353,435 | 175,285 | 98% | 2% |
| SWM Dep Gen Operations | - | 185,483 | 57,500 | 11,000 | (46,500) | -81% | 0% |
| Admin Eng Swm SDC | 8,198,912 | 8,283,949 | 4,639,500 | 6,246,996 | 1,607,496 | 35% | 44% |
| Gen Eng SWM SDC | 463 | 176 | 68,200 | - | (68,200) | -100% | 0% |
| Capital Projects | 574,460 | 231,075 | 3,278,000 | 839,504 | (2,438,496) | -74% | 6% |
| **Subtotal - SWM Funds:** | **$ 14,152,864** | **$ 14,679,839** | **$ 14,414,291** | **$ 14,247,695** | **$ (166,596)** | **-1%** | **100%** |

*Trackless Leaf Collector*

## Surface Water Management Fund Administration Division

### Public Works Administration-52052000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 6,865 | 9,626 | - | - | - | - |
| **Total Personnel Services** | $6,865 | $9,626 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 5,000 | 5,000 | - | - | - | - |
| **Total Materials & Services** | $5,000 | $5,000 | $0 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | (2,101) | - | - | - | - | - |
| 7050 Capital Reserve | - | - | 445,863 | 587,470 | 587,470 | 587,470 |
| **Total Capital Outlay** | ($2,101) | $0 | $445,863 | $587,470 | $587,470 | $587,470 |
| **Special Payments** | | | | | | |
| 8002 Miscellaneous Refunds | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 8008 Facilities Depreciation | 20,447 | 23,050 | 20,480 | 19,008 | 19,008 | 19,008 |
| 8009 Support Services Charge | 544,198 | 556,145 | 680,474 | 697,269 | 697,269 | 697,269 |
| 8010 Equipment Depreciation | 22,280 | 27,113 | 27,113 | 28,580 | 28,580 | 28,580 |
| 8011 Facilities Charge | 79,240 | 84,551 | 101,388 | 93,166 | 93,166 | 93,166 |
| 8018 Insurance | 11,344 | 12,578 | 17,650 | 17,650 | 17,650 | 17,650 |
| 8022 Bad Debt Expense | - | - | 1,200 | 1,200 | 1,200 | 1,200 |
| 8023 Collection Expense | - | - | 2,000 | 2,000 | 2,000 | 2,000 |
| 8024 Fleet Services Charge | 72,079 | 73,357 | 57,988 | 66,830 | 66,830 | 66,830 |
| 8026 CWS Payments | 1,011,860 | 1,118,404 | 1,253,898 | 1,381,294 | 1,381,294 | 1,381,294 |
| 8055 Franchise Fee Payments | 140,720 | 155,484 | 175,546 | 193,381 | 193,381 | 193,381 |
| **Total Special Payments** | $1,902,168 | $2,050,682 | $2,342,737 | $2,505,378 | $2,505,378 | $2,505,378 |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | - | - | 75,000 | 75,000 | 75,000 | 75,000 |
| 8220 Transfer to Planning | 25,000 | 100,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 8228 Transfer to SWM Depreciation Fu | 125,000 | 300,000 | 141,688 | 333,288 | 333,288 | 333,288 |
| **Total Transfers** | $170,000 | $420,000 | $261,688 | $453,288 | $453,288 | $453,288 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 904,877 | 843,048 | - | - | - | - |
| **Total Unapprop Fund Bal** | $904,877 | $843,048 | $0 | $0 | $0 | $0 |
| **Total** | **$2,986,809** | **$3,328,356** | **$3,050,288** | **$3,546,136** | **$3,546,136** | **$3,546,136** |

## Surface Water Management Fund Engineering Division

### General Engineering-52052200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 423,068 | 448,502 | 754,874 | 780,578 | 780,578 | 780,578 |
| 5010 Extra Labor | 4,992 | - | - | 21,038 | 21,038 | 21,038 |
| 5100 Overtime | 47 | 19 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 88,917 | 98,520 | 151,745 | 160,041 | 160,041 | 160,041 |
| 5303 PERS | 46,959 | 47,351 | 102,780 | 87,175 | 87,175 | 87,175 |
| 5308 VEBA | - | - | 14,677 | 15,612 | 15,612 | 15,612 |
| 5309 PERS Stabilization | - | - | - | 23,443 | 23,443 | 23,443 |
| 5399 Other Benefits and Taxes | 42,667 | 46,751 | 85,175 | 93,192 | 93,192 | 93,192 |
| **Total Personnel Services** | $606,650 | $641,143 | $1,109,251 | $1,181,079 | $1,181,079 | $1,181,079 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 6,547 | 8,483 | 8,000 | 12,000 | 12,000 | 12,000 |
| 6001 Communications Services | 1,942 | 1,970 | 1,500 | 4,000 | 4,000 | 4,000 |
| 6002 Travel/Training/Dues | 8,026 | 8,133 | 12,000 | 15,000 | 15,000 | 15,000 |
| 6003 Postage | 83 | 143 | 400 | 850 | 850 | 850 |
| 6004 Program Supplies/Materials | 106 | 330 | 500 | 3,100 | 3,100 | 3,100 |
| 6005 Advertising/Promotion | 53 | 96 | 750 | 1,150 | 1,150 | 1,150 |
| 6006 Tuition Reimbursement | - | - | - | 1,000 | 1,000 | 1,000 |
| 6007 Printing | 381 | 279 | 550 | 1,100 | 1,100 | 1,100 |
| 6100 Contractual Services | 19,385 | 26,941 | 26,000 | 42,000 | 42,000 | 42,000 |
| 6101 Other Services | 644 | 1,525 | 1,100 | 2,000 | 2,000 | 2,000 |
| 6200 Fuel/Oil | 2,575 | 3,245 | 2,456 | 5,000 | 5,000 | 5,000 |
| 6201 Fleet Maintenance | - | 101 | 500 | 1,000 | 1,000 | 1,000 |
| 6300 Uniforms | 1,407 | 1,351 | 2,000 | 1,000 | 1,000 | 1,000 |
| 6301 Safety Supplies | 160 | 77 | 350 | 300 | 300 | 300 |
| 6402 Maintenance Supplies | 5 | - | - | - | - | - |
| 6403 Small Tools and Equipment | 86 | 631 | 1,000 | 5,600 | 5,600 | 5,600 |
| 6409 Computer Software | 1,022 | 476 | 2,000 | 3,000 | 3,000 | 3,000 |
| 6410 Computer Hardware | 7,594 | 1,429 | 3,000 | 3,500 | 3,500 | 3,500 |
| 6416 Equipment Maintenance | - | 273 | 500 | 500 | 500 | 500 |
| 6419 Personal Protective Equipment | 420 | 672 | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $50,436 | $56,155 | $63,606 | $103,100 | $103,100 | $103,100 |

## Surface Water Management Fund Engineering Division (continued)

### General Engineering-52052200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | - | 8,500 | 8,500 | 8,500 |
| 7010 Office Equipment | - | 372 | - | - | - | - |
| 7020 Computer Hardware | 24,718 | 10,014 | 12,080 | - | - | - |
| 7021 Computer Software | 899 | 626 | 8,000 | 27,300 | 27,300 | 27,300 |
| 7030 Facilities and Improvements | - | 8,967 | 5,000 | - | - | - |
| 7040 Construction - Infrastructure | - | - | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Capital Outlay** | $25,617 | $19,979 | $35,080 | $45,800 | $45,800 | $45,800 |
| **Total** | **$682,703** | **$717,277** | **$1,207,937** | **$1,329,979** | **$1,329,979** | **$1,329,979** |

## Surface Water Management Fund Engineering Division - Capital Projects

### Capital Projects-52052202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 4,215 | 8,304 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 887 | 2,032 | - | - | - | - |
| 5303 PERS | 473 | 815 | - | - | - | - |
| 5399 Other Benefits and Taxes | 489 | 1,059 | - | - | - | - |
| **Total Personnel Services** | $6,064 | $12,210 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | 84 | 100 | - | - | - |
| 6100 Contractual Services | 5,170 | 25,125 | 500 | - | - | - |
| 6101 Other Services | 2,073 | 475 | 100 | - | - | - |
| 6402 Maintenance Supplies | - | 1,682 | - | - | - | - |
| 6403 Small Tools and Equipment | - | 25 | - | - | - | - |
| 6412 Equipment Rental | - | 4,095 | - | - | - | - |
| 6413 Landfill Fees | - | 410 | - | - | - | - |
| **Total Materials & Services** | $7,243 | $31,896 | $700 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | - | 40,000 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $40,000 | $0 | $0 | $0 |
| **Total** | **$13,307** | **$44,106** | **$40,700** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Engineering Division - Development Review

### Development Review-52052204

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 26,150 | 34,591 | - | - | - | - |
| 5100 Overtime | 49 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 5,396 | 7,337 | - | - | - | - |
| 5303 PERS | 3,242 | 4,230 | - | - | - | - |
| 5399 Other Benefits and Taxes | 2,746 | 3,726 | - | - | - | - |
| **Total Personnel Services** | $37,583 | $49,884 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 14 | 11 | - | - | - | - |
| 6101 Other Services | 106 | 100 | 300 | 500 | 500 | 500 |
| 6200 Fuel/Oil | 1,355 | 1,720 | 819 | 2,500 | 2,500 | 2,500 |
| **Total Materials & Services** | $1,475 | $1,831 | $1,119 | $3,000 | $3,000 | $3,000 |
| **Total** | **$39,058** | **$51,715** | **$1,119** | **$3,000** | **$3,000** | **$3,000** |

## Surface Water Management Fund Engineering Division - Erosion Control

### Erosion Control-52052206

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 60,558 | 67,444 | - | - | - | - |
| 5100 Overtime | 12 | 229 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 13,197 | 15,411 | - | - | - | - |
| 5303 PERS | 7,595 | 8,486 | - | - | - | - |
| 5399 Other Benefits and Taxes | 7,168 | 8,035 | - | - | - | - |
| **Total Personnel Services** | $88,530 | $99,605 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | - | 17 | - | - | - | - |
| **Total Materials & Services** | $0 | $17 | $0 | $0 | $0 | $0 |
| **Total** | **$88,530** | **$99,622** | **$0** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Engineering Division - Fats\Oil\Grease
**(Shown for historical purposes)**

### Fats\Oil\Grease-52052208

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 59 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 14 | - | - | - | - |
| 5303 PERS | - | 7 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 6 | - | - | - | - |
| **Total Personnel Services** | $0 | $86 | $0 | $0 | $0 | $0 |
| **Total** | **$0** | **$86** | **$0** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Operations Division - General

### SWM Maint General-52052400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 361,999 | 412,952 | 794,182 | 809,655 | 809,655 | 809,655 |
| 5010 Extra Labor | 481 | 1,494 | - | 55,056 | 55,056 | 55,056 |
| 5100 Overtime | 1,070 | 3,389 | 10,000 | 10,000 | 10,000 | 10,000 |
| 5301 Med/Den/Vis Insurance | 89,730 | 104,434 | 194,578 | 203,340 | 203,340 | 203,340 |
| 5303 PERS | 38,484 | 43,905 | 95,111 | 80,641 | 80,641 | 80,641 |
| 5308 VEBA | - | - | 14,912 | 16,780 | 16,780 | 16,780 |
| 5309 PERS Stabilization | - | - | - | 24,505 | 24,505 | 24,505 |
| 5399 Other Benefits and Taxes | 41,567 | 46,961 | 96,776 | 104,740 | 104,740 | 104,740 |
| **Total Personnel Services** | $533,331 | $613,135 | $1,205,559 | $1,304,717 | $1,304,717 | $1,304,717 |

Hillsboro Jackson Bottom

## Surface Water Management Fund Operations Division - General (continued)

### SWM Maint General-52052400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 2,462 | 3,327 | 3,000 | 3,500 | 3,500 | 3,500 |
| 6001 Communications Services | 2,559 | 2,629 | 2,000 | 3,200 | 3,200 | 3,200 |
| 6002 Travel/Training/Dues | 618 | 1,987 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6003 Postage | 4 | 2 | 250 | 950 | 950 | 950 |
| 6004 Program Supplies/Materials | 2,099 | 2,014 | 3,000 | 2,625 | 2,625 | 2,625 |
| 6005 Advertising/Promotion | 53 | - | 500 | 3,500 | 3,500 | 3,500 |
| 6007 Printing | - | - | - | 4,300 | 4,300 | 4,300 |
| 6100 Contractual Services | 6,528 | 21,368 | 16,000 | 35,000 | 35,000 | 35,000 |
| 6101 Other Services | - | 1,556 | - | - | - | - |
| 6200 Fuel/Oil | 57,578 | 50,511 | 50,000 | 50,000 | 50,000 | 50,000 |
| 6201 Fleet Maintenance | - | 347 | 300 | 800 | 800 | 800 |
| 6300 Uniforms | 2,431 | 1,342 | 1,200 | 2,000 | 2,000 | 2,000 |
| 6301 Safety Supplies | 462 | 695 | 500 | 4,500 | 4,500 | 4,500 |
| 6400 Utilities | - | - | - | 1,000 | 1,000 | 1,000 |
| 6402 Maintenance Supplies | 324 | 1,718 | 17,000 | 46,000 | 46,000 | 46,000 |
| 6403 Small Tools and Equipment | - | 4,957 | 1,900 | 11,400 | 11,400 | 11,400 |
| 6409 Computer Software | 64 | - | - | - | - | - |
| 6410 Computer Hardware | 2,685 | 932 | 1,000 | - | - | - |
| 6411 Communications Equipment | 297 | 84 | 500 | 500 | 500 | 500 |
| 6412 Equipment Rental | - | - | - | 20,000 | 20,000 | 20,000 |
| 6413 Landfill Fees | - | 780 | 200 | 15,800 | 15,800 | 15,800 |
| 6415 Pipe and Supply | - | 10,025 | - | 25,300 | 25,300 | 25,300 |
| 6416 Equipment Maintenance | 29 | 65 | 200 | 8,400 | 8,400 | 8,400 |
| 6419 Personal Protective Equipment | 3,651 | 2,974 | 4,000 | 3,500 | 3,500 | 3,500 |
| **Total Materials & Services** | $81,844 | $107,313 | $105,550 | $246,275 | $246,275 | $246,275 |
| **Capital Outlay** | | | | | | |
| 7020 Computer Hardware | - | - | 5,000 | - | - | - |
| 7030 Facilities and Improvements | 12,283 | - | - | - | - | - |
| **Total Capital Outlay** | $12,283 | $0 | $5,000 | $0 | $0 | $0 |
| **Total** | **$627,458** | **$720,448** | **$1,316,109** | **$1,550,992** | **$1,550,992** | **$1,550,992** |

## Surface Water Management Fund Operations Division - Line Cleaning

### Line Cleaning-52052406

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 53,058 | 30,226 | - | - | - | - |
| 5100 Overtime | 231 | 175 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15,400 | 8,564 | - | - | - | - |
| 5303 PERS | 4,975 | 2,976 | - | - | - | - |
| 5399 Other Benefits and Taxes | 6,711 | 3,747 | - | - | - | - |
| **Total Personnel Services** | $80,375 | $45,688 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 296 | 454 | - | - | - | - |
| 6402 Maintenance Supplies | 3,552 | 418 | 5,000 | - | - | - |
| 6416 Equipment Maintenance | 4 | 204 | - | - | - | - |
| **Total Materials & Services** | $3,852 | $1,076 | $5,000 | $0 | $0 | $0 |
| **Total** | **$84,227** | **$46,764** | **$5,000** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Operations Division - TV Inspection

### TV Inspection-52052407

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 59,934 | 30,286 | - | - | - | - |
| 5100 Overtime | 152 | 83 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 16,807 | 8,859 | - | - | - | - |
| 5303 PERS | 6,466 | 3,247 | - | - | - | - |
| 5399 Other Benefits and Taxes | 7,639 | 3,807 | - | - | - | - |
| **Total Personnel Services** | $90,998 | $46,282 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 100 | - | - | - | - | - |
| 6201 Fleet Maintenance | 70 | - | - | - | - | - |
| 6402 Maintenance Supplies | 523 | 391 | 5,000 | - | - | - |
| 6403 Small Tools and Equipment | 151 | 387 | 400 | - | - | - |
| 6416 Equipment Maintenance | 2,176 | 261 | 4,000 | - | - | - |
| **Total Materials & Services** | $3,020 | $1,039 | $9,400 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7002 Non-License Appar and Equipme | - | - | 25,000 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $25,000 | $0 | $0 | $0 |
| **Total** | **$94,018** | **$47,321** | **$34,400** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Operations Division - Repairs

**Repairs-52052409**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 10,766 | 10,617 | - | - | - | - |
| 5010 Extra Labor | 25 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 3,037 | 2,977 | - | - | - | - |
| 5303 PERS | 1,101 | 1,099 | - | - | - | - |
| 5399 Other Benefits and Taxes | 1,454 | 1,334 | - | - | - | - |
| **Total Personnel Services** | $16,383 | $16,027 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 302 | - | - | - | - | - |
| 6100 Contractual Services | - | 437 | 10,000 | - | - | - |
| 6101 Other Services | 2,399 | - | - | - | - | - |
| 6402 Maintenance Supplies | 971 | 1,310 | 1,000 | - | - | - |
| 6403 Small Tools and Equipment | 41 | 89 | 300 | - | - | - |
| 6412 Equipment Rental | - | - | 5,000 | - | - | - |
| 6413 Landfill Fees | 325 | 114 | 1,000 | - | - | - |
| 6415 Pipe and Supply | 3,243 | 4,480 | 5,000 | - | - | - |
| 6416 Equipment Maintenance | - | - | 1,000 | - | - | - |
| **Total Materials & Services** | $7,281 | $6,430 | $23,300 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | 26,900 | - | - | - | - |
| **Total Capital Outlay** | $0 | $26,900 | $0 | $0 | $0 | $0 |
| **Total** | **$23,664** | **$49,357** | **$23,300** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Operations Division - Catch Basins

### Catch Basins-52052410

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 58,132 | 56,477 | - | - | - | - |
| 5100 Overtime | 302 | 212 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 17,048 | 16,273 | - | - | - | - |
| 5303 PERS | 4,842 | 5,709 | - | - | - | - |
| 5399 Other Benefits and Taxes | 6,817 | 7,130 | - | - | - | - |
| **Total Personnel Services** | $87,141 | $85,801 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6402 Maintenance Supplies | 7,023 | - | - | - | - | - |
| 6403 Small Tools and Equipment | - | 64 | 100 | - | - | - |
| 6415 Pipe and Supply | 1,352 | 840 | 4,000 | - | - | - |
| **Total Materials & Services** | $8,375 | $904 | $4,100 | $0 | $0 | $0 |
| **Total** | **$95,516** | **$86,705** | **$4,100** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Operations Division - Water Quality

### Water Quality-52052411

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 42,383 | 66,918 | - | - | - | - |
| 5010 Extra Labor | 3,692 | 11,371 | - | - | - | - |
| 5100 Overtime | 36 | 154 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 12,319 | 19,656 | - | - | - | - |
| 5303 PERS | 3,860 | 5,993 | - | - | - | - |
| 5399 Other Benefits and Taxes | 5,820 | 9,644 | - | - | - | - |
| **Total Personnel Services** | $68,110 | $113,736 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | - | 1,000 | - | - | - |
| 6007 Printing | - | 305 | 500 | - | - | - |
| 6100 Contractual Services | - | 1,856 | 2,500 | - | - | - |
| 6400 Utilities | 955 | 789 | 1,300 | - | - | - |
| 6402 Maintenance Supplies | 1,539 | 2,451 | 4,000 | - | - | - |
| 6403 Small Tools and Equipment | - | 1,666 | 2,000 | - | - | - |
| 6413 Landfill Fees | - | 558 | 1,000 | - | - | - |
| 6415 Pipe and Supply | 120 | 1,819 | 5,000 | - | - | - |
| 6416 Equipment Maintenance | - | 542 | 1,250 | - | - | - |
| **Total Materials & Services** | $2,614 | $9,986 | $18,550 | $0 | $0 | $0 |
| **Total** | **$70,724** | **$123,722** | **$18,550** | **$0** | **$0** | **$0** |

## Surface Water Management Fund Operations Division - Street Sweeping

### Street Sweeping-52052412

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 91,526 | 80,412 | - | - | - | - |
| 5005 Salaries - Part-Time | 187 | - | - | - | - | - |
| 5010 Extra Labor | 1,663 | - | - | - | - | - |
| 5100 Overtime | 204 | 1,059 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 26,844 | 24,038 | - | - | - | - |
| 5303 PERS | 8,187 | 7,028 | - | - | - | - |
| 5399 Other Benefits and Taxes | 11,572 | 9,903 | - | - | - | - |
| **Total Personnel Services** | $140,183 | $122,440 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | - | 1,000 | - | - | - |
| 6402 Maintenance Supplies | 4,677 | 5,905 | 1,000 | - | - | - |
| 6403 Small Tools and Equipment | 399 | 5 | 500 | - | - | - |
| 6412 Equipment Rental | - | 9,600 | 15,000 | - | - | - |
| **Total Materials & Services** | $5,076 | $15,510 | $17,500 | $0 | $0 | $0 |
| **Total** | **$145,259** | **$137,950** | **$17,500** | **$0** | **$0** | **$0** |

*Street Sweeper*

## Surface Water Management Fund Operations Division - Leaf Pickup

### Leaf Pickup Program-52052413

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 59,120 | 39,366 | - | - | - | - |
| 5010 Extra Labor | 155 | 6,207 | - | - | - | - |
| 5100 Overtime | 1,821 | 3,743 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 17,634 | 12,410 | - | - | - | - |
| 5303 PERS | 5,256 | 3,772 | - | - | - | - |
| 5399 Other Benefits and Taxes | 7,623 | 5,944 | - | - | - | - |
| **Total Personnel Services** | $91,609 | $71,442 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6005 Advertising/Promotion | - | 830 | 1,000 | - | - | - |
| 6007 Printing | 1,545 | 2,430 | 2,500 | - | - | - |
| 6100 Contractual Services | 2,600 | 9,185 | - | - | - | - |
| 6402 Maintenance Supplies | 137 | 620 | 500 | - | - | - |
| 6403 Small Tools and Equipment | - | 140 | 1,000 | - | - | - |
| 6412 Equipment Rental | 1,786 | - | - | - | - | - |
| 6413 Landfill Fees | - | - | 30,000 | - | - | - |
| 6416 Equipment Maintenance | - | 4,530 | - | - | - | - |
| **Total Materials & Services** | $6,068 | $17,735 | $35,000 | $0 | $0 | $0 |
| **Total** | **$97,677** | **$89,177** | **$35,000** | **$0** | **$0** | **$0** |

*Leaf Trackless Machine*

## Surface Water Management Depreciation Fund Administration Division

### Admin Eng SWM Depr-52252000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 319,198 | 433,936 | - | - | - | - |
| **Total Unapprop Fund Bal** | $319,198 | $433,936 | $0 | $0 | $0 | $0 |
| **Total** | **$319,198** | **$433,936** | **$0** | **$0** | **$0** | **$0** |

## Surface Water Management Depreciation Fund Engineering Division

### Gen Eng SWM Depreciation-52252200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 22 | - | - | - | - |
| **Total Materials & Services** | $0 | $22 | $0 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | 8,400 | - | - | - |
| 7040 Construction - Infrastructure | 7,000 | - | - | - | - | - |
| 7050 Capital Reserve | - | - | 430,538 | 366,653 | 366,653 | 366,653 |
| **Total Capital Outlay** | $7,000 | $0 | $438,938 | $366,653 | $366,653 | $366,653 |
| **Total** | **$7,000** | **$22** | **$438,938** | **$366,653** | **$366,653** | **$366,653** |

*Crushed Pipe - Before*

*Crushed Pipe - After*

## Surface Water Management Depreciation Fund Engineering Division - Capital Projects

### Capital Projects-52252202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 2,704 | 1,754 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 614 | 412 | - | - | - | - |
| 5303 PERS | 254 | 169 | - | - | - | - |
| 5399 Other Benefits and Taxes | 309 | 208 | - | - | - | - |
| **Total Personnel Services** | $3,881 | $2,543 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | - | 1 | 200 | 725 | 725 | 725 |
| 6004 Program Supplies/Materials | - | 21 | 200 | 725 | 725 | 725 |
| 6005 Advertising/Promotion | - | 27 | 200 | 725 | 725 | 725 |
| 6007 Printing | - | - | 200 | 725 | 725 | 725 |
| 6100 Contractual Services | - | - | 1,900 | 215,880 | 215,880 | 215,880 |
| 6101 Other Services | - | - | 450 | 510 | 510 | 510 |
| **Total Materials & Services** | $0 | $49 | $3,150 | $219,290 | $219,290 | $219,290 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | - | 175,000 | 134,145 | 134,145 | 134,145 |
| **Total Capital Outlay** | $0 | $0 | $175,000 | $134,145 | $134,145 | $134,145 |
| **Total** | **$3,881** | **$2,592** | **$178,150** | **$353,435** | **$353,435** | **$353,435** |

*Veterans Drive*

## Surface Water Management Depreciation Fund Engineering Division

### SWM Dep Gen Operations-52252400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 10,453 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 1,839 | - | - | - | - |
| 5303 PERS | - | 599 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 6,695 | - | - | - | - |
| **Total Personnel Services** | $0 | $19,586 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 19,236 | 15,000 | 2,500 | 2,500 | 2,500 |
| 6402 Maintenance Supplies | - | 8,135 | - | 5,000 | 5,000 | 5,000 |
| 6412 Equipment Rental | - | 9,256 | 15,000 | 2,500 | 2,500 | 2,500 |
| 6413 Landfill Fees | - | 1,800 | 2,500 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $0 | $38,427 | $32,500 | $11,000 | $11,000 | $11,000 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | 96,359 | - | - | - | - |
| 7040 Construction - Infrastructure | - | 31,111 | 25,000 | - | - | - |
| **Total Capital Outlay** | $0 | $127,470 | $25,000 | $0 | $0 | $0 |
| **Total** | **$0** | **$185,483** | **$57,500** | **$11,000** | **$11,000** | **$11,000** |

## Surface Water Management SDC Administration Division

### Admin Eng Swm SDC-52452000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 3,806,167 | 2,315,953 | 2,791,385 | 2,791,385 |
| **Total Capital Outlay** | $0 | $0 | $3,806,167 | $2,315,953 | $2,791,385 | $2,791,385 |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | - | - | 833,333 | 3,931,043 | 3,455,611 | 3,455,611 |
| **Total Transfers** | $0 | $0 | $833,333 | $3,931,043 | $3,455,611 | $3,455,611 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 8,198,912 | 8,283,949 | - | - | - | - |
| **Total Unapprop Fund Bal** | $8,198,912 | $8,283,949 | $0 | $0 | $0 | $0 |
| **Total** | **$8,198,912** | **$8,283,949** | **$4,639,500** | **$6,246,996** | **$6,246,996** | **$6,246,996** |

## Surface Water Management SDC Engineering Division

### Gen Eng SWM SDC-52452200

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 190 | 119 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 42 | 28 | - | - | - | - |
| 5303 PERS | 24 | 15 | - | - | - | - |
| 5399 Other Benefits and Taxes | 21 | 14 | - | - | - | - |
| **Total Personnel Services** | $277 | $176 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | - | - | 200 | - | - | - |
| 6004 Program Supplies/Materials | - | - | 200 | - | - | - |
| 6005 Advertising/Promotion | - | - | 200 | - | - | - |
| 6007 Printing | - | - | 800 | - | - | - |
| 6100 Contractual Services | - | - | 14,000 | - | - | - |
| 6402 Maintenance Supplies | 186 | - | - | - | - | - |
| **Total Materials & Services** | $186 | $0 | $15,400 | $0 | $0 | $0 |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | - | 52,800 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $52,800 | $0 | $0 | $0 |
| **Total** | **$463** | **$176** | **$68,200** | **$0** | **$0** | **$0** |

## Surface Water Management SDC Engineering Division - Capital Projects

### Capital Projects-52452202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 44,703 | 27,704 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 9,848 | 5,893 | - | - | - | - |
| 5303 PERS | 5,036 | 3,137 | - | - | - | - |
| 5399 Other Benefits and Taxes | 4,956 | 2,950 | - | - | - | - |
| **Total Personnel Services** | $64,543 | $39,684 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6003 Postage | 19 | 7 | 400 | 821 | 821 | 821 |
| 6004 Program Supplies/Materials | 561 | 63 | 200 | 821 | 821 | 821 |
| 6005 Advertising/Promotion | 513 | 146 | 400 | 821 | 821 | 821 |
| 6007 Printing | 47 | - | 300 | 821 | 821 | 821 |
| 6100 Contractual Services | 16,375 | 71,808 | 15,800 | 95,650 | 95,650 | 95,650 |
| 6101 Other Services | 989 | 1,598 | 900 | 815 | 815 | 815 |
| **Total Materials & Services** | $18,504 | $73,622 | $18,000 | $99,749 | $99,749 | $99,749 |

## Surface Water Management SDC Engineering Division - Capital Projects (continued)

### Capital Projects-52452202

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7035 Land | - | 16,000 | 30,000 | - | - | - |
| 7040 Construction - Infrastructure | 491,413 | 101,769 | 3,230,000 | 739,755 | 739,755 | 739,755 |
| **Total Capital Outlay** | $491,413 | $117,769 | $3,260,000 | $739,755 | $739,755 | $739,755 |
| **Total** | **$574,460** | **$231,075** | **$3,278,000** | **$839,504** | **$839,504** | **$839,504** |

## Property Management

### Property Management-53052400

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | - | 105,700 | 73,700 | 73,700 | 73,700 |
| 6400 Utilities | 9,942 | 15,876 | 22,000 | 21,000 | 21,000 | 21,000 |
| **Total Materials & Services** | $9,942 | $15,876 | $127,700 | $94,700 | $94,700 | $94,700 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 65,615 | 83,478 | - | - | - | - |
| **Total Unapprop Fund Bal** | $65,615 | $83,478 | $0 | $0 | $0 | $0 |
| **Total** | **$75,557** | **$99,354** | **$127,700** | **$94,700** | **$94,700** | **$94,700** |

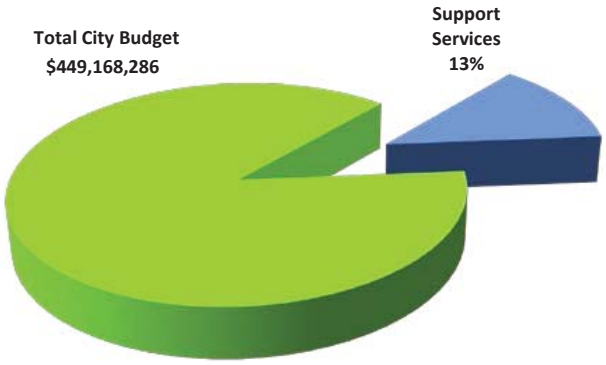
*Veterans Drive*

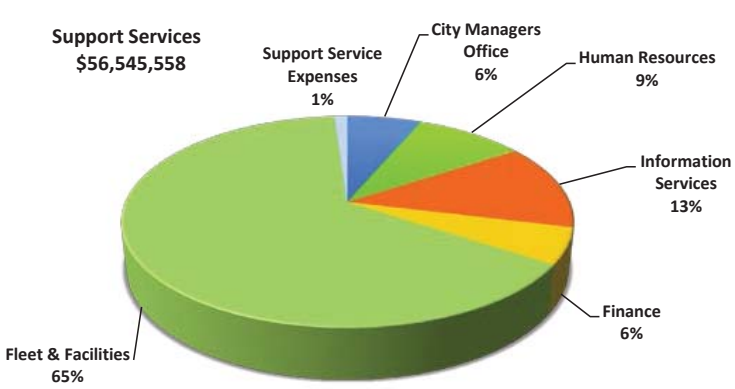
# Support Services

- *City Manager's Office*
- *Human Resources Department*
- *Information Services Department*
- *Finance Department*
- *Facilities and Fleet*

Hillsboro
OREGON

Citizens of Hillsboro
Mayor & City Council
City Attorney
Municipal Court Judge
City Manager
Public Safety
Community Services
Community Development
Support Services
Police Department
Municipal Court
Fire Department
Emergency Management
Library Department
Parks & Recreation Department
Planning Department
Economic Development Department
Building Department
Water Department
Public Works Department
City Manager's Office
Human Resources Department
Finance Department
Information Services Department
Facilities and Fleet




| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Support Service Charges | 14,360,556 | 15,174,691 | 16,167,362 | 16,869,071 | 701,709 | 4% | 30% |
| Charges for Services | 5,576,414 | 5,716,887 | 7,047,798 | 7,176,461 | 128,663 | 2% | 13% |
| Interest | 49,730 | 119,328 | 85,150 | 95,240 | 10,090 | 12% | 0% |
| Grants and Donations | 143,215 | 319,566 | 150,000 | 166,667 | 16,667 | 11% | 0% |
| Other Financing Sources | 5,092,848 | 811,000 | 4,150,135 | 11,303,314 | 7,153,179 | 172% | 20% |
| Miscellaneous | 4,786,943 | 56,083,741 | 15,307,966 | 923,675 | (14,384,291) | -94% | 2% |
| Insurance Premiums | 1,545,024 | 1,646,768 | 2,119,500 | 2,256,700 | 137,200 | 6% | 4% |
| Beginning Working Capital | 7,325,704 | 5,733,563 | 14,382,156 | 17,754,430 | 3,372,274 | 23% | 31% |
| **Total Resources** | **$ 38,880,434** | **$ 85,605,544** | **$ 59,410,067** | **$ 56,545,558** | **(2,864,509)** | **-5%** | **100%** |

| Requirements by Category | | | | | | | |
|---|---|---|---|---|---|---|---|
| Personnel Services | 9,482,848 | 9,850,320 | 11,061,573 | 11,483,102 | 421,529 | 4% | 20% |
| Materials & Services | 8,358,719 | 9,452,194 | 12,054,094 | 11,585,913 | (468,181) | -4% | 20% |
| Capital Outlay | 8,054,227 | 21,328,008 | 25,510,733 | 16,129,143 | (9,381,590) | -37% | 29% |
| Special Payments | 1,155,307 | 23,992,195 | 1,780,294 | 1,822,700 | 42,406 | 2% | 3% |
| Debt Service | 3,053,088 | 4,364,873 | 4,305,718 | - | (4,305,718) | -100% | 0% |
| Transfers | 1,500,000 | 1,000,000 | 2,266,500 | 12,968,592 | 10,702,092 | 472% | 23% |
| Contingency | - | - | 1,499,620 | 1,591,108 | 91,488 | 6% | 3% |
| Unapprop Fund Bal | 7,276,245 | 15,617,954 | 931,535 | 965,000 | 33,465 | 4% | 2% |
| **Total Requirements** | **$ 38,880,434** | **$ 85,605,544** | **$ 59,410,067** | **$ 56,545,558** | **(2,864,509)** | **-5%** | **100%** |

| Requirements by Department | | | | | | | |
|---|---|---|---|---|---|---|---|
| City Managers Office | 3,299,826 | 3,491,029 | 3,562,575 | 3,607,346 | 44,771 | 1% | 6% |
| Human Resources | 4,283,055 | 4,433,665 | 5,141,380 | 5,260,584 | 119,204 | 2% | 9% |
| Information Services | 5,397,883 | 5,879,233 | 6,856,226 | 7,436,682 | 580,456 | 8% | 13% |
| Finance | 2,591,619 | 2,694,186 | 3,009,880 | 3,103,114 | 93,234 | 3% | 5% |
| Fleet & Facilities | 21,765,369 | 67,378,698 | 40,165,573 | 36,514,216 | (3,651,357) | -9% | 65% |
| Support Service Expenses | 1,542,682 | 1,728,733 | 674,433 | 623,616 | (50,817) | -8% | 1% |
| **Total Requirements** | **$ 38,880,434** | **$ 85,605,544** | **$ 59,410,067** | **$ 56,545,558** | **(2,864,509)** | **-5%** | **100%** |

| Requirements by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Broadband Users Group (610) | 440,353 | 618,398 | 555,454 | 616,726 | 61,272 | 11% | 1% |
| PPDS Users Group (620) | 19,360 | 37,183 | 56,600 | 28,940 | (27,660) | -49% | 0% |
| Support Services Fund (700) | 14,503,771 | 15,298,017 | 16,167,362 | 16,924,071 | 756,709 | 5% | 30% |
| Sustainability Revolving Fund (702) | 50,138 | 60,304 | 87,385 | 94,650 | 7,265 | 8% | 0% |
| Facilities Management Fund (710) | 17,759,082 | 63,195,529 | 35,740,496 | 31,629,478 | (4,111,018) | -12% | 56% |
| Intermodal Transit Facility (ITF) Fund (712) | 236,067 | 259,165 | 237,600 | 270,000 | 32,400 | 14% | 0% |
| Risk Management Fund (740) | 2,440,417 | 2,515,428 | 2,925,500 | 2,957,700 | 32,200 | 1% | 5% |
| Loss Reserve Fund (745) | 800,000 | 800,000 | 800,000 | 800,000 | - | 0% | 1% |
| Fleet Management Fund (750) | 2,184,851 | 2,325,445 | 2,391,135 | 2,722,993 | 331,858 | 14% | 5% |
| Copier Program Fund (760) | 446,395 | 496,075 | 448,535 | 501,000 | 52,465 | 12% | 1% |
| **Total Requirements** | **$ 38,880,434** | **$ 85,605,544** | **$ 59,410,067** | **$ 56,545,558** | **(2,864,509)** | **-5%** | **100%** |
| **Full Time Equivalent Positions** | **97.0** | **97.0** | **98.0** | **101.0** | **3.0** | **3%** | |

# City Manager’s Office

## Department Description

The City Manager's Office supports the Mayor and the City Council, and the Executive Management Team consisting of the City Manager and two Assistant City Managers. The functions within the City Manager's Office include legal services, inter-departmental project management, communications and outreach, public affairs, City Recorder, franchise management, legislative relations, and administrative support. The Executive Management Team oversees operations of the City under the policy direction of the Mayor and City Council. Other City Manager's Office staff support the Mayor, City Council, and the Executive Team.

In addition to providing direction and support to external departments, the City Manager's Office is responsible for carrying out multi-departmental or City-wide projects. Currently, there are four projects managed by the department including the Hillsboro 2020 Vision and Action Plan, City-wide Strategic Plan, the City's Sustainability Plan, and the City-wide Branding, Marketing and Communications Plans. These projects are managed by the project management and the communications and outreach teams.

## Our Mission

Serve the City of Hillsboro with creativity, professionalism, and collaborative leadership.

## Our Goals

- Relationship and Employee Enhancement
  - Increase integration, understanding and coordination of work within the City Manager's Office and with other departments.
- Coordination and Communications
  - Support City departments by serving as an organization-wide coordination and communications hub.
- Champion City Direction
  - Provide leadership, direction and guidance for City departments by implementing and promoting the Hillsboro 2020 Vision, Council priorities, the City strategic plan, and sustainability program.

## Outcomes and Accomplishments

The City Manager's Office continues to provide coordination for implementation of the Hillsboro 2020 Vision and Action Plan adopted by the City Council in 2000. The City provides staff and technical support to the citizen-led Vision Implementation Committee (VIC) which is charged with monitoring and helping to bring this community vision to life. The City Manager's Office also coordinates the City's implementation of over twenty Hillsboro 2020 projects and programs for which it is assigned as a community lead partner. The Vision Action Plan is now over 90% compete. Working with the VIC, the City Manager's Office initiated the first and second phases of a vision renewal process called Imagine Hillsboro 2035!, with a new community plan scheduled for completion in FY 2015. In partnership with the Planning Department, the City Manager's Office also produced a Community Profile spotlighting issues and trends in the Hillsboro Community.

The City's Strategic Plan was adopted by the City Council in January 2010. The Strategic Plan includes organizational mission and core values, organizational goals, and strategies and actions that work toward accomplishing the goals. The strategies and actions of the Strategic Plan will be carried out over a five year period. Of the eighty actions in the plan all but a dozen are initiated and underway. Implementation of the Strategic Plan will continue in fiscal year 2015.

The City Manager's Office manages implementation of the City Sustainability Plan, including projects that improve facility energy efficiency and reduced costs, capturing savings to fund further projects, and reduction of waste to landfill from City facilities. During Fiscal Year 2013-2014 the City Manager's Office established a new Community Sustainability Task Force and completed the first internal Energy Management Plan for City facilities. Implementation of the City Sustainability Plan will continue into fiscal year 2014-2015.

*Civic Center*

## Budget Highlights

The Budget for 2014-2015 continues funding for Hillsboro 2020, the City's Strategic Plan and the City's Sustainability Plan. In addition, the budget includes allocated monies to address goals in the Strategic Plan and affirmed by the City Council related to sustainability and marketing.

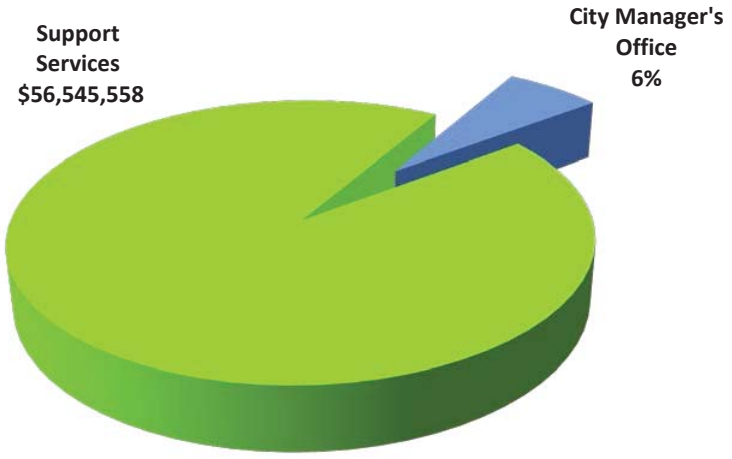
- *Sustainability* - The Sustainability program will focus on key projects and policies to move the City toward its long term goals, including a facilities specifications manual, dark sky exterior lighting program, and continued support for the Hillsboro Sustainability Task Force. Staff will continue to look for ways to develop a 'mobility hub' network in the community to provide greater transportation options. A continuing focus will be to provide educational information to employees, residents and businesses.

- *Communications and Outreach* – During Fiscal Year 2013-2014, the City continued to expand efforts to proactively and consistently communicate with and engage our diverse audiences. After the FY 2012-13 development of a strong and recognizable identity, accomplishments in FY 2013-14 included the launch of a new and more robust City website, increased employee communications, launch and growth of social media, improved effectiveness and distribution of City Views newsletter and Stay Connected E-newsletter, and work with departments in overall brand implementation and in creating and improving clear, accurate and timely communications with employees and public. Priorities for 2014-2015 include completion of a comprehensive City of Hillsboro Communications & Marketing Plan, planning a community wayfinding program, increased use of video to share information, and increased community outreach avenues.

- *Hillsboro 2020* - The Hillsboro 2020 Vision project budget includes ongoing support to the Vision Implementation Committee (VIC), continued implementation of the Vision Action Plan, and funding to continue the process of renewing the Vision and Action Plan beyond year 2020. Highlights include extensive community involvement via events, surveys and focus groups, the annual Vision Town Hall event and resources for increased visibility and branding.

- *City of Hillsboro Strategic Plan* - The City Strategic Plan budget provides for management of overall Strategic Plan implementation including support of the Strategic Plan Oversight Committee (SPOC).

In addition to these projects and programs, the budget includes funding to retain lobbyists at the State and Federal levels.

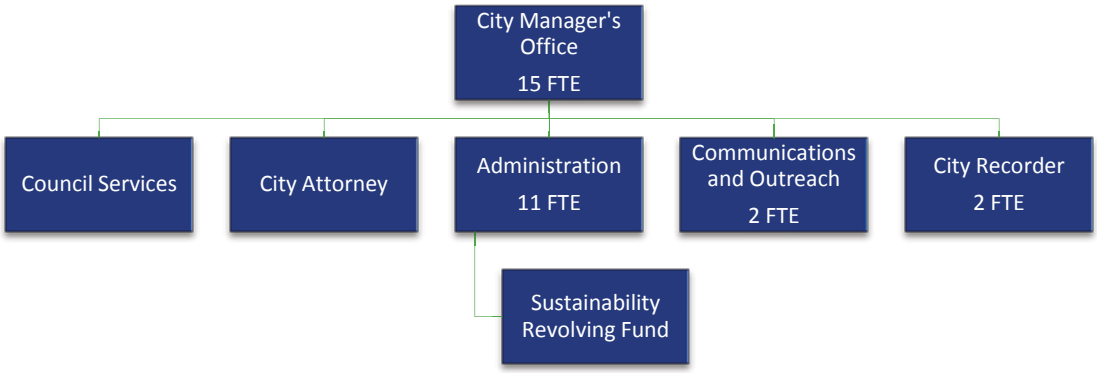


## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Charges for Services | 3,243,425 | 3,427,640 | 3,525,190 | 3,582,696 | 57,506 | 2% | 99% |
| Interest | 138 | 211 | 250 | 150 | (100) | -40% | 0% |
| Grants and Donations | 6,263 | 43,178 | - | - | - | 0% | 0% |
| Other Financing Src | 50,000 | 20,000 | 37,135 | 24,500 | (12,635) | -34% | 1% |
| **Total:** | **$ 3,299,826** | **$ 3,491,029** | **$ 3,562,575** | **$ 3,607,346** | **$ 44,771** | **1%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 1,905,234 | 1,933,553 | 1,985,840 | 2,061,246 | 75,406 | 4% | 57% |
| Materials & Services | 1,358,518 | 1,497,172 | 1,576,735 | 1,546,100 | (30,635) | -2% | 43% |
| Unappropriated Fund Balance | 36,074 | 60,304 | - | - | - | 0% | 0% |
| **Total:** | **$ 3,299,826** | **$ 3,491,029** | **$ 3,562,575** | **$ 3,607,346** | **$ 44,771** | **1%** | **100%** |
| **Budget by Org** | | | | | | | |
| Council Services | 482,826 | 412,457 | 430,041 | 442,294 | 12,253 | 3% | 12% |
| City Attorney | 623,896 | 782,062 | 650,000 | 625,000 | (25,000) | -4% | 17% |
| Administration | 1,954,176 | 1,618,214 | 1,741,734 | 1,797,411 | 55,677 | 3% | 50% |
| City Recorder | 188,790 | 187,054 | 204,171 | 206,906 | 2,735 | 1% | 6% |
| Sustainability Revolving Fund | 50,138 | 60,304 | 87,385 | 94,650 | 7,265 | 8% | 3% |
| Communications and Outreach | - | 430,938 | 449,244 | 441,085 | (8,159) | -2% | 12% |
| **Total:** | **$ 3,299,826** | **$ 3,491,029** | **$ 3,562,575** | **$ 3,607,346** | **$ 44,771** | **1%** | **100%** |
| **Budget by Fund** | | | | | | | |
| Support Services Fund (700) | 3,249,688 | 3,430,725 | 3,475,190 | 3,512,696 | 37,506 | 1% | 97% |
| Sustainability Revolving Fund (702) | 50,138 | 60,304 | 87,385 | 94,650 | 7,265 | 8% | 3% |
| **Total:** | **$ 3,299,826** | **$ 3,491,029** | **$ 3,562,575** | **$ 3,607,346** | **$ 44,771** | **1%** | **100%** |

## City Manager's Office Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| City Manager | 1.0 | 1.0 | 1.0 | 32 | $ 146,595 | $ 187,081 |
| Assistant City Manager | 2.0 | 2.0 | 2.0 | 29 | 117,975 | 150,564 |
| Project Manager II | 2.0 | 2.0 | 2.0 | 24 | 82,208 | 104,939 |
| Community and Marketing Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Public Affairs Manager | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| City Recorder | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Executive Assistant | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Management Analyst | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Administration Project Specialist | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Administration Management Assistant | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Deputy City Recorder | 1.0 | 1.0 | 1.0 | 17 | 49,530 | 63,712 |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 |
| Administrative Assistant I | 2.0 | 1.0 | 1.0 | 12 | 34,649 | 44,051 |
| **Total:** | **16.0** | **15.0** | **15.0** | | | |



## Council Services

The Council Services portion of the City Manager's Office budget covers expenses directly related to the operation and activities of the City Council, which includes the Mayor and six Councilors. Council Services provides funding for training and travel of City Councilors as well as the Council stipends. Additionally, Council Services houses programs directly requested by the Council, currently the program administered out of Council Services is the City's state and federal lobbyist.

**Council Services-70030000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 45,600 | 45,995 | 48,000 | 48,768 | 48,768 | 48,768 |
| 5005 Salaries - Part-Time | - | 67 | - | - | - | - |
| 5100 Overtime | 5,540 | 3,597 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 983 | 923 | - | - | - | - |
| 5303 PERS | 695 | 679 | - | - | - | - |
| 5399 Other Benefits and Taxes | 11,574 | 11,677 | 11,291 | 12,776 | 12,776 | 12,776 |
| **Total Personnel Services** | $64,392 | $62,938 | $59,291 | $61,544 | $61,544 | $61,544 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 4,198 | 5,141 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6001 Communications Services | 85 | 87 | 200 | 200 | 200 | 200 |
| 6002 Travel/Training/Dues | 38,157 | 35,308 | 40,600 | 40,600 | 40,600 | 40,600 |
| 6003 Postage | 725 | 1,136 | 1,250 | 1,250 | 1,250 | 1,250 |
| 6004 Program Supplies/Materials | 605 | 225 | 1,500 | 2,200 | 2,200 | 2,200 |
| 6100 Contractual Services | 266,138 | 184,615 | 200,000 | 197,000 | 197,000 | 197,000 |
| 6101 Other Services | 4,985 | 11,584 | 5,000 | 8,000 | 8,000 | 18,000 |
| 6414 Dues - Other Entities | 103,541 | 111,423 | 117,700 | 117,000 | 117,000 | 117,000 |
| **Total Materials & Services** | $418,434 | $349,519 | $370,750 | $370,750 | $370,750 | $380,750 |
| **Total** | **$482,826** | **$412,457** | **$430,041** | **$432,294** | **$432,294** | **$442,294** |

## City Attorney

The City Attorney provides legal counsel to the City. The City contracts with a private law firm for these services. This portion of the City Manager's Office budget accounts for the City attorney and other legal services.

**City Attorney-70030200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | - | 500 | 500 | 500 | 500 |
| 6002 Travel/Training/Dues | 550 | - | - | - | - | - |
| 6100 Contractual Services | 623,346 | 782,062 | 649,500 | 624,500 | 624,500 | 624,500 |
| **Total Materials & Services** | $623,896 | $782,062 | $650,000 | $625,000 | $625,000 | $625,000 |
| **Total** | **$623,896** | **$782,062** | **$650,000** | **$625,000** | **$625,000** | **$625,000** |

*Auditorium by David Papazian*

## City Manager's Office

The City Manager's Office supports the Mayor, City Council, and the Executive Management Team (City Manager and two Assistant City Managers). The functions within the City Manager's Office include managing legal services, inter-departmental project management, franchise management, legislative relations, and administrative support. The Executive Management Team oversees operations of the City under the policy direction of the Mayor and City Council. Other City Manager's Office staff support the Mayor, City Council, and the Executive Team.

**Administration-70030400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,217,839 | 988,949 | 1,046,938 | 1,084,149 | 1,084,149 | 1,084,149 |
| 5005 Salaries - Part-Time | 26,670 | 41,544 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 181,697 | 163,143 | 151,951 | 171,131 | 171,131 | 171,131 |
| 5303 PERS | 112,505 | 103,857 | 137,166 | 109,692 | 109,692 | 109,692 |
| 5308 VEBA | - | - | 19,853 | 21,630 | 21,630 | 21,630 |
| 5309 PERS Stabilization | - | - | - | 33,052 | 33,052 | 33,052 |
| 5399 Other Benefits and Taxes | 119,844 | 104,895 | 104,726 | 108,757 | 108,757 | 108,757 |
| **Total Personnel Services** | $1,658,555 | $1,402,388 | $1,460,634 | $1,528,411 | $1,528,411 | $1,528,411 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 15,256 | 19,552 | 16,000 | 19,000 | 19,000 | 19,000 |
| 6001 Communications Services | 6,048 | 5,983 | 6,250 | 6,000 | 6,000 | 6,000 |
| 6002 Travel/Training/Dues | 38,868 | 35,441 | 40,500 | 40,500 | 40,500 | 40,500 |
| 6003 Postage | 687 | 849 | 1,350 | 1,000 | 1,000 | 1,000 |
| 6004 Program Supplies/Materials | 70 | - | - | - | - | - |
| 6005 Advertising/Promotion | - | 251 | - | - | - | - |
| 6100 Contractual Services | 233,299 | 150,689 | 214,500 | 200,500 | 200,500 | 200,500 |
| 6101 Other Services | - | 1,500 | - | - | - | - |
| 6409 Computer Software | 1,393 | 1,232 | 500 | 500 | 500 | 500 |
| 6410 Computer Hardware | - | 329 | 2,000 | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $295,621 | $215,826 | $281,100 | $269,000 | $269,000 | $269,000 |
| **Total** | **$1,954,176** | **$1,618,214** | **$1,741,734** | **$1,797,411** | **$1,797,411** | **$1,797,411** |

## Communication and Outreach

The Communications and Outreach function is located in the City Manager's Office and is responsible for overseeing the implementation of the City-wide branding, marketing and communications plans that keep employees, citizens and partners informed about and involved in the work the City does on behalf of the community. Additionally, this function is responsible for public affairs/media relations, the City website and the City Views newsletter which is sent out to Hillsboro citizens on a bi-monthly basis.

**Communications and Outreach-70030404**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 210,498 | 194,751 | 199,542 | 199,542 | 199,542 |
| 5100 Overtime | - | 3,097 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 31,834 | 30,623 | 31,576 | 31,576 | 31,576 |
| 5303 PERS | - | 20,174 | 25,575 | 15,777 | 15,777 | 15,777 |
| 5308 VEBA | - | - | 3,895 | 3,992 | 3,992 | 3,992 |
| 5309 PERS Stabilization | - | - | - | 6,052 | 6,052 | 6,052 |
| 5399 Other Benefits and Taxes | - | 18,543 | 18,400 | 18,946 | 18,946 | 18,946 |
| **Total Personnel Services** | $0 | $284,146 | $273,244 | $275,885 | $275,885 | $275,885 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | - | 17,000 | 14,500 | 14,500 | 14,500 |
| 6100 Contractual Services | - | 146,792 | 159,000 | 150,700 | 150,700 | 150,700 |
| **Total Materials & Services** | $0 | $146,792 | $176,000 | $165,200 | $165,200 | $165,200 |
| **Total** | **$0** | **$430,938** | **$449,244** | **$441,085** | **$441,085** | **$441,085** |

## Sustainability Revolving Fund

The Sustainability Revolving Fund (SRF) captures and tracks savings from energy efficiency and other projects and utilizes some of those savings for subsequent projects. The SRF provides a mechanism for City employees to access funds for internal sustainability projects, and it provides a structure for use, replenishment and management of those funds.

**Sustainability Revolving Fund-70230402**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 14,064 | - | 87,385 | 94,650 | 94,650 | 94,650 |
| **Total Materials & Services** | $14,064 | $0 | $87,385 | $94,650 | $94,650 | $94,650 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 36,074 | 60,304 | - | - | - | - |
| **Total Unapprop Fund Bal** | $36,074 | $60,304 | $0 | $0 | $0 | $0 |
| **Total** | **$50,138** | **$60,304** | **$87,385** | **$94,650** | **$94,650** | **$94,650** |

## City Recorder

The City Recorder's Office is located in the City Manager's Office and is responsible for supporting the City Council by coordinating Council meetings and activities. The City Recorder serves as the elections officer for the City and administers oaths of office. The City Recorder's Office is also the records manager for the City, overseeing all records and the City's archives, updating the municipal code, preserving historical records, and managing the Pioneer Cemetery requests. The City Recorder also oversees the processing public records and liquor licenses.

**City Recorder-70030600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 126,801 | 126,152 | 128,700 | 130,758 | 130,758 | 130,758 |
| 5301 Med/Den/Vis Insurance | 30,007 | 32,071 | 30,657 | 30,820 | 30,820 | 30,820 |
| 5303 PERS | 13,549 | 13,413 | 17,358 | 13,652 | 13,652 | 13,652 |
| 5308 VEBA | - | - | 2,574 | 2,617 | 2,617 | 2,617 |
| 5309 PERS Stabilization | - | - | - | 3,979 | 3,979 | 3,979 |
| 5399 Other Benefits and Taxes | 11,930 | 12,445 | 13,382 | 13,580 | 13,580 | 13,580 |
| **Total Personnel Services** | $182,287 | $184,081 | $192,671 | $195,406 | $195,406 | $195,406 |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 1,673 | 70 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6005 Advertising/Promotion | 1,865 | 381 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6100 Contractual Services | 2,965 | 2,522 | 8,000 | 8,000 | 8,000 | 8,000 |
| **Total Materials & Services** | $6,503 | $2,973 | $11,500 | $11,500 | $11,500 | $11,500 |
| **Total** | **$188,790** | **$187,054** | **$204,171** | **$206,906** | **$206,906** | **$206,906** |

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# Human Resources

## Department Description

The Human Resources Department serves as a strategic resource to all City employees and departments in relation to the City's workforce. The primary services provided by Human Resources include Employee and Labor Relations, Recruitment and Selection, Classification and Compensation, Employee Benefits Administration, Training, Personnel Policy Development, and Performance Management.

The City of Hillsboro's Risk Management functions are also now included in the Human Resources Department. Risk Management is responsible for providing strategic and progressive risk management and employee development services in a manner that fulfills the mission and strategic goals of the organization, while complying with state and federal laws. Risk Management is dedicated to protecting the City's financial and human assets using various proven risk techniques such as cost effective insurance and the development and implementation of safety and loss control programs.

## Our Mission Statement and Goals

The Human Resources Department's mission is to provide leadership and expeditious human resources services in order to attract and retain a diverse, well-qualified and professional workforce with the purpose of enabling the City and its employees to deliver the highest quality municipal services to our residents.

Risk Management's mission; creating proactive solutions to empower and protect is accomplished through the development and implementation of sound risk management techniques including the purchasing of insurance products and the development of safety and loss control programs.

## Outcomes and Accomplishments

- In 2013, the Human Resources Department revamped the City's recruitment process and created a "Recruitment Guide" to assist departments throughout the recruitment process. The improved process has resulted in faster recruitments and better customer service for job applicants. The Department handled 35 hiring processes and over 2,300 job applications, and was instrumental in hiring a new Police Chief.

- The Department's Risk Management staff led a very successful "Hillsboro U" event that brings City employees together for a week of training, collaboration, and professional growth. January 2014 marked the 7th annual event (previously known as Safety School), and provided the most popular line-up of speakers offered to date. From required OSHA training, to health and wellness, supervisor trainings, and outstanding national keynote speakers, Hillsboro U offers topics of interest for everyone. Bringing this training to City employees is cost effective and efficient and provides a rare opportunity for departments to spend time together and build relationships. Hillsboro U was recognized by the Public Risk Management Association as an "Outstanding Achievement for a Public Risk Management Program."

- The Human Resources Department is in the final stages of a Classification and Compensation Study for all non-represented full-time positions in the City. This study was initiated in December 2012 for all non-represented employees and will be implemented during FY 2014-15.

- The City's New Hire Orientation was reviewed and enhanced to provide new employees with a more in-depth understanding of the City organization and City policies.

## Outcomes and Accomplishments (continued)

- The City's Diversity Committee has created the Cultural Exploration Lecture Series. This is an on-going training program providing opportunity for City employees to gain a deeper understanding of social and cultural topics.

- Human Resources staff coordinated and raised over $14,000 for United Way. The City Relay for Life Teams also raised $12,708 for the American Cancer Society, the City's highest total ever.

## Budget Highlights

During FY 2014-15, the Human Resources Department plans to focus on the following initiatives:

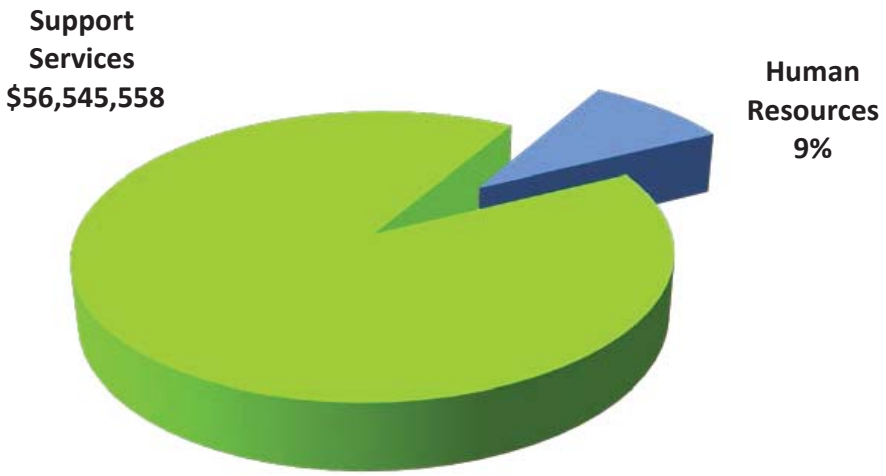
- Implement the results of the Classification and Compensation Study.
- Continue to formalize and improve the City's internship opportunities.
- Focus on new employee development programs to provide additional training opportunities for City staff.

## Key Service Performance Indicators

**Voluntary Turnover Rate** – The rate at which employees voluntarily leave the organization – not including retirements. Since July 2013, the City of Hillsboro has had less than 1% voluntary turnover when excluding retirements.

**Time to Fill Vacancies** – The number of days from when a job requisition is opened until the offer is accepted by a candidate. The Human Resources Department has average 52 days to fill vacancies since July 2013.

**Wellness Program Participation** – The number of employees who utilize at least one aspect of the City's Wellness Program. 283 employees/dependents have participated in the City's Wellness Program during FY 2013.



## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Charges for Services | 1,042,638 | 1,118,237 | 1,415,880 | 1,502,884 | 87,004 | 6% | 29% |
| Interest | 11,303 | 4,258 | 5,000 | 1,000 | (4,000) | -80% | 0% |
| Miscellaneous | 11,849 | 5,875 | 1,000 | - | (1,000) | -100% | 0% |
| Insurance Premiums | 1,545,024 | 1,646,768 | 2,119,500 | 2,256,700 | 137,200 | 6% | 43% |
| Beginning Work Cap | 1,672,241 | 1,658,527 | 1,600,000 | 1,500,000 | (100,000) | -6% | 29% |
| **Total:** | **$ 4,283,055** | **$ 4,433,665** | **$ 5,141,380** | **$ 5,260,584** | **$ 119,204** | **2%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 1,020,211 | 1,078,912 | 1,320,125 | 1,472,858 | 152,733 | 12% | 28% |
| Materials & Services | 485,750 | 508,555 | 601,150 | 551,700 | (49,450) | -8% | 10% |
| Special Payments | 1,118,567 | 1,319,886 | 1,780,294 | 1,822,700 | 42,406 | 2% | 35% |
| Contingency | - | - | 639,811 | 613,326 | (26,485) | -4% | 12% |
| Unapprop Fund Bal | 1,658,527 | 1,526,312 | 800,000 | 800,000 | - | 0% | 15% |
| **Total:** | **$ 4,283,055** | **$ 4,433,665** | **$ 5,141,380** | **$ 5,260,584** | **$ 119,204** | **2%** | **100%** |
| **Budget by Org** | | | | | | | |
| Human Resources | 1,042,638 | 1,118,237 | 1,415,880 | 1,502,884 | 87,004 | 6% | 29% |
| Risk - Insurance | 2,263,787 | 2,361,085 | 2,752,791 | 2,768,892 | 16,101 | 1% | 53% |
| Risk - Safety | 176,630 | 154,343 | 172,709 | 188,808 | 16,099 | 9% | 4% |
| Loss Reserve | 800,000 | 800,000 | 800,000 | 800,000 | - | 0% | 15% |
| **Total:** | **$ 4,283,055** | **$ 4,433,665** | **$ 5,141,380** | **$ 5,260,584** | **$ 119,204** | **2%** | **100%** |
| **Budget by Fund** | | | | | | | |
| Support Services Fund (700) | 1,042,638 | 1,118,237 | 1,415,880 | 1,502,884 | 87,004 | 6% | 29% |
| Risk Management Fund (740) | 2,440,417 | 2,515,428 | 2,925,500 | 2,957,700 | 32,200 | 1% | 56% |
| Loss Reserve Fund (745) | 800,000 | 800,000 | 800,000 | 800,000 | - | 0% | 15% |
| **Total:** | **$ 4,283,055** | **$ 4,433,665** | **$ 5,141,380** | **$ 5,260,584** | **$ 119,204** | **2%** | **100%** |

## Human Resources Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Human Resources Director | 1.0 | 1.0 | 1.0 | 27 | $ 102,093 | $ 130,302 |
| Risk Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Human Resources Manager | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Human Resources Program Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Human Resources Analyst | 2.0 | 2.0 | 2.0 | 20 | 61,540 | 78,537 |
| Safety Officer | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Management Analyst | 0.0 | 0.0 | 1.0 | 20 | 61,540 | 78,537 |
| Risk Management Analyst | 0.0 | 0.0 | 1.0 | 20 | 61,540 | 78,537 |
| Risk Management Specialist | 1.0 | 1.0 | 0.0 | 18 | 53,294 | 68,017 |
| Human Resources Specialist | 1.0 | 1.0 | 1.0 | 16 | 46,253 | 58,814 |
| Human Resources/Risk Assistant | 1.0 | 1.0 | 1.0 | 15 | 43,048 | 54,730 |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 |
| Customer Service Assistant | 0.0 | 1.0 | 1.0 | 8 | 25,884 | 33,028 |
| **Total:** | **11.0** | **12.0** | **13.0** | | | |

Note 1: Customer Service Assistant positions are three (3) part-time, temporary 6-month limited duration.

Note 2: The Risk Department was reorganized into the Human Resources Department during fiscal year 2013-14. Historical FTE counts are a combiniation of both Human Resources and Risk.

## Human Resources-70031000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 449,894 | 513,671 | 620,543 | 718,725 | 718,725 | 718,725 |
| 5005 Salaries - Part-Time | 2,981 | 7,594 | 36,000 | - | - | - |
| 5010 Extra Labor | 8,677 | - | 10,000 | 25,000 | 25,000 | 25,000 |
| 5100 Overtime | - | 154 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 91,179 | 103,845 | 114,385 | 132,279 | 132,279 | 132,279 |
| 5303 PERS | 57,446 | 43,637 | 78,703 | 73,966 | 73,966 | 73,966 |
| 5308 VEBA | - | - | 11,861 | 13,759 | 13,759 | 13,759 |
| 5309 PERS Stabilization | - | - | - | 21,250 | 21,250 | 21,250 |
| 5399 Other Benefits and Taxes | 44,626 | 46,747 | 61,038 | 70,705 | 70,705 | 70,705 |
| **Total Personnel Services** | $654,803 | $715,648 | $932,530 | $1,055,684 | $1,055,684 | $1,055,684 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 15,010 | 19,425 | 17,000 | 17,000 | 17,000 | 17,000 |
| 6001 Communications Services | 786 | 829 | 1,000 | 2,500 | 2,500 | 2,500 |
| 6002 Travel/Training/Dues | 6,416 | 18,523 | 12,000 | 20,000 | 20,000 | 20,000 |
| 6003 Postage | 2,634 | 1,137 | 3,000 | 1,800 | 1,800 | 1,800 |
| 6004 Program Supplies/Materials | 2,841 | 4,181 | 8,850 | 33,650 | 33,650 | 33,650 |
| 6005 Advertising/Promotion | 45,146 | 20,698 | 37,000 | 30,000 | 30,000 | 30,000 |
| 6007 Printing | - | - | 500 | 750 | 750 | 750 |
| 6100 Contractual Services | 109,218 | 168,591 | 195,000 | 172,000 | 172,000 | 172,000 |
| 6101 Other Services | 28,150 | 31,313 | 32,000 | 29,500 | 29,500 | 29,500 |
| 6104 Claims Expense | 149,969 | 96,935 | 140,000 | 110,000 | 110,000 | 110,000 |
| 6405 Recruitment Expense | 27,665 | 40,957 | 37,000 | 30,000 | 30,000 | 30,000 |
| **Total Materials & Services** | $387,835 | $402,589 | $483,350 | $447,200 | $447,200 | $447,200 |
| **Total** | **$1,042,638** | **$1,118,237** | **$1,415,880** | **$1,502,884** | **$1,502,884** | **$1,502,884** |

## Risk - Insurance

Responsible for managing the City's casualty and property insurance, excess workers compensation insurance, fidelity bonds, and tenant user liability insurance program (TULIP). Serves as the City's liaison to the City's insurance broker and carrier (CIS). Administers the City's workers compensation self-insurance program.

**Risk - Insurance-74032000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 148,889 | 153,935 | 162,440 | 170,704 | 170,704 | 170,704 |
| 5010 Extra Labor | - | 237 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 30,389 | 32,581 | 30,566 | 30,730 | 30,730 | 30,730 |
| 5303 PERS | 18,709 | 19,263 | 24,420 | 21,400 | 21,400 | 21,400 |
| 5308 VEBA | - | - | 3,129 | 3,394 | 3,394 | 3,394 |
| 5309 PERS Stabilization | - | - | - | 5,091 | 5,091 | 5,091 |
| 5399 Other Benefits and Taxes | 12,809 | 13,260 | 13,856 | 15,047 | 15,047 | 15,047 |
| **Total Personnel Services** | $210,796 | $219,276 | $234,411 | $246,366 | $246,366 | $246,366 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 578 | 519 | 1,000 | - | - | - |
| 6001 Communications Services | 801 | 894 | 1,500 | - | - | - |
| 6002 Travel/Training/Dues | 2,967 | 4,447 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6003 Postage | - | - | 25 | - | - | - |
| 6004 Program Supplies/Materials | 1,850 | 6,915 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6007 Printing | 220 | 248 | 250 | - | - | - |
| 6100 Contractual Services | 75,633 | 82,588 | 84,000 | 75,000 | 75,000 | 75,000 |
| **Total Materials & Services** | $82,049 | $95,611 | $98,275 | $86,500 | $86,500 | $86,500 |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 1,103 | 1,330 | 3,842 | - | - | - |
| 8009 Support Services Charge | 90,918 | 103,063 | 111,283 | - | - | - |
| 8010 Equipment Depreciation | 3,592 | 4,649 | 4,649 | - | - | - |
| 8011 Facilities Charge | 3,923 | 4,837 | 19,020 | - | - | - |
| 8040 W/C Insurance Premiums | 126,707 | 145,581 | 182,000 | 178,000 | 178,000 | 178,000 |
| 8041 Property Insurance Premiums | 140,386 | 251,247 | 317,000 | 340,200 | 340,200 | 340,200 |
| 8042 Liability Insurance Premiums | 303,286 | 360,806 | 420,000 | 504,000 | 504,000 | 504,000 |
| 8043 Bonds Premiums | 6,915 | 4,515 | 6,000 | 6,000 | 6,000 | 6,000 |
| 8050 W/C Claims Expense | 381,692 | 369,424 | 450,000 | 450,000 | 450,000 | 450,000 |
| 8051 Property Claims Expense | 53,833 | 73,918 | 50,000 | 50,000 | 50,000 | 50,000 |
| 8052 Liability Claims Expense | 60 | 516 | 2,500 | 2,500 | 2,500 | 2,500 |
| 8053 IBNR W/C | - | - | 214,000 | 292,000 | 292,000 | 292,000 |
| **Total Special Payments** | $1,112,415 | $1,319,886 | $1,780,294 | $1,822,700 | $1,822,700 | $1,822,700 |

## Risk - Insurance (continued)

### Risk - Insurance-74032000

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 639,811 | 613,326 | 613,326 | 613,326 |
| **Total Contingency** | $0 | $0 | $639,811 | $613,326 | $613,326 | $613,326 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 858,527 | 726,312 | - | - | - | - |
| **Total Unapprop Fund Bal** | $858,527 | $726,312 | $0 | $0 | $0 | $0 |
| **Total** | **$2,263,787** | **$2,361,085** | **$2,752,791** | **$2,768,892** | **$2,768,892** | **$2,768,892** |

## Risk - Safety

Responsible for managing the citywide safety and loss control program and providing safety related training to City staff throughout the year. Provides internal consulting services for departments on risk related issues. Investigates and analyzes root causes, patterns or trends that have or could result in loss.

**Risk - Safety-74032200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 111,174 | 103,475 | 105,263 | 115,937 | 115,937 | 115,937 |
| 5301 Med/Den/Vis Insurance | 22,750 | 21,724 | 22,914 | 23,036 | 23,036 | 23,036 |
| 5303 PERS | 10,605 | 9,440 | 13,047 | 14,738 | 14,738 | 14,738 |
| 5308 VEBA | - | - | 2,105 | 2,320 | 2,320 | 2,320 |
| 5309 PERS Stabilization | - | - | - | 3,506 | 3,506 | 3,506 |
| 5399 Other Benefits and Taxes | 10,083 | 9,349 | 9,855 | 11,271 | 11,271 | 11,271 |
| **Total Personnel Services** | $154,612 | $143,988 | $153,184 | $170,808 | $170,808 | $170,808 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 1,792 | 1,723 | 1,500 | - | - | - |
| 6002 Travel/Training/Dues | 3,941 | 3,371 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6003 Postage | - | 7 | 25 | - | - | - |
| 6004 Program Supplies/Materials | 7,444 | 4,320 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6100 Contractual Services | 2,068 | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 6301 Safety Supplies | 621 | 934 | 1,500 | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $15,866 | $10,355 | $19,525 | $18,000 | $18,000 | $18,000 |
| **Special Payments** | | | | | | |
| 8051 Property Claims Expense | 6,152 | - | - | - | - | - |
| **Total Special Payments** | $6,152 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$176,630** | **$154,343** | **$172,709** | **$188,808** | **$188,808** | **$188,808** |

## Loss Reserve

As required by the State of Oregon for the City's self-insured worker's compensation, certain dollar amounts are required to be held in a separate fund to fund any shortfalls in the program.

**Loss Reserve-74532000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| **Total Unapprop Fund Bal** | $800,000 | $800,000 | $800,000 | $800,000 | $800,000 | $800,000 |
| **Total** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** |

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# Information Services

## Department Description

The Information Services Department is responsible for all forms of communications within the City of Hillsboro as well as the implementation and support of technology used to collect, store, and utilize electronic information. Communication services provided by Information Services include VHF radios, desk phones and voice mail, cell phones, electronic messaging, and video and voice teleconferencing. The electronic information systems include approximately 1000 computers connected to the City's network at every facility and through various wireless technologies. The Information Services Department is divided into five teams: The Computer Support team is responsible for all end user client devices such as computers, printers, and mobile devices. The Network Support team is responsible for the data and voice network and all servers. The Systems Analysis team performs project management for new system implementations and support for current systems. The Systems Development team customizes applications for use on client computers and the web. The Geographic Information Systems (GIS) team is responsible for implementing and supporting all of the technology associated with utilizing geospatial information throughout the City of Hillsboro.

## Our Mission Statement

The Information Services Department's mission is to work cooperatively with fellow departments to implement technological solutions that are secure, reliable, cost effective, and positively enhance the services provided to the citizens of Hillsboro.

## Our Goals

Key goals for upcoming budget year include:

- Development of the Business Process Management Program, known as Eureka!
- Update the City's central GIS database and software.
- Deploy interactive map services to serve the City's business requirements and public information needs.

## Outcomes and Accomplishments

- Implemented the new land use and development system, known as project ELIS.
- Added new Water Department location at Evergreen Reservoir to City of Hillsboro network and installed all necessary equipment to support Water Department services.
- Completed network infrastructure and installed new equipment at the Main Library Second Floor Buildout and the Shute Park Library.
- Began the development of the Business Process Management Program EUREKA!
- Moved the server room to an offsite data center.
- Mobile Data Terminals (MDT) upgrades for Police.

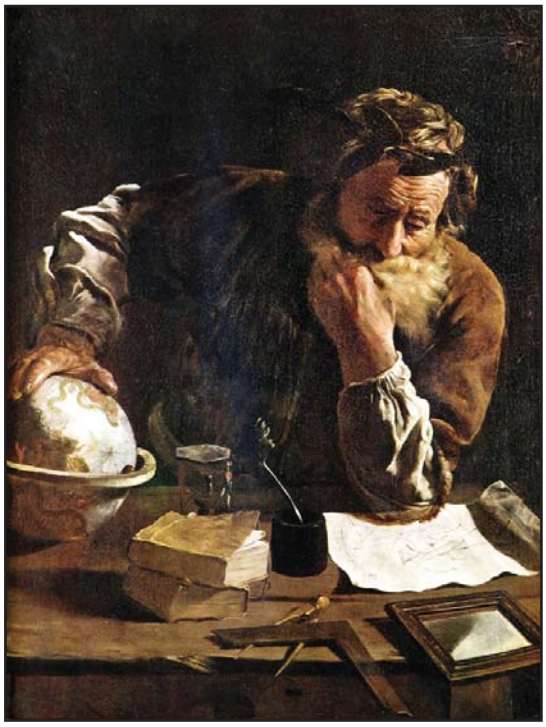
## Budget Highlights

- Cartegraph Upgrade
- Accela Phase II
- Fiber Loop Project
- Civic Center Auditorium and First Floor Conference Room Digital Conversion
- Project Dox Upgrade

## Eureka! Featurette

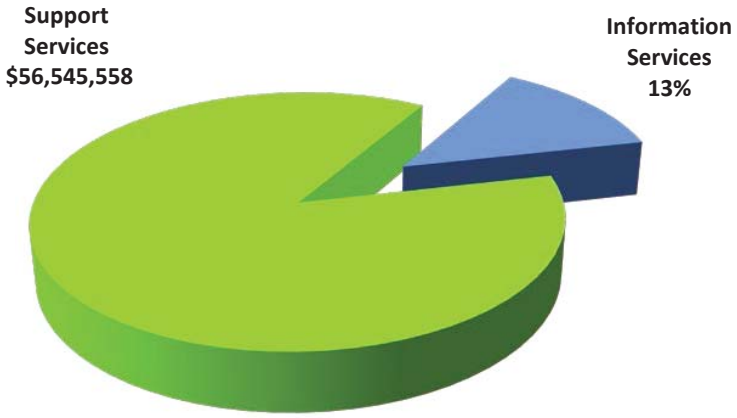
"Eureka!" is the phrase reportedly shouted by the famed naked scientist and mathematician, Archimedes, in celebration of a brilliant solution he thought of while taking a bath. The City's use is quite similar, although staff shall remain attired. The idea of making an improvement to the way employees work, sometimes in small increments and sometimes with brain-rattling epiphanies, is really exciting.

Employees are not stuck in the "same old, same old" every day. We choose to be innovative and make a difference in our daily work which translates to more efficient and more effective systems within City government. Eureka! What a great idea for continuously reviewing and improving the key functions of our local government. Everything we do should be done with a focus on stewardship and respect for the public's trust and investment into Hillsboro.


*Archimedes of Syracuse*

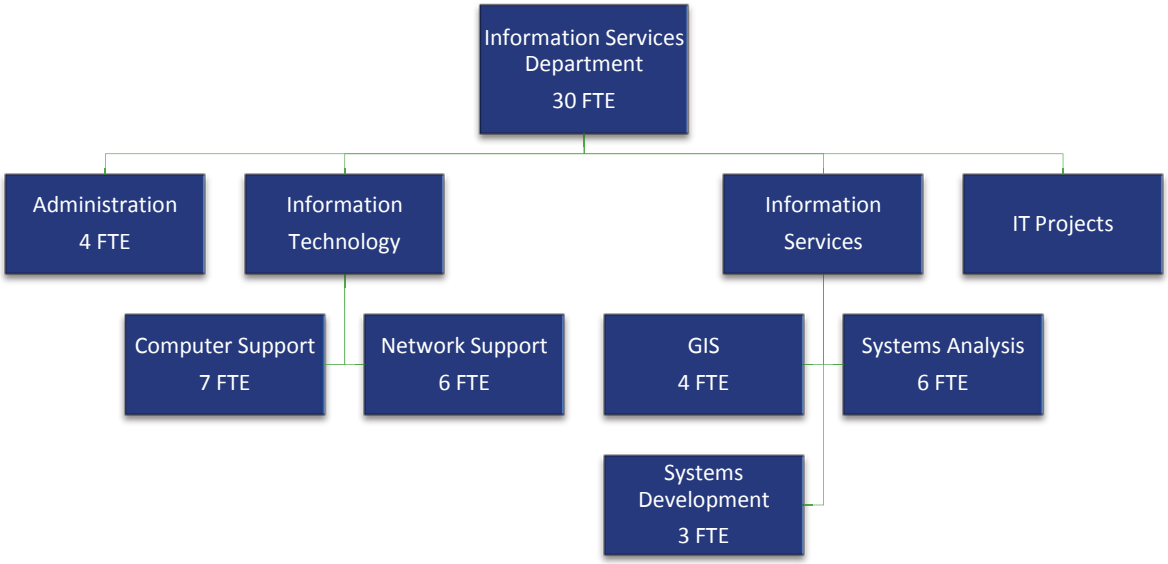
If Eureka! had a "quick start guide," it would be as follows:

- Identify your customer and know what they want.
- Think about your improvement goals only in terms of meeting customer requirements.
- First hand observation is how we find the truth in our processes.
- Bridge gaps between actual and desired results by soliciting creative ideas from the people doing the work.
- Use objective measures to evaluate results; keep the effective changes, toss the ineffective.
- Yell "Eureka!" Let people doing the work know they've found a great solution so we can anchor and sustain the new process.



## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Charges for Services | 4,998,322 | 5,250,886 | 6,453,672 | 6,969,616 | 515,944 | 8% | 94% |
| Charges for Services | - | - | - | - | - | 0% | 0% |
| Interest | 1,270 | 2,395 | 2,600 | 2,590 | (10) | 0% | 0% |
| Grants and Donations | 136,952 | 121,247 | - | - | - | 0% | 0% |
| Miscellaneous | 261,339 | 504,705 | 399,954 | 464,476 | 64,522 | 16% | 6% |
| **Total:** | **$ 5,397,883** | **$ 5,879,233** | **$ 6,856,226** | **$ 7,436,682** | **$ 580,456** | **8%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 2,936,679 | 2,954,161 | 3,417,648 | 3,465,222 | 47,574 | 1% | 47% |
| Materials & Services | 1,359,086 | 1,892,911 | 2,058,984 | 2,386,794 | 327,810 | 16% | 32% |
| Capital Outlay | 995,861 | 874,951 | 1,210,000 | 1,415,500 | 205,500 | 17% | 19% |
| Contingency | - | - | 169,594 | 169,166 | (428) | 0% | 2% |
| Unapprop Fund Bal | 106,257 | 157,210 | - | - | - | 0% | 0% |
| **Total:** | **$ 5,397,883** | **$ 5,879,233** | **$ 6,856,226** | **$ 7,436,682** | **$ 580,456** | **8%** | **100%** |
| **Budget by Org** | | | | | | | |
| IS Administration | 770,906 | 603,702 | 708,986 | 838,015 | 129,029 | 18% | 11% |
| Computer Support | 926,377 | 1,220,407 | 1,721,898 | 1,283,584 | (438,314) | -25% | 17% |
| Network Support | 1,071,151 | 1,339,759 | 1,662,561 | 1,655,395 | (7,166) | 0% | 22% |
| GIS | 379,950 | 452,854 | 574,664 | 553,315 | (21,349) | -4% | 7% |
| Systems Analysis | 666,099 | 549,236 | 751,192 | 644,709 | (106,483) | -14% | 9% |
| Systems Development | 342,429 | 407,656 | 388,871 | 405,998 | 17,127 | 4% | 5% |
| IT Projects | 781,258 | 650,038 | 436,000 | 1,410,000 | 974,000 | 223% | 19% |
| Broadband User Group | 440,353 | 618,398 | 555,454 | 616,726 | 61,272 | 11% | 8% |
| PPDS User Group | 19,360 | 37,183 | 56,600 | 28,940 | (27,660) | -49% | 0% |
| **Total:** | **$ 5,397,883** | **$ 5,879,233** | **$ 6,856,226** | **$ 7,436,682** | **$ 580,456** | **8%** | **100%** |
| **Budget by Fund** | | | | | | | |
| Broadband Users Group (610) | 440,353 | 618,398 | 555,454 | 616,726 | 61,272 | 11% | 8% |
| PPDS Users Group (620) | 19,360 | 37,183 | 56,600 | 28,940 | (27,660) | -49% | 0% |
| Support Services Fund (700) | 4,938,170 | 5,223,652 | 6,244,172 | 6,791,016 | 546,844 | 9% | 91% |
| **Total:** | **$ 5,397,883** | **$ 5,879,233** | **$ 6,856,226** | **$ 7,436,682** | **$ 580,456** | **8%** | **100%** |




## Information Services Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Information Services Director | 1.0 | 1.0 | 1.0 | 27 | $ 102,093 | $ 130,302 |
| Information Systems Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Information Technology Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Systems Support Supervisor | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Business Analyst | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Database Programmer | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Systems Analyst | 2.0 | 2.0 | 2.0 | 22 | 71,129 | 90,787 |
| Web Programmer | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Project Manager I | 0.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Computer Support Supervisor | 1.0 | 0.0 | 0.0 | 22 | 71,129 | 90,787 |
| Network Support Supervisor | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| GIS Supervisor | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Business Systems Administrator | 2.0 | 2.0 | 2.0 | 20 | 61,540 | 78,537 |
| GIS Analyst | 2.0 | 2.0 | 2.0 | 20 | 61,540 | 78,537 |
| Web Systems Administrator | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Computer Support Specialist II | 3.0 | 3.0 | 3.0 | 19 | 57,257 | 73,071 |
| Network Specialist | 2.0 | 2.0 | 2.0 | 19 | 57,257 | 73,071 |
| Telecommunications Specialist | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Computer Support Specialist I | 2.0 | 2.0 | 2.0 | 18 | 53,294 | 68,017 |
| GIS Specialist | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Audio Visual Technician | 2.0 | 2.0 | 2.0 | 17 | 49,530 | 63,712 |
| Help Desk Assistant | 1.0 | 1.0 | 1.0 | 16 | 46,253 | 58,814 |
| Administrative Assistant II | 1.0 | 1.0 | 1.0 | 14 | 40,045 | 50,900 |
| **Total:** | **30.0** | **30.0** | **30.0** | | | |

## Administration

The Administration team includes the staff not focused on the services associated with any of the other specialized teams. The team provides support and oversight to the other teams, coordinates budget development, training, scheduling, cell phone services, and manages projects.

**IS Administration-70033000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 445,673 | 390,229 | 386,522 | 478,210 | 478,210 | 478,210 |
| 5005 Salaries - Part-Time | 25,172 | - | - | - | - | - |
| 5010 Extra Labor | - | - | 10,000 | 10,000 | 10,000 | 10,000 |
| 5100 Overtime | 1,318 | - | 15,000 | 15,000 | 15,000 | 15,000 |
| 5301 Med/Den/Vis Insurance | 80,519 | 66,005 | 60,992 | 77,848 | 77,848 | 77,848 |
| 5303 PERS | 53,626 | 45,747 | 59,749 | 55,812 | 55,812 | 55,812 |
| 5308 VEBA | - | - | 7,699 | 9,534 | 9,534 | 9,534 |
| 5309 PERS Stabilization | - | - | - | 14,833 | 14,833 | 14,833 |
| 5399 Other Benefits and Taxes | 44,370 | 34,906 | 38,234 | 46,478 | 46,478 | 46,478 |
| **Total Personnel Services** | $650,678 | $536,887 | $578,196 | $707,715 | $707,715 | $707,715 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 4,034 | 7,326 | 8,450 | 3,250 | 3,250 | 3,250 |
| 6001 Communications Services | 21,575 | 24,222 | 15,000 | - | - | - |
| 6002 Travel/Training/Dues | 14,345 | 13,164 | 54,000 | 59,000 | 59,000 | 59,000 |
| 6003 Postage | 330 | 830 | 350 | 750 | 750 | 750 |
| 6007 Printing | 215 | 2 | 300 | 300 | 300 | 300 |
| 6100 Contractual Services | 39,858 | 550 | 1,000 | 31,000 | 31,000 | 31,000 |
| 6101 Other Services | 10,000 | 19 | 20,000 | 10,000 | 10,000 | 10,000 |
| 6102 Maintenance Contracts | 3,995 | - | - | - | - | - |
| 6200 Fuel/Oil | 2,692 | 1,855 | 3,690 | - | - | - |
| 6201 Fleet Maintenance | 20 | - | 2,000 | - | - | - |
| 6300 Uniforms | 1,039 | 1,666 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6409 Computer Software | 120 | 4,627 | - | - | - | - |
| 6410 Computer Hardware | 15,625 | 5,275 | - | - | - | - |
| 6411 Communications Equipment | - | - | 20,000 | 20,000 | 20,000 | 20,000 |
| 6412 Equipment Rental | 2,913 | 2,229 | 4,000 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $116,761 | $61,765 | $130,790 | $130,300 | $130,300 | $130,300 |
| **Capital Outlay** | | | | | | |
| 7020 Computer Hardware | 3,467 | - | - | - | - | - |
| 7021 Computer Software | - | 50 | - | - | - | - |
| 7025 Network Hardware | - | 5,000 | - | - | - | - |
| **Total Capital Outlay** | $3,467 | $5,050 | $0 | $0 | $0 | $0 |
| **Total** | **$770,906** | **$603,702** | **$708,986** | **$838,015** | **$838,015** | **$838,015** |

## Computer Support

The Computer Support team consists of six employees responsible for the majority of the hardware and core software directly utilized by City employees. This includes desktop computers, laptops, public safety mobile data computers (MDCs,) printers, scanners, handheld devices, and associated hardware. The team is also responsible for maintaining the operating system and all applications installed on computers. The team currently supports over 1,000 full-time and part-time employees using around 1000 computers located at all of the City's facilities and in the Fire Department and Police Department vehicles. The team completes an average of 750 work requests per month in addition to the regularly scheduled work of testing, upgrading, and replacing hardware and software.

**Computer Support-70033200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 354,394 | 440,686 | 477,491 | 492,804 | 492,804 | 492,804 |
| 5100 Overtime | 3,367 | 5,013 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 77,777 | 97,294 | 105,543 | 107,976 | 107,976 | 107,976 |
| 5303 PERS | 38,541 | 44,092 | 62,722 | 49,904 | 49,904 | 49,904 |
| 5308 VEBA | - | - | 9,550 | 9,857 | 9,857 | 9,857 |
| 5309 PERS Stabilization | - | - | - | 14,812 | 14,812 | 14,812 |
| 5399 Other Benefits and Taxes | 32,131 | 40,045 | 43,318 | 44,747 | 44,747 | 44,747 |
| **Total Personnel Services** | $506,210 | $627,130 | $698,624 | $720,100 | $720,100 | $720,100 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 7 | 3,867 | - | - | - | - |
| 6003 Postage | 53 | - | - | - | - | - |
| 6102 Maintenance Contracts | 94,479 | 93,137 | 104,774 | 104,984 | 104,984 | 104,984 |
| 6409 Computer Software | 42,086 | 13,395 | - | - | - | - |
| 6410 Computer Hardware | 42,410 | 53,596 | 111,000 | 81,000 | 81,000 | 81,000 |
| 6416 Equipment Maintenance | 6,104 | 4,765 | 7,500 | 7,500 | 7,500 | 7,500 |
| **Total Materials & Services** | $185,139 | $168,760 | $223,274 | $193,484 | $193,484 | $193,484 |
| **Capital Outlay** | | | | | | |
| 7020 Computer Hardware | 235,028 | 423,489 | 370,000 | 370,000 | 370,000 | 370,000 |
| 7021 Computer Software | - | - | 430,000 | - | - | - |
| 7025 Network Hardware | - | 1,028 | - | - | - | - |
| **Total Capital Outlay** | $235,028 | $424,517 | $800,000 | $370,000 | $370,000 | $370,000 |
| **Total** | **$926,377** | **$1,220,407** | **$1,721,898** | **$1,283,584** | **$1,283,584** | **$1,283,584** |

## Network Support

The Network Support Team consists of six employees who provide audio/visual (A/V) services, support the computer network infrastructure, and program and troubleshoot all desktop phone equipment. The A/V personnel support public and private meetings within the Civic Center as well as events at the Cultural Arts Center. The Telecomm Specialist maintains desktop and conference room phones located in every City facility as well as the voicemail system, which includes about 800 phones and over 1,000 voicemail accounts. Network Specialists maintain over 70 servers and 76 routers and switches located in the different City facilities. The City also maintains several miles of private fiber optic cable connecting eight facilities near the Civic Center.

**Network Support-70033220**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 341,933 | 352,762 | 407,788 | 407,313 | 407,313 | 407,313 |
| 5010 Extra Labor | 1,030 | 10,971 | - | - | - | - |
| 5100 Overtime | 6,272 | 3,462 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 75,446 | 84,697 | 91,443 | 92,633 | 92,633 | 92,633 |
| 5303 PERS | 34,479 | 32,730 | 50,829 | 38,556 | 38,556 | 38,556 |
| 5308 VEBA | - | - | 8,156 | 8,148 | 8,148 | 8,148 |
| 5309 PERS Stabilization | - | - | - | 12,278 | 12,278 | 12,278 |
| 5399 Other Benefits and Taxes | 32,122 | 33,245 | 38,645 | 38,217 | 38,217 | 38,217 |
| **Total Personnel Services** | $491,282 | $517,867 | $596,861 | $597,145 | $597,145 | $597,145 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 1,280 | 7,449 | 15,000 | 22,000 | 22,000 | 22,000 |
| 6002 Travel/Training/Dues | 467 | 1,391 | - | - | - | - |
| 6100 Contractual Services | 264 | 432 | 5,000 | 65,000 | 65,000 | 95,000 |
| 6101 Other Services | 108,419 | 126,516 | 125,000 | 137,250 | 137,250 | 137,250 |
| 6102 Maintenance Contracts | 225,688 | 321,931 | 368,000 | 407,800 | 407,800 | 407,800 |
| 6409 Computer Software | 6,814 | 11,873 | 9,500 | 3,500 | 3,500 | 3,500 |
| 6410 Computer Hardware | 36,688 | 17,097 | 21,500 | 16,500 | 16,500 | 16,500 |
| 6411 Communications Equipment | 59,594 | 24,672 | 127,000 | 82,000 | 82,000 | 82,000 |
| 6416 Equipment Maintenance | 27,449 | 64,435 | 29,700 | 24,200 | 24,200 | 24,200 |
| 6417 Audio/Visual Equipment | 7,870 | 2,936 | - | - | - | - |
| **Total Materials & Services** | $474,533 | $578,732 | $700,700 | $758,250 | $758,250 | $788,250 |
| **Capital Outlay** | | | | | | |
| 7005 Communications Equipment | 33,009 | 96,133 | 35,000 | 70,000 | 70,000 | 70,000 |
| 7021 Computer Software | - | - | 110,000 | - | - | - |
| 7025 Network Hardware | 72,327 | 147,027 | 220,000 | 200,000 | 200,000 | 200,000 |
| **Total Capital Outlay** | $105,336 | $243,160 | $365,000 | $270,000 | $270,000 | $270,000 |
| **Total** | **$1,071,151** | **$1,339,759** | **$1,662,561** | **$1,625,395** | **$1,625,395** | **$1,655,395** |

## Geographic Information Services (GIS)

The GIS team consists of three employees focused on developing the services and applications associated with GIS. These core services allow City departments to visually present data relative to its geographic location on a map which include several types of data: location and description data of physical assets such as water and sewer utilities, buildings, and tree inventories, statistical information such as response times to different areas of the City or types and number of calls for service by area, and conceptual information such as city planning and zone boundaries. The team supports 20 core users of the full GIS product suite and over 200 users who utilize less sophisticated tools that quickly access commonly needed data and geographic information. The team also provides and maintains data such as annual fly over photography, roadways, and the building roof lines.

**GIS-70033400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 210,398 | 243,991 | 308,968 | 304,270 | 304,270 | 304,270 |
| 5301 Med/Den/Vis Insurance | 44,789 | 50,934 | 61,396 | 63,537 | 63,537 | 63,537 |
| 5303 PERS | 26,444 | 27,582 | 44,232 | 34,752 | 34,752 | 34,752 |
| 5308 VEBA | - | - | 6,179 | 6,086 | 6,086 | 6,086 |
| 5309 PERS Stabilization | - | - | - | 9,143 | 9,143 | 9,143 |
| 5399 Other Benefits and Taxes | 18,803 | 21,720 | 27,889 | 27,527 | 27,527 | 27,527 |
| **Total Personnel Services** | $300,434 | $344,227 | $448,664 | $445,315 | $445,315 | $445,315 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 1,187 | 2,583 | 5,000 | 7,000 | 7,000 | 7,000 |
| 6002 Travel/Training/Dues | 2,031 | 2,925 | - | - | - | - |
| 6100 Contractual Services | 6,616 | 28,816 | 59,000 | 39,000 | 39,000 | 39,000 |
| 6102 Maintenance Contracts | 53,500 | 57,495 | 62,000 | 62,000 | 62,000 | 62,000 |
| 6409 Computer Software | 1,904 | 2,076 | - | - | - | - |
| 6410 Computer Hardware | - | 277 | - | - | - | - |
| **Total Materials & Services** | $65,238 | $94,172 | $126,000 | $108,000 | $108,000 | $108,000 |
| **Capital Outlay** | | | | | | |
| 7025 Network Hardware | 14,278 | 14,455 | - | - | - | - |
| **Total Capital Outlay** | $14,278 | $14,455 | $0 | $0 | $0 | $0 |
| **Total** | **$379,950** | **$452,854** | **$574,664** | **$553,315** | **$553,315** | **$553,315** |

## Systems Analysis

The System Analysis team consists of seven employees providing implementation and support services on specific applications and disciplines. This includes all aspects of project management such as business practice review and scope development required to successfully select, install, and implement new systems, as well as the long term enhancement of systems already in place. This team includes System Analysts dedicated to the City's financial system, various public safety systems, the water systems for the City as well as the Joint Water Commission, and the land use and permitting system.

**Systems Analysis-70033420**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 467,476 | 384,041 | 512,302 | 436,217 | 436,217 | 436,217 |
| 5301 Med/Den/Vis Insurance | 88,112 | 74,999 | 91,623 | 77,377 | 77,377 | 77,377 |
| 5303 PERS | 56,359 | 46,707 | 72,734 | 51,600 | 51,600 | 51,600 |
| 5308 VEBA | - | - | 10,246 | 8,727 | 8,727 | 8,727 |
| 5309 PERS Stabilization | - | - | - | 13,171 | 13,171 | 13,171 |
| 5399 Other Benefits and Taxes | 44,001 | 36,357 | 48,287 | 41,617 | 41,617 | 41,617 |
| **Total Personnel Services** | $655,948 | $542,104 | $735,192 | $628,709 | $628,709 | $628,709 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 7,666 | 6,515 | - | - | - | - |
| 6100 Contractual Services | - | 300 | - | - | - | - |
| 6409 Computer Software | 2,485 | 317 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6410 Computer Hardware | - | - | 6,000 | 6,000 | 6,000 | 6,000 |
| **Total Materials & Services** | $10,151 | $7,132 | $16,000 | $16,000 | $16,000 | $16,000 |
| **Total** | **$666,099** | **$549,236** | **$751,192** | **$644,709** | **$644,709** | **$644,709** |

## Systems Development

The Systems Development team is a three member team responsible for creating, maintaining, and managing many of the interfaces and core databases that allow employees and citizens to access City information. This includes the public internet site, the internal Intranet site, and the many different applications that link to the numerous databases the City maintains. This team also acts as a support team for higher level programming functions and system interface design.

**Systems Development-70033460**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 242,805 | 281,150 | 256,014 | 260,110 | 260,110 | 260,110 |
| 5301 Med/Den/Vis Insurance | 44,585 | 53,292 | 44,339 | 45,376 | 45,376 | 45,376 |
| 5303 PERS | 23,735 | 27,011 | 31,981 | 24,689 | 24,689 | 24,689 |
| 5308 VEBA | - | - | 5,120 | 5,202 | 5,202 | 5,202 |
| 5309 PERS Stabilization | - | - | - | 7,803 | 7,803 | 7,803 |
| 5399 Other Benefits and Taxes | 21,002 | 24,493 | 22,657 | 23,058 | 23,058 | 23,058 |
| **Total Personnel Services** | $332,127 | $385,946 | $360,111 | $366,238 | $366,238 | $366,238 |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 4,348 | 8,112 | - | - | - | - |
| 6100 Contractual Services | 250 | - | 13,000 | 27,000 | 27,000 | 27,000 |
| 6102 Maintenance Contracts | 228 | 209 | 360 | 360 | 360 | 360 |
| 6409 Computer Software | 5,476 | 5,266 | 15,400 | 12,400 | 12,400 | 12,400 |
| **Total Materials & Services** | $10,302 | $13,587 | $28,760 | $39,760 | $39,760 | $39,760 |
| **Capital Outlay** | | | | | | |
| 7025 Network Hardware | - | 8,123 | - | - | - | - |
| **Total Capital Outlay** | $0 | $8,123 | $0 | $0 | $0 | $0 |
| **Total** | **$342,429** | **$407,656** | **$388,871** | **$405,998** | **$405,998** | **$405,998** |

## IT Projects

The Department works on several large projects designed to improve core services internally and to increase the operating efficiency of other City departments. Recent projects include the implementation of an improved phone and voicemail system, an asset management and work order system, an upgrade to our current enterprise land use information and permitting system, and a new time and attendance management system.

**IT Projects-70033500**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | 894 | - | - | - | - | - |
| 6100 Contractual Services | 145,541 | 520,805 | 436,000 | 660,000 | 660,000 | 660,000 |
| 6101 Other Services | 750 | 342 | - | - | - | - |
| 6102 Maintenance Contracts | 5,289 | - | - | - | - | - |
| 6409 Computer Software | 13,138 | - | - | - | - | - |
| 6411 Communications Equipment | 12,919 | 7,200 | - | - | - | - |
| **Total Materials & Services** | $178,531 | $528,347 | $436,000 | $660,000 | $660,000 | $660,000 |
| **Capital Outlay** | | | | | | |
| 7005 Communications Equipment | 137,196 | - | - | 750,000 | 750,000 | 750,000 |
| 7020 Computer Hardware | 4,718 | 44,938 | - | - | - | - |
| 7021 Computer Software | 410,018 | 66,111 | - | - | - | - |
| 7025 Network Hardware | 50,795 | 10,642 | - | - | - | - |
| **Total Capital Outlay** | $602,727 | $121,691 | $0 | $750,000 | $750,000 | $750,000 |
| **Total** | **$781,258** | **$650,038** | **$436,000** | **$1,410,000** | **$1,410,000** | **$1,410,000** |

## Broadband User Group

This fund accounts for the collection of partner payments from agencies within the Portland Metropolitan area who have combined resources used for network infrastructure and disbursement to vendors providing services to the Group.

**Broadband User Group-61033000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 117,664 | 122,782 | - | - | - | - |
| 6100 Contractual Services | 117,705 | 220,971 | 271,110 | 340,300 | 340,300 | 340,300 |
| 6409 Computer Software | - | 1,503 | - | - | - | - |
| 6410 Computer Hardware | - | 315 | - | - | - | - |
| 6416 Equipment Maintenance | 72,728 | 82,478 | 91,850 | 87,450 | 87,450 | 87,450 |
| **Total Materials & Services** | $308,097 | $428,049 | $362,960 | $427,750 | $427,750 | $427,750 |
| **Capital Outlay** | | | | | | |
| 7025 Network Hardware | 35,025 | 57,955 | 45,000 | 25,500 | 25,500 | 25,500 |
| **Total Capital Outlay** | $35,025 | $57,955 | $45,000 | $25,500 | $25,500 | $25,500 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 147,494 | 163,476 | 163,476 | 163,476 |
| **Total Contingency** | $0 | $0 | $147,494 | $163,476 | $163,476 | $163,476 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 97,231 | 132,394 | - | - | - | - |
| **Total Unapprop Fund Bal** | $97,231 | $132,394 | $0 | $0 | $0 | $0 |
| **Total** | **$440,353** | **$618,398** | **$555,454** | **$616,726** | **$616,726** | **$616,726** |

## PPDS User Group

This fund accounts for the collection of partner payments from agencies within Portland who have combined resources used for network infrastructure and disbursements to vendors providing services to the Group.

**PPDS User Group-62033000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 9,092 | - | - | - | - | - |
| 6100 Contractual Services | 1,242 | 6,212 | 19,500 | 10,000 | 10,000 | 10,000 |
| 6102 Maintenance Contracts | - | 2,387 | - | - | - | - |
| 6416 Equipment Maintenance | - | 3,768 | 15,000 | 13,250 | 13,250 | 13,250 |
| **Total Materials & Services** | $10,334 | $12,367 | $34,500 | $23,250 | $23,250 | $23,250 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 22,100 | 5,690 | 5,690 | 5,690 |
| **Total Contingency** | $0 | $0 | $22,100 | $5,690 | $5,690 | $5,690 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 9,026 | 24,816 | - | - | - | - |
| **Total Unapprop Fund Bal** | $9,026 | $24,816 | $0 | $0 | $0 | $0 |
| **Total** | **$19,360** | **$37,183** | **$56,600** | **$28,940** | **$28,940** | **$28,940** |

# Finance

## Department Description

The Finance Department is responsible for maintaining the financial integrity of the City. The primary functions include financial forecasting, annual budget preparation, the annual audit and preparation of the Comprehensive Annual Financial Report, cash management and investment activity, and debt management. The Department provides support to all City departments in all areas of Finance including purchasing, accounts payable, accounts receivable, and payroll. In addition to finance activities, the Department also includes utility billing, municipal court, citywide switchboard services, and business licensing. The Municipal Court's budget is shown in the Public Safety section of this budget document as it provides direct service and is not considered a part of the support services division.

## Our Mission Statement and Goals

The Hillsboro Finance Department is dedicated to providing exceptional customer service to our community and fellow employees, preserving the City's financial integrity through sound fiscal management, and presenting accurate and timely financial information for informed decision making, while striving to be innovative collaborators with other departments, working towards a shared city vision.

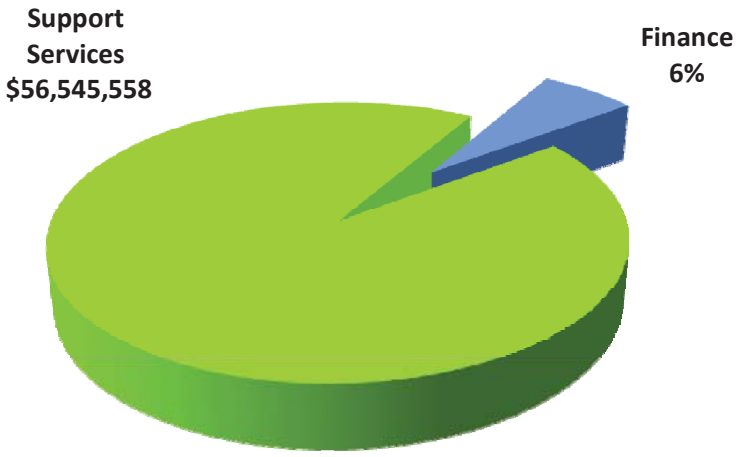
## Outcomes and Accomplishments

The Finance Department has been very busy with various on-going and new projects including:

- Finance applied and received for the third time the Government Finance Officers Association (GFOA) Distinguished Budget Award for the Adopted Budget for Fiscal Year 2013-14. Finance continues to improve the document annually and will apply for the award for the Adopted Budget for Fiscal Year 2014-15.
- Finance also produced for the third year a "Budget in Brief" for fiscal year 2013-14 which condenses the comprehensive budget into an 18 page summary. The 2014-15 "Budget in Brief" should be available early summer 2014.
- Finance applied and received for the first time the 3CMA (City-County Communications and Marketing Association) "Award of Excellence" in the category of printed publications for the Budget in Brief Fiscal Year 2012-13.
- After completion of the Finance Department's Strategic Plan two years ago, the department has been busy working to implement identified goals including providing quarterly tours to department staff to familiarize them with other areas of the City to help in their daily finance roles, continued work on process improvements including revamping some utility billing processes, making improvements to the website for purchasing, utility billing and business licenses and more.

## Outcomes and Accomplishments (continued)

- In an effort to ensure departmental goals are achieved, Finance conducted an internal customer satisfaction survey to employees. Finance will continue to improve services based on the results of the survey.
- Received the GFOA Certificate of Achievement Award for the Comprehensive Annual Financial Report for Year Ended June 30, 2013. Partnered with Information Services in October 2013 to implement a major upgrade to the City's ERP system, MUNIS.
- Issued a request for proposal (RFP) for deferred compensation providers. As part of the process, the City worked to reduce participant fees and improve investment choices for its employees that participate in this voluntary benefit.
- Worked with Public Works Department to complete the service delivery study for sanitary sewer and surface water management operations. The study showed a need for a local surcharge for these utilities so the department can meet its current and future operating needs.
- Finance staff attended the City's Eureka! training, which teaches staff how to analyze and improve processes in their daily functions.



## Budget Highlights

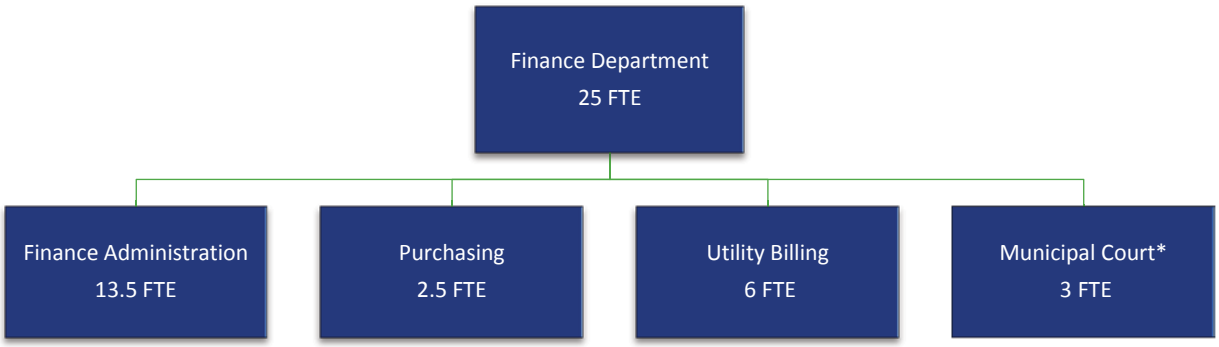
- Work with Human Resources to implement the outcomes of the Class and Compensation Study to be effective October 2014.
- Continue to work closely with departments to maintain a comprehensive five year Capital Improvement Plan (CIP) for each department and report to the Council.
- Budgeted FTE's remains neutral. Finance has four and half vacancies including a Budget/Project Manager position, Senior Buyer, Payroll Administrator, Accounting Technician II and half time Accounting Technician II.
- Purchasing will be undergoing a review of their division to help better define the direction of the division moving forward.
- Partnering with Information Services to implement the Eureka! program to help departments with their business process management. The Budget/Project Manager position will be a part of the team once the position is filled.

## Key Service Performance Indicators

***Sustain the City's Financial Health & Stability*** - Received no findings for the 2013 audit and achieved the CAFR and Budget Award ( performance goal = receive less than one finding and both awards)

***Retain, Empower, and develop our people*** - Received an average 82% on internal department surveys performed in 2011 related to certain activities i.e. customer service, communication and teamwork (performance goal = 90% or higher satisfaction rate on biennial internal department survey) This was the first time that Finance had done a survey internally and learned that the department staff feels they are excelling in customer service, collaboration, fiscal stewardship, but needing improvement in communication to and between staff and staff training. Since this survey was done, the department has initiated quarterly tours, all staff meetings; more email communication and one on one face time with individual employees as well as an increased focus on training.

***Focus on exceptional customer service, foster traditions of collaboration with customers and stakeholders*** - Received an average 98% on external department surveys performed in 2011 related to certain customer service statements (performance goal = 90% or higher customer satisfaction rate on biennial customer survey).




## Finance Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Finance Director | 1.0 | 1.0 | 1.0 | 28 | $ 109,767 | $ 140,104 |
| Assistant Finance Director | 1.0 | 1.0 | 1.0 | 25 | 88,326 | 112,733 |
| Accounting Manager | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Budget Manager | 1.0 | 1.0 | 1.0 | 23 | 76,449 | 97,570 |
| Purchasing Agent | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Management Analyst | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Senior Buyer | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Utility Billing Supervisor | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Payroll Administrator | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Accounting Specialist | 1.0 | 1.0 | 1.0 | 18 | 53,294 | 68,017 |
| Buyer | 0.5 | 0.5 | 0.5 | 17 | 49,530 | 63,712 |
| Utility Billing Lead Technician | 1.0 | 1.0 | 1.0 | 16 | 46,253 | 58,814 |
| Accounting Technician III | 2.0 | 2.0 | 2.0 | 16 | 46,253 | 58,814 |
| Accounting Technician II | 6.5 | 6.5 | 6.5 | 15 | 43,048 | 54,730 |
| Administrative Assistant II | 2.0 | 2.0 | 2.0 | 14 | 40,045 | 50,900 |
| **Total:** | **22.0** | **22.0** | **22.0** | | | |

Note: Municipal Court is also a part of Finance and is included in the Public Safety Section.

## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Charges for Services | 2,339,921 | 2,391,977 | 2,741,345 | 2,747,114 | 5,769 | 0% | 89% |
| Interest | 2,320 | 1,309 | 1,500 | 1,000 | (500) | -33% | 0% |
| Miscellaneous | 36 | 29 | 35 | 55,000 | 54,965 | 157043% | 2% |
| Beginning Work Cap | 249,342 | 300,871 | 267,000 | 300,000 | 33,000 | 12% | 10% |
| **Total:** | **$ 2,591,619** | **$ 2,694,186** | **$ 3,009,880** | **$ 3,103,114** | **$ 93,234** | **3%** | **90%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 1,832,717 | 1,896,619 | 2,197,045 | 2,241,164 | 44,119 | 2% | 72% |
| Materials & Services | 366,136 | 373,379 | 470,700 | 466,950 | (3,750) | -1% | 15% |
| Capital Outlay | 91,895 | 115,969 | 160,600 | 195,000 | 34,400 | 21% | 6% |
| Contingency | - | - | 50,000 | 50,000 | - | 0% | 2% |
| Unapprop Fund Bal | 300,871 | 308,219 | 131,535 | 150,000 | 18,465 | 14% | 5% |
| **Total:** | **$ 2,591,619** | **$ 2,694,186** | **$ 3,009,880** | **$ 3,103,114** | **$ 93,234** | **3%** | **100%** |
| **Budget by Org** | | | | | | | |
| Finance Administration | 675,342 | 1,352,989 | 1,619,346 | 1,658,827 | 39,481 | 2% | 53% |
| Finance | 647,577 | - | - | - | - | 0% | 0% |
| Purchasing | 208,402 | 240,486 | 283,711 | 279,437 | (4,274) | -2% | 9% |
| Utility Billing | 613,903 | 604,636 | 658,288 | 663,850 | 5,562 | 1% | 21% |
| Purchasing - Copiers | 446,395 | 496,075 | 448,535 | 501,000 | 52,465 | 12% | 16% |
| **Total:** | **$ 2,591,619** | **$ 2,694,186** | **$ 3,009,880** | **$ 3,103,114** | **$ 93,234** | **3%** | **100%** |
| **Budget by Fund** | | | | | | | |
| Support Services Fund (700) | 2,145,224 | 2,198,111 | 2,561,345 | 2,602,114 | 40,769 | 2% | 84% |
| Copier Program Fund (760) | 446,395 | 496,075 | 448,535 | 501,000 | 52,465 | 12% | 16% |
| **Total:** | **$ 2,591,619** | **$ 2,694,186** | **$ 3,009,880** | **$ 3,103,114** | **$ 93,234** | **3%** | **100%** |

## Finance Administration

Performs foundational support functions that serve the entire Finance Department and City departments. Budget administration, investment of city funds, financial forecasting, debt management/issuance, and end user support of Munis (City's ERP system) are a few of the services provided by this division. Beginning with FY 2012-13, the Finance Division was absorbed into Finance Administration. Finance is responsible for all accounting functions including accounts payable, accounts receivable, payroll, and bank reconciliation. Finance oversees the annual audit and prepares the Comprehensive Annual Financial Report. Also, Finance prepares the financial reports for two joint ventures: Joint Water Commission and Barney Reservoir Joint Commission, in addition to the Hillsboro Economic Development Council (HEDC) (a component unit of the City).

**Finance Administration-70034000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 369,503 | 820,632 | 977,962 | 1,021,814 | 1,021,814 | 998,180 |
| 5005 Salaries - Part-Time | 936 | 13,723 | - | - | - | - |
| 5100 Overtime | - | 4,096 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 66,950 | 181,596 | 206,172 | 201,051 | 201,051 | 208,503 |
| 5303 PERS | 41,101 | 87,008 | 127,423 | 101,818 | 101,818 | 99,970 |
| 5308 VEBA | - | - | 19,539 | 20,418 | 20,418 | 19,945 |
| 5309 PERS Stabilization | - | - | - | 30,692 | 30,692 | 29,983 |
| 5399 Other Benefits and Taxes | 32,961 | 73,531 | 87,400 | 91,496 | 91,496 | 89,396 |
| **Total Personnel Services** | $511,451 | $1,180,586 | $1,418,496 | $1,467,289 | $1,467,289 | $1,445,977 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 13,800 | 14,573 | 18,950 | 18,950 | 18,950 | 18,950 |
| 6001 Communications Services | 2,334 | 2,472 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6002 Travel/Training/Dues | 13,882 | 21,676 | 21,000 | 18,000 | 18,000 | 18,000 |
| 6003 Postage | 10,114 | 10,918 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6005 Advertising/Promotion | 1,190 | 1,598 | - | 1,500 | 1,500 | 1,500 |
| 6007 Printing | 10,311 | 8,637 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6100 Contractual Services | 105,857 | 104,336 | 131,500 | 145,000 | 145,000 | 145,000 |
| 6101 Other Services | 830 | 909 | 900 | 900 | 900 | 900 |
| 6409 Computer Software | - | 1,147 | - | - | - | - |
| 6416 Equipment Maintenance | 5,573 | 6,137 | 6,000 | 6,000 | 6,000 | 6,000 |
| **Total Materials & Services** | $163,891 | $172,403 | $200,850 | $212,850 | $212,850 | $212,850 |
| **Total** | **$675,342** | **$1,352,989** | **$1,619,346** | **$1,680,139** | **$1,680,139** | **$1,658,827** |

## Finance

Finance is responsible for all accounting functions including accounts payable, accounts receivable, payroll, and bank reconciliation. Finance oversees the annual audit and prepares the Comprehensive Annual Financial Report. Also, Finance prepares the financial reports for two joint ventures: Joint Water Commission and Barney Reservoir Joint Commission, in addition to the Hillsboro Economic Development Council (HEDC) (a component unit of the City).

Beginning with FY 2012-13, the Finance Division was absorbed into Finance Administration. This division as a stand-alone division has been shown for historical purposes.

**Finance-70034200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 454,165 | - | - | - | - | - |
| 5005 Salaries - Part-Time | 27 | - | - | - | - | - |
| 5100 Overtime | 3,326 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 105,793 | - | - | - | - | - |
| 5303 PERS | 41,952 | - | - | - | - | - |
| 5399 Other Benefits and Taxes | 40,208 | - | - | - | - | - |
| **Total Personnel Services** | $645,471 | $0 | $0 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 15 | - | - | - | - | - |
| 6002 Travel/Training/Dues | 2,091 | - | - | - | - | - |
| **Total Materials & Services** | $2,106 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$647,577** | **$0** | **$0** | **$0** | **$0** | **$0** |

## Purchasing

Provides the leadership, policy development, oversight, and management of the City's procurement, contract award processes, and contract compliance. Responsible for administering the City's purchasing card program, surplus property program, and copier program.

**Purchasing-70034400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 138,590 | 126,348 | 178,843 | 215,488 | 215,488 | 183,880 |
| 5005 Salaries - Part-Time | - | 30,847 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 30,075 | 33,782 | 37,342 | 45,589 | 45,589 | 38,137 |
| 5303 PERS | 17,379 | 17,830 | 24,822 | 19,879 | 19,879 | 15,893 |
| 5308 VEBA | - | - | 3,577 | 4,310 | 4,310 | 3,678 |
| 5309 PERS Stabilization | - | - | - | 6,465 | 6,465 | 5,516 |
| 5399 Other Benefits and Taxes | 11,818 | 13,160 | 15,877 | 19,133 | 19,133 | 16,333 |
| **Total Personnel Services** | $197,862 | $221,967 | $260,461 | $310,864 | $310,864 | $263,437 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 809 | 599 | 575 | 575 | 575 | 575 |
| 6002 Travel/Training/Dues | 2,205 | 8,593 | 9,300 | 9,300 | 9,300 | 9,300 |
| 6003 Postage | - | - | 25 | 25 | 25 | 25 |
| 6005 Advertising/Promotion | 275 | 276 | 450 | 450 | 450 | 450 |
| 6007 Printing | 275 | - | 125 | 125 | 125 | 125 |
| 6100 Contractual Services | - | 1,850 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6101 Other Services | 6,976 | 7,201 | 7,775 | 525 | 525 | 525 |
| **Total Materials & Services** | $10,540 | $18,519 | $23,250 | $16,000 | $16,000 | $16,000 |
| **Total** | **$208,402** | **$240,486** | **$283,711** | **$326,864** | **$326,864** | **$279,437** |

## Utility Billing

Responsible for the billing of service charges for water, sewer, surface water management (SWM), and transportation utility fee (TUF) and maintenance of all other customer accounts.

**Utility Billing-70034800**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 323,302 | 330,996 | 339,678 | 350,801 | 350,801 | 350,801 |
| 5100 Overtime | 9 | 261 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 88,863 | 94,801 | 91,577 | 92,674 | 92,674 | 92,674 |
| 5303 PERS | 36,836 | 38,029 | 48,806 | 39,048 | 39,048 | 39,048 |
| 5308 VEBA | - | - | 6,906 | 7,016 | 7,016 | 7,016 |
| 5309 PERS Stabilization | - | - | - | 10,537 | 10,537 | 10,537 |
| 5399 Other Benefits and Taxes | 28,923 | 29,979 | 31,121 | 31,674 | 31,674 | 31,674 |
| **Total Personnel Services** | $477,933 | $494,066 | $518,088 | $531,750 | $531,750 | $531,750 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 7,550 | 5,342 | 6,500 | 6,500 | 6,500 | 6,500 |
| 6001 Communications Services | 785 | 1,928 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6002 Travel/Training/Dues | 2,934 | 3,408 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6003 Postage | 69,253 | 65,770 | 75,000 | 72,000 | 72,000 | 72,000 |
| 6007 Printing | 32,591 | 31,046 | 44,000 | 44,000 | 44,000 | 44,000 |
| 6101 Other Services | 2,842 | 3,076 | 3,100 | 3,600 | 3,600 | 3,600 |
| 6416 Equipment Maintenance | 40 | - | - | - | - | - |
| **Total Materials & Services** | $115,995 | $110,570 | $134,600 | $132,100 | $132,100 | $132,100 |
| **Capital Outlay** | | | | | | |
| 7005 Communications Equipment | 19,975 | - | - | - | - | - |
| 7030 Facilities and Improvements | - | - | 5,600 | - | - | - |
| **Total Capital Outlay** | $19,975 | $0 | $5,600 | $0 | $0 | $0 |
| **Total** | **$613,903** | **$604,636** | **$658,288** | **$663,850** | **$663,850** | **$663,850** |

## Copier Program

This program accounts for the cost of citywide copiers used by all departments.

**Purchasing - Copiers-76034400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 20,434 | 21,684 | 27,500 | 25,000 | 25,000 | 25,000 |
| 6402 Maintenance Supplies | - | - | 2,500 | 2,500 | 2,500 | 2,500 |
| 6412 Equipment Rental | - | 425 | 30,000 | 43,500 | 43,500 | 43,500 |
| 6416 Equipment Maintenance | 53,170 | 49,778 | 52,000 | 35,000 | 35,000 | 35,000 |
| **Total Materials & Services** | $73,604 | $71,887 | $112,000 | $106,000 | $106,000 | $106,000 |
| **Capital Outlay** | | | | | | |
| 7010 Office Equipment | 71,920 | 115,969 | 155,000 | 195,000 | 195,000 | 195,000 |
| **Total Capital Outlay** | $71,920 | $115,969 | $155,000 | $195,000 | $195,000 | $195,000 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 50,000 | 50,000 | 50,000 | 50,000 |
| **Total Contingency** | $0 | $0 | $50,000 | $50,000 | $50,000 | $50,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 300,871 | 308,219 | 131,535 | 150,000 | 150,000 | 150,000 |
| **Total Unapprop Fund Bal** | $300,871 | $308,219 | $131,535 | $150,000 | $150,000 | $150,000 |
| **Total** | **$446,395** | **$496,075** | **$448,535** | **$501,000** | **$501,000** | **$501,000** |

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# Facilities & Fleet

## Division Description

As a support services division of Public Works, Facilities & Fleet provides a full range of support services for over one million square feet of City facilities and over 400 City vehicles. Other City departments as well as the public benefit from the Division's services. The Division has a staff of 20 FTE works as a cohesive team to provide services in four major areas: Facility Management, Facility Capital Construction, Facilities Operations and Maintenance, and Fleet Management.

Facilities & Fleet guide the planning and construction for all new City facilities, operations and maintenance for existing City facilities, and maintenance and management of City fleet vehicles. The Division also acts as the designated property manager for leased facilities, as well as the administrator of the City's Real Estate Brokerage Services contract, and handles the purchase and sale of land for City facilities. Facilities & Fleet establish and oversee the budgets for, each facility's maintenance and operation, Capital projects and construction, and fleet purchases, maintenance expenses, and contract management. The Division operates the Facilities Maintenance Program, which allows them to perform preventive, restorative and regulatory maintenance and repair, thus ensuring the care and preservation of City assets for many useful years to come. Facilities & Fleet also manages parking for the Civic Center Complex and the City's fleet. In addition, the Division handles membership and operations of the Hillsboro ITF Bikepark, a bicycle commuting facility open to the public.

## Our Mission

Public Works Department personnel are committed to responsive, collaborative, and reliable service to the community, and strive to provide the highest quality professional and proactive management of the City's facilities and fleet, and transportation, sanitary sewer, and storm drainage infrastructure.

## Budget Highlights

- Complete the design of the future new Public Works and Fleet facility, and begin construction project.
- Begin design process for Civic Center Permit Center intake remodel and technology adds to accommodate the new permitting software and plan review submittal process for customers.
- Continue implementation of new fleet software and incorporate preventative maintenance schedules into the software data.
- Facilities and Fleet Department merged with the Public Works Department in August of FY 13-14. The division is restructuring itself and business model utilizing a combination of new and existing positions to provide a streamlined and more efficient work force. The Facilities and Fleet Division reclassed an Administrative Assistant II to a Project Specialist position in the division's administrative group. This restructure will help ease the heavy work load demands of this group and supports the Public Works Department business model.
- In addition, the Division has added two (2) new positions in the Facilities Operations and Maintenance section: a Facility Electrician and Facility Tech I. These positions will help ease increased electrical and maintenance demands and reduce paid overtime. The addition of these positions will also reduce and/or eliminate expenses for work outsourced to contractors.
- Begin implementation of Dark Sky Lighting Retrofit Program for all City sites.
- Begin implementing new Cartegraph work order system for Facilities Operations and Maintenance section.
- Ronler Fire Station- total removal and replacement of siding.
- Parks & Recreation Administration Facility-complete HVAC replacement with energy and controls upgrades.

## Outcomes and Accomplishments

- Facilities & Fleet Administration
  - Continued budget and contract management for facility construction projects.
  - Continued property management and tenant improvements for various leased facilities (Lessor and Lessee). Added a new tenant, Pacific University, located at the Intermodal Transit Facility (ITF).
  - Continued management of membership and operations of Hillsboro ITF Bikepark.
  - Continued management of the Civic Center Motor Pool Program and added three additional vehicles to the pool including a 7 passenger vehicle.
- Facility Capital Improvements
  - Completed programming portion of design process for the future new Public Works and Fleet facility.
  - Completed the renovation and buildout of the Shute Park Library. The Grand Opening was held on March 15, 2014.
  - Completed the Civic Center 3rd Floor Tenant Improvements: which included remodeling the Water Engineering space, buildout of an office for Water Director, relocating Conference Room C333, relocating the IT lab to the server room, and a scheduled carpet replacement over most of the floor.
  - Completed the Shute Park Block lighting and sidewalk upgrades for increased security and ADA compliance.
- Facilities Operations and Maintenance
  - Filled FY 13-14 new position, Facility Technician III ,and backfilled Facility Technician II position.
- Fleet
  - Incorporated preventative maintenance schedules into new fleet software.
  - Completed installation of new City logo on 100 fleet vehicles.

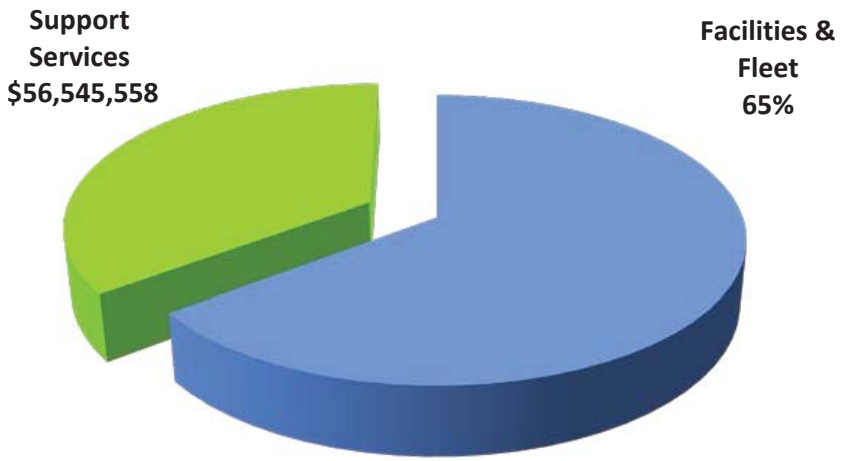
## Key Service Performance Indicators

- Change over 2600 HVAC air filters per year
- Change out over 3000 lamps per year
- Respond to over 250 facility after hours calls per year
- Respond to over 1300 fleet work orders per year
- Perform over 580 vehicle preventative maintenance checks per year
- Respond to over 2700 facility work requests per year

*Facilities and Fleet Division 2013*

## Budget Summary

| Resources by Category | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Charges for Services | 6,967,086 | 7,120,780 | 8,664,140 | 8,868,206 | 204,066 | 2% | 24% |
| Interest | 34,699 | 111,155 | 75,800 | 90,500 | 14,700 | 19% | 0% |
| Grants and Donations | - | 155,141 | 150,000 | 166,667 | 16,667 | 11% | 0% |
| Other Financing Src | 5,042,848 | 791,000 | 4,113,000 | 11,278,814 | 7,165,814 | 174% | 31% |
| Miscellaneous | 4,513,719 | 55,568,788 | 14,906,977 | 404,199 | (14,502,778) | -97% | 1% |
| Beginning Work Cap | 5,207,017 | 3,631,834 | 12,255,656 | 15,705,830 | 3,450,174 | 28% | 43% |
| **Total:** | **$ 21,765,369** | **$ 67,378,698** | **$ 40,165,573** | **$ 36,514,216** | **$ (3,651,357)** | **-9%** | **100%** |
| **Budget by Category** | | | | | | | |
| Personnel Services | 1,788,007 | 1,987,075 | 2,140,915 | 2,242,612 | 101,697 | 5% | 6% |
| Materials & Services | 4,789,229 | 5,180,177 | 7,346,525 | 6,634,369 | (712,156) | -10% | 18% |
| Capital Outlay | 6,966,471 | 20,337,088 | 24,140,133 | 14,518,643 | (9,621,490) | -40% | 40% |
| Special Payments | 36,740 | 22,672,309 | - | - | - | 0% | 0% |
| Debt Service | 3,053,088 | 4,364,873 | 4,305,718 | - | (4,305,718) | -100% | 0% |
| Transfers | 1,500,000 | 1,000,000 | 2,180,000 | 12,968,592 | 10,788,592 | 495% | 36% |
| Contingency | - | - | 52,282 | 135,000 | 82,718 | 158% | 0% |
| Unapprop Fund Bal | 3,631,834 | 11,837,176 | - | 15,000 | 15,000 | 0% | 0% |
| **Total:** | **$ 21,765,369** | **$ 67,378,698** | **$ 40,165,573** | **$ 36,514,216** | **$ (3,651,357)** | **-9%** | **100%** |
| **Budget by Fund** | | | | | | | |
| Support Services Fund (700) | 1,585,369 | 1,598,559 | 1,796,342 | 1,891,745 | 95,403 | 5% | 5% |
| Facilities Management Fund (710) | 17,759,082 | 63,195,529 | 35,740,496 | 31,629,478 | (4,111,018) | -12% | 87% |
| ITF Fund (712) | 236,067 | 259,165 | 237,600 | 270,000 | 32,400 | 14% | 1% |
| Fleet Management Fund (750) | 2,184,851 | 2,325,445 | 2,391,135 | 2,722,993 | 331,858 | 14% | 7% |
| **Total:** | **$ 21,765,369** | **$ 67,378,698** | **$ 40,165,573** | **$ 36,514,216** | **$ (3,651,357)** | **-9%** | **100%** |



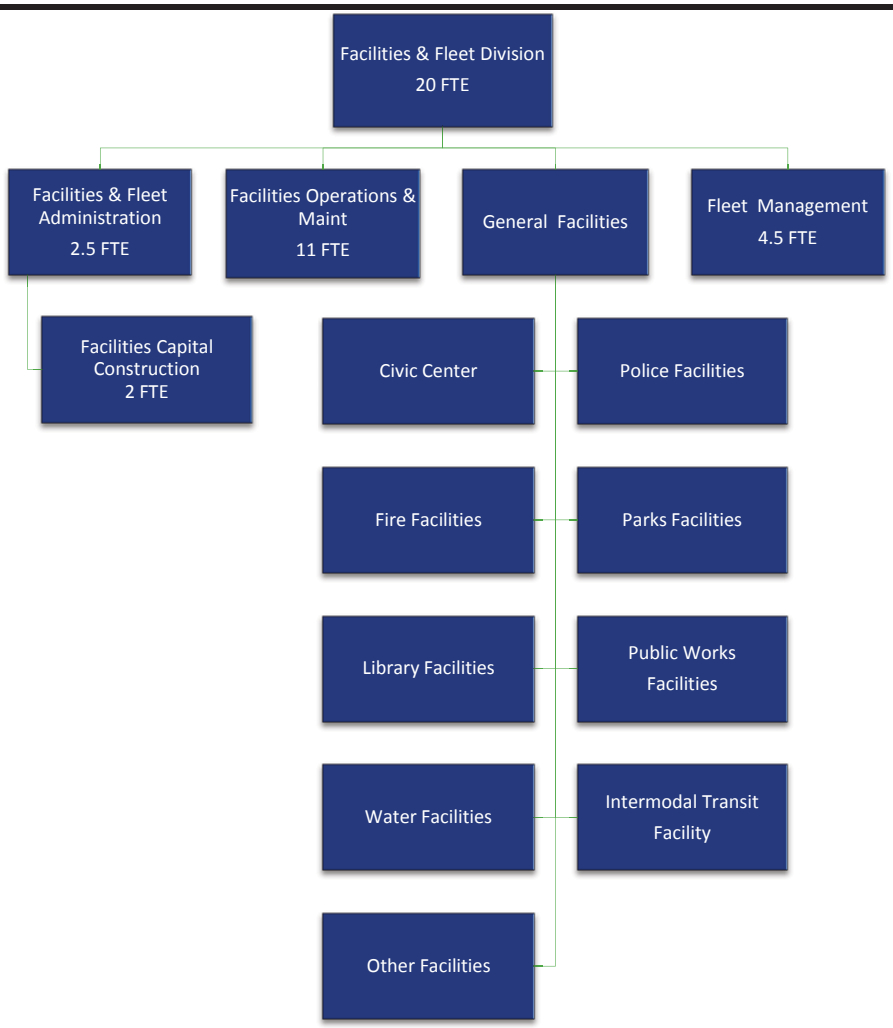
## Facilities & Fleet Budget Summary

| Budget by Org | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Facilities & Fleet Admin | 724,923 | 705,465 | 810,464 | 683,509 | (126,955) | -16% | 2% |
| Facilities Operations and Maintenance | 860,446 | 893,094 | 985,878 | 1,208,236 | 222,358 | 23% | 3% |
| General Facilities | 6,008,234 | 36,295,265 | 17,171,004 | 16,304,534 | (866,470) | -5% | 45% |
| Intermodal Transit Facility | 16,060 | - | - | - | - | 0% | 0% |
| Hart Building | 151 | 104 | 4,000 | 4,000 | - | 0% | 0% |
| Archives Building | 38,438 | 40,121 | 41,300 | 42,100 | 800 | 2% | 0% |
| Stagg Warehouse | 88,437 | 91,623 | 93,200 | 88,900 | (4,300) | -5% | 0% |
| Fleet Maintenance Shop | 20,160 | 9,587 | 27,500 | 27,500 | - | 0% | 0% |
| Civic Center - City | 2,809,286 | 2,800,448 | 3,720,733 | 1,804,750 | (1,915,983) | -51% | 5% |
| Civic Center - Plaza Building | 26,298 | 33,882 | 55,000 | 55,000 | - | 0% | 0% |
| Police West Precinct | 216,407 | 257,710 | 232,150 | 254,150 | 22,000 | 9% | 1% |
| Police East Precinct | 253,657 | 251,866 | 280,720 | 281,100 | 380 | 0% | 1% |
| Main Fire Station | 56,979 | 52,869 | 69,000 | 70,000 | 1,000 | 1% | 0% |
| Fire Logistics | 26,847 | 19,459 | 25,000 | 23,000 | (2,000) | -8% | 0% |
| Brookwood Station | 16,652 | 21,753 | 32,000 | 29,500 | (2,500) | -8% | 0% |
| Ronler Acres Station | 49,269 | 45,287 | 65,000 | 65,000 | - | 0% | 0% |
| Facilities Maintenance Shop | 24,012 | 27,999 | 29,500 | 29,500 | - | 0% | 0% |
| Cherry Fire Station | 57,764 | 60,288 | 73,360 | 68,600 | (4,760) | -6% | 0% |
| Jones Farm Fire Station | 2,888,315 | 58,082 | 63,010 | 61,010 | (2,000) | -3% | 0% |
| Parks Activity Building | 40,358 | 39,655 | 46,000 | 46,500 | 500 | 1% | 0% |
| Parks Maintenance Building | 72,510 | 92,285 | 87,200 | 90,700 | 3,500 | 4% | 0% |
| Roodbridge River House | 30,964 | 18,562 | 28,150 | 29,050 | 900 | 3% | 0% |
| Hillsboro Stadium | 283,143 | 359,466 | 374,000 | 284,000 | (90,000) | -24% | 1% |
| Community/Senior Center | 209,066 | 69,305 | 82,500 | 107,500 | 25,000 | 30% | 0% |
| Cultural Arts Center | 81,851 | 67,727 | 314,350 | 75,500 | (238,850) | -76% | 0% |
| Aquatic Center | 502,094 | 488,681 | 501,000 | 568,000 | 67,000 | 13% | 2% |
| Parks Administration Building | 57,060 | 57,271 | 61,250 | 212,050 | 150,800 | 246% | 1% |
| Jackson Bottom Building | 40,655 | 45,403 | 59,000 | 64,000 | 5,000 | 8% | 0% |
| Main Library | 747,220 | 5,102,240 | 1,624,683 | 530,000 | (1,094,683) | -67% | 1% |
| Shute Park Library | 211,024 | 1,053,176 | 5,272,882 | 174,000 | (5,098,882) | -97% | 0% |
| Public Works Operations | 61,378 | 55,978 | 68,000 | 68,500 | 500 | 1% | 0% |
| Water Ops | 49,089 | 53,864 | 91,310 | 57,510 | (33,800) | -37% | 0% |
| ITF General Operations | 176,416 | 192,687 | 152,600 | 176,000 | 23,400 | 15% | 0% |
| ITF - PCC | 47,152 | 50,528 | 65,000 | 65,000 | - | 0% | 0% |
| ITF - Bikepark | 12,499 | 15,950 | 20,000 | 20,000 | - | 0% | 0% |
| Fleet Management | 848,692 | 1,046,936 | 968,372 | 1,264,593 | 296,221 | 31% | 3% |
| Police Fleet Management | 420,114 | 425,910 | 287,747 | 595,592 | 307,845 | 107% | 2% |
| Fire Fleet Management | 418,407 | 311,390 | 598,908 | 184,719 | (414,189) | -69% | 1% |
| Parks Fleet Management | 217,449 | 199,752 | 102,493 | 235,456 | 132,963 | 130% | 1% |
| Inform Servs Fleet Mngmnt | 409 | 2,151 | 2,470 | 26,686 | 24,216 | 980% | 0% |

## Facilities & Fleet Budget Summary (continued)

| Budget by Org | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Facilities & Fleet Fleet Mngmt | 19,944 | 36,069 | 111,482 | 56,754 | (54,728) | -49% | 0% |
| Building Fleet Management | 4,299 | 11,118 | 23,215 | 26,857 | 3,642 | 16% | 0% |
| PW Transportation Fleet Mngmnt | 46,374 | 65,970 | 100,764 | 111,725 | 10,961 | 11% | 0% |
| PW Sani Sewer Fleet Mngmnt | 38,879 | 40,647 | 48,406 | 52,640 | 4,234 | 9% | 0% |
| PW Storm Sewer Fleet Mngmnt | 90,915 | 104,321 | 33,588 | 37,600 | 4,012 | 12% | 0% |
| Water Fleet Management | 74,552 | 69,800 | 103,975 | 117,634 | 13,659 | 13% | 0% |
| Barney Fleet Management | 2,297 | 4,408 | 1,482 | 1,880 | 398 | 27% | 0% |
| Public Works Facility New | 2,592,454 | 22,745 | 3,600,000 | 9,747,214 | 6,147,214 | 171% | 27% |
| Motor Pool Fleet Management | 2,520 | 6,973 | 8,233 | 10,857 | 2,624 | 32% | 0% |
| Baseball Stadium | 183,250 | 15,597,308 | 1,496,544 | 221,000 | (1,275,544) | -85% | 1% |
| Masters House | - | 1,350 | 2,000 | 3,300 | 1,300 | 65% | 0% |
| McDonald House | - | 1,862 | 28,150 | 28,150 | - | 0% | 0% |
| 53rd Ave Concession Building | - | 2,231 | 21,000 | 31,000 | 10,000 | 48% | 0% |
| Civic Center - Museum | - | 77 | - | 7,460 | 7,460 | 0% | 0% |
| Evergreen Permit Center | - | - | - | 30,000 | 30,000 | 0% | 0% |
| Police Training Facility | - | - | - | 45,400 | 45,400 | 0% | 0% |
| ITF - Pacific University | - | - | - | 9,000 | 9,000 | 0% | 0% |
| **Total:** | **$ 21,765,369** | **$ 67,378,698** | **$ 40,165,573** | **$ 36,514,216** | **$ (3,651,357)** | **-9%** | **100%** |

*Shute Park Library*




## Facilities and Fleet Department Full Time Equivalent (FTE) Positions

| | 2012-13 | 2013-14 | 2014-15 | Range | Minimum Salary | Maximum Salary |
|---|---|---|---|---|---|---|
| Facilities and Fleet Director | 1.0 | 1.0 | 0.0 | 26 | $ 94,976 | $ 121,218 |
| Facilities Development Manager | 1.0 | 1.0 | 1.0 | 24 | 82,208 | 104,939 |
| Facilities Project Manager | 1.0 | 1.0 | 0.0 | 22 | 71,129 | 90,787 |
| Program and Support Manager | 1.0 | 1.0 | 1.0 | 22 | 71,129 | 90,787 |
| Facilities Operations and Maintenance Mgr | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Project Design Coordinator | 0.0 | 0.0 | 1.0 | 21 | 66,155 | 84,429 |
| Fleet Manager | 1.0 | 1.0 | 1.0 | 21 | 66,155 | 84,429 |
| Supervising Electrician | 1.0 | 1.0 | 1.0 | 20 | 61,540 | 78,537 |
| Electrician | 1.0 | 1.0 | 2.0 | 19 | 57,257 | 73,071 |
| Facilities Maintenance Technician III | 0.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Fleet Maintenance Coordinator | 1.0 | 1.0 | 1.0 | 19 | 57,257 | 73,071 |
| Facilities and Fleet Project Specialist | 1.0 | 1.0 | 2.0 | 18 | 53,294 | 68,017 |
| Vehicle/Equipment Mechanic | 2.0 | 2.0 | 2.0 | 17 | 49,530 | 63,712 |
| Facilities Maintenance Technician II | 4.0 | 4.0 | 5.0 | 16 | 46,253 | 58,814 |
| Facilities Maintenance Technician I | 1.0 | 1.0 | 1.0 | 15 | 43,048 | 54,730 |
| Administrative Assistant II | 1.0 | 1.0 | 0.0 | 14 | 40,045 | 50,900 |
| **Total:** | **18.0** | **19.0** | **20.0** | | | |

## Facilities & Fleet Administration and Capital

Facilities and Fleet Division Administration section is responsible for the division's finances, budget, facility management, property management, procurement and contract management, the division's programs and administrative support functions. The Facilities Capital Construction section oversees the design and construction management of facility capital projects as well as facility master plans and studies.

**Facilities & Fleet Admin-70035000**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 448,074 | 488,581 | 488,828 | 516,312 | 516,312 | 421,335 |
| 5010 Extra Labor | 333 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 85,746 | 91,886 | 85,533 | 75,308 | 75,308 | 75,308 |
| 5303 PERS | 50,164 | 52,147 | 67,452 | 43,375 | 43,375 | 43,375 |
| 5308 VEBA | - | - | 9,747 | 8,399 | 8,399 | 8,399 |
| 5309 PERS Stabilization | - | - | - | 12,669 | 12,669 | 12,669 |
| 5399 Other Benefits and Taxes | 41,923 | 43,763 | 45,979 | 39,498 | 39,498 | 39,498 |
| **Total Personnel Services** | $626,240 | $676,377 | $697,539 | $695,561 | $695,561 | $600,584 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 2,899 | 4,239 | 6,125 | 6,125 | 6,125 | 6,125 |
| 6001 Communications Services | 1,095 | 1,062 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6002 Travel/Training/Dues | 4,092 | 10,107 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6003 Postage | 90 | 194 | 300 | 300 | 300 | 300 |
| 6004 Program Supplies/Materials | 1,654 | 1,091 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6005 Advertising/Promotion | - | - | 500 | 500 | 500 | 500 |
| 6007 Printing | 1,019 | 857 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6100 Contractual Services | 48,416 | 10,822 | 85,000 | 55,000 | 55,000 | 55,000 |
| 6300 Uniforms | 194 | 209 | 500 | 500 | 500 | 500 |
| 6301 Safety Supplies | - | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 6409 Computer Software | 254 | - | 2,500 | 2,500 | 2,500 | 2,500 |
| 6410 Computer Hardware | - | 507 | 500 | 500 | 500 | 500 |
| 6411 Communications Equipment | - | - | 2,500 | 2,500 | 2,500 | 2,500 |
| **Total Materials & Services** | $59,713 | $29,088 | $112,925 | $82,925 | $82,925 | $82,925 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 38,970 | - | - | - | - | - |
| **Total Capital Outlay** | $38,970 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$724,923** | **$705,465** | **$810,464** | **$778,486** | **$778,486** | **$683,509** |

## Facilities Operations and Maintenance

This section oversees the general operations and maintenance of City facilities and ensures that facilities function optimally for the staff and citizens that use them. This section is responsible for facility maintenance, repairs, preventative maintenance, facility equipment maintenance and replacement.

**Facilities Operations and Maintenance-70035200**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 497,179 | 524,227 | 580,369 | 700,605 | 700,605 | 700,605 |
| 5010 Extra Labor | 8,628 | 12,829 | 25,000 | 25,000 | 25,000 | 25,000 |
| 5100 Overtime | 32,084 | 48,358 | 20,000 | 45,000 | 45,000 | 45,000 |
| 5301 Med/Den/Vis Insurance | 120,371 | 125,785 | 137,354 | 171,583 | 171,583 | 171,583 |
| 5303 PERS | 55,445 | 58,813 | 78,298 | 74,193 | 74,193 | 74,193 |
| 5308 VEBA | - | - | 11,597 | 14,009 | 14,009 | 14,009 |
| 5309 PERS Stabilization | - | - | - | 22,606 | 22,606 | 22,606 |
| 5399 Other Benefits and Taxes | 67,438 | 69,250 | 78,510 | 94,340 | 94,340 | 94,340 |
| **Total Personnel Services** | $781,145 | $839,262 | $931,128 | $1,147,336 | $1,147,336 | $1,147,336 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 723 | 3,784 | 2,875 | 4,875 | 4,875 | 4,875 |
| 6001 Communications Services | 691 | 872 | 900 | 900 | 900 | 900 |
| 6002 Travel/Training/Dues | 6,843 | 10,883 | 7,500 | 8,000 | 8,000 | 8,000 |
| 6003 Postage | - | 33 | 25 | 25 | 25 | 25 |
| 6004 Program Supplies/Materials | 16 | - | - | - | - | - |
| 6006 Tuition Reimbursement | 2,930 | 3,548 | - | - | - | - |
| 6100 Contractual Services | 5,974 | 2,632 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6101 Other Services | 3,747 | - | - | - | - | - |
| 6102 Maintenance Contracts | 27,468 | - | - | - | - | - |
| 6200 Fuel/Oil | 13,872 | 16,198 | 17,000 | 19,000 | 19,000 | 19,000 |
| 6202 Vehicle Equipment | - | 47 | - | - | - | - |
| 6300 Uniforms | 2,113 | 1,443 | 2,050 | 2,300 | 2,300 | 2,300 |
| 6301 Safety Supplies | 4,753 | 3,451 | 4,400 | 4,800 | 4,800 | 4,800 |
| 6402 Maintenance Supplies | 2,776 | 4,768 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6403 Small Tools and Equipment | 7,395 | 5,896 | 10,000 | 11,000 | 11,000 | 11,000 |
| 6409 Computer Software | - | 277 | - | - | - | - |
| **Total Materials & Services** | $79,301 | $53,832 | $54,750 | $60,900 | $60,900 | $60,900 |
| **Total** | **$860,446** | **$893,094** | **$985,878** | **$1,208,236** | **$1,208,236** | **$1,208,236** |

## General Facilities

Facilities & Fleet Administration and Facilities O&M sections oversee the operation and maintenance costs for City facilities, capital outlay and facility projects that are budgeted for in the Facility Fund (710).

**General Facilities-71035400**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 68,860 | 148,229 | 5,000 | - | - | - |
| 6102 Maintenance Contracts | - | 75,293 | 95,000 | 95,000 | 95,000 | 95,000 |
| 6402 Maintenance Supplies | - | (4) | - | - | - | - |
| **Total Materials & Services** | $68,860 | $223,518 | $100,000 | $95,000 | $95,000 | $95,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 482,797 | 557,502 | 807,203 | 630,000 | 630,000 | 698,830 |
| 7050 Capital Reserve | - | - | 13,337,377 | 2,542,112 | 2,542,112 | 2,542,112 |
| **Total Capital Outlay** | $482,797 | $557,502 | $14,144,580 | $3,172,112 | $3,172,112 | $3,240,942 |
| **Special Payments** | | | | | | |
| 8027 Bond Sale Expense | 36,390 | 71,514 | - | - | - | - |
| 8028 Bond Expense | 350 | 22,461,849 | - | - | - | - |
| **Total Special Payments** | $36,740 | $22,533,363 | $0 | $0 | $0 | $0 |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | 360,000 | 365,000 | 370,000 | - | - | - |
| 8101 Bond Interest | 386,780 | 382,033 | 376,424 | - | - | - |
| 8104 Other Debt Principal | 8,871 | - | - | - | - | - |
| 8105 Other Debt Interest | 186 | - | - | - | - | - |
| **Total Debt Service** | $755,837 | $747,033 | $746,424 | $0 | $0 | $0 |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 200,000 | - | - | - | - | - |
| 8203 Transfer to General Fund | 250,000 | - | 1,430,000 | - | - | - |
| 8218 Transfer to TUF PMP | 1,000,000 | 1,000,000 | 750,000 | - | - | - |
| 8227 Transfer to ITF Fund | - | - | - | 50,000 | 50,000 | 50,000 |
| 8230 Transfer to Sustainability Fund | 50,000 | - | - | - | - | - |
| 8232 Transfer to SIP FFC | - | - | - | 1,650,000 | 1,650,000 | 1,650,000 |
| 8233 Transfer to Gainshare | - | - | - | 11,268,592 | 11,268,592 | 11,268,592 |
| **Total Transfers** | $1,500,000 | $1,000,000 | $2,180,000 | $12,968,592 | $12,968,592 | $12,968,592 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 3,164,000 | 11,233,849 | - | - | - | - |
| **Total Unapprop Fund Bal** | $3,164,000 | $11,233,849 | $0 | $0 | $0 | $0 |
| **Total** | **$6,008,234** | **$36,295,265** | **$17,171,004** | **$16,235,704** | **$16,235,704** | **$16,304,534** |

### Intermodal Transit Facility-71035401
**(Shown for historical purposes)**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 16,060 | - | - | - | - | - |
| **Total Capital Outlay** | $16,060 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$16,060** | **$0** | **$0** | **$0** | **$0** | **$0** |

### Hart Building-71035402

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 20 | - | 3,000 | 500 | 500 | 500 |
| 6102 Maintenance Contracts | - | - | - | 2,500 | 2,500 | 2,500 |
| 6402 Maintenance Supplies | 131 | 104 | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $151 | $104 | $4,000 | $4,000 | $4,000 | $4,000 |
| **Total** | **$151** | **$104** | **$4,000** | **$4,000** | **$4,000** | **$4,000** |

### Archives Building-71035404

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 479 | 498 | 600 | 600 | 600 | 600 |
| 6100 Contractual Services | 1,818 | 3,468 | 3,500 | 3,700 | 3,700 | 3,700 |
| 6103 Janitorial Expense | - | - | 500 | 500 | 500 | 500 |
| 6400 Utilities | - | - | - | 600 | 600 | 600 |
| 6402 Maintenance Supplies | 141 | 155 | 500 | 500 | 500 | 500 |
| 6431 Facility Rent Expense | 36,000 | 36,000 | 36,000 | 36,000 | 36,000 | 36,000 |
| 6432 Janitorial Supplies | - | - | 200 | 200 | 200 | 200 |
| **Total Materials & Services** | $38,438 | $40,121 | $41,300 | $42,100 | $42,100 | $42,100 |
| **Total** | **$38,438** | **$40,121** | **$41,300** | **$42,100** | **$42,100** | **$42,100** |

*Replacing Light Pole*

### Stagg Warehouse-71035406

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 959 | 991 | 1,100 | 1,100 | 1,100 | 1,100 |
| 6100 Contractual Services | 6,050 | 3,816 | 5,000 | 4,000 | 4,000 | 4,000 |
| 6102 Maintenance Contracts | - | - | - | 1,000 | 1,000 | 1,000 |
| 6400 Utilities | 4,549 | 4,130 | 6,300 | 5,000 | 5,000 | 5,000 |
| 6402 Maintenance Supplies | 79 | 5,886 | 4,000 | 1,000 | 1,000 | 1,000 |
| 6431 Facility Rent Expense | 76,800 | 76,800 | 76,800 | 76,800 | 76,800 | 76,800 |
| **Total Materials & Services** | $88,437 | $91,623 | $93,200 | $88,900 | $88,900 | $88,900 |
| **Total** | **$88,437** | **$91,623** | **$93,200** | **$88,900** | **$88,900** | **$88,900** |

### Fleet Maintenance Shop-71035408

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 5,872 | 1,206 | 5,000 | 2,000 | 2,000 | 2,000 |
| 6102 Maintenance Contracts | - | - | - | 1,000 | 1,000 | 1,000 |
| 6103 Janitorial Expense | 1,047 | 1,063 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6400 Utilities | 10,356 | 5,956 | 15,000 | 10,000 | 10,000 | 10,000 |
| 6402 Maintenance Supplies | 2,640 | 1,362 | 4,000 | 6,000 | 6,000 | 6,000 |
| 6432 Janitorial Supplies | 245 | - | 500 | 500 | 500 | 500 |
| **Total Materials & Services** | $20,160 | $9,587 | $27,500 | $22,500 | $22,500 | $22,500 |
| **Capital Outlay** | | | | | | |
| 7032 Facilities Equipment | - | - | - | 5,000 | 5,000 | 5,000 |
| **Total Capital Outlay** | $0 | $0 | $0 | $5,000 | $5,000 | $5,000 |
| **Total** | **$20,160** | **$9,587** | **$27,500** | **$27,500** | **$27,500** | **$27,500** |

### Civic Center - City-71035410

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5010 Extra Labor | - | 31,440 | 30,000 | - | - | - |
| 5303 PERS | - | - | 4,683 | - | - | - |
| 5399 Other Benefits and Taxes | - | - | 2,675 | - | - | - |
| **Total Personnel Services** | $0 | $31,440 | $37,358 | $0 | $0 | $0 |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 5,096 | 4,856 | 5,600 | 5,600 | 5,600 | 5,600 |
| 6100 Contractual Services | 178,644 | 207,266 | 285,000 | 156,000 | 156,000 | 156,000 |
| 6102 Maintenance Contracts | - | - | - | 50,000 | 50,000 | 50,000 |
| 6103 Janitorial Expense | 331,301 | 341,548 | 355,000 | 365,650 | 365,650 | 365,650 |
| 6400 Utilities | 213,235 | 204,242 | 257,500 | 242,500 | 242,500 | 242,500 |
| 6402 Maintenance Supplies | 63,735 | 74,814 | 160,000 | 160,000 | 160,000 | 160,000 |
| 6432 Janitorial Supplies | 19,224 | 22,714 | 20,000 | 20,000 | 20,000 | 20,000 |
| **Total Materials & Services** | $811,235 | $855,440 | $1,083,100 | $999,750 | $999,750 | $999,750 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 6,200 | - | 705,000 | 785,000 | 785,000 | 805,000 |
| **Total Capital Outlay** | $6,200 | $0 | $705,000 | $785,000 | $785,000 | $805,000 |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | 870,000 | 1,190,000 | 1,110,000 | - | - | - |
| 8101 Bond Interest | 1,121,851 | 723,568 | 785,275 | - | - | - |
| **Total Debt Service** | $1,991,851 | $1,913,568 | $1,895,275 | $0 | $0 | $0 |
| **Total** | **$2,809,286** | **$2,800,448** | **$3,720,733** | **$1,784,750** | **$1,784,750** | **$1,804,750** |

### Civic Center - Plaza Building-71035412

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 7,129 | 9,892 | 20,000 | 8,000 | 8,000 | 8,000 |
| 6102 Maintenance Contracts | - | - | - | 12,000 | 12,000 | 12,000 |
| 6103 Janitorial Expense | 13,054 | 15,060 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6400 Utilities | 5,921 | 7,379 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6402 Maintenance Supplies | 126 | 1,551 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6432 Janitorial Supplies | 68 | - | - | - | - | - |
| **Total Materials & Services** | $26,298 | $33,882 | $55,000 | $55,000 | $55,000 | $55,000 |
| **Total** | **$26,298** | **$33,882** | **$55,000** | **$55,000** | **$55,000** | **$55,000** |

### Civic Center - Museum-71035414

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 77 | - | 960 | 960 | 960 |
| 6102 Maintenance Contracts | - | - | - | 1,000 | 1,000 | 1,000 |
| 6103 Janitorial Expense | - | - | - | 5,000 | 5,000 | 5,000 |
| 6402 Maintenance Supplies | - | - | - | 500 | 500 | 500 |
| **Total Materials & Services** | $0 | $77 | $0 | $7,460 | $7,460 | $7,460 |
| **Total** | **$0** | **$77** | **$0** | **$7,460** | **$7,460** | **$7,460** |

### Evergreen Permit Center-71035416

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6102 Maintenance Contracts | - | - | - | 1,000 | 1,000 | 1,000 |
| 6103 Janitorial Expense | - | - | - | 2,500 | 2,500 | 2,500 |
| 6400 Utilities | - | - | - | 19,500 | 19,500 | 19,500 |
| 6402 Maintenance Supplies | - | - | - | 6,500 | 6,500 | 6,500 |
| 6432 Janitorial Supplies | - | - | - | 500 | 500 | 500 |
| **Total Materials & Services** | $0 | $0 | $0 | $30,000 | $30,000 | $30,000 |
| **Total** | **$0** | **$0** | **$0** | **$30,000** | **$30,000** | **$30,000** |

*Installation of Ron Tonkin Field neon sign*

### Police West Precinct-71035420

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 958 | 996 | 1,150 | 1,150 | 1,150 | 1,150 |
| 6100 Contractual Services | 27,437 | 26,588 | 30,000 | 20,000 | 20,000 | 20,000 |
| 6102 Maintenance Contracts | - | - | - | 10,000 | 10,000 | 10,000 |
| 6103 Janitorial Expense | 85,631 | 89,067 | 91,000 | 108,000 | 108,000 | 108,000 |
| 6400 Utilities | 81,286 | 76,060 | 83,000 | 85,000 | 85,000 | 85,000 |
| 6402 Maintenance Supplies | 14,553 | 8,539 | 20,000 | 23,000 | 23,000 | 23,000 |
| 6432 Janitorial Supplies | 6,542 | 4,880 | 7,000 | 7,000 | 7,000 | 7,000 |
| **Total Materials & Services** | $216,407 | $206,130 | $232,150 | $254,150 | $254,150 | $254,150 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | 51,580 | - | - | - | - |
| **Total Capital Outlay** | $0 | $51,580 | $0 | $0 | $0 | $0 |
| **Total** | **$216,407** | **$257,710** | **$232,150** | **$254,150** | **$254,150** | **$254,150** |

### Police East Precinct-71035422

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 1,886 | 1,962 | 2,100 | 2,100 | 2,100 | 2,100 |
| 6100 Contractual Services | 8,899 | 9,704 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6102 Maintenance Contracts | - | - | - | 500 | 500 | 500 |
| 6103 Janitorial Expense | 35,545 | 36,764 | 37,500 | 39,000 | 39,000 | 39,000 |
| 6400 Utilities | 20,244 | 19,072 | 22,000 | 22,000 | 22,000 | 22,000 |
| 6402 Maintenance Supplies | 6,019 | 1,059 | 4,000 | 4,500 | 4,500 | 4,500 |
| 6431 Facility Rent Expense | 179,497 | 182,033 | 202,120 | 200,000 | 200,000 | 200,000 |
| 6432 Janitorial Supplies | 1,567 | 1,272 | 3,000 | 3,000 | 3,000 | 3,000 |
| **Total Materials & Services** | $253,657 | $251,866 | $280,720 | $281,100 | $281,100 | $281,100 |
| **Total** | **$253,657** | **$251,866** | **$280,720** | **$281,100** | **$281,100** | **$281,100** |

### Police Training Facility-71035424

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6102 Maintenance Contracts | - | - | - | 500 | 500 | 500 |
| 6400 Utilities | - | - | - | 6,000 | 6,000 | 6,000 |
| 6402 Maintenance Supplies | - | - | - | 500 | 500 | 500 |
| 6431 Facility Rent Expense | - | - | - | 38,400 | 38,400 | 38,400 |
| **Total Materials & Services** | $0 | $0 | $0 | $45,400 | $45,400 | $45,400 |
| **Total** | **$0** | **$0** | **$0** | **$45,400** | **$45,400** | **$45,400** |

### Main Fire Station-71035430

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 9,868 | 9,818 | 11,000 | 9,000 | 9,000 | 9,000 |
| 6102 Maintenance Contracts | - | - | - | 2,000 | 2,000 | 2,000 |
| 6103 Janitorial Expense | 11,331 | 11,760 | 13,500 | 14,500 | 14,500 | 14,500 |
| 6400 Utilities | 27,586 | 25,141 | 31,500 | 31,500 | 31,500 | 31,500 |
| 6402 Maintenance Supplies | 4,494 | 2,781 | 9,000 | 9,000 | 9,000 | 9,000 |
| 6432 Janitorial Supplies | 3,700 | 3,369 | 4,000 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $56,979 | $52,869 | $69,000 | $70,000 | $70,000 | $70,000 |
| **Total** | **$56,979** | **$52,869** | **$69,000** | **$70,000** | **$70,000** | **$70,000** |

### Fire Logistics-71035431

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 11,892 | 3,413 | 3,000 | 2,500 | 2,500 | 2,500 |
| 6102 Maintenance Contracts | - | - | - | 1,000 | 1,000 | 1,000 |
| 6103 Janitorial Expense | 161 | 626 | 3,000 | 2,500 | 2,500 | 2,500 |
| 6400 Utilities | 13,286 | 11,741 | 15,000 | 13,000 | 13,000 | 13,000 |
| 6402 Maintenance Supplies | 877 | 3,679 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6432 Janitorial Supplies | 631 | - | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $26,847 | $19,459 | $25,000 | $23,000 | $23,000 | $23,000 |
| **Total** | **$26,847** | **$19,459** | **$25,000** | **$23,000** | **$23,000** | **$23,000** |

### Brookwood Station-71035432

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 1,571 | 4,853 | 4,000 | 3,000 | 3,000 | 3,000 |
| 6102 Maintenance Contracts | - | - | - | 1,000 | 1,000 | 1,000 |
| 6103 Janitorial Expense | 199 | 204 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6400 Utilities | 10,449 | 8,662 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6402 Maintenance Supplies | 2,583 | 5,687 | 13,000 | 8,000 | 8,000 | 8,000 |
| 6403 Small Tools and Equipment | - | - | - | 2,500 | 2,500 | 2,500 |
| 6432 Janitorial Supplies | 1,850 | 2,347 | 2,000 | 2,000 | 2,000 | 2,000 |
| **Total Materials & Services** | $16,652 | $21,753 | $32,000 | $29,500 | $29,500 | $29,500 |
| **Total** | **$16,652** | **$21,753** | **$32,000** | **$29,500** | **$29,500** | **$29,500** |

### Ronler Acres Station-71035433

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 5,077 | 7,973 | 7,000 | 5,500 | 5,500 | 5,500 |
| 6102 Maintenance Contracts | - | - | - | 1,500 | 1,500 | 1,500 |
| 6103 Janitorial Expense | 6,914 | 7,229 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6400 Utilities | 28,599 | 25,512 | 34,000 | 34,000 | 34,000 | 34,000 |
| 6402 Maintenance Supplies | 5,959 | 2,617 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6432 Janitorial Supplies | 2,720 | 1,956 | 4,000 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $49,269 | $45,287 | $65,000 | $65,000 | $65,000 | $65,000 |
| **Total** | **$49,269** | **$45,287** | **$65,000** | **$65,000** | **$65,000** | **$65,000** |

### Facilities Maintenance Shop-71035434

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 935 | 1,503 | 6,500 | 2,500 | 2,500 | 2,500 |
| 6102 Maintenance Contracts | - | - | - | 2,500 | 2,500 | 2,500 |
| 6103 Janitorial Expense | 1,467 | 2,038 | 3,000 | 4,000 | 4,000 | 4,000 |
| 6400 Utilities | 11,895 | 9,607 | 15,000 | 15,000 | 15,000 | 15,000 |
| 6402 Maintenance Supplies | 270 | 13,886 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6432 Janitorial Supplies | 408 | 965 | 1,000 | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $14,975 | $27,999 | $29,500 | $29,500 | $29,500 | $29,500 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 9,037 | - | - | - | - | - |
| **Total Capital Outlay** | $9,037 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$24,012** | **$27,999** | **$29,500** | **$29,500** | **$29,500** | **$29,500** |

### Cherry Fire Station-71035435

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 1,991 | 2,077 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6100 Contractual Services | 5,300 | 8,513 | 7,360 | 6,600 | 6,600 | 6,600 |
| 6102 Maintenance Contracts | - | - | - | 2,500 | 2,500 | 2,500 |
| 6103 Janitorial Expense | 6,617 | 6,895 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6400 Utilities | 33,578 | 37,982 | 42,000 | 37,000 | 37,000 | 37,000 |
| 6402 Maintenance Supplies | 6,834 | 2,558 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6432 Janitorial Supplies | 3,279 | 2,263 | 5,500 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $57,599 | $60,288 | $73,360 | $68,600 | $68,600 | $68,600 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 165 | - | - | - | - | - |
| **Total Capital Outlay** | $165 | $0 | $0 | $0 | $0 | $0 |
| **Total** | **$57,764** | **$60,288** | **$73,360** | **$68,600** | **$68,600** | **$68,600** |

### Jones Farm Fire Station-71035436

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 1,126 | 2,090 | 2,260 | 2,260 | 2,260 | 2,260 |
| 6100 Contractual Services | 3,249 | 8,636 | 8,000 | 6,000 | 6,000 | 6,000 |
| 6102 Maintenance Contracts | - | - | - | 4,100 | 4,100 | 4,100 |
| 6103 Janitorial Expense | 253 | 199 | 1,600 | 1,000 | 1,000 | 1,000 |
| 6400 Utilities | 13,660 | 31,209 | 37,650 | 35,650 | 35,650 | 35,650 |
| 6402 Maintenance Supplies | 2,506 | 5,318 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6432 Janitorial Supplies | 2,559 | 2,488 | 5,500 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $23,353 | $49,940 | $63,010 | $61,010 | $61,010 | $61,010 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 2,864,962 | 8,142 | - | - | - | - |
| **Total Capital Outlay** | $2,864,962 | $8,142 | $0 | $0 | $0 | $0 |
| **Total** | **$2,888,315** | **$58,082** | **$63,010** | **$61,010** | **$61,010** | **$61,010** |

### Parks Activity Building-71035440

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 753 | 444 | 1,250 | 750 | 750 | 750 |
| 6100 Contractual Services | 3,522 | 3,450 | 5,250 | 3,750 | 3,750 | 3,750 |
| 6102 Maintenance Contracts | - | - | - | 2,000 | 2,000 | 2,000 |
| 6103 Janitorial Expense | 19,017 | 19,487 | 20,500 | 21,000 | 21,000 | 21,000 |
| 6400 Utilities | 11,910 | 10,413 | 14,500 | 14,500 | 14,500 | 14,500 |
| 6402 Maintenance Supplies | 4,759 | 5,183 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6432 Janitorial Supplies | 397 | 678 | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $40,358 | $39,655 | $46,000 | $46,500 | $46,500 | $46,500 |
| **Total** | **$40,358** | **$39,655** | **$46,000** | **$46,500** | **$46,500** | **$46,500** |

### Parks Maintenance Building-71035441

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 8,348 | 3,542 | 10,000 | 5,000 | 5,000 | 5,000 |
| 6100 Contractual Services | 10,725 | 14,497 | 7,500 | 7,000 | 7,000 | 7,000 |
| 6102 Maintenance Contracts | - | - | - | 2,000 | 2,000 | 2,000 |
| 6103 Janitorial Expense | 20,731 | 21,532 | 23,700 | 25,000 | 25,000 | 25,000 |
| 6400 Utilities | 25,553 | 27,490 | 35,000 | 35,000 | 35,000 | 35,000 |
| 6402 Maintenance Supplies | 6,284 | 4,095 | 10,000 | 15,500 | 15,500 | 15,500 |
| 6432 Janitorial Supplies | 869 | 1,408 | 1,000 | 1,200 | 1,200 | 1,200 |
| **Total Materials & Services** | $72,510 | $72,564 | $87,200 | $90,700 | $90,700 | $90,700 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | 19,721 | - | - | - | - |
| **Total Capital Outlay** | $0 | $19,721 | $0 | $0 | $0 | $0 |
| **Total** | **$72,510** | **$92,285** | **$87,200** | **$90,700** | **$90,700** | **$90,700** |

### Roodbridge River House-71035442

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | - | 1,250 | 1,250 | 1,250 | 1,250 |
| 6100 Contractual Services | 13,555 | 6,425 | 7,500 | 3,500 | 3,500 | 3,500 |
| 6102 Maintenance Contracts | - | - | - | 4,000 | 4,000 | 4,000 |
| 6103 Janitorial Expense | 3,722 | 3,664 | 5,000 | 5,400 | 5,400 | 5,400 |
| 6400 Utilities | 5,795 | 6,381 | 8,400 | 8,400 | 8,400 | 8,400 |
| 6402 Maintenance Supplies | 7,055 | 1,017 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6432 Janitorial Supplies | 837 | 1,075 | 1,000 | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $30,964 | $18,562 | $28,150 | $29,050 | $29,050 | $29,050 |
| **Total** | **$30,964** | **$18,562** | **$28,150** | **$29,050** | **$29,050** | **$29,050** |

### Hillsboro Stadium-71035443

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 7,050 | 7,222 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6004 Program Supplies/Materials | - | 2,251 | 27,500 | 27,500 | 27,500 | 27,500 |
| 6100 Contractual Services | 27,329 | 47,095 | 15,000 | 8,000 | 8,000 | 8,000 |
| 6102 Maintenance Contracts | - | - | - | 7,000 | 7,000 | 7,000 |
| 6103 Janitorial Expense | - | - | 2,000 | 2,000 | 2,000 | 2,000 |
| 6400 Utilities | 165,992 | 159,345 | 200,000 | 200,000 | 200,000 | 200,000 |
| 6402 Maintenance Supplies | 82,772 | 88,487 | 27,500 | 27,500 | 27,500 | 27,500 |
| **Total Materials & Services** | $283,143 | $304,400 | $284,000 | $284,000 | $284,000 | $284,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | 55,066 | 90,000 | - | - | - |
| **Total Capital Outlay** | $0 | $55,066 | $90,000 | $0 | $0 | $0 |
| **Total** | **$283,143** | **$359,466** | **$374,000** | **$284,000** | **$284,000** | **$284,000** |

### Community/Senior Center-71035444

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 900 | 934 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6100 Contractual Services | 22,662 | 18,509 | 13,000 | 25,000 | 25,000 | 25,000 |
| 6102 Maintenance Contracts | - | - | - | 3,000 | 3,000 | 3,000 |
| 6103 Janitorial Expense | 31,206 | - | - | - | - | - |
| 6400 Utilities | 36,242 | 30,145 | 38,500 | 38,500 | 38,500 | 38,500 |
| 6402 Maintenance Supplies | 21,456 | 16,002 | 24,000 | 24,000 | 24,000 | 24,000 |
| 6432 Janitorial Supplies | 4,065 | 3,715 | 4,000 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | $116,531 | $69,305 | $82,500 | $97,500 | $97,500 | $97,500 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 92,535 | - | - | 10,000 | 10,000 | 10,000 |
| **Total Capital Outlay** | $92,535 | $0 | $0 | $10,000 | $10,000 | $10,000 |
| **Total** | **$209,066** | **$69,305** | **$82,500** | **$107,500** | **$107,500** | **$107,500** |

### Cultural Arts Center-71035445

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 3,368 | 3,483 | 3,600 | 3,750 | 3,750 | 3,750 |
| 6100 Contractual Services | 12,262 | 14,533 | 14,000 | 9,000 | 9,000 | 9,000 |
| 6102 Maintenance Contracts | - | - | - | 5,000 | 5,000 | 5,000 |
| 6103 Janitorial Expense | 21,375 | 22,391 | 23,000 | 24,000 | 24,000 | 24,000 |
| 6400 Utilities | 20,972 | 20,394 | 26,250 | 26,250 | 26,250 | 26,250 |
| 6402 Maintenance Supplies | 6,017 | 4,848 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6432 Janitorial Supplies | 1,857 | 2,078 | 2,500 | 2,500 | 2,500 | 2,500 |
| **Total Materials & Services** | $65,851 | $67,727 | $74,350 | $75,500 | $75,500 | $75,500 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 16,000 | - | 240,000 | - | - | - |
| **Total Capital Outlay** | $16,000 | $0 | $240,000 | $0 | $0 | $0 |
| **Total** | **$81,851** | **$67,727** | **$314,350** | **$75,500** | **$75,500** | **$75,500** |

### Aquatic Center-71035446

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 4,878 | 4,608 | 6,500 | 6,500 | 6,500 | 6,500 |
| 6004 Program Supplies/Materials | - | - | 79,500 | 79,500 | 79,500 | 79,500 |
| 6100 Contractual Services | 22,203 | 30,145 | 15,000 | 8,000 | 8,000 | 8,000 |
| 6102 Maintenance Contracts | - | - | - | 16,000 | 16,000 | 16,000 |
| 6103 Janitorial Expense | 156 | - | - | - | - | - |
| 6400 Utilities | 302,837 | 268,852 | 345,000 | 313,000 | 313,000 | 313,000 |
| 6402 Maintenance Supplies | 106,676 | 115,728 | 26,500 | 26,500 | 26,500 | 26,500 |
| 6432 Janitorial Supplies | 28,314 | 27,792 | 28,500 | 28,500 | 28,500 | 28,500 |
| **Total Materials & Services** | $465,064 | $447,125 | $501,000 | $478,000 | $478,000 | $478,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 34,361 | 26,886 | - | 90,000 | 90,000 | 90,000 |
| 7032 Facilities Equipment | 2,669 | 14,670 | - | - | - | - |
| **Total Capital Outlay** | $37,030 | $41,556 | $0 | $90,000 | $90,000 | $90,000 |
| **Total** | **$502,094** | **$488,681** | **$501,000** | **$568,000** | **$568,000** | **$568,000** |

### Parks Administration Building-71035447

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 523 | 438 | 2,000 | 600 | 600 | 600 |
| 6100 Contractual Services | 18,396 | 12,085 | 13,500 | 10,000 | 10,000 | 10,000 |
| 6102 Maintenance Contracts | - | - | - | 3,500 | 3,500 | 3,500 |
| 6103 Janitorial Expense | 12,807 | 13,124 | 14,500 | 14,500 | 14,500 | 14,500 |
| 6400 Utilities | 20,889 | 21,869 | 22,000 | 24,000 | 24,000 | 24,000 |
| 6402 Maintenance Supplies | 3,262 | 8,256 | 7,750 | 7,750 | 7,750 | 7,750 |
| 6432 Janitorial Supplies | 1,183 | 1,499 | 1,500 | 1,700 | 1,700 | 1,700 |
| **Total Materials & Services** | $57,060 | $57,271 | $61,250 | $62,050 | $62,050 | $62,050 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | - | - | 150,000 | 150,000 | 150,000 |
| **Total Capital Outlay** | $0 | $0 | $0 | $150,000 | $150,000 | $150,000 |
| **Total** | **$57,060** | **$57,271** | **$61,250** | **$212,050** | **$212,050** | **$212,050** |

### Jackson Bottom Building-71035448

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 2,677 | 2,824 | 3,200 | 3,200 | 3,200 | 3,200 |
| 6100 Contractual Services | 2,863 | 3,957 | 8,800 | 4,000 | 4,000 | 4,000 |
| 6102 Maintenance Contracts | - | - | - | 4,800 | 4,800 | 4,800 |
| 6103 Janitorial Expense | 16,121 | 16,546 | 18,000 | 18,000 | 18,000 | 18,000 |
| 6400 Utilities | 16,503 | 14,412 | 18,000 | 18,000 | 18,000 | 18,000 |
| 6402 Maintenance Supplies | 1,527 | 6,415 | 8,000 | 3,000 | 3,000 | 3,000 |
| 6432 Janitorial Supplies | 964 | 1,249 | 3,000 | 3,000 | 3,000 | 3,000 |
| **Total Materials & Services** | $40,655 | $45,403 | $59,000 | $54,000 | $54,000 | $54,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | - | - | 10,000 | 10,000 | 10,000 |
| **Total Capital Outlay** | $0 | $0 | $0 | $10,000 | $10,000 | $10,000 |
| **Total** | **$40,655** | **$45,403** | **$59,000** | **$64,000** | **$64,000** | **$64,000** |

**Baseball Stadium-71035449**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | 463 | 10,000 | 44,000 | 44,000 | 44,000 |
| 6004 Program Supplies/Materials | - | 1,306 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6100 Contractual Services | - | 37,176 | 15,000 | 5,000 | 5,000 | 5,000 |
| 6102 Maintenance Contracts | - | - | 20,000 | 10,000 | 10,000 | 10,000 |
| 6103 Janitorial Expense | - | - | 2,000 | 2,000 | 2,000 | 2,000 |
| 6400 Utilities | - | 4,079 | 100,000 | 100,000 | 100,000 | 100,000 |
| 6402 Maintenance Supplies | - | 4,792 | 30,000 | 30,000 | 30,000 | 30,000 |
| **Total Materials & Services** | $0 | $47,816 | $207,000 | $221,000 | $221,000 | $221,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 183,250 | 14,621,113 | 520,208 | - | - | - |
| **Total Capital Outlay** | $183,250 | $14,621,113 | $520,208 | $0 | $0 | $0 |
| **Special Payments** | | | | | | |
| 8028 Bond Expense | - | 138,946 | - | - | - | - |
| **Total Special Payments** | $0 | $138,946 | $0 | $0 | $0 | $0 |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | - | 615,000 | 485,000 | - | - | - |
| 8101 Bond Interest | - | 174,433 | 284,336 | - | - | - |
| **Total Debt Service** | $0 | $789,433 | $769,336 | $0 | $0 | $0 |
| **Total** | **$183,250** | **$15,597,308** | **$1,496,544** | **$221,000** | **$221,000** | **$221,000** |

*Ballpark Solar PV*

### Masters House-71035450

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | - | 1,000 | - | - | - |
| 6100 Contractual Services | - | 1,142 | 1,000 | 2,100 | 2,100 | 2,100 |
| 6102 Maintenance Contracts | - | - | - | 200 | 200 | 200 |
| 6402 Maintenance Supplies | - | 208 | - | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $0 | $1,350 | $2,000 | $3,300 | $3,300 | $3,300 |
| **Total** | **$0** | **$1,350** | **$2,000** | **$3,300** | **$3,300** | **$3,300** |

### McDonald House-71035451

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | - | 1,250 | 1,250 | 1,250 | 1,250 |
| 6100 Contractual Services | - | 1,862 | 7,500 | 7,500 | 7,500 | 7,500 |
| 6103 Janitorial Expense | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 6400 Utilities | - | - | 8,400 | 8,400 | 8,400 | 8,400 |
| 6402 Maintenance Supplies | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 6432 Janitorial Supplies | - | - | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $0 | $1,862 | $28,150 | $28,150 | $28,150 | $28,150 |
| **Total** | **$0** | **$1,862** | **$28,150** | **$28,150** | **$28,150** | **$28,150** |

### 53rd Ave Concession Building-71035452

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | - | 2,041 | 5,000 | 2,500 | 2,500 | 2,500 |
| 6102 Maintenance Contracts | - | - | - | 2,500 | 2,500 | 2,500 |
| 6103 Janitorial Expense | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 6400 Utilities | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 6402 Maintenance Supplies | - | 190 | 5,000 | 5,000 | 5,000 | 5,000 |
| **Total Materials & Services** | $0 | $2,231 | $21,000 | $21,000 | $21,000 | $21,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | - | - | 10,000 | 10,000 | 10,000 |
| **Total Capital Outlay** | $0 | $0 | $0 | $10,000 | $10,000 | $10,000 |
| **Total** | **$0** | **$2,231** | **$21,000** | **$31,000** | **$31,000** | **$31,000** |

### Main Library-71035460

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 194,322 | 156,349 | 40,000 | 40,000 | 40,000 | 40,000 |
| 6102 Maintenance Contracts | - | - | - | 5,000 | 5,000 | 5,000 |
| 6103 Janitorial Expense | 113,956 | 124,836 | 250,000 | 250,000 | 250,000 | 250,000 |
| 6400 Utilities | 106,366 | 108,083 | 240,000 | 185,000 | 185,000 | 185,000 |
| 6402 Maintenance Supplies | 14,325 | 19,726 | 25,000 | 25,000 | 25,000 | 25,000 |
| 6432 Janitorial Supplies | 12,851 | 24,820 | 25,000 | 25,000 | 25,000 | 25,000 |
| **Total Materials & Services** | $441,820 | $433,814 | $580,000 | $530,000 | $530,000 | $530,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | 3,753,587 | 150,000 | - | - | - |
| **Total Capital Outlay** | $0 | $3,753,587 | $150,000 | $0 | $0 | $0 |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | 155,000 | 500,000 | 475,000 | - | - | - |
| 8101 Bond Interest | 150,400 | 414,839 | 419,683 | - | - | - |
| **Total Debt Service** | $305,400 | $914,839 | $894,683 | $0 | $0 | $0 |
| **Total** | **$747,220** | **$5,102,240** | **$1,624,683** | **$530,000** | **$530,000** | **$530,000** |

### Shute Park Library-71035461

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 479 | 498 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6100 Contractual Services | 115,972 | 250,702 | 355,000 | 10,000 | 10,000 | 10,000 |
| 6102 Maintenance Contracts | - | - | - | 5,000 | 5,000 | 5,000 |
| 6103 Janitorial Expense | 43,320 | 40,066 | 45,000 | 61,000 | 61,000 | 61,000 |
| 6400 Utilities | 42,817 | 38,109 | 61,000 | 61,000 | 61,000 | 61,000 |
| 6402 Maintenance Supplies | 4,035 | 2,820 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6432 Janitorial Supplies | 4,401 | 3,644 | 4,500 | 5,000 | 5,000 | 5,000 |
| **Total Materials & Services** | $211,024 | $335,839 | $477,500 | $154,000 | $154,000 | $154,000 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | 717,337 | 4,795,382 | - | - | 20,000 |
| **Total Capital Outlay** | $0 | $717,337 | $4,795,382 | $0 | $0 | $20,000 |
| **Total** | **$211,024** | **$1,053,176** | **$5,272,882** | **$154,000** | **$154,000** | **$174,000** |

### Public Works Operations-71035470

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 1,104 | 1,585 | 3,500 | 500 | 500 | 500 |
| 6102 Maintenance Contracts | - | - | - | 3,000 | 3,000 | 3,000 |
| 6103 Janitorial Expense | 18,410 | 18,766 | 20,500 | 20,700 | 20,700 | 20,700 |
| 6400 Utilities | 32,680 | 27,127 | 34,000 | 34,000 | 34,000 | 34,000 |
| 6402 Maintenance Supplies | 6,931 | 6,377 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6432 Janitorial Supplies | 2,253 | 2,123 | 2,000 | 2,300 | 2,300 | 2,300 |
| **Total Materials & Services** | $61,378 | $55,978 | $68,000 | $68,500 | $68,500 | $68,500 |
| **Total** | **$61,378** | **$55,978** | **$68,000** | **$68,500** | **$68,500** | **$68,500** |

### Public Works Facility New-71035472

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 22,745 | 1,100,000 | 747,214 | 747,214 | 747,214 |
| **Total Materials & Services** | $0 | $22,745 | $1,100,000 | $747,214 | $747,214 | $747,214 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | - | 2,500,000 | 9,000,000 | 9,000,000 | 9,000,000 |
| 7035 Land | 2,592,454 | - | - | - | - | - |
| **Total Capital Outlay** | $2,592,454 | $0 | $2,500,000 | $9,000,000 | $9,000,000 | $9,000,000 |
| **Total** | **$2,592,454** | **$22,745** | **$3,600,000** | **$9,747,214** | **$9,747,214** | **$9,747,214** |

### Water Ops-71035480

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 450 | 466 | 510 | 510 | 510 | 510 |
| 6100 Contractual Services | 7,939 | 10,645 | 8,800 | 6,500 | 6,500 | 6,500 |
| 6102 Maintenance Contracts | - | - | - | 3,000 | 3,000 | 3,000 |
| 6103 Janitorial Expense | 12,356 | 12,653 | 14,000 | 14,000 | 14,000 | 14,000 |
| 6400 Utilities | 25,885 | 25,341 | 28,000 | 28,000 | 28,000 | 28,000 |
| 6402 Maintenance Supplies | 991 | 3,931 | 8,500 | 4,000 | 4,000 | 4,000 |
| 6432 Janitorial Supplies | 1,468 | 828 | 1,500 | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | $49,089 | $53,864 | $61,310 | $57,510 | $57,510 | $57,510 |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | - | - | 30,000 | - | - | - |
| **Total Capital Outlay** | $0 | $0 | $30,000 | $0 | $0 | $0 |
| **Total** | **$49,089** | **$53,864** | **$91,310** | **$57,510** | **$57,510** | **$57,510** |

### ITF General Operations-71235401

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 4,717 | 4,883 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6100 Contractual Services | 91,029 | 93,038 | 95,000 | 95,000 | 95,000 | 95,000 |
| 6102 Maintenance Contracts | - | - | - | 5,000 | 5,000 | 5,000 |
| 6103 Janitorial Expense | 2,107 | 2,459 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6400 Utilities | 25,553 | 24,063 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6402 Maintenance Supplies | 307 | 365 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6430 Insurance | - | - | 6,000 | 6,000 | 6,000 | 6,000 |
| **Total Materials & Services** | $123,713 | $124,808 | $146,000 | $151,000 | $151,000 | $151,000 |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 6,600 | 10,000 | 10,000 | 10,000 |
| **Total Contingency** | $0 | $0 | $6,600 | $10,000 | $10,000 | $10,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 52,703 | 67,879 | - | 15,000 | 15,000 | 15,000 |
| **Total Unapprop Fund Bal** | $52,703 | $67,879 | $0 | $15,000 | $15,000 | $15,000 |
| **Total** | **$176,416** | **$192,687** | **$152,600** | **$176,000** | **$176,000** | **$176,000** |

### ITF - PCC-71235403

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | 2,643 | 5,835 | 5,000 | 3,000 | 3,000 | 3,000 |
| 6102 Maintenance Contracts | - | - | - | 2,000 | 2,000 | 2,000 |
| 6103 Janitorial Expense | 29,688 | 30,143 | 35,000 | 35,000 | 35,000 | 35,000 |
| 6400 Utilities | 12,624 | 11,618 | 15,000 | 15,000 | 15,000 | 15,000 |
| 6402 Maintenance Supplies | 676 | 692 | 7,500 | 7,500 | 7,500 | 7,500 |
| 6432 Janitorial Supplies | 1,521 | 2,240 | 2,500 | 2,500 | 2,500 | 2,500 |
| **Total Materials & Services** | $47,152 | $50,528 | $65,000 | $65,000 | $65,000 | $65,000 |
| **Total** | **$47,152** | **$50,528** | **$65,000** | **$65,000** | **$65,000** | **$65,000** |

### ITF - Bikepark-71235405

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | 2,719 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6100 Contractual Services | 11,552 | 11,483 | 8,000 | 6,000 | 6,000 | 6,000 |
| 6102 Maintenance Contracts | - | - | - | 2,000 | 2,000 | 2,000 |
| 6103 Janitorial Expense | 882 | 893 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6402 Maintenance Supplies | - | 855 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6432 Janitorial Supplies | 65 | - | 1,000 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | $12,499 | $15,950 | $20,000 | $20,000 | $20,000 | $20,000 |
| **Total** | **$12,499** | **$15,950** | **$20,000** | **$20,000** | **$20,000** | **$20,000** |

### ITF - Pacific University-71235418

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | - | - | 4,000 | 4,000 | 4,000 |
| 6102 Maintenance Contracts | - | - | - | 2,000 | 2,000 | 2,000 |
| 6402 Maintenance Supplies | - | - | - | 3,000 | 3,000 | 3,000 |
| **Total Materials & Services** | $0 | $0 | $0 | $9,000 | $9,000 | $9,000 |
| **Total** | **$0** | **$0** | **$0** | **$9,000** | **$9,000** | **$9,000** |

## Fleet Management

This section supports City departments in the life cycle process of vehicles and equipment. Fleet manages vehicle maintenance; facilitates the purchase of city vehicles and equipment by providing recommendations, vehicle specifications and utilizing government pricing contracts to obtain the best value.

**Fleet Management-75035600**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 264,477 | 304,637 | 306,016 | 319,228 | 319,228 | 319,228 |
| 5010 Extra Labor | 778 | 1,072 | 21,200 | 21,200 | 21,200 | 21,200 |
| 5100 Overtime | 271 | 1,510 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 61,381 | 70,210 | 67,147 | 69,489 | 69,489 | 69,489 |
| 5303 PERS | 26,186 | 31,466 | 40,637 | 32,934 | 32,934 | 32,934 |
| 5308 VEBA | - | - | 6,110 | 6,375 | 6,375 | 6,375 |
| 5309 PERS Stabilization | - | - | - | 9,594 | 9,594 | 9,594 |
| 5399 Other Benefits and Taxes | 27,529 | 31,101 | 33,780 | 35,872 | 35,872 | 35,872 |
| **Total Personnel Services** | $380,622 | $439,996 | $474,890 | $494,692 | $494,692 | $494,692 |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 396 | 1,691 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6001 Communications Services | 1,166 | 592 | 700 | 700 | 700 | 700 |
| 6002 Travel/Training/Dues | 3,345 | 3,610 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6003 Postage | 37 | 43 | 100 | 100 | 100 | 100 |
| 6100 Contractual Services | 1,294 | 233 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6200 Fuel/Oil | 2,057 | 433 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6201 Fleet Maintenance | 19,007 | 6,611 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6300 Uniforms | 9,984 | 4,539 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6301 Safety Supplies | 730 | 2,744 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6402 Maintenance Supplies | (166) | 7,499 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6403 Small Tools and Equipment | 5,744 | 9,167 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6409 Computer Software | - | 1,838 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6412 Equipment Rental | - | - | 500 | 500 | 500 | 500 |
| 6416 Equipment Maintenance | 1,146 | 692 | 2,000 | 2,000 | 2,000 | 2,000 |
| **Total Materials & Services** | $44,740 | $39,692 | $47,800 | $47,800 | $47,800 | $47,800 |
| **Capital Outlay** | | | | | | |
| 7032 Facilities Equipment | 8,199 | 31,800 | - | - | - | - |
| 7050 Capital Reserve | - | - | 400,000 | 637,101 | 637,101 | 597,101 |
| **Total Capital Outlay** | $8,199 | $31,800 | $400,000 | $637,101 | $637,101 | $597,101 |

### Fleet Management-75035600 (continued)

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 45,682 | 125,000 | 125,000 | 125,000 |
| **Total Contingency** | $0 | $0 | $45,682 | $125,000 | $125,000 | $125,000 |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 415,131 | 535,448 | - | - | - | - |
| **Total Unapprop Fund Bal** | $415,131 | $535,448 | $0 | $0 | $0 | $0 |
| **Total** | **$848,692** | **$1,046,936** | **$968,372** | **$1,304,593** | **$1,304,593** | **$1,264,593** |

### Police Fleet Management-75035610

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 191,457 | 238,543 | 234,129 | 252,992 | 252,992 | 252,992 |
| **Total Materials & Services** | $191,457 | $238,543 | $234,129 | $252,992 | $252,992 | $252,992 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 228,657 | 187,367 | 53,618 | 302,600 | 302,600 | 342,600 |
| **Total Capital Outlay** | $228,657 | $187,367 | $53,618 | $302,600 | $302,600 | $342,600 |
| **Total** | **$420,114** | **$425,910** | **$287,747** | **$555,592** | **$555,592** | **$595,592** |

### Fire Fleet Management-75035612

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 178,161 | 193,590 | 181,263 | 129,719 | 129,719 | 129,719 |
| **Total Materials & Services** | $178,161 | $193,590 | $181,263 | $129,719 | $129,719 | $129,719 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 240,246 | 117,800 | 417,645 | 55,000 | 55,000 | 55,000 |
| **Total Capital Outlay** | $240,246 | $117,800 | $417,645 | $55,000 | $55,000 | $55,000 |
| **Total** | **$418,407** | **$311,390** | **$598,908** | **$184,719** | **$184,719** | **$184,719** |

### Parks Fleet Management-75035614

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 75,540 | 54,829 | 102,493 | 111,456 | 111,456 | 111,456 |
| **Total Materials & Services** | $75,540 | $54,829 | $102,493 | $111,456 | $111,456 | $111,456 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 141,909 | 144,923 | - | 124,000 | 124,000 | 124,000 |
| **Total Capital Outlay** | $141,909 | $144,923 | $0 | $124,000 | $124,000 | $124,000 |
| **Total** | **$217,449** | **$199,752** | **$102,493** | **$235,456** | **$235,456** | **$235,456** |

### Inform Servs Fleet Mngmnt-75035633

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 409 | 2,151 | 2,470 | 2,686 | 2,686 | 2,686 |
| **Total Materials & Services** | $409 | $2,151 | $2,470 | $2,686 | $2,686 | $2,686 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | - | 24,000 | 24,000 | 24,000 |
| **Total Capital Outlay** | $0 | $0 | $0 | $24,000 | $24,000 | $24,000 |
| **Total** | **$409** | **$2,151** | **$2,470** | **$26,686** | **$26,686** | **$26,686** |

### Facilities & Fleet Fleet Mngmt-75035635

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 11,944 | 6,475 | 17,782 | 21,754 | 21,754 | 21,754 |
| **Total Materials & Services** | $11,944 | $6,475 | $17,782 | $21,754 | $21,754 | $21,754 |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 8,000 | 29,594 | 93,700 | 35,000 | 35,000 | 35,000 |
| **Total Capital Outlay** | $8,000 | $29,594 | $93,700 | $35,000 | $35,000 | $35,000 |
| **Total** | **$19,944** | **$36,069** | **$111,482** | **$56,754** | **$56,754** | **$56,754** |

### Building Fleet Management-75035650

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 4,299 | 11,118 | 23,215 | 26,857 | 26,857 | 26,857 |
| **Total Materials & Services** | $4,299 | $11,118 | $23,215 | $26,857 | $26,857 | $26,857 |
| **Total** | **$4,299** | **$11,118** | **$23,215** | **$26,857** | **$26,857** | **$26,857** |

### PW Transportation Fleet Mngmnt-75035670

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 46,374 | 65,970 | 100,764 | 111,725 | 111,725 | 111,725 |
| **Total Materials & Services** | $46,374 | $65,970 | $100,764 | $111,725 | $111,725 | $111,725 |
| **Total** | **$46,374** | **$65,970** | **$100,764** | **$111,725** | **$111,725** | **$111,725** |

### PW Sani Sewer Fleet Mngmnt-75035672

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 38,879 | 40,647 | 48,406 | 52,640 | 52,640 | 52,640 |
| **Total Materials & Services** | $38,879 | $40,647 | $48,406 | $52,640 | $52,640 | $52,640 |
| **Total** | **$38,879** | **$40,647** | **$48,406** | **$52,640** | **$52,640** | **$52,640** |

### PW Storm Sewer Fleet Mngmnt-75035674

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 90,915 | 104,321 | 33,588 | 37,600 | 37,600 | 37,600 |
| **Total Materials & Services** | $90,915 | $104,321 | $33,588 | $37,600 | $37,600 | $37,600 |
| **Total** | **$90,915** | **$104,321** | **$33,588** | **$37,600** | **$37,600** | **$37,600** |

### Water Fleet Management-75035680

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 74,552 | 69,800 | 103,975 | 117,634 | 117,634 | 117,634 |
| **Total Materials & Services** | $74,552 | $69,800 | $103,975 | $117,634 | $117,634 | $117,634 |
| **Total** | **$74,552** | **$69,800** | **$103,975** | **$117,634** | **$117,634** | **$117,634** |

### Barney Fleet Management-75035684

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6201 Fleet Maintenance | 2,297 | 4,408 | 1,482 | 1,880 | 1,880 | 1,880 |
| **Total Materials & Services** | $2,297 | $4,408 | $1,482 | $1,880 | $1,880 | $1,880 |
| **Total** | **$2,297** | **$4,408** | **$1,482** | **$1,880** | **$1,880** | **$1,880** |

## Motor Pool Fleet Management-75035699

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6200 Fuel/Oil | 822 | 2,008 | 2,800 | 2,800 | 2,800 | 2,800 |
| 6201 Fleet Maintenance | 1,698 | 4,965 | 5,433 | 8,057 | 8,057 | 8,057 |
| **Total Materials & Services** | $2,520 | $6,973 | $8,233 | $10,857 | $10,857 | $10,857 |
| **Total** | **$2,520** | **$6,973** | **$8,233** | **$10,857** | **$10,857** | **$10,857** |

*Fleet Mechanics*

# Capital Improvement Program

- *CIP Summary*
- *Parks & Recreation Projects*
- *Public Works Projects*
- *Water Projects*
- *Facilities Projects*
- *Fleet Replacements*

Hillsboro
OREGON

## Capital Improvement Program

The Capital Improvement Program (CIP) section of the budget shows the City's investment in any project that adds, improves, and extends the life of the City's infrastructure. The City budgets its major construction and acquisition activities in one of seven capital improvement project categories. Generally, projects with a total cost of $25,000 or more are included in the CIP. In addition to capital projects, fleet vehicles are included in the CIP.

***Parks Capital Projects:*** Development or expansion of parks, parks facilities, and aquatic facilities.

***Transportation Projects:*** Development, construction, and/or expansion of transportation infrastructure.

***Sanitary Sewer Projects:*** Development, construction, and/or expansion of sanitary sewer system infrastructure.

***Surface Water Management Projects:*** Development, construction, and/or expansion of storm water system infrastructure.

***Water Projects:*** Development, construction, and/or expansion of the water supply, treatment, and distribution infrastructure.

***Facility Projects:*** Acquisition, construction, and/or replacement of existing or new City facilities.

***Fleet Replacements:*** Replacement or upgrade of citywide vehicles and large equipment.

The total cost for the five year CIP covering FY 2014 – 2019 is just over $240 million. This amount includes $113.5 million of projects that are needed but have no identified funding source at this time. As the City plans for expanding and maintaining its infrastructure, projects will need to be prioritized based on need, available funding, and impact on operating costs.

Capital projects can impact the future operating and maintenance costs of the City. In some instances, such as construction of a new facility, operating costs will increase with the additional utility and maintenance costs. In other instances, such as an upgrade to the HVAC system, operating costs may decrease. As the City makes decisions about which capital projects to implement, it must evaluate future operating impacts and determine if the City will be able to afford those costs in the future. By approving the CIP projects for FY 2014-15, the City is making a commitment to adequately fund those future operating costs and to invest in maintaining the facilities and infrastructure.

**Parks Capital Projects:**

Park capital projects are mainly funded with Park System Development Charge (SDC) revenues. SDC revenues are dependent upon new and major renovation development; therefore, these revenues can be cyclical and unpredictable. This can make the planning and funding of Parks projects more challenging. In addition to the Park SDC funding issue, Parks operating costs are fully funded by the General Fund. The City's General Fund also pays for Police, Fire, Library, Planning, and a significant portion of the internal service departments such as City Manager's Office, Finance, Human Resources, and Information Services. It is anticipated the future General Fund revenues will not grow at the same pace as current expenses, so any future parks development or new facilities will have a direct impact on the City's ability to provide services at the same service level as today.

The FY 14-15 budget includes $120,000 of new operating expenses related to the addition of several new parks including the ballpark, Orenco Woods – McDonald House, Amberglen, and Cornell Creek. Parks has about $84 million in identified projects that are currently unfunded. The largest project is construction of a new Community Recreation Center. The estimated cost of the project is $45 million. There are several potential funding sources being looked at including Gain Share, Park System Development Charges, and bond proceeds. Once constructed, this facility will increase operating expenses by about $3 million per year, but about $2 million will be offset by new revenues generated by the facility. This leaves about $1 million in operating expenses that will need to be covered by either existing or new revenues.

**Transportation Projects:**

Transportation projects are funded from several restricted sources of revenue such as State and County gas taxes, traffic impact fees (TIF), transportation development tax (TDT), and transportation utility fee (TUF). The TDT and TIF (replaced by the TDT in FY 09-10) proceeds can only be used to finance off-site highway and transit capital improvements that provide additional capacity to the major transportation system, namely along collector and arterial roadways. State and County gas taxes can be used to maintain, improve, and expand all public roads and highways. State and County gas taxes revenues have not kept pace with the needs of the City's roadway infrastructure, so the City implemented the transportation utility fee in March 2009 to help pay for the annual pavement management program (PMP). The PMP includes crack sealing, slurry sealing, and overlay maintenance.

It is anticipated that the annual PMP expense will grow from $3.6 million to $6 million by FY 18-19. The TUF revenues will not be sufficient to cover these costs, so gas taxes, General Fund revenues, and Strategic Investment Program revenues if available will be looked at to contribute to maintain the necessary funding level. It is projected that the unfunded portion of the PMP program will be about $10 million between FY 15-16 and FY 18-19. In addition to the TUF expenses, it is anticipated that three significant road projects will require the hiring of an additional FTE increasing operating costs by about $766,000 over the next 5 years.

**Sanitary Sewer Projects:**

The City has an intergovernmental agreement with Clean Water Services (CWS) to maintain and operate the sanitary sewer collection system within its city limits. CWS is a special district within Washington County that provides sanitary sewer and surface water management treatment. CWS contracts with the City to invoice and collect sewer user fees and system development charges and maintain the local system. CWS sets the rates regionally and determines the allocation between the Cities and CWS. Currently, the City retains 16.314% of customer sewer usage fees and 3.983% of system development charges.

The City recently finished a study to determine the future revenue needs necessary to continue to operate, maintain, improve, and expand the sanitary sewer system within the city limits. The study revealed that the amount of revenues being retained by the City will not be sufficient to meet future operating and construction expenses and that a local surcharge fee is necessary. Hillsboro has started its public outreach meetings regarding the local surcharge. If approved by Council, the new surcharge will go into effect in January 2015. Without the surcharge, the City will not be able to continue to provide the same level of service and projects that expand the system and increase operating expenses will have to be limited or not constructed at all.

**Surface Water Management (SWM) Projects:**

The City has an intergovernmental agreement with Clean Water Services (CWS) to maintain and operate the surface water collection system within its city limits. CWS is a special district within Washington County that provides sanitary sewer and surface water management treatment. CWS contracts with the City to invoice and collect SWM user fees and system development charges. CWS sets the rates regionally and determines the allocation between the Cities and CWS. Currently, the City retains 75% of customer SWM user fees and 100% of system development charges.

The City also finished reviewing the future needs of the SWM program in addition to sanitary sewer. Like the sanitary sewer projects, it was determined that the City will not have sufficient resources in the future to continue to provide the service level required by CWS and a SWM local surcharge fee is necessary. This surcharge, like the sanitary sewer charge, will go into effect in January 2015 if approved by Council. Without the surcharge, the City will not be able to maintain current service levels and future operating expenses will be negatively impacted.

**Water Projects:**

The City owns and operates the water system and is the managing partner for two Joint Ventures, Joint Water Commission (JWC) and Barney Reservoir Joint Ownership Commission. The City owns water rights and has partial ownership of a water treatment plant via the JWC. The Utilities Commission oversees water operations and sets user and system development charge (SDC) fees.

The Water Department recently completed a rate study that takes into account the water operation, infrastructure, and debt service needs for the next 25 years. The rate study and model calculates the required rates and SDC fees needed to maintain and expand the system. The City has determined that it will need a secondary water source within the next 15 years to meet water needs for the next 50 years and has identified the Willamette River as its secondary water source. The City will be partnering with Tualatin Valley Water District to build two large pipelines and a water treatment plant to access the Willamette River. This multi-million dollar project will require significant capital and eventually operating resources. Through the rate study, the City has determined it will be able to fund the project, debt service and future operating costs while keeping annual rate increases and SDC fees reasonable.

**Facility Projects:**

The City owns and operates a multitude of facilities including five fire stations, two libraries, a police station, two stadiums, an aquatic center, and the Civic Center (city hall). The majority of the City's facilities' operational and improvement expenses are paid for with general purpose revenues. Those facilities that house enterprise activities (Sewer, SWM, Water, or Transportation) are paid for with the corresponding revenue types.

The City has issued Full Faith and Credit Bonds to fund the construction of the Civic Center, two fire stations, replacement of the artificial turf at the football stadium, expansion of the Main Library, renovation of the Shute Park Library, and construction of the a new baseball stadium. The debt service on these bonds is paid for with Strategic Investment Program revenues (see Revenue Section for a description). The City is fortunate to have this unique revenue source available to fund this debt service. However, the operating costs for most of these facilities are paid for with General Fund revenues. As mentioned earlier, General Fund revenues are used to pay for core City services. Adding new facilities increases operational costs, which can limit the City's ability to provide these core services in the future.

The City is working on developing a Facility Master Plan, which will define future capital and operating impacts. The City has identified several facility projects it wants or needs including construction of a new police station, major renovation of the Brookwood fire station, and South Hillsboro development. A couple of these projects will have significant impact on operating costs including utilities and the need for more facility maintenance staff. However, these projects are not listed in the CIP as the need for these facilities have been identified, but work has not been started on cost and timeframe.

In 2014-15, the design and construction of the new Public Works facility is budgeted. This new facility will be significantly larger than the current facility and it is projected that operating costs will increase about $350,000 a year. The majority of these operating expenses will be paid for by transportation, sanitary sewer, and surface water management operating funds.

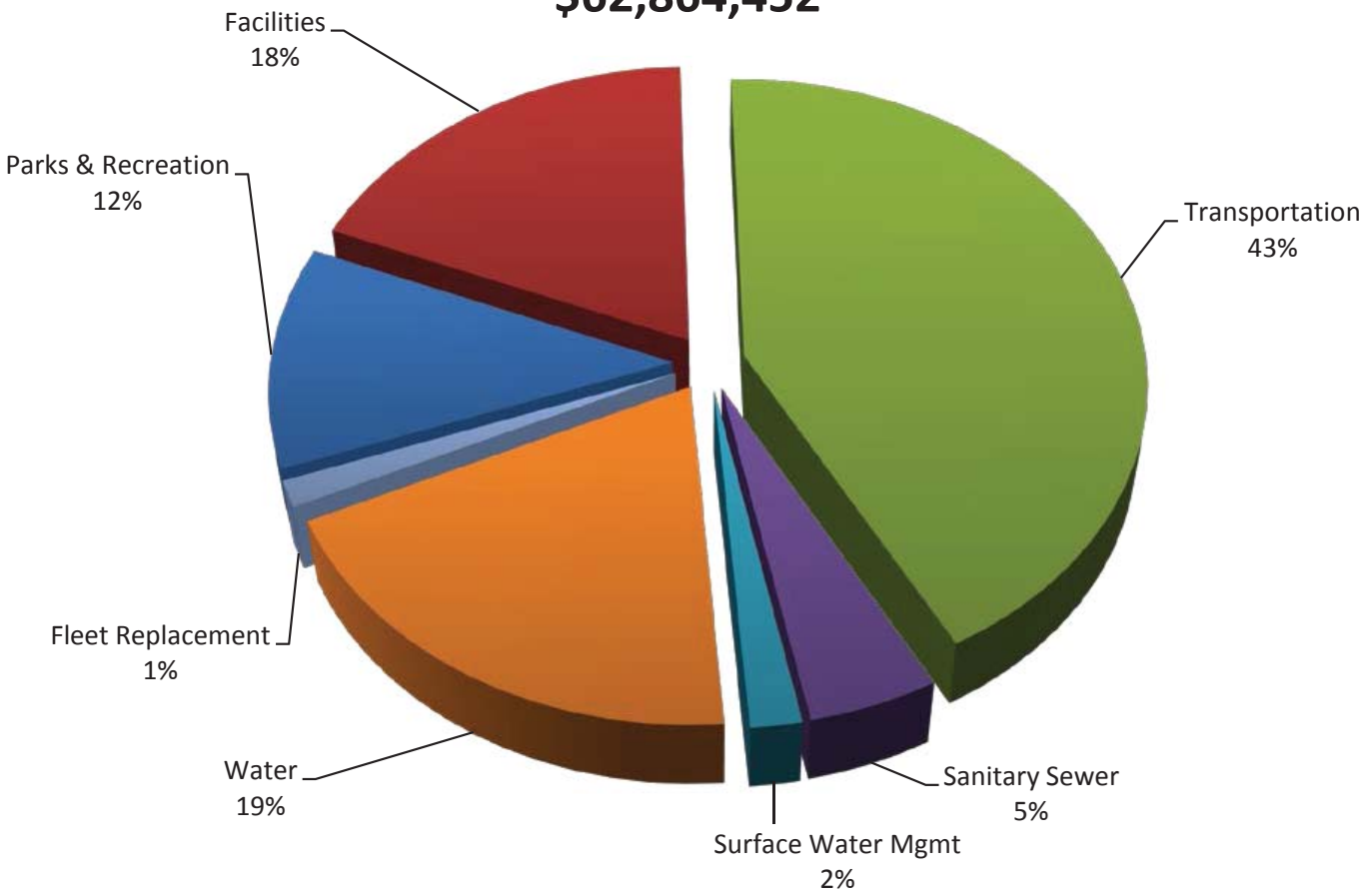
**Fleet Replacements:**

Fleet replacements are included in the CIP section as there is significant investment in the City's fleet on an annual basis. The City's fleet is funded by a variety of resources; enterprise funds pay for their own vehicles, General Fund department's vehicles are paid for with General Fund resources. Each year, the City allocates up to $1.25 million to purchase/replace vehicles and other capital equipment for General Fund departments. Depending upon the replacement schedule and other capital needs, not all vehicles or equipment requested can be accommodated in any given year. There is some significant fire vehicle purchases needed beginning in FY 15-16. The General Fund annual contribution will not be able to fund all these vehicle needs. Gain Share has been identified as a funding source for the fire aerial truck as the industrial development that is part of the Gain Share program is one of the main reasons this truck is needed. The City will be working on identifying discretionary resources available to fund these purchases.

## Summary of Five Year CIP

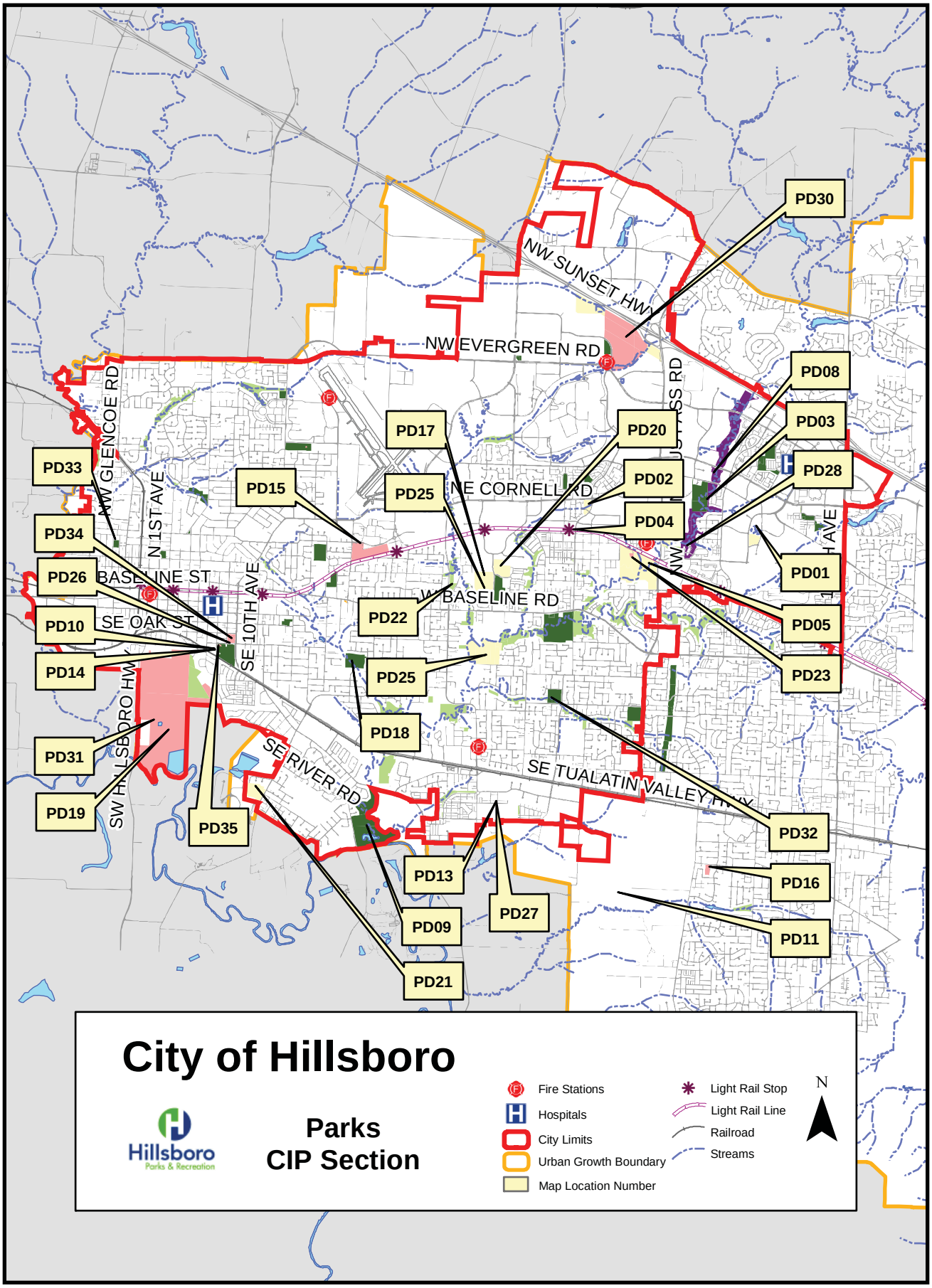
| | FY 2014-15 | FY 2015-16 | FY 2016-17 | FY 2017-18 | FY 2018-19 | Total |
|---|---|---|---|---|---|---|
| **Parks** | | | | | | |
| Funded | 7,400,320 | 3,000,000 | - | - | - | **10,400,320** |
| Unfunded | 1,835,000 | 16,765,000 | 54,090,000 | 7,760,000 | 3,440,000 | **83,890,000** |
| **Public Works** | | | | | | |
| **Transportaton** | | | | | | |
| Funded | 26,715,879 | 9,346,073 | 4,026,329 | 3,347,382 | 3,345,277 | **46,780,940** |
| Unfunded | - | 3,766,521 | 8,098,734 | 5,735,308 | 4,614,311 | **22,214,874** |
| **Sanitary Sewer** | | | | | | |
| Funded | 3,004,000 | 3,158,500 | 3,795,000 | 2,307,500 | 2,640,000 | **14,905,000** |
| Unfunded | - | 110,000 | 1,526,000 | 1,543,000 | 1,599,125 | **4,778,125** |
| **Surface Water Management** | | | | | | |
| Funded | 1,195,939 | 593,061 | 640,000 | 825,000 | 525,000 | **3,779,000** |
| Unfunded | - | 902,000 | 829,000 | 432,000 | 466,500 | **2,629,500** |
| **Water** | | | | | | |
| Funded | 12,150,000 | 1,265,000 | 1,965,000 | 1,285,000 | 5,590,000 | **22,255,000** |
| **Facilities** | | | | | | |
| Funded | 11,532,214 | 3,866,120 | 655,000 | 655,000 | 655,000 | **17,363,334** |
| **Fleet Replacement** | 866,100 | 2,275,417 | 2,617,818 | 3,376,578 | 1,934,284 | **11,070,197** |
| **Sub-total Funded** | 62,864,452 | 23,504,171 | 13,699,147 | 11,796,460 | 14,689,561 | **126,553,791** |
| **Sub-total UnFunded** | 1,835,000 | 21,543,521 | 64,543,734 | 15,470,308 | 10,119,936 | **113,512,499** |
| **Grand Total:** | **$ 64,699,452** | **$ 45,047,692** | **$ 78,242,881** | **$ 27,266,768** | **$ 24,809,497** | **$ 240,066,290** |

## Capital Improvement Projects 2014-15
## $62,864,452




## Summary of CIP Projects for 2014-15

| | Parks | Public Works Transportation | Public Works Sanitary Sewer | Public Works Surface Water Management | Water | Facilities | Fleet Replacement | Total |
|---|---|---|---|---|---|---|---|---|
| **Design/Engineering** | 560,000 | 1,880,735 | 97,600 | 144,439 | 7,676,000 | 797,214 | - | 11,155,988 |
| **Construction/Purchase** | 6,840,320 | 24,835,144 | 2,906,400 | 1,051,500 | 4,474,000 | 10,735,000 | 866,100 | 51,708,464 |
| | **$ 7,400,320** | **$ 26,715,879** | **$ 3,004,000** | **$ 1,195,939** | **$ 12,150,000** | **$ 11,532,214** | **$ 866,100** | **$ 62,864,452** |


City of Hillsboro
Hillsboro
Parks & Recreation
Parks
CIP Section
Fire Stations
Hospitals
City Limits
Urban Growth Boundary
Map Location Number
Light Rail Stop
Light Rail Line
Railroad
Streams
N
NW SUNSET HWY
NW EVERGREEN RD
NW GLENCOE RD
N 1ST AVE
NE CORNELL RD
W BASELINE ST
W BASELINE RD
SE OAK ST
SE 10TH AVE
SW HILLSBORO HWY
SE RIVER RD
SE TUALATIN VALLEY HWY
PD01
PD02
PD03
PD04
PD05
PD08
PD09
PD10
PD11
PD13
PD14
PD15
PD16
PD17
PD18
PD19
PD20
PD21
PD22
PD23
PD25
PD26
PD27
PD28
PD30
PD31
PD32
PD33
PD34
PD35

## Parks & Recreation Projects Summary

| Project # | Project Title | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|---|
| | AmberGlen Park Acquisition | - | - | 720,000 | - | - | - | - | 720,000 |
| | Cornell Creek Park Development | - | 70,000 | 755,000 | - | - | - | - | 825,000 |
| | Orenco Station Plaza Development | - | - | 2,400,000 | - | - | - | - | 2,400,000 |
| | Orenco Woods Nature Park Development | 40,000 | 25,000 | 325,000 | 3,000,000 | - | - | - | 3,390,000 |
| | Rock Creek Alignment Plan | - | - | 50,000 | - | - | - | - | 50,000 |
| | Rock Creek Trail Amberwood to Cornell | - | 50,000 | 200,000 | - | - | - | - | 250,000 |
| | Rood Bridge Park Boat Launch Repair | - | - | 140,000 | - | - | - | - | 140,000 |
| | Shute Park Aquatic Ctr Acquisitions and Parking Lot Development | - | 192,000 | 1,120,320 | - | - | - | - | 1,312,320 |
| | Trail System Plan | - | 10,000 | 40,000 | - | - | - | - | 50,000 |
| | Witch Hazel East Park Acquisition | | - | 1,650,000 | - | - | - | - | 1,650,000 |
| **Unfunded Projects** | | | | | | | | | |
| | South Hillsboro Park Acquisition | - | 1,150,000 | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | - | 5,150,000 |
| | Professional Services for Capital Planning | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 300,000 |
| | Acquisition Support | - | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | 240,000 |
| | Rock Creek Trail Extension Acquisition | - | 20,000 | 20,000 | 20,000 | - | - | - | 60,000 |
| | Orchard Park Shelter | - | - | 85,000 | - | - | - | - | 85,000 |
| | Playground ADA Access Improvements | - | - | 50,000 | - | - | - | - | 50,000 |
| | Redevelop Fairgrounds Park | - | - | 500,000 | 8,000,000 | - | - | - | 8,500,000 |
| | Masters House Preserve and Restore | - | - | 60,000 | - | - | 130,000 | - | 190,000 |
| | Natural Resources Management Plan | - | - | 30,000 | - | - | - | - | 30,000 |
| | Develop 53rd Ave Community Recreation Center | - | - | - | 4,000,000 | 41,000,000 | - | - | 45,000,000 |
| | Turner Creek Playground Replacement | - | - | - | 50,000 | | - | - | 50,000 |
| | Jackson Bottom Natural Resources Management Plan | - | - | - | 20,000 | - | | - | 20,000 |
| | Develop Minter Bridge Park | - | - | - | 45,000 | - | 3,500,000 | - | 3,545,000 |
| | Brookwood Passage Park | - | - | - | 500,000 | - | - | - | 500,000 |
| | McDonald House Restoration | - | - | - | 750,000 | - | - | - | 750,000 |
| | Gordon Faber Recreation Complex Improvements | - | - | - | 1,350,000 | - | - | - | 1,350,000 |
| | Jackson Bottom Classroom Expansion/Conversion | - | - | - | 750,000 | - | - | - | 750,000 |
| | Frances St Park Playground Expansion | - | - | - | 75,000 | - | - | - | 75,000 |
| | Upgrade McKinney Park Playground Park Facilities | - | - | - | 75,000 | - | - | - | 75,000 |
| | Community Gardens | - | - | - | 40,000 | - | 40,000 | - | 80,000 |
| | Develop the Park Adjacent to the 53rd Ave Community Recreation Center | - | - | - | - | 4,000,000 | - | - | 4,000,000 |
| | Patterson St Drake Lane park | - | - | - | - | 2,500,000 | - | - | 2,500,000 |
| | AmberGlen Park Blocks | - | - | - | - | 1,500,000 | - | - | 1,500,000 |
| | AmberGlen Trails | - | - | - | - | 1,500,000 | - | - | 1,500,000 |
| | AmberGlen Park Annex | - | - | - | - | 2,500,000 | - | - | 2,500,000 |
| | SHARC Improvements and Upgrades | - | - | - | - | - | 3,000,000 | - | 3,000,000 |
| | 53rd Ave Park NE | - | - | - | - | - | - | 1,500,000 | 1,500,000 |
| | Rock Creek Trail Extension | - | - | - | - | - | - | 250,000 | 250,000 |
| | Crescent Park | - | - | - | - | - | - | 500,000 | 500,000 |
| | Senior Center Improvements and Upgrades | - | - | - | - | - | - | 1,100,000 | 1,100,000 |
| | **Total:** | **$ 40,000** | **$ 1,607,000** | **$ 9,235,320** | **$ 19,765,000** | **$ 54,090,000** | **$ 7,760,000** | **$ 3,440,000** | **$ 95,937,320** |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **Five Year CIP** | | | | | | | | | |
| | Funded | 40,000 | 347,000 | 7,400,320 | 3,000,000 | - | - | - | 10,787,320 |
| | Unfunded | - | 1,260,000 | 1,835,000 | 16,765,000 | 54,090,000 | 7,760,000 | 3,440,000 | 85,150,000 |

**Project # & Title:** AmberGlen Park Acquisition
**Map Location:** PD01
**Project Description:** Acquire park land in AmberGlen
**Status:** Active
**Estimated Completion:** Spring 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** This is a developed private 9 acre park with ponds, irrigated turf, pathways, landscape beds, lights, and bridges. Acquisition will result in the need for additional 3/4 FTE Utility I identified in Maintenance's budget and additional $15,000 per year for utilities.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ - | $ 720,000 | $ - | $ - | $ - | $ - | $ 720,000 |
| **Total:** | $ - | $ - | $ 720,000 | $ - | $ - | $ - | $ - | $ 720,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 720,000 | $ - | $ - | $ - | $ - | $ 720,000 |
| **Total:** | $ - | $ - | $ 720,000 | $ - | $ - | $ - | $ - | $ 720,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | 0.75 | - | - | - | - | 0.75 |
| Department Expenses | | | 60,000 | 61,800 | 63,654 | 65,564 | 67,531 | 318,548 |
| **Total:** | $ - | $ - | $ 60,000 | $ 61,800 | $ 63,654 | $ 65,564 | $ 67,531 | $ 318,548 |

**Project # & Title:** Cornell Creek Park Development
**Map Location:** PD02
**Project Description:** Develop 4.19 acre park at Cornell and NW 231st
**Status:** Active
**Estimated Completion:** Winter 2014
**Funded/Unfunded:** Funded
**Operating Impacts:**

When the park is developed there will be increased operating impacts to Parks Maintenance. Acquisition will result in the need for additional 1/4 FTE Utility I identified in Maintenance's budget and increased utility costs.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 70,000 | $ 15,000 | $ - | $ - | $ - | $ - | $ 85,000 |
| Construction | - | - | 740,000 | - | - | - | - | 740,000 |
| **Total:** | $ - | $ 70,000 | $ 755,000 | $ - | $ - | $ - | $ - | $ 825,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ 70,000 | $ 755,000 | $ - | | | | $ 825,000 |
| **Total:** | $ - | $ 70,000 | $ 755,000 | $ - | $ - | $ - | $ - | $ 825,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | 0.25 | - | - | - | - | 0.25 |
| Department Expenses | - | - | 20,000 | 20,600 | 21,218 | 21,855 | 22,510 | 106,183 |
| **Total:** | $ - | $ - | $ 20,000 | $ 20,600 | $ 21,218 | $ 21,855 | $ 22,510 | $ 106,183 |

**Project # & Title:** Orenco Station Plaza development
**Map Location:** PD04
**Project Description:** System development charge credit for Orenco Station plaza development
**Status:** Active
**Estimated Completion:** Summer 2015
**Funded/Unfunded:** Funded
**Operating Impacts:**
When plaza is opened in July 2015 there will be increased operating impacts to Parks Maintenance and to program the site.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ 2,400,000 | $ - | $ - | $ - | $ - | $ 2,400,000 |
| **Total:** | $ - | $ - | $ 2,400,000 | $ - | $ - | $ - | $ - | $ 2,400,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 2,400,000 | $ - | $ - | $ - | $ - | $ 2,400,000 |
| **Total:** | $ - | $ - | $ 2,400,000 | $ - | $ - | $ - | $ - | $ 2,400,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | 1.00 | - | - | - | 1.00 |
| Department Expenses | - | - | | 85,000 | 87,550 | 90,177 | 92,882 | 355,608 |
| **Total:** | $ - | $ - | $ - | $ 85,000 | $ 87,550 | $ 90,177 | $ 92,882 | $ 355,608 |

**Project # & Title:** Orenco Woods Nature Park Development
**Map Location:** PD05
**Project Description:** Design and Permit Orenco Woods Nature Park
**Status:** Active
**Estimated Completion:** Winter 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** Currently this undeveloped site has a basic level of maintenance. When Park is opened in late Fall 2015 then there will be increased operating impacts.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 40,000 | $ 25,000 | $ 325,000 | $ - | $ - | $ - | $ - | $ 390,000 |
| Construction | - | - | - | 3,000,000 | - | - | - | 3,000,000 |
| **Total:** | $ 40,000 | $ 25,000 | $ 325,000 | $ 3,000,000 | $ - | $ - | $ - | $ 3,390,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ 40,000 | $ 25,000 | $ 325,000 | $ 3,000,000 | | | | $ 3,390,000 |
| **Total:** | $ 40,000 | $ 25,000 | $ 325,000 | $ 3,000,000 | $ - | $ - | $ - | $ 3,390,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | - | 0.50 | - | - | 0.50 |
| Department Expenses | - | - | - | - | 75,000 | 77,250 | 79,568 | 231,818 |
| **Total:** | $ - | $ - | $ - | $ - | $ 75,000 | $ 77,250 | $ 79,568 | $ 231,818 |

**Project # & Title:** Rock Creek Trail Alignment Plan
**Map Location:** PD07
**Project Description:** Trail feasibility analysis
**Status:** Active
**Estimated Completion:** Summer 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Total:** | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Total:** | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |

**Project # & Title:** Rock Creek Trail Amberwood to Cornell
**Map Location:** PD08
**Project Description:** Extend the Rock Creek Trail about 1/10 a mile from Cornell south to Amberwood/Orchard Park to coincide with new Washington County mid-block crossing at Cornell.
**Status:** Active
**Estimated Completion:** Fall 2014
**Funded/Unfunded:** Funded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 50,000 | $ 20,000 | $ - | $ - | $ - | $ - | $ 70,000 |
| Construction | - | - | 180,000 | - | - | - | - | 180,000 |
| **Total:** | $ - | $ 50,000 | $ 200,000 | $ - | $ - | $ - | $ - | $ 250,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ 50,000 | $ 20,000 | $ - | $ - | $ - | $ - | $ 70,000 |
| **Total:** | $ - | $ 50,000 | $ 20,000 | $ - | $ - | $ - | $ - | $ 70,000 |

**Project # & Title:** Rood Bridge Park Boat Launch Repair
**Map Location:** PD09
**Project Description:** Extend the existing boat launch so it has water access year round and make ADAG accommodations. LWCF grant 50% match
**Status:** Active
**Estimated Completion:** Fall 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 70,000 | $ - | $ - | $ - | $ - | $ 70,000 |
| Construction | - | - | 70,000 | - | - | - | - | 70,000 |
| **Total:** | $ - | $ - | $ 140,000 | $ - | $ - | $ - | $ - | $ 140,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| General Fund | $ - | $ - | $ 70,000 | $ - | $ - | $ - | $ - | $ 70,000 |
| LWCF Grant | - | - | 70,000 | - | - | - | - | 70,000 |
| **Total:** | $ - | $ - | $ 140,000 | $ - | $ - | $ - | $ - | $ 140,000 |

**Project # & Title:** Shute Park Aquatic and Recreation Center (SHARC) Acquisitions and Parking Lot Development
**Map Location:** PD10
**Project Description:** Acquire properties for additional parking for SHARC
**Status:** Active
**Estimated Completion:** Winter 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** There will be some operating impacts once the parking lot is built, but will be able to be absorbed into the existing maintenance budget.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ 192,000 | $ 591,320 | $ - | $ - | $ - | $ - | $ 783,320 |
| Design & Engineering | - | - | 40,000 | - | - | - | - | 40,000 |
| Construction | - | - | 489,000 | - | - | - | - | 489,000 |
| **Total:** | $ - | $ 192,000 | $ 1,120,320 | $ - | $ - | $ - | $ - | $ 1,312,320 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ 192,000 | $ 591,320 | $ - | $ - | $ - | $ - | $ 783,320 |
| Strategic Investments Program Funds | - | - | 529,000 | - | - | - | - | 529,000 |
| **Total:** | $ - | $ 192,000 | $ 1,120,320 | $ - | $ - | $ - | $ - | $ 1,312,320 |

**Project # & Title:** Trail System Plan
**Map Location:** PD12
**Project Description:** Develop a comprehensive trail system plan and coordinate with on-street multi-modal system plan
**Status:** Active
**Estimated Completion:** Spring 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 10,000 | $ 40,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Total:** | $ - | $ 10,000 | $ 40,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ 10,000 | $ 40,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Total:** | $ - | $ 10,000 | $ 40,000 | $ - | $ - | $ - | $ - | $ 50,000 |

**Project # & Title:** Witch Hazel East Park Acquisition
**Map Location:** PD13
**Project Description:** Acquire park land in Witch Hazel
**Status:** Active
**Estimated Completion:** Fall 2014
**Funded/Unfunded:** Funded
**Operating Impacts:** There will be increases in operating costs once this park is developed. Since it is unknown when development will occur, future operating costs have not yet been calculated.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ - | $ 1,650,000 | $ - | $ - | $ - | $ - | $ 1,650,000 |
| **Total:** | $ - | $ - | $ 1,650,000 | $ - | $ - | $ - | $ - | $ 1,650,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 1,650,000 | $ - | $ - | $ - | $ - | $ 1,650,000 |
| **Total:** | $ - | $ - | $ 1,650,000 | $ - | $ - | $ - | $ - | $ 1,650,000 |

## Parks Projects Unfunded

**Project # & Title:** South Hillsboro Park Acquisition
**Map Location:** PD11
**Project Description:** Acquire park land in South Hillsboro
**Status:** Active
**Estimated Completion:** Summer 2018
**Funded/Unfunded:** Unfunded
**Operating Impacts:** There will be increases in operating costs once this park is developed. Since it is unknown when development will occur, future operating costs have not yet been calculated.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ 1,150,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ - | $ 5,150,000 |
| **Total:** | $ - | $ 1,150,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ - | $ 5,150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Unidentified funding source to be reimbursed by Park system development charges | $ - | $ 1,150,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ - | $ 5,150,000 |
| **Total:** | $ - | $ 1,150,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ 1,000,000 | $ - | $ 5,150,000 |

**Project # & Title:** Professional Services for Capital Planning
**Map Location:** PD36
**Project Description:** Professional Services for Capital Planning and Development
**Status:** Active
**Estimated Completion:** 2019
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |
| **Total:** | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |
| **Total:** | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |

**Project # & Title:** Acquisition Support
**Map Location:** None
**Project Description:** Supporting services, documents to ensure Park acquisitions meet acquisition guidelines
**Status:** Active
**Estimated Completion:** 2019
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 240,000 |
| **Total:** | $ - | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 240,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 240,000 |
| **Total:** | $ - | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 40,000 | $ 240,000 |

**Project # & Title:** Rock Creek Trail Extension Acquisition
**Map Location:** PD40
**Project Description:** Acquire land for extending the Rock Creek Trail
**Status:** Not Active
**Estimated Completion:** 2015
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ - | $ 60,000 |
| **Total:** | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ - | $ 60,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ - | $ 60,000 |
| **Total:** | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ - | $ 60,000 |

**Project # & Title:** Orchard Park Shelter
**Map Location:** PD03
**Project Description:** Permit and Construct a Small Shelter at Orchard Park
**Status:** Not Active
**Estimated Completion:** Winter 2015
**Funded/Unfunded:** Unfunded
**Operating Impacts:** No. This park is developed and adding a small shelter can be accommodated with the existing level of maintenance.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 15,000 | $ - | $ - | $ - | $ - | $ 15,000 |
| Construction | - | - | 70,000 | - | - | - | - | 70,000 |
| **Total:** | $ - | $ - | $ 85,000 | $ - | $ - | $ - | $ - | $ 85,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 85,000 | $ - | | | | $ 85,000 |
| **Total:** | $ - | $ - | $ 85,000 | $ - | $ - | $ - | $ - | $ 85,000 |

**Project # & Title:** **Playground ADA Access Improvements**
**Map Location:** PD06
**Project Description:** Add curb, ADA ramps and drainage improvements to two park playgrounds: Griffin Oaks and Rosebay
**Status:** Not Active
**Estimated Completion:** Winter 2014-15
**Funded/Unfunded:** Unfunded
**Operating Impacts:** No increase however existing operations will be more efficient and the play equipment will meet ADA standards for access.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | | | $ 50,000 | | | | | $ 50,000 |
| **Total:** | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| **Total:** | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |

**Project # & Title:** **Redevelop Fairgrounds Park**
**Map Location:** PD15
**Project Description:** Design, permit and re-develop Fairgrounds Sports Complex
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** This park is already being maintained and redevelopment will most likely not impact operating costs and may slightly reduce expenses as the fields and facilities will be updated.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 500,000 | $ - | $ - | $ - | $ - | $ 500,000 |
| Construction | - | - | - | 8,000,000 | - | - | - | 8,000,000 |
| **Total:** | $ - | $ - | $ 500,000 | $ 8,000,000 | $ - | $ - | $ - | $ 8,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 500,000 | $ 8,000,000 | $ - | $ - | $ - | $ 8,500,000 |
| **Total:** | $ - | $ - | $ 500,000 | $ 8,000,000 | $ - | $ - | $ - | $ 8,500,000 |

**Project # & Title:** **Masters House Preserve and Restore**
**Map Location:** PD16
**Project Description:** Preserve and restore the Masters House as identified in the Preservation Plan
**Status:** Not Active
**Estimated Completion:** 2015 and 2018
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Unknown

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 60,000 | $ - | $ - | $ - | $ - | $ 60,000 |
| Construction | - | - | - | - | - | 130,000 | - | 130,000 |
| **Total:** | $ - | $ - | $ 60,000 | $ - | $ - | $ 130,000 | $ - | $ 190,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ 60,000 | $ - | $ - | $ 130,000 | $ - | $ 190,000 |
| **Total:** | $ - | $ - | $ 60,000 | $ - | $ - | $ 130,000 | $ - | $ 190,000 |

**Project # & Title:** **Natural Resources Management Plan**
**Map Location:** PD36
**Project Description:** Develop a Natural Resources Management Plan for Parks and Open Spaces
**Status:** Not Active
**Estimated Completion:** 2015
**Funded/Unfunded:** Unfunded
**Operating Impacts:**

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 30,000 | $ - | $ - | $ - | $ - | $ 30,000 |
| **Total:** | $ - | $ - | $ 30,000 | $ - | $ - | $ - | $ - | $ 30,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| General Fund | $ - | $ - | $ 30,000 | $ - | $ - | $ - | $ - | $ 30,000 |
| **Total:** | $ - | $ - | $ 30,000 | $ - | $ - | $ - | $ - | $ 30,000 |

**Project # & Title:** **Develop 53rd Ave Community Recreation Center**
**Map Location:** PD17
**Project Description:** Design, permit and build a 90,000 SF Community Recreation Center at 53rd Avenue Park West
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:**

This new recreation center will have significant impact on operation costs. However, about $2.53 million of the expenses will be offset by new revenues generated by the facility. The net impact to the City's General Fund will be about $543,000.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | | $ 4,000,000 | $ - | $ - | $ - | $ 4,000,000 |
| Construction | - | - | - | - | 41,000,000 | - | - | 41,000,000 |
| **Total:** | $ - | $ - | $ - | $ 4,000,000 | $ 41,000,000 | $ - | $ - | $ 45,000,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) and other funding sources | - | - | - | 4,000,000 | 41,000,000 | - | - | 45,000,000 |
| **Total:** | $ - | $ - | $ - | $ 4,000,000 | $ 41,000,000 | $ - | $ - | $ 45,000,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | - | - | 16.00 | - | 16.00 |
| Department Expenses | - | - | - | - | - | 2,548,000 | 2,624,440 | 5,172,440 |
| Facility Expenses | - | - | - | - | - | 525,000 | 540,750 | 1,065,750 |
| | | | | | | | | - |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 3,073,000 | $ 3,165,190 | $ 6,238,190 |

**Project # & Title:** **Turner Creek Playground Replacement**
**Map Location:** PD18
**Project Description:** Replace Play Equipment, curbing, ADA access, drainage
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ 50,000 |
| **Total:** | $ - | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ 50,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| General Fund | $ - | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ 50,000 |
| **Total:** | $ - | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ 50,000 |

**Project # & Title:** **Jackson Bottom Natural Resources Management Plan**
**Map Location:** PD19
**Project Description:** Develop a natural resources management plan for Jackson Bottom Wetlands Preserve
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | | | | $ 20,000 | | | | $ 20,000 |
| **Total:** | $ - | $ - | $ - | $ 20,000 | $ - | $ - | $ - | $ 20,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| General Fund | $ - | $ - | $ - | $ 20,000 | $ - | $ - | $ - | $ 20,000 |
| **Total:** | $ - | $ - | $ - | $ 20,000 | $ - | $ - | $ - | $ 20,000 |

**Project # & Title:** **Develop Minter Bridge Park**
**Map Location:** PD21
**Project Description:** Design, permit and build Minter Bridge Park
**Status:** Not Active
**Estimated Completion:** 2018
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Unknown at this time

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 45,000 | $ - | $ - | $ - | $ 45,000 |
| Construction | - | - | - | - | - | 3,500,000 | - | 3,500,000 |
| **Total:** | $ - | $ - | $ - | $ 45,000 | $ - | $ 3,500,000 | $ - | $ 3,545,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ 45,000 | $ - | $ 3,500,000 | $ - | $ 3,545,000 |
| **Total:** | $ - | $ - | $ - | $ 45,000 | $ - | $ 3,500,000 | $ - | $ 3,545,000 |

**Project # & Title:** **Brookwood Passage Park**
**Map Location:** PD22
**Project Description:** Design, permit and build Brookwood Passage Park
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Minimal impact to operating

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 25,000 | $ - | $ - | $ - | $ 25,000 |
| Construction | - | - | - | 475,000 | - | - | - | 475,000 |
| **Total:** | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ - | $ 500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ - | $ 500,000 |
| **Total:** | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ - | $ 500,000 |

**Project # & Title:** **McDonald House Restoration**
**Map Location:** PD23
**Project Description:** Restoration of the McDonald House as identified in the Restoration Plan
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Minimal impact to operating

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |
| **Total:** | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |
| **Total:** | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |

**Project # & Title:** **Gordon Faber Recreation Complex (GFRC) Improvements**
**Map Location:** PD30
**Project Description:** Improve and add to GFRC facilities including adding all weather turf fields, equipment wash area, etc.
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None - improvements to existing facility

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ 1,350,000 | $ - | $ - | $ - | $ 1,350,000 |
| **Total:** | $ - | $ - | $ - | $ 1,350,000 | $ - | $ - | $ - | $ 1,350,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ 1,350,000 | $ - | $ - | $ - | $ 1,350,000 |
| **Total:** | $ - | $ - | $ - | $ 1,350,000 | $ - | $ - | $ - | $ 1,350,000 |

**Project # & Title:** **Jackson Bottom Classroom expansion /conversion**
**Map Location:** PD31
**Project Description:** Improve and expand classroom to upstairs, add elevator
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None - improvements to existing facility

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |
| **Total:** | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) and General Fund | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |
| **Total:** | $ - | $ - | $ - | $ 750,000 | $ - | $ - | $ - | $ 750,000 |

**Project # & Title:** **Frances St Park Playground Expansion**
**Map Location:** PD32
**Project Description:** Develop additional playground facility at Frances St. in existing unused pit
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |
| **Total:** | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) and General Fund | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |
| **Total:** | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |

**Project # & Title:** **Upgrade McKinney Park Playground Park Facilities**
**Map Location:** PD33
**Project Description:** Upgrade play equipment, site furnishings, etc.
**Status:** Not Active
**Estimated Completion:** 2017
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |
| **Total:** | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Community Development Block Grant | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |
| **Total:** | $ - | $ - | $ - | $ 75,000 | $ - | $ - | $ - | $ 75,000 |

**Project # & Title:** **Community Gardens**
**Map Location:** PD24
**Project Description:** Design, permit and build Community Gardens
**Status:** Not Active
**Estimated Completion:** 2018
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ 40,000 | $ - | $ 40,000 | $ - | $ 80,000 |
| **Total:** | $ - | $ - | $ - | $ 40,000 | $ - | $ 40,000 | $ - | $ 80,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ 40,000 | $ - | $ 40,000 | $ - | $ 80,000 |
| **Total:** | $ - | $ - | $ - | $ 40,000 | $ - | $ 40,000 | $ - | $ 80,000 |

**Project # & Title:** **Develop the Park adjacent to the 53rd Ave Community Recreation Center**
**Map Location:** PD20
**Project Description:** Design, permit and build the park portion at 53rd Avenue West
**Status:** Not Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Minimal impact to operating costs

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ - | $ 4,000,000 | $ - | $ - | $ 4,000,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 4,000,000 | $ - | $ - | $ 4,000,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ 4,000,000 | $ - | $ - | $ 4,000,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 4,000,000 | $ - | $ - | $ 4,000,000 |

**Project # & Title:** **Patterson St. Drake Lane Park**
**Map Location:** PD25
**Project Description:** Design, permit and build park in coordination with Metro at Patterson St. properties
**Status:** Not Active
**Estimated Completion:** 2017
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Unknown at this time

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |

**Project # & Title:** **AmberGlen Park Blocks**
**Map Location:** PD38
**Project Description:** Acquire park blocks identified in the AmberGlen Community Plan
**Status:** Active
**Estimated Completion:** 2017
**Funded/Unfunded:** Unfunded
**Operating Impacts:**

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |

**Project # & Title:** **AmberGlen Trails**
**Map Location:** PD39
**Project Description:** Acquire trail easements for trails identified in the AmberGlen Community Plan
**Status:** Active
**Estimated Completion:** 2017
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Unknown at this time

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ - | $ 1,500,000 |

**Project # & Title:** **AmberGlen -annex park placeholder**
**Map Location:** PD40
**Project Description:** Acquire park annex identified in the AmberGlen Community Plan
**Status:** Active
**Estimated Completion:** 2016
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Unknown at this time

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Acquisition | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |

**Project # & Title:** **SHARC Improvements and Upgrades**
**Map Location:** PD34
**Project Description:** New outdoor spray ground, cabana, cardio weigh room, misc improvements
**Status:** Not Active
**Estimated Completion:** 2019
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Minimal impacts

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ - | $ 3,000,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ - | $ 3,000,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| General Fund | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ - | $ 3,000,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 3,000,000 | $ - | $ 3,000,000 |

**Project # & Title:** **53rd Avenue Park NE**
**Map Location:** None
**Project Description:** Develop the NE portion of the 53rd Ave Park Campus
**Status:** Not Active
**Estimated Completion:** 2019
**Funded/Unfunded:** Unfunded
**Operating Impacts:** Unknown at this time

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ 1,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ 1,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ 1,500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ 1,500,000 |

**Project # & Title:** **Rock Creek Trail Extension**
**Map Location:** PD28
**Project Description:** Develop a next segment of the Rock Creek Trail
**Status:** Not Active
**Estimated Completion:** 2019
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

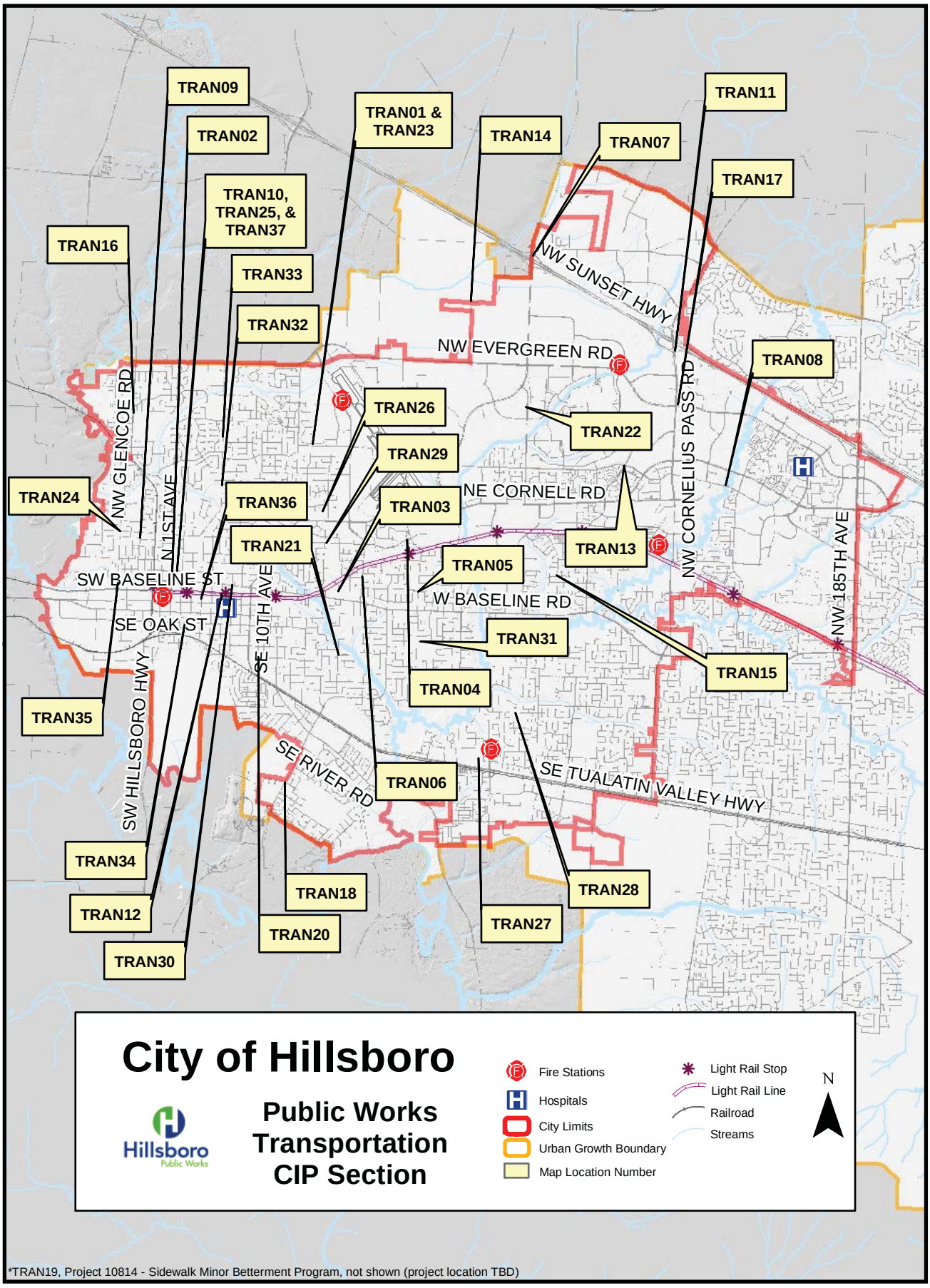
| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 250,000 | $ 250,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 250,000 | $ 250,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ - | $ - | $ 250,000 | $ 250,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 250,000 | $ 250,000 |

**Project # & Title:** **Crescent Park**
**Map Location:** PD29
**Project Description:** Develop Phase 1 Crescent Park
**Status:** Not Active
**Estimated Completion:** 2019
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Park System Development Charge (SDC) | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 500,000 | $ 500,000 |

**Project # & Title:** **Senior Center Improvements and Upgrades**
**Map Location:** PD35
**Project Description:** Upgrades to technology and interiors, convert under utilized spaces, and expand kitchen
**Status:** Not Active
**Estimated Completion:** 2019
**Funded/Unfunded:** Unfunded
**Operating Impacts:** None - improvements to existing facility

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| General Fund | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 1,100,000 | $ 1,100,000 |




*TRAN19, Project 10814 - Sidewalk Minor Betterment Program, not shown (project location TBD)

## Public Works Transportation Projects Summary

| Project # | Project Title | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|---|
| | TUF - Pavement Management Program | 7,508,310 | 3,439,950 | 3,585,340 | 2,907,047 | 2,951,329 | 2,997,382 | 3,045,277 | 26,434,635 |
| 10088 | Sidewalk and Tree Grate Repair | 158,759 | 100,000 | 20,000 | 25,000 | - | - | - | 303,759 |
| 10343 | NE 24th Avenue Improvements | 1,829 | 189,600 | 7,700 | 225,300 | - | - | - | 424,429 |
| 10444 | NE Veterans Drive | 4,661,454 | 1,828,900 | 66,000 | - | - | - | - | 6,556,354 |
| 10459 | NE 37th Avenue Bicycle Ped Improvements | 44,197 | 1,215,000 | 50,000 | - | - | - | - | 1,309,197 |
| 10468 | NE 28th Avenue Improvements | 744,987 | 6,918,000 | 4,204,000 | 420,000 | 40,000 | - | - | 12,326,987 |
| 10470 | Brookwood (Shute)/Helvetia Interchange | 240,899 | 360,000 | 360,000 | - | - | - | - | 960,899 |
| 10479 | Rock Creek, NW Amberwood Drive Bridge Repairs | 8,962 | 103,500 | 4,350 | - | - | - | - | 116,812 |
| 10485 | Connell and Garibaldi Street Improvements | 55,919 | 1,064,350 | 50,000 | - | - | - | - | 1,170,269 |
| 10564 | Downtown One-Way to Two-Way Conversion | - | - | 1,000,000 | 1,500,000 | - | - | - | 2,500,000 |
| 10631 | Cornelius Pass IOF Grant | 128,820 | 1,165,285 | 450,000 | - | - | - | - | 1,744,105 |
| 10691 | Traffic Signal Timing Enhancements | - | 20,000 | 30,000 | 10,000 | 10,000 | - | - | 70,000 |
| 10705 | 253rd Extension Project | 357,188 | 6,758,000 | 13,368,333 | 2,506,222 | - | - | - | 22,989,743 |
| 10767 | ADA Ramp Upgrades | 52,020 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | - | 302,020 |
| 10779 | Glencoe Road Mid-Block Crossing | 7,122 | 60,000 | 4,000 | | | | | 71,122 |
| 10786 | ODOT Rail and Highway Acquisition | - | 86,000 | 60,000 | | | | | 146,000 |
| 10795 | Minter Bridge Crosswalk/School Zone | 2,928 | 120,000 | 4,500 | | | | | 127,428 |
| 10814 | Sidewalk Minor Betterment Program | - | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 300,000 |
| 10842 | 11th and Alder CDBG Sidewalk Improvement | - | 30,000 | 670,000 | 10,000 | - | - | - | 710,000 |
| 10889 | 24th/Alder Sidewalk Infill | - | 85,000 | 325,000 | - | - | - | - | 410,000 |
| 10891 | LED Street Lighting Upgrades | - | - | 165,000 | 250,000 | 250,000 | 250,000 | 250,000 | 1,165,000 |
| 10895 | Griffin Oaks Pavement Replacement | - | - | 1,122,000 | - | - | - | - | 1,122,000 |
| 10896 | Reconstruction of Forest St at Freeman | - | - | 4,696 | 167,804 | - | - | - | 172,500 |
| 10897 | Preliminary Design of Downtown Street Reconstruction | - | - | | 120,000 | - | - | - | 120,000 |

## Public Works Transportation Projects Summary (continued)

| Project # | Project Title | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|---|
| 10898 | Sequoia Bulb Out Construction - 21st Ave | - | - | 3,100 | - | - | - | - | 3,100 |
| 10899 | SE 48th and 49th Ave Reconstruction | - | - | 3,300 | 45,700 | 635,000 | - | - | 684,000 |
| 10900 | Golden Road - Brookwood to Imlay | - | - | 516,000 | 1,019,000 | - | - | - | 1,535,000 |
| 10902 | Grant St Pedestrian Improvement | - | - | 502,560 | - | - | - | - | 502,560 |
| 10904 | Pedestrian Activated Beacon Crosswalks | - | - | 20,000 | 20,000 | 20,000 | - | - | 60,000 |
| 10916 | Intelligent Transportation System (ITS) Plan | - | - | 20,000 | 20,000 | 20,000 | - | - | 60,000 |
| **Unfunded Projects** | | | | | | | | | |
| | TUF - Pavement Management Program | - | - | - | 1,858,521 | 2,382,734 | 2,652,308 | 2,936,311 | 9,829,874 |
| | Cedar Street - 32nd to Brookwood Avenue | - | - | - | 500,000 | 1,500,000 | - | - | 2,000,000 |
| | Jackson School - NE Grant to Sunrise | - | - | - | | 2,500,000 | - | - | 2,500,000 |
| | Jackson School - Sunrise to Rogahn | - | - | - | - | - | 1,500,000 | - | 1,500,000 |
| | Stagg Property Alley Reconstruction | - | - | - | - | - | - | 270,000 | 270,000 |
| | Freeman Reconstruction - South of Main St | - | - | - | - | - | 175,000 | - | 175,000 |
| | 5th Ave Reconstruction - Baseline to Washington | - | - | - | - | 308,000 | - | - | 308,000 |
| | Downtown Street Reconstruction | - | - | - | 1,408,000 | 1,408,000 | 1,408,000 | 1,408,000 | 5,632,000 |
| | **Total:** | **$ 13,973,394** | **$ 23,643,585** | **$ 26,715,879** | **$ 13,112,594** | **$ 12,125,063** | **$ 9,082,690** | **$ 7,959,588** | **$ 106,612,793** |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **Five Year CIP** | | | | | | | | | |
| | Funded | 13,973,394 | 23,643,585 | 26,715,879 | 9,346,073 | 4,026,329 | 3,347,382 | 3,345,277 | 84,397,919 |
| | Unfunded | - | - | - | 3,766,521 | 8,098,734 | 5,735,308 | 4,614,311 | 22,214,874 |
| | **Total Five Year CIP:** | **$ 13,973,394** | **$ 23,643,585** | **$ 26,715,879** | **$ 13,112,594** | **$ 12,125,063** | **$ 9,082,690** | **$ 7,959,588** | **$ 106,612,793** |

## Public Works Transportation Projects

**Project # & Title:** **TUF - Pavement Management Program**
**Map Location:** None - various locations throughout the City
**Project Description:** Annual crack sealing, slurry sealing, micro-surfacing, dig outs, and overlay maintenance of roadways within the City of Hillsboro.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** Annual maintenance

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 1,094,995 | $ 39,950 | $ 243,000 | $ 247,000 | $ 257,000 | $ 268,000 | $ 277,000 | $ 2,426,945 |
| Construction | 6,413,316 | 3,400,000 | 3,342,340 | 4,518,568 | 5,077,063 | 5,381,687 | 5,704,588 | 33,837,562 |
| **Total:** | $ 7,508,310 | $ 3,439,950 | $ 3,585,340 | $ 4,765,568 | $ 5,334,063 | $ 5,649,687 | $ 5,981,588 | $ 36,264,506 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) PMP | $ 7,508,310 | $ 939,950 | $ 1,085,340 | $ 1,107,047 | $ 1,151,329 | $ 1,197,382 | $ 1,245,277 | $ 14,234,635 |
| General Fund | - | 250,000 | - | 250,000 | 250,000 | 250,000 | 250,000 | 1,250,000 |
| Transportation Fund | - | 1,500,000 | 1,200,000 | 500,000 | 500,000 | 500,000 | 500,000 | 4,700,000 |
| Strategic Investment Program (SIP) | - | 750,000 | 1,000,000 | 750,000 | 750,000 | 750,000 | 750,000 | 4,750,000 |
| Transportation Utility Fee (TUF) Pathways | - | - | 300,000 | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| Unfunded Amount | - | - | - | 1,858,521 | 2,382,734 | 2,652,305 | 2,936,311 | 9,829,871 |
| **Total:** | $ 7,508,310 | $ 3,439,950 | $ 3,585,340 | $ 4,765,568 | $ 5,334,063 | $ 5,649,687 | $ 5,981,588 | $ 36,264,506 |

**Project # & Title:** **10088 - Sidewalk and Tree Grate Repair**
**Map Location:** TRAN02
**Project Description:** Repair of sidewalks and tree grates within downtown.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 71,214 | $ - | $ 20,000 | $ 25,000 | $ - | $ - | $ - | $ 116,214 |
| Construction | 87,545 | 100,000 | - | - | - | - | - | 187,545 |
| **Total:** | $ 158,759 | $ 100,000 | $ 20,000 | $ 25,000 | $ - | $ - | $ - | $ 303,759 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Special Assessment Fund | $ 158,759 | $ 100,000 | $ 20,000 | $ 25,000 | $ - | $ - | $ - | $ 303,759 |
| **Total:** | $ 158,759 | $ 100,000 | $ 20,000 | $ 25,000 | $ - | $ - | $ - | $ 303,759 |

**Project # & Title:** **10343 - NE 24th Avenue Improvements**
**Map Location:** TRAN03
**Project Description:** The project will provide full width street improvements to NE 24th Avenue between Main Street and Light Rail. Installation of curb and gutter, sidewalks, and drainage improvements will be included.
**Status:** Active
**Estimated Completion:** November 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 2,853 | $ 23,800 | $ 14,000 | $ - | $ - | $ - | $ - | $ 40,653 |
| Construction | - | 214,000 | - | 411,600 | - | - | - | 625,600 |
| **Total:** | $ 2,853 | $ 237,800 | $ 14,000 | $ 411,600 | $ - | $ - | $ - | $ 666,253 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ 1,829 | $ 189,600 | $ 7,700 | $ 162,300 | $ - | $ - | $ - | $ 361,429 |
| Transportation Utility Fee (TUF) PMP | - | - | - | 63,000 | - | - | - | 63,000 |
| Surface Water Management Depreciation | - | - | 3,010 | 88,490 | - | - | - | 91,500 |
| Surface Water Management System Development Charges (SWM SDC) | 1,024 | 48,200 | 3,290 | 97,810 | - | - | - | 150,324 |
| **Total:** | $ 2,853 | $ 237,800 | $ 14,000 | $ 411,600 | $ - | $ - | $ - | $ 666,253 |

**Project # & Title:** **10459 - NE 37th Avenue Bicycle Ped Improvements**
**Map Location:** TRAN05
**Project Description:** The project is identified in the City's current Bike / Ped CIP as determined by Transportation Committee and will improve NE 37th Avenue from Main Street to Brogden Street. Improvements will include street widening, curb and gutters, and sidewalks.
**Status:** Construction
**Estimated Completion:** August 31, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 50,895 | $ 17,500 | $ - | $ - | $ - | $ - | $ - | $ 68,395 |
| Construction | - | 1,400,000 | 60,000 | - | - | - | - | 1,460,000 |
| **Total:** | $ 50,895 | $ 1,417,500 | $ 60,000 | $ - | $ - | $ - | $ - | $ 1,528,395 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) Pathways | $ 38,254 | $ 1,012,500 | $ 40,000 | $ - | $ - | $ - | $ - | $ 1,090,754 |
| Transportation Impact Fee (TIF) Transit | 5,943 | 202,500 | 10,000 | - | - | - | - | 218,443 |
| Surface Water Management System Development Charges (SWM SDC) | 6,698 | 202,500 | 10,000 | - | - | - | - | 219,198 |
| **Total:** | $ 50,895 | $ 1,417,500 | $ 60,000 | $ - | $ - | $ - | $ - | $ 1,528,395 |

**Project # & Title:** **10444 - NE Veterans Drive**
**Map Location:** TRAN04
**Project Description:** Veterans Drive will be a new roadway constructed between the intersection of NE 28th, Grant Street and NE Brookwood Parkway. The project includes construction of a roundabout at its intersection with NE 34th Avenue. It also includes the extension of a new storm and sanitary sewers as well as the construction of a regional storm water quality facility.

**Project Manager:** Charlie Shell
**Funded/Unfunded:** Funded
**Status:** Construction
**Estimated Completion:** Majority completed by February 2014; finaled summer 2014
**Operations Impact:** Maintenance - Increase capacity

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 889,653 | $ 78,900 | $ 31,000 | $ - | $ - | $ - | $ - | $ 999,553 |
| Construction | 4,505,523 | 1,750,000 | 45,000 | - | - | - | - | 6,300,523 |
| **Total:** | $ 5,395,176 | $ 1,828,900 | $ 76,000 | $ - | $ - | $ - | $ - | $ 7,300,076 |
| | | | | | | | | |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee (TIF) Collector | $ 3,664,476 | $ 1,280,230 | $ 46,200 | $ - | $ - | $ - | $ - | $ 4,990,906 |
| Transportation Impact Fee (TIF) Transit | 996,978 | 548,670 | 19,800 | - | - | - | - | 1,565,448 |
| Sewer System Development Charges (SWR SDC) | 77,349 | - | - | - | - | - | - | 77,349 |
| Surface Water Management System Development Charges (SWM SDC) | 656,372 | - | 10,000 | - | - | - | - | 666,372 |
| **Total:** | $ 5,395,176 | $ 1,828,900 | $ 76,000 | $ - | $ - | $ - | $ - | $ 7,300,076 |
| | | | | | | | | |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | 1.00 | - | - | - | - | 1.00 |
| Department Expenses | - | - | 60,800 | 62,624 | 64,503 | 66,438 | 68,431 | 322,795 |
| **Total:** | $ - | $ - | $ 60,800 | $ 62,624 | $ 64,503 | $ 66,438 | $ 68,431 | $ 322,795 |

**Project # & Title:** **10468 - NE 28th Avenue Improvements**
**Map Location:** TRAN06
**Project Description:** This project will widen NE 28th Avenue between Main and Grant to include left turn lanes, sidewalks, planter strip with trees, and bicycle lanes on both sides of the roadway to enhance safety and complete a multi-modal connection between the Fair Plex and E Main Street. The NE 28th is a connection between the #47 and #48 Tri-met bus lines and has a connection to the Fair Plex Light Rail Station.
**Status:** Construction
**Estimated Completion:** August 30, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - improve bike/ped connectivity for Southeast Hillsboro (bike lanes identified in TSP)

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 734,994 | $ 718,000 | $ 204,000 | $ 20,000 | $ - | $ - | $ - | $ 1,676,994 |
| Construction | 9,993 | 6,200,000 | 4,000,000 | 400,000 | 40,000 | - | - | 10,649,993 |
| **Total:** | $ 744,987 | $ 6,918,000 | $ 4,204,000 | $ 420,000 | $ 40,000 | $ - | $ - | $ 12,326,987 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee (TIF) Arterial | $ 744,987 | $ 6,918,000 | $ 4,204,000 | $ 420,000 | $ 40,000 | $ - | $ - | $ 12,326,987 |
| **Total:** | $ 744,987 | $ 6,918,000 | $ 4,204,000 | $ 420,000 | $ 40,000 | $ - | $ - | $ 12,326,987 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | - | 1.00 | - | - | 1.00 |
| Department Expenses | - | - | - | - | 60,900 | 62,727 | 64,609 | 188,236 |
| **Total:** | $ - | $ - | $ - | $ - | $ 60,900 | $ 62,727 | $ 64,609 | $ 188,236 |

**Project # & Title:** **10470 - Brookwood (Shute)/Helvetia Interchange**
**Map Location:** TRAN07
**Project Description:** Preliminary engineering for the Brookwood (Shute)/Helvetia Interchange improvement to address existing capacity deficiencies at the interchange which is impeding the marketability of industrial lands in the vicinity as well as limiting the ability of road agencies to continue to grant development approvals. These funds will be used at the early phase of design to fund the Interchanged Area Management Plan Transportation analysis, right-of-way mapping, initial NEPA related work.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** None - interchange is responsibility of the State of Oregon; however, this is a joint project with the State, Washington County, and the City of Hillsboro.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 240,899 | $ 360,000 | $ 360,000 | $ - | $ - | $ - | $ - | $ 960,899 |
| **Total:** | $ 240,899 | $ 360,000 | $ 360,000 | $ - | $ - | $ - | $ - | $ 960,899 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Development Tax (TDT) | $ 240,899 | $ 360,000 | $ 360,000 | $ - | $ - | $ - | $ - | $ 960,899 |
| **Total:** | $ 240,899 | $ 360,000 | $ 360,000 | $ - | $ - | $ - | $ - | $ 960,899 |

**Project # & Title:** **10479 - Rock Creek, NW Amberwood Drive Bridge Repairs**
**Map Location:** TRAN08
**Project Description:** The project will undertake bridge scour repairs in the form of ODOT Class 100 or Class 200 riprap to mitigate for the settlement and erosion along the west abutment and protect against stream instability caused by loss of material. The project will engage a wetlands consultant to help acquire necessary Department of State Lands (DSL) and/or Army Corps of Engineers Permits. The project will schedule repair during in-water work period (usually July 1 - September 30).
**Status:** Construction Completed, in Warranty
**Estimated Completion:** December 31, 2013
**Funded/Unfunded:** Funded
**Operations Impact:** None - maintenance on existing infrastructure as required based on ODOT structural inspections and improve structural stability

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 8,962 | $ 3,500 | $ - | $ - | $ - | $ - | $ - | $ 12,462 |
| Construction | - | 100,000 | 4,350 | - | - | - | - | 104,350 |
| **Total:** | $ 8,962 | $ 103,500 | $ 4,350 | $ - | $ - | $ - | $ - | $ 116,812 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ 8,962 | $ 103,500 | $ 4,350 | | | | | $ 116,812 |
| **Total:** | $ 8,962 | $ 103,500 | $ 4,350 | $ - | $ - | $ - | $ - | $ 116,812 |

**Project # & Title:** **10485 - Connell and Garibaldi Street Improvements**
**Map Location:** TRAN09
**Project Description:** The project will make street and pedestrian improvements to Connell Avenue from Garibaldi to Darnelle and to Garibaldi from Connell to Ebberts Avenue. The existing streets will be widened and improved with the addition of curb and gutter, sidewalks, and storm drainage. The existing sanitary sewer lines will also be replaced. This project will complete the 5-year CIP authorized by Transportation Committee.
**Status:** Construction
**Estimated Completion:** June 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - repair and improvement to bike/ped connectivity, better storm drainage, and increase sewer capacity

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 88,938 | $ 25,400 | $ - | $ - | $ - | $ - | $ - | $ 114,338 |
| Construction | - | 1,960,700 | 60,000 | - | - | - | - | 2,020,700 |
| **Total:** | $ 88,938 | $ 1,986,100 | $ 60,000 | $ - | $ - | $ - | $ - | $ 2,135,038 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee (TIF) Collector | $ 55,919 | $ 1,064,350 | $ 50,000 | $ - | $ - | $ - | $ - | $ 1,170,269 |
| Sewer System Development Charges (SWR SDC) | 11,062 | 218,100 | - | - | - | - | - | 229,162 |
| Surface Water Management Depreciation | 6,250 | 138,150 | - | - | - | - | - | 144,400 |
| Surface Water Management System Development Charges (SWM SDC) | 15,707 | 565,500 | 10,000 | - | - | - | - | 591,207 |
| **Total:** | $ 88,938 | $ 1,986,100 | $ 60,000 | $ - | $ - | $ - | $ - | $ 2,135,038 |

**Project # & Title:** **10564 - Downtown One-Way to Two-Way Conversion**
**Map Location:** TRAN10, TRAN25, TRAN37
**Project Description:** Engineering and construction of the conversion of the downtown core streets (Lincoln, Main, 2nd, 3rd, 4th, and 5th) from one-way streets to two-way streets). Project will include the modification of signing, striping, and 21 traffic signals.
**Status:** Preliminary Design
**Estimated Completion:** June 30, 2016
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 500,000 | $ 100,000 | $ - | $ - | $ - | $ 600,000 |
| Construction | - | - | 500,000 | 1,400,000 | - | - | - | 1,900,000 |
| **Total:** | $ - | $ - | $ 1,000,000 | $ 1,500,000 | $ - | $ - | $ - | $ 2,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Gain Share Fund | $ - | $ - | $ 537,500 | $ 1,500,000 | $ - | $ - | $ - | $ 2,037,500 |
| Transportation Fund | - | - | 462,500 | - | - | - | - | 462,500 |
| **Total:** | $ - | $ - | $ 1,000,000 | $ 1,500,000 | $ - | $ - | $ - | $ 2,500,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | 1.00 | - | - | - | 1.00 |
| Department Expenses | - | - | - | 60,900 | 62,727 | 64,609 | 66,547 | 254,783 |
| **Total:** | $ - | $ - | $ - | $ 60,900 | $ 62,727 | $ 64,609 | $ 66,547 | $ 254,783 |

**Project # & Title:** **10631 - Cornelius Pass IOF Grant**
**Map Location:** TRAN11
**Project Description:** To improve right turn capacity and ramp meter storage on northbound Cornelius Pass to eastbound US 26 by adding a second right turn lane, widening the on-ramp to two lanes, modifying the bicycle lane, island, and associated pedestrian improvements.
**Status:** Active
**Estimated Completion:** December 31, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** None - improving existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 128,820 | $ 235,285 | $ 200,000 | $ - | $ - | $ - | $ - | $ 564,105 |
| Construction | - | 930,000 | 250,000 | - | - | - | - | 1,180,000 |
| **Total:** | $ 128,820 | $ 1,165,285 | $ 450,000 | $ - | $ - | $ - | $ - | $ 1,744,105 |
| **Revenue Funding Source(s):** | | | | | | | | |
| State Grant | $ 72,201 | $ 665,285 | $ - | $ - | $ - | $ - | $ - | $ 737,486 |
| Transportation Impact Fee (TIF) Arterial | 56,619 | 250,000 | 350,000 | - | - | - | - | 656,619 |
| Transportation Development Tax (TDT) | - | 250,000 | 100,000 | - | - | - | - | 350,000 |
| **Total:** | $ 128,820 | $ 1,165,285 | $ 450,000 | $ - | $ - | $ - | $ - | $ 1,744,105 |

**Project # & Title:** **10691 - Traffic Signal Timing Enhancements**
**Map Location:** TRAN13
**Project Description:** The project will address modifications or enhancements to traffic signal timing at various City owned traffic signals on an as-needed basis.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ 20,000 | $ 30,000 | $ 10,000 | $ 10,000 | $ - | $ - | $ 70,000 |
| **Total:** | $ - | $ 20,000 | $ 30,000 | $ 10,000 | $ 10,000 | $ - | $ - | $ 70,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ - | $ 20,000 | $ 30,000 | $ 10,000 | $ 10,000 | $ - | $ - | $ 70,000 |
| **Total:** | $ - | $ 20,000 | $ 30,000 | $ 10,000 | $ 10,000 | $ - | $ - | $ 70,000 |

**Project # & Title:** **10705 - 253rd Extension Project**
**Map Location:** TRAN14
**Project Description:** The extension of 253rd from NW Evergreen Road to NW Meek Road is necessary to correct poor intersection geometry at the Brookwood Parkway and Highway 26 interchange. Meek Road connects to Brookwood Parkway just south of the current Brookwood interchange. Future improvements to the interchange will require closure of the Meek Road access to Brookwood Parkway. The 253rd Street improvements will reconstruct the existing section of 253rd, north of Evergreen Road, and extend the road to provide a connection to Meek Road. This new connection will mitigate the lost access to Brookwood Parkway. The new 253rd Ave will have 14-foot travel lanes and gravel shoulders. Storm water will be conveyed with roadside ditches. The road will require two stream crossings, this will be installed at the ultimate three lane width to accommodate the future expansion of the road. This project will also construct similar improvements extending Huffman Road from Brookwood west to 253rd.
**Status:** Active
**Estimated Completion:** December 30, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 305,233 | $ 158,000 | $ 175,000 | $ 25,000 | $ - | $ - | $ - | $ 663,233 |
| Construction | 51,955 | 6,600,000 | 13,193,333 | 2,481,222 | - | - | - | 22,326,510 |
| **Total:** | $ 357,188 | $ 6,758,000 | $ 13,368,333 | $ 2,506,222 | $ - | $ - | $ - | $ 22,989,743 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee Collector | $ 357,188 | $ 3,558,000 | $ - | $ - | $ - | $ - | $ - | $ 3,915,188 |
| Oregon Department of Transportation (OJTA) | - | 3,200,000 | 13,368,333 | 2,506,222 | - | - | - | 19,074,555 |
| **Total:** | $ 357,188 | $ 6,758,000 | $ 13,368,333 | $ 2,506,222 | $ - | $ - | $ - | $ 22,989,743 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | 1.00 | - | - | - | 1.00 |
| Department Expenses | - | - | - | 60,800 | 62,624 | 64,503 | 66,438 | 254,365 |
| **Total:** | $ - | $ - | $ - | $ 60,800 | $ 62,624 | $ 64,503 | $ 66,438 | $ 254,365 |

**Project # & Title:** **10767 - ADA Ramps Upgrades**
**Map Location:** TRAN15
**Project Description:** Install and upgrade 20 to 25 pedestrian ramps to meet current ADA requirements, as part of the City's ADA Transition Plan
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 2,247 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,247 |
| Construction | 49,773 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | - | 299,773 |
| **Total:** | $ 52,020 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ - | $ 302,020 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Pathways Fund | $ 52,020 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ - | $ 302,020 |
| **Total:** | $ 52,020 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ - | $ 302,020 |

**Project # & Title:** **10779 - Glencoe Road Mid-Block Crossing**
**Map Location:** TRAN16
**Project Description:** Install a Rectangular Rapid Flashing Beacon (RRFB) pedestrian crossing on Glencoe Road at Glencoe High School North Entrance/Plain Pantry location and associated pedestrian ramps, crosswalks and lighting.
**Status:** Construction Completed, in Warranty
**Estimated Completion:** June 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - lower cost alternative to traffic signals to increase driver yielding behavior at crosswalks

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 2,122 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,122 |
| Construction | 5,000 | 60,000 | 4,000 | - | - | - | - | 69,000 |
| **Total:** | $ 7,122 | $ 60,000 | $ 4,000 | $ - | $ - | $ - | $ - | $ 71,122 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Pathways Fund | $ 7,122 | $ 60,000 | $ 4,000 | $ - | $ - | $ - | $ - | $ 71,122 |
| **Total:** | $ 7,122 | $ 60,000 | $ 4,000 | $ - | $ - | $ - | $ - | $ 71,122 |

**Project # & Title:** **10786 - ODOT Rail and Highway Acquisition**
**Map Location:** TRAN17
**Project Description:** Investigations and negotiations for the acquisition of former railroad road right-of-way (from ODOT Rail) adjacent to Cornelius Pass Road between Cornell Road and US26 for future road improvement.
**Status:** Active
**Estimated Completion:** June 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None at this time

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 86,000 | $ 5,000 | $ - | $ - | $ - | $ - | $ 91,000 |
| Construction | - | - | 55,000 | - | - | - | - | 55,000 |
| **Total:** | $ - | $ 86,000 | $ 60,000 | $ - | $ - | $ - | $ - | $ 146,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Development Tax (TDT) | $ - | $ 86,000 | $ 60,000 | $ - | $ - | $ - | $ - | $ 146,000 |
| **Total:** | $ - | $ 86,000 | $ 60,000 | $ - | $ - | $ - | $ - | $ 146,000 |

**Project # & Title:** **10795 - Minter Bridge Crosswalk/School Zone**
**Map Location:** TRAN18
**Project Description:** Install a Rectangular Rapid Flashing Beacon (RRFB) pedestrian crossing on Minter Bridge Road at Jacquelin Drive and a School Solar Flashing Beacon to establish a School Speed 20mph Zone "when flashing" for Minter Bridge Elementary School.
**Status:** Construction Completed, in Warranty
**Estimated Completion:** June 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - lower cost alternative to traffic signals to increase driver yielding behavior at crosswalks

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 2,928 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,928 |
| Construction | - | 120,000 | 4,500 | - | - | - | - | 124,500 |
| **Total:** | $ 2,928 | $ 120,000 | $ 4,500 | $ - | $ - | $ - | $ - | $ 127,428 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) Pathways | $ 2,928 | $ 120,000 | $ 4,500 | $ - | $ - | $ - | $ - | $ 127,428 |
| **Total:** | $ 2,928 | $ 120,000 | $ 4,500 | $ - | $ - | $ - | $ - | $ 127,428 |

**Project # & Title:** **10814 - Sidewalk Minor Betterment Program**
**Map Location:** None - various locations throughout the City
**Project Description:** Supplement to the bicycle and pedestrian capital improvement program for the construction of small scale ($50,000 or less) pedestrian improvements that provide critical connections within school walk boundaries or are within 1/4 mile of a transit stop.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |
| **Total:** | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Pathways Fund | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |
| **Total:** | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 50,000 | $ 300,000 |

**Project # & Title:** **10842 - 11th and Alder CDBG Sidewalk Improvement (Non-Grant)**
**Map Location:** TRAN20
**Project Description:** Project will install sidewalks and street lighting on SE 11th Avenue from SE Maple to 100 feet south of SE Alder Street and SE Alder Street from SE 11th Avenue to SE 21st Avenue.
**Status:** In Design
**Estimated Completion:** October 15, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - Investing in sidewalks to add benefits to the community

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 30,000 | $ 10,000 | $ - | $ - | $ - | $ - | $ 40,000 |
| Construction | - | - | 660,000 | 10,000 | - | - | - | 670,000 |
| **Total:** | $ - | $ 30,000 | $ 670,000 | $ 10,000 | $ - | $ - | $ - | $ 710,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) Pathways | $ - | $ 30,000 | $ 100,000 | $ - | $ - | $ - | $ - | $ 130,000 |
| Community Development Block Grant (CDBG) | - | - | 570,000 | 10,000 | - | - | - | 580,000 |
| **Total:** | $ - | $ 30,000 | $ 670,000 | $ 10,000 | $ - | $ - | $ - | $ 710,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | 1.00 | - | - | - | 1.00 |
| Department Expenses | - | - | - | 60,900 | 62,727 | 64,609 | 66,547 | 254,783 |
| **Total:** | $ - | $ - | $ - | $ 60,900 | $ 62,727 | $ 64,609 | $ 66,547 | $ 254,783 |

**Project # & Title:** **10889 - 24th / Alder Sidewalk Infill Project**
**Map Location:** TRAN21
**Project Description:** Install 6 feet curb tight sidewalks on 24th Avenue between Maple and Alder and on Alder between 24th and 25th Court, to complete a critical gap and provide safe pedestrian access to WL Henry Elementary School kids.
**Status:** In Design
**Estimated Completion:** December 31, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 24,500 | $ - | $ - | $ - | $ - | $ - | $ 24,500 |
| Construction | - | 60,500 | 325,000 | - | - | - | - | 385,500 |
| **Total:** | $ - | $ 85,000 | $ 325,000 | $ - | $ - | $ - | $ - | $ 410,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Pathways Fund | $ - | $ 60,000 | $ - | $ - | $ - | $ - | $ - | $ 60,000 |
| Gainshare | - | 25,000 | 325,000 | - | - | - | - | 350,000 |
| **Total:** | $ - | $ 85,000 | $ 325,000 | $ - | $ - | $ - | $ - | $ 410,000 |

**Project # & Title:** **10891 - LED Street Lighting Upgrades**
**Map Location:** TRAN22
**Project Description:** The project will make street lighting upgrades to existing HPS lights; primarily converting the HPS to LED lights over a 5-year timeframe. The 1st 2 years will focus on switching end-of-life Option C HPS lights to Option C LED lights and possibly additional lighting infrastructure work (e.g. new meters, controllers, wiring and circuits) to make our existing Option B HPS inventory Option C LED ready. The later 3 years will focus of switching HPS lamps to LEDs.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - First 2 years will not amount to any additional maintenance burden. Later years will impact maintenance as we will be trying to convert existing Option B HPS inventory to Option C LED.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ 165,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 1,165,000 |
| **Total:** | $ - | $ - | $ 165,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 1,165,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | | | $ 165,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 1,165,000 |
| **Total:** | $ - | $ - | $ 165,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 250,000 | $ 1,165,000 |

**Project # & Title:** **10895 - Griffin Oaks Pavement Replacement**
**Map Location:** TRAN23
**Project Description:** The existing concrete pavement between 15th and 25th on Griffin Oaks has failed and is in need of replacement. The funding will come from PMP.
**Status:** Active
**Estimated Completion:** November 1, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 20,000 | $ - | $ - | $ - | $ - | $ 20,000 |
| Construction | - | - | 1,102,000 | - | - | - | - | 1,102,000 |
| **Total:** | $ - | $ - | $ 1,122,000 | $ - | $ - | $ - | $ - | $ 1,122,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ 1,122,000 | $ - | $ - | $ - | $ - | $ 1,122,000 |
| **Total:** | $ - | $ - | $ 1,122,000 | $ - | $ - | $ - | $ - | $ 1,122,000 |

**Project # & Title:** **10896 - Reconstruction of Forest Street at Freeman**
**Map Location:** TRAN24
**Project Description:** The project will provide street improvements to NW Forest Street at the intersection with Freeman. The installation of curb and gutter, sidewalks, and drainage improvements will be included. This project is identified by PMP. PMP will contribute $35,000 (cost of an overlay).
**Status:** Active
**Estimated Completion:** November 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 5,330 | $ 12,170 | $ - | $ - | $ - | $ 17,500 |
| Construction | - | - | - | 175,000 | - | - | - | 175,000 |
| **Total:** | $ - | $ - | $ 5,330 | $ 187,170 | $ - | $ - | $ - | $ 192,500 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ 4,696 | $ 167,804 | $ - | $ - | $ - | $ 172,500 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | 634 | 19,366 | - | - | - | 20,000 |
| **Total:** | $ - | $ - | $ 5,330 | $ 187,170 | $ - | $ - | $ - | $ 192,500 |

**Project # & Title:** **10897 - Preliminary Design for Downtown Street Reconstruction**
**Map Location:** TRAN25, TRAN10, TRAN37
**Project Description:** Preliminary engineering study to plan for reconstruction of downtown streets from 1st to 5th and Lincoln to Grant. Project will require extensive coordination with utilities as well as the downtown core conversion. This project was identified by PMP.
**Status:** Active
**Estimated Completion:** June 30, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ 150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | | $ 120,000 | $ - | $ - | $ - | $ 120,000 |
| Surface Water Management Depreciation | - | - | | 15,000 | - | - | - | 15,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | | 15,000 | - | - | - | 15,000 |
| **Total:** | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ 150,000 |

**Project # & Title:** **10898 - Sequoia Bulb Out Construction - 21st Avenue**
**Map Location:** TRAN26
**Project Description:** An existing sequoia tree on 21st Avenue is damaging the pavement. Project will construct a curb bulb-out to create more room for the tree. This project was identified by PMP.
**Status:** Active
**Estimated Completion:** November 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 3,000 | $ - | $ - | $ - | $ - | $ 3,000 |
| Construction | - | - | 3,000 | - | - | - | - | 3,000 |
| **Total:** | $ - | $ - | $ 6,000 | $ - | $ - | $ - | $ - | $ 6,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ - | $ - | $ 2,300 | $ - | $ - | $ - | $ - | $ 2,300 |
| Transportation Utility Fee (TUF) | - | - | 800 | - | - | - | - | 800 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | 2,900 | - | - | - | - | 2,900 |
| **Total:** | $ - | $ - | $ 6,000 | $ - | $ - | $ - | $ - | $ 6,000 |

**Project # & Title:** **10899 - SE 48th and 49th Avenue Reconstruction**
**Map Location:** TRAN27
**Project Description:** The project will provide street improvements to SE 48th and 49th Avenues just north of TV Highway. Installation of curb and gutter, sidewalks, and drainage improvements will be included. This project was identified by PMP.

**Status:** Active
**Estimated Completion:** November 30, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 4,405 | $ 55,595 | $ 25,000 | $ - | $ - | $ 85,000 |
| Construction | - | - | - | - | 750,000 | - | - | 750,000 |
| **Total:** | $ - | $ - | $ 4,405 | $ 55,595 | $ 775,000 | $ - | $ - | $ 835,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ - | $ - | $ 3,300 | $ 35,700 | $ 500,000 | $ - | $ - | $ 539,000 |
| Transportation Utility Fee (TUF) | - | - | | 10,000 | 135,000 | - | - | 145,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | 1,105 | 9,895 | 140,000 | - | - | 151,000 |
| **Total:** | $ - | $ - | $ 4,405 | $ 55,595 | $ 775,000 | $ - | $ - | $ 835,000 |

**Project # & Title:** **10900 - Golden Road - Brookwood to Imlay**
**Map Location:** TRAN28
**Project Description:** The project is identified in the City's current Bike/Ped CIP as determined by Transportation Committee and will improve SE Golden Road from Brookwood to Imlay Avenue. The improvements will include street widening, curb and gutters, sidewalks, and bike lanes.
**Status:** Design
**Estimated Completion:** November 1, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - Investing in sidewalks and bike lanes to add benefits to the community

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 16,000 | $ 50,000 | $ - | $ - | $ - | $ 66,000 |
| Construction | - | - | 500,000 | 969,000 | - | - | - | 1,469,000 |
| **Total:** | $ - | $ - | $ 516,000 | $ 1,019,000 | $ - | $ - | $ - | $ 1,535,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | | | | | | | | |
| Pathways | $ - | $ - | $ 516,000 | $ 1,019,000 | $ - | $ - | $ - | $ 1,535,000 |
| **Total:** | $ - | $ - | $ 516,000 | $ 1,019,000 | $ - | $ - | $ - | $ 1,535,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | 1.00 | - | - | - | 1.00 |
| Department Expenses | - | - | - | 60,800 | 62,624 | 64,503 | 66,438 | 254,365 |
| **Total:** | $ - | $ - | $ - | $ 60,800 | $ 62,624 | $ 64,503 | $ 66,438 | $ 254,365 |

**Project # & Title:** **10902 - Grant Street Pedestrian Improvement**
**Map Location:** TRAN29
**Project Description:** Infill of sidewalks on both sides of NE Grant Street from 17th to 24th. The street is otherwise improved with curb/gutter, storm, etc. and right-of-way is available for the improvements. Per Transportation Committee direction, project shall consider and include any necessary crossing improvements.
**Status:** In Design
**Estimated Completion:** July 1, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - Investing in sidewalks to add benefits to the community

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| Construction | - | - | 452,560 | - | - | - | - | 452,560 |
| **Total:** | $ - | $ - | $ 502,560 | $ - | $ - | $ - | $ - | $ 502,560 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Gainshare | $ - | $ - | $ 502,560 | $ - | $ - | $ - | $ - | $ 502,560 |
| **Total:** | $ - | $ - | $ 502,560 | $ - | $ - | $ - | $ - | $ 502,560 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | 1.00 | - | - | - | - | 1.00 |
| Department Expenses | - | - | 60,900 | 62,727 | 64,609 | 66,547 | 68,543 | 323,326 |
| **Total:** | $ - | $ - | $ 60,900 | $ 62,727 | $ 64,609 | $ 66,547 | $ 68,543 | $ 323,326 |

**Project # & Title:** **10904 - Pedestrian Activated Beacon Crosswalks**
**Map Location:** TRAN30
**Project Description:** Install pedestrian activated beacon crossings at about 3 strategic locations throughout the City per year. These locations shall have met warrants for an "enhanced" crosswalk prior to the installation or be otherwise eligible for a beacon activated crossing based on citizen complaints, demonstrated poor driver compliance and/or accident history or be otherwise justified based on roadway speeds, geometry and proximity to schools, community centers and other high pedestrian volume areas.
**Status:** Ongoing
**Estimated Completion:** June 30, 2017
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ 60,000 |
| **Total:** | $ - | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ 60,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) Pathways | | | $ 20,000 | $ 20,000 | $ 20,000 | | | $ 60,000 |
| **Total:** | $ - | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ 60,000 |

## Public Works Transportation Projects Unfunded

**Project # & Title:** **10916 - Intelligent Transportation System (ITS) Plan**
**Map Location:** None
**Project Description:** The project will develop a citywide master plan for traffic signal communciations infrastructure and identify strategies to effectively collaborate with partner agencies (Washington County and the City's Information Services Department) to share existing fiber optic communications to transmit video feeds from existing traffic signals for remote monitoring capabilities. Project will also identify hardware needs for the new Traffic Management Center (TMC) planned for the new Public Works Facility
**Status:** Ongoing
**Estimated Completion:** June 30, 2017
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ 60,000 |
| **Total:** | $ - | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ 60,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) Pathways | | | $ 20,000 | $ 20,000 | $ 20,000 | | | $ 60,000 |
| **Total:** | $ - | $ - | $ 20,000 | $ 20,000 | $ 20,000 | $ - | $ - | $ 60,000 |

***Public Works - Transportation Projects Unfunded***

**Project # & Title:** **Cedar Street - 32nd to Brookwood Avenue**
**Map Location:** TRAN31
**Project Description:** The project is identified in the City's current Bike / Ped CIP as determined by Transportation Committee and will improve SE Cedar Street from 32nd Avenue to Brookwood Avenue. The improvements will include street widening, curb and gutters, and sidewalks.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** Maintenance - Investing in sidewalks and bike lanes to add benefits to the community

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 500,000 | $ - | $ - | $ - | $ 500,000 |
| Construction | - | - | - | - | 1,500,000 | - | - | 1,500,000 |
| **Total:** | $ - | $ - | $ - | $ 500,000 | $ 1,500,000 | $ - | $ - | $ 2,000,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) Pathways | $ - | $ - | $ - | $ 500,000 | $ 1,500,000 | $ - | $ - | $ 2,000,000 |
| **Total:** | $ - | $ - | $ - | $ 500,000 | $ 1,500,000 | $ - | $ - | $ 2,000,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | - | 1.00 | - | - | 1.00 |
| Department Expenses | - | - | - | - | 60,800 | 62,624 | 64,503 | 187,927 |
| **Total:** | $ - | $ - | $ - | $ - | $ 60,800 | $ 62,624 | $ 64,503 | $ 187,927 |

**Project # & Title:** **Jackson School - NE Grant to Sunrise**
**Map Location:** TRAN32
**Project Description:** The project is identified in the City's current Bike / Ped CIP as determined by Transportation Committee and will improve NE Jackson School Road from NE Grant Street to Sunrise Lane. The improvements will include street widening, curb and gutters, bike lanes, and sidewalks.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** Maintenance - Investing in sidewalks and bike lanes to add benefits to the community

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ 625,000 | $ - | $ - | $ 625,000 |
| Construction | - | - | - | - | 1,875,000 | - | - | 1,875,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | | | | | | | | |
| Pathways | $ - | $ - | $ - | $ - | $ 2,250,000 | $ - | $ - | $ 2,250,000 |
| Transportation Impact Fee (TIF) | | | | | | | | |
| Arterial | - | - | - | - | 250,000 | - | - | 250,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 2,500,000 | $ - | $ - | $ 2,500,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | - | 1.00 | - | - | 1.00 |
| Department Expenses | - | - | - | - | 60,800 | 62,624 | 64,503 | 187,927 |
| **Total:** | $ - | $ - | $ - | $ - | $ 60,800 | $ 62,624 | $ 64,503 | $ 187,927 |

**Project # & Title:** **Jackson School - Sunrise to Rogahn**
**Map Location:** TRAN33
**Project Description:** The project is identified in the City's current Bike / Ped CIP as determined by Transportation Committee and will improve NE Jackson School Road from NE Grant Street to Sunrise Lane. The improvements will include street widening, curb and gutters, bike lanes, and sidewalks.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** Maintenance - Investing in sidewalks and bike lanes to add benefits to the community

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ 375,000 | $ - | $ 375,000 |
| Construction | - | - | - | - | - | 1,125,000 | - | 1,125,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | | | | | | | | |
| Pathways | $ - | $ - | $ - | $ - | | $ 1,350,000 | $ - | $ 1,350,000 |
| Transportation Impact Fee (TIF) | | | | | | | | |
| Arterial | - | - | - | - | | 150,000 | - | 150,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 1,500,000 | $ - | $ 1,500,000 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | - | - | 1.00 | - | 1.00 |
| Department Expenses | - | - | - | - | - | 60,800 | 62,624 | 123,424 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 60,800 | $ 62,624 | $ 123,424 |

**Project # & Title:** **Stagg Property Alley Reconstruction**
**Map Location:** TRAN34
**Project Description:** Reconstruction of alley between 3rd and Fourth just south of Walnut. Also reconstruction of 4th Avenue from Walnut south to said alley. This project was identified by PMP.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ - | $ 30,000 | $ 30,000 |
| Construction | - | - | - | - | - | - | 300,000 | 300,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 330,000 | $ 330,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ - | $ - | $ - | $ 270,000 | $ 270,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | - | - | - | 60,000 | 60,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 330,000 | $ 330,000 |

**Project # & Title:** **Freeman Reconstruction - South of Main Street**
**Map Location:** TRAN35
**Project Description:** Reconstruction of Freeman Avenue south of Main Street. This project was identified by PMP. PMP will contribute cost of maintenance equal to $175,000.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

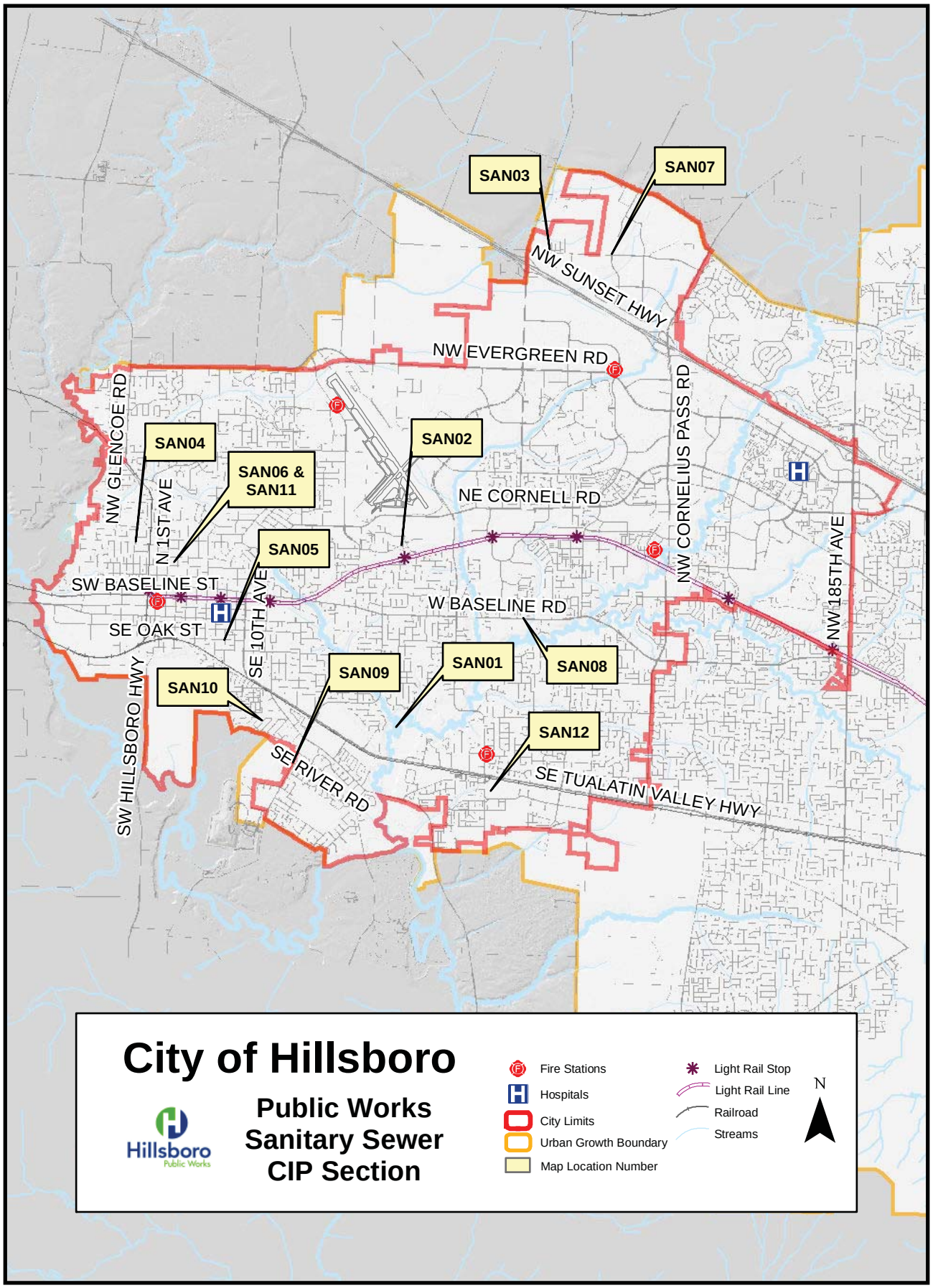
| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ 35,000 | $ - | $ 35,000 |
| Construction | - | - | - | - | - | 220,000 | - | 220,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 255,000 | $ - | $ 255,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) PMP | $ - | $ - | $ - | $ - | $ - | $ 175,000 | $ - | $ 175,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | - | - | 80,000 | - | 80,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 255,000 | $ - | $ 255,000 |

**Project # & Title:** **5th Avenue Reconstruction - Baseline to Washington**
**Map Location:** TRAN36
**Project Description:** Reconstruction of 5th Avenue between Baseline and Washington Street. This project was identified by PMP.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ 35,000 | $ - | $ - | $ 35,000 |
| Construction | - | - | - | - | 350,000 | - | - | 350,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 385,000 | $ - | $ - | $ 385,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ - | $ 308,000 | $ - | $ - | $ 308,000 |
| Surface Water Management Depreciation | - | - | - | - | 38,500 | - | - | 38,500 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | - | 38,500 | - | - | 38,500 |
| **Total:** | $ - | $ - | $ - | $ - | $ 385,000 | $ - | $ - | $ 385,000 |

**Project # & Title:** **Downtown Street Reconstruction**
**Map Location:** TRAN37
**Project Description:** Reconstruction of streets from 1st to 5th and from Lincoln to Grant. Project needs to start with some engineering and master planning for the area. Coordination with utilities and the downtown core conversion is necessary. This project was identified by PMP. Project budget assumes reconstruction of one north\south street each year for 5 years (year 5 not shown).
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 160,000 | $ 160,000 | $ 160,000 | $ 160,000 | $ 640,000 |
| Construction | - | - | - | 1,600,000 | 1,600,000 | 1,600,000 | 1,600,000 | 6,400,000 |
| **Total:** | $ - | $ - | $ - | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 7,040,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ 1,408,000 | $ 1,408,000 | $ 1,408,000 | $ 1,408,000 | $ 5,632,000 |
| Surface Water Management Depreciation | - | - | - | 176,000 | 176,000 | 176,000 | 176,000 | 704,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | 176,000 | 176,000 | 176,000 | 176,000 | 704,000 |
| **Total:** | $ - | $ - | $ - | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 7,040,000 |


SAN03
SAN07
NW SUNSET HWY
NW EVERGREEN RD
NW GLENCOE RD
SAN04
SAN06 &
SAN11
N 1ST AVE
SAN02
NE CORNELL RD
NW CORNELIUS PASS RD
SAN05
SW BASELINE ST
SE 10TH AVE
W BASELINE RD
NW 185TH AVE
SE OAK ST
SAN01
SAN08
SAN09
SAN10
SAN12
SW HILLSBORO HWY
SE RIVER RD
SE TUALATIN VALLEY HWY
City of Hillsboro
Hillsboro
Public Works
Public Works
Sanitary Sewer
CIP Section
Fire Stations
Hospitals
City Limits
Urban Growth Boundary
Map Location Number
Light Rail Stop
Light Rail Line
Railroad
Streams
N

## Public Works Sanitary Sewer Projects Summary

| Project # | Project Title | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|---|
| 10206 | Healthy Stream Project (IGA/CWS) | 666,656 | 305,000 | 295,000 | 285,000 | 275,000 | 265,000 | - | 2,091,656 |
| 10444 | NE Veterans Drive | 77,349 | - | - | - | - | - | - | 77,349 |
| 10466 | Country Haven Lateral | - | - | - | 926,000 | 1,000,000 | - | - | 1,926,000 |
| 10485 | Connell and Garibaldi Street Improvements | 11,062 | 218,100 | - | - | - | - | - | 229,162 |
| 10562 | South Hillsboro Sanitary Sewer I&I Abatement | 3,801,982 | 514,100 | 21,000 | - | - | - | - | 4,337,082 |
| 10676 | NW 1911 / 1936 Sanitary Sewer I&I Abatement | 27,586 | 2,250,000 | 2,428,000 | 1,947,500 | 2,520,000 | 2,042,500 | 2,640,000 | 13,855,586 |
| 10901 | Bunch Sanitary Sewer Extension | - | - | 85,000 | - | - | - | - | 85,000 |
| 10903 | Baseline Sanitary Sewer Extension | - | - | 175,000 | - | - | - | - | 175,000 |
| **Unfunded Projects** | | | | | | | | | |
| | Minter Bridge to Meadow Lark Trunk Replacement | - | - | - | - | 476,000 | 493,000 | - | 969,000 |
| | Fir Grove Trunk | - | - | - | - | - | - | 549,125 | 549,125 |
| | Sanitary Sewer I & I Abatement | - | - | - | - | 1,050,000 | 1,050,000 | 1,050,000 | 3,150,000 |
| | Johnson Brothers Sanitary Extension | - | - | - | 110,000 | - | - | - | 110,000 |
| | **Total:** | **$ 4,584,635** | **$ 3,287,200** | **$ 3,004,000** | **$ 3,268,500** | **$ 5,321,000** | **$ 3,850,500** | **$ 4,239,125** | **$ 27,554,960** |

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **Five Year CIP** | | | | | | | | | |
| | Funded | 4,584,635 | 3,287,200 | 3,004,000 | 3,158,500 | 3,795,000 | 2,307,500 | 2,640,000 | 22,516,835 |
| | Unfunded | - | - | - | 110,000 | 1,526,000 | 1,543,000 | 1,599,125 | 4,778,125 |
| | **Total Five Year CIP:** | **$ 4,584,635** | **$ 3,287,200** | **$ 3,004,000** | **$ 3,268,500** | **$ 5,321,000** | **$ 3,850,500** | **$ 4,239,125** | **$ 27,294,960** |

## Public Works Sanitary Sewer Projects

**Project # & Title:** **10206 - Healthy Stream Project (IGA/CWS)**
**Map Location:** SAN01
**Project Description:** Ongoing tree planting and riparian area improvement project.
**Status:** Active
**Estimated Completion:** December 31, 2018
**Funded/Unfunded:** Funded
**Operations Impact:** None - lowering stream temperatures that could defer the need to install cooling equipment at the Clean Water Services Wastewater Treatment Plants

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 214,036 | $ 42,000 | $ 27,600 | $ - | $ - | $ - | $ - | $ 283,636 |
| Construction | 452,619 | 263,000 | 267,400 | 285,000 | 275,000 | 265,000 | - | 1,808,019 |
| **Total:** | $ 666,656 | $ 305,000 | $ 295,000 | $ 285,000 | $ 275,000 | $ 265,000 | $ - | $ 2,091,656 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer System Development Charges (SWR SDC) | $ 666,656 | $ 305,000 | $ 295,000 | $ 285,000 | $ 275,000 | $ 265,000 | $ - | $ 2,091,656 |
| **Total:** | $ 666,656 | $ 305,000 | $ 295,000 | $ 285,000 | $ 275,000 | $ 265,000 | $ - | $ 2,091,656 |

**Project # & Title:** **10444 - NE Veterans Drive**
**Map Location:** SAN02
**Project Description:** Veterans Drive will be a new roadway constructed between the intersection of NE 28th, Grant Street and NE Brookwood Parkway. The project includes construction of a roundabout at its intersection with NE 34th Avenue. It also includes the extension of a new storm and sanitary sewers as well as the construction of a regional storm water quality facility.
**Status:** Construction
**Estimated Completion:** February 28, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - Increase capacity

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 889,653 | $ 78,900 | $ 31,000 | $ - | $ - | $ - | $ - | $ 999,553 |
| Construction | 4,505,523 | 1,750,000 | 45,000 | - | - | - | - | 6,300,523 |
| **Total:** | $ 5,395,176 | $ 1,828,900 | $ 76,000 | $ - | $ - | $ - | $ - | $ 7,300,076 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee (TIF) Collector | $ 3,664,476 | $ 1,280,230 | $ 46,200 | $ - | $ - | $ - | $ - | $ 4,990,906 |
| Transportation Impact Fee (TIF) Transit | 996,978 | 548,670 | 19,800 | - | - | - | - | 1,565,448 |
| Sewer System Development Charges (SWR SDC) | 77,349 | - | - | - | - | - | - | 77,349 |
| Surface Water Management System Development Charges (SWM SDC) | 656,372 | - | 10,000 | - | - | - | - | 666,372 |
| **Total:** | $ 5,395,176 | $ 1,828,900 | $ 76,000 | $ - | $ - | $ - | $ - | $ 7,300,076 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | 1.00 | - | - | - | - | 1.00 |
| Department Expenses | - | - | 60,800 | 62,624 | 64,503 | 66,438 | 68,431 | 322,795 |
| **Total:** | $ - | $ - | $ 60,800 | $ 62,624 | $ 64,503 | $ 66,438 | $ 68,431 | $ 322,795 |

**Project # & Title:** **10466 - Country Haven Lateral**
**Map Location:** SAN03
**Project Description:** The project is identified in the City's current sanitary sewer master plan and will upsize 1,600 feet of 18 inch sewer to 24 inch, 1,100 feet of 12 inch sewer to 18 inch, and 1,440 feet of 12 inch sewer to 15 inch. Clean Water Services will reimburse the City for any SDC funds used.
**Status:** Active
**Estimated Completion:** TBD
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 26,000 | $ 20,000 | $ - | $ - | $ 46,000 |
| Construction | - | - | - | 900,000 | 980,000 | - | - | 1,880,000 |
| **Total:** | $ - | $ - | $ - | $ 926,000 | $ 1,000,000 | $ - | $ - | $ 1,926,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer Depreciation | $ - | $ - | $ - | $ 463,000 | $ 500,000 | $ - | $ - | $ 963,000 |
| Sewer System Development Charges (SWR SDC) | - | - | - | 463,000 | 500,000 | - | - | 963,000 |
| **Total:** | $ - | $ - | $ - | $ 926,000 | $ 1,000,000 | $ - | $ - | $ 1,926,000 |

**Project # & Title:** **10485 - Connell and Garibaldi Street Improvements**
**Map Location:** SAN04
**Project Description:** The project will make street and pedestrian improvements to Connell Avenue from Garibaldi to Darnelle and to Garibaldi from Connell to Ebberts Avenue. The existing streets will be widened and improved with the addition of curb and gutter, sidewalks, and storm drainage. The existing sanitary sewer lines will also be replaced. This project will complete the 5-year CIP authorized by Transportation Committee.
**Status:** Construction
**Estimated Completion:** June 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - repair and improvement to bike/ped connectivity, better storm drainage, and increase sewer capacity

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 88,938 | $ 25,400 | $ - | $ - | $ - | $ - | $ - | $ 114,338 |
| Construction | - | 1,960,700 | 60,000 | - | - | - | - | 2,020,700 |
| **Total:** | $ 88,938 | $ 1,986,100 | $ 60,000 | $ - | $ - | $ - | $ - | $ 2,135,038 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee (TIF) Collector | $ 55,919 | $ 1,064,350 | $ 50,000 | $ - | $ - | $ - | $ - | $ 1,170,269 |
| Sewer System Development Charges (SWR SDC) | 11,062 | 218,100 | - | - | - | - | - | 229,162 |
| Surface Water Management Depreciation | 6,250 | 138,150 | - | - | - | - | - | 144,400 |
| Surface Water Management System Development Charges (SWM SDC) | 15,707 | 565,500 | 10,000 | - | - | - | - | 591,207 |
| **Total:** | $ 88,938 | $ 1,986,100 | $ 60,000 | $ - | $ - | $ - | $ - | $ 2,135,038 |

**Project # & Title:** **10562 - South Hillsboro Sanitary Sewer I&I Abatement**
**Map Location:** SAN05
**Project Description:** This project will inspect and upgrade as needed 9,429 linear feet of existing 6, 8, and 10 inch pipes, and 2805 linear feet of 15" pipe. Approximately 200 laterals will also be inspected and will likely be replaced from the mainline to the homes. The project is bordered on the north by TV Highway, the west and east by 3rd and 10th Avenues, and on the south by the Portland and Western Railroad. These lines are part of the City's 1911 and 1936 sanitary sewer districts. Clean Water Services will reimburse the City for one-half of the SDC funds spent on this project.
**Status:** Completed - under warranty
**Estimated Completion:** July 31, 2013
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 171,218 | $ 14,100 | $ 1,000 | $ - | $ - | $ - | $ - | $ 186,318 |
| Construction | 3,630,764 | 500,000 | 20,000 | - | - | - | - | 4,150,764 |
| **Total:** | $ 3,801,982 | $ 514,100 | $ 21,000 | $ - | $ - | $ - | $ - | $ 4,337,082 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer Depreciation | $ 3,288,486 | $ 514,100 | $ 21,000 | $ - | $ - | $ - | $ - | $ 3,823,586 |
| Sewer System Development Charges (SWR SDC) | 513,496 | - | - | - | - | - | - | 513,496 |
| **Total:** | $ 3,801,982 | $ 514,100 | $ 21,000 | $ - | $ - | $ - | $ - | $ 4,337,082 |

**Project # & Title:** **10676 - NW 1911 / 1936 Sanitary Sewer I&I Abatement**
**Map Location:** SAN06
**Project Description:** The project will replace approximately 14,500 linear feet of sanitary sewer mainlines that are a part of the City's 1911 and 1936 sewer districts. These lines have been identified as being in poor condition and in need of replacement. City operations crews are often called out to solve sewer back-up problems in this neighborhood. Also, this project will replace sanitary sewer laterals found to be in poor condition which connect each home to the main line. The replacement of these lines will require a significant amount of coordination with each individual property owner. The City is partnering with Clean Water Services (CWS) financially for this project. CWS will reimburse the City for half of the project cost.
**Status:** Active
**Estimated Completion:** June 30, 2016
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 27,586 | $ 50,000 | $ 28,000 | $ 17,500 | $ 20,000 | $ 20,000 | $ 20,000 | $ 183,086 |
| Construction | - | 2,200,000 | 2,400,000 | 1,930,000 | 2,500,000 | 2,022,500 | 2,620,000 | 13,672,500 |
| **Total:** | $ 27,586 | $ 2,250,000 | $ 2,428,000 | $ 1,947,500 | $ 2,520,000 | $ 2,042,500 | $ 2,640,000 | $ 13,855,586 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer Depreciation | $ 27,586 | $ 2,250,000 | $ 2,428,000 | $ 1,947,500 | $ 2,520,000 | $ 2,042,500 | $ 2,640,000 | $ 13,855,586 |
| **Total:** | $ 27,586 | $ 2,250,000 | $ 2,428,000 | $ 1,947,500 | $ 2,520,000 | $ 2,042,500 | $ 2,640,000 | $ 13,855,586 |

**Project # & Title:** **10901 - Bunch Sanitary Sewer Extension**
**Map Location:** SAN07
**Project Description:** This project will extend sanitary sewer approximately 400 feet to serve two tax lots at the intersection of Century Boulevard and Jacobson Road.
**Status:** In Design
**Estimated Completion:** October 1, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 5,000 | $ - | $ - | $ - | $ - | $ 5,000 |
| Construction | - | - | 80,000 | - | - | - | - | 80,000 |
| **Total:** | $ - | $ - | $ 85,000 | $ - | $ - | $ - | $ - | $ 85,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer System Development Charges (SWR SDC) | $ - | $ - | $ 85,000 | $ - | $ - | $ - | $ - | $ 85,000 |
| **Total:** | $ - | $ - | $ 85,000 | $ - | $ - | $ - | $ - | $ 85,000 |

**Project # & Title:** **10903 - Baseline Sanitary Sewer Extension**
**Map Location:** SAN08
**Project Description:** Washington County is widening Baseline Road to five lanes from Brookwood to 231st Avenue. There are a few remaining tax lots adjacent to the roadway that do not have sanitary sewer extended to their properties. Washington County will include this additional work in their construction contract and the city will reimburse them through an intergovernmental agreement.
**Status:** In Design
**Estimated Completion:** October 1, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 5,000 | $ - | $ - | $ - | $ - | $ 5,000 |
| Construction | - | - | 170,000 | - | - | - | - | 170,000 |
| **Total:** | $ - | $ - | $ 175,000 | $ - | $ - | $ - | $ - | $ 175,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer System Development Charges (SWR SDC) | $ - | $ - | $ 175,000 | $ - | $ - | $ - | $ - | $ 175,000 |
| **Total:** | $ - | $ - | $ 175,000 | $ - | $ - | $ - | $ - | $ 175,000 |

## Public Works Sanitary Sewer Projects Unfunded

**Project # & Title:** **Minter Bridge to Meadow Lark Trunk Replacement**
**Map Location:** SAN09
**Project Description:** The project will replace approximately 4,200 linear feet of sanitary sewer mainline that has been identified in the current master plan as being undersized. Project will be 39% SDC and 61% Rates. CWS will pay the SDC portion.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ 66,000 | $ 33,000 | $ - | $ 99,000 |
| Construction | - | - | - | - | 410,000 | 460,000 | - | 870,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 476,000 | $ 493,000 | $ - | $ 969,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer Depreciation | $ - | $ - | $ - | $ - | $ 290,360 | $ 300,730 | $ - | $ 591,090 |
| Sewer System Development Charges (SWR SDC) | - | - | - | - | 185,640 | 192,270 | - | 377,910 |
| **Total:** | $ - | $ - | $ - | $ - | $ 476,000 | $ 493,000 | $ - | $ 969,000 |

**Project # & Title:** **Fir Grove Trunk**
**Map Location:** SAN10
**Project Description:** The project will replace approximately 1,870 linear feet of sanitary sewer mainline that has been identified in the current master plan as being undersized. Project will be 79% SDC and 21% rates. CWS will pay 83% of the SDC portion.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ - | $ 71,625 | $ 71,625 |
| Construction | - | - | - | - | - | - | 477,500 | 477,500 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 549,125 | $ 549,125 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer Depreciation | $ - | $ - | $ - | $ - | $ - | $ - | $ 115,315 | $ 115,315 |
| Sewer System Development Charges (SWR SDC) | - | - | - | - | - | - | 433,810 | 433,810 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 549,125 | $ 549,125 |

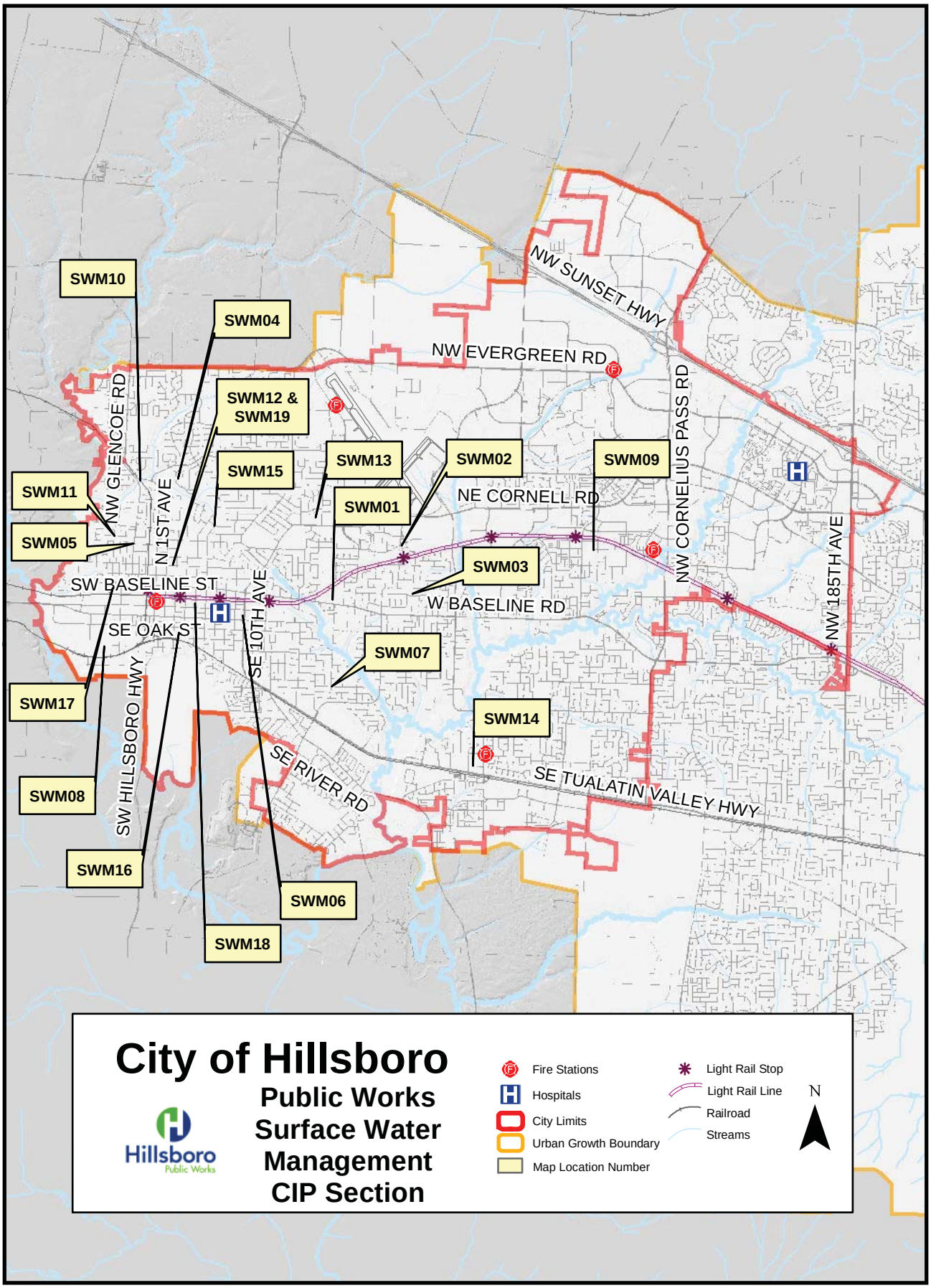
**Project # & Title:** **Ongoing 1911 / 1936 Sanitary Sewer I&I Abatement**
**Map Location:** SAN11, SAN06
**Project Description:** The project will continue the replacement of sanitary sewer mainlines that are a part of the City's 1911 and 1936 sewer districts. These lines have been identified as being in poor condition and in need of replacement. City operations crews are often called out to solve sewer back-up problems in this area. Also, this project will replace sanitary sewer laterals found to be in poor condition which connect each home to the main line. The replacement of these lines will require a significant amount of coordination with each individual property owner. The City is partnering with Clean Water Services (CWS) financially for this project. CWS will reimburse the City for half of the funds spent on this project.

**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ 50,000 | $ 50,000 | $ 50,000 | $ 150,000 |
| Construction | - | - | - | - | 1,000,000 | 1,000,000 | 1,000,000 | 3,000,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 1,050,000 | $ 1,050,000 | $ 1,050,000 | $ 3,150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer Depreciation | $ - | $ - | $ - | $ - | $ 1,050,000 | $ 1,050,000 | $ 1,050,000 | $ 3,150,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 1,050,000 | $ 1,050,000 | $ 1,050,000 | $ 3,150,000 |

**Project # & Title:** **Johnson Brothers Sanitary Extension**
**Map Location:** SAN12
**Project Description:** This project will extend sanitary sewer east approximately 500 feet from Brookwood Avenue up the flag of 2884 SE Brookwood Avenue to serve a number of tax lots that currently have no access to sanitary sewer. The line will terminate at the southwest corner of what was formerly the Johnson Brothers Wrecking Yard.
**Status:** Inactive
**Estimated Completion:** October 1, 2015
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 10,000 | $ - | $ - | $ - | $ 10,000 |
| Construction | - | - | - | 100,000 | - | - | - | 100,000 |
| **Total:** | $ - | $ - | $ - | $ 110,000 | $ - | $ - | $ - | $ 110,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer System Development Charges (SWR SDC) | $ - | $ - | $ - | $ 110,000 | $ - | $ - | $ - | $ 110,000 |
| **Total:** | $ - | $ - | $ - | $ 110,000 | $ - | $ - | $ - | $ 110,000 |


SWM10
SWM04
SWM12 & SWM19
SWM15
SWM13
SWM02
SWM09
SWM11
SWM05
SWM01
SWM03
SWM07
SWM17
SWM14
SWM08
SWM16
SWM06
SWM18
NW SUNSET HWY
NW EVERGREEN RD
NW GLENCOE RD
N 1ST AVE
NE CORNELIUS PASS RD
NE CORNELL RD
SW BASELINE ST
W BASELINE RD
SE OAK ST
SE 10TH AVE
NW 185TH AVE
SW HILLSBORO HWY
SE RIVER RD
SE TUALATIN VALLEY HWY
City of Hillsboro
Public Works
Surface Water
Management
CIP Section
Hillsboro
Public Works
Fire Stations
Hospitals
City Limits
Urban Growth Boundary
Map Location Number
Light Rail Stop
Light Rail Line
Railroad
Streams
N

## Public Works Surface Water Managemennt (SWM) Projects Summary

| Project # | Project Title | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|---|
| 10343 | NE 24th Improvements | 1,024 | 48,200 | 6,300 | 186,300 | - | - | - | 241,824 |
| 10444 | NE Veterans Drive | 656,372 | - | 10,000 | - | - | - | - | 666,372 |
| 10459 | NE 37th Bicycle Ped Improvements | 6,698 | 202,500 | 10,000 | - | - | - | - | 219,198 |
| 10464 | Storm Sewer Master Plan | 74,489 | 200,000 | 300,000 | 347,500 | 500,000 | 500,000 | - | 1,921,989 |
| 10485 | Connell and Garibaldi Street Improvements | 21,957 | 703,650 | 10,000 | - | - | - | - | 735,607 |
| 10563 | ODOT Storm Sewer Improvements - Oak, Baseline, and 10th | 37,275 | 2,510,000 | 510,000 | - | - | - | - | 3,057,275 |
| 10690 | SE 24th and Spruce Storm Sewer Replacement | 1,475 | - | 265,000 | - | - | - | - | 266,475 |
| 10892 | Armco Storm Sewer Improvements | - | 260,000 | - | - | - | - | - | 260,000 |
| 10893 | Birch Street Storm Sewer | - | - | 80,000 | - | - | - | - | 80,000 |
| 10894 | Glencoe Creek Storm Culvert Improvements | - | - | - | - | - | 325,000 | 525,000 | 850,000 |
| 10896 | Reconstruction of Forest St at Freeman | - | - | 634 | 19,366 | | | | 20,000 |
| 10897 | Preliminary Design for Downtown Street Reconstruction | - | - | - | 30,000 | - | - | - | 30,000 |
| 10898 | Sequoia Bulb Out Construction - 21st Ave | - | - | 2,900 | - | - | - | - | 2,900 |
| 10899 | SE 48th and 49th Ave Reconstruction | - | - | 1,105 | 9,895 | 140,000 | - | - | 151,000 |
| **Unfunded Projects** | | | | | | | | | |
| | Darnielle and 6th Flooding | - | - | - | | - | - | 54,500 | 54,500 |
| | Stagg Property Alley Reconstruction | - | - | - | - | - | - | 60,000 | 60,000 |
| | Freeman Reconstruction - South of Main St | - | - | - | - | - | 80,000 | - | 80,000 |
| | 5th Ave Reconstruction - Baseline to Washington | - | - | - | - | 77,000 | - | - | 77,000 |
| | Downtown Street Reconstruction | - | - | - | 352,000 | 352,000 | 352,000 | 352,000 | 1,408,000 |
| | SE 12th Ave Storm Sewer (Basin F) | - | - | - | 550,000 | 400,000 | - | - | 950,000 |
| | **Total:** | **$ 799,290** | **$ 3,924,350** | **$ 1,195,939** | **$ 1,495,061** | **$ 1,469,000** | **$ 1,257,000** | **$ 991,500** | **$ 11,132,140** |

| **Five Year CIP** | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Funded | 799,290 | 3,924,350 | 1,195,939 | 593,061 | 640,000 | 825,000 | 525,000 | 8,502,640 |
| | Unfunded | - | - | - | 902,000 | 829,000 | 432,000 | 466,500 | 2,629,500 |
| | **Total Five Year CIP:** | **$ 799,290** | **$ 3,924,350** | **$ 1,195,939** | **$ 1,495,061** | **$ 1,469,000** | **$ 1,257,000** | **$ 991,500** | **$ 11,132,140** |

## Public Works SWM Projects

**Project # & Title:** **10343 - NE 24th Avenue Improvements**
**Map Location:** SWM01
**Project Description:** The project will provide full width street improvements to NE 24th Avenue between Main Street and Light Rail. Installation of curb and gutter, sidewalks, and drainage improvements will be included.
**Status:** Active
**Estimated Completion:** November 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 2,853 | $ 23,800 | $ 14,000 | $ - | $ - | $ - | $ - | $ 40,653 |
| Construction | | 214,000 | - | 411,600 | - | - | - | 625,600 |
| **Total:** | $ 2,853 | $ 237,800 | $ 14,000 | $ 411,600 | $ - | $ - | $ - | $ 666,253 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ 1,829 | $ 189,600 | $ 7,700 | $ 162,300 | $ - | $ - | $ - | $ 361,429 |
| Transportation Utility Fee (TUF) PMP | - | - | - | 63,000 | - | - | - | 63,000 |
| Surface Water Management Depreciation | - | - | 3,010 | 88,490 | - | - | - | 91,500 |
| Surface Water Management System Development Charges (SWM SDC) | 1,024 | 48,200 | 3,290 | 97,810 | - | - | - | 150,324 |
| **Total:** | $ 2,853 | $ 237,800 | $ 14,000 | $ 411,600 | $ - | $ - | $ - | $ 666,253 |

**Project # & Title:** **10459 - NE 37th Avenue Bicycle Ped Improvements**
**Map Location:** SWM03
**Project Description:** The project is identified in the City's current Bike / Ped CIP as determined by Transportation Committee and will improve NE 37th Avenue from Main Street to Brogden Street. Improvements will include street widening, curb and gutters, and sidewalks.
**Status:** Construction
**Estimated Completion:** June 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 50,895 | $ 17,500 | $ - | $ - | $ - | $ - | $ - | $ 68,395 |
| Construction | - | 1,400,000 | 60,000 | - | - | - | - | 1,460,000 |
| **Total:** | $ 50,895 | $ 1,417,500 | $ 60,000 | $ - | $ - | $ - | $ - | $ 1,528,395 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) Pathways | $ 38,254 | $ 1,012,500 | $ 40,000 | $ - | $ - | $ - | $ - | $ 1,090,754 |
| Transportation Impact Fee (TIF) | 5,943 | 202,500 | 10,000 | - | - | - | - | 218,443 |
| Surface Water Management System Development Charges (SWM SDC) | 6,698 | 202,500 | 10,000 | - | - | - | - | 219,198 |
| **Total:** | $ 50,895 | $ 1,417,500 | $ 60,000 | $ - | $ - | $ - | $ - | $ 1,528,395 |

**Project # & Title:** **10444 - NE Veterans Drive**
**Map Location:** SWM02
**Project Description:** Veterans Drive will be a new roadway constructed between the intersection of NE 28th, Grant Street and NE Brookwood Parkway. The project includes construction of a roundabout at its intersection with NE 34th Avenue. It also includes the extension of a new storm and sanitary sewers as well as the construction of a regional storm water quality facility.
**Status:** Construction
**Estimated Completion:** February 28, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** Maintenance - Increase capacity

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 889,653 | $ 78,900 | $ 31,000 | $ - | $ - | $ - | $ - | $ 999,553 |
| Construction | 4,505,523 | 1,750,000 | 45,000 | - | - | - | - | 6,300,523 |
| **Total:** | $ 5,395,176 | $ 1,828,900 | $ 76,000 | $ - | $ - | $ - | $ - | $ 7,300,076 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee (TIF) Collector | $ 3,664,476 | $ 1,280,230 | $ 46,200 | $ - | $ - | $ - | $ - | $ 4,990,906 |
| Transportation Impact Fee (TIF) Transit | 996,978 | 548,670 | 19,800 | - | - | - | - | 1,565,448 |
| Sewer System Development Charges (SWR SDC) | 77,349 | - | - | - | - | - | - | 77,349 |
| Surface Water Management System Development Charges (SWM SDC) | 656,372 | - | 10,000 | - | - | - | - | 666,372 |
| **Total:** | $ 5,395,176 | $ 1,828,900 | $ 76,000 | $ - | $ - | $ - | $ - | $ 7,300,076 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | 1.00 | - | - | - | - | 1.00 |
| Department Expenses | - | - | 60,800 | 62,624 | 64,503 | 66,438 | 68,431 | 322,795 |
| **Total:** | $ - | $ - | $ 60,800 | $ 62,624 | $ 64,503 | $ 66,438 | $ 68,431 | $ 322,795 |

**Project # & Title:** **10464 - Storm Sewer Master Plan**
**Map Location:** None
**Project Description:** The City of Hillsboro, in order to improve the health of the Tualatin River Watershed and to facilitate economically sustainable growth in the City, will prepare a Stormwater Master Plan (SMP). The intent of the project is to build on past studies, planning, and water resource management efforts to identify areas of flooding and recommend infrastructure improvements. These improvements would include regional water quality and quantity facilities, and identification of major stormwater infrastructure.
The plan will include an upgrade of the City's GIS files related to storm infrastructure. Eventually, the upgraded GIS files will be used to support a number of engineering activities, including the City's stormwater Asset Management System (Cartegraph). The deliverables will include a hydraulic storm model for the entire City, a 20-year capital outlay plan that would be used for future capital project planning and improvements, and a proposed funding program to fund future City project needs.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operations Impact:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 74,489 | $ 200,000 | $ 300,000 | $ 347,500 | $ 500,000 | $ 500,000 | $ - | $ 1,921,989 |
| **Total:** | $ 74,489 | $ 200,000 | $ 300,000 | $ 347,500 | $ 500,000 | $ 500,000 | $ - | $ 1,921,989 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management Depreciation | $ 116 | $ 140,800 | $ 211,200 | $ 244,640 | $ 500,000 | $ 500,000 | $ - | $ 1,596,756 |
| Surface Water Management System Development Charges (SWM SDC) | 74,373 | 59,200 | 88,800 | 102,860 | - | - | - | 325,233 |
| **Total:** | $ 74,489 | $ 200,000 | $ 300,000 | $ 347,500 | $ 500,000 | $ 500,000 | $ - | $ 1,921,989 |

**Project # & Title:** **10485 - Connell and Garibaldi Street Improvements**
**Map Location:** SWM05
**Project Description:** The project will make street and pedestrian improvements to Connell Avenue from Garibaldi to Darnelle and to Garibaldi from Connell to Ebberts Avenue. The existing streets will be widened and improved with the addition of curb and gutter, sidewalks, and storm drainage. The existing sanitary sewer lines will also be replaced. This project will complete the 5-year CIP authorized by Transportation Committee.
**Status:** Construction
**Estimated Completion:** June 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - repair and improvement to bike/ped connectivity, better storm drainage, and increase sewer capacity

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 88,938 | $ 25,400 | $ - | $ - | $ - | $ - | $ - | $ 114,338 |
| Construction | - | 1,960,700 | 60,000 | - | - | - | - | 2,020,700 |
| **Total:** | $ 88,938 | $ 1,986,100 | $ 60,000 | $ - | $ - | $ - | $ - | $ 2,135,038 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Impact Fee (TIF) Collector | $ 55,919 | $ 1,064,350 | $ 50,000 | $ - | $ - | $ - | $ - | $ 1,170,269 |
| Sewer System Development Charges (SWR SDC) | 11,062 | 218,100 | - | - | - | - | - | 229,162 |
| Surface Water Management Depreciation | 6,250 | 138,150 | - | - | - | - | - | 144,400 |
| Surface Water Management System Development Charges (SWM SDC) | 15,707 | 565,500 | 10,000 | - | - | - | - | 591,207 |
| **Total:** | $ 88,938 | $ 1,986,100 | $ 60,000 | $ - | $ - | $ - | $ - | $ 2,135,038 |

**Project # & Title:** **10563 - ODOT Storm Sewer Improvements - Oak, Baseline, and 10th**
**Map Location:** SWM06
**Project Description:** The existing storm sewer in Baseline, Oak and SE 10th Avenue (State Hwy 8 - a major arterial) is undersized for the 5-year storm and is full of cracked and broken pipe, protruding taps, soil, and rock. In many areas, a storm sewer system is nonexistent resulting in standing water on the highway. ODOT will be overlaying this roadway in calendar year 2012. The City of Hillsboro would like to partner with ODOT to have the work done in the same contract.
**Status:** Active
**Estimated Completion:** December 31, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 37,275 | $ 10,000 | $ 10,000 | $ - | $ - | $ - | $ - | $ 57,275 |
| Construction | - | 2,500,000 | 500,000 | - | - | - | - | 3,000,000 |
| **Total:** | $ 37,275 | $ 2,510,000 | $ 510,000 | $ - | $ - | $ - | $ - | $ 3,057,275 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management System Development Charges (SWM SDC) | $ 37,275 | $ 2,510,000 | $ 510,000 | $ - | $ - | $ - | $ - | $ 3,057,275 |
| **Total:** | $ 37,275 | $ 2,510,000 | $ 510,000 | $ - | $ - | $ - | $ - | $ 3,057,275 |

**Project # & Title:** **10690 - SE 24th and Spruce Storm Sewer Replacement**
**Map Location:** SWM07
**Project Description:** The project will replace an existing 18" diameter storm sewer line that meanders through the rear yards of a residential subdivision. The line is difficult for operations crews to access and can become blocked by roots. The basin draining to this line is over 100 acres and the line needs to be upsized to 30" in diameter. The existing line experiences surcharging during heavy rain events.
**Status:** Active
**Estimated Completion:** June 30, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 1,475 | $ - | $ 25,000 | $ - | $ - | $ - | $ - | $ 26,475 |
| Construction | - | - | 240,000 | - | - | - | - | 240,000 |
| **Total:** | $ 1,475 | $ - | $ 265,000 | $ - | $ - | $ - | $ - | $ 266,475 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management Depreciation | $ 1,475 | $ - | $ 136,325 | $ - | $ - | $ - | $ - | $ 137,800 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | 128,675 | - | - | - | - | 128,675 |
| **Total:** | $ 1,475 | $ - | $ 265,000 | $ - | $ - | $ - | $ - | $ 266,475 |

**Project # & Title:** **10892 - Armco Storm Sewer Improvements**
**Map Location:** SWM08
**Project Description:** The existing public storm sewer from Armco Avenue discharges into Contech's private system and water quality pond. This project will take the public line south to outfall near the railroad.
**Status:** Active
**Estimated Completion:** September 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 60,000 | $ - | $ - | $ - | $ - | $ - | $ 60,000 |
| Construction | - | 200,000 | - | - | - | - | - | 200,000 |
| **Total:** | $ - | $ 260,000 | $ - | $ - | $ - | $ - | $ - | $ 260,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management System Development Charges (SWM SDC) | $ - | $ 260,000 | $ - | $ - | $ - | $ - | $ - | $ 260,000 |
| **Total:** | $ - | $ 260,000 | $ - | $ - | $ - | $ - | $ - | $ 260,000 |

**Project # & Title:** **10893 - Birch Street Storm Sewer**
**Map Location:** SWM09
**Project Description:** The existing storm sewer in Birch Street between 229th and 230th discharges into an unknown storm sewer on private property for which the city has no records or easement. The property owner plans to construct a home in summer 2014 which has the potential to be flooded by the existing storm sewer. The proposed storm sewer will reroute the storm water such that it follows the right-of-way.
**Status:** In Design
**Estimated Completion:** September 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 5,000 | $ - | $ - | $ - | $ - | $ 5,000 |
| Construction | - | - | 75,000 | - | - | - | - | 75,000 |
| **Total:** | $ - | $ - | $ 80,000 | $ - | $ - | $ - | $ - | $ 80,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management System Development Charges (SWM SDC) | $ - | $ - | $ 80,000 | $ - | $ - | $ - | $ - | $ 80,000 |
| **Total:** | $ - | $ - | $ 80,000 | $ - | $ - | $ - | $ - | $ 80,000 |

**Project # & Title:** **10894 - Glencoe Creek Storm Culvert Improvements**
**Map Location:** SWM10
**Project Description:** During the winter of 2013/14, the culverts passing under Glencoe Road, the Railroad, and Connell Avenue became plugged. In order to prevent future problems and improve access, an existing manhole will need to be rebuilt and a second culvert added. Much of the work will be 20 plus feet deep under fills of unknown composition.
**Status:** Active
**Estimated Completion:** October 1, 2016
**Funded/Unfunded:** Funded
**Operations Impact:**

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ 75,000 | $ 25,000 | $ 100,000 |
| Construction | - | - | - | - | - | 250,000 | 500,000 | 750,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 325,000 | $ 525,000 | $ 850,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management Depreciation | $ - | $ - | $ - | $ - | $ - | $ 195,000 | $ 315,000 | $ 510,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | - | - | 130,000 | 210,000 | 340,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 325,000 | $ 525,000 | $ 850,000 |

**Project # & Title:** **10896 - Reconstruction of Forest Street at Freeman**
**Map Location:** SWM11
**Project Description:** The project will provide street improvements to NW Forest Street at the intersection with Freeman. The installation of curb and gutter, sidewalks, and drainage improvements will be included. This project was identified by PMP. PMP will contribute $35,000 (cost of an overlay).
**Status:** Active
**Estimated Completion:** November 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 634 | $ 16,866 | $ - | $ - | $ - | $ 17,500 |
| Construction | - | - | 4,696 | 175,000 | - | - | - | 179,696 |
| **Total:** | $ - | $ - | $ 5,330 | $ 191,866 | $ - | $ - | $ - | $ 197,196 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ 4,696 | $ 167,804 | $ - | $ - | $ - | $ 172,500 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | 634 | 19,366 | - | - | - | 20,000 |
| **Total:** | $ - | $ - | $ 5,330 | $ 187,170 | $ - | $ - | $ - | $ 192,500 |

**Project # & Title:** **10897 - Preliminary Design for Downtown Street Reconstruction**
**Map Location:** SWM12
**Project Description:** Preliminary engineering study to plan for reconstruction of downtown streets from 1st to 5th and Lincoln to Grant. Project will require extensive coordination with utilities as well as the downtown core conversion. This project was identified by PMP.
**Status:** Active
**Estimated Completion:** June 30, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | | $ 150,000 | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ 150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ 120,000 | $ - | $ - | $ - | $ 120,000 |
| Surface Water Management Depreciation | - | - | - | 15,000 | - | - | - | 15,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | 15,000 | - | - | - | 15,000 |
| **Total:** | $ - | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ 150,000 |

**Project # & Title:** **10898 - Sequoia Bulb Out Construction - 21st Avenue**
**Map Location:** SWM13
**Project Description:** An existing sequoia tree on 21st Avenue is damaging the pavement. Project will construct a curb bulb-out to create more room for the tree. This project was identified by PMP.
**Status:** Active
**Estimated Completion:** November 30, 2014
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 3,000 | $ - | $ - | $ - | $ - | $ 3,000 |
| Construction | - | - | 3,000 | - | - | - | - | 3,000 |
| **Total:** | $ - | $ - | $ 6,000 | $ - | $ - | $ - | $ - | $ 6,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ - | $ - | $ 2,300 | $ - | $ - | $ - | $ - | $ 2,300 |
| Transportation Utility Fee (TUF) | - | - | 800 | - | - | - | - | 800 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | 2,900 | - | - | - | - | 2,900 |
| **Total:** | $ - | $ - | $ 6,000 | $ - | $ - | $ - | $ - | $ 6,000 |

**Project # & Title:** **10899 - SE 48th and 49th Avenue Reconstruction**
**Map Location:** SWM14
**Project Description:** The project will provide street improvements to SE 48th and 49th Avenues just north of TV Highway. Installation of curb and gutter, sidewalks, and drainage improvements will be included. This project was identified by PMP.
**Status:** Active
**Estimated Completion:** November 30, 2015
**Funded/Unfunded:** Funded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 4,405 | $ 55,595 | $ 25,000 | $ - | $ - | $ 85,000 |
| Construction | - | - | - | - | 750,000 | - | - | 750,000 |
| **Total:** | $ - | $ - | $ 4,405 | $ 55,595 | $ 775,000 | $ - | $ - | $ 835,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Fund | $ - | $ - | $ 3,300 | $ 35,700 | $ 500,000 | $ - | $ - | $ 539,000 |
| Transportation Utility Fee (TUF) | - | - | - | 10,000 | 135,000 | - | - | 145,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | 1,105 | 9,895 | 140,000 | - | - | 151,000 |
| **Total:** | $ - | $ - | $ 4,405 | $ 55,595 | $ 775,000 | $ - | $ - | $ 835,000 |

## Public Works SWM Projects Unfunded

**Project # & Title:** **Darnielle and 6th Flooding**
**Map Location:** SWM15
**Project Description:** The existing storm sewer needs to be extended to pick up storm water at this location. During heavy rains, water extends out into the roadway.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ - | $ 4,500 | $ 4,500 |
| Construction | - | - | - | - | - | - | 50,000 | 50,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 54,500 | $ 54,500 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management (SWM) | $ - | $ - | $ - | $ - | $ - | $ - | $ 54,500 | $ 54,500 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 54,500 | $ 54,500 |

**Project # & Title:** **Stagg Property Alley Reconstruction**
**Map Location:** SWM16
**Project Description:** Reconstruction of alley between 3rd and Fourth just south of Walnut. Also reconstruction of 4th Avenue from Walnut south to said alley. This project was identified by PMP.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ - | $ 30,000 | $ 30,000 |
| Construction | - | - | - | - | - | - | 300,000 | 300,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 330,000 | $ 330,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ - | $ - | $ - | $ 270,000 | $ 270,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | - | - | - | 60,000 | 60,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ - | $ 330,000 | $ 330,000 |

**Project # & Title:** **Freeman Reconstruction - South of Main Street**
**Map Location:** SWM17
**Project Description:** Reconstruction of Freeman Avenue south of Main Street. This project was identified by PMP. PMP will contribute cost of maintenance equal to $175,000).
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ - | $ 35,000 | $ - | $ 35,000 |
| Construction | - | - | - | - | - | 220,000 | - | 220,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 255,000 | $ - | $ 255,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ - | $ - | $ 175,000 | $ - | $ 175,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | - | - | 80,000 | - | 80,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ - | $ 255,000 | $ - | $ 255,000 |

**Project # & Title:** **5th Avenue Reconstruction - Baseline to Washington**
**Map Location:** SWM18
**Project Description:** Reconstruction of 5th Avenue between Baseline and Washington Street. This project was identified by PMP.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

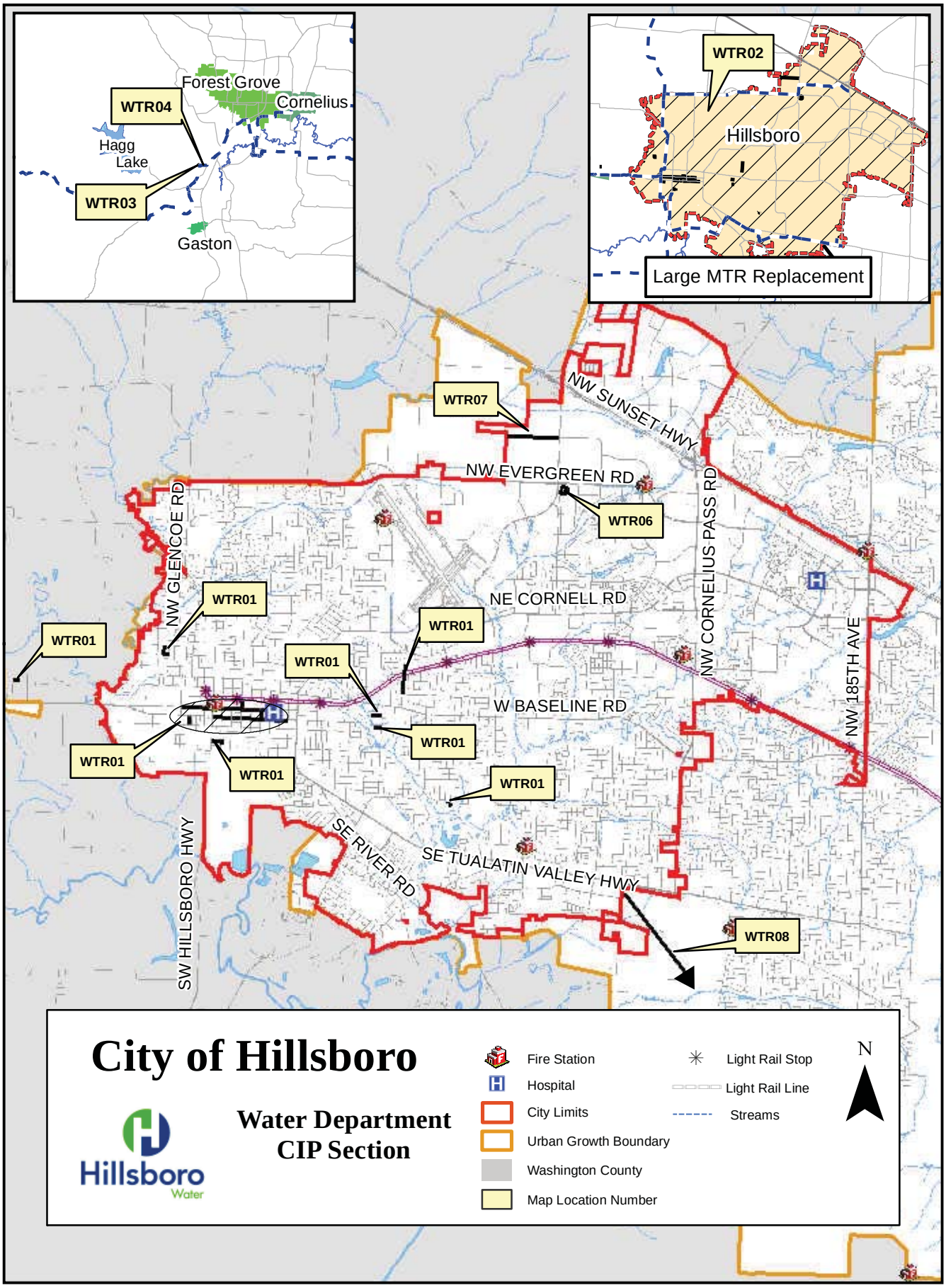
| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ - | $ 35,000 | $ - | $ - | $ 35,000 |
| Construction | - | - | - | - | 350,000 | - | - | 350,000 |
| **Total:** | $ - | $ - | $ - | $ - | $ 385,000 | $ - | $ - | $ 385,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ - | $ 308,000 | $ - | $ - | $ 308,000 |
| Surface Water Management Depreciation | - | - | - | - | 38,500 | - | - | 38,500 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | - | 38,500 | - | - | 38,500 |
| **Total:** | $ - | $ - | $ - | $ - | $ 385,000 | $ - | $ - | $ 385,000 |

**Project # & Title:** **Downtown Street Reconstruction**
**Map Location:** SWM19, SWM12
**Project Description:** Reconstruction of streets from 1st to 5th and from Lincoln to Grant. Project needs to start with some engineering and master planning for the area. Coordination with utilities and the downtown core conversion is necessary. This project was identified by PMP. Project budget assumes reconstruction of one north\south street each year for 5 years (year 5 not shown).
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 160,000 | $ 160,000 | $ 160,000 | $ 160,000 | $ 640,000 |
| Construction | - | - | - | 1,600,000 | 1,600,000 | 1,600,000 | 1,600,000 | 6,400,000 |
| **Total:** | $ - | $ - | $ - | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 7,040,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Transportation Utility Fee (TUF) | $ - | $ - | $ - | $ 1,408,000 | $ 1,408,000 | $ 1,408,000 | $ 1,408,000 | $ 5,632,000 |
| Surface Water Management Depreciation | - | - | - | 176,000 | 176,000 | 176,000 | 176,000 | 704,000 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | 176,000 | 176,000 | 176,000 | 176,000 | 704,000 |
| **Total:** | $ - | $ - | $ - | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 1,760,000 | $ 7,040,000 |

**Project # & Title:** **SE 12th Avenue Storm Sewer (Basin F)**
**Map Location:** None
**Project Description:** The project is identified in the City's current storm sewer master plan and will replace and upsize approximately 1,075 feet of 24" existing pipe from its location at SE 12th Avenue and Baseline to its outfall. The new pipe would be located in a proposed easement through an apartment complex parking lot.
**Status:** Inactive
**Estimated Completion:** TBD
**Funded/Unfunded:** Unfunded
**Operations Impact:** None - replacement and improvement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ - | $ 70,000 | $ 15,000 | | | $ 85,000 |
| Construction | - | - | - | 480,000 | 385,000 | | | 865,000 |
| **Total:** | $ - | $ - | $ - | $ 550,000 | $ 400,000 | $ - | $ - | $ 950,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Surface Water Management Depreciation | $ - | $ - | $ - | $ 126,500 | $ 92,000 | $ - | $ - | $ 218,500 |
| Surface Water Management System Development Charges (SWM SDC) | - | - | - | 423,500 | 308,000 | - | - | 731,500 |
| **Total:** | $ - | $ - | $ - | $ 550,000 | $ 400,000 | $ - | $ - | $ 950,000 |


Forest Grove
Cornelius
Hagg Lake
Gaston
WTR04
WTR03
WTR02
Hillsboro
Large MTR Replacement
WTR07
NW SUNSET HWY
NW EVERGREEN RD
WTR06
NW GLENCOE RD
NW CORNELIUS PASS RD
NE CORNELL RD
WTR01
W BASELINE RD
NW 185TH AVE
SE RIVER RD
SE TUALATIN VALLEY HWY
SW HILLSBORO HWY
WTR08
City of Hillsboro
Water Department
CIP Section
Hillsboro Water
Fire Station
Hospital
City Limits
Urban Growth Boundary
Washington County
Map Location Number
Light Rail Stop
Light Rail Line
Streams
N

## Water Projects Summary

| Project # | Project Title | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|---|
| Various | Waterline Replacement Program | - | 3,400,000 | 1,190,000 | 1,135,000 | 1,135,000 | 1,155,000 | 5,460,000 | 13,475,000 |
| 10683 | Large Customer Meter Replacement | 19,692 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | 130,000 | 799,692 |
| 10816 | Dilley Reservoir Structural and Site Improvements | - | 300,000 | 300,000 | - | 700,000 | - | - | 1,300,000 |
| 10817 | Dilley Reservoir Structural Waterline Replacement | - | 180,000 | 180,000 | - | - | - | - | 360,000 |
| 10908 | Evergreen Reservoir Rechlorination | - | - | 150,000 | - | - | - | - | 150,000 |
| 10705 | Huffman Road Extension | - | - | 880,000 | - | - | - | - | 880,000 |
| 10827 | Willamette Supply | - | 1,000,000 | 2,570,000 | - | - | - | - | 3,570,000 |
| **Joint Water Commission (JWC) Projects** | | | | | | | | | |
| 10828 | JWC Re-Roof Operations Building | 880 | 200,000 | 200,000 | - | - | - | - | 400,880 |
| 10414 | JWC Standby Power Generation | 30,922 | 200,000 | 6,000,000 | - | - | - | - | 6,230,922 |
| 10829 | JWC Pump Reconditioning | - | 200,000 | 300,000 | - | - | - | - | 500,000 |
| 10913 | JWC Seismic Strategic Planning | - | - | 150,000 | - | - | - | - | 150,000 |
| 10914 | JWC STL Reedville Crossing | - | - | 100,000 | - | - | - | - | 100,000 |
| | **Total:** | **$ 51,495** | **$ 5,610,000** | **$ 12,150,000** | **$ 1,265,000** | **$ 1,965,000** | **$ 1,285,000** | **$ 5,590,000** | **$ 27,916,495** |

| **Five Year CIP** | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Funded | 51,495 | 5,610,000 | 12,150,000 | 1,265,000 | 1,965,000 | 1,285,000 | 5,590,000 | 27,916,495 |
| | Unfunded | - | - | - | - | - | - | - | - |
| | **Total Five Year CIP:** | **$ 51,495** | **$ 5,610,000** | **$ 12,150,000** | **$ 1,265,000** | **$ 1,965,000** | **$ 1,285,000** | **$ 5,590,000** | **$ 27,916,495** |

## Water Projects

**Project # & Title:** **Waterline Replacement Program**
**Map Location:** WTR01
**Project Description:** This project is to replace identified existing waterlines with an upgrade in pipe size and type.
**Status:** Active
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Funded
**Operating Impacts:** None - replacement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 1,046,500 | $ 606,000 | $ 230,000 | $ 230,000 | $ 235,000 | $ 1,090,000 | $ 3,437,500 |
| Construction | - | 2,353,500 | 584,000 | 905,000 | 905,000 | 920,000 | 4,370,000 | 10,037,500 |
| **Total:** | $ - | $ 3,400,000 | $ 1,190,000 | $ 1,135,000 | $ 1,135,000 | $ 1,155,000 | $ 5,460,000 | $ 13,475,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| System Development Charges | $ - | $ 1,305,556 | $ 354,667 | $ 544,800 | $ 544,800 | $ 554,400 | $ 2,620,800 | $ 5,925,023 |
| Funded Depreciation | - | 2,094,444 | 835,333 | 590,200 | 590,200 | 600,600 | 2,839,200 | 7,549,977 |
| **Total:** | $ - | $ 3,400,000 | $ 1,190,000 | $ 1,135,000 | $ 1,135,000 | $ 1,155,000 | $ 5,460,000 | $ 13,475,000 |

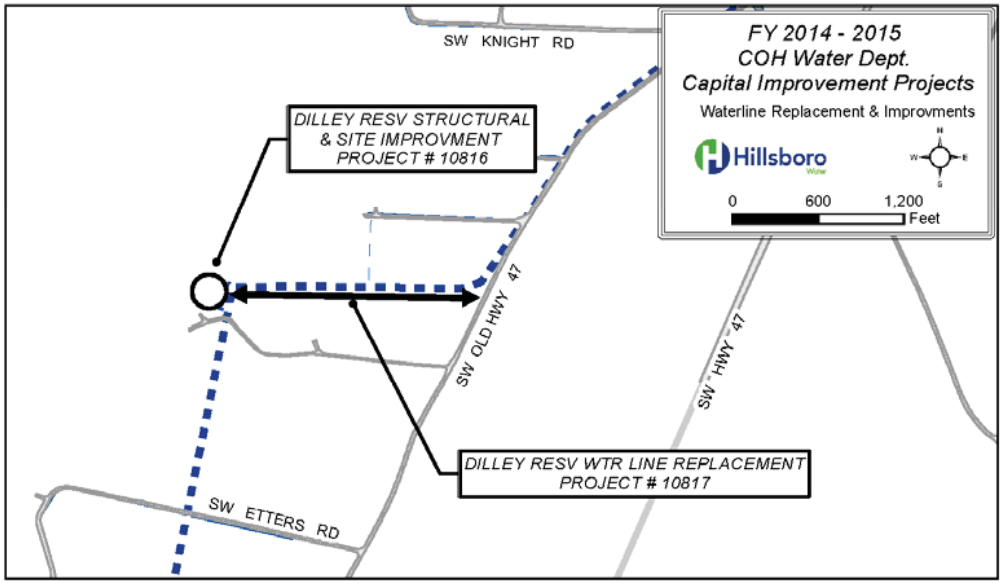
**Project # & Title:** **10683 - Large Customer Meter Replacement**
**Map Location:** WTR02
**Project Description:** This project will improve the City of Hillsboro large customer meter vaults. The City of Hillsboro Water Department (Meters Crew) have cataloged the older large meter installations within the City of Hillsboro service area. A number of the large customer meter vaults are deficient and need improvements ranging from full reconstruction to plumbing improvements or having a new meter installed.
**Status:** Active
**Estimated Completion:** Spring 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** None - replacement of existing infrastructure

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 | $ 30,000 | $ 180,000 |
| Construction | - | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 600,000 |
| **Total:** | $ - | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 780,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Funded Depreciation | $ - | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 780,000 |
| **Total:** | $ - | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 130,000 | $ 780,000 |

**Project # & Title:** **10816 - Dilley Reservoir Structural and Site Improvements**
**Map Location:** WTR03
**Project Description:** This project involves a structural and condition assessment of the Dilley Reservoir. The reservoir was constructed in the early 1980's without current seismic design standards. This project will review options to replace, renovate, or leave the reservoir alone, obtain plans to specifications to remove the brim to the original open reservoir brim, replace the onsite piping, relocate the SCADA telemetry onsite, remove the existing tar paper and asbestos sealant on the sides of the original reservoir, install a retaining wall to allow access around the reservoir, and other relative site improvements. Project costs for seismic modifications to the reservoir or replacement of the reservoir will be deferred to FY 16-17. Some site piping will also be deferred until final capital recommendations for reservoir improvements are determined.

**Status:** Active
**Estimated Completion:** TBD
**Funded/Unfunded:** Funded
**Operating Impacts:** None - improvements to existing structure.

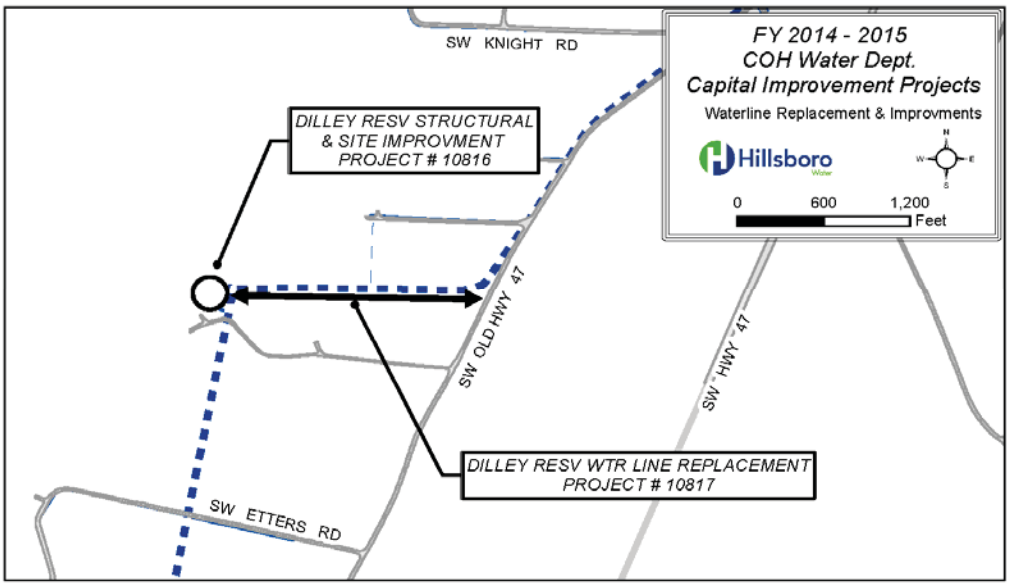
| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 83,000 | $ 83,000 | $ - | $ 17,000 | $ - | $ - | $ 183,000 |
| Construction | - | 217,000 | 217,000 | - | 683,000 | - | - | 1,117,000 |
| **Total:** | $ - | $ 300,000 | $ 300,000 | $ - | $ 700,000 | $ - | $ - | $ 1,300,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Water Fund | $ - | $ 300,000 | $ 300,000 | $ - | $ 700,000 | $ - | $ - | $ 1,300,000 |
| **Total:** | $ - | $ 300,000 | $ 300,000 | $ - | $ 700,000 | $ - | $ - | $ 1,300,000 |



**Project # & Title:** **10817 - Dilley Reservoir Structural Waterline Replacement**
**Map Location:** WTR04
**Project Description:** This project involves replacement of the existing 18" outside diameter steel waterline heading east from the Dilley Reservoir down the hill towards Old Hwy 47. The existing waterline is water constructed in the 1940's and a portions of the waterline has experienced a significant number of leaks. This project will slip-line a portion of the existing 18" outside diameter waterline with 12" butt-fused waterline to reduce excavation and restoration costs.

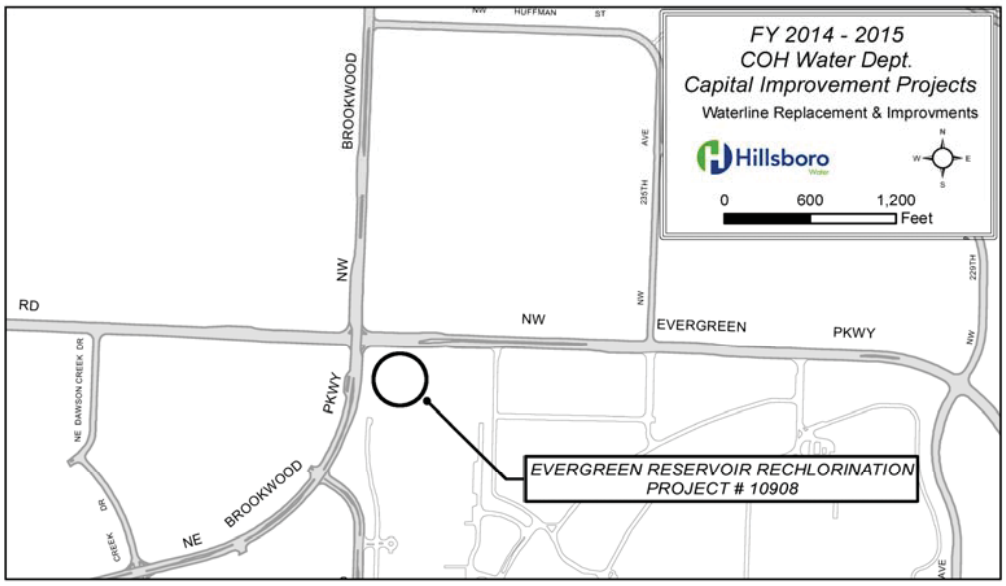
**Status:** Active
**Estimated Completion:** TBD
**Funded/Unfunded:** Funded
**Operating Impacts:** None - improvements to existing structure.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 26,000 | $ 26,000 | $ - | $ - | $ - | $ - | $ 52,000 |
| Construction | - | 154,000 | 154,000 | - | - | - | - | 308,000 |
| **Total:** | $ - | $ 180,000 | $ 180,000 | $ - | $ - | $ - | $ - | $ 360,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Funded Depreciation | $ - | $ 180,000 | $ 180,000 | $ - | $ - | $ - | $ - | $ 360,000 |
| **Total:** | $ - | $ 180,000 | $ 180,000 | $ - | $ - | $ - | $ - | $ 360,000 |



**Project # & Title:** **10908 -Evergreen Reservoir Rechlorination**
**Map Location:** WTR06
**Project Description:** This project is to install a tablet chlorination system at the Evergreen Reservoir and Pump Station. This project will allow for rechlorination on the discharge at the pump station and will give Operations staff greater flexibility for extended period storage to reduce reservoir pumping costs.
**Status:** Active
**Estimated Completion:** TBD
**Funded/Unfunded:** Funded
**Operating Impacts:** None

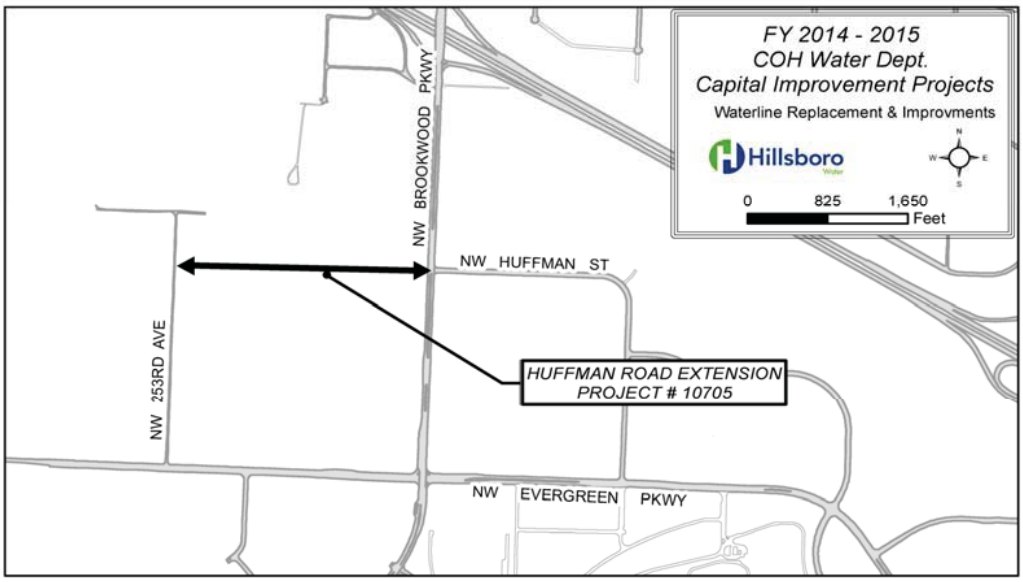
| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 50,000 | $ - | $ - | $ - | $ - | $ 50,000 |
| Construction | - | - | 100,000 | - | - | - | - | 100,000 |
| **Total:** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Water Fund | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |



**Project # & Title:** **10705 -Huffman Road Extension**
**Map Location:** WTR07
**Project Description:** This project is to install a new 18" ductile iron waterline in NW Huffman Road between NW 253rd Avenue and NW Broookwood Parkway. This project is being constructed along with a new Huffman Road extension in the North Hillsboro industrial area to accommodate growth and economic development. The Water Department expects to receive an economic grant to fund the first 12 inches of pipe size. The Water Department will fund an additional 6 inches of the pipe size to increase the size from 12" to 18". This project will require approximately 2,690 ft of new 18" DI waterline.

**Status:** Active
**Estimated Completion:** TBD
**Funded/Unfunded:** Funded
**Operating Impacts:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 48,000 | $ - | $ - | $ - | $ - | $ 48,000 |
| Construction | - | - | 832,000 | - | - | - | - | 832,000 |
| **Total:** | $ - | $ - | $ 880,000 | $ - | $ - | $ - | $ - | $ 880,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| System Development Charges | $ - | | $ 293,333 | $ - | $ - | $ - | $ - | $ 293,333 |
| Funded Depreciation | - | - | 586,667 | - | - | - | - | 586,667 |
| **Total:** | $ - | $ - | $ 880,000 | $ - | $ - | $ - | $ - | $ 880,000 |



**Project # & Title:** **10827 - Willamette Supply**
**Map Location:** WTR08
**Project Description:** This project is for the Willamette Long-Term Supply. Some funds of this project will secure transmission line easement/property between Wilsonville and Hillsboro for the Willamette Long-term Water Supply and secure property for terminal. Other funds will pay for a WWSP Plant Master Plan, Preliminary Design, 124th Pipeline Design, and Program Management. This is the first phase of a multi-year project. The cost shown is for this fiscal year alone and does not represent the total cost of the project. This project is 100% expansion.
**Status:** Active
**Estimated Completion:** TBD
**Funded/Unfunded:** Funded
**Operating Impacts:** It is anticipated that the new water treatment plant will come on-line in 2025. There will be significant increases to operating costs. However, it is to early to estimate expenses.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 1,000,000 | $ 2,570,000 | $ 13,560,000 | $ 17,760,000 | $ 17,690,000 | $ 17,880,000 | $ 70,460,000 |
| **Total:** | $ - | $ 1,000,000 | $ 2,570,000 | $ 13,560,000 | $ 17,760,000 | $ 17,690,000 | $ 17,880,000 | $ 70,460,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| System Development Charges | $ - | $ 1,000,000 | $ 2,570,000 | $ 13,560,000 | $ 17,760,000 | $ 17,690,000 | $ 17,880,000 | $ 70,460,000 |
| **Total:** | $ - | $ 1,000,000 | $ 2,570,000 | $ 13,560,000 | $ 17,760,000 | $ 17,690,000 | $ 17,880,000 | $ 70,460,000 |

**Project # & Title:** **10828 - Joint Water Commission (JWC) Re-Roof Operations Building**
**Project Description:** This project is to remove the asbestos from the existing roof. In addition, the sheeting in some locations also needed to be replaced. The existing roof is original to the building and is approximately 38 years old. The re-roof will require a complete removal of the old roofing material. The project will replace the roof on the Operations Building and Pump Station No. 1.

**Funded/Unfunded:** Funded: JWC Partners (Cities of Hillsboro, Forest Grove, Beaverton and the Tualatin Valley Water District)
**Status:** Active
**Estimated Completion:** TBD
**Operations Impact:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 880 | $ 18,000 | $ 18,000 | $ - | $ - | $ - | $ - | $ 36,880 |
| Construction | - | 182,000 | 182,000 | - | - | - | - | 364,000 |
| **Total:** | $ 880 | $ 200,000 | $ 200,000 | $ - | $ - | $ - | $ - | $ 400,880 |
| **Revenue Funding Source(s):** | | | | | | | | |
| JWC Partner Payments | $ 880 | $ 200,000 | $ 200,000 | $ - | $ - | $ - | $ - | $ 400,880 |
| **Total:** | $ 880 | $ 200,000 | $ 200,000 | $ - | $ - | $ - | $ - | $ 400,880 |

**Project # & Title:** **10414 - Standby Power Generation**

**Project Description:** This project is to construct a diesel backup power facility complete with electrical improvements, fuel storage, and building. The project adds backup power to meet the needs of a minimum of 50 percent production of current peak plant capacity (75 mgd). The Water Treatment Plant currently does not have backup power and in the event of an extended power outage or regional emergency, will not be able to produce water. The project is currently being designed to participate in the Dispatchable Standby Generation (DSG) program with Portland General Electric. It is anticipated that the JWC could receive up to $1,000,000 in grants from PGE for participation in the DSG program. Construction of the project is expected to take approximately 18 months and potentially roll into FY 15-16. The project budget does not include the potential grant from PGE which, if approved, would not be fully received until the generators are commissioned.

**Funded/Unfunded:** Funded: JWC Partners (Cities of Hillsboro, Forest Grove, Beaverton and the Tualatin Valley Water District)
**Status:** Active
**Estimated Completion:** TBD
**Operations Impact:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 30,922 | $ 18,000 | $ 4,000,000 | $ - | $ - | $ - | $ - | $ 4,048,922 |
| Construction | - | 182,000 | 2,000,000 | - | - | - | - | 2,182,000 |
| **Total:** | $ 30,922 | $ 200,000 | $ 6,000,000 | $ - | $ - | $ - | $ - | $ 6,230,922 |
| **Revenue Funding Source(s):** | | | | | | | | |
| JWC Partner Payments | $ 30,922 | $ 200,000 | $ 6,000,000 | $ - | $ - | $ - | $ - | $ 6,230,922 |
| **Total:** | $ 30,922 | $ 200,000 | $ 6,000,000 | $ - | $ - | $ - | $ - | $ 6,230,922 |

**Project # & Title:** **10829 - Joint Water Commission (JWC) Pump Reconditioning**

**Project Description:** In fiscal year 2012-2013, the JWC began a pump life assessment program. Pumps 4 and 5 in Pump Station Number 1 (PS #1) were pulled as part of the assessment program. Based upon the wear of the pumps including extensive cavitations of the pump impellers, and the lack of replacement parts, it was determined that it was not feasible to re-assemble these pumps and return them to service. Consequently these two pumps are currently being replaced. Furthermore, it was determined that the remaining pumps should be placed on a replacement program since all of the remaining pumps in PS #1 are of the same age and are showing increasing levels of vibration. Vibration analysis is performed annually and identifies pumps with bearings that are beginning to wear, impeller cavitations, or other developing problems. Pump #3 was identified as the highest priority in PS #1. In addition, a pump motor assessment study will be performed since most of the motors have been rebuilt at least once. The study will identify the cost/benefit of continuing to periodically rebuild the pump motors versus replacement with newer more efficient motors.

**Funded/Unfunded:** Funded: JWC Partners (Cities of Hillsboro, Forest Grove, Beaverton and the Tualatin Valley Water District)
**Status:** Active
**Estimated Completion:** TBD
**Operations Impact:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 18,000 | $ 75,000 | $ - | $ - | $ - | $ - | $ 93,000 |
| Construction | - | 182,000 | 225,000 | - | - | - | - | 407,000 |
| **Total:** | $ - | $ 200,000 | $ 300,000 | $ - | $ - | $ - | $ - | $ 500,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| JWC Partner Payments | $ - | $ 200,000 | $ 300,000 | $ - | $ - | $ - | $ - | $ 500,000 |
| **Total:** | $ - | $ 200,000 | $ 300,000 | $ - | $ - | $ - | $ - | $ 500,000 |

**Project # & Title:** **10913 - Joint Water Commission (JWC) Seismic Strategic Planning**

**Project Description:** In 2009 the JWC commissioned a vendor to complete a seismic vulnerability of the Water Treatment Plant (WTP). Under the assumptions of that study, the WTP would be expanded to 135 MGD and a parallel WTP would be constructed allowing for key elements of the existing WTP to be taken offline to be replaced, reconstructed, or refurbished to current seismic standards. Since TVWD, Hillsboro, and Beaverton have decided to pursue the Willamette WTP to meet their future water supply demands, a small incremental expansion is anticipated with the JWC WTP. The selected vendor will be completing a study evaluating a small incremental expansion of the WTP. The purpose of this study is to evaluate the results of the Seismic study and develop an implementable plan to prioritize and complete necessary seismic improvements at the WTP with an incremental expansion.

**Funded/Unfunded:** Funded: JWC Partners (Cities of Hillsboro, Forest Grove, Beaverton and the Tualatin Valley Water District)
**Status:** Active
**Estimated Completion:** TBD
**Operations Impact:** None

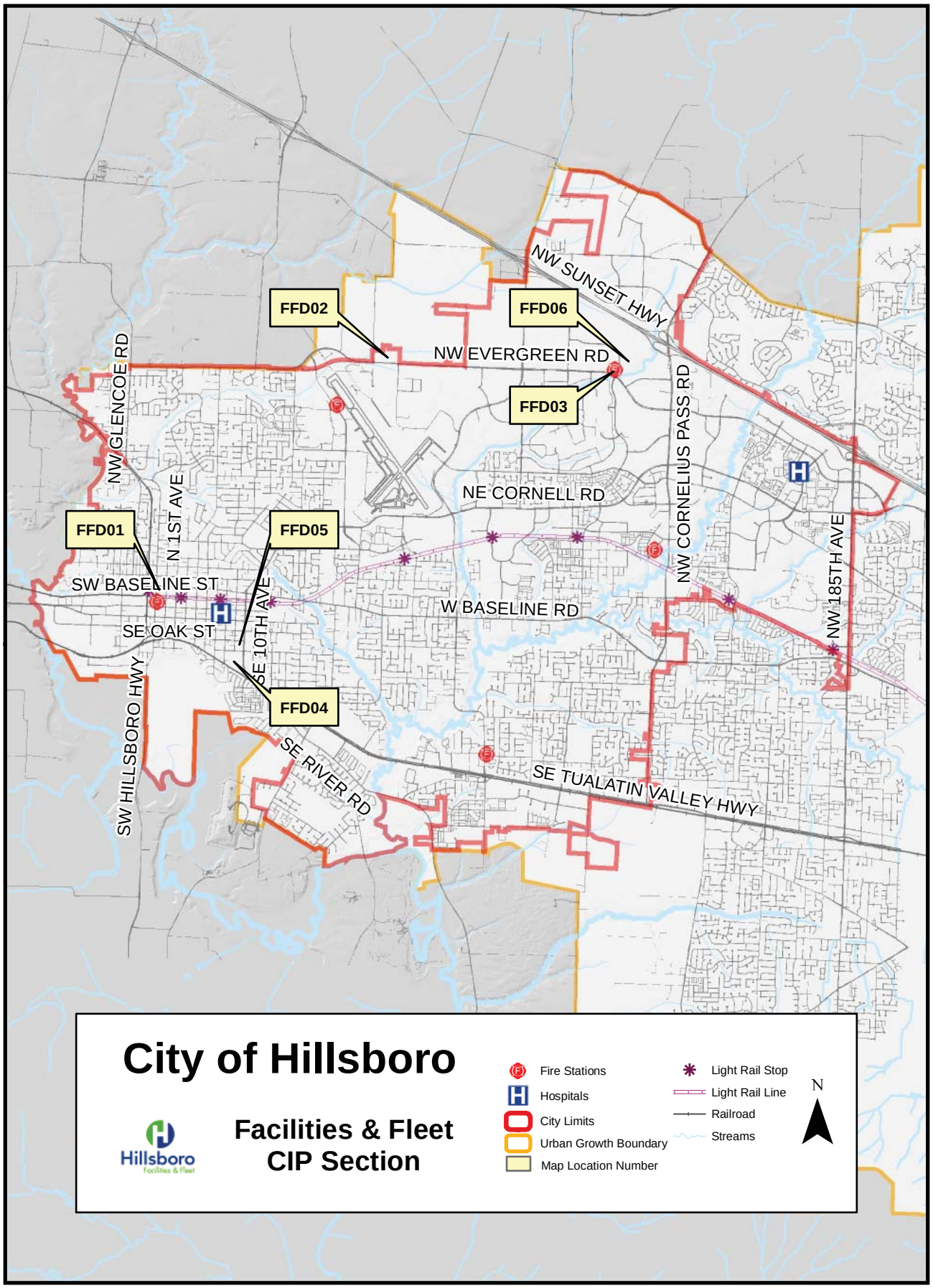
| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| JWC Partner Payments | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |

**Project # & Title:** **10914 - Joint Water Commission (JWC) STL Reedville Crossing**

**Project Description:** The Developers of the South Hillsboro expansion area have approach the JWC with a new intersection/roadway crossing of the South Transmission Line at TV Highway and Cornelius Pass. The crossing will require the relocation of the Beaverton meter vault and likely the replacement of the transmission line under the intersection. While much of the cost is expected to be a Developer burden, it is anticipated that some of the project costs will include items which are beyond the responsibility of the Developer.

**Funded/Unfunded:** Funded: JWC Partners (Cities of Hillsboro, Beaverton and the Tualatin Valley Water District)
**Status:** Active
**Estimated Completion:** TBD
**Operations Impact:** None

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ - | $ 20,000 | $ - | $ - | $ - | $ - | $ 20,000 |
| Construction | - | - | 80,000 | - | - | - | - | 80,000 |
| **Total:** | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| JWC Partner Payments | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |
| **Total:** | $ - | $ - | $ 100,000 | $ - | $ - | $ - | $ - | $ 100,000 |


City of Hillsboro
Facilities & Fleet
CIP Section
Hillsboro
Fire Stations
Hospitals
City Limits
Urban Growth Boundary
Map Location Number
Light Rail Stop
Light Rail Line
Railroad
Streams
N
FFD01
FFD02
FFD03
FFD04
FFD05
FFD06
NW SUNSET HWY
NW EVERGREEN RD
NW GLENCOE RD
N 1ST AVE
NE CORNELL RD
NW CORNELIUS PASS RD
NW 185TH AVE
SW BASELINE ST
SE OAK ST
SE 10TH AVE
W BASELINE RD
SW HILLSBORO HWY
SE RIVER RD
SE TUALATIN VALLEY HWY

## Facilities Projects Summary

| Project # | Project Title | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|---|
| 10541 | Facilities Contingency Program | 300,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 1,200,000 |
| 10542 | Facilities Paving Program | 200,000 | 198,803 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 898,803 |
| 10543 | Facilities ADA/Risk Mgmt Program | 50,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 200,000 |
| 10600 | Facilities Paint & Flooring Program | 200,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 800,000 |
| 10601 | Facilities HVAC Program | 100,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 400,000 |
| 10602 | Facilities Roofing Program | 100,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 400,000 |
| 10604 | Facilities Siding Program | 118,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 418,000 |
| 10671 | Facilities Maintenance Contract Program | 70,000 | 95,000 | 95,000 | 95,000 | 95,000 | 95,000 | 95,000 | 640,000 |
| 10929 | Dark Sky Program | - | - | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 175,000 |
| 10838 | 4th Floor Permit Center | - | 155,000 | 750,000 | - | - | - | - | 905,000 |
| 10629 | New Public Works Operations Facility and Fleet Division Shop | 2,615,199 | 3,600,000 | 9,747,214 | 3,211,120 | - | - | - | 19,173,533 |
| 10637 | Shute Park Library | 352,355 | 5,140,382 | 20,000 | - | - | - | - | 5,512,737 |
| 10915 | Ronler Fire Station Siding Project | - | 30,000 | 120,000 | - | - | - | - | 150,000 |
| 10930 | SHARC HVAC Replacement | - | 6,000 | 90,000 | - | - | - | - | 96,000 |
| 10931 | Parks Admin Building HVAC Replacement | - | - | 150,000 | - | - | - | - | 150,000 |
| | **Total:** | **$ 4,105,554** | **$ 9,650,185** | **$ 11,532,214** | **$ 3,866,120** | **$ 655,000** | **$ 655,000** | **$ 655,000** | **$ 31,119,073** |

| Five Year CIP | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Funded | 4,105,554 | 9,650,185 | 11,532,214 | 3,866,120 | 655,000 | 655,000 | 655,000 | 31,119,073 |
| | Unfunded | - | - | - | - | - | - | - | - |
| | **Total Five Year CIP:** | **$ 4,105,554** | **$ 9,650,185** | **$ 11,532,214** | **$ 3,866,120** | **$ 655,000** | **$ 655,000** | **$ 655,000** | **$ 31,119,073** |

## Facilities Projects

**Project # & Title:** **Facilities Programs**
**Map Location:** None - various locations throughout the City
**Project Description:** Preventative, restorative, regulatory, and future planning for City Facilities
**Status:** Ongoing
**Estimated Completion:** Ongoing programs to ensure the care and preservation of City assets for many useful years to come.
**Funded/Unfunded:** Funded
**Operating Impacts:** None - preventative maintenance

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Facilities Contingency Program - # 10541 | 300,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 | 1,200,000 |
| Facilities Paving Program -# 10542 | 200,000 | 198,803 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 898,803 |
| Facilities ADA/Risk Mgmt Program -# 10543 | 50,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 200,000 |
| Facilities Paint & Flooring Program -# 10600 | 200,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 800,000 |
| Facilities HVAC Program -# 10601 | 100,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 400,000 |
| Facilities Roofing Program -# 10602 | 100,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 400,000 |
| Facilities Siding Program -# 10604* | 118,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 418,000 |
| Facilities Maint. Contract Program -# 10671 | 70,000 | 95,000 | 95,000 | 95,000 | 95,000 | 95,000 | 95,000 | 640,000 |
| Facilities Dark Sky Program - #10929 | - | - | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | 175,000 |
| **Totals** | $ 1,138,000 | $ 718,803 | $ 655,000 | $ 655,000 | $ 655,000 | $ 655,000 | $ 655,000 | $ 5,131,803 |

**Note: FY 14/15 Siding Program #10604 is in tandem with Ronler Fire Station complete siding project #10915*

**Project # & Title:** **#10838 - 4th Floor Permit Center**
**Map Location:** FFD01
**Project Description:** 4th floor permit center remodel. To accommodate new technology for permitting and plan review.
**Status:** Propsed
**Estimated Completion:** 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** None - remodel of existing facility

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 155,000 | $ 50,000 | $ - | $ - | $ - | $ - | $ 205,000 |
| Construction & Technology | - | - | 700,000 | - | - | - | - | 700,000 |
| **Total:** | $ - | $ 155,000 | $ 750,000 | $ - | $ - | $ - | $ - | $ 905,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Building Fund | $ - | $ 155,000 | $ 750,000 | $ - | $ - | $ - | $ - | $ 905,000 |
| **Total:** | $ - | $ 155,000 | $ 750,000 | $ - | $ - | $ - | $ - | $ 905,000 |

**Project # & Title:** **#10629-New Public Works Operations Facility and Fleet Div. Shop**
**Map Location:** FFD02
**Project Description:** Construct new Public Works Facility and Fleet Shop on acquired 15 acre parcel located at Sewell/Evergreen. A phased 84,071 sf facility this includes a mix of office, maintenance shops, and covered storage.

**Status:** Design Phase
**Estimated Completion:** Possible completion by fall 2015
**Funded/Unfunded:** Funded
**Operating Impacts:** There will be an increase in utilities and facility support as the new facility will be significantly larger than the existing Public Works and Fleet Facilities.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Land Acquisition | $ 2,592,454 | $ - | $ - | $ - | $ - | $ - | $ - | $ 2,592,454 |
| Design & Engineering | 22,745 | 1,100,000 | 747,214 | - | - | - | - | 1,869,959 |
| Construction | - | 2,500,000 | 9,000,000 | 3,211,120 | - | - | - | 14,711,120 |
| **Total:** | $ 2,615,199 | $ 3,600,000 | $ 9,747,214 | $ 3,211,120 | $ - | $ - | $ - | $ 19,173,533 |
| | | *Note | | | | | | |
| **Revenue Funding Source(s):** | | | | | | | | |
| Sewer Funded Depreciation | $ 2,591,928 | $ 844,447 | $ 731,427 | $ - | $ - | $ - | $ - | $ 4,167,802 |
| Sewer System Development Charge (SDC) | - | 1,088,887 | 3,455,611 | - | - | - | - | 4,544,498 |
| Surface Water Management System Development Charge (SDC) | - | 833,333 | 3,455,611 | 64,901 | - | - | - | 4,353,845 |
| Transportation Development Tax (TDT) | - | 833,333 | 1,137,914 | - | - | - | - | 1,971,247 |
| Transportation Operating | | - | | 2,639,483 | - | - | - | 2,639,483 |
| Strategic Investment Program | - | - | 966,651 | 253,645 | - | - | - | 1,220,296 |
| Building | - | - | - | 36,430 | - | - | - | 36,430 |
| Water | - | - | - | 164,892 | - | - | - | 164,892 |
| Barney Joint Water Commission | - | - | - | 3,835 | - | - | - | 3,835 |
| Support Services | - | - | - | 47,934 | - | - | - | 47,934 |
| Facility | 23,271 | - | - | | - | - | - | 23,271 |
| **Total:** | $ 2,615,199 | $ 3,600,000 | $ 9,747,214 | $ 3,211,120 | $ - | $ - | $ - | $ 19,173,533 |
| **Operating Impacts:** | | | | | | | | |
| Additional FTE | - | - | - | - | 1.00 | - | - | 1.00 |
| Department Expenses | - | - | - | - | - | - | - | - |
| Facility Expenses | - | - | - | - | 344,325 | 351,212 | 358,236 | 1,053,772 |
| **Total:** | $ - | $ - | $ - | $ - | $ 344,325 | $ 351,212 | $ 358,236 | $ 1,053,772 |

*Note: Project delayed FY 13/14 budget was not expended as anticipated.

**Project # & Title:** **#10637 -Shute Park Library**
**Map Location:** FFD04
**Project Description:**
Design and remodel of Shute Park Library building and installation of automated materials handling equipment.
**Status:** Completed
**Estimated Completion:** Mar-14
**Funded/Unfunded:** Funded
**Operating Impacts:** There should be a minimal increase if not a reduction in utility expenses as the Library was built in the 1970's and is not energy efficient.

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ 302,355 | $ 95,000 | $ - | $ - | $ - | $ - | $ - | $ 397,355 |
| Construction | 50,000 | 5,045,382 | 20,000 | - | - | - | - | 5,115,382 |
| **Total:** | $ 352,355 | $ 5,140,382 | $ 20,000 | $ - | $ - | $ - | $ - | $ 5,512,737 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Bond Proceeds | $ 352,355 | $ 5,140,382 | $ 20,000 | | | | | $ 5,512,737 |
| **Total:** | $ 352,355 | $ 5,140,382 | $ 20,000 | $ - | $ - | $ - | $ - | $ 5,512,737 |

**Project # & Title:** **#10915 Ronler Fire Station Siding Project**
**Map Location:** FFD03
**Project Description:** Per assessment study, Ronler Fire Station needs complete residing. Project in tandem with our Siding Program #10604.
**Status:** Active
**Estimated Completion:** 6/30/2015
**Funded/Unfunded:** Funded
**Operating Impacts:** Minimal - reduced energy usage

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ 30,000 | $ 120,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ 30,000 | $ 120,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Facility Fund Reserves | $ - | $ 30,000 | $ 120,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ 30,000 | $ 120,000 | $ - | $ - | $ - | $ - | $ 150,000 |

**Project # & Title:** **#10930 Shute Park Aquatic and Recreation Center (SHARC) HVAC**
**Map Location:** FFD05
**Project Description:** Per study assessment, this is a partial HVAC replacement. Project includes equipment, crane and install.
**Status:** Active
**Estimated Completion:** 6/30/2015
**Funded/Unfunded:** Funded
**Operating Impacts:** Minimal - improvement in energy and decrease in Facilities Maintenance staff time for repairs

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Design & Engineering | $ - | $ 6,000 | $ - | $ - | $ - | $ - | $ - | $ 6,000 |
| Equipment/Installation | - | - | 90,000 | - | - | - | - | 90,000 |
| **Total:** | $ - | $ 6,000 | $ 90,000 | $ - | $ - | $ - | $ - | $ 96,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Facility Fund Reserves | $ - | $ 6,000 | $ 90,000 | $ - | $ - | $ - | $ - | $ 96,000 |
| **Total:** | $ - | $ 6,000 | $ 90,000 | $ - | $ - | $ - | $ - | $ 96,000 |

**Project # & Title:** **#10931 Parks Admin Building HVAC**
**Map Location:** FFD06
**Project Description:** Per HVAC assessment study completed in FY 13/14, Parks Admin facility needs a complete HVAC replacement with energy upgrades and controls.
**Status:** Proposed
**Estimated Completion:** 6/30/2015
**Funded/Unfunded:** Funded
**Operations Impact:** Minimal - improved energy savings

| Project Costs | Prior Years | 2013-14 Budget | 2014-15 Budget | 2015-16 Estimate | 2016-17 Estimate | 2017-18 Estimate | 2018-19 Estimate | Project Total |
|---|---|---|---|---|---|---|---|---|
| Construction | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Revenue Funding Source(s):** | | | | | | | | |
| Facility Fund Reserves | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |
| **Total:** | $ - | $ - | $ 150,000 | $ - | $ - | $ - | $ - | $ 150,000 |

**Project # & Title:** **Fleet Replacements**
**Project Description:** The Fleet Management section handles the acquistion, disposal, and maintenance of all City vehicles and most large equipment. General Fund vehicle purchases are budgeted in the Fleet Fund and enterprise/special revenue vehicles are budgeted in each respective fund. However, actual purchase of the vehicles is managed by the Fleet section.
**Status:** Ongoing
**Estimated Completion:** Ongoing
**Funded/Unfunded:** Various
**Operating Impacts:** Replacement vehicles have no impact on Fleet operations and my reduce costs as new vehicles require less major repairs. Additional vehicles could eventually require more Fleet staff, but at this time there are no plans to significantly expand the City's fleet.

| Expense by Department | 2013-14 Budget | 2014-15 Budget | 2015-16 Budget | 2016-17 Budget | 2017-18 Budget | 2018-19 Budget | Projected Total |
|---|---|---|---|---|---|---|---|
| Police Department | $ 41,500 | $ 302,600 | $ 600,035 | $ 378,318 | $ 645,450 | $ 308,589 | $ 2,234,992 |
| Fire Department | 417,645 | 55,000 | 1,068,882 | 1,325,000 | 1,610,128 | 933,195 | 4,992,205 |
| Parks Department | - | 124,000 | 210,000 | 260,500 | 222,000 | 77,500 | 894,000 |
| Fleet & Facilities | 86,500 | 35,000 | 76,500 | 46,000 | 24,000 | 35,000 | 216,500 |
| Information Services | - | 24,000 | - | 28,000 | - | - | 52,000 |
| Building Department | 60,000 | - | 70,000 | - | - | - | 70,000 |
| Public Works Department | 171,200 | 25,500 | 60,000 | 330,000 | 675,000 | 435,000 | 1,525,500 |
| Water Department | 74,000 | 270,000 | 150,000 | 250,000 | 150,000 | 145,000 | 965,000 |
| JWC Department | - | 30,000 | 40,000 | - | - | - | 70,000 |
| Barney Department | - | - | - | - | 50,000 | - | 50,000 |
| | $ 850,845 | $ 866,100 | $ 2,275,417 | $ 2,617,818 | $ 3,376,578 | $ 1,934,284 | **$ 11,070,197** |

| Expense by Fund | 2013-14 Budget | 2014-15 Budget | 2015-16 Budget | 2016-17 Budget | 2017-18 Budget | 2018-19 Budget | Projected Total |
|---|---|---|---|---|---|---|---|
| General Fund | $ 459,145 | $ 481,600 | $ 1,878,917 | $ 1,963,818 | $ 2,477,578 | $ 1,319,284 | $ 8,121,197 |
| Support Services Fund | 86,500 | 59,000 | 76,500 | 74,000 | 24,000 | 35,000 | 268,500 |
| Building Fund | 60,000 | - | 70,000 | - | - | - | 70,000 |
| Public Works Fund | 171,200 | 25,500 | 60,000 | 330,000 | 675,000 | 435,000 | 1,525,500 |
| Water Fund | 74,000 | 300,000 | 190,000 | 250,000 | 200,000 | 145,000 | 1,085,000 |
| | $ 850,845 | $ 866,100 | $ 2,275,417 | $ 2,617,818 | $ 3,376,578 | $ 1,934,284 | **$ 11,070,197** |

# Fund Summaries

- *General Funds*
- *Special Revenue Funds*
- *Debt Service Funds*
- *Capital Projects Funds*
- *Water Funds*
- *Sewer Funds*
- *Surface Water Management Funds*
- *Other Enterprise Funds*
- *Trust and Agency Funds*
- *Internal Service Funds*
- *Joint Ventures*

Hillsboro
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## Fund Summaries

The City's financial operations are budgeted and accounted for in funds. The funds are grouped by major types, as set forth by the Governmental Accounting Standards Board (GASB).

## Definitions

**Fund:** A fund is a self-balancing set of accounts and is used to track resources and requirements for specific operations. Under Oregon Budget Law and Generally Accepted Accounting Principles, resources and requirements of individual funds may not be co-mingled.

**Resources:** Includes all revenues, transfers in, and beginning fund balances.

- ***Revenues*** – Income received from major sources during the fiscal year such as property taxes, charges for services, permits, franchise fees, state shared revenues, and interest earnings on investments.
- ***Transfers In*** – Transactions between funds that represent payment for services provided by one fund to another.
- ***Beginning Fund Balances*** – Unexpended resources from the previous year which have been brought forward to the new fiscal year.

**Requirements:** Includes all expenditures, transfers out, contingencies, and ending fund balances.

- ***Expenditures*** – Includes employee wages and benefits, supplies and services purchased by the City, capital expenditures, special payments, and payments of principal and interest on debt.
- ***Transfers Out*** – Transactions between funds that represent payment for services provided by one fund to another.
- ***Contingencies*** – Discretionary amounts set aside in a line item within a fund for potential expenditures that occur during the year, but cannot be specifically identified at the time the budget is adopted. The contingency can only be accessed by City Council action, which authorizes the transfer of the contingency funds to expenditure appropriations.
- ***Ending Fund Balances*** – Unappropriated ending balances are the difference between total resources and total requirements. Under Oregon Local Budget Law, amounts in this classification may not be expended in the current year. Due to this limitation, the City usually budgets the majority of resources available to provide the most flexibility in operations.

**Balanced Budget:** A budget is "balanced" when the total resources equal the total requirements for each fund.

## Fund Groups

Below is a listing of all funds by fund group. Individual fund descriptions can be found at the beginning of each fund section that follows the Fund Summaries.

**General Fund:** The General Fund is a major fund type that is comprised of two funds that are rolled up to the General Fund for financial reporting purposes. The funds are the General Fund and Economic Development Fund. The purpose of these funds is to provide police, fire, parks and recreation, library, planning, municipal court, and economic development services.

It should be noted that in previous years the Cadet, Police Forfeiture, and Parks SDC Funds were rolled up into the General Fund Group. In FY 2012-13, those funds were moved to the Special Revenue Fund Group as the revenues in each of those funds are restricted and the funds meet the accounting definition of a special revenue fund.

**Special Revenue Funds:** The funds account for revenues allocated for a specific purpose.

- ***Transportation Funds*:** The Transportation Fund is a major fund type that is comprised of several funds that are rolled up to the Transportation Fund for financial reporting purposes. The funds are:
    - Transportation Fund, Pathways – Gas Tax Fund, Transportation Depreciation Fund, TUF Pavement Management Fund, TUF Pathways Fund, TIF Fund, TDT Fund, and Special Assessments Fund. The purpose of these funds is to provide engineering, construction, reconstruction, improvement, repair, maintenance, operations, and use of public highways, roads, streets, and pathways.
- ***Police Forfeiture Fund***
- ***Cadet Fund***
- ***Parks SDC Fund***
- ***PERS Stabilization Fund*** – new fund in FY 13-14. Accounts for monies paid from all operating funds to establish a reserve for the City's future pension expenses in the Oregon Public Employees Retirement System (PERS).
- ***Parks SDC Fund***
- ***Wetland Mitigation Fund***
- ***Building Fund***

**Debt Service Funds:** The City's non-enterprise debt is accounted for in this fund.

- ***Hillsboro Economic Development Council (HEDC) Tax Increment Fund***
- ***Strategic Investment Program (SIP) Full Faith and Credit (FFC) Debt Service Fund*** – new fund in FY 14-15. Accounts for SIP revenues that are used to pay the City's Full Faith and Credit Debt Service and to fund specific capital projects as well as a portion of the Pavement Management Program.

**Capital Projects Funds:** The City's acquisition and construction of major capital facilities other than those financed by Proprietary Funds are accounted for in these funds.

- ***Hillsboro Economic Development Council (HEDC) Fund***
- ***Parks Capital Fund***
- ***Gain Share Capital Projects Fund*** – new fund in FY 14-15. Accounts for Gain Share revenues that will be used for capital and economic development projects.

**Enterprise Funds:** Enterprise funds account for goods and services provided on a continuing basis to the general public and are structured to be self-supporting.

- ***Utilities Commission Fund (Water)***
- ***Sewer Fund***
- ***Surface Water Management Fund***
- ***Property Management Fund***
- ***Intermodal Transit Facility (ITF) Fund***

**Trust and Agency Funds:** Trust Funds are used to account for assets held by the City in a trustee capacity. Agency Funds are used to account for assets held by the City as an agent for individuals, private organizations, and other governments.

- ***Broadband Users Group Fund***
- ***PPDS Users Group Fund***
- ***Public Safety Agency Fund*** – Shown for historical purposes only.
- ***Library Board Agency Fund***
- ***Cemetery Endowment Fund***
- ***Jackson Bottom Preserve Fund***

**Internal Services Funds:** Internal Service Funds account for the financing of goods or services provided by one department of the City to other departments or to other government units, generally on a cost reimbursement basis.

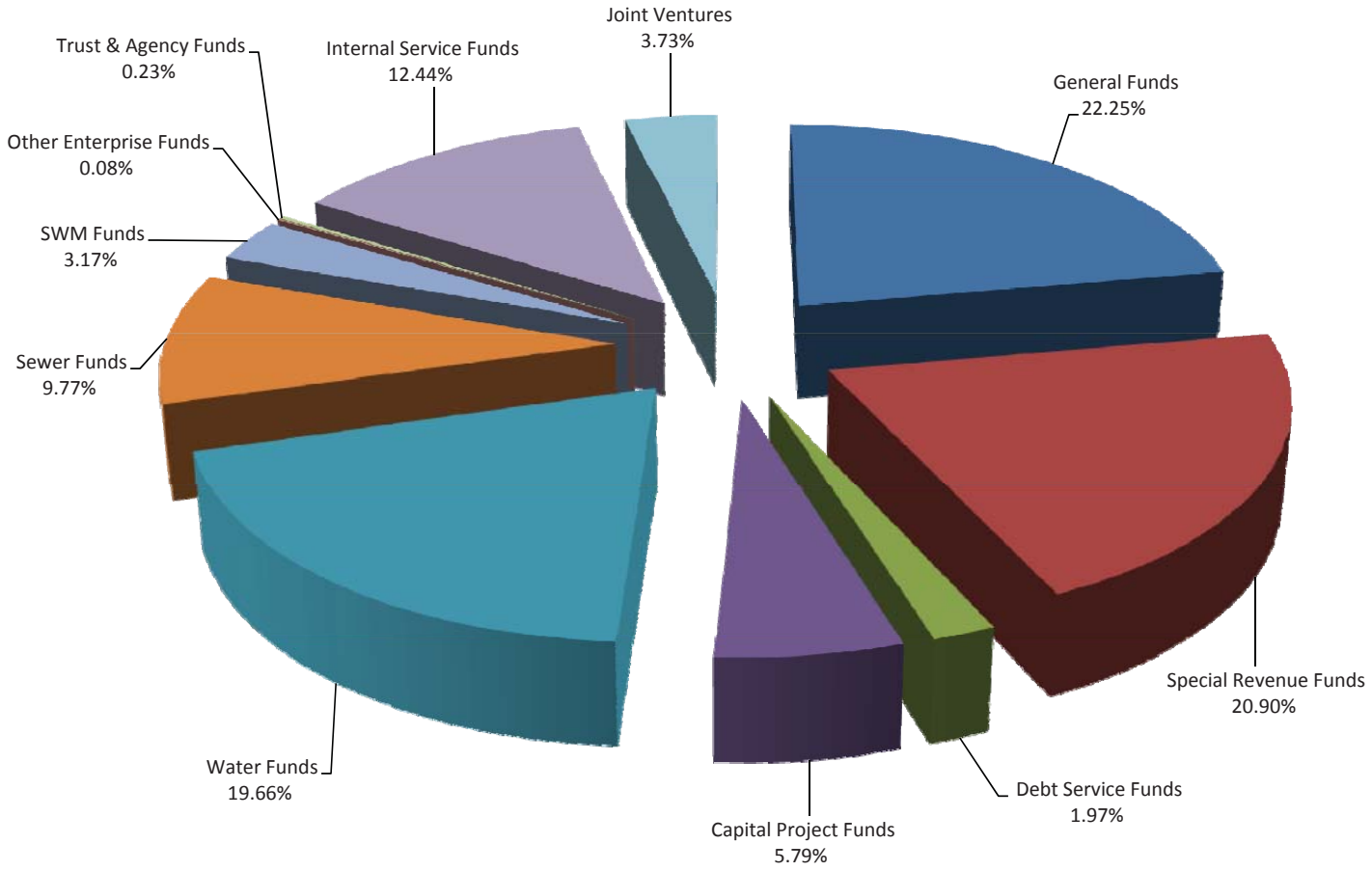
- ***Support Services Fund***
- ***Sustainability Revolving Fund***
- ***Facilities Management Fund***
- ***Risk Management Fund***
- ***Loss Reserve Fund***
- ***Fleet Management Fund***
- ***Copier Program Fund***

**Joint Ventures:** A joint venture is a legal entity or other organization that results from a contractual arrangement and that is owned, operated, or governed by two or more agencies. The purpose of a joint venture is to pool resources and share the costs of providing goods or services to the joint venture participants directly, or for the benefit of the public or specific service recipients. The City is the managing partner of two joint ventures.

- ***Joint Water Commission (JWC) Fund***
- ***Barney Reservoir Joint Ownership Commission (BRJOC) Fund***

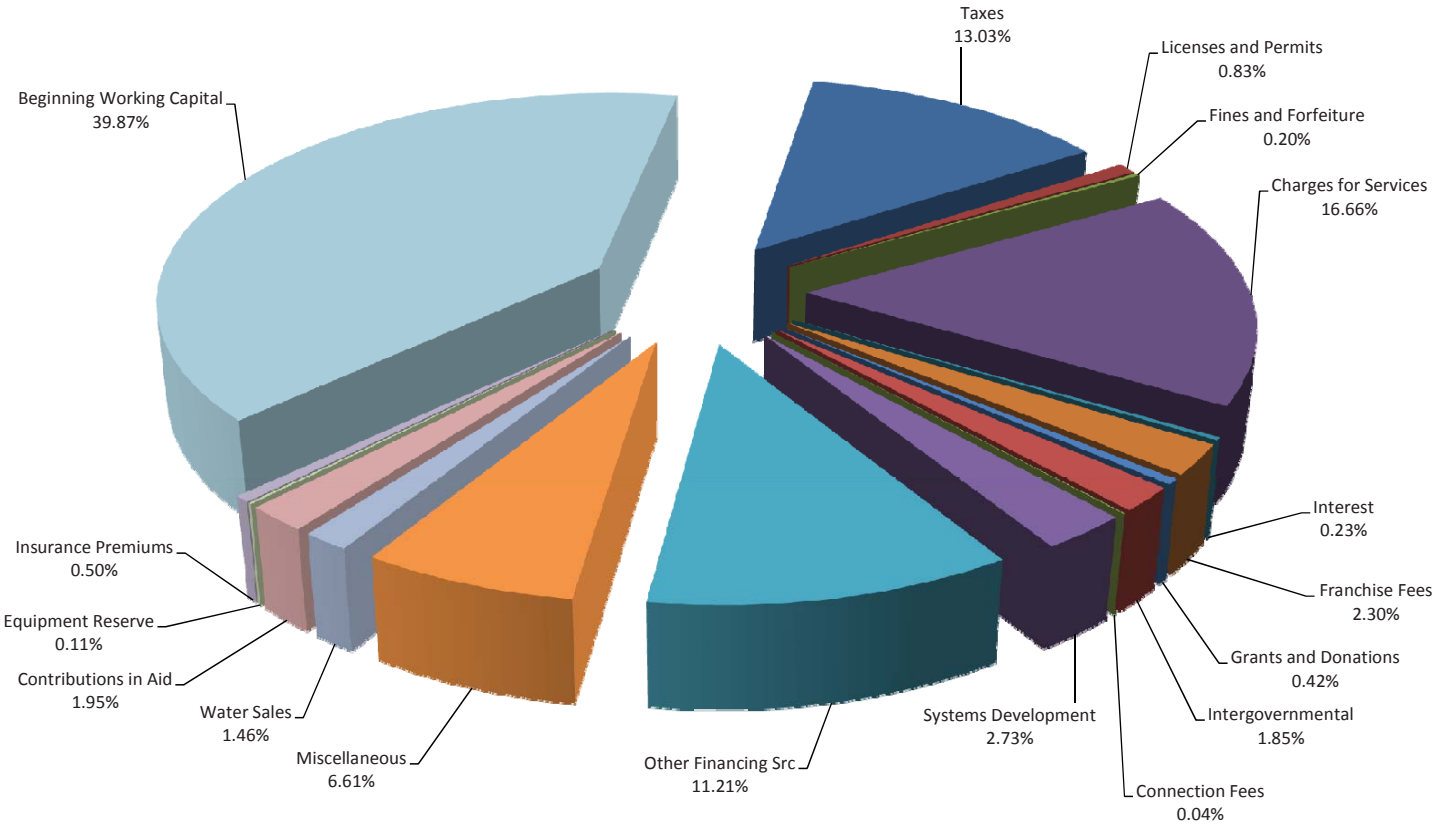
The City has a total of 49 funds. Below is a listing of all City funds by fund type and fund group.

| Fund Type | Fund Group | Fund Number | Fund Description |
|---|---|---|---|
| Governmental Funds | General Funds | 100 | General Fund |
| | | 120 | Economic Development |
| | Special Revenue Funds | 105 | Police Forfeiture Fund |
| | | 110 | Cadet Fund |
| | | 115 | Parks SDC Fund |
| | | 125 | PERS Stabilization Fund |
| | | 200 | Transportation Fund |
| | | 202 | Pathways Fund - Gas Tax |
| | | 204 | Transportation Depreciation Fund |
| | | 205 | TUF Pavement Management Fund |
| | | 206 | TUF Pathways Fund |
| | | 210 | TIF Fund |
| | | 212 | TDT Fund |
| | | 220 | Special Assessments Fund |
| | | 540 | Building Fund |
| | Debt Service Funds | 300 | Debt Service Fund |
| | | 310 | HEDC Tax Increment Fund |
| | | 320 | SIP FFC Debt Service Fund |
| | Capital Projects Fund | 400 | HEDC General Fund |
| | | 410 | Parks Capital Projects Fund |
| | | 420 | Gainshare Capital Projects Fund |
| Enterprise Funds | Water Funds | 500 | Water Fund |
| | | 502 | Water Depreciation Fund |
| | | 504 | Water SDC Fund |
| | | 506 | Water Debt Service Fund |
| | | 508 | Water Rate Stabilization Fund |
| | Sewer Funds | 510 | Sewer Fund |
| | | 512 | Sewer Depreciation Fund |
| | | 514 | Sewer SDC Fund |
| | SWM Funds | 520 | Surface Water Management Fund |
| | | 522 | SWM Depreciation Fund |
| | | 524 | SWM SDC Fund |
| | Other Enterprise Funds | 530 | Property Management Fund |
| | | 712 | ITF Fund |
| Trust & Agency Funds | Trust & Agency Funds | 610 | Broadband Users Group Fund |
| | | 620 | PPDS Users Group Fund |
| | | 630 | Public Safety Agency Fund |
| | | 640 | Library Board Agency Fund |
| | | 650 | Cemetery Endowment Fund |
| | | 670 | Jackson Bottom Preserve Fund |
| Internal Service Funds | Internal Service Funds | 700 | Support Services Fund |
| | | 702 | Sustainability Revolving Fund |
| | | 710 | Facilities Management Fund |
| | | 740 | Risk Management Fund |
| | | 745 | Loss Reserve Fund |
| | | 750 | Fleet Management Fund |
| | | 760 | Copier Program Fund |
| Joint Ventures | Joint Ventures | 800 | Joint Water Commission Fund |
| | | 810 | Barney Joint Reservoir Comm Fund |




**Total City Budget Requirements by Fund Group**

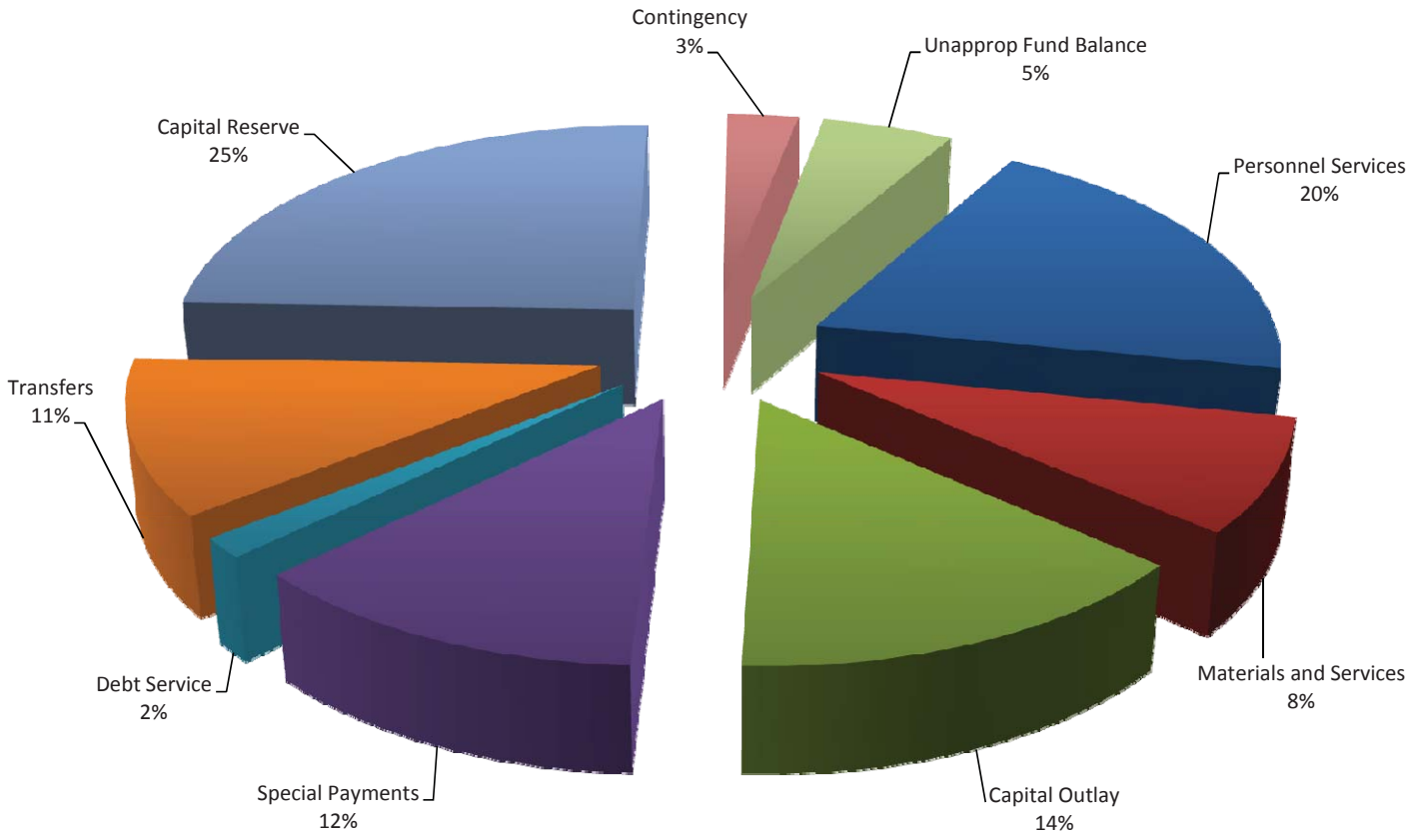
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 20114-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| General Funds | 85,490,318 | 87,393,734 | 91,093,321 | 99,923,950 | 8,830,629 | 10% | 22% |
| Special Revenue Funds | 70,463,218 | 84,867,624 | 79,873,468 | 93,876,241 | 14,002,773 | 18% | 21% |
| Debt Service Funds | 116,010 | 156,925 | 159,150 | 8,838,000 | 8,678,850 | 5453% | 2% |
| Capital Project Funds | 2,294,277 | 5,994,782 | 4,553,757 | 26,015,640 | 21,461,883 | 471% | 6% |
| Water Funds | 71,648,893 | 104,314,822 | 76,253,000 | 88,318,972 | 12,065,972 | 16% | 20% |
| Sewer Funds | 42,759,802 | 44,673,748 | 41,349,948 | 43,891,480 | 2,541,532 | 6% | 10% |
| SWM Funds | 14,152,864 | 14,679,839 | 14,414,291 | 14,247,695 | (166,596) | -1% | 3% |
| Other Enterprise Funds | 311,624 | 358,519 | 365,300 | 364,700 | (600) | 0% | 0% |
| Trust & Agency Funds | 858,619 | 1,019,633 | 974,429 | 1,038,816 | 64,387 | 7% | 0% |
| Internal Service Funds | 38,514,863 | 84,899,421 | 58,855,297 | 55,893,820 | (2,961,477) | -5% | 12% |
| Joint Ventures | 7,536,837 | 7,368,488 | 15,849,947 | 16,758,972 | 909,025 | 6% | 4% |
| **Total Requirements** | **$ 334,147,325** | **$ 435,727,535** | **$ 383,741,908** | **$ 449,168,286** | **$ 65,426,378** | **17%** | **100%** |




**Total City Budget Resources by Category**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Taxes | 53,385,642 | 52,831,321 | 54,414,806 | 58,517,851 | 4,103,045 | 8% | 13% |
| Licenses and Permits | 7,219,503 | 17,895,996 | 4,909,800 | 3,719,237 | (1,190,563) | -24% | 1% |
| Fines and Forfeiture | 940,020 | 755,003 | 891,000 | 895,000 | 4,000 | 0% | 0% |
| Charges for Services | 62,154,247 | 66,561,682 | 70,785,050 | 74,848,292 | 4,063,242 | 6% | 17% |
| Interest | 1,262,276 | 853,119 | 999,722 | 1,018,956 | 19,234 | 2% | 0% |
| Franchise Fees | 9,120,161 | 9,549,020 | 9,975,000 | 10,325,000 | 350,000 | 4% | 2% |
| Grants and Donations | 2,052,898 | 1,476,307 | 1,501,308 | 1,880,526 | 379,218 | 25% | 0% |
| Intergovernmental | 7,513,340 | 7,708,102 | 8,242,277 | 8,324,160 | 81,883 | 1% | 2% |
| Connection Fees | 179,255 | 283,488 | 173,500 | 173,500 | - | 0% | 0% |
| Systems Development | 17,666,747 | 29,530,793 | 9,663,500 | 12,283,000 | 2,619,500 | 27% | 3% |
| Other Financing Src | 13,377,604 | 15,338,499 | 19,187,329 | 50,353,031 | 31,165,702 | 162% | 11% |
| Miscellaneous | 7,755,174 | 75,983,744 | 27,103,444 | 29,688,259 | 2,584,815 | 10% | 7% |
| Water Sales | 5,142,555 | 5,108,283 | 6,277,387 | 6,552,053 | 274,666 | 4% | 1% |
| Contributions in Aid | 1,414,840 | 1,491,831 | 8,127,700 | 8,740,000 | 612,300 | 8% | 2% |
| Equipment Reserve | - | - | 500,000 | 500,000 | - | 0% | 0% |
| Insurance Premiums | 1,545,024 | 1,648,838 | 2,119,500 | 2,256,700 | 137,200 | 6% | 1% |
| Beginning Working Capital | 143,418,039 | 148,711,509 | 158,870,585 | 179,092,721 | 20,222,136 | 13% | 40% |
| **Total Resources** | **$ 334,147,325** | **$ 435,727,535** | **$ 383,741,908** | **$ 449,168,286** | **$ 65,426,378** | **17%** | **100%** |

## Requirements by Category




**Total City Budget Requirements by Category**

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change | Percent of Total |
|---|---|---|---|---|---|---|---|
| Personnel Services | 72,535,512 | 76,120,686 | 86,348,159 | 88,833,404 | 2,485,245 | 3% | 20% |
| Materials and Services | 26,769,450 | 30,131,806 | 37,191,676 | 37,208,036 | 16,360 | 0% | 8% |
| Capital Outlay | 23,511,353 | 53,428,276 | 61,028,630 | 64,323,435 | 3,294,805 | 5% | 14% |
| Special Payments | 45,369,226 | 84,798,633 | 54,009,164 | 54,433,052 | 423,888 | 1% | 12% |
| Debt Service | 5,392,983 | 6,645,996 | 6,732,777 | 6,592,177 | (140,600) | -2% | 1% |
| Transfers | 11,857,292 | 15,338,499 | 19,187,329 | 50,353,031 | 31,165,702 | 162% | 11% |
| Contingency | - | - | 12,434,326 | 12,848,559 | 414,233 | 3% | 3% |
| Capital Reserve | - | - | 98,187,905 | 110,863,289 | 12,675,384 | 13% | 25% |
| Unappropriated Fund Balance | 148,711,509 | 169,263,639 | 8,621,942 | 23,713,303 | 15,091,361 | 175% | 5% |
| **Total Requirements** | **$ 334,147,325** | **$ 435,727,535** | **$ 383,741,908** | **$ 449,168,286** | **$ 65,426,378** | **17%** | **100%** |

## Summary of City Funds for Fiscal Year 2014-15

| | General* | Transporation* | Police Forfeiture | Cadet | Parks SDC | PERS Stabilization |
|---|---|---|---|---|---|---|
| **Resources** | | | | | | |
| Taxes | $ 58,160,851 | $ - | $ - | $ - | $ - | $ - |
| Licenses and Permits | 590,000 | 40,000 | - | - | - | - |
| Fines and Forfeiture | 883,000 | - | - | - | - | - |
| Charges for Services | 3,502,600 | 1,858,401 | - | - | - | 1,807,500 |
| Interest | 113,000 | 83,850 | 500 | 5,000 | 32,500 | 25,000 |
| Franchise Fees | 10,325,000 | - | - | - | - | - |
| Grants and Donations | 217,759 | 1,270,000 | - | - | - | - |
| Intergovernmental | 2,504,900 | 5,819,260 | - | - | - | - |
| Connection Fees | - | - | - | - | - | - |
| Systems Development | - | 2,000,000 | - | - | 2,000,000 | - |
| Other Financing Src | 7,415,000 | 3,692,837 | - | - | 3,000,000 | - |
| Miscellaneous | 3,236,840 | 7,202,000 | 5,500 | - | - | - |
| Water Sales | - | - | - | - | - | - |
| Contributions in Aid | - | - | - | - | - | - |
| Equipment Reserve CO | - | - | - | - | - | - |
| Insurance Premiums | - | - | - | - | - | - |
| Beginning Work Cap | 12,975,000 | 31,063,528 | 74,000 | 1,296,000 | 5,808,225 | 1,615,000 |
| **Total Resources** | 99,923,950 | 53,029,876 | 80,000 | 1,301,000 | 10,840,725 | 3,447,500 |
| | | | | | | |
| **Requirements** | | | | | | |
| Personnel Services | $ 57,142,434 | $ 2,613,996 | $ - | $ 46,505 | $ - | $ - |
| Materials & Services | 10,223,738 | 5,240,046 | 80,000 | 55,600 | - | - |
| Capital Outlay | 2,223,927 | 40,831,409 | - | - | 6,874,725 | - |
| Special Payments | 16,643,077 | 1,181,174 | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| Transfers | 1,531,100 | 3,163,251 | - | - | 3,966,000 | - |
| Contingency | 3,500,000 | - | - | 100,000 | - | - |
| Unappropriated Fund Balance | 8,659,674 | - | - | 1,098,895 | - | 3,447,500 |
| **Total Requirements** | $ 99,923,950 | $ 53,029,876 | $ 80,000 | $ 1,301,000 | $ 10,840,725 | $ 3,447,500 |

*Identifies funds that are designated as a major fund for GASB 34 purposes

| Building | Wetland Mitigation | HEDC Tax Increment | HEDC | SIP FFC Debt Service | Parks Capital Projects | Gainshare Capital Projects |
|---|---|---|---|---|---|---|
| $ - | $ - | $ 357,000 | $ - | $ - | $ - | $ - |
| 2,897,000 | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| 75,000 | 500 | 3,000 | - | 15,000 | 1,211 | 100,000 |
| - | - | - | - | - | - | - |
| - | - | - | - | - | 70,000 | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | 205,000 | 1,650,000 | 4,495,000 | 11,268,592 |
| 500 | - | - | - | 6,808,000 | - | 9,500,000 |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| 22,086,000 | 118,140 | 5,000 | 336,337 | - | 39,500 | - |
| 25,058,500 | 118,640 | 365,000 | 541,337 | 8,473,000 | 4,605,711 | 20,868,592 |
| $ 5,040,023 | $ - | $ - | $ - | $ - | $ 90,711 | $ - |
| 1,163,700 | 10,000 | - | 60,000 | - | 1,315,000 | - |
| 100,000 | - | - | 481,337 | 1,067,116 | 3,200,000 | 13,881,092 |
| 1,321,808 | - | - | - | - | - | - |
| - | - | 144,069 | - | 4,160,233 | - | - |
| 4,200,000 | - | 205,000 | - | 3,245,651 | - | 6,987,500 |
| 6,000,000 | - | 15,931 | - | - | - | - |
| 7,232,969 | 108,640 | - | - | - | - | - |
| $ 25,058,500 | $ 118,640 | $ 365,000 | $ 541,337 | $ 8,473,000 | $ 4,605,711 | $ 20,868,592 |

## Summary of City Funds for Fiscal Year 2014-15

| | Utilities Commission (Water) | Sanitary Sewer | Surface Water Management | Property Management | ITF |
|---|---|---|---|---|---|
| **Resources** | | | | | |
| Taxes | $ - | $ - | $ - | $ - | $ - |
| Licenses and Permits | 15,000 | - | 175,237 | 2,000 | - |
| Fines and Forfeiture | - | - | - | 12,000 | - |
| Charges for Services | 17,474,922 | 22,160,432 | 5,525,377 | 200 | - |
| Interest | 353,500 | 74,012 | 33,293 | 500 | 300 |
| Franchise Fees | - | - | - | - | - |
| Grants and Donations | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Connection Fees | 173,500 | - | - | - | - |
| Systems Development | 4,000,000 | 4,000,000 | 283,000 | - | - |
| Other Financing Src | 4,340,000 | 1,400,000 | 333,288 | - | 50,000 |
| Miscellaneous | 186,500 | 1,214,525 | 500 | - | 194,700 |
| Water Sales | - | - | - | - | - |
| Contributions in Aid | - | - | - | - | - |
| Equipment Reserve CO | - | - | - | - | - |
| Insurance Premiums | - | - | - | - | - |
| Beginning Work Cap | 61,775,550 | 15,042,511 | 7,897,000 | 80,000 | 25,000 |
| **Total Resources** | 88,318,972 | 43,891,480 | 14,247,695 | 94,700 | 270,000 |
| | | | | | |
| **Requirements** | | | | | |
| Personnel Services | $ 4,660,936 | $ 2,350,375 | $ 2,485,796 | $ - | $ - |
| Materials & Services | 2,409,400 | 361,095 | 682,414 | 94,700 | 245,000 |
| Capital Outlay | 65,354,219 | 11,473,548 | 4,665,208 | - | - |
| Special Payments | 6,279,967 | 23,939,424 | 2,505,378 | - | - |
| Debt Service | 2,287,875 | - | - | - | - |
| Transfers | 4,410,000 | 5,767,038 | 3,908,899 | - | - |
| Contingency | 725,000 | - | - | - | 10,000 |
| Unappropriated Fund Balance | 2,191,575 | - | - | - | 15,000 |
| **Total Requirements** | $ 88,318,972 | $ 43,891,480 | $ 14,247,695 | $ 94,700 | $ 270,000 |

| Trust and Agency Funds | | | | | | |
|---|---|---|---|---|---|---|
| Broadband Users Group | PPDS Users Group | Library Board Agency | Cemetery Endowment | Jackson Bottom Preserve | Support Services | Sustainability Revolving |
| $ - | $ - | $ - | $ - | $ - | $ - | $ - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | 10,000 | 15,332,399 | - |
| 2,500 | 90 | 600 | 50 | 500 | 5,000 | 150 |
| - | - | - | - | - | - | - |
| - | - | 126,000 | 100 | 30,000 | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | 1,250,000 | 24,500 |
| 441,226 | 23,250 | - | - | - | 55,000 | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| 173,000 | 5,600 | 93,000 | 8,900 | 124,000 | 545,600 | 70,000 |
| 616,726 | 28,940 | 219,600 | 9,050 | 164,500 | 17,187,999 | 94,650 |
| | | | | | | |
| $ - | $ - | $ - | $ - | $ - | $ 10,784,634 | $ - |
| 427,750 | 23,250 | 219,600 | - | 103,000 | 4,389,749 | 94,650 |
| 25,500 | - | - | - | - | 1,390,000 | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| - | - | - | - | - | - | - |
| 163,476 | 5,690 | - | - | 61,500 | 623,616 | - |
| - | - | - | 9,050 | - | - | - |
| $ 616,726 | $ 28,940 | $ 219,600 | $ 9,050 | $ 164,500 | $ 17,187,999 | $ 94,650 |

## Summary of City Funds for Fiscal Year 2014-15

| | Facilities Management | Risk Management | Loss Reserve | Fleet Management | Copier Program |
|---|---|---|---|---|---|
| **Resources** | | | | | |
| Taxes | $ - | $ - | $ - | $ - | $ - |
| Licenses and Permits | - | - | - | - | - |
| Fines and Forfeiture | - | - | - | - | - |
| Charges for Services | 5,311,268 | - | - | 1,665,193 | 200,000 |
| Interest | 90,000 | 1,000 | - | 200 | 1,000 |
| Franchise Fees | - | - | - | - | - |
| Grants and Donations | 166,667 | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Connection Fees | - | - | - | - | - |
| Systems Development | - | - | - | - | - |
| Other Financing Src | 10,497,214 | - | - | 731,600 | - |
| Miscellaneous | 205,499 | - | - | 4,000 | - |
| Water Sales | - | - | - | - | - |
| Contributions in Aid | - | - | - | - | - |
| Equipment Reserve CO | - | - | - | - | - |
| Insurance Premiums | - | 2,256,700 | - | - | - |
| Beginning Work Cap | 15,358,830 | 700,000 | 800,000 | 322,000 | 300,000 |
| **Total Resources** | 31,629,478 | 2,957,700 | 800,000 | 2,722,993 | 501,000 |
| | | | | | |
| **Requirements** | | | | | |
| Personnel Services | $ - | $ 417,174 | $ - | $ 494,692 | $ - |
| Materials & Services | 5,319,944 | 104,500 | - | 925,600 | 106,000 |
| Capital Outlay | 13,340,942 | - | - | 1,177,701 | 195,000 |
| Special Payments | - | 1,822,700 | - | - | - |
| Debt Service | - | - | - | - | - |
| Transfers | 12,968,592 | - | - | - | - |
| Contingency | - | 613,326 | - | 125,000 | 50,000 |
| Unappropriated Fund Balance | - | - | 800,000 | - | 150,000 |
| **Total Requirements** | $ 31,629,478 | $ 2,957,700 | $ 800,000 | $ 2,722,993 | $ 501,000 |

| Joint Ventures | | |
|---|---|---|
| Joint Water Commission | Barney Joint Reservoir | **Grand Total** |
| $ - | $ - | $ 58,517,851 |
| - | - | 3,719,237 |
| - | - | 895,000 |
| - | - | 74,848,292 |
| - | 1,700 | 1,018,956 |
| - | - | 10,325,000 |
| - | - | 1,880,526 |
| - | - | 8,324,160 |
| - | - | 173,500 |
| - | - | 12,283,000 |
| - | - | 50,353,031 |
| - | 610,219 | 29,688,259 |
| 6,552,053 | - | 6,552,053 |
| 8,740,000 | - | 8,740,000 |
| 500,000 | - | 500,000 |
| - | - | 2,256,700 |
| - | 355,000 | 179,092,721 |
| 15,792,053 | 966,919 | 449,168,286 |
| | | |
| $ 2,382,857 | $ 323,271 | $ 88,833,404 |
| 3,355,100 | 198,200 | 37,208,036 |
| 8,905,000 | - | 175,186,724 |
| 649,096 | 90,428 | 54,433,052 |
| - | - | 6,592,177 |
| - | - | 50,353,031 |
| 500,000 | 355,020 | 12,848,559 |
| - | - | 23,713,303 |
| $ 15,792,053 | $ 966,919 | $ 449,168,286 |

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# General Funds

# General Funds

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| General Fund (100) | 83,987,970 | 85,639,272 | 88,006,321 | 95,529,110 | 7,522,789 | 9% |
| Economic Development (120) | 1,502,348 | 1,754,461 | 3,087,000 | 4,394,840 | 1,307,840 | 42% |
| **Total General Funds** | **$85,490,318** | **$87,393,733** | **$91,093,321** | **$99,923,950** | **$8,830,629** | **10%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 13,282,610 | 13,520,212 | 12,902,372 | 12,975,000 | 72,628 | 1% |
| Taxes | 52,123,874 | 52,676,656 | 54,256,806 | 58,160,851 | 3,904,045 | 7% |
| Licenses and Permits | 495,336 | 586,474 | 545,000 | 590,000 | 45,000 | 8% |
| Fines and Forfeiture | 926,287 | 743,603 | 876,000 | 883,000 | 7,000 | 1% |
| Charges for Services | 3,438,089 | 3,698,385 | 3,647,483 | 3,502,600 | (144,883) | -4% |
| Interest | 122,837 | 79,119 | 153,000 | 113,000 | (40,000) | -26% |
| Franchise Fees | 9,120,161 | 9,549,020 | 9,975,000 | 10,325,000 | 350,000 | 4% |
| Grants and Donations | 477,145 | 323,044 | 231,400 | 217,759 | (13,641) | -6% |
| Intergovernmental | 2,138,784 | 2,310,663 | 2,426,260 | 2,504,900 | 78,640 | 3% |
| Other Financing Src | 1,755,764 | 1,577,441 | 3,520,000 | 7,415,000 | 3,895,000 | 111% |
| Miscellaneous | 1,609,431 | 2,329,116 | 2,560,000 | 3,236,840 | 676,840 | 26% |
| **Total General Funds** | **$85,490,318** | **$87,393,733** | **$91,093,321** | **$99,923,950** | **$8,830,629** | **10%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 47,848,269 | 50,001,137 | 55,706,505 | 57,142,434 | 1,435,929 | 3% |
| Materials & Services | 8,846,495 | 9,046,026 | 9,919,543 | 10,223,738 | 304,195 | 3% |
| Capital Outlay | 353,338 | 303,231 | 1,860,882 | 2,223,927 | 363,045 | 20% |
| Special Payments | 13,801,404 | 13,625,761 | 15,979,109 | 16,643,077 | 663,968 | 4% |
| Transfers | 1,120,600 | 1,722,191 | 1,328,635 | 1,531,100 | 202,465 | 15% |
| Contingency | - | - | 3,172,500 | 3,500,000 | 327,500 | 10% |
| Unapprop Fund Bal | 13,520,212 | 12,695,387 | 3,126,147 | 8,659,674 | 5,533,527 | 177% |
| **Total General Funds** | **$85,490,318** | **$87,393,733** | **$91,093,321** | **$99,923,950** | **$8,830,629** | **10%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Police | 24,894,342 | 25,313,814 | 28,195,990 | 28,874,085 | 678,095 | 2% |
| Fire | 16,554,004 | 16,928,072 | 18,273,462 | 18,694,114 | 420,652 | 2% |
| Parks and Recreation | 14,708,538 | 15,792,565 | 17,644,197 | 18,006,181 | 361,984 | 2% |
| Library | 7,328,460 | 7,331,885 | 8,394,757 | 8,635,370 | 240,613 | 3% |
| Planning | 3,690,186 | 4,006,121 | 4,801,490 | 4,819,006 | 17,516 | 0% |
| Street Lighting | 962,658 | 878,181 | 1,060,000 | 1,010,000 | (50,000) | -5% |
| Special Expenditures | 15,447,702 | 14,948,065 | 9,134,559 | 14,974,967 | 5,840,408 | 64% |
| Municipal Court | 402,080 | 440,569 | 501,866 | 515,387 | 13,521 | 3% |
| Economic Development | 1,502,348 | 1,754,461 | 3,087,000 | 4,394,840 | 1,307,840 | 42% |
| **Total General Funds** | **$85,490,318** | **$87,393,733** | **$91,093,321** | **$99,923,950** | **$8,830,629** | **10%** |

## General Fund (100)

This fund is used to account for all revenues and expenditures of a general nature not required to be recorded in another fund. Revenue is received from property taxes, charges for services, franchise fees, interest, revenue from other agencies, grants and transfers from other funds.

Property taxes make up the largest single source of General Fund revenue. Other revenues include Hotel/Motel Tax, Washington County Cooperative Library Services (WCCLS) Levy distribution, state liquor, cigarette taxes, and state shared revenues.

The General Fund resources fund Police, Fire, Parks and Recreation, Library, Planning, and Municipal Court.

| General Fund (100) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 12,658,031 | 13,340,464 | 12,192,372 | 11,640,000 | (552,372) | -5% |
| Taxes | 52,123,874 | 52,676,656 | 54,256,806 | 58,160,851 | 3,904,045 | 7% |
| Licenses and Permits | 495,336 | 586,474 | 545,000 | 590,000 | 45,000 | 8% |
| Fines and Forfeiture | 926,287 | 743,603 | 876,000 | 883,000 | 7,000 | 1% |
| Charges for Services | 3,438,089 | 3,698,385 | 3,647,483 | 3,502,600 | (144,883) | -4% |
| Interest | 122,756 | 77,758 | 150,000 | 110,000 | (40,000) | -27% |
| Franchise Fees | 9,120,161 | 9,549,020 | 9,975,000 | 10,325,000 | 350,000 | 4% |
| Grants and Donations | 477,145 | 323,044 | 231,400 | 217,759 | (13,641) | -6% |
| Intergovernmental | 2,138,784 | 2,310,663 | 2,426,260 | 2,504,900 | 78,640 | 3% |
| Other Financing Src | 1,275,764 | 1,035,000 | 2,440,000 | 6,010,000 | 3,570,000 | 146% |
| Miscellaneous | 1,211,743 | 1,298,205 | 1,266,000 | 1,585,000 | 319,000 | 25% |
| **Total General Fund** | **$83,987,970** | **$85,639,272** | **$88,006,321** | **$95,529,110** | **$7,522,789** | **9%** |

| General Fund (100) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 47,186,028 | 49,413,373 | 54,935,466 | 56,331,136 | 1,395,670 | 3% |
| Materials & Services | 8,349,186 | 8,590,679 | 9,136,293 | 8,817,303 | (318,990) | -3% |
| Capital Outlay | 353,338 | 303,231 | 543,800 | 248,000 | (295,800) | -54% |
| Special Payments | 13,638,354 | 13,435,068 | 15,763,480 | 16,441,897 | 678,417 | 4% |
| Transfers | 1,120,600 | 1,722,191 | 1,328,635 | 1,531,100 | 202,465 | 15% |
| Contingency | - | - | 3,172,500 | 3,500,000 | 327,500 | 10% |
| Unapprop Fund Bal | 13,340,464 | 12,174,730 | 3,126,147 | 8,659,674 | 5,533,527 | 177% |
| **Total General Fund** | **$83,987,970** | **$85,639,272** | **$88,006,321** | **$95,529,110** | **$7,522,789** | **9%** |

| General Fund (100) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Police | 24,894,342 | 25,313,814 | 28,195,990 | 28,874,085 | 678,095 | 2% |
| Fire | 16,554,004 | 16,928,072 | 18,273,462 | 18,694,114 | 420,652 | 2% |
| Parks and Recreation | 14,708,538 | 15,792,565 | 17,644,197 | 18,006,181 | 361,984 | 2% |
| Library | 7,328,460 | 7,331,885 | 8,394,757 | 8,635,370 | 240,613 | 3% |
| Planning | 3,690,186 | 4,006,121 | 4,801,490 | 4,819,006 | 17,516 | 0% |
| Street Lighting | 962,658 | 878,181 | 1,060,000 | 1,010,000 | (50,000) | -5% |
| Special Expenditures | 15,447,702 | 14,948,065 | 9,134,559 | 14,974,967 | 5,840,408 | 64% |
| Municipal Court | 402,080 | 440,569 | 501,866 | 515,387 | 13,521 | 3% |
| **Total General Fund** | **$83,987,970** | **$85,639,272** | **$88,006,321** | **$95,529,110** | **$7,522,789** | **9%** |

## General Fund (100)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Taxes** | | | | | | |
| 4000 Property Taxes | 35,885,282 | 36,220,817 | 37,166,806 | 40,130,851 | 40,130,851 | 40,130,851 |
| 4005 Local Option Tax | 14,889,880 | 14,991,399 | 15,390,000 | 16,310,000 | 16,310,000 | 16,310,000 |
| 4010 Property Taxes - Delinquent | 499,390 | 510,302 | 650,000 | 650,000 | 650,000 | 650,000 |
| 4015 Local Option Taxes - Delinquent | 229,154 | 237,384 | 300,000 | 300,000 | 300,000 | 300,000 |
| 4021 Hotel/Motel Tax | 620,168 | 716,754 | 750,000 | 770,000 | 770,000 | 770,000 |
| **Total Taxes** | **$52,123,874** | **$52,676,656** | **$54,256,806** | **$58,160,851** | **$58,160,851** | **$58,160,851** |
| **Licenses and Permits** | | | | | | |
| 4110 Business License Fees | 238,214 | 258,142 | 270,000 | 270,000 | 270,000 | 270,000 |
| 4111 B/L Application Fees | 29,065 | 31,034 | 35,000 | 35,000 | 35,000 | 35,000 |
| 4112 Licenses and Fees | 9,890 | 9,550 | 10,000 | 10,000 | 10,000 | 10,000 |
| 4114 Planning Fees | 218,167 | 287,748 | 230,000 | 275,000 | 275,000 | 275,000 |
| **Total Licenses and Permits** | **$495,336** | **$586,474** | **$545,000** | **$590,000** | **$590,000** | **$590,000** |
| **Fines and Forfeiture** | | | | | | |
| 4130 Vehicle Impound Fee | 24,150 | 18,600 | 16,000 | 18,000 | 18,000 | 18,000 |
| 4131 Court Fines | 834,862 | 669,345 | 800,000 | 800,000 | 800,000 | 800,000 |
| 4132 Parking Fines | 67,275 | 55,658 | 60,000 | 65,000 | 65,000 | 65,000 |
| **Total Fines and Forfeiture** | **$926,287** | **$743,603** | **$876,000** | **$883,000** | **$883,000** | **$883,000** |
| **Charges for Services** | | | | | | |
| 4113 Lien Search Service Fees | 65,450 | 83,675 | 65,000 | 65,000 | 65,000 | 65,000 |
| 4151 Facility Rental Fees | 465,197 | 580,106 | 480,500 | 518,500 | 518,500 | 518,500 |
| 4154 Service Charges | 108,912 | 38,396 | 173,383 | 38,500 | 38,500 | 38,500 |
| 4152 Training Revenue | 122,635 | 29,900 | 12,500 | 12,500 | 12,500 | 12,500 |
| 4126 Resale/Concession Fees | 167,737 | 226,665 | 130,000 | 130,000 | 130,000 | 130,000 |
| 4150 Program Fees | 2,322,309 | 2,550,256 | 2,466,100 | 2,518,100 | 2,518,100 | 2,518,100 |
| 4156 Contract Payments | - | - | 120,000 | - | - | - |
| 4176 Library Fines | 185,849 | 153,100 | 200,000 | 157,000 | 157,000 | 157,000 |
| 4177 Library Fines Self Checkout | - | 36,287 | - | 63,000 | 63,000 | 63,000 |
| **Total Charges for Services** | **$3,438,089** | **$3,698,385** | **$3,647,483** | **$3,502,600** | **$3,502,600** | **$3,502,600** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 122,756 | 77,758 | 150,000 | 110,000 | 110,000 | 110,000 |
| **Total Interest** | **$122,756** | **$77,758** | **$150,000** | **$110,000** | **$110,000** | **$110,000** |
| **Franchise Fees** | | | | | | |
| 4250 Franchise Fees | 9,113,561 | 9,461,970 | 9,875,000 | 10,100,000 | 10,100,000 | 10,100,000 |
| 4251 Public Utility Tax | 6,600 | 87,050 | 100,000 | 225,000 | 225,000 | 225,000 |
| **Total Franchise Fees** | **$9,120,161** | **$9,549,020** | **$9,975,000** | **$10,325,000** | **$10,325,000** | **$10,325,000** |
| **Grants and Donations** | | | | | | |
| 4270 Donations | 62,994 | 105,620 | 121,000 | 124,000 | 124,000 | 124,000 |
| 4275 Grants - Federal | 158,061 | 85,356 | 19,000 | 26,647 | 26,647 | 26,647 |
| 4276 Grants - State | 18,699 | 37,927 | 31,400 | 25,000 | 25,000 | 25,000 |
| 4277 Grants - Other | 237,391 | 94,141 | 60,000 | 42,112 | 42,112 | 42,112 |
| **Total Grants and Donations** | **$477,145** | **$323,044** | **$231,400** | **$217,759** | **$217,759** | **$217,759** |

## General Fund (100)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Intergovernmental** | | | | | | |
| 4301 OLCC Tax Revenue | 1,143,030 | 1,240,743 | 1,290,000 | 1,350,000 | 1,350,000 | 1,350,000 |
| 4302 State Revenue Sharing | 846,468 | 925,269 | 980,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| 4303 Cigarette Tax Revenue | 135,984 | 131,383 | 140,000 | 140,000 | 140,000 | 140,000 |
| 4300 Ready to Read | 13,302 | 13,268 | 16,260 | 14,900 | 14,900 | 14,900 |
| **Total Intergovernmental** | **$2,138,784** | **$2,310,663** | **$2,426,260** | **$2,504,900** | **$2,504,900** | **$2,504,900** |
| **Other Financing Src** | | | | | | |
| 4450 Transfer from Transportation Fun | 455,000 | 700,000 | 700,000 | 700,000 | 700,000 | 700,000 |
| 4452 Transfer from Facilities Managem | 250,000 | - | 1,430,000 | - | - | - |
| 4455 Transfer from SWM Fund | 25,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 4456 Transfer from Water Fund | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 4458 Transfer from Sewer Fund | 435,000 | 185,000 | 160,000 | 160,000 | 160,000 | 160,000 |
| 4475 Transfer from Public Safety AG | 60,764 | - | - | - | - | - |
| 4479 Transfer from Gainshare | - | - | - | 5,000,000 | 5,000,000 | 5,000,000 |
| **Total Other Financing Src** | **$1,275,764** | **$1,035,000** | **$2,440,000** | **$6,010,000** | **$6,010,000** | **$6,010,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 1,052,999 | 1,154,069 | 1,160,500 | 1,559,500 | 1,559,500 | 1,559,500 |
| 4601 Sale of Surplus Property | 17,700 | 46,952 | 50,000 | 25,000 | 25,000 | 25,000 |
| 4616 NSF Fees | 288 | 575 | 500 | 500 | 500 | 500 |
| 4606 Construction Reimbursement | 140,756 | 96,609 | 55,000 | - | - | - |
| **Total Miscellaneous** | **$1,211,743** | **$1,298,205** | **$1,266,000** | **$1,585,000** | **$1,585,000** | **$1,585,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 12,658,031 | 13,340,464 | 12,192,372 | 11,200,000 | 11,200,000 | 11,640,000 |
| **Total Beginning Work Cap** | **$12,658,031** | **$13,340,464** | **$12,192,372** | **$11,200,000** | **$11,200,000** | **$11,640,000** |
| **Total Resources** | **$83,987,970** | **$85,639,272** | **$88,006,321** | **$95,089,110** | **$95,089,110** | **$95,529,110** |

## General Fund (100)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 28,183,285 | 29,405,990 | 31,991,432 | 32,807,877 | 32,807,877 | 32,807,877 |
| 5005 Salaries - Part-Time | 2,875,311 | 3,048,178 | 3,193,346 | 3,377,538 | 3,377,538 | 3,377,538 |
| 5007 Incentive Allowance | - | 17,169 | 55,000 | 55,000 | 20,000 | 20,000 |
| 5010 Extra Labor | 126,100 | 99,270 | 123,670 | 126,670 | 126,670 | 126,670 |
| 5100 Overtime | 1,808,307 | 1,871,941 | 2,017,006 | 1,907,123 | 2,005,123 | 2,005,123 |
| 5301 Med/Den/Vis Insurance | 6,164,359 | 6,624,912 | 6,791,454 | 6,910,583 | 6,910,583 | 6,910,583 |
| 5303 PERS | 4,143,308 | 4,258,146 | 5,927,304 | 4,897,995 | 4,908,332 | 4,908,332 |
| 5308 VEBA | - | 26 | 639,070 | 698,624 | 698,594 | 698,594 |
| 5309 PERS Stabilization | - | - | - | 1,152,712 | 1,155,652 | 1,155,652 |
| 5399 Other Benefits and Taxes | 3,885,358 | 4,087,741 | 4,197,184 | 4,312,397 | 4,320,767 | 4,320,767 |
| **Total Personnel Services** | **$47,186,028** | **$49,413,373** | **$54,935,466** | **$56,246,519** | **$56,331,136** | **$56,331,136** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 251,204 | 267,233 | 246,440 | 255,740 | 255,740 | 255,740 |
| 6001 Communications Services | 229,215 | 222,479 | 195,603 | 190,409 | 190,409 | 190,409 |
| 6002 Travel/Training/Dues | 289,445 | 287,902 | 309,097 | 326,713 | 326,713 | 326,713 |
| 6003 Postage | 42,408 | 32,066 | 48,400 | 42,650 | 42,650 | 42,650 |
| 6004 Program Supplies/Materials | 1,088,773 | 1,248,036 | 1,209,592 | 1,136,024 | 1,136,024 | 1,136,024 |
| 6005 Advertising/Promotion | 126,947 | 32,695 | 52,285 | 57,297 | 57,297 | 57,297 |
| 6006 Tuition Reimbursement | 39,702 | 12,644 | 23,265 | 18,265 | 18,265 | 18,265 |
| 6007 Printing | 41,770 | 52,914 | 96,245 | 99,760 | 99,760 | 99,760 |
| 6050 Hosted Training | 77,176 | 3,746 | - | - | - | - |
| 6055 Fire Meal Reimbursement | 64,505 | 80,103 | 97,043 | 97,043 | 97,043 | 97,043 |
| 6100 Contractual Services | 1,616,454 | 1,755,611 | 2,026,299 | 1,378,045 | 1,378,045 | 1,728,045 |
| 6101 Other Services | 283,801 | 403,964 | 550,434 | 373,355 | 373,355 | 373,355 |
| 6102 Maintenance Contracts | 133,350 | 57,321 | 56,914 | 29,415 | 29,415 | 29,415 |
| 6200 Fuel/Oil | 521,946 | 507,747 | 512,106 | 510,606 | 510,606 | 510,606 |
| 6201 Fleet Maintenance | 1,116 | - | - | - | - | - |
| 6202 Vehicle Equipment | 42,536 | 16,146 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6300 Uniforms | 204,674 | 137,031 | 114,692 | 108,399 | 108,399 | 108,399 |
| 6301 Safety Supplies | 38,406 | 23,940 | 26,538 | 34,766 | 34,766 | 34,766 |
| 6400 Utilities | 1,172,575 | 1,112,852 | 1,286,000 | 1,276,000 | 1,276,000 | 1,276,000 |
| 6402 Maintenance Supplies | 33,066 | 59,263 | 41,055 | 40,555 | 40,555 | 40,555 |
| 6403 Small Tools and Equipment | 30,460 | 63,310 | 37,720 | 37,720 | 37,720 | 37,720 |
| 6405 Recruitment Expense | 559 | 657 | 750 | 750 | 750 | 750 |
| 6406 Library Materials | 649,002 | 661,419 | 674,594 | 677,594 | 677,594 | 677,594 |
| 6409 Computer Software | 3,005 | 22,450 | 3,880 | 4,480 | 4,480 | 4,480 |
| 6410 Computer Hardware | 5,359 | 30,282 | 32,885 | 27,850 | 27,850 | 27,850 |
| 6411 Communications Equipment | 1,156,564 | 1,177,741 | 1,166,691 | 1,374,586 | 1,374,586 | 1,374,586 |
| 6414 Dues - Other Entities | - | 1,330 | 1,600 | 1,600 | 1,600 | 1,600 |
| 6416 Equipment Maintenance | 42,893 | 103,419 | 54,475 | 69,474 | 69,474 | 69,474 |
| 6418 Medical Equipment/Supplies | 40,777 | 44,042 | 45,750 | 45,750 | 45,750 | 45,750 |
| 6419 Personal Protective Equipment | 70,460 | 64,238 | 61,745 | 82,466 | 82,466 | 82,466 |
| 6420 SCBA | 17,422 | 15,106 | 15,800 | 15,800 | 15,800 | 15,800 |

## General Fund (100)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6425 Library Periodicals | 33,616 | 32,472 | 33,000 | 29,000 | 29,000 | 29,000 |
| 6601 TNT | - | 9,230 | 11,800 | 14,800 | 14,800 | 14,800 |
| 6602 Firearms | - | 50,362 | 79,695 | 86,391 | 86,391 | 86,391 |
| 6603 Honor Guard | - | 928 | 3,900 | 4,000 | 4,000 | 4,000 |
| **Total Materials & Services** | **$8,349,186** | **$8,590,679** | **$9,136,293** | **$8,467,303** | **$8,467,303** | **$8,817,303** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 128,671 | 745 | - | - | - | - |
| 7005 Communications Equipment | 9,131 | - | - | - | - | - |
| 7010 Office Equipment | 17,296 | - | - | - | - | - |
| 7015 Apparatus and Equipment | 7,798 | 24,284 | - | - | - | - |
| 7020 Computer Hardware | - | - | 128,750 | 62,000 | 62,000 | 62,000 |
| 7030 Facilities and Improvements | 185,373 | 181,876 | 185,000 | - | - | - |
| 7032 Facilities Equipment | - | - | 36,000 | - | - | - |
| 7040 Construction - Infrastructure | 5,069 | 2,376 | 10,000 | 10,000 | 10,000 | 10,000 |
| 7045 Park Equipment | - | 93,950 | 184,050 | 176,000 | 176,000 | 176,000 |
| **Total Capital Outlay** | **$353,338** | **$303,231** | **$543,800** | **$248,000** | **$248,000** | **$248,000** |
| **Special Payments** | | | | | | |
| 8000 In Lieu of Tax Fees | 81,704 | 47,120 | 75,000 | 50,000 | 50,000 | 50,000 |
| 8001 Lien Search Service Fees | 31,291 | 33,174 | 25,000 | 25,000 | 25,000 | 25,000 |
| 8002 Miscellaneous Refunds | 77,063 | 75,080 | 60,000 | 60,000 | 60,000 | 60,000 |
| 8003 Community Programs | 145,000 | 175,000 | 145,000 | 180,000 | 180,000 | 180,000 |
| 8004 Chamber Assistance | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| 8005 Retiree Med/Life Insurance | 32,925 | 31,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 8006 Other Services | 26,020 | 35,019 | 250,000 | 150,000 | 150,000 | 240,000 |
| 8008 Facilities Depreciation | 612,152 | 738,411 | 745,405 | 753,093 | 753,093 | 753,093 |
| 8009 Support Services Charge | 8,063,354 | 7,709,567 | 8,899,796 | 9,309,838 | 9,309,838 | 9,309,838 |
| 8010 Equipment Depreciation | 331,931 | 380,554 | - | 381,601 | 381,601 | 381,601 |
| 8011 Facilities Charge | 2,945,659 | 2,745,728 | 3,690,255 | 3,691,216 | 3,691,216 | 3,691,216 |
| 8018 Insurance | 521,822 | 578,600 | 800,000 | 600,000 | 600,000 | 600,000 |
| 8024 Fleet Services Charge | 709,433 | 825,815 | 978,024 | 1,056,149 | 1,056,149 | 1,056,149 |
| **Total Special Payments** | **$13,638,354** | **$13,435,068** | **$15,763,480** | **$16,351,897** | **$16,351,897** | **$16,441,897** |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 90,000 | 462,441 | 1,000,000 | 725,000 | 725,000 | 725,000 |
| 8202 Transfer to Support Services | - | 148,750 | - | 50,000 | 50,000 | 50,000 |
| 8209 Transfer to Facilities Managemen | - | 160,000 | - | - | - | - |
| 8218 Transfer to TUF PMP | 100,000 | 300,000 | 250,000 | - | - | - |
| 8229 Transfer to Fleet Management Fu | 930,600 | 631,000 | 41,500 | 731,600 | 731,600 | 731,600 |
| 8230 Transfer to Sustainability Fund | - | 20,000 | 37,135 | 24,500 | 24,500 | 24,500 |
| **Total Transfers** | **$1,120,600** | **$1,722,191** | **$1,328,635** | **$1,531,100** | **$1,531,100** | **$1,531,100** |

## General Fund (100)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 3,172,500 | 3,500,000 | 3,500,000 | 3,500,000 |
| **Total Contingency** | **$0** | **$0** | **$3,172,500** | **$3,500,000** | **$3,500,000** | **$3,500,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 13,340,464 | 12,174,730 | 3,126,147 | 8,744,291 | 8,659,674 | 8,659,674 |
| **Total Unapprop Fund Bal** | **$13,340,464** | **$12,174,730** | **$3,126,147** | **$8,744,291** | **$8,659,674** | **$8,659,674** |
| **Total Requirements** | **$83,987,970** | **$85,639,272** | **$88,006,321** | **$95,089,110** | **$95,089,110** | **$95,529,110** |

## General Fund (100)

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Police Department Requirements** | | | | | | |
| Personnel Services | 18,375,742 | 19,112,500 | 21,434,128 | 21,958,389 | 21,958,389 | 21,958,389 |
| Materials & Services | 2,373,949 | 2,293,286 | 2,427,273 | 2,396,851 | 2,396,851 | 2,396,851 |
| Capital Outlay | 86,314 | - | 71,500 | - | - | - |
| Special Payments | 4,058,337 | 3,908,028 | 4,263,089 | 4,518,845 | 4,518,845 | 4,518,845 |
| **Total Police** | **$24,894,342** | **$25,313,814** | **$28,195,990** | **$28,874,085** | **$28,874,085** | **$28,874,085** |
| **Fire Department Requirements** | | | | | | |
| Personnel Services | 12,697,494 | 13,194,006 | 14,441,757 | 14,676,020 | 14,760,637 | 14,760,637 |
| Materials & Services | 1,324,969 | 1,259,725 | 1,314,742 | 1,372,310 | 1,372,310 | 1,372,310 |
| Capital Outlay | 44,534 | 24,284 | - | - | - | - |
| Special Payments | 2,487,007 | 2,450,057 | 2,516,963 | 2,561,167 | 2,561,167 | 2,561,167 |
| **Total Fire** | **$16,554,004** | **$16,928,072** | **$18,273,462** | **$18,609,497** | **$18,694,114** | **$18,694,114** |
| **Parks and Recreation Department Requirements** | | | | | | |
| Personnel Services | 8,999,774 | 9,737,087 | 10,831,519 | 11,126,723 | 11,126,723 | 11,126,723 |
| Materials & Services | 2,123,403 | 2,398,188 | 2,313,200 | 2,316,450 | 2,316,450 | 2,316,450 |
| Capital Outlay | 202,421 | 276,571 | 405,050 | 176,000 | 176,000 | 176,000 |
| Special Payments | 3,382,940 | 3,380,719 | 4,094,428 | 4,387,008 | 4,387,008 | 4,387,008 |
| **Total Parks and Recreation** | **$14,708,538** | **$15,792,565** | **$17,644,197** | **$18,006,181** | **$18,006,181** | **$18,006,181** |
| **Library Department Requirements** | | | | | | |
| Personnel Services | 4,798,833 | 4,976,301 | 5,353,349 | 5,523,257 | 5,523,257 | 5,523,257 |
| Materials & Services | 920,128 | 945,034 | 990,446 | 938,392 | 938,392 | 938,392 |
| Capital Outlay | 15,000 | - | 57,250 | 62,000 | 62,000 | 62,000 |
| Special Payments | 1,594,499 | 1,410,550 | 1,993,712 | 2,111,721 | 2,111,721 | 2,111,721 |
| **Total Library** | **$7,328,460** | **$7,331,885** | **$8,394,757** | **$8,635,370** | **$8,635,370** | **$8,635,370** |
| **Planning Department Requirements** | | | | | | |
| Personnel Services | 2,046,593 | 2,115,459 | 2,572,748 | 2,652,906 | 2,652,906 | 2,652,906 |
| Materials & Services | 617,117 | 789,631 | 954,882 | 395,300 | 395,300 | 745,300 |
| Capital Outlay | - | - | - | - | - | - |
| Special Payments | 1,026,476 | 1,101,031 | 1,273,860 | 1,420,800 | 1,420,800 | 1,420,800 |
| **Total Planning** | **$3,690,186** | **$4,006,121** | **$4,801,490** | **$4,469,006** | **$4,469,006** | **$4,819,006** |
| **Street Lighting Department Requirements** | | | | | | |
| Materials & Services | 957,589 | 875,805 | 1,050,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| Capital Outlay | 5,069 | 2,376 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Street Lighting** | **$962,658** | **$878,181** | **$1,060,000** | **$1,010,000** | **$1,010,000** | **$1,010,000** |

**General Fund (100)**

| Special Expenditures<br>Department Requirements | Actual<br>2011-12 | Actual<br>2012-13 | Adopted<br>2013-14 | Proposed<br>2014-15 | Approved<br>2014-15 | Adopted<br>2014-15 |
|---|---|---|---|---|---|---|
| Materials & Services | - | - | 40,000 | 10,000 | 10,000 | 10,000 |
| Special Payments | 986,638 | 1,051,144 | 1,467,277 | 1,184,193 | 1,184,193 | 1,274,193 |
| Transfers | 1,120,600 | 1,722,191 | 1,328,635 | 1,531,100 | 1,531,100 | 1,531,100 |
| Contingency | - | - | 3,172,500 | 3,500,000 | 3,500,000 | 3,500,000 |
| Unapprop Fund Bal | 13,340,464 | 12,174,730 | 3,126,147 | 8,744,291 | 8,659,674 | 8,659,674 |
| **Total Special Expenditures** | **$15,447,702** | **$14,948,065** | **$9,134,559** | **$14,969,584** | **$14,884,967** | **$14,974,967** |
| | | | | | | |
| **Municipal Court Department Requirements** | | | | | | |
| Personnel Services | 267,592 | 278,020 | 301,965 | 309,224 | 309,224 | 309,224 |
| Materials & Services | 32,031 | 29,010 | 45,750 | 38,000 | 38,000 | 38,000 |
| Special Payments | 102,457 | 133,539 | 154,151 | 168,163 | 168,163 | 168,163 |
| **Total Municipal Court** | **$402,080** | **$440,569** | **$501,866** | **$515,387** | **$515,387** | **$515,387** |
| | | | | | | |
| **Total General Fund Requirements** | **$83,987,970** | **$85,639,272** | **$88,006,321** | **$95,089,110** | **$95,089,110** | **$95,529,110** |

## Economic Development Fund (120)

This fund accounts for City business and economic development activities. Funding sources include General Fund transfers, program income from a former urban renewal district and transfers from other City funds that benefit from the new business created through the City's economic development efforts.

| Economic Development (120) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 624,579 | 179,748 | 710,000 | 1,335,000 | 625,000 | 88% |
| Interest | 81 | 1,361 | 3,000 | 3,000 | - | 0% |
| Other Financing Src | 480,000 | 542,441 | 1,080,000 | 1,405,000 | 325,000 | 30% |
| Miscellaneous | 397,688 | 1,030,911 | 1,294,000 | 1,651,840 | 357,840 | 28% |
| **Total Economic Development** | **$1,502,348** | **$1,754,461** | **$3,087,000** | **$4,394,840** | **$1,307,840** | **42%** |

| Economic Development (120) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 662,241 | 587,764 | 771,039 | 811,298 | 40,259 | 5% |
| Materials & Services | 497,309 | 455,347 | 783,250 | 1,406,435 | 623,185 | 80% |
| Capital Outlay | - | - | 1,317,082 | 1,975,927 | 658,845 | 50% |
| Special Payments | 163,050 | 190,693 | 215,629 | 201,180 | (14,449) | -7% |
| Unapprop Fund Bal | 179,748 | 520,657 | - | - | - | 0% |
| **Total Economic Development** | **$1,502,348** | **$1,754,461** | **$3,087,000** | **$4,394,840** | **$1,307,840** | **42%** |

| Economic Development (120) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Economic Development | 1,502,348 | 1,754,461 | 3,087,000 | 4,394,840 | 1,307,840 | 42% |
| **Total Economic Development** | **$1,502,348** | **$1,754,461** | **$3,087,000** | **$4,394,840** | **$1,307,840** | **42%** |

## Economic Development (120)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 81 | 1,361 | 3,000 | 3,000 | 3,000 | 3,000 |
| **Total Interest** | **$81** | **$1,361** | **$3,000** | **$3,000** | **$3,000** | **$3,000** |
| **Other Financing Src** | | | | | | |
| 4450 Transfer from Transportation Fun | 130,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 4452 Transfer from Facilities Managem | 200,000 | - | - | - | - | - |
| 4454 Transfer from General Fund | 90,000 | 462,441 | 1,000,000 | 725,000 | 725,000 | 725,000 |
| 4455 Transfer from SWM Fund | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 4456 Transfer from Water Fund | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 4458 Transfer from Sewer Fund | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 4479 Transfer from Gainshare | - | - | - | 100,000 | 600,000 | 600,000 |
| **Total Other Financing Src** | **$480,000** | **$542,441** | **$1,080,000** | **$905,000** | **$1,405,000** | **$1,405,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | - | 1,000 | - | - | - | - |
| 4608 Strategic Investment Prog Reven | 202,500 | 220,854 | 250,000 | 400,000 | 400,000 | 400,000 |
| 4610 Leasehold Revenues | 39,940 | 33,620 | 42,000 | 42,000 | 42,000 | 42,000 |
| 4634 Enterprise Zone App Fee | 128,077 | 51,174 | 50,000 | 50,000 | 50,000 | 50,000 |
| 4635 Enterprise Zone Comm Fee | 27,171 | 724,263 | 952,000 | 1,159,840 | 1,159,840 | 1,159,840 |
| **Total Miscellaneous** | **$397,688** | **$1,030,911** | **$1,294,000** | **$1,651,840** | **$1,651,840** | **$1,651,840** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 624,579 | 179,748 | 710,000 | 1,335,000 | 1,335,000 | 1,335,000 |
| **Total Beginning Work Cap** | **$624,579** | **$179,748** | **$710,000** | **$1,335,000** | **$1,335,000** | **$1,335,000** |
| **Total Resources** | **$1,502,348** | **$1,754,461** | **$3,087,000** | **$3,894,840** | **$4,394,840** | **$4,394,840** |

## Economic Development (120)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 361,968 | 420,188 | 526,458 | 539,784 | 539,784 | 539,784 |
| 5005 Salaries - Part-Time | 72,981 | - | - | - | - | - |
| 5010 Extra Labor | 47,800 | - | 15,000 | 33,000 | 33,000 | 33,000 |
| 5100 Overtime | 375 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 75,383 | 80,666 | 90,662 | 91,960 | 91,960 | 91,960 |
| 5303 PERS | 58,193 | 46,186 | 76,474 | 64,170 | 64,170 | 64,170 |
| 5308 VEBA | - | - | 10,529 | 10,799 | 10,799 | 10,799 |
| 5309 PERS Stabilization | - | - | - | 16,859 | 16,859 | 16,859 |
| 5399 Other Benefits and Taxes | 45,541 | 40,724 | 51,916 | 54,726 | 54,726 | 54,726 |
| **Total Personnel Services** | **$662,241** | **$587,764** | **$771,039** | **$811,298** | **$811,298** | **$811,298** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 6,130 | 7,064 | 6,500 | 6,500 | 6,500 | 6,500 |
| 6001 Communications Services | 589 | 1,104 | 1,000 | 1,200 | 1,200 | 1,200 |
| 6002 Travel/Training/Dues | 37,560 | 27,607 | 57,805 | 55,155 | 55,155 | 55,155 |
| 6003 Postage | 246 | 334 | 2,000 | 300 | 300 | 300 |
| 6004 Program Supplies/Materials | 2,703 | 1,482 | 3,000 | 1,000 | 1,000 | 1,000 |
| 6005 Advertising/Promotion | 687 | 994 | 26,000 | 42,750 | 42,750 | 42,750 |
| 6100 Contractual Services | 311,243 | 323,371 | 633,625 | 739,500 | 1,239,500 | 1,239,500 |
| 6101 Other Services | 138,151 | 93,391 | 53,320 | 60,030 | 60,030 | 60,030 |
| **Total Materials & Services** | **$497,309** | **$455,347** | **$783,250** | **$906,435** | **$1,406,435** | **$1,406,435** |
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | 1,317,082 | 1,975,927 | 1,975,927 | 1,975,927 |
| **Total Capital Outlay** | **$0** | **$0** | **$1,317,082** | **$1,975,927** | **$1,975,927** | **$1,975,927** |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 4,089 | 4,598 | 4,990 | 5,246 | 5,246 | 5,246 |
| 8009 Support Services Charge | 131,326 | 152,334 | 165,030 | 150,550 | 150,550 | 150,550 |
| 8010 Equipment Depreciation | 5,331 | 7,403 | 7,403 | 6,171 | 6,171 | 6,171 |
| 8011 Facilities Charge | 13,607 | 16,715 | 24,706 | 25,713 | 25,713 | 25,713 |
| 8018 Insurance | 8,697 | 9,643 | 13,500 | 13,500 | 13,500 | 13,500 |
| **Total Special Payments** | **$163,050** | **$190,693** | **$215,629** | **$201,180** | **$201,180** | **$201,180** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 179,748 | 520,657 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$179,748** | **$520,657** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$1,502,348** | **$1,754,461** | **$3,087,000** | **$3,894,840** | **$4,394,840** | **$4,394,840** |

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# Special Revenue Funds

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Police Forfeiture Fund (105) | 108,315 | 113,252 | 116,000 | 80,000 | (36,000) | -31% |
| Cadet Fund (110) | 1,424,938 | 1,390,533 | 1,366,000 | 1,301,000 | (65,000) | -5% |
| Parks SDC Fund (115) | 6,539,460 | 8,096,898 | 7,032,500 | 7,840,725 | 808,225 | 11% |
| PERS Stabilization (125) | - | - | - | 3,447,500 | 3,447,500 | 0% |
| Transportation Fund (200) | 6,981,084 | 8,032,474 | 8,458,722 | 8,087,857 | (370,865) | -4% |
| Pathways Fund - Gas Tax (202) | 540,629 | 593,608 | 591,735 | 1,447,066 | 855,331 | 145% |
| Transportation Depreciation (204) | 220,246 | 534,032 | 603,387 | 525,079 | (78,308) | -13% |
| TUF Pavement Management Fund (205) | 3,186,382 | 4,213,602 | 4,124,092 | 4,009,376 | (114,716) | -3% |
| TUF Pathways Fund (206) | 2,154,828 | 2,741,348 | 3,068,482 | 3,516,112 | 447,630 | 15% |
| TIF Fund (210) | 28,575,391 | 25,219,646 | 30,062,050 | 24,007,636 | (6,054,414) | -20% |
| TDT Fund (212) | 5,270,874 | 7,988,881 | 8,705,000 | 11,385,000 | 2,680,000 | 31% |
| Special Assessments Fund (220) | 338,780 | 151,198 | 114,000 | 51,750 | (62,250) | -55% |
| Wetland Mitigation Fund (232) | - | - | 119,000 | 118,640 | (360) | 0% |
| Building Fund (540) | 15,122,291 | 25,792,152 | 15,512,500 | 25,058,500 | 9,546,000 | 62% |
| **Total Special Revenue Funds** | **$70,463,218** | **$84,867,624** | **$79,873,468** | **$90,876,241** | **$11,002,773** | **14%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 45,967,452 | 51,184,640 | 53,737,100 | 62,060,893 | 8,323,793 | 15% |
| Taxes | 1,146,169 | - | - | - | - | 0% |
| Licenses and Permits | 6,562,202 | 17,117,551 | 4,217,500 | 2,937,000 | (1,280,500) | -30% |
| Charges for Services | 1,675,898 | 1,722,456 | 1,786,924 | 3,665,901 | 1,878,977 | 105% |
| Interest | 425,746 | 293,461 | 275,790 | 222,350 | (53,440) | -19% |
| Grants and Donations | 664,573 | 141,396 | 500,000 | 1,270,000 | 770,000 | 154% |
| Intergovernmental | 5,374,556 | 5,397,439 | 5,816,017 | 5,819,260 | 3,243 | 0% |
| Systems Development | 6,280,210 | 6,252,578 | 3,500,000 | 4,000,000 | 500,000 | 14% |
| Other Financing Src | 2,050,000 | 2,615,000 | 2,832,737 | 3,692,837 | 860,100 | 30% |
| Miscellaneous | 316,412 | 143,103 | 7,207,400 | 7,208,000 | 600 | 0% |
| **Total Special Revenue Funds** | **$70,463,218** | **$84,867,624** | **$79,873,468** | **$90,876,241** | **$11,002,773** | **14%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 5,239,608 | 5,919,304 | 7,548,202 | 7,700,524 | 152,322 | 2% |
| Materials & Services | 4,369,011 | 5,893,401 | 7,873,810 | 6,549,346 | (1,324,464) | -17% |
| Capital Outlay | 3,544,661 | 4,757,316 | 46,170,421 | 44,806,134 | (1,364,287) | -3% |
| Special Payments | 2,600,298 | 1,863,453 | 2,406,870 | 2,502,982 | 96,112 | 4% |
| Transfers | 3,525,000 | 7,740,070 | 7,270,070 | 8,329,251 | 1,059,181 | 15% |
| Contingency | - | - | 6,115,001 | 6,100,000 | (15,001) | 0% |
| Unapprop Fund Bal | 51,184,640 | 58,694,080 | 2,489,094 | 14,888,004 | 12,398,910 | 498% |
| **Total Special Revenue Funds** | **$70,463,218** | **$84,867,624** | **$79,873,468** | **$90,876,241** | **$11,002,773** | **14%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Police | 1,533,253 | 1,503,785 | 1,482,000 | 1,381,000 | (101,000) | -7% |
| Parks and Recreation | 6,539,460 | 8,096,898 | 7,151,500 | 7,959,365 | 807,865 | 11% |
| Pers Stabilization | - | - | - | 3,447,500 | 3,447,500 | 0% |
| Building | 15,122,291 | 25,792,152 | 15,512,500 | 25,058,500 | 9,546,000 | 62% |
| Public Works | 47,268,214 | 49,474,789 | 55,727,468 | 53,029,876 | (2,697,592) | -5% |
| **Total Special Revenue Funds** | **$70,463,218** | **$84,867,624** | **$79,873,468** | **$90,876,241** | **$11,002,773** | **14%** |

## Police Forfeiture Fund (105)

This fund accounts for revenues received from state and federal forfeitures and donations.

| Police Forfeiture Fund (105) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 84,613 | 105,542 | 110,000 | 74,000 | (36,000) | -33% |
| Interest | 762 | 441 | 600 | 500 | (100) | -17% |
| Miscellaneous | 22,940 | 7,269 | 5,400 | 5,500 | 100 | 2% |
| **Total Police Forfeiture Fund** | **$108,315** | **$113,252** | **$116,000** | **$80,000** | **($36,000)** | **-31%** |

| Police Forfeiture Fund (105) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 2,773 | 105 | 101,000 | 80,000 | (21,000) | -21% |
| Capital Outlay | - | 27,957 | - | - | - | 0% |
| Contingency | - | - | 15,000 | - | (15,000) | -100% |
| Unapprop Fund Bal | 105,542 | 85,190 | - | - | - | 0% |
| **Total Police Forfeiture Fund** | **$108,315** | **$113,252** | **$116,000** | **$80,000** | **($36,000)** | **-31%** |

| Police Forfeiture Fund (105) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Police | 108,315 | 113,252 | 116,000 | 80,000 | (36,000) | -31% |
| **Total Police Forfeiture Fund** | **$108,315** | **$113,252** | **$116,000** | **$80,000** | **($36,000)** | **-31%** |

## Police Forfeiture Fund (105)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 762 | 441 | 600 | 500 | 500 | 500 |
| **Total Interest** | **$762** | **$441** | **$600** | **$500** | **$500** | **$500** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | (80) | 2,419 | 1,400 | 1,500 | 1,500 | 1,500 |
| 4603 Forfeitures - Federal | 21,236 | 4,850 | 4,000 | 4,000 | 4,000 | 4,000 |
| 4604 Forfeitures - State | 1,784 | - | - | - | - | - |
| **Total Miscellaneous** | **$22,940** | **$7,269** | **$5,400** | **$5,500** | **$5,500** | **$5,500** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 84,613 | 105,542 | 110,000 | 74,000 | 74,000 | 74,000 |
| **Total Beginning Work Cap** | **$84,613** | **$105,542** | **$110,000** | **$74,000** | **$74,000** | **$74,000** |
| **Total Resources** | **$108,315** | **$113,252** | **$116,000** | **$80,000** | **$80,000** | **$80,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 2,773 | - | - | - | - | - |
| 6604 Federal Forfeiture | - | 105 | 65,000 | 50,000 | 50,000 | 50,000 |
| 6605 State Forfeitures | - | - | 36,000 | 30,000 | 30,000 | 30,000 |
| **Total Materials & Services** | **$2,773** | **$105** | **$101,000** | **$80,000** | **$80,000** | **$80,000** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | 27,957 | - | - | - | - |
| **Total Capital Outlay** | **$0** | **$27,957** | **$0** | **$0** | **$0** | **$0** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 15,000 | - | - | - |
| **Total Contingency** | **$0** | **$0** | **$15,000** | **$0** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 105,542 | 85,190 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$105,542** | **$85,190** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$108,315** | **$113,252** | **$116,000** | **$80,000** | **$80,000** | **$80,000** |

## Cadet Fund (110)

This fund accounts for the revenues and expenses for the Police Cadet Program. In FY 1999-00, the City received a large donation from the Tongue Estate to expand the existing cadet program and to create a scholarship program for cadets planning to study criminal justice.

| Cadet Fund (110) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 1,413,792 | 1,384,430 | 1,358,000 | 1,296,000 | (62,000) | -5% |
| Interest | 11,146 | 5,978 | 8,000 | 5,000 | (3,000) | -38% |
| Grants and Donations | - | 125 | - | - | - | 0% |
| **Total Cadet Fund** | **$1,424,938** | **$1,390,533** | **$1,366,000** | **$1,301,000** | **($65,000)** | **-5%** |

| Cadet Fund (110) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 10,901 | 14,705 | 42,346 | 46,505 | 4,159 | 10% |
| Materials & Services | 29,607 | 22,437 | 30,600 | 55,600 | 25,000 | 82% |
| Contingency | - | - | 100,000 | 100,000 | - | 0% |
| Unapprop Fund Bal | 1,384,430 | 1,353,391 | 1,193,054 | 1,098,895 | (94,159) | -8% |
| **Total Cadet Fund** | **$1,424,938** | **$1,390,533** | **$1,366,000** | **$1,301,000** | **($65,000)** | **-5%** |

| Cadet Fund (110) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Police | 1,424,938 | 1,390,533 | 1,366,000 | 1,301,000 | (65,000) | -5% |
| **Total Cadet Fund** | **$1,424,938** | **$1,390,533** | **$1,366,000** | **$1,301,000** | **($65,000)** | **-5%** |

## Cadet Fund (110)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 11,146 | 5,978 | 8,000 | 5,000 | 5,000 | 5,000 |
| **Total Interest** | **$11,146** | **$5,978** | **$8,000** | **$5,000** | **$5,000** | **$5,000** |
| **Grants and Donations** | | | | | | |
| 4270 Donations | - | 125 | - | - | - | - |
| **Total Grants and Donations** | **$0** | **$125** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 1,413,792 | 1,384,430 | 1,358,000 | 1,296,000 | 1,296,000 | 1,296,000 |
| **Total Beginning Work Cap** | **$1,413,792** | **$1,384,430** | **$1,358,000** | **$1,296,000** | **$1,296,000** | **$1,296,000** |
| **Total Resources** | **$1,424,938** | **$1,390,533** | **$1,366,000** | **$1,301,000** | **$1,301,000** | **$1,301,000** |

## Cadet Fund (110)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5005 Salaries - Part-Time | 690 | 900 | 10,050 | 10,211 | 10,211 | 10,211 |
| 5100 Overtime | 7,043 | 9,543 | 25,000 | 25,000 | 25,000 | 25,000 |
| 5301 Med/Den/Vis Insurance | 1,155 | 1,467 | - | - | - | - |
| 5303 PERS | 1,261 | 1,761 | 4,205 | 6,553 | 6,553 | 6,553 |
| 5308 VEBA | - | - | - | 704 | 704 | 704 |
| 5309 PERS Stabilization | - | - | - | 1,056 | 1,056 | 1,056 |
| 5399 Other Benefits and Taxes | 752 | 1,034 | 3,091 | 2,981 | 2,981 | 2,981 |
| **Total Personnel Services** | **$10,901** | **$14,705** | **$42,346** | **$46,505** | **$46,505** | **$46,505** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | - | 300 | - | - | - |
| 6002 Travel/Training/Dues | 15,865 | 15,326 | 15,000 | 24,700 | 24,700 | 24,700 |
| 6003 Postage | 13 | - | - | - | - | - |
| 6004 Program Supplies/Materials | 11,729 | 3,502 | 8,300 | 9,000 | 9,000 | 9,000 |
| 6005 Advertising/Promotion | 210 | - | - | 300 | 300 | 300 |
| 6100 Contractual Services | - | - | - | 3,000 | 3,000 | 3,000 |
| 6300 Uniforms | 1,630 | 3,609 | 6,000 | 16,500 | 16,500 | 16,500 |
| 6301 Safety Supplies | 160 | - | 1,000 | 1,200 | 1,200 | 1,200 |
| 6410 Computer Hardware | - | - | - | 900 | 900 | 900 |
| **Total Materials & Services** | **$29,607** | **$22,437** | **$30,600** | **$55,600** | **$55,600** | **$55,600** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 100,000 | 100,000 | 100,000 | 100,000 |
| **Total Contingency** | **$0** | **$0** | **$100,000** | **$100,000** | **$100,000** | **$100,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 1,384,430 | 1,353,391 | 1,193,054 | 1,098,895 | 1,098,895 | 1,098,895 |
| **Total Unapprop Fund Bal** | **$1,384,430** | **$1,353,391** | **$1,193,054** | **$1,098,895** | **$1,098,895** | **$1,098,895** |
| **Total Requirements** | **$1,424,938** | **$1,390,533** | **$1,366,000** | **$1,301,000** | **$1,301,000** | **$1,301,000** |

## Park System Development Charges (SDC) Fund (115)

This fund accounts for park system development charges (SDC). Park SDCs are charged when a building permit is issued for any new residential, multi-family, or commercial construction, additions, alterations, or change in use. Fees collected are used to fund the acquisition and development of capacity-expanding parks and recreation land and facilities that accommodate the community's growth. The types of projects that are funded with SDCs are included in the City's adopted Parks and Trails Master Plan.

| Parks SDC Fund (115) Resources | | | | | Change from 2013-14 | |
|---|---|---|---|---|---|---|
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
| Beginning Work Cap | 2,603,523 | 4,539,460 | 5,000,000 | 5,808,225 | 808,225 | 16% |
| Interest | 40,500 | 34,805 | 32,500 | 32,500 | - | 0% |
| Systems Development | 3,895,437 | 3,522,633 | 2,000,000 | 2,000,000 | - | 0% |
| Other Financing Src | - | - | - | 3,000,000 | 3,000,000 | 0% |
| Miscellaneous | - | - | - | - | - | 0% |
| **Total Parks SDC Fund** | **$6,539,460** | **$8,096,898** | **$7,032,500** | **$10,840,725** | **$3,808,225** | **54%** |

| Parks SDC Fund (115) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Capital Outlay | 100,000 | - | 3,285,500 | 6,874,725 | 3,589,225 | 109% |
| Transfers | 1,900,000 | 4,825,000 | 3,747,000 | 3,966,000 | 219,000 | 6% |
| Unapprop Fund Bal | 4,539,460 | 3,271,898 | - | - | - | 0% |
| **Total Parks SDC Fund** | **$6,539,460** | **$8,096,898** | **$7,032,500** | **$10,840,725** | **$3,808,225** | **54%** |

| Parks SDC Fund (115) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Parks and Recreation | 6,539,460 | 8,096,898 | 7,032,500 | 10,840,725 | 3,808,225 | 54% |
| **Total Parks SDC Fund** | **$6,539,460** | **$8,096,898** | **$7,032,500** | **$10,840,725** | **$3,808,225** | **54%** |

## Parks SDC Fund (115)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 38,298 | 24,950 | 30,000 | 30,000 | 30,000 | 30,000 |
| 4201 Interest on Contracts | 2,202 | 9,855 | 2,500 | 2,500 | 2,500 | 2,500 |
| **Total Interest** | **$40,500** | **$34,805** | **$32,500** | **$32,500** | **$32,500** | **$32,500** |
| **Systems Development** | | | | | | |
| 4410 Systems Development Charges | 3,895,437 | 3,522,633 | 2,000,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| **Total Systems Development** | **$3,895,437** | **$3,522,633** | **$2,000,000** | **$2,000,000** | **$2,000,000** | **$2,000,000** |
| **Other Financing Src** | | | | | | |
| 4466 Transfer from Risk Building Fund | - | - | - | - | 3,000,000 | 3,000,000 |
| **Total Other Financing Src** | **$0** | **$0** | **$0** | **$0** | **$3,000,000** | **$3,000,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 2,603,523 | 4,539,460 | 5,000,000 | 5,808,225 | 5,808,225 | 5,808,225 |
| **Total Beginning Work Cap** | **$2,603,523** | **$4,539,460** | **$5,000,000** | **$5,808,225** | **$5,808,225** | **$5,808,225** |
| **Total Resources** | **$6,539,460** | **$8,096,898** | **$7,032,500** | **$7,840,725** | **$10,840,725** | **$10,840,725** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7035 Land | 100,000 | - | - | - | 3,000,000 | 3,000,000 |
| 7050 Capital Reserve | - | - | 3,285,500 | 3,874,725 | 3,874,725 | 3,874,725 |
| **Total Capital Outlay** | **$100,000** | **$0** | **$3,285,500** | **$3,874,725** | **$6,874,725** | **$6,874,725** |
| **Transfers** | | | | | | |
| 8204 Transfer to Parks Capital Proj Fun | 1,900,000 | 4,825,000 | 3,747,000 | 3,966,000 | 3,966,000 | 3,966,000 |
| **Total Transfers** | **$1,900,000** | **$4,825,000** | **$3,747,000** | **$3,966,000** | **$3,966,000** | **$3,966,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 4,539,460 | 3,271,898 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$4,539,460** | **$3,271,898** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$6,539,460** | **$8,096,898** | **$7,032,500** | **$7,840,725** | **$10,840,725** | **$10,840,725** |

## PERS Stabilization (125)

During the 2013 legislation session, the legislature passed several changes to the Oregon Public Employees Retirement System (PERS) program, which lowered the employer's rate for the biennium 2013-15. The City chose to continue to charge departments the higher, original rate and put the excess monies in this new fund. This fund will be used as a reserve for the City's future pension expenses in PERS or to repay the PERS system in the event the lawsuits filed in response to the legislation changes are successful.

| PERS Stabilization (125) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | - | - | - | 1,615,000 | 1,615,000 | 0% |
| Charges for Services | - | - | - | 1,807,500 | 1,807,500 | 0% |
| Interest | - | - | - | 25,000 | 25,000 | 0% |
| **Total PERS Stabilization** | **$0** | **$0** | **$0** | **$3,447,500** | **$3,447,500** | **0%** |

| PERS Stabilization (125) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Unapprop Fund Bal | - | - | - | 3,447,500 | 3,447,500 | 0% |
| **Total PERS Stabilization** | **$0** | **$0** | **$0** | **$3,447,500** | **$3,447,500** | **0%** |

| PERS Stabilization (125) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Pers Stabilization | - | - | - | 3,447,500 | 3,447,500 | 0% |
| **Total PERS Stabilization** | **$0** | **$0** | **$0** | **$3,447,500** | **$3,447,500** | **0%** |

**PERS Stabilization (125)**

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4183 Dept Chg - PERS Stabilization | - | - | - | 1,807,500 | 1,807,500 | 1,807,500 |
| **Total Charges for Services** | **$0** | **$0** | **$0** | **$1,807,500** | **$1,807,500** | **$1,807,500** |
| **Interest** | | | | | | |
| 4200 Interest Earned | - | - | - | 25,000 | 25,000 | 25,000 |
| **Total Interest** | **$0** | **$0** | **$0** | **$25,000** | **$25,000** | **$25,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | - | - | - | 1,615,000 | 1,615,000 | 1,615,000 |
| **Total Beginning Work Cap** | **$0** | **$0** | **$0** | **$1,615,000** | **$1,615,000** | **$1,615,000** |
| **Total Resources** | **$0** | **$0** | **$0** | **$3,447,500** | **$3,447,500** | **$3,447,500** |

**PERS Stabilization (125)**

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | - | - | - | 3,447,500 | 3,447,500 | 3,447,500 |
| **Total Unapprop Fund Bal** | **$0** | **$0** | **$0** | **$3,447,500** | **$3,447,500** | **$3,447,500** |
| **Total Requirements** | **$0** | **$0** | **$0** | **$3,447,500** | **$3,447,500** | **$3,447,500** |

## Transportation Fund (200)

This fund accounts for shared revenues from State and County taxes on the sale and use of motor vehicle fuel. These funds are used for engineering, construction, reconstruction, improvement, repair, maintenance, operation, and use of public highways, roads and streets.

| Transportation Fund (200) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 1,461,758 | 2,526,012 | 2,653,000 | 1,733,566 | (919,434) | -35% |
| Licenses and Permits | 26,120 | 34,345 | 20,000 | 40,000 | 20,000 | 100% |
| Charges for Services | - | 6,144 | - | - | - | 0% |
| Interest | 32,978 | 19,512 | 23,690 | 11,500 | (12,190) | -51% |
| Grants and Donations | 71,237 | 47,057 | - | - | - | 0% |
| Intergovernmental | 5,324,359 | 5,346,870 | 5,762,032 | 5,765,291 | 3,259 | 0% |
| Other Financing Src | - | - | - | 537,500 | 537,500 | 0% |
| Miscellaneous | 64,632 | 52,534 | - | - | - | 0% |
| **Total Transportation Fund** | **$6,981,084** | **$8,032,474** | **$8,458,722** | **$8,087,857** | **($370,865)** | **-4%** |

| Transportation Fund (200) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 1,810,057 | 1,969,716 | 2,824,845 | 2,613,996 | (210,849) | -7% |
| Materials & Services | 353,549 | 435,971 | 538,275 | 1,093,296 | 555,021 | 103% |
| Capital Outlay | 98,369 | 62,811 | 1,635,443 | 1,264,054 | (371,389) | -23% |
| Special Payments | 768,097 | 845,894 | 1,025,421 | 1,091,174 | 65,753 | 6% |
| Transfers | 1,425,000 | 2,035,000 | 2,434,737 | 2,025,337 | (409,400) | -17% |
| Contingency | - | - | 1 | - | (1) | -100% |
| Unapprop Fund Bal | 2,526,012 | 2,683,082 | - | - | - | 0% |
| **Total Transportation Fund** | **$6,981,084** | **$8,032,474** | **$8,458,722** | **$8,087,857** | **($370,865)** | **-4%** |

| Transportation Fund (200) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 6,981,084 | 8,032,474 | 8,458,722 | 8,087,857 | (370,865) | -4% |
| **Total Transportation Fund** | **$6,981,084** | **$8,032,474** | **$8,458,722** | **$8,087,857** | **($370,865)** | **-4%** |

## Transportation Fund (200)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Licenses and Permits** | | | | | | |
| 4123 Developer Reimbursements | 26,120 | 34,345 | 20,000 | 40,000 | 40,000 | 40,000 |
| **Total Licenses and Permits** | **$26,120** | **$34,345** | **$20,000** | **$40,000** | **$40,000** | **$40,000** |
| **Charges for Services** | | | | | | |
| 4155 Fee in Lieu of Construction | - | 6,144 | - | - | - | - |
| **Total Charges for Services** | **$0** | **$6,144** | **$0** | **$0** | **$0** | **$0** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 32,978 | 19,512 | 23,690 | 11,500 | 11,500 | 11,500 |
| **Total Interest** | **$32,978** | **$19,512** | **$23,690** | **$11,500** | **$11,500** | **$11,500** |
| **Grants and Donations** | | | | | | |
| 4275 Grants - Federal | 71,237 | 47,057 | - | - | - | - |
| **Total Grants and Donations** | **$71,237** | **$47,057** | **$0** | **$0** | **$0** | **$0** |
| **Intergovernmental** | | | | | | |
| 4022 Gas Tax - County | 354,845 | 340,581 | 363,590 | 368,372 | 368,372 | 368,372 |
| 4304 Gas Tax - State | 2,778,110 | 2,803,639 | 3,056,001 | 3,083,020 | 3,083,020 | 3,083,020 |
| 4306 Gas Tax OTIA III - State | 2,191,404 | 2,202,650 | 2,342,441 | 2,313,899 | 2,313,899 | 2,313,899 |
| **Total Intergovernmental** | **$5,324,359** | **$5,346,870** | **$5,762,032** | **$5,765,291** | **$5,765,291** | **$5,765,291** |
| **Other Financing Src** | | | | | | |
| 4479 Transfer from Gainshare | - | - | - | 537,500 | 537,500 | 537,500 |
| **Total Other Financing Src** | **$0** | **$0** | **$0** | **$537,500** | **$537,500** | **$537,500** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 7,525 | 25,267 | - | - | - | - |
| 4606 Construction Reimbursement | 57,107 | 27,267 | - | - | - | - |
| **Total Miscellaneous** | **$64,632** | **$52,534** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 1,461,758 | 2,526,012 | 2,653,000 | 1,733,566 | 1,733,566 | 1,733,566 |
| **Total Beginning Work Cap** | **$1,461,758** | **$2,526,012** | **$2,653,000** | **$1,733,566** | **$1,733,566** | **$1,733,566** |
| **Total Resources** | **$6,981,084** | **$8,032,474** | **$8,458,722** | **$8,087,857** | **$8,087,857** | **$8,087,857** |

## Transportation Fund (200)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,232,900 | 1,317,834 | 1,952,238 | 1,639,297 | 1,639,297 | 1,639,297 |
| 5005 Salaries - Part-Time | 1,109 | - | - | - | - | - |
| 5010 Extra Labor | 18,056 | 28,897 | - | 85,502 | 85,502 | 85,502 |
| 5100 Overtime | 4,808 | 3,651 | 40,000 | 40,000 | 40,000 | 40,000 |
| 5301 Med/Den/Vis Insurance | 287,115 | 324,363 | 369,725 | 372,760 | 372,760 | 372,760 |
| 5303 PERS | 129,263 | 143,581 | 226,561 | 181,572 | 181,572 | 181,572 |
| 5308 VEBA | - | - | 32,355 | 33,487 | 33,487 | 33,487 |
| 5309 PERS Stabilization | - | - | - | 50,524 | 50,524 | 50,524 |
| 5399 Other Benefits and Taxes | 136,806 | 151,390 | 203,966 | 210,854 | 210,854 | 210,854 |
| **Total Personnel Services** | **$1,810,057** | **$1,969,716** | **$2,824,845** | **$2,613,996** | **$2,613,996** | **$2,613,996** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 11,349 | 16,846 | 17,500 | 19,500 | 19,500 | 19,500 |
| 6001 Communications Services | 11,537 | 9,873 | 10,500 | 10,000 | 10,000 | 10,000 |
| 6002 Travel/Training/Dues | 19,194 | 29,058 | 35,800 | 40,800 | 40,800 | 40,800 |
| 6003 Postage | 1,863 | 2,527 | 6,150 | 4,974 | 4,974 | 4,974 |
| 6004 Program Supplies/Materials | 5,269 | 3,767 | 31,000 | 20,424 | 20,424 | 20,424 |
| 6005 Advertising/Promotion | 1,860 | 892 | 3,500 | 2,674 | 2,674 | 2,674 |
| 6006 Tuition Reimbursement | 1,493 | 1,091 | 2,500 | 2,700 | 2,700 | 2,700 |
| 6007 Printing | 1,226 | 863 | 2,100 | 3,924 | 3,924 | 3,924 |
| 6100 Contractual Services | 68,283 | 92,135 | 80,975 | 638,500 | 638,500 | 638,500 |
| 6101 Other Services | 3,903 | 10,490 | 14,700 | 5,000 | 5,000 | 5,000 |
| 6102 Maintenance Contracts | 28,382 | 59,261 | 80,100 | 91,500 | 91,500 | 91,500 |
| 6200 Fuel/Oil | 49,574 | 51,794 | 66,250 | 67,500 | 67,500 | 67,500 |
| 6201 Fleet Maintenance | 199 | 1,292 | 5,700 | 4,300 | 4,300 | 4,300 |
| 6300 Uniforms | 3,822 | 7,274 | 6,500 | 7,500 | 7,500 | 7,500 |
| 6301 Safety Supplies | 1,110 | 1,232 | 800 | 1,100 | 1,100 | 1,100 |
| 6400 Utilities | 220 | 2,358 | 4,500 | - | - | - |
| 6402 Maintenance Supplies | 102,925 | 96,771 | 117,250 | 115,000 | 115,000 | 115,000 |
| 6403 Small Tools and Equipment | 11,833 | 21,089 | 16,500 | 21,600 | 21,600 | 21,600 |
| 6409 Computer Software | 1,906 | 2,764 | 2,500 | 3,500 | 3,500 | 3,500 |
| 6410 Computer Hardware | 11,066 | 5,631 | 4,500 | 4,000 | 4,000 | 4,000 |
| 6411 Communications Equipment | 372 | 314 | 500 | 300 | 300 | 300 |
| 6412 Equipment Rental | 1,998 | 646 | 7,500 | 9,500 | 9,500 | 9,500 |
| 6413 Landfill Fees | 2,945 | 1,355 | 5,500 | 3,000 | 3,000 | 3,000 |
| 6416 Equipment Maintenance | 3,051 | 6,794 | 5,950 | 8,000 | 8,000 | 8,000 |
| 6419 Personal Protective Equipment | 8,169 | 9,854 | 9,500 | 8,000 | 8,000 | 8,000 |
| **Total Materials & Services** | **$353,549** | **$435,971** | **$538,275** | **$1,093,296** | **$1,093,296** | **$1,093,296** |

## Transportation Fund (200)

| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 2,861 | - | - | 8,500 | 8,500 | 8,500 |
| 7002 Non-License Appar and Equipme | - | 33,078 | 20,000 | 17,000 | 17,000 | 17,000 |
| 7010 Office Equipment | 558 | 3,699 | - | - | - | - |
| 7015 Apparatus and Equipment | 5,764 | - | - | - | - | - |
| 7020 Computer Hardware | 24,718 | 11,483 | 17,080 | - | - | - |
| 7021 Computer Software | 899 | 4,126 | 13,000 | 27,300 | 27,300 | 27,300 |
| 7030 Facilities and Improvements | 12,288 | 8,967 | 20,000 | - | - | - |
| 7040 Construction - Infrastructure | 51,281 | 1,458 | 281,200 | 680,450 | 680,450 | 680,450 |
| 7050 Capital Reserve | - | - | 1,284,163 | 530,804 | 530,804 | 530,804 |
| **Total Capital Outlay** | **$98,369** | **$62,811** | **$1,635,443** | **$1,264,054** | **$1,264,054** | **$1,264,054** |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 18,871 | 24,059 | 20,938 | 19,423 | 19,423 | 19,423 |
| 8009 Support Services Charge | 485,082 | 535,899 | 654,333 | 705,859 | 705,859 | 705,859 |
| 8010 Equipment Depreciation | 22,198 | 30,688 | 30,688 | 32,621 | 32,621 | 32,621 |
| 8011 Facilities Charge | 78,393 | 88,176 | 103,660 | 95,200 | 95,200 | 95,200 |
| 8018 Insurance | 30,251 | 33,543 | 47,000 | 47,000 | 47,000 | 47,000 |
| 8024 Fleet Services Charge | 133,302 | 133,529 | 168,802 | 191,071 | 191,071 | 191,071 |
| **Total Special Payments** | **$768,097** | **$845,894** | **$1,025,421** | **$1,091,174** | **$1,091,174** | **$1,091,174** |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | 455,000 | 500,000 | 500,000 | 500,000 | 500,000 | 500,000 |
| 8218 Transfer to TUF PMP | 600,000 | 1,000,000 | 1,500,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| 8219 Transfer to Pathways Gas Tax | 200,000 | - | - | - | - | - |
| 8220 Transfer to Planning | - | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| 8226 Transfer to Trans Depr Fund | 150,000 | 315,000 | 214,737 | 105,337 | 105,337 | 105,337 |
| **Total Transfers** | **$1,425,000** | **$2,035,000** | **$2,434,737** | **$2,025,337** | **$2,025,337** | **$2,025,337** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 1 | - | - | - |
| **Total Contingency** | **$0** | **$0** | **$1** | **$0** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 2,526,012 | 2,683,082 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$2,526,012** | **$2,683,082** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$6,981,084** | **$8,032,474** | **$8,458,722** | **$8,087,857** | **$8,087,857** | **$8,087,857** |

## Pathways Fund - Gas Tax (202)

This is a subsidiary fund of Transportation Fund which accounts for portion of State gas taxes utilized for construction and maintenance of non-motorized pathways within the City.

| Pathways Fund - Gas Tax (202) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 287,024 | 540,629 | 535,750 | 541,997 | 6,247 | 1% |
| Interest | 3,408 | 2,410 | 2,000 | 1,100 | (900) | -45% |
| Intergovernmental | 50,197 | 50,569 | 53,985 | 53,969 | (16) | 0% |
| Other Financing Src | 200,000 | - | - | 850,000 | 850,000 | 0% |
| **Total Pathways Fund - Gas Tax** | **$540,629** | **$593,608** | **$591,735** | **$1,447,066** | **$855,331** | **145%** |

| Pathways Fund - Gas Tax (202) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | - | 3,420 | - | - | - | 0% |
| Materials & Services | - | 950 | - | 50,000 | 50,000 | 0% |
| Capital Outlay | - | 54,773 | 591,735 | 1,397,066 | 805,331 | 136% |
| Unapprop Fund Bal | 540,629 | 534,465 | - | - | - | 0% |
| **Total Pathways Fund - Gas Tax** | **$540,629** | **$593,608** | **$591,735** | **$1,447,066** | **$855,331** | **145%** |

| Pathways Fund - Gas Tax (202) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 540,629 | 593,608 | 591,735 | 1,447,066 | 855,331 | 145% |
| **Total Pathways Fund - Gas Tax** | **$540,629** | **$593,608** | **$591,735** | **$1,447,066** | **$855,331** | **145%** |

## Pathways Fund - Gas Tax (202)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 3,408 | 2,410 | 2,000 | 1,100 | 1,100 | 1,100 |
| **Total Interest** | **$3,408** | **$2,410** | **$2,000** | **$1,100** | **$1,100** | **$1,100** |
| **Intergovernmental** | | | | | | |
| 4305 Gas Tax Pathways - State | 50,197 | 50,569 | 53,985 | 53,969 | 53,969 | 53,969 |
| **Total Intergovernmental** | **$50,197** | **$50,569** | **$53,985** | **$53,969** | **$53,969** | **$53,969** |
| **Other Financing Src** | | | | | | |
| 4450 Transfer from Transportation Fun | 200,000 | - | - | - | - | - |
| 4479 Transfer from Gainshare | - | - | - | 850,000 | 850,000 | 850,000 |
| **Total Other Financing Src** | **$200,000** | **$0** | **$0** | **$850,000** | **$850,000** | **$850,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 287,024 | 540,629 | 535,750 | 541,997 | 541,997 | 541,997 |
| **Total Beginning Work Cap** | **$287,024** | **$540,629** | **$535,750** | **$541,997** | **$541,997** | **$541,997** |
| **Total Resources** | **$540,629** | **$593,608** | **$591,735** | **$1,447,066** | **$1,447,066** | **$1,447,066** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | 2,338 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | - | 527 | - | - | - | - |
| 5303 PERS | - | 281 | - | - | - | - |
| 5399 Other Benefits and Taxes | - | 274 | - | - | - | - |
| **Total Personnel Services** | **$0** | **$3,420** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 950 | - | 50,000 | 50,000 | 50,000 |
| **Total Materials & Services** | **$0** | **$950** | **$0** | **$50,000** | **$50,000** | **$50,000** |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | 54,773 | 160,000 | 901,560 | 901,560 | 901,560 |
| 7050 Capital Reserve | - | - | 431,735 | 495,506 | 495,506 | 495,506 |
| **Total Capital Outlay** | **$0** | **$54,773** | **$591,735** | **$1,397,066** | **$1,397,066** | **$1,397,066** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 540,629 | 534,465 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$540,629** | **$534,465** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$540,629** | **$593,608** | **$591,735** | **$1,447,066** | **$1,447,066** | **$1,447,066** |

## Transportation Depreciation Fund (204)

This fund was created in fiscal year 2010-11 to establish a reserve to finance future fleet vehicles and equipment replacement for street operations.

| Transportation Depreciation (204) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 68,048 | 200,824 | 388,150 | 419,242 | 31,092 | 8% |
| Interest | 1,045 | 1,001 | 500 | 500 | - | 0% |
| Other Financing Src | 150,000 | 315,000 | 214,737 | 105,337 | (109,400) | -51% |
| Miscellaneous | 1,153 | 17,207 | - | - | - | 0% |
| **Total Transportation Depreciation** | **$220,246** | **$534,032** | **$603,387** | **$525,079** | **($78,308)** | **-13%** |

| Transportation Depreciation (204) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Capital Outlay | 19,422 | 91,541 | 603,387 | 525,079 | (78,308) | -13% |
| Unapprop Fund Bal | 200,824 | 442,491 | - | - | - | 0% |
| **Total Transportation Depreciation** | **$220,246** | **$534,032** | **$603,387** | **$525,079** | **($78,308)** | **-13%** |

| Transportation Depreciation (204) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 220,246 | 534,032 | 603,387 | 525,079 | (78,308) | -13% |
| **Total Transportation Depreciation** | **$220,246** | **$534,032** | **$603,387** | **$525,079** | **($78,308)** | **-13%** |

## Transportation Depreciation (204)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 1,045 | 1,001 | 500 | 500 | 500 | 500 |
| **Total Interest** | **$1,045** | **$1,001** | **$500** | **$500** | **$500** | **$500** |
| **Other Financing Src** | | | | | | |
| 4450 Transfer from Transportation Fun | 150,000 | 315,000 | 214,737 | 105,337 | 105,337 | 105,337 |
| **Total Other Financing Src** | **$150,000** | **$315,000** | **$214,737** | **$105,337** | **$105,337** | **$105,337** |
| **Miscellaneous** | | | | | | |
| 4601 Sale of Surplus Property | 1,153 | 17,207 | - | - | - | - |
| **Total Miscellaneous** | **$1,153** | **$17,207** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 68,048 | 200,824 | 388,150 | 419,242 | 419,242 | 419,242 |
| **Total Beginning Work Cap** | **$68,048** | **$200,824** | **$388,150** | **$419,242** | **$419,242** | **$419,242** |
| **Total Resources** | **$220,246** | **$534,032** | **$603,387** | **$525,079** | **$525,079** | **$525,079** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 19,422 | 91,541 | 109,400 | - | - | - |
| 7050 Capital Reserve | - | - | 493,987 | 525,079 | 525,079 | 525,079 |
| **Total Capital Outlay** | **$19,422** | **$91,541** | **$603,387** | **$525,079** | **$525,079** | **$525,079** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 200,824 | 442,491 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$200,824** | **$442,491** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$220,246** | **$534,032** | **$603,387** | **$525,079** | **$525,079** | **$525,079** |

## TUF Pavement Management Fund (205)

In March 2009, the City began charging a Transportation Utility Fee (TUF) to all customers within Hillsboro city limits. The revenue collected is used to pay for street maintenance. Prior to TUF, the City used gas tax revenues to fund street maintenance which has not kept pace with the cost of required preservation. The TUF Program allows the City to complete the backlog of street maintenance and maintain the City's roads to a "good" standard as defined by the City's pavement management program and Oregon Department of Transportation.

| TUF Pavement Management Fund (205) Resources | | | | | Change from 2013-14 | |
|---|---|---|---|---|---|---|
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
| Beginning Work Cap | 575,551 | 969,481 | 650,000 | 800,000 | 150,000 | 23% |
| Charges for Services | 904,830 | 932,098 | 969,592 | 1,008,376 | 38,784 | 4% |
| Interest | 3,502 | 5,395 | 4,500 | 1,000 | (3,500) | -78% |
| Other Financing Src | 1,700,000 | 2,300,000 | 2,500,000 | 2,200,000 | (300,000) | -12% |
| Miscellaneous | 2,499 | 6,628 | - | - | - | 0% |
| **Total TUF Pavement Management Fund** | **$3,186,382** | **$4,213,602** | **$4,124,092** | **$4,009,376** | **($114,716)** | **-3%** |

| TUF Pavement Management Fund (205) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 233,560 | 218,306 | - | - | - | 0% |
| Materials & Services | 1,839,993 | 2,758,551 | 3,439,950 | 2,474,550 | (965,400) | -28% |
| Capital Outlay | - | - | 594,142 | 1,444,826 | 850,684 | 143% |
| Special Payments | 53,348 | 86,796 | 90,000 | 90,000 | - | 0% |
| Transfers | 90,000 | 90,000 | - | - | - | 0% |
| Unapprop Fund Bal | 969,481 | 1,059,949 | - | - | - | 0% |
| **Total TUF Pavement Management Fund** | **$3,186,382** | **$4,213,602** | **$4,124,092** | **$4,009,376** | **($114,716)** | **-3%** |

| TUF Pavement Management Fund (205) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 3,186,382 | 4,213,602 | 4,124,092 | 4,009,376 | (114,716) | -3% |
| **Total TUF Pavement Management Fund** | **$3,186,382** | **$4,213,602** | **$4,124,092** | **$4,009,376** | **($114,716)** | **-3%** |

## TUF Pavement Management Fund (205)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4307 Transportation Utility Fee | 904,830 | 932,098 | 969,592 | 1,008,376 | 1,008,376 | 1,008,376 |
| **Total Charges for Services** | **$904,830** | **$932,098** | **$969,592** | **$1,008,376** | **$1,008,376** | **$1,008,376** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 3,502 | 5,395 | 4,500 | 1,000 | 1,000 | 1,000 |
| **Total Interest** | **$3,502** | **$5,395** | **$4,500** | **$1,000** | **$1,000** | **$1,000** |
| **Other Financing Src** | | | | | | |
| 4450 Transfer from Transportation Fun | 600,000 | 1,000,000 | 1,500,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| 4452 Transfer from Facilities Managem | 1,000,000 | 1,000,000 | 750,000 | - | - | - |
| 4454 Transfer from General Fund | 100,000 | 300,000 | 250,000 | - | - | - |
| 4478 Transfer from SIP FFC Fund | - | - | - | 1,000,000 | 1,000,000 | 1,000,000 |
| **Total Other Financing Src** | **$1,700,000** | **$2,300,000** | **$2,500,000** | **$2,200,000** | **$2,200,000** | **$2,200,000** |
| **Miscellaneous** | | | | | | |
| 4606 Construction Reimbursement | 2,229 | - | - | - | - | - |
| 4600 Miscellaneous Income | 270 | 6,628 | - | - | - | - |
| **Total Miscellaneous** | **$2,499** | **$6,628** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 575,551 | 969,481 | 650,000 | 800,000 | 800,000 | 800,000 |
| **Total Beginning Work Cap** | **$575,551** | **$969,481** | **$650,000** | **$800,000** | **$800,000** | **$800,000** |
| **Total Resources** | **$3,186,382** | **$4,213,602** | **$4,124,092** | **$4,009,376** | **$4,009,376** | **$4,009,376** |

## TUF Pavement Management Fund (205)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 143,865 | 146,400 | - | - | - | - |
| 5005 Salaries - Part-Time | 1,956 | - | - | - | - | - |
| 5010 Extra Labor | 50 | 1,507 | - | - | - | - |
| 5100 Overtime | 951 | 2,079 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 39,893 | 32,793 | - | - | - | - |
| 5303 PERS | 24,431 | 17,989 | - | - | - | - |
| 5399 Other Benefits and Taxes | 22,414 | 17,538 | - | - | - | - |
| **Total Personnel Services** | **$233,560** | **$218,306** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | - | - | - | 1,800 | 1,800 | 1,800 |
| 6002 Travel/Training/Dues | 1,599 | 2,964 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6003 Postage | 1,478 | 1,836 | 1,700 | 2,000 | 2,000 | 2,000 |
| 6004 Program Supplies/Materials | 2,161 | 612 | 2,600 | 3,200 | 3,200 | 3,200 |
| 6005 Advertising/Promotion | 1,197 | 1,447 | 1,350 | 1,750 | 1,750 | 1,750 |
| 6007 Printing | 1,244 | - | 1,250 | 1,350 | 1,350 | 1,350 |
| 6100 Contractual Services | 9,205 | 15,321 | 20,000 | 30,000 | 30,000 | 30,000 |
| 6101 Other Services | 5,240 | 3,380 | 5,500 | 6,000 | 6,000 | 6,000 |
| 6102 Maintenance Contracts | 1,801,454 | 2,724,038 | 3,400,000 | 2,400,000 | 2,400,000 | 2,400,000 |
| 6403 Small Tools and Equipment | 16,365 | 8,913 | - | 18,000 | 18,000 | 18,000 |
| 6409 Computer Software | - | - | 750 | 750 | 750 | 750 |
| 6410 Computer Hardware | - | - | 3,000 | 6,000 | 6,000 | 6,000 |
| 6412 Equipment Rental | 50 | 40 | 300 | 200 | 200 | 200 |
| **Total Materials & Services** | **$1,839,993** | **$2,758,551** | **$3,439,950** | **$2,474,550** | **$2,474,550** | **$2,474,550** |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | - | - | - | 1,110,700 | 1,110,700 | 1,110,700 |
| 7050 Capital Reserve | - | - | 594,142 | 334,126 | 334,126 | 334,126 |
| **Total Capital Outlay** | **$0** | **$0** | **$594,142** | **$1,444,826** | **$1,444,826** | **$1,444,826** |
| **Special Payments** | | | | | | |
| 8009 Support Services Charge | 53,348 | 86,796 | 90,000 | 90,000 | 90,000 | 90,000 |
| **Total Special Payments** | **$53,348** | **$86,796** | **$90,000** | **$90,000** | **$90,000** | **$90,000** |
| **Transfers** | | | | | | |
| 8224 Transfer to SWR SDC Fund | 90,000 | 90,000 | - | - | - | - |
| **Total Transfers** | **$90,000** | **$90,000** | **$0** | **$0** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 969,481 | 1,059,949 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$969,481** | **$1,059,949** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$3,186,382** | **$4,213,602** | **$4,124,092** | **$4,009,376** | **$4,009,376** | **$4,009,376** |

## Transportation Utility Fee (TUF) Pathways Fund (206)

This fund accounts for a portion of Transportation Utility Fee (TUF) dedicated to sidewalk and bicycle path maintenance and improvements.

| TUF Pathways Fund (206) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 1,369,376 | 1,946,696 | 2,243,650 | 2,089,587 | (154,063) | -7% |
| Charges for Services | 771,068 | 784,214 | 817,332 | 850,025 | 32,693 | 4% |
| Interest | 14,384 | 10,305 | 7,500 | 6,500 | (1,000) | -13% |
| Grants and Donations | - | - | - | 570,000 | 570,000 | 0% |
| Miscellaneous | - | 133 | - | - | - | 0% |
| **Total TUF Pathways Fund** | **$2,154,828** | **$2,741,348** | **$3,068,482** | **$3,516,112** | **$447,630** | **15%** |

| TUF Pathways Fund (206) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 50,851 | 28,197 | - | - | - | 0% |
| Materials & Services | 76,154 | 162,442 | 212,950 | 326,450 | 113,500 | 53% |
| Capital Outlay | 81,127 | 9,940 | 2,855,532 | 3,189,662 | 334,130 | 12% |
| Unapprop Fund Bal | 1,946,696 | 2,540,769 | - | - | - | 0% |
| **Total TUF Pathways Fund** | **$2,154,828** | **$2,741,348** | **$3,068,482** | **$3,516,112** | **$447,630** | **15%** |

| TUF Pathways Fund (206) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 2,154,828 | 2,741,348 | 3,068,482 | 3,516,112 | 447,630 | 15% |
| **Total TUF Pathways Fund** | **$2,154,828** | **$2,741,348** | **$3,068,482** | **$3,516,112** | **$447,630** | **15%** |

**TUF Pathways Fund (206)**

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4307 Transportation Utility Fee | 771,068 | 784,214 | 817,332 | 850,025 | 850,025 | 850,025 |
| **Total Charges for Services** | **$771,068** | **$784,214** | **$817,332** | **$850,025** | **$850,025** | **$850,025** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 14,384 | 10,305 | 7,500 | 6,500 | 6,500 | 6,500 |
| **Total Interest** | **$14,384** | **$10,305** | **$7,500** | **$6,500** | **$6,500** | **$6,500** |
| **Grants and Donations** | | | | | | |
| 4275 Grants - Federal | - | - | - | 570,000 | 570,000 | 570,000 |
| **Total Grants and Donations** | **$0** | **$0** | **$0** | **$570,000** | **$570,000** | **$570,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | - | 133 | - | - | - | - |
| **Total Miscellaneous** | **$0** | **$133** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 1,369,376 | 1,946,696 | 2,243,650 | 2,089,587 | 2,089,587 | 2,089,587 |
| **Total Beginning Work Cap** | **$1,369,376** | **$1,946,696** | **$2,243,650** | **$2,089,587** | **$2,089,587** | **$2,089,587** |
| **Total Resources** | **$2,154,828** | **$2,741,348** | **$3,068,482** | **$3,516,112** | **$3,516,112** | **$3,516,112** |

## TUF Pathways Fund (206)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 35,208 | 19,393 | - | - | - | - |
| 5005 Salaries - Part-Time | 95 | - | - | - | - | - |
| 5010 Extra Labor | 106 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 7,418 | 4,379 | - | - | - | - |
| 5303 PERS | 4,134 | 2,155 | - | - | - | - |
| 5399 Other Benefits and Taxes | 3,890 | 2,270 | - | - | - | - |
| **Total Personnel Services** | **$50,851** | **$28,197** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6003 Postage | 190 | 215 | 1,200 | 950 | 950 | 950 |
| 6004 Program Supplies/Materials | 223 | 438 | 100 | 850 | 850 | 850 |
| 6005 Advertising/Promotion | - | 219 | 1,150 | 900 | 900 | 900 |
| 6007 Printing | - | 580 | 500 | 2,750 | 2,750 | 2,750 |
| 6100 Contractual Services | 23,546 | 90 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6101 Other Services | 818 | - | - | 11,000 | 11,000 | 11,000 |
| 6102 Maintenance Contracts | 51,377 | 160,900 | 200,000 | 300,000 | 300,000 | 300,000 |
| **Total Materials & Services** | **$76,154** | **$162,442** | **$212,950** | **$326,450** | **$326,450** | **$326,450** |
| **Capital Outlay** | | | | | | |
| 7035 Land | - | - | - | 20,000 | 20,000 | 20,000 |
| 7040 Construction - Infrastructure | 81,127 | 9,940 | 1,075,000 | 1,189,500 | 1,189,500 | 1,189,500 |
| 7050 Capital Reserve | - | - | 1,780,532 | 1,980,162 | 1,980,162 | 1,980,162 |
| **Total Capital Outlay** | **$81,127** | **$9,940** | **$2,855,532** | **$3,189,662** | **$3,189,662** | **$3,189,662** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 1,946,696 | 2,540,769 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$1,946,696** | **$2,540,769** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$2,154,828** | **$2,741,348** | **$3,068,482** | **$3,516,112** | **$3,516,112** | **$3,516,112** |

## Traffic Impact Fee (TIF) Fund (210)

A Traffic Impact Fee (TIF) is assessed to new development, managed by Washington County, but collected by cities. The fee is calculated based on the number of trips per day that a certain type of development is estimated to generate. The revenue collected may only be used to finance off-site highway and transit capital improvements that provide additional capacity to the major transportation system, namely along collector and arterial roadways.

The TIF was replaced by the Traffic Development Tax (TDT) in FY 2009-10; however, the revenues received prior to the change will continue to be accounted for and spent in the TIF Fund.

| TIF Fund (210) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 27,441,169 | 24,923,860 | 22,258,550 | 16,081,636 | (6,176,914) | -28% |
| Interest | 197,959 | 107,412 | 103,500 | 26,000 | (77,500) | -75% |
| Grants and Donations | 593,336 | 90,059 | 500,000 | 700,000 | 200,000 | 40% |
| Systems Development | 161,864 | 42,932 | - | - | - | 0% |
| Miscellaneous | 181,063 | 55,383 | 7,200,000 | 7,200,000 | - | 0% |
| **Total TIF Fund** | **$28,575,391** | **$25,219,646** | **$30,062,050** | **$24,007,636** | **($6,054,414)** | **-20%** |

| TIF Fund (210) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 242,264 | 230,847 | - | - | - | 0% |
| Materials & Services | 409,404 | 971,790 | 1,569,785 | 1,001,750 | (568,035) | -36% |
| Capital Outlay | 2,999,863 | 4,007,616 | 28,492,265 | 23,005,886 | (5,486,379) | -19% |
| Unapprop Fund Bal | 24,923,860 | 20,009,393 | - | - | - | 0% |
| **Total TIF Fund** | **$28,575,391** | **$25,219,646** | **$30,062,050** | **$24,007,636** | **($6,054,414)** | **-20%** |

| TIF Fund (210) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 28,575,391 | 25,219,646 | 30,062,050 | 24,007,636 | (6,054,414) | -20% |
| **Total TIF Fund** | **$28,575,391** | **$25,219,646** | **$30,062,050** | **$24,007,636** | **($6,054,414)** | **-20%** |

**TIF Fund (210)**

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 196,516 | 102,941 | 100,000 | 25,000 | 25,000 | 25,000 |
| 4201 Interest on Contracts | 1,443 | 4,471 | 3,500 | 1,000 | 1,000 | 1,000 |
| **Total Interest** | **$197,959** | **$107,412** | **$103,500** | **$26,000** | **$26,000** | **$26,000** |
| **Grants and Donations** | | | | | | |
| 4275 Grants - Federal | 593,336 | 17,858 | - | - | - | - |
| 4276 Grants - State | - | 72,201 | 500,000 | 700,000 | 700,000 | 700,000 |
| **Total Grants and Donations** | **$593,336** | **$90,059** | **$500,000** | **$700,000** | **$700,000** | **$700,000** |
| **Systems Development** | | | | | | |
| 4400 TIF - Mass Transit | 36,728 | 7,269 | - | - | - | - |
| 4402 TIF - Commercial | 86,160 | 24,655 | - | - | - | - |
| 4405 TIF - Institutional | 1,846 | 11,008 | - | - | - | - |
| 4401 TIF - Residential | 37,130 | - | - | - | - | - |
| **Total Systems Development** | **$161,864** | **$42,932** | **$0** | **$0** | **$0** | **$0** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 151,300 | 383 | - | - | - | - |
| 4606 Construction Reimbursement | 29,763 | 55,000 | 7,200,000 | 7,200,000 | 7,200,000 | 7,200,000 |
| **Total Miscellaneous** | **$181,063** | **$55,383** | **$7,200,000** | **$7,200,000** | **$7,200,000** | **$7,200,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 27,441,169 | 24,923,860 | 22,258,550 | 16,081,636 | 16,081,636 | 16,081,636 |
| **Total Beginning Work Cap** | **$27,441,169** | **$24,923,860** | **$22,258,550** | **$16,081,636** | **$16,081,636** | **$16,081,636** |
| **Total Resources** | **$28,575,391** | **$25,219,646** | **$30,062,050** | **$24,007,636** | **$24,007,636** | **$24,007,636** |

## TIF Fund (210)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 170,285 | 160,908 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 34,898 | 33,600 | - | - | - | - |
| 5303 PERS | 19,092 | 19,093 | - | - | - | - |
| 5399 Other Benefits and Taxes | 17,989 | 17,246 | - | - | - | - |
| **Total Personnel Services** | **$242,264** | **$230,847** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 75 | - | 1,000 | 1,000 | 1,000 |
| 6002 Travel/Training/Dues | 24 | - | - | - | - | - |
| 6003 Postage | 106 | 1,129 | 3,750 | 1,500 | 1,500 | 1,500 |
| 6004 Program Supplies/Materials | 3,032 | 865 | 3,300 | 2,250 | 2,250 | 2,250 |
| 6005 Advertising/Promotion | 2,627 | 885 | 3,750 | 1,500 | 1,500 | 1,500 |
| 6007 Printing | 243 | 1,260 | 4,400 | 5,500 | 5,500 | 5,500 |
| 6100 Contractual Services | 393,982 | 914,463 | 1,517,985 | 890,000 | 890,000 | 890,000 |
| 6101 Other Services | 8,322 | 53,113 | 22,350 | 70,000 | 70,000 | 70,000 |
| 6102 Maintenance Contracts | - | - | 14,000 | 30,000 | 30,000 | 30,000 |
| 6400 Utilities | 990 | - | 250 | - | - | - |
| 6402 Maintenance Supplies | 78 | - | - | - | - | - |
| **Total Materials & Services** | **$409,404** | **$971,790** | **$1,569,785** | **$1,001,750** | **$1,001,750** | **$1,001,750** |
| **Capital Outlay** | | | | | | |
| 7002 Non-License Appar and Equipme | - | 9,993 | - | - | - | - |
| 7035 Land | - | 182,785 | 3,100,000 | 5,700,000 | 5,700,000 | 5,700,000 |
| 7040 Construction - Infrastructure | 2,999,863 | 3,814,838 | 13,355,000 | 11,525,000 | 11,525,000 | 11,525,000 |
| 7050 Capital Reserve | - | - | 12,037,265 | 5,780,886 | 5,780,886 | 5,780,886 |
| **Total Capital Outlay** | **$2,999,863** | **$4,007,616** | **$28,492,265** | **$23,005,886** | **$23,005,886** | **$23,005,886** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 24,923,860 | 20,009,393 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$24,923,860** | **$20,009,393** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$28,575,391** | **$25,219,646** | **$30,062,050** | **$24,007,636** | **$24,007,636** | **$24,007,636** |

## Transportation Development Tax (TDT) Fund (212)

The Transportation Development Tax (TDT) program, managed by Washington County, was approved by voters in November 2008 and became effective on July 1, 2009. The county-wide TDT is based on a uniform rate structure that is being assessed in all jurisdictions in the County. Developers are charged TDT rates based on estimated traffic generated by each type of development. Proceeds are dedicated to road and transit capital improvements that provide additional capacity to the major transportation system. The TDT replaced the previous tax known as the Traffic Impact Fee (TIF).

| TDT Fund (212) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 3,006,784 | 5,265,202 | 7,180,000 | 9,350,000 | 2,170,000 | 30% |
| Interest | 41,181 | 36,666 | 25,000 | 35,000 | 10,000 | 40% |
| Systems Development | 2,222,909 | 2,687,013 | 1,500,000 | 2,000,000 | 500,000 | 33% |
| **Total TDT Fund** | **$5,270,874** | **$7,988,881** | **$8,705,000** | **$11,385,000** | **$2,680,000** | **31%** |

| TDT Fund (212) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 132 | 6,700 | - | - | - | 0% |
| Materials & Services | 5,540 | 108,961 | 293,250 | 274,000 | (19,250) | -7% |
| Capital Outlay | - | - | 7,578,417 | 9,973,086 | 2,394,669 | 32% |
| Transfers | - | - | 833,333 | 1,137,914 | 304,581 | 37% |
| Unapprop Fund Bal | 5,265,202 | 7,873,220 | - | - | - | 0% |
| **Total TDT Fund** | **$5,270,874** | **$7,988,881** | **$8,705,000** | **$11,385,000** | **$2,680,000** | **31%** |

| TDT Fund (212) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 5,270,874 | 7,988,881 | 8,705,000 | 11,385,000 | 2,680,000 | 31% |
| **Total TDT Fund** | **$5,270,874** | **$7,988,881** | **$8,705,000** | **$11,385,000** | **$2,680,000** | **31%** |

## TDT Fund (212)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 41,181 | 36,666 | 25,000 | 35,000 | 35,000 | 35,000 |
| **Total Interest** | **$41,181** | **$36,666** | **$25,000** | **$35,000** | **$35,000** | **$35,000** |
| **Systems Development** | | | | | | |
| 4420 TDT Fee | 2,222,909 | 2,687,013 | 1,500,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| **Total Systems Development** | **$2,222,909** | **$2,687,013** | **$1,500,000** | **$2,000,000** | **$2,000,000** | **$2,000,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 3,006,784 | 5,265,202 | 7,180,000 | 9,350,000 | 9,350,000 | 9,350,000 |
| **Total Beginning Work Cap** | **$3,006,784** | **$5,265,202** | **$7,180,000** | **$9,350,000** | **$9,350,000** | **$9,350,000** |
| **Total Resources** | **$5,270,874** | **$7,988,881** | **$8,705,000** | **$11,385,000** | **$11,385,000** | **$11,385,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 97 | 4,446 | - | - | - | - |
| 5010 Extra Labor | - | 327 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 15 | 922 | - | - | - | - |
| 5303 PERS | 12 | 488 | - | - | - | - |
| 5399 Other Benefits and Taxes | 8 | 517 | - | - | - | - |
| **Total Personnel Services** | **$132** | **$6,700** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | - | 250 | - | - | - |
| 6100 Contractual Services | 5,487 | 108,092 | 289,500 | 269,000 | 269,000 | 269,000 |
| 6101 Other Services | 53 | 869 | 3,500 | 5,000 | 5,000 | 5,000 |
| **Total Materials & Services** | **$5,540** | **$108,961** | **$293,250** | **$274,000** | **$274,000** | **$274,000** |
| **Capital Outlay** | | | | | | |
| 7035 Land | - | - | - | 50,000 | 50,000 | 50,000 |
| 7040 Construction - Infrastructure | - | - | 265,000 | 200,000 | 200,000 | 200,000 |
| 7050 Capital Reserve | - | - | 7,313,417 | 9,723,086 | 9,723,086 | 9,723,086 |
| **Total Capital Outlay** | **$0** | **$0** | **$7,578,417** | **$9,973,086** | **$9,973,086** | **$9,973,086** |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | - | - | 833,333 | 1,137,914 | 1,137,914 | 1,137,914 |
| **Total Transfers** | **$0** | **$0** | **$833,333** | **$1,137,914** | **$1,137,914** | **$1,137,914** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 5,265,202 | 7,873,220 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$5,265,202** | **$7,873,220** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$5,270,874** | **$7,988,881** | **$8,705,000** | **$11,385,000** | **$11,385,000** | **$11,385,000** |

## Special Assessments Fund (220)

This fund accounts for revenues and expenditures related to Local Improvement Districts (LID). The City has paid off the debt related to LIDs but is receiving contract payments from property owners who financed their portion of the cost. The residual proceeds are being used to maintain the downtown area of Hillsboro.

| Special Assessments Fund (220) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 303,677 | 145,830 | 110,000 | 47,500 | (62,500) | -57% |
| Interest | 5,691 | 2,180 | 2,000 | 2,250 | 250 | 13% |
| Miscellaneous | 29,412 | 3,188 | 2,000 | 2,000 | - | 0% |
| **Total Special Assessments Fund** | **$338,780** | **$151,198** | **$114,000** | **$51,750** | **($62,250)** | **-55%** |

| Special Assessments Fund (220) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 9,858 | 25,581 | - | - | - | 0% |
| Materials & Services | 5,112 | 20,587 | - | 20,000 | 20,000 | 0% |
| Capital Outlay | 67,980 | 19,565 | 114,000 | 31,750 | (82,250) | -72% |
| Transfers | 110,000 | - | - | - | - | 0% |
| Unapprop Fund Bal | 145,830 | 85,465 | - | - | - | 0% |
| **Total Special Assessments Fund** | **$338,780** | **$151,198** | **$114,000** | **$51,750** | **($62,250)** | **-55%** |

| Special Assessments Fund (220) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 338,780 | 151,198 | 114,000 | 51,750 | (62,250) | -55% |
| **Total Special Assessments Fund** | **$338,780** | **$151,198** | **$114,000** | **$51,750** | **($62,250)** | **-55%** |

## Special Assessments Fund (220)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 5,691 | 2,180 | 2,000 | 2,250 | 2,250 | 2,250 |
| **Total Interest** | **$5,691** | **$2,180** | **$2,000** | **$2,250** | **$2,250** | **$2,250** |
| **Miscellaneous** | | | | | | |
| 4611 Principal Unbonded | - | 75 | - | - | - | - |
| 4612 Principal Bonded Liens | - | 516 | - | - | - | - |
| 4627 Assessment | 693 | 935 | - | - | - | - |
| 4628 1999 Lid Issue | 28,719 | 1,652 | 2,000 | 2,000 | 2,000 | 2,000 |
| 4600 Miscellaneous Income | - | 10 | - | - | - | - |
| **Total Miscellaneous** | **$29,412** | **$3,188** | **$2,000** | **$2,000** | **$2,000** | **$2,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 303,677 | 145,830 | 110,000 | 47,500 | 47,500 | 47,500 |
| **Total Beginning Work Cap** | **$303,677** | **$145,830** | **$110,000** | **$47,500** | **$47,500** | **$47,500** |
| **Total Resources** | **$338,780** | **$151,198** | **$114,000** | **$51,750** | **$51,750** | **$51,750** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 6,891 | 16,759 | - | - | - | - |
| 5010 Extra Labor | - | 928 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 1,290 | 3,959 | - | - | - | - |
| 5303 PERS | 859 | 1,860 | - | - | - | - |
| 5399 Other Benefits and Taxes | 818 | 2,075 | - | - | - | - |
| **Total Personnel Services** | **$9,858** | **$25,581** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6005 Advertising/Promotion | - | 766 | - | - | - | - |
| 6100 Contractual Services | 545 | 15,375 | - | 20,000 | 20,000 | 20,000 |
| 6402 Maintenance Supplies | 4,567 | 4,446 | - | - | - | - |
| **Total Materials & Services** | **$5,112** | **$20,587** | **$0** | **$20,000** | **$20,000** | **$20,000** |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 67,980 | 19,565 | 100,000 | - | - | - |
| 7050 Capital Reserve | - | - | 14,000 | 31,750 | 31,750 | 31,750 |
| **Total Capital Outlay** | **$67,980** | **$19,565** | **$114,000** | **$31,750** | **$31,750** | **$31,750** |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 110,000 | - | - | - | - | - |
| **Total Transfers** | **$110,000** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 145,830 | 85,465 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$145,830** | **$85,465** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$338,780** | **$151,198** | **$114,000** | **$51,750** | **$51,750** | **$51,750** |

## Wetland Mitigation Fund (232)

This fund provides resources for ongoing maintenance of completed Wetland Mitigation projects at the Jackson Bottom Wetlands Preserve.

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
|---|---|---|---|---|---|---|
| Wetland Mitigation Fund (232) | - | - | 119,000 | 118,640 | (360) | 0% |
| **Total Special Revenue Funds** | **$0** | **$0** | **$119,000** | **$118,640** | **($360)** | **0%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | - | - | - | 118,140 | 118,140 | 0% |
| Interest | - | - | 1,000 | 500 | (500) | -50% |
| Other Financing Src | - | - | 118,000 | - | (118,000) | -100% |
| **Total Special Revenue Funds** | **$0** | **$0** | **$119,000** | **$118,640** | **($360)** | **0%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | - | - | 10,000 | 10,000 | - | 0% |
| Unapprop Fund Bal | - | - | 109,000 | 108,640 | (360) | 0% |
| **Total Special Revenue Funds** | **$0** | **$0** | **$119,000** | **$118,640** | **($360)** | **0%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Parks and Recreation | - | - | 119,000 | 118,640 | (360) | 0% |
| **Total Special Revenue Funds** | **$0** | **$0** | **$119,000** | **$118,640** | **($360)** | **0%** |

## Wetland Mitigation Fund (232)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | - | - | 1,000 | 500 | 500 | 500 |
| **Total Interest** | **$0** | **$0** | **$1,000** | **$500** | **$500** | **$500** |
| **Other Financing Src** | | | | | | |
| 4477 Transfer from Parks Capital Fund | - | - | 118,000 | - | - | - |
| **Total Other Financing Src** | **$0** | **$0** | **$118,000** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | - | - | - | 118,140 | 118,140 | 118,140 |
| **Total Beginning Work Cap** | **$0** | **$0** | **$0** | **$118,140** | **$118,140** | **$118,140** |
| **Total Resources** | **$0** | **$0** | **$119,000** | **$118,640** | **$118,640** | **$118,640** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | - | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | **$0** | **$0** | **$10,000** | **$10,000** | **$10,000** | **$10,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | - | - | 109,000 | 108,640 | 108,640 | 108,640 |
| **Total Unapprop Fund Bal** | **$0** | **$0** | **$109,000** | **$108,640** | **$108,640** | **$108,640** |
| **Total Requirements** | **$0** | **$0** | **$119,000** | **$118,640** | **$118,640** | **$118,640** |

## Building Fund (540)

This fund accounts for the revenues and operating costs for providing building inspection and permit services.

| Building Fund (540) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 7,352,137 | 8,636,674 | 11,250,000 | 22,086,000 | 10,836,000 | 96% |
| Taxes | 1,146,169 | - | - | - | - | 0% |
| Licenses and Permits | 6,536,082 | 17,083,206 | 4,197,500 | 2,897,000 | (1,300,500) | -31% |
| Interest | 73,190 | 67,356 | 65,000 | 75,000 | 10,000 | 15% |
| Grants and Donations | - | 4,155 | - | - | - | 0% |
| Miscellaneous | 14,713 | 761 | - | 500 | 500 | 0% |
| **Total Building Fund** | **$15,122,291** | **$25,792,152** | **$15,512,500** | **$25,058,500** | **$9,546,000** | **62%** |

| Building Fund (540) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 2,881,985 | 3,421,832 | 4,931,011 | 5,040,023 | 109,012 | 2% |
| Materials & Services | 1,646,879 | 1,411,607 | 1,678,000 | 1,163,700 | (514,300) | -31% |
| Capital Outlay | 177,900 | 483,113 | 170,000 | 100,000 | (70,000) | -41% |
| Special Payments | 1,778,853 | 930,763 | 1,291,449 | 1,321,808 | 30,359 | 2% |
| Transfers | - | 790,070 | 255,000 | 4,200,000 | 3,945,000 | 1547% |
| Contingency | - | - | 6,000,000 | 6,000,000 | - | 0% |
| Unapprop Fund Bal | 8,636,674 | 18,754,767 | 1,187,040 | 7,232,969 | 6,045,929 | 509% |
| **Total Building Fund** | **$15,122,291** | **$25,792,152** | **$15,512,500** | **$25,058,500** | **$9,546,000** | **62%** |

| Building Fund (540) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Building | 15,122,291 | 25,792,152 | 15,512,500 | 25,058,500 | 9,546,000 | 62% |
| **Total Building Fund** | **$15,122,291** | **$25,792,152** | **$15,512,500** | **$25,058,500** | **$9,546,000** | **62%** |

## Building Fund (540)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Taxes** | | | | | | |
| 4020 Metro Excise Tax | 277,580 | - | - | - | - | - |
| 4025 Construction Excise Tax - Hillsbor | 818,508 | - | - | - | - | - |
| 4027 Construction Excise Tax - Beavert | 50,081 | - | - | - | - | - |
| **Total Taxes** | **$1,146,169** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Licenses and Permits** | | | | | | |
| 4026 Cet Admin Fee - Hillsboro | 33,953 | 33,930 | 15,000 | 15,000 | 15,000 | 15,000 |
| 4028 Cet Admin Fee - Beaverton | 1,432 | 4,357 | 1,000 | 1,000 | 1,000 | 1,000 |
| 4029 Metro CET Admin Fee | 14,616 | 16,933 | 11,000 | 11,000 | 11,000 | 11,000 |
| 4115 Building Department Permits | 2,240,004 | 6,229,693 | 1,500,000 | 1,000,000 | 1,000,000 | 1,000,000 |
| 4116 Plan Check Fees | 1,491,270 | 5,827,472 | 1,100,000 | 750,000 | 750,000 | 750,000 |
| 4117 Fire and Safety Plan Check Fee | 678,446 | 3,177,587 | 550,000 | 300,000 | 300,000 | 300,000 |
| 4118 Building - Electrical Implant Fee | 1,589 | - | 500 | - | - | - |
| 4119 Building Mechanical Permits | 274,659 | 643,848 | 350,000 | 275,000 | 275,000 | 275,000 |
| 4120 Building Plumbing Permits | 357,812 | 431,057 | 250,000 | 200,000 | 200,000 | 200,000 |
| 4121 Building Electrical Permits | 835,002 | 593,587 | 375,000 | 300,000 | 300,000 | 300,000 |
| 4122 Building State Surcharge | 448,328 | - | - | - | - | - |
| 4127 Electrical Plan Check Fees | 103,368 | 81,100 | 40,000 | 40,000 | 40,000 | 40,000 |
| 4128 Master Electrical Permit | 55,603 | 43,642 | 5,000 | 5,000 | 5,000 | 5,000 |
| **Total Licenses and Permits** | **$6,536,082** | **$17,083,206** | **$4,197,500** | **$2,897,000** | **$2,897,000** | **$2,897,000** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 73,190 | 67,356 | 65,000 | 75,000 | 75,000 | 75,000 |
| **Total Interest** | **$73,190** | **$67,356** | **$65,000** | **$75,000** | **$75,000** | **$75,000** |
| **Grants and Donations** | | | | | | |
| 4277 Grants - Other | - | 4,155 | - | - | - | - |
| **Total Grants and Donations** | **$0** | **$4,155** | **$0** | **$0** | **$0** | **$0** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 8,277 | 761 | - | 500 | 500 | 500 |
| 4601 Sale of Surplus Property | 6,361 | - | - | - | - | - |
| 4616 NSF Fees | 75 | - | - | - | - | - |
| **Total Miscellaneous** | **$14,713** | **$761** | **$0** | **$500** | **$500** | **$500** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 7,352,137 | 8,636,674 | 11,250,000 | 22,086,000 | 22,086,000 | 22,086,000 |
| **Total Beginning Work Cap** | **$7,352,137** | **$8,636,674** | **$11,250,000** | **$22,086,000** | **$22,086,000** | **$22,086,000** |
| **Total Resources** | **$15,122,291** | **$25,792,152** | **$15,512,500** | **$25,058,500** | **$25,058,500** | **$25,058,500** |

## Building Fund (540)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,960,864 | 2,349,520 | 3,167,845 | 3,253,200 | 3,253,200 | 3,253,200 |
| 5005 Salaries - Part-Time | 48,037 | 28,022 | 46,209 | 46,948 | 46,948 | 46,948 |
| 5010 Extra Labor | 21,476 | 12,442 | 50,000 | 50,000 | 50,000 | 50,000 |
| 5100 Overtime | 59,934 | 72,626 | 200,000 | 200,000 | 200,000 | 200,000 |
| 5301 Med/Den/Vis Insurance | 385,405 | 483,600 | 640,763 | 649,386 | 649,386 | 649,386 |
| 5303 PERS | 211,800 | 243,491 | 421,536 | 336,071 | 336,071 | 336,071 |
| 5308 VEBA | - | 37 | 63,357 | 65,072 | 65,072 | 65,072 |
| 5309 PERS Stabilization | - | - | - | 103,918 | 103,918 | 103,918 |
| 5399 Other Benefits and Taxes | 194,469 | 232,094 | 341,301 | 335,428 | 335,428 | 335,428 |
| **Total Personnel Services** | **$2,881,985** | **$3,421,832** | **$4,931,011** | **$5,040,023** | **$5,040,023** | **$5,040,023** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 106,086 | 54,801 | 87,000 | 40,000 | 40,000 | 40,000 |
| 6001 Communications Services | 23,472 | 26,853 | 20,000 | 50,000 | 50,000 | 50,000 |
| 6002 Travel/Training/Dues | 33,969 | 55,065 | 100,000 | 100,000 | 100,000 | 100,000 |
| 6003 Postage | 1,698 | 2,865 | 5,000 | 3,000 | 3,000 | 3,000 |
| 6004 Program Supplies/Materials | 36,013 | 9,812 | 25,000 | 30,000 | 30,000 | 30,000 |
| 6005 Advertising/Promotion | 2,245 | 22,193 | 75,000 | 95,000 | 95,000 | 95,000 |
| 6007 Printing | 18,649 | 13,122 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6100 Contractual Services | 961,446 | 1,143,160 | 1,232,000 | 698,200 | 698,200 | 698,200 |
| 6101 Other Services | 1,677 | 3,640 | 10,000 | 35,000 | 35,000 | 35,000 |
| 6200 Fuel/Oil | 13,837 | 13,196 | 18,000 | 18,000 | 18,000 | 18,000 |
| 6300 Uniforms | 2,786 | 3,706 | 20,000 | 5,000 | 5,000 | 5,000 |
| 6301 Safety Supplies | 1,353 | 2,951 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6400 Utilities | - | 5,989 | 16,000 | - | - | - |
| 6402 Maintenance Supplies | - | 832 | 4,000 | 3,500 | 3,500 | 3,500 |
| 6403 Small Tools and Equipment | 154 | 200 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6409 Computer Software | 1,185 | 7,795 | 20,000 | 10,000 | 10,000 | 10,000 |
| 6410 Computer Hardware | 49 | 42,189 | 10,000 | 30,000 | 30,000 | 30,000 |
| 6416 Equipment Maintenance | 469 | 917 | 5,000 | 15,000 | 15,000 | 15,000 |
| 6419 Personal Protective Equipment | 1,614 | 2,321 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6600 State Surcharge | 440,177 | - | - | - | - | - |
| **Total Materials & Services** | **$1,646,879** | **$1,411,607** | **$1,678,000** | **$1,163,700** | **$1,163,700** | **$1,163,700** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 93,169 | 140,431 | 60,000 | - | - | - |
| 7002 Non-License Appar and Equipme | - | 83,292 | - | - | - | - |
| 7010 Office Equipment | - | 8,706 | - | - | - | - |
| 7020 Computer Hardware | - | 89,988 | - | - | - | - |
| 7030 Facilities and Improvements | 76,880 | 124,605 | 10,000 | - | - | - |
| 7032 Facilities Equipment | 7,851 | 36,091 | - | - | - | - |
| 7050 Capital Reserve | - | - | 100,000 | 100,000 | 100,000 | 100,000 |
| **Total Capital Outlay** | **$177,900** | **$483,113** | **$170,000** | **$100,000** | **$100,000** | **$100,000** |

**Building Fund (540)**

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Special Payments** | | | | | | |
| 8007 Metro Excise Tax Payment | 188,752 | - | - | - | - | - |
| 8008 Facilities Depreciation | 13,572 | 33,140 | 30,606 | 33,735 | 33,735 | 33,735 |
| 8009 Support Services Charge | 588,385 | 686,802 | 997,871 | 997,213 | 997,213 | 997,213 |
| 8010 Equipment Depreciation | 24,498 | 34,671 | 34,671 | 40,875 | 40,875 | 40,875 |
| 8011 Facilities Charge | 103,413 | 119,859 | 151,520 | 165,350 | 165,350 | 165,350 |
| 8018 Insurance | 22,688 | 25,157 | 35,250 | 35,250 | 35,250 | 35,250 |
| 8024 Fleet Services Charge | 31,254 | 31,134 | 41,531 | 49,385 | 49,385 | 49,385 |
| 8032 Hillsboro Cet Payments | 756,210 | - | - | - | - | - |
| 8033 Beaverton Cet Payments | 50,081 | - | - | - | - | - |
| **Total Special Payments** | **$1,778,853** | **$930,763** | **$1,291,449** | **$1,321,808** | **$1,321,808** | **$1,321,808** |
| **Transfers** | | | | | | |
| 8202 Transfer to Support Services | - | 790,070 | 100,000 | 450,000 | 450,000 | 450,000 |
| 8209 Transfer to Facilities Managemen | - | - | 155,000 | 750,000 | 750,000 | 750,000 |
| 8212 Transfer to Parks SDC Fund | - | - | - | - | 3,000,000 | 3,000,000 |
| **Total Transfers** | **$0** | **$790,070** | **$255,000** | **$1,200,000** | **$4,200,000** | **$4,200,000** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 6,000,000 | 6,000,000 | 6,000,000 | 6,000,000 |
| **Total Contingency** | **$0** | **$0** | **$6,000,000** | **$6,000,000** | **$6,000,000** | **$6,000,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 8,636,674 | 18,754,767 | 1,187,040 | 10,232,969 | 7,232,969 | 7,232,969 |
| **Total Unapprop Fund Bal** | **$8,636,674** | **$18,754,767** | **$1,187,040** | **$10,232,969** | **$7,232,969** | **$7,232,969** |
| **Total Requirements** | **$15,122,291** | **$25,792,152** | **$15,512,500** | **$25,058,500** | **$25,058,500** | **$25,058,500** |

# Debt Service Funds

# Debt Service Fund

Summary

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| HEDC Tax Increment Fund (310) | 116,010 | 156,925 | 159,150 | 365,000 | 205,850 | 129% |
| SIP FFC Debt Service Fund (320) | - | - | - | 8,473,000 | 8,473,000 | 0% |
| **Total Debt Service Funds** | **$116,010** | **$156,925** | **$159,150** | **$8,838,000** | **$8,678,850** | **5453%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | - | 710 | 150 | 5,000 | 4,850 | 3233% |
| Taxes | 115,599 | 154,665 | 158,000 | 357,000 | 199,000 | 126% |
| Interest | 400 | 483 | 1,000 | 18,000 | 17,000 | 1700% |
| Other Financing Src | - | - | - | 1,650,000 | 1,650,000 | 0% |
| Miscellaneous | 11 | 1,067 | - | 6,808,000 | 6,808,000 | 0% |
| **Total Debt Service Funds** | **$116,010** | **$156,925** | **$159,150** | **$8,838,000** | **$8,678,850** | **5453%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Capital Outlay | - | - | - | 1,067,116 | 1,067,116 | 0% |
| Special Payments | - | - | - | - | - | 0% |
| Debt Service | - | - | - | 4,304,302 | 4,304,302 | 0% |
| Transfers | 115,300 | 151,000 | 159,000 | 3,450,651 | 3,291,651 | 2070% |
| Contingency | - | - | 150 | 15,931 | 15,781 | 10521% |
| Unapprop Fund Bal | 710 | 5,925 | - | - | - | 0% |
| **Total Debt Service Funds** | **$116,010** | **$156,925** | **$159,150** | **$8,838,000** | **$8,678,850** | **5453%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Special Expenditures | - | - | - | 8,473,000 | 8,473,000 | 0% |
| Economic Development | 116,010 | 156,925 | 159,150 | 365,000 | 205,850 | 129% |
| **Total Debt Service Funds** | **$116,010** | **$156,925** | **$159,150** | **$8,838,000** | **$8,678,850** | **5453%** |

## Hillsboro Economic Development Council Tax Increment Fund (310)

This fund accounts for the tax increment collections, payment of principal and interest on tax increment bonds and other contractual obligations.

| HEDC Tax Increment Fund (310) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | - | 710 | 150 | 5,000 | 4,850 | 3233% |
| Taxes | 115,599 | 154,665 | 158,000 | 357,000 | 199,000 | 126% |
| Interest | 400 | 483 | 1,000 | 3,000 | 2,000 | 200% |
| Miscellaneous | 11 | 1,067 | - | - | - | 0% |
| **Total HEDC Tax Increment Fund** | **$116,010** | **$156,925** | **$159,150** | **$365,000** | **$205,850** | **129%** |

| HEDC Tax Increment Fund (310) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Special Payments | - | - | - | - | - | 0% |
| Debt Service | - | - | - | 144,069 | 144,069 | 0% |
| Transfers | 115,300 | 151,000 | 159,000 | 205,000 | 46,000 | 29% |
| Contingency | - | - | 150 | 15,931 | 15,781 | 10521% |
| Unapprop Fund Bal | 710 | 5,925 | - | - | - | 0% |
| **Total HEDC Tax Increment Fund** | **$116,010** | **$156,925** | **$159,150** | **$365,000** | **$205,850** | **129%** |

| HEDC Tax Increment Fund (310) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Economic Development | 116,010 | 156,925 | 159,150 | 365,000 | 205,850 | 129% |
| **Total HEDC Tax Increment Fund** | **$116,010** | **$156,925** | **$159,150** | **$365,000** | **$205,850** | **129%** |

## HEDC Tax Increment Fund (310)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Taxes** | | | | | | |
| 4000 Property Taxes | 115,208 | 153,828 | 157,000 | 355,000 | 355,000 | 355,000 |
| 4010 Property Taxes - Delinquent | 391 | 837 | 1,000 | 2,000 | 2,000 | 2,000 |
| **Total Taxes** | **$115,599** | **$154,665** | **$158,000** | **$357,000** | **$357,000** | **$357,000** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 400 | 483 | 1,000 | 3,000 | 3,000 | 3,000 |
| **Total Interest** | **$400** | **$483** | **$1,000** | **$3,000** | **$3,000** | **$3,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 11 | 20 | - | - | - | - |
| 4608 Strategic Investment Prog Reven | - | 1,047 | - | - | - | - |
| **Total Miscellaneous** | **$11** | **$1,067** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | - | 710 | 150 | 5,000 | 5,000 | 5,000 |
| **Total Beginning Work Cap** | **$0** | **$710** | **$150** | **$5,000** | **$5,000** | **$5,000** |
| **Total Resources** | **$116,010** | **$156,925** | **$159,150** | **$365,000** | **$365,000** | **$365,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Debt Service** | | | | | | |
| 8100 Bond Principal | - | - | - | 107,136 | 107,136 | 107,136 |
| 8101 Bond Interest | - | - | - | 36,933 | 36,933 | 36,933 |
| **Total Debt Service** | **$0** | **$0** | **$0** | **$144,069** | **$144,069** | **$144,069** |
| **Transfers** | | | | | | |
| 8208 Transfer to HEDC | 115,300 | 151,000 | 159,000 | 205,000 | 205,000 | 205,000 |
| **Total Transfers** | **$115,300** | **$151,000** | **$159,000** | **$205,000** | **$205,000** | **$205,000** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 150 | 15,931 | 15,931 | 15,931 |
| **Total Contingency** | **$0** | **$0** | **$150** | **$15,931** | **$15,931** | **$15,931** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 710 | 5,925 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$710** | **$5,925** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$116,010** | **$156,925** | **$159,150** | **$365,000** | **$365,000** | **$365,000** |

## Strategic Investment Program (SIP) Full Faith and Credit (FFC) Debt Service Fund (320)

This fund was established to account for the SIP revenues and the FFC debt service that is paid for with these revenues. In addition to the debt service, SIP revenues are used to help fund the City's pavement management program and one-time capital expenses. These revenues and the debt service expenses were previously budgeted in the Facilities Fund, but have been moved to this fund for better tracking and transparency. Please see the SIP narrative in the Revenue Section to learn more about this revenue.

| SIP FFC Debt Service Fund (320) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Interest | - | - | - | 15,000 | 15,000 | 0% |
| Other Financing Src | - | - | - | 1,650,000 | 1,650,000 | 0% |
| Miscellaneous | - | - | - | 6,808,000 | 6,808,000 | 0% |
| **Total SIP FFC Debt Service Fund** | **$0** | **$0** | **$0** | **$8,473,000** | **$8,473,000** | **0%** |

| SIP FFC Debt Service Fund (320) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Capital Outlay | - | - | - | 1,067,116 | 1,067,116 | 0% |
| Debt Service | - | - | - | 4,160,233 | 4,160,233 | 0% |
| Transfers | - | - | - | 3,245,651 | 3,245,651 | 0% |
| **Total SIP FFC Debt Service Fund** | **$0** | **$0** | **$0** | **$8,473,000** | **$8,473,000** | **0%** |

| SIP FFC Debt Service Fund (320) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Special Expenditures | - | - | - | 8,473,000 | 8,473,000 | 0% |
| **Total SIP FFC Debt Service Fund** | **$0** | **$0** | **$0** | **$8,473,000** | **$8,473,000** | **0%** |

## SIP FFC Debt Service Fund (320)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | - | - | - | 15,000 | 15,000 | 15,000 |
| **Total Interest** | **$0** | **$0** | **$0** | **$15,000** | **$15,000** | **$15,000** |
| **Other Financing Src** | | | | | | |
| 4452 Transfer from Facilities Managem | - | - | - | 1,650,000 | 1,650,000 | 1,650,000 |
| **Total Other Financing Src** | **$0** | **$0** | **$0** | **$1,650,000** | **$1,650,000** | **$1,650,000** |
| **Miscellaneous** | | | | | | |
| 4608 Strategic Investment Prog Reven | - | - | - | 6,500,000 | 6,500,000 | 6,500,000 |
| 4610 Leasehold Revenues | - | - | - | 150,000 | 150,000 | 255,000 |
| 4633 RZEDB Tax Subsidy | - | - | - | 53,000 | 53,000 | 53,000 |
| **Total Miscellaneous** | **$0** | **$0** | **$0** | **$6,703,000** | **$6,703,000** | **$6,808,000** |
| **Total Resources** | **$0** | **$0** | **$0** | **$8,368,000** | **$8,368,000** | **$8,473,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | - | 1,181,553 | 962,116 | 1,067,116 |
| **Total Capital Outlay** | **$0** | **$0** | **$0** | **$1,181,553** | **$962,116** | **$1,067,116** |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | - | - | - | 2,385,000 | 2,385,000 | 2,385,000 |
| 8101 Bond Interest | - | - | - | 1,775,233 | 1,775,233 | 1,775,233 |
| **Total Debt Service** | **$0** | **$0** | **$0** | **$4,160,233** | **$4,160,233** | **$4,160,233** |
| **Transfers** | | | | | | |
| 8202 Transfer to Support Services | - | - | - | 750,000 | 750,000 | 750,000 |
| 8204 Transfer to Parks Capital Proj Fun | - | - | - | 529,000 | 529,000 | 529,000 |
| 8209 Transfer to Facilities Managemen | - | - | - | 747,214 | 966,651 | 966,651 |
| 8218 Transfer to TUF PMP | - | - | - | 1,000,000 | 1,000,000 | 1,000,000 |
| **Total Transfers** | **$0** | **$0** | **$0** | **$3,026,214** | **$3,245,651** | **$3,245,651** |
| **Total Requirements** | **$0** | **$0** | **$0** | **$8,368,000** | **$8,368,000** | **$8,473,000** |

# Capital Projects Funds

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| HEDC General Fund (400) | 247,480 | 584,544 | 180,500 | 541,337 | 360,837 | 200% |
| Parks Capital Projects Fund (410) | 2,046,797 | 5,410,238 | 4,373,257 | 4,605,711 | 232,454 | 5% |
| Gainshare CAP Projects (420) | - | - | - | 20,868,592 | 20,868,592 | 0% |
| **Total Capital Projects Funds** | **$2,294,277** | **$5,994,782** | **$4,553,757** | **$26,015,640** | **$21,461,883** | **471%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 31,065 | 110,560 | 174,500 | 375,837 | 201,337 | 115% |
| Interest | (5,581) | (3,765) | 257 | 101,211 | 100,954 | 39282% |
| Grants and Donations | 90,852 | 481,828 | 473,000 | 70,000 | (403,000) | -85% |
| Other Financing Src | 2,015,300 | 4,976,000 | 3,906,000 | 15,968,592 | 12,062,592 | 309% |
| Miscellaneous | 162,641 | 430,159 | - | 9,500,000 | 9,500,000 | 0% |
| **Total Capital Projects Funds** | **$2,294,277** | **$5,994,782** | **$4,553,757** | **$26,015,640** | **$21,461,883** | **471%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 18,033 | 47,738 | 122,258 | 90,711 | (31,547) | -26% |
| Materials & Services | 229,146 | 670,940 | 792,500 | 1,375,000 | 582,500 | 74% |
| Capital Outlay | 1,936,538 | 5,014,589 | 3,375,500 | 17,562,429 | 14,186,929 | 420% |
| Debt Service | - | - | 145,000 | - | (145,000) | -100% |
| Transfers | - | - | 118,000 | 6,987,500 | 6,869,500 | 5822% |
| Contingency | - | - | 499 | - | (499) | -100% |
| Unapprop Fund Bal | 110,560 | 261,515 | - | - | - | 0% |
| **Total Capital Projects Funds** | **$2,294,277** | **$5,994,782** | **$4,553,757** | **$26,015,640** | **$21,461,883** | **471%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Parks and Recreation | 2,046,797 | 5,410,238 | 4,373,257 | 4,605,711 | 232,454 | 5% |
| Special Expenditures | - | - | - | 20,868,592 | 20,868,592 | 0% |
| Economic Development | 247,480 | 584,544 | 180,500 | 541,337 | 360,837 | 200% |
| **Total Capital Projects Funds** | **$2,294,277** | **$5,994,782** | **$4,553,757** | **$26,015,640** | **$21,461,883** | **471%** |

## Hillsboro Economic Development Council General Fund (400)

This fund was originally created to account for the Ronler Acres Urban Renewal District. This District was closed out in 2000. Remaining reserves in this fund originated from the purchase and sale of land and have been used to partially fund the Economic Development Fund (120) via annual transfers. In 2010-11, remaining balances were moved to the Economic Development Fund. This fund now accounts for expenditures related to the Downtown Urban Renewal District.

| HEDC General Fund (400) Resources | | | | | Change from 2013-14 | |
|---|---|---|---|---|---|---|
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
| Beginning Work Cap | - | 70,811 | 21,500 | 336,337 | 314,837 | 1464% |
| Interest | 230 | (120) | - | - | - | 0% |
| Grants and Donations | 31,950 | 68,050 | - | - | - | 0% |
| Other Financing Src | 115,300 | 151,000 | 159,000 | 205,000 | 46,000 | 29% |
| Miscellaneous | 100,000 | 294,803 | - | - | - | 0% |
| **Total HEDC General Fund** | **$247,480** | **$584,544** | **$180,500** | **$541,337** | **$360,837** | **200%** |

| HEDC General Fund (400) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | - | - | 1 | - | (1) | -100% |
| Materials & Services | 176,669 | 364,154 | 35,000 | 60,000 | 25,000 | 71% |
| Capital Outlay | - | - | - | 481,337 | 481,337 | 0% |
| Debt Service | - | - | 145,000 | - | (145,000) | -100% |
| Contingency | - | - | 499 | - | (499) | -100% |
| Unapprop Fund Bal | 70,811 | 220,390 | - | - | - | 0% |
| **Total HEDC General Fund** | **$247,480** | **$584,544** | **$180,500** | **$541,337** | **$360,837** | **200%** |

| HEDC General Fund (400) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Economic Development | 247,480 | 584,544 | 180,500 | 541,337 | 360,837 | 200% |
| **Total HEDC General Fund** | **$247,480** | **$584,544** | **$180,500** | **$541,337** | **$360,837** | **200%** |

## HEDC General Fund (400)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 230 | (120) | - | - | - | - |
| **Total Interest** | **$230** | **($120)** | **$0** | **$0** | **$0** | **$0** |
| **Grants and Donations** | | | | | | |
| 4277 Grants - Other | 31,950 | 68,050 | - | - | - | - |
| **Total Grants and Donations** | **$31,950** | **$68,050** | **$0** | **$0** | **$0** | **$0** |
| **Other Financing Src** | | | | | | |
| 4451 Transfer from HEDC | 115,300 | 151,000 | 159,000 | 205,000 | 205,000 | 205,000 |
| **Total Other Financing Src** | **$115,300** | **$151,000** | **$159,000** | **$205,000** | **$205,000** | **$205,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 100,000 | - | - | - | - | - |
| 4609 Bond Proceeds | - | 294,803 | - | - | - | - |
| **Total Miscellaneous** | **$100,000** | **$294,803** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | - | 70,811 | 21,500 | 336,337 | 336,337 | 336,337 |
| **Total Beginning Work Cap** | **$0** | **$70,811** | **$21,500** | **$336,337** | **$336,337** | **$336,337** |
| **Total Resources** | **$247,480** | **$584,544** | **$180,500** | **$541,337** | **$541,337** | **$541,337** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | - | - | 1 | - | - | - |
| **Total Personnel Services** | **$0** | **$0** | **$1** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 3 | - | - | - | - |
| 6100 Contractual Services | 176,669 | 364,151 | 35,000 | 60,000 | 60,000 | 60,000 |
| **Total Materials & Services** | **$176,669** | **$364,154** | **$35,000** | **$60,000** | **$60,000** | **$60,000** |
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | - | 481,337 | 481,337 | 481,337 |
| **Total Capital Outlay** | **$0** | **$0** | **$0** | **$481,337** | **$481,337** | **$481,337** |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | - | - | 109,000 | - | - | - |
| 8101 Bond Interest | - | - | 36,000 | - | - | - |
| **Total Debt Service** | **$0** | **$0** | **$145,000** | **$0** | **$0** | **$0** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 499 | - | - | - |
| **Total Contingency** | **$0** | **$0** | **$499** | **$0** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 70,811 | 220,390 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$70,811** | **$220,390** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$247,480** | **$584,544** | **$180,500** | **$541,337** | **$541,337** | **$541,337** |

## Parks Capital Projects Fund (410)

This fund is used to account for park acquisition and development projects. Resources are provided by federal and state grants, as well as annual transfers from the parks system development charges fund for projects eligible for the use of SDC's.

| Parks Capital Projects Fund (410) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 31,065 | 39,749 | 153,000 | 39,500 | (113,500) | -74% |
| Interest | (5,811) | (3,645) | 257 | 1,211 | 954 | 371% |
| Grants and Donations | 58,902 | 413,778 | 473,000 | 70,000 | (403,000) | -85% |
| Other Financing Src | 1,900,000 | 4,825,000 | 3,747,000 | 4,495,000 | 748,000 | 20% |
| Miscellaneous | 62,641 | 135,356 | - | - | - | 0% |
| **Total Parks Capital Projects Fund** | **$2,046,797** | **$5,410,238** | **$4,373,257** | **$4,605,711** | **$232,454** | **5%** |

| Parks Capital Projects Fund (410) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 18,033 | 47,738 | 122,257 | 90,711 | (31,546) | -26% |
| Materials & Services | 52,477 | 306,786 | 757,500 | 1,315,000 | 557,500 | 74% |
| Capital Outlay | 1,936,538 | 5,014,589 | 3,375,500 | 3,200,000 | (175,500) | -5% |
| Transfers | - | - | 118,000 | - | (118,000) | -100% |
| Unapprop Fund Bal | 39,749 | 41,125 | - | - | - | 0% |
| **Total Parks Capital Projects Fund** | **$2,046,797** | **$5,410,238** | **$4,373,257** | **$4,605,711** | **$232,454** | **5%** |

| Parks Capital Projects Fund (410) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Parks and Recreation | 2,046,797 | 5,410,238 | 4,373,257 | 4,605,711 | 232,454 | 5% |
| **Total Parks Capital Projects Fund** | **$2,046,797** | **$5,410,238** | **$4,373,257** | **$4,605,711** | **$232,454** | **5%** |

## Parks Capital Projects Fund (410)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | (5,811) | (3,645) | 257 | 1,211 | 1,211 | 1,211 |
| **Total Interest** | **($5,811)** | **($3,645)** | **$257** | **$1,211** | **$1,211** | **$1,211** |
| **Grants and Donations** | | | | | | |
| 4270 Donations | - | 7,200 | - | - | - | - |
| 4275 Grants - Federal | 58,902 | 406,578 | 120,000 | - | - | - |
| 4276 Grants - State | - | - | 353,000 | 70,000 | 70,000 | 70,000 |
| **Total Grants and Donations** | **$58,902** | **$413,778** | **$473,000** | **$70,000** | **$70,000** | **$70,000** |
| **Other Financing Src** | | | | | | |
| 4459 Transfer from Parks SDC Fund | 1,900,000 | 4,825,000 | 3,747,000 | 3,966,000 | 3,966,000 | 3,966,000 |
| 4478 Transfer from SIP FFC Fund | - | - | - | 529,000 | 529,000 | 529,000 |
| **Total Other Financing Src** | **$1,900,000** | **$4,825,000** | **$3,747,000** | **$4,495,000** | **$4,495,000** | **$4,495,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 50,155 | 119,624 | - | - | - | - |
| 4610 Leasehold Revenues | 12,486 | 15,732 | - | - | - | - |
| **Total Miscellaneous** | **$62,641** | **$135,356** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 31,065 | 39,749 | 153,000 | 39,500 | 39,500 | 39,500 |
| **Total Beginning Work Cap** | **$31,065** | **$39,749** | **$153,000** | **$39,500** | **$39,500** | **$39,500** |
| **Total Resources** | **$2,046,797** | **$5,410,238** | **$4,373,257** | **$4,605,711** | **$4,605,711** | **$4,605,711** |

## Parks Capital Projects Fund (410)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 12,415 | 32,449 | 95,073 | 60,998 | 60,998 | 60,998 |
| 5301 Med/Den/Vis Insurance | 2,670 | 9,657 | 15,229 | 15,962 | 15,962 | 15,962 |
| 5303 PERS | 1,554 | 2,759 | 5,959 | 4,804 | 4,804 | 4,804 |
| 5308 VEBA | - | - | 1,102 | 1,220 | 1,220 | 1,220 |
| 5309 PERS Stabilization | - | - | - | 1,843 | 1,843 | 1,843 |
| 5399 Other Benefits and Taxes | 1,394 | 2,873 | 4,894 | 5,884 | 5,884 | 5,884 |
| **Total Personnel Services** | **$18,033** | **$47,738** | **$122,257** | **$90,711** | **$90,711** | **$90,711** |
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | - | 40 | - | - | - | - |
| 6100 Contractual Services | 52,477 | 306,746 | 757,500 | 1,315,000 | 1,315,000 | 1,315,000 |
| **Total Materials & Services** | **$52,477** | **$306,786** | **$757,500** | **$1,315,000** | **$1,315,000** | **$1,315,000** |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 308,369 | 1,321,118 | 815,500 | 1,200,000 | 1,200,000 | 1,200,000 |
| 7035 Land | 1,561,824 | 3,693,471 | 2,560,000 | 2,000,000 | 2,000,000 | 2,000,000 |
| 7040 Construction - Infrastructure | 66,345 | - | - | - | - | - |
| **Total Capital Outlay** | **$1,936,538** | **$5,014,589** | **$3,375,500** | **$3,200,000** | **$3,200,000** | **$3,200,000** |
| **Transfers** | | | | | | |
| 8231 Transfer to Wetland Mitigation | - | - | 118,000 | - | - | - |
| **Total Transfers** | **$0** | **$0** | **$118,000** | **$0** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 39,749 | 41,125 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$39,749** | **$41,125** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$2,046,797** | **$5,410,238** | **$4,373,257** | **$4,605,711** | **$4,605,711** | **$4,605,711** |

## Gain Share Capital Projects Fund (420)

This fund was created to account for the Gain Share revenues. The City decided to use this short-term revenue for one-time capital projects and economic development activities. This revenue was originally budgeted in the Facilities Fund, but has been moved to this fund for better tracking and transparency. Please see the Gain Share narrative in the Revenue Section to learn more about this revenue.

| Gainshare CAP Projects (420) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Interest | - | - | - | 100,000 | 100,000 | 0% |
| Other Financing Src | - | - | - | 11,268,592 | 11,268,592 | 0% |
| Miscellaneous | - | - | - | 9,500,000 | 9,500,000 | 0% |
| **Total Gainshare CAP Projects** | **$0** | **$0** | **$0** | **$20,868,592** | **$20,868,592** | **0%** |

| Gainshare CAP Projects (420) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Capital Outlay | - | - | - | 13,881,092 | 13,881,092 | 0% |
| Transfers | - | - | - | 6,987,500 | 6,987,500 | 0% |
| **Total Gainshare CAP Projects** | **$0** | **$0** | **$0** | **$20,868,592** | **$20,868,592** | **0%** |

| Gainshare CAP Projects (420) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Special Expenditures | - | - | - | 20,868,592 | 20,868,592 | 0% |
| **Total Gainshare CAP Projects** | **$0** | **$0** | **$0** | **$20,868,592** | **$20,868,592** | **0%** |

## Gainshare CAP Projects (420)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | - | - | - | 100,000 | 100,000 | 100,000 |
| **Total Interest** | **$0** | **$0** | **$0** | **$100,000** | **$100,000** | **$100,000** |
| **Other Financing Src** | | | | | | |
| 4452 Transfer from Facilities Managem | - | - | - | 11,268,592 | 11,268,592 | 11,268,592 |
| **Total Other Financing Src** | **$0** | **$0** | **$0** | **$11,268,592** | **$11,268,592** | **$11,268,592** |
| **Miscellaneous** | | | | | | |
| 4636 GainShare | - | - | - | 9,500,000 | 9,500,000 | 9,500,000 |
| **Total Miscellaneous** | **$0** | **$0** | **$0** | **$9,500,000** | **$9,500,000** | **$9,500,000** |
| **Total Resources** | **$0** | **$0** | **$0** | **$20,868,592** | **$20,868,592** | **$20,868,592** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7050 Capital Reserve | - | - | - | 14,381,092 | 13,881,092 | 13,881,092 |
| **Total Capital Outlay** | **$0** | **$0** | **$0** | **$14,381,092** | **$13,881,092** | **$13,881,092** |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | - | - | - | 100,000 | 600,000 | 600,000 |
| 8201 Transfer to Transportation | - | - | - | 537,500 | 537,500 | 537,500 |
| 8203 Transfer to General Fund | - | - | - | 5,000,000 | 5,000,000 | 5,000,000 |
| 8219 Transfer to Pathways Gas Tax | - | - | - | 850,000 | 850,000 | 850,000 |
| **Total Transfers** | **$0** | **$0** | **$0** | **$6,487,500** | **$6,987,500** | **$6,987,500** |
| **Total Requirements** | **$0** | **$0** | **$0** | **$20,868,592** | **$20,868,592** | **$20,868,592** |

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# Water Funds

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Water Fund (500) | 24,956,604 | 44,111,795 | 27,172,700 | 25,951,922 | (1,220,778) | -4% |
| Water Depreciation Fund (502) | 13,972,310 | 15,271,349 | 16,141,000 | 14,701,200 | (1,439,800) | -9% |
| Water SDC Fund (504) | 28,671,141 | 40,734,065 | 28,590,800 | 43,186,000 | 14,595,200 | 51% |
| Water Debt Service Fund (506) | 3,796,736 | 3,818,558 | 3,842,800 | 3,847,750 | 4,950 | 0% |
| Water Rate Stabilization (508) | 252,102 | 379,055 | 505,700 | 632,100 | 126,400 | 25% |
| **Total Water Funds** | **$71,648,893** | **$104,314,822** | **$76,253,000** | **$88,318,972** | **$12,065,972** | **16%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 45,405,882 | 49,796,551 | 52,504,300 | 61,775,550 | 9,271,250 | 18% |
| Licenses and Permits | 5,365 | 5,850 | 15,000 | 15,000 | - | 0% |
| Charges for Services | 14,969,136 | 17,454,657 | 17,140,700 | 17,474,922 | 334,222 | 2% |
| Interest | 409,931 | 242,175 | 346,000 | 353,500 | 7,500 | 2% |
| Grants and Donations | 444,197 | - | - | - | - | 0% |
| Connection Fees | 179,255 | 283,488 | 173,500 | 173,500 | - | 0% |
| Systems Development | 7,759,893 | 17,643,213 | 1,550,000 | 4,000,000 | 2,450,000 | 158% |
| Other Financing Src | 2,248,700 | 4,030,238 | 4,340,000 | 4,340,000 | - | 0% |
| Miscellaneous | 226,534 | 14,856,580 | 183,500 | 186,500 | 3,000 | 2% |
| Insurance Premiums | - | 2,070 | - | - | - | 0% |
| **Total Water Funds** | **$71,648,893** | **$104,314,822** | **$76,253,000** | **$88,318,972** | **$12,065,972** | **16%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 3,882,896 | 4,065,097 | 4,282,711 | 4,660,936 | 378,225 | 9% |
| Materials & Services | 1,489,160 | 1,570,145 | 1,984,475 | 2,409,400 | 424,925 | 21% |
| Capital Outlay | 6,915,022 | 16,641,864 | 54,410,138 | 65,354,219 | 10,944,081 | 20% |
| Special Payments | 4,906,669 | 19,545,398 | 5,862,526 | 6,279,967 | 417,441 | 7% |
| Debt Service | 2,339,895 | 2,281,123 | 2,282,059 | 2,287,875 | 5,816 | 0% |
| Transfers | 2,318,700 | 4,100,238 | 4,640,000 | 4,410,000 | (230,000) | -5% |
| Contingency | - | - | 725,000 | 725,000 | - | 0% |
| Unapprop Fund Bal | 49,796,551 | 56,110,957 | 2,066,091 | 2,191,575 | 125,484 | 6% |
| **Total Water Funds** | **$71,648,893** | **$104,314,822** | **$76,253,000** | **$88,318,972** | **$12,065,972** | **16%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 71,648,893 | 104,314,822 | 76,253,000 | 88,318,972 | 12,065,972 | 16% |
| **Total Water Funds** | **$71,648,893** | **$104,314,822** | **$76,253,000** | **$88,318,972** | **$12,065,972** | **16%** |

## Water Fund (500)

This fund accounts for all costs related to water operation and some routine capital improvement projects of the water system for both City of Hillsboro and Hillsboro's portion of joint venture reimbursements. Its major source of revenue comes from water service charges paid by the City's water customers.

| Water Fund (500) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 9,385,287 | 11,457,050 | 9,550,000 | 8,042,000 | (1,508,000) | -16% |
| Licenses and Permits | 5,365 | 5,850 | 15,000 | 15,000 | - | 0% |
| Charges for Services | 14,969,136 | 17,454,657 | 17,140,700 | 17,474,922 | 334,222 | 2% |
| Interest | 97,746 | 53,810 | 110,000 | 60,000 | (50,000) | -45% |
| Grants and Donations | 93,281 | - | - | - | - | 0% |
| Connection Fees | 179,255 | 283,488 | 173,500 | 173,500 | - | 0% |
| Miscellaneous | 226,534 | 14,854,870 | 183,500 | 186,500 | 3,000 | 2% |
| Insurance Premiums | - | 2,070 | - | - | - | 0% |
| **Total Water Fund** | **$24,956,604** | **$44,111,795** | **$27,172,700** | **$25,951,922** | **($1,220,778)** | **-4%** |

| Water Fund (500) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 3,739,405 | 3,837,541 | 4,282,711 | 4,660,936 | 378,225 | 9% |
| Materials & Services | 1,488,810 | 1,550,619 | 1,984,125 | 2,409,000 | 424,875 | 21% |
| Capital Outlay | 1,046,320 | 4,706,344 | 9,678,338 | 7,467,019 | (2,211,319) | -23% |
| Special Payments | 4,906,319 | 19,544,248 | 5,862,526 | 6,279,967 | 417,441 | 7% |
| Transfers | 2,318,700 | 4,100,238 | 4,640,000 | 4,410,000 | (230,000) | -5% |
| Contingency | - | - | 725,000 | 725,000 | - | 0% |
| Unapprop Fund Bal | 11,457,050 | 10,372,805 | - | - | - | 0% |
| **Total Water Fund** | **$24,956,604** | **$44,111,795** | **$27,172,700** | **$25,951,922** | **($1,220,778)** | **-4%** |

| Water Fund (500) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 24,956,604 | 44,111,795 | 27,172,700 | 25,951,922 | (1,220,778) | -4% |
| **Total Water Fund** | **$24,956,604** | **$44,111,795** | **$27,172,700** | **$25,951,922** | **($1,220,778)** | **-4%** |

## Water Fund (500)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Licenses and Permits** | | | | | | |
| 4123 Developer Reimbursements | 5,365 | 5,850 | 15,000 | 15,000 | 15,000 | 15,000 |
| **Total Licenses and Permits** | **$5,365** | **$5,850** | **$15,000** | **$15,000** | **$15,000** | **$15,000** |
| **Charges for Services** | | | | | | |
| 4158 C-1 Residential/Domestic | 5,590,398 | 6,327,431 | 6,475,600 | 6,663,058 | 6,663,058 | 6,663,058 |
| 4159 C-2 Commercial | 1,247,229 | 1,425,541 | 1,507,200 | 1,467,819 | 1,467,819 | 1,467,819 |
| 4160 C-4 Fire Protection/Private | 70,836 | 77,286 | 74,000 | 82,105 | 82,105 | 82,105 |
| 4162 C-6 Sales/Public Authorities | 415,007 | 510,979 | 608,300 | 514,851 | 514,851 | 514,851 |
| 4163 C-7 Sales/Other Water Utilities | 965,648 | 1,130,372 | 900,000 | 925,446 | 925,446 | 925,446 |
| 4164 C-8 Multi-Family | 1,056,584 | 1,130,282 | 1,191,900 | 1,209,167 | 1,209,167 | 1,209,167 |
| 4165 C-9 Industrial | 4,775,510 | 5,772,051 | 5,243,700 | 5,628,057 | 5,628,057 | 5,628,057 |
| 4166 C-10 Non-Profit | 64,662 | 75,860 | 84,300 | 78,109 | 78,109 | 78,109 |
| 4167 C-11 Irrigation | 767,992 | 981,173 | 1,043,700 | 894,310 | 894,310 | 894,310 |
| 4168 Bulk Water | 15,270 | 23,682 | 12,000 | 12,000 | 12,000 | 12,000 |
| **Total Charges for Services** | **$14,969,136** | **$17,454,657** | **$17,140,700** | **$17,474,922** | **$17,474,922** | **$17,474,922** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 97,746 | 53,810 | 110,000 | 60,000 | 60,000 | 60,000 |
| **Total Interest** | **$97,746** | **$53,810** | **$110,000** | **$60,000** | **$60,000** | **$60,000** |
| **Grants and Donations** | | | | | | |
| 4276 Grants - State | 93,281 | - | - | - | - | - |
| **Total Grants and Donations** | **$93,281** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Connection Fees** | | | | | | |
| 4350 Meter Connection Fee | 34,075 | 54,895 | 30,000 | 30,000 | 30,000 | 30,000 |
| 4351 Service Installation | 57,060 | 77,099 | 60,000 | 60,000 | 60,000 | 60,000 |
| 4352 Permitting Fees | 7,111 | 4,110 | 8,500 | 8,500 | 8,500 | 8,500 |
| 4353 Tagging Fees | 81,009 | 147,384 | 75,000 | 75,000 | 75,000 | 75,000 |
| **Total Connection Fees** | **$179,255** | **$283,488** | **$173,500** | **$173,500** | **$173,500** | **$173,500** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 33,196 | 44,748 | 35,000 | 35,000 | 35,000 | 35,000 |
| 4601 Sale of Surplus Property | 30,756 | 17,671 | - | - | - | - |
| 4609 Bond Proceeds | - | 14,568,846 | - | - | - | - |
| 4613 Reconnect Fees | 111,244 | 171,900 | 95,000 | 100,000 | 100,000 | 100,000 |
| 4614 Turn-on Fees | 50,213 | 50,480 | 50,000 | 50,000 | 50,000 | 50,000 |
| 4616 NSF Fees | 1,125 | 1,225 | 3,500 | 1,500 | 1,500 | 1,500 |
| **Total Miscellaneous** | **$226,534** | **$14,854,870** | **$183,500** | **$186,500** | **$186,500** | **$186,500** |
| **Insurance Premiums** | | | | | | |
| 4700 Insurance Claim Proceeds | - | 2,070 | - | - | - | - |
| **Total Insurance Premiums** | **$0** | **$2,070** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 9,385,287 | 11,457,050 | 9,550,000 | 8,042,000 | 8,042,000 | 8,042,000 |
| **Total Beginning Work Cap** | **$9,385,287** | **$11,457,050** | **$9,550,000** | **$8,042,000** | **$8,042,000** | **$8,042,000** |
| **Total Resources** | **$24,956,604** | **$44,111,795** | **$27,172,700** | **$25,951,922** | **$25,951,922** | **$25,951,922** |

## Water Fund (500)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 2,558,812 | 2,593,655 | 2,767,379 | 2,971,487 | 2,990,639 | 2,990,639 |
| 5005 Salaries - Part-Time | 6,807 | 10,438 | - | - | - | - |
| 5010 Extra Labor | 28,670 | 47,753 | 109,490 | 146,348 | 146,348 | 146,348 |
| 5100 Overtime | 33,691 | 49,702 | 75,001 | 75,001 | 75,001 | 75,001 |
| 5301 Med/Den/Vis Insurance | 561,080 | 584,095 | 585,165 | 650,602 | 650,602 | 650,602 |
| 5303 PERS | 290,028 | 287,626 | 388,495 | 314,613 | 319,157 | 319,157 |
| 5308 VEBA | - | 22 | 54,508 | 58,599 | 58,983 | 58,983 |
| 5309 PERS Stabilization | - | - | - | 90,478 | 91,058 | 91,058 |
| 5399 Other Benefits and Taxes | 260,317 | 264,250 | 302,673 | 326,349 | 329,148 | 329,148 |
| **Total Personnel Services** | **$3,739,405** | **$3,837,541** | **$4,282,711** | **$4,633,477** | **$4,660,936** | **$4,660,936** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 18,285 | 18,355 | 19,300 | 19,400 | 19,400 | 19,400 |
| 6001 Communications Services | 23,650 | 19,867 | 30,320 | 31,300 | 31,300 | 31,300 |
| 6002 Travel/Training/Dues | 57,992 | 69,926 | 66,265 | 84,200 | 84,200 | 84,200 |
| 6003 Postage | 4,105 | 6,957 | 13,900 | 15,300 | 15,300 | 15,300 |
| 6004 Program Supplies/Materials | 921,679 | 873,828 | 981,700 | 979,500 | 979,500 | 979,500 |
| 6005 Advertising/Promotion | 478 | 205 | 1,500 | 1,100 | 1,100 | 1,100 |
| 6007 Printing | - | 837 | - | 4,700 | 4,700 | 4,700 |
| 6100 Contractual Services | 154,656 | 243,972 | 407,700 | 635,000 | 635,000 | 635,000 |
| 6101 Other Services | 26,964 | 34,997 | 45,500 | 64,500 | 64,500 | 64,500 |
| 6102 Maintenance Contracts | 16,061 | 25,477 | 34,500 | 61,500 | 61,500 | 61,500 |
| 6200 Fuel/Oil | 84,051 | 81,692 | 90,300 | 97,300 | 97,300 | 97,300 |
| 6201 Fleet Maintenance | 399 | - | - | 8,900 | 8,900 | 8,900 |
| 6202 Vehicle Equipment | - | 121 | 10,500 | 4,100 | 4,100 | 4,100 |
| 6300 Uniforms | 8,410 | 10,044 | 14,920 | 23,400 | 23,400 | 23,400 |
| 6301 Safety Supplies | 7,361 | 12,351 | 16,750 | 16,400 | 16,400 | 16,400 |
| 6400 Utilities | 93,590 | 79,305 | 109,700 | 150,900 | 150,900 | 150,900 |
| 6402 Maintenance Supplies | 2,372 | 5,740 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6403 Small Tools and Equipment | 11,832 | 19,851 | 17,700 | 20,400 | 20,400 | 20,400 |
| 6408 Analysis and Lab Supplies | 35,417 | 28,326 | 60,070 | 60,000 | 60,000 | 60,000 |
| 6409 Computer Software | 15,900 | 7,251 | 22,700 | 24,500 | 24,500 | 24,500 |
| 6410 Computer Hardware | 449 | 2,371 | 9,500 | 76,500 | 76,500 | 76,500 |
| 6411 Communications Equipment | 641 | 834 | 2,300 | 2,100 | 2,100 | 2,100 |
| 6412 Equipment Rental | - | - | 10,500 | 12,500 | 12,500 | 12,500 |
| 6416 Equipment Maintenance | 632 | - | - | - | - | - |
| 6500 Chemicals - General | 1,668 | 6,512 | 8,500 | 9,000 | 9,000 | 9,000 |
| 6501 Chlorine | 2,218 | 1,800 | 5,500 | 2,000 | 2,000 | 2,000 |
| **Total Materials & Services** | **$1,488,810** | **$1,550,619** | **$1,984,125** | **$2,409,000** | **$2,409,000** | **$2,409,000** |

## Water Fund (500)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 168,258 | 143,400 | 74,000 | 270,000 | 270,000 | 270,000 |
| 7002 Non-License Appar and Equipme | - | - | 51,000 | 15,500 | 15,500 | 15,500 |
| 7005 Communications Equipment | - | - | 5,000 | - | - | - |
| 7020 Computer Hardware | - | - | - | 42,500 | 42,500 | 42,500 |
| 7032 Facilities Equipment | - | - | 133,000 | - | - | - |
| 7040 Construction - Infrastructure | 521,390 | 4,130,192 | 1,098,000 | 450,000 | 450,000 | 450,000 |
| 7050 Capital Reserve | - | - | 7,374,368 | 3,634,883 | 3,607,424 | 3,607,424 |
| 7055 Joint Venture Reimbursement | 356,672 | 432,752 | 942,970 | 3,081,595 | 3,081,595 | 3,081,595 |
| **Total Capital Outlay** | **$1,046,320** | **$4,706,344** | **$9,678,338** | **$7,494,478** | **$7,467,019** | **$7,467,019** |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 44,910 | 41,338 | 44,685 | 42,615 | 42,615 | 42,615 |
| 8009 Support Services Charge | 1,119,288 | 1,221,401 | 1,334,018 | 1,537,297 | 1,537,297 | 1,537,297 |
| 8010 Equipment Depreciation | 46,241 | 61,003 | 61,003 | 63,012 | 63,012 | 63,012 |
| 8011 Facilities Charge | 143,169 | 162,647 | 221,223 | 208,870 | 208,870 | 208,870 |
| 8018 Insurance | 112,516 | 124,757 | 175,000 | 175,000 | 175,000 | 175,000 |
| 8020 Water Purchases | 2,623,739 | 2,648,157 | 3,171,305 | 3,336,773 | 3,336,773 | 3,336,773 |
| 8024 Fleet Services Charge | 142,379 | 148,894 | 179,287 | 206,595 | 206,595 | 206,595 |
| 8027 Bond Sale Expense | 91,772 | 14,478,899 | - | - | - | - |
| 8029 Interest Expense | 2,555 | 1,126 | 5,000 | 5,250 | 5,250 | 5,250 |
| 8030 Payments to Other Gov't | 100,726 | 105,092 | 117,000 | 122,850 | 122,850 | 122,850 |
| 8055 Franchise Fee Payments | 479,024 | 550,934 | 554,005 | 581,705 | 581,705 | 581,705 |
| **Total Special Payments** | **$4,906,319** | **$19,544,248** | **$5,862,526** | **$6,279,967** | **$6,279,967** | **$6,279,967** |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| 8209 Transfer to Facilities Managemen | - | - | 230,000 | - | - | - |
| 8210 Transfer to Debt Service | 1,598,700 | 2,355,238 | 2,290,000 | 2,290,000 | 2,290,000 | 2,290,000 |
| 8211 Transfer to Funded Depreciation | 525,000 | 1,550,000 | 1,925,000 | 1,925,000 | 1,925,000 | 1,925,000 |
| 8223 Transfer to Water Rate Stabilizati | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| **Total Transfers** | **$2,318,700** | **$4,100,238** | **$4,640,000** | **$4,410,000** | **$4,410,000** | **$4,410,000** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 725,000 | 725,000 | 725,000 | 725,000 |
| **Total Contingency** | **$0** | **$0** | **$725,000** | **$725,000** | **$725,000** | **$725,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 11,457,050 | 10,372,805 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$11,457,050** | **$10,372,805** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$24,956,604** | **$44,111,795** | **$27,172,700** | **$25,951,922** | **$25,951,922** | **$25,951,922** |

## Water Depreciation Fund (502)

The Water Depreciation fund accounts for capital projects related to the replacement of existing water system assets that are at the end of their useful lives. This fund pays for the Department's direct asset replacements as well as Hillsboro's portion of joint venture reimbursements.

| Water Depreciation Fund (502) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 13,340,670 | 13,664,896 | 14,141,000 | 12,716,200 | (1,424,800) | -10% |
| Licenses and Permits | - | - | - | - | - | 0% |
| Interest | 106,640 | 56,453 | 75,000 | 60,000 | (15,000) | -20% |
| Other Financing Src | 525,000 | 1,550,000 | 1,925,000 | 1,925,000 | - | 0% |
| **Total Water Depreciation Fund** | **$13,972,310** | **$15,271,349** | **$16,141,000** | **$14,701,200** | **($1,439,800)** | **-9%** |

| Water Depreciation Fund (502) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 50,104 | 107,137 | - | - | - | 0% |
| Capital Outlay | 257,310 | 1,066,341 | 16,141,000 | 14,701,200 | (1,439,800) | -9% |
| Unapprop Fund Bal | 13,664,896 | 14,097,871 | - | - | - | 0% |
| **Total Water Depreciation Fund** | **$13,972,310** | **$15,271,349** | **$16,141,000** | **$14,701,200** | **($1,439,800)** | **-9%** |

| Water Depreciation Fund (502) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 13,972,310 | 15,271,349 | 16,141,000 | 14,701,200 | (1,439,800) | -9% |
| **Total Water Depreciation Fund** | **$13,972,310** | **$15,271,349** | **$16,141,000** | **$14,701,200** | **($1,439,800)** | **-9%** |

## Water Depreciation Fund (502)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 106,640 | 56,453 | 75,000 | 60,000 | - | - |
| **Total Interest** | **$106,640** | **$56,453** | **$75,000** | **$60,000** | **$0** | **$0** |
| **Other Financing Src** | | | | | | |
| 4456 Transfer from Water Fund | 525,000 | 1,550,000 | 1,925,000 | 1,925,000 | - | - |
| **Total Other Financing Src** | **$525,000** | **$1,550,000** | **$1,925,000** | **$1,925,000** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 13,340,670 | 13,664,896 | 14,141,000 | 12,716,200 | - | - |
| **Total Beginning Work Cap** | **$13,340,670** | **$13,664,896** | **$14,141,000** | **$12,716,200** | **$0** | **$0** |
| **Total Resources** | **$13,972,310** | **$15,271,349** | **$16,141,000** | **$14,701,200** | **$0** | **$0** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 34,985 | 71,094 | - | - | - | - |
| 5005 Salaries - Part-Time | - | 262 | - | - | - | - |
| 5010 Extra Labor | - | 4,908 | - | - | - | - |
| 5100 Overtime | 86 | 22 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 6,989 | 15,194 | - | - | - | - |
| 5303 PERS | 4,302 | 7,514 | - | - | - | - |
| 5399 Other Benefits and Taxes | 3,742 | 8,143 | - | - | - | - |
| **Total Personnel Services** | **$50,104** | **$107,137** | **$0** | **$0** | **$0** | **$0** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 118,837 | 136,357 | - | - | - | - |
| 7040 Construction - Infrastructure | 138,473 | 801,226 | 2,539,444 | 1,732,000 | - | - |
| 7050 Capital Reserve | - | - | 13,309,056 | 12,744,200 | - | - |
| 7055 Joint Venture Reimbursement | - | 128,758 | 292,500 | 225,000 | - | - |
| **Total Capital Outlay** | **$257,310** | **$1,066,341** | **$16,141,000** | **$14,701,200** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 13,664,896 | 14,097,871 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$13,664,896** | **$14,097,871** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$13,972,310** | **$15,271,349** | **$16,141,000** | **$14,701,200** | **$0** | **$0** |

## Water SDC Fund (504)

The Water SDC fund accounts for capital improvement projects related to expansion of the existing water system for both the City of Hillsboro and Hillsboro's portion of joint venture reimbursements. Water System Development Charges (SDCs) are collected when new meters are sold and installed.

| Water SDC Fund (504) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 20,372,107 | 22,966,362 | 26,890,800 | 38,961,000 | 12,070,200 | 45% |
| Interest | 188,225 | 122,780 | 150,000 | 225,000 | 75,000 | 50% |
| Grants and Donations | 350,916 | - | - | - | - | 0% |
| Systems Development | 7,759,893 | 17,643,213 | 1,550,000 | 4,000,000 | 2,450,000 | 158% |
| Miscellaneous | - | 1,710 | - | - | - | 0% |
| **Total Water SDC Fund** | **$28,671,141** | **$40,734,065** | **$28,590,800** | **$43,186,000** | **$14,595,200** | **51%** |

| Water SDC Fund (504) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 93,387 | 120,419 | - | - | - | 0% |
| Materials & Services | - | 19,176 | - | - | - | 0% |
| Capital Outlay | 5,611,392 | 10,869,179 | 28,590,800 | 43,186,000 | 14,595,200 | 51% |
| Unapprop Fund Bal | 22,966,362 | 29,725,291 | - | - | - | 0% |
| **Total Water SDC Fund** | **$28,671,141** | **$40,734,065** | **$28,590,800** | **$43,186,000** | **$14,595,200** | **51%** |

| Water SDC Fund (504) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 28,671,141 | 40,734,065 | 28,590,800 | 43,186,000 | 14,595,200 | 51% |
| **Total Water SDC Fund** | **$28,671,141** | **$40,734,065** | **$28,590,800** | **$43,186,000** | **$14,595,200** | **51%** |

## Water SDC Fund (504)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 188,225 | 122,780 | 150,000 | 225,000 | 225,000 | 225,000 |
| **Total Interest** | **$188,225** | **$122,780** | **$150,000** | **$225,000** | **$225,000** | **$225,000** |
| **Grants and Donations** | | | | | | |
| 4276 Grants - State | 350,916 | - | - | - | - | - |
| **Total Grants and Donations** | **$350,916** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Systems Development** | | | | | | |
| 4410 Systems Development Charges | 7,759,893 | 17,643,213 | 1,525,000 | 4,000,000 | 4,000,000 | 4,000,000 |
| 4411 SDCS - Wholesale | - | - | 25,000 | - | - | - |
| **Total Systems Development** | **$7,759,893** | **$17,643,213** | **$1,550,000** | **$4,000,000** | **$4,000,000** | **$4,000,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | - | 1,710 | - | - | - | - |
| **Total Miscellaneous** | **$0** | **$1,710** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 20,372,107 | 22,966,362 | 26,890,800 | 38,961,000 | 38,961,000 | 38,961,000 |
| **Total Beginning Work Cap** | **$20,372,107** | **$22,966,362** | **$26,890,800** | **$38,961,000** | **$38,961,000** | **$38,961,000** |
| **Total Resources** | **$28,671,141** | **$40,734,065** | **$28,590,800** | **$43,186,000** | **$43,186,000** | **$43,186,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 67,910 | 85,947 | - | - | - | - |
| 5005 Salaries - Part-Time | 95 | 262 | - | - | - | - |
| 5100 Overtime | 171 | 81 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 11,810 | 16,434 | - | - | - | - |
| 5303 PERS | 6,933 | 8,915 | - | - | - | - |
| 5399 Other Benefits and Taxes | 6,468 | 8,780 | - | - | - | - |
| **Total Personnel Services** | **$93,387** | **$120,419** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | 19,176 | - | - | - | - |
| **Total Materials & Services** | **$0** | **$19,176** | **$0** | **$0** | **$0** | **$0** |
| **Capital Outlay** | | | | | | |
| 7040 Construction - Infrastructure | 5,323,264 | 10,671,599 | 7,777,556 | 3,218,000 | 3,218,000 | 3,218,000 |
| 7050 Capital Reserve | - | - | 20,802,880 | 38,348,000 | 38,348,000 | 38,348,000 |
| 7055 Joint Venture Reimbursement | 288,128 | 197,580 | 10,364 | 1,620,000 | 1,620,000 | 1,620,000 |
| **Total Capital Outlay** | **$5,611,392** | **$10,869,179** | **$28,590,800** | **$43,186,000** | **$43,186,000** | **$43,186,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 22,966,362 | 29,725,291 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$22,966,362** | **$29,725,291** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$28,671,141** | **$40,734,065** | **$28,590,800** | **$43,186,000** | **$43,186,000** | **$43,186,000** |

## Water Debt Service Fund (506)

The Water Debt Service fund accounts for the annual debt service on revenue bonds issued by the Utilities Commission.

| Water Debt Service Fund (506) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 2,182,224 | 1,456,141 | 1,542,800 | 1,550,750 | 7,950 | 1% |
| Interest | 15,812 | 7,179 | 10,000 | 7,000 | (3,000) | -30% |
| Other Financing Src | 1,598,700 | 2,355,238 | 2,290,000 | 2,290,000 | - | 0% |
| **Total Water Debt Service Fund** | **$3,796,736** | **$3,818,558** | **$3,842,800** | **$3,847,750** | **$4,950** | **0%** |

| Water Debt Service Fund (506) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 350 | 350 | 350 | 400 | 50 | 14% |
| Special Payments | 350 | 1,150 | - | - | - | 0% |
| Debt Service | 2,339,895 | 2,281,123 | 2,282,059 | 2,287,875 | 5,816 | 0% |
| Unapprop Fund Bal | 1,456,141 | 1,535,935 | 1,560,391 | 1,559,475 | (916) | 0% |
| **Total Water Debt Service Fund** | **$3,796,736** | **$3,818,558** | **$3,842,800** | **$3,847,750** | **$4,950** | **0%** |

| Water Debt Service Fund (506) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 3,796,736 | 3,818,558 | 3,842,800 | 3,847,750 | 4,950 | 0% |
| **Total Water Debt Service Fund** | **$3,796,736** | **$3,818,558** | **$3,842,800** | **$3,847,750** | **$4,950** | **0%** |

## Water Debt Service Fund (506)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 15,812 | 7,179 | 10,000 | 7,000 | 7,000 | 7,000 |
| **Total Interest** | **$15,812** | **$7,179** | **$10,000** | **$7,000** | **$7,000** | **$7,000** |
| **Other Financing Src** | | | | | | |
| 4456 Transfer from Water Fund | 1,598,700 | 2,355,238 | 2,290,000 | 2,290,000 | 2,290,000 | 2,290,000 |
| **Total Other Financing Src** | **$1,598,700** | **$2,355,238** | **$2,290,000** | **$2,290,000** | **$2,290,000** | **$2,290,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 2,182,224 | 1,456,141 | 1,542,800 | 1,550,750 | 1,550,750 | 1,550,750 |
| **Total Beginning Work Cap** | **$2,182,224** | **$1,456,141** | **$1,542,800** | **$1,550,750** | **$1,550,750** | **$1,550,750** |
| **Total Resources** | **$3,796,736** | **$3,818,558** | **$3,842,800** | **$3,847,750** | **$3,847,750** | **$3,847,750** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 350 | 350 | 350 | 400 | 400 | 400 |
| **Total Materials & Services** | **$350** | **$350** | **$350** | **$400** | **$400** | **$400** |
| **Special Payments** | | | | | | |
| 8027 Bond Sale Expense | 350 | 1,150 | - | - | - | - |
| **Total Special Payments** | **$350** | **$1,150** | **$0** | **$0** | **$0** | **$0** |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | 1,765,000 | 2,025,000 | 2,005,000 | 2,045,000 | 2,045,000 | 2,045,000 |
| 8101 Bond Interest | 574,895 | 256,123 | 277,059 | 242,875 | 242,875 | 242,875 |
| **Total Debt Service** | **$2,339,895** | **$2,281,123** | **$2,282,059** | **$2,287,875** | **$2,287,875** | **$2,287,875** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 1,456,141 | 1,535,935 | 1,560,391 | 1,559,475 | 1,559,475 | 1,559,475 |
| **Total Unapprop Fund Bal** | **$1,456,141** | **$1,535,935** | **$1,560,391** | **$1,559,475** | **$1,559,475** | **$1,559,475** |
| **Total Requirements** | **$3,796,736** | **$3,818,558** | **$3,842,800** | **$3,847,750** | **$3,847,750** | **$3,847,750** |

## Water Rate Stabilization Fund (508)

The Water Rate Stabilization fund was created in FY 10-11 as a reserve to minimize the potential need for rate increases due to temporary shortfall in revenue associated with poor water sales or a short-term disruption of revenues.

| Water Rate Stabilization (508) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 125,594 | 252,102 | 379,700 | 505,600 | 125,900 | 33% |
| Interest | 1,508 | 1,953 | 1,000 | 1,500 | 500 | 50% |
| Other Financing Src | 125,000 | 125,000 | 125,000 | 125,000 | - | 0% |
| **Total Water Rate Stabilization** | **$252,102** | **$379,055** | **$505,700** | **$632,100** | **$126,400** | **25%** |

| Water Rate Stabilization (508) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Unapprop Fund Bal | 252,102 | 379,055 | 505,700 | 632,100 | 126,400 | 25% |
| **Total Water Rate Stabilization** | **$252,102** | **$379,055** | **$505,700** | **$632,100** | **$126,400** | **25%** |

| Water Rate Stabilization (508) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 252,102 | 379,055 | 505,700 | 632,100 | 126,400 | 25% |
| **Total Water Rate Stabilization** | **$252,102** | **$379,055** | **$505,700** | **$632,100** | **$126,400** | **25%** |

## Water Rate Stabilization (508)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 1,508 | 1,953 | 1,000 | 1,500 | 1,500 | 1,500 |
| **Total Interest** | **$1,508** | **$1,953** | **$1,000** | **$1,500** | **$1,500** | **$1,500** |
| **Other Financing Src** | | | | | | |
| 4456 Transfer from Water Fund | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 | 125,000 |
| **Total Other Financing Src** | **$125,000** | **$125,000** | **$125,000** | **$125,000** | **$125,000** | **$125,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 125,594 | 252,102 | 379,700 | 505,600 | 505,600 | 505,600 |
| **Total Beginning Work Cap** | **$125,594** | **$252,102** | **$379,700** | **$505,600** | **$505,600** | **$505,600** |
| **Total Resources** | **$252,102** | **$379,055** | **$505,700** | **$632,100** | **$632,100** | **$632,100** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 252,102 | 379,055 | 505,700 | 632,100 | 632,100 | 632,100 |
| **Total Unapprop Fund Bal** | **$252,102** | **$379,055** | **$505,700** | **$632,100** | **$632,100** | **$632,100** |
| **Total Requirements** | **$252,102** | **$379,055** | **$505,700** | **$632,100** | **$632,100** | **$632,100** |

# Sewer Funds

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Sewer Fund (510) | 22,211,073 | 23,509,273 | 24,663,629 | 25,870,480 | 1,206,851 | 5% |
| Sewer Depreciation Fund (512) | 11,376,664 | 10,433,365 | 7,858,219 | 9,208,500 | 1,350,281 | 17% |
| Sewer SDC Fund (514) | 9,172,065 | 10,731,110 | 8,828,100 | 8,812,500 | (15,600) | 0% |
| **Total Sewer Funds** | **$42,759,802** | **$44,673,748** | **$41,349,948** | **$43,891,480** | **$2,541,532** | **6%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 19,396,858 | 16,772,599 | 13,590,600 | 15,042,511 | 1,451,911 | 11% |
| Licenses and Permits | 11,110 | 10,750 | - | - | - | 0% |
| Charges for Services | 19,657,654 | 20,641,710 | 21,725,914 | 22,160,432 | 434,518 | 2% |
| Interest | 159,565 | 72,405 | 79,100 | 74,012 | (5,088) | -6% |
| Grants and Donations | 13,586 | 15,300 | - | - | - | 0% |
| Systems Development | 3,415,085 | 5,354,973 | 4,500,000 | 4,000,000 | (500,000) | -11% |
| Other Financing Src | 90,000 | 90,000 | 196,769 | 1,400,000 | 1,203,231 | 611% |
| Miscellaneous | 15,944 | 1,716,011 | 1,257,565 | 1,214,525 | (43,040) | -3% |
| **Total Sewer Funds** | **$42,759,802** | **$44,673,748** | **$41,349,948** | **$43,891,480** | **$2,541,532** | **6%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 1,711,185 | 1,928,260 | 2,309,788 | 2,350,375 | 40,587 | 2% |
| Materials & Services | 244,032 | 245,426 | 336,397 | 361,095 | 24,698 | 7% |
| Capital Outlay | 624,805 | 3,608,487 | 12,577,013 | 11,473,548 | (1,103,465) | -9% |
| Special Payments | 20,360,253 | 23,022,593 | 23,816,647 | 23,939,424 | 122,777 | 1% |
| Transfers | 3,046,928 | 205,000 | 2,310,103 | 5,767,038 | 3,456,935 | 150% |
| Unapprop Fund Bal | 16,772,599 | 15,663,982 | - | - | - | 0% |
| **Total Sewer Funds** | **$42,759,802** | **$44,673,748** | **$41,349,948** | **$43,891,480** | **$2,541,532** | **6%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 42,759,802 | 44,673,748 | 41,349,948 | 43,891,480 | 2,541,532 | 6% |
| **Total Sewer Funds** | **$42,759,802** | **$44,673,748** | **$41,349,948** | **$43,891,480** | **$2,541,532** | **6%** |

## Sewer Fund (510)

This fund accounts for the operation and maintenance of the sanitary sewer collection system within the City of Hillsboro. Clean Water Services (CWS) is a special district within Washington County that provides sanitary sewer and surface water management treatment. CWS contracts with the City to invoice and collect sewer fees and maintain specified lines within the city limits of Hillsboro.

| Sewer Fund (510) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 2,512,706 | 2,837,944 | 2,916,600 | 3,688,511 | 771,911 | 26% |
| Licenses and Permits | 11,110 | 10,750 | - | - | - | 0% |
| Charges for Services | 19,657,654 | 20,641,710 | 21,725,914 | 22,160,432 | 434,518 | 2% |
| Interest | 22,899 | 14,651 | 20,600 | 21,012 | 412 | 2% |
| Miscellaneous | 6,704 | 4,218 | 515 | 525 | 10 | 2% |
| **Total Sewer Fund** | **$22,211,073** | **$23,509,273** | **$24,663,629** | **$25,870,480** | **$1,206,851** | **5%** |

| Sewer Fund (510) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 1,591,233 | 1,780,939 | 2,309,788 | 2,350,375 | 40,587 | 2% |
| Materials & Services | 156,961 | 178,202 | 227,897 | 300,495 | 72,598 | 32% |
| Capital Outlay | 40,795 | 23,009 | 2,620,528 | 1,540,186 | (1,080,342) | -41% |
| Special Payments | 17,129,140 | 17,871,101 | 19,128,647 | 20,099,424 | 970,777 | 5% |
| Transfers | 455,000 | 205,000 | 376,769 | 1,580,000 | 1,203,231 | 319% |
| Unapprop Fund Bal | 2,837,944 | 3,451,022 | - | - | - | 0% |
| **Total Sewer Fund** | **$22,211,073** | **$23,509,273** | **$24,663,629** | **$25,870,480** | **$1,206,851** | **5%** |

| Sewer Fund (510) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 22,211,073 | 23,509,273 | 24,663,629 | 25,870,480 | 1,206,851 | 5% |
| **Total Sewer Fund** | **$22,211,073** | **$23,509,273** | **$24,663,629** | **$25,870,480** | **$1,206,851** | **5%** |

## Sewer Fund (510)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Licenses and Permits** | | | | | | |
| 4123 Developer Reimbursements | 11,110 | 10,750 | - | - | - | - |
| **Total Licenses and Permits** | **$11,110** | **$10,750** | **$0** | **$0** | **$0** | **$0** |
| **Charges for Services** | | | | | | |
| 4154 Service Charges | 2,140 | 17,030 | 8,961 | 9,140 | 9,140 | 9,140 |
| 4156 Contract Payments | 588 | - | - | - | - | - |
| 4171 Domestic/Commercial - Billings | 18,565,082 | 19,295,574 | 20,606,763 | 21,018,898 | 21,018,898 | 21,018,898 |
| 4173 Industrial | 1,089,844 | 1,329,106 | 1,110,190 | 1,132,394 | 1,132,394 | 1,132,394 |
| **Total Charges for Services** | **$19,657,654** | **$20,641,710** | **$21,725,914** | **$22,160,432** | **$22,160,432** | **$22,160,432** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 20,981 | 14,080 | 20,600 | 21,012 | 21,012 | 21,012 |
| 4201 Interest on Contracts | 1,918 | 571 | - | - | - | - |
| **Total Interest** | **$22,899** | **$14,651** | **$20,600** | **$21,012** | **$21,012** | **$21,012** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | (30,054) | 768 | - | - | - | - |
| 4616 NSF Fees | 1,125 | 1,200 | - | - | - | - |
| 4625 Tap Fees SWM | 800 | 700 | 515 | 525 | 525 | 525 |
| 4606 Construction Reimbursement | 34,833 | 1,550 | - | - | - | - |
| **Total Miscellaneous** | **$6,704** | **$4,218** | **$515** | **$525** | **$525** | **$525** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 2,512,706 | 2,837,944 | 2,916,600 | 3,688,511 | 3,688,511 | 3,688,511 |
| **Total Beginning Work Cap** | **$2,512,706** | **$2,837,944** | **$2,916,600** | **$3,688,511** | **$3,688,511** | **$3,688,511** |
| **Total Resources** | **$22,211,073** | **$23,509,273** | **$24,663,629** | **$25,870,480** | **$25,870,480** | **$25,870,480** |

## Sewer Fund (510)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,075,752 | 1,215,721 | 1,540,345 | 1,506,986 | 1,506,986 | 1,506,986 |
| 5010 Extra Labor | 5,392 | - | - | 63,778 | 63,778 | 63,778 |
| 5100 Overtime | 3,795 | 1,720 | 10,000 | 10,000 | 10,000 | 10,000 |
| 5301 Med/Den/Vis Insurance | 263,760 | 300,933 | 348,838 | 346,942 | 346,942 | 346,942 |
| 5303 PERS | 120,064 | 129,994 | 205,305 | 164,610 | 164,610 | 164,610 |
| 5308 VEBA | - | - | 29,865 | 30,762 | 30,762 | 30,762 |
| 5309 PERS Stabilization | - | - | - | 45,429 | 45,429 | 45,429 |
| 5399 Other Benefits and Taxes | 122,470 | 132,571 | 175,435 | 181,868 | 181,868 | 181,868 |
| **Total Personnel Services** | **$1,591,233** | **$1,780,939** | **$2,309,788** | **$2,350,375** | **$2,350,375** | **$2,350,375** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 9,424 | 11,563 | 13,200 | 15,500 | 15,500 | 15,500 |
| 6001 Communications Services | 5,082 | 5,159 | 3,500 | 6,000 | 6,000 | 6,000 |
| 6002 Travel/Training/Dues | 13,153 | 11,894 | 16,000 | 19,500 | 19,500 | 19,500 |
| 6003 Postage | 184 | 148 | 2,500 | 1,070 | 1,070 | 1,070 |
| 6004 Program Supplies/Materials | 3,573 | 3,260 | 3,550 | 5,625 | 5,625 | 5,625 |
| 6005 Advertising/Promotion | 106 | 96 | 1,600 | 1,000 | 1,000 | 1,000 |
| 6006 Tuition Reimbursement | - | - | - | 1,000 | 1,000 | 1,000 |
| 6007 Printing | 456 | 577 | 1,400 | 900 | 900 | 900 |
| 6100 Contractual Services | 25,665 | 39,337 | 57,000 | 100,100 | 100,100 | 100,100 |
| 6101 Other Services | 2,896 | 3,116 | 1,750 | 2,500 | 2,500 | 2,500 |
| 6200 Fuel/Oil | 31,887 | 26,494 | 36,597 | 37,500 | 37,500 | 37,500 |
| 6201 Fleet Maintenance | 395 | 948 | 800 | 1,800 | 1,800 | 1,800 |
| 6300 Uniforms | 21,242 | 25,481 | 24,000 | 21,000 | 21,000 | 21,000 |
| 6301 Safety Supplies | 923 | 433 | 700 | 3,900 | 3,900 | 3,900 |
| 6402 Maintenance Supplies | 4,922 | 17,633 | 24,000 | 26,000 | 26,000 | 26,000 |
| 6403 Small Tools and Equipment | 995 | 10,584 | 4,200 | 16,200 | 16,200 | 16,200 |
| 6409 Computer Software | 1,402 | 476 | 2,500 | 3,500 | 3,500 | 3,500 |
| 6410 Computer Hardware | 10,636 | 1,809 | 4,000 | 3,500 | 3,500 | 3,500 |
| 6411 Communications Equipment | 297 | 87 | 700 | 500 | 500 | 500 |
| 6412 Equipment Rental | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 6413 Landfill Fees | 508 | 185 | 700 | 700 | 700 | 700 |
| 6415 Pipe and Supply | 8,592 | 7,203 | 6,000 | 15,000 | 15,000 | 15,000 |
| 6416 Equipment Maintenance | 9,753 | 7,483 | 13,200 | 7,700 | 7,700 | 7,700 |
| 6419 Personal Protective Equipment | 4,870 | 4,236 | 5,000 | 5,000 | 5,000 | 5,000 |
| **Total Materials & Services** | **$156,961** | **$178,202** | **$227,897** | **$300,495** | **$300,495** | **$300,495** |

## Sewer Fund (510)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | - | 8,500 | 8,500 | 8,500 |
| 7002 Non-License Appar and Equipme | - | - | 25,000 | 10,000 | 10,000 | 10,000 |
| 7010 Office Equipment | - | 372 | - | - | - | - |
| 7020 Computer Hardware | 24,718 | 10,044 | 17,080 | - | - | - |
| 7021 Computer Software | 899 | 626 | 8,000 | 27,300 | 27,300 | 27,300 |
| 7030 Facilities and Improvements | 12,283 | 8,967 | 5,000 | - | - | - |
| 7035 Land | - | 3,000 | - | - | - | - |
| 7040 Construction - Infrastructure | 2,895 | - | 10,000 | 10,000 | 10,000 | 10,000 |
| 7050 Capital Reserve | - | - | 2,555,448 | 1,484,386 | 1,484,386 | 1,484,386 |
| **Total Capital Outlay** | **$40,795** | **$23,009** | **$2,620,528** | **$1,540,186** | **$1,540,186** | **$1,540,186** |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 18,459 | 25,761 | 21,933 | 20,322 | 20,322 | 20,322 |
| 8009 Support Services Charge | 705,545 | 710,938 | 764,440 | 802,237 | 802,237 | 802,237 |
| 8010 Equipment Depreciation | 28,877 | 34,558 | 34,558 | 32,883 | 32,883 | 32,883 |
| 8011 Facilities Charge | 88,814 | 94,331 | 108,584 | 99,606 | 99,606 | 99,606 |
| 8018 Insurance | 64,282 | 71,277 | 100,000 | 100,000 | 100,000 | 100,000 |
| 8022 Bad Debt Expense | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 8023 Collection Expense | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 8024 Fleet Services Charge | 55,064 | 56,684 | 82,415 | 92,015 | 92,015 | 92,015 |
| 8026 CWS Payments | 15,521,560 | 16,198,708 | 17,246,624 | 18,117,571 | 18,117,571 | 18,117,571 |
| 8055 Franchise Fee Payments | 646,539 | 678,844 | 760,093 | 824,790 | 824,790 | 824,790 |
| **Total Special Payments** | **$17,129,140** | **$17,871,101** | **$19,128,647** | **$20,099,424** | **$20,099,424** | **$20,099,424** |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | 375,000 | 125,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| 8206 Transfer to Sewer Fund | - | - | 196,769 | 1,400,000 | 1,400,000 | 1,400,000 |
| 8220 Transfer to Planning | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 | 60,000 |
| **Total Transfers** | **$455,000** | **$205,000** | **$376,769** | **$1,580,000** | **$1,580,000** | **$1,580,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 2,837,944 | 3,451,022 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$2,837,944** | **$3,451,022** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$22,211,073** | **$23,509,273** | **$24,663,629** | **$25,870,480** | **$25,870,480** | **$25,870,480** |

## Sewer Depreciation Fund (512)

This fund accounts for capital projects related to maintenance of the existing sanitary sewer system and for fleet vehicles and equipment replacements. Fund resources include transfers from Sanitary Sewer Fund and interest income.

| Sewer Depreciation Fund (512) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 11,296,559 | 8,700,943 | 6,365,900 | 6,563,000 | 197,100 | 3% |
| Interest | 80,105 | 31,012 | 38,500 | 31,500 | (7,000) | -18% |
| Other Financing Src | - | - | 196,769 | 1,400,000 | 1,203,231 | 611% |
| Miscellaneous | - | 1,701,410 | 1,257,050 | 1,214,000 | (43,050) | -3% |
| **Total Sewer Depreciation Fund** | **$11,376,664** | **$10,433,365** | **$7,858,219** | **$9,208,500** | **$1,350,281** | **17%** |

| Sewer Depreciation Fund (512) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 1,451 | 101,149 | - | - | - | 0% |
| Materials & Services | 1,256 | 16,553 | 64,100 | 28,000 | (36,100) | -56% |
| Capital Outlay | 81,086 | 3,274,890 | 6,949,672 | 8,449,073 | 1,499,401 | 22% |
| Transfers | 2,591,928 | - | 844,447 | 731,427 | (113,020) | -13% |
| Unapprop Fund Bal | 8,700,943 | 7,040,773 | - | - | - | 0% |
| **Total Sewer Depreciation Fund** | **$11,376,664** | **$10,433,365** | **$7,858,219** | **$9,208,500** | **$1,350,281** | **17%** |

| Sewer Depreciation Fund (512) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 11,376,664 | 10,433,365 | 7,858,219 | 9,208,500 | 1,350,281 | 17% |
| **Total Sewer Depreciation Fund** | **$11,376,664** | **$10,433,365** | **$7,858,219** | **$9,208,500** | **$1,350,281** | **17%** |

## Sewer Depreciation Fund (512)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 80,105 | 31,012 | 38,500 | 31,500 | 31,500 | 31,500 |
| **Total Interest** | **$80,105** | **$31,012** | **$38,500** | **$31,500** | **$31,500** | **$31,500** |
| **Other Financing Src** | | | | | | |
| 4458 Transfer from Sewer Fund | - | - | 196,769 | 1,400,000 | 1,400,000 | 1,400,000 |
| **Total Other Financing Src** | **$0** | **$0** | **$196,769** | **$1,400,000** | **$1,400,000** | **$1,400,000** |
| **Miscellaneous** | | | | | | |
| 4606 Construction Reimbursement | - | 1,701,410 | 1,257,050 | 1,214,000 | 1,214,000 | 1,214,000 |
| **Total Miscellaneous** | **$0** | **$1,701,410** | **$1,257,050** | **$1,214,000** | **$1,214,000** | **$1,214,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 11,296,559 | 8,700,943 | 6,365,900 | 6,563,000 | 6,563,000 | 6,563,000 |
| **Total Beginning Work Cap** | **$11,296,559** | **$8,700,943** | **$6,365,900** | **$6,563,000** | **$6,563,000** | **$6,563,000** |
| **Total Resources** | **$11,376,664** | **$10,433,365** | **$7,858,219** | **$9,208,500** | **$9,208,500** | **$9,208,500** |

## Sewer Depreciation Fund (512)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,008 | 69,063 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 209 | 15,432 | - | - | - | - |
| 5303 PERS | 126 | 8,634 | - | - | - | - |
| 5399 Other Benefits and Taxes | 108 | 8,020 | - | - | - | - |
| **Total Personnel Services** | **$1,451** | **$101,149** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6003 Postage | - | 97 | 1,100 | 1,000 | 1,000 | 1,000 |
| 6004 Program Supplies/Materials | - | - | 1,500 | 1,500 | 1,500 | 1,500 |
| 6005 Advertising/Promotion | - | - | 1,500 | 500 | 500 | 500 |
| 6007 Printing | - | 166 | 1,500 | 5,000 | 5,000 | 5,000 |
| 6100 Contractual Services | 994 | 13,925 | 56,000 | 20,000 | 20,000 | 20,000 |
| 6101 Other Services | 262 | 2,365 | 2,500 | - | - | - |
| **Total Materials & Services** | **$1,256** | **$16,553** | **$64,100** | **$28,000** | **$28,000** | **$28,000** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 29,627 | 29,467 | 53,400 | - | - | - |
| 7002 Non-License Appar and Equipme | - | 11,399 | - | - | - | - |
| 7035 Land | 1,525 | - | - | - | - | - |
| 7040 Construction - Infrastructure | 49,934 | 3,234,024 | 2,703,100 | 2,420,000 | 2,420,000 | 2,420,000 |
| 7050 Capital Reserve | - | - | 4,193,172 | 6,760,500 | 6,029,073 | 6,029,073 |
| **Total Capital Outlay** | **$81,086** | **$3,274,890** | **$6,949,672** | **$9,180,500** | **$8,449,073** | **$8,449,073** |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | 2,591,928 | - | 844,447 | - | 731,427 | 731,427 |
| **Total Transfers** | **$2,591,928** | **$0** | **$844,447** | **$0** | **$731,427** | **$731,427** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 8,700,943 | 7,040,773 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$8,700,943** | **$7,040,773** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$11,376,664** | **$10,433,365** | **$7,858,219** | **$9,208,500** | **$9,208,500** | **$9,208,500** |

## Sewer System Development Charges (SDC) Fund (514)

This fund accounts for System Development Charges (SDC) revenue which supports capital improvement projects related to the expansion and upgrade of the existing sanitary sewer. Fund resources include SDC collections and interest income.

| Sewer SDC Fund (514) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 5,587,593 | 5,233,712 | 4,308,100 | 4,791,000 | 482,900 | 11% |
| Interest | 56,561 | 26,742 | 20,000 | 21,500 | 1,500 | 8% |
| Grants and Donations | 13,586 | 15,300 | - | - | - | 0% |
| Systems Development | 3,415,085 | 5,354,973 | 4,500,000 | 4,000,000 | (500,000) | -11% |
| Other Financing Src | 90,000 | 90,000 | - | - | - | 0% |
| Miscellaneous | 9,240 | 10,383 | - | - | - | 0% |
| **Total Sewer SDC Fund** | **$9,172,065** | **$10,731,110** | **$8,828,100** | **$8,812,500** | **($15,600)** | **0%** |

| Sewer SDC Fund (514) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 118,501 | 46,172 | - | - | - | 0% |
| Materials & Services | 85,815 | 50,671 | 44,400 | 32,600 | (11,800) | -27% |
| Capital Outlay | 502,924 | 310,588 | 3,006,813 | 1,484,289 | (1,522,524) | -51% |
| Special Payments | 3,231,113 | 5,151,492 | 4,688,000 | 3,840,000 | (848,000) | -18% |
| Transfers | - | - | 1,088,887 | 3,455,611 | 2,366,724 | 217% |
| Unapprop Fund Bal | 5,233,712 | 5,172,187 | - | - | - | 0% |
| **Total Sewer SDC Fund** | **$9,172,065** | **$10,731,110** | **$8,828,100** | **$8,812,500** | **($15,600)** | **0%** |

| Sewer SDC Fund (514) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 9,172,065 | 10,731,110 | 8,828,100 | 8,812,500 | (15,600) | 0% |
| **Total Sewer SDC Fund** | **$9,172,065** | **$10,731,110** | **$8,828,100** | **$8,812,500** | **($15,600)** | **0%** |

## Sewer SDC Fund (514)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 56,284 | 20,630 | 20,000 | 20,000 | 20,000 | 20,000 |
| 4201 Interest on Contracts | 277 | 6,112 | - | 1,500 | 1,500 | 1,500 |
| **Total Interest** | **$56,561** | **$26,742** | **$20,000** | **$21,500** | **$21,500** | **$21,500** |
| **Grants and Donations** | | | | | | |
| 4277 Grants - Other | 13,586 | 15,300 | - | - | - | - |
| **Total Grants and Donations** | **$13,586** | **$15,300** | **$0** | **$0** | **$0** | **$0** |
| **Systems Development** | | | | | | |
| 4410 Systems Development Charges | 3,415,085 | 5,354,973 | 4,500,000 | 4,000,000 | 4,000,000 | 4,000,000 |
| **Total Systems Development** | **$3,415,085** | **$5,354,973** | **$4,500,000** | **$4,000,000** | **$4,000,000** | **$4,000,000** |
| **Other Financing Src** | | | | | | |
| 4468 Transfer from TUF PMP | 90,000 | 90,000 | - | - | - | - |
| **Total Other Financing Src** | **$90,000** | **$90,000** | **$0** | **$0** | **$0** | **$0** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 215 | 3,059 | - | - | - | - |
| 4601 Sale of Surplus Property | 462 | 1,380 | - | - | - | - |
| 4606 Construction Reimbursement | 8,563 | 5,944 | - | - | - | - |
| **Total Miscellaneous** | **$9,240** | **$10,383** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 5,587,593 | 5,233,712 | 4,308,100 | 4,791,000 | 4,791,000 | 4,791,000 |
| **Total Beginning Work Cap** | **$5,587,593** | **$5,233,712** | **$4,308,100** | **$4,791,000** | **$4,791,000** | **$4,791,000** |
| **Total Resources** | **$9,172,065** | **$10,731,110** | **$8,828,100** | **$8,812,500** | **$8,812,500** | **$8,812,500** |

## Sewer SDC Fund (514)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 81,533 | 30,996 | - | - | - | - |
| 5005 Salaries - Part-Time | - | 791 | - | - | - | - |
| 5100 Overtime | 141 | - | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 18,750 | 8,049 | - | - | - | - |
| 5303 PERS | 8,968 | 2,774 | - | - | - | - |
| 5399 Other Benefits and Taxes | 9,109 | 3,562 | - | - | - | - |
| **Total Personnel Services** | **$118,501** | **$46,172** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6002 Travel/Training/Dues | - | 2,494 | 2,000 | 2,600 | 2,600 | 2,600 |
| 6003 Postage | 728 | 1 | - | 500 | 500 | 500 |
| 6004 Program Supplies/Materials | 871 | - | - | 500 | 500 | 500 |
| 6005 Advertising/Promotion | 922 | - | - | 500 | 500 | 500 |
| 6007 Printing | 1,017 | - | - | 500 | 500 | 500 |
| 6100 Contractual Services | 43,221 | 10,112 | 11,600 | 8,000 | 8,000 | 8,000 |
| 6101 Other Services | 3,963 | 98 | 800 | - | - | - |
| 6402 Maintenance Supplies | 35,093 | 37,966 | 30,000 | 20,000 | 20,000 | 20,000 |
| **Total Materials & Services** | **$85,815** | **$50,671** | **$44,400** | **$32,600** | **$32,600** | **$32,600** |
| **Capital Outlay** | | | | | | |
| 7035 Land | 975 | 2,000 | - | - | - | - |
| 7040 Construction - Infrastructure | 501,949 | 308,588 | 485,600 | 500,400 | 500,400 | 500,400 |
| 7050 Capital Reserve | - | - | 2,521,213 | 508,457 | 983,889 | 983,889 |
| **Total Capital Outlay** | **$502,924** | **$310,588** | **$3,006,813** | **$1,008,857** | **$1,484,289** | **$1,484,289** |
| **Special Payments** | | | | | | |
| 8026 CWS Payments | 3,231,113 | 5,151,492 | 4,688,000 | 3,840,000 | 3,840,000 | 3,840,000 |
| **Total Special Payments** | **$3,231,113** | **$5,151,492** | **$4,688,000** | **$3,840,000** | **$3,840,000** | **$3,840,000** |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | - | - | 1,088,887 | 3,931,043 | 3,455,611 | 3,455,611 |
| **Total Transfers** | **$0** | **$0** | **$1,088,887** | **$3,931,043** | **$3,455,611** | **$3,455,611** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 5,233,712 | 5,172,187 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$5,233,712** | **$5,172,187** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$9,172,065** | **$10,731,110** | **$8,828,100** | **$8,812,500** | **$8,812,500** | **$8,812,500** |

# Surface Water Management Funds

# Surface Water Management Fund

Summary

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Surface Water Mgmt Fund (520) | 5,048,950 | 5,542,606 | 5,754,003 | 6,430,107 | 676,104 | 12% |
| SWM Depreciation Fund (522) | 330,079 | 622,033 | 674,588 | 731,088 | 56,500 | 8% |
| SWM SDC Fund (524) | 8,773,835 | 8,515,200 | 7,985,700 | 7,086,500 | (899,200) | -11% |
| **Total SWM Funds** | **$14,152,864** | **$14,679,839** | **$14,414,291** | **$14,247,695** | **($166,596)** | **-1%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 9,523,835 | 9,422,987 | 8,980,150 | 7,897,000 | (1,083,150) | -12% |
| Licenses and Permits | 131,985 | 168,431 | 117,300 | 175,237 | 57,937 | 49% |
| Charges for Services | 4,073,970 | 4,464,587 | 5,015,593 | 5,525,377 | 509,784 | 10% |
| Interest | 78,111 | 40,331 | 45,550 | 33,293 | (12,257) | -27% |
| Systems Development | 211,559 | 280,029 | 113,500 | 283,000 | 169,500 | 149% |
| Other Financing Src | 125,000 | 300,000 | 141,688 | 333,288 | 191,600 | 135% |
| Miscellaneous | 8,404 | 3,474 | 510 | 500 | (10) | -2% |
| **Total SWM Funds** | **$14,152,864** | **$14,679,839** | **$14,414,291** | **$14,247,695** | **($166,596)** | **-1%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 1,922,523 | 1,989,094 | 2,314,810 | 2,485,796 | 170,986 | 7% |
| Materials & Services | 200,974 | 367,012 | 352,875 | 682,414 | 329,539 | 93% |
| Capital Outlay | 534,212 | 292,118 | 8,308,848 | 4,665,208 | (3,643,640) | -44% |
| Special Payments | 1,902,168 | 2,050,682 | 2,342,737 | 2,505,378 | 162,641 | 7% |
| Transfers | 170,000 | 420,000 | 1,095,021 | 3,908,899 | 2,813,878 | 257% |
| Unapprop Fund Bal | 9,422,987 | 9,560,933 | - | - | - | 0% |
| **Total SWM Funds** | **$14,152,864** | **$14,679,839** | **$14,414,291** | **$14,247,695** | **($166,596)** | **-1%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 14,152,864 | 14,679,839 | 14,414,291 | 14,247,695 | (166,596) | -1% |
| **Total SWM Funds** | **$14,152,864** | **$14,679,839** | **$14,414,291** | **$14,247,695** | **($166,596)** | **-1%** |

## Surface Water Management (SWM) Fund (520)

This fund accounts for operation and maintenance of the City's surface water collection, storage and treatment systems. Clean Water Services (CWS) is a special district within Washington County that provides sanitary sewer and surface water management treatment. CWS establishes all fees associated with these services. CWS contracts with the City to invoice and collect the storm water system fees and maintain specified lines within the city limits of Hillsboro.

| Surface Water Mgmt Fund (520) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 834,534 | 904,877 | 615,500 | 725,000 | 109,500 | 18% |
| Licenses and Permits | 131,985 | 168,431 | 117,300 | 175,237 | 57,937 | 49% |
| Charges for Services | 4,073,970 | 4,464,587 | 5,015,593 | 5,525,377 | 509,784 | 10% |
| Interest | 6,090 | 3,838 | 5,100 | 3,993 | (1,107) | -22% |
| Miscellaneous | 2,371 | 873 | 510 | 500 | (10) | -2% |
| **Total Surface Water Mgmt Fund** | **$5,048,950** | **$5,542,606** | **$5,754,003** | **$6,430,107** | **$676,104** | **12%** |

| Surface Water Mgmt Fund (520) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 1,853,822 | 1,927,105 | 2,314,810 | 2,485,796 | 170,986 | 7% |
| Materials & Services | 182,284 | 254,892 | 283,825 | 352,375 | 68,550 | 24% |
| Capital Outlay | 35,799 | 46,879 | 550,943 | 633,270 | 82,327 | 15% |
| Special Payments | 1,902,168 | 2,050,682 | 2,342,737 | 2,505,378 | 162,641 | 7% |
| Transfers | 170,000 | 420,000 | 261,688 | 453,288 | 191,600 | 73% |
| Unapprop Fund Bal | 904,877 | 843,048 | - | - | - | 0% |
| **Total Surface Water Mgmt Fund** | **$5,048,950** | **$5,542,606** | **$5,754,003** | **$6,430,107** | **$676,104** | **12%** |

| Surface Water Mgmt Fund (520) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 5,048,950 | 5,542,606 | 5,754,003 | 6,430,107 | 676,104 | 12% |
| **Total Surface Water Mgmt Fund** | **$5,048,950** | **$5,542,606** | **$5,754,003** | **$6,430,107** | **$676,104** | **12%** |

**Surface Water Mgmt Fund (520)**

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Licenses and Permits** | | | | | | |
| 4116 Plan Check Fees | 25,879 | 31,551 | 30,600 | 32,826 | 32,826 | 32,826 |
| 4123 Developer Reimbursements | 34,657 | 27,516 | 10,200 | 28,628 | 28,628 | 28,628 |
| 4124 Erosion Control Inspection Fee | 71,449 | 109,364 | 76,500 | 113,783 | 113,783 | 113,783 |
| **Total Licenses and Permits** | **$131,985** | **$168,431** | **$117,300** | **$175,237** | **$175,237** | **$175,237** |
| **Charges for Services** | | | | | | |
| 4154 Service Charges | 200 | 300 | - | 200 | 200 | 200 |
| 4174 SWM Billings | 4,061,770 | 4,464,287 | 5,015,593 | 5,525,177 | 5,525,177 | 5,525,177 |
| 4155 Fee in Lieu of Construction | 12,000 | - | - | - | - | - |
| **Total Charges for Services** | **$4,073,970** | **$4,464,587** | **$5,015,593** | **$5,525,377** | **$5,525,377** | **$5,525,377** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 6,090 | 3,838 | 5,100 | 3,993 | 3,993 | 3,993 |
| **Total Interest** | **$6,090** | **$3,838** | **$5,100** | **$3,993** | **$3,993** | **$3,993** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 314 | 573 | - | - | - | - |
| 4625 Tap Fees SWM | 500 | 300 | 510 | 500 | 500 | 500 |
| 4606 Construction Reimbursement | 1,557 | - | - | - | - | - |
| **Total Miscellaneous** | **$2,371** | **$873** | **$510** | **$500** | **$500** | **$500** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 834,534 | 904,877 | 615,500 | 725,000 | 725,000 | 725,000 |
| **Total Beginning Work Cap** | **$834,534** | **$904,877** | **$615,500** | **$725,000** | **$725,000** | **$725,000** |
| **Total Resources** | **$5,048,950** | **$5,542,606** | **$5,754,003** | **$6,430,107** | **$6,430,107** | **$6,430,107** |

## Surface Water Mgmt Fund (520)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,257,774 | 1,295,780 | 1,549,056 | 1,590,233 | 1,590,233 | 1,590,233 |
| 5005 Salaries - Part-Time | 187 | - | - | - | - | - |
| 5010 Extra Labor | 11,008 | 19,072 | - | 76,094 | 76,094 | 76,094 |
| 5100 Overtime | 3,924 | 9,063 | 10,000 | 10,000 | 10,000 | 10,000 |
| 5301 Med/Den/Vis Insurance | 307,216 | 320,525 | 346,323 | 363,381 | 363,381 | 363,381 |
| 5303 PERS | 131,440 | 134,618 | 197,891 | 167,816 | 167,816 | 167,816 |
| 5308 VEBA | - | - | 29,589 | 32,392 | 32,392 | 32,392 |
| 5309 PERS Stabilization | - | - | - | 47,948 | 47,948 | 47,948 |
| 5399 Other Benefits and Taxes | 142,273 | 148,047 | 181,951 | 197,932 | 197,932 | 197,932 |
| **Total Personnel Services** | **$1,853,822** | **$1,927,105** | **$2,314,810** | **$2,485,796** | **$2,485,796** | **$2,485,796** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 9,123 | 11,821 | 11,000 | 15,500 | 15,500 | 15,500 |
| 6001 Communications Services | 4,501 | 4,599 | 3,500 | 7,200 | 7,200 | 7,200 |
| 6002 Travel/Training/Dues | 8,644 | 10,120 | 18,000 | 19,000 | 19,000 | 19,000 |
| 6003 Postage | 87 | 162 | 650 | 1,800 | 1,800 | 1,800 |
| 6004 Program Supplies/Materials | 2,507 | 2,428 | 3,600 | 5,725 | 5,725 | 5,725 |
| 6005 Advertising/Promotion | 106 | 926 | 2,250 | 4,650 | 4,650 | 4,650 |
| 6006 Tuition Reimbursement | - | - | - | 1,000 | 1,000 | 1,000 |
| 6007 Printing | 1,926 | 3,014 | 3,550 | 5,400 | 5,400 | 5,400 |
| 6100 Contractual Services | 38,683 | 89,912 | 55,000 | 77,000 | 77,000 | 77,000 |
| 6101 Other Services | 5,222 | 3,656 | 1,500 | 2,500 | 2,500 | 2,500 |
| 6200 Fuel/Oil | 61,508 | 55,476 | 53,275 | 57,500 | 57,500 | 57,500 |
| 6201 Fleet Maintenance | 366 | 902 | 800 | 1,800 | 1,800 | 1,800 |
| 6300 Uniforms | 3,838 | 2,693 | 3,200 | 3,000 | 3,000 | 3,000 |
| 6301 Safety Supplies | 622 | 772 | 850 | 4,800 | 4,800 | 4,800 |
| 6400 Utilities | 955 | 789 | 1,300 | 1,000 | 1,000 | 1,000 |
| 6402 Maintenance Supplies | 18,751 | 14,495 | 33,500 | 46,000 | 46,000 | 46,000 |
| 6403 Small Tools and Equipment | 677 | 7,964 | 7,200 | 17,000 | 17,000 | 17,000 |
| 6409 Computer Software | 1,086 | 476 | 2,000 | 3,000 | 3,000 | 3,000 |
| 6410 Computer Hardware | 10,279 | 2,361 | 4,000 | 3,500 | 3,500 | 3,500 |
| 6411 Communications Equipment | 297 | 84 | 500 | 500 | 500 | 500 |
| 6412 Equipment Rental | 1,786 | 13,695 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6413 Landfill Fees | 325 | 1,862 | 32,200 | 15,800 | 15,800 | 15,800 |
| 6415 Pipe and Supply | 4,715 | 17,164 | 14,000 | 25,300 | 25,300 | 25,300 |
| 6416 Equipment Maintenance | 2,209 | 5,875 | 6,950 | 8,900 | 8,900 | 8,900 |
| 6419 Personal Protective Equipment | 4,071 | 3,646 | 5,000 | 4,500 | 4,500 | 4,500 |
| **Total Materials & Services** | **$182,284** | **$254,892** | **$283,825** | **$352,375** | **$352,375** | **$352,375** |

## Surface Water Mgmt Fund (520)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | - | - | 8,500 | 8,500 | 8,500 |
| 7002 Non-License Appar and Equipment | - | - | 25,000 | - | - | - |
| 7010 Office Equipment | - | 372 | - | - | - | - |
| 7020 Computer Hardware | 24,718 | 10,014 | 17,080 | - | - | - |
| 7021 Computer Software | 899 | 626 | 8,000 | 27,300 | 27,300 | 27,300 |
| 7030 Facilities and Improvements | 12,283 | 8,967 | 5,000 | - | - | - |
| 7040 Construction - Infrastructure | (2,101) | 26,900 | 50,000 | 10,000 | 10,000 | 10,000 |
| 7050 Capital Reserve | - | - | 445,863 | 587,470 | 587,470 | 587,470 |
| **Total Capital Outlay** | **$35,799** | **$46,879** | **$550,943** | **$633,270** | **$633,270** | **$633,270** |
| **Special Payments** | | | | | | |
| 8002 Miscellaneous Refunds | - | - | 5,000 | 5,000 | 5,000 | 5,000 |
| 8008 Facilities Depreciation | 20,447 | 23,050 | 20,480 | 19,008 | 19,008 | 19,008 |
| 8009 Support Services Charge | 544,198 | 556,145 | 680,474 | 697,269 | 697,269 | 697,269 |
| 8010 Equipment Depreciation | 22,280 | 27,113 | 27,113 | 28,580 | 28,580 | 28,580 |
| 8011 Facilities Charge | 79,240 | 84,551 | 101,388 | 93,166 | 93,166 | 93,166 |
| 8018 Insurance | 11,344 | 12,578 | 17,650 | 17,650 | 17,650 | 17,650 |
| 8022 Bad Debt Expense | - | - | 1,200 | 1,200 | 1,200 | 1,200 |
| 8023 Collection Expense | - | - | 2,000 | 2,000 | 2,000 | 2,000 |
| 8024 Fleet Services Charge | 72,079 | 73,357 | 57,988 | 66,830 | 66,830 | 66,830 |
| 8026 CWS Payments | 1,011,860 | 1,118,404 | 1,253,898 | 1,381,294 | 1,381,294 | 1,381,294 |
| 8055 Franchise Fee Payments | 140,720 | 155,484 | 175,546 | 193,381 | 193,381 | 193,381 |
| **Total Special Payments** | **$1,902,168** | **$2,050,682** | **$2,342,737** | **$2,505,378** | **$2,505,378** | **$2,505,378** |
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| 8203 Transfer to General Fund | - | - | 75,000 | 75,000 | 75,000 | 75,000 |
| 8220 Transfer to Planning | 25,000 | 100,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 8228 Transfer to SWM Depreciation Fund | 125,000 | 300,000 | 141,688 | 333,288 | 333,288 | 333,288 |
| **Total Transfers** | **$170,000** | **$420,000** | **$261,688** | **$453,288** | **$453,288** | **$453,288** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 904,877 | 843,048 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$904,877** | **$843,048** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$5,048,950** | **$5,542,606** | **$5,754,003** | **$6,430,107** | **$6,430,107** | **$6,430,107** |

## SWM Depreciation Fund (522)

This fund accounts for capital projects related to the maintenance of the existing storm water system, and for fleet vehicle and equipment replacements. Fund resources include transfers from Surface Water Management Fund and interest income.

| SWM Depreciation Fund (522) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 202,792 | 319,198 | 531,950 | 397,000 | (134,950) | -25% |
| Interest | 2,061 | 1,155 | 950 | 800 | (150) | -16% |
| Other Financing Src | 125,000 | 300,000 | 141,688 | 333,288 | 191,600 | 135% |
| Miscellaneous | 226 | 1,680 | - | - | - | 0% |
| **Total SWM Depreciation Fund** | **$330,079** | **$622,033** | **$674,588** | **$731,088** | **$56,500** | **8%** |

| SWM Depreciation Fund (522) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 3,881 | 22,129 | - | - | - | 0% |
| Materials & Services | - | 38,498 | 35,650 | 230,290 | 194,640 | 546% |
| Capital Outlay | 7,000 | 127,470 | 638,938 | 500,798 | (138,140) | -22% |
| Unapprop Fund Bal | 319,198 | 433,936 | - | - | - | 0% |
| **Total SWM Depreciation Fund** | **$330,079** | **$622,033** | **$674,588** | **$731,088** | **$56,500** | **8%** |

| SWM Depreciation Fund (522) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 330,079 | 622,033 | 674,588 | 731,088 | 56,500 | 8% |
| **Total SWM Depreciation Fund** | **$330,079** | **$622,033** | **$674,588** | **$731,088** | **$56,500** | **8%** |

## SWM Depreciation Fund (522)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 2,061 | 1,155 | 950 | 800 | 800 | 800 |
| **Total Interest** | **$2,061** | **$1,155** | **$950** | **$800** | **$800** | **$800** |
| **Other Financing Src** | | | | | | |
| 4455 Transfer from SWM Fund | - | 300,000 | 141,688 | 333,288 | 333,288 | 333,288 |
| 4458 Transfer from Sewer Fund | 125,000 | - | - | - | - | - |
| **Total Other Financing Src** | **$125,000** | **$300,000** | **$141,688** | **$333,288** | **$333,288** | **$333,288** |
| **Miscellaneous** | | | | | | |
| 4601 Sale of Surplus Property | 226 | 1,664 | - | - | - | - |
| 4600 Miscellaneous Income | - | 16 | - | - | - | - |
| **Total Miscellaneous** | **$226** | **$1,680** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 202,792 | 319,198 | 531,950 | 397,000 | 397,000 | 397,000 |
| **Total Beginning Work Cap** | **$202,792** | **$319,198** | **$531,950** | **$397,000** | **$397,000** | **$397,000** |
| **Total Resources** | **$330,079** | **$622,033** | **$674,588** | **$731,088** | **$731,088** | **$731,088** |

## SWM Depreciation Fund (522)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 2,704 | 12,207 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 614 | 2,251 | - | - | - | - |
| 5303 PERS | 254 | 768 | - | - | - | - |
| 5399 Other Benefits and Taxes | 309 | 6,903 | - | - | - | - |
| **Total Personnel Services** | **$3,881** | **$22,129** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6003 Postage | - | 1 | 200 | 725 | 725 | 725 |
| 6004 Program Supplies/Materials | - | 21 | 200 | 725 | 725 | 725 |
| 6005 Advertising/Promotion | - | 27 | 200 | 725 | 725 | 725 |
| 6007 Printing | - | - | 200 | 725 | 725 | 725 |
| 6100 Contractual Services | - | 19,258 | 16,900 | 218,380 | 218,380 | 218,380 |
| 6101 Other Services | - | - | 450 | 510 | 510 | 510 |
| 6402 Maintenance Supplies | - | 8,135 | - | 5,000 | 5,000 | 5,000 |
| 6412 Equipment Rental | - | 9,256 | 15,000 | 2,500 | 2,500 | 2,500 |
| 6413 Landfill Fees | - | 1,800 | 2,500 | 1,000 | 1,000 | 1,000 |
| **Total Materials & Services** | **$0** | **$38,498** | **$35,650** | **$230,290** | **$230,290** | **$230,290** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | - | 96,359 | 8,400 | - | - | - |
| 7040 Construction - Infrastructure | 7,000 | 31,111 | 200,000 | 134,145 | 134,145 | 134,145 |
| 7050 Capital Reserve | - | - | 430,538 | 366,653 | 366,653 | 366,653 |
| **Total Capital Outlay** | **$7,000** | **$127,470** | **$638,938** | **$500,798** | **$500,798** | **$500,798** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 319,198 | 433,936 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$319,198** | **$433,936** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$330,079** | **$622,033** | **$674,588** | **$731,088** | **$731,088** | **$731,088** |

## SWM System Development Charges (SDC) Fund (524)

This fund accounts for the System Development Charges (SDC) revenue which supports capital improvement projects related to expansion and upgrading of existing storm sewer system. Fund resources include SDC collections and interest income.

| SWM SDC Fund (524) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 8,486,509 | 8,198,912 | 7,832,700 | 6,775,000 | (1,057,700) | -14% |
| Interest | 69,960 | 35,338 | 39,500 | 28,500 | (11,000) | -28% |
| Systems Development | 211,559 | 280,029 | 113,500 | 283,000 | 169,500 | 149% |
| Miscellaneous | 5,807 | 921 | - | - | - | 0% |
| **Total SWM SDC Fund** | **$8,773,835** | **$8,515,200** | **$7,985,700** | **$7,086,500** | **($899,200)** | **-11%** |

| SWM SDC Fund (524) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 64,820 | 39,860 | - | - | - | 0% |
| Materials & Services | 18,690 | 73,622 | 33,400 | 99,749 | 66,349 | 199% |
| Capital Outlay | 491,413 | 117,769 | 7,118,967 | 3,531,140 | (3,587,827) | -50% |
| Transfers | - | - | 833,333 | 3,455,611 | 2,622,278 | 315% |
| Unapprop Fund Bal | 8,198,912 | 8,283,949 | - | - | - | 0% |
| **Total SWM SDC Fund** | **$8,773,835** | **$8,515,200** | **$7,985,700** | **$7,086,500** | **($899,200)** | **-11%** |

| SWM SDC Fund (524) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 8,773,835 | 8,515,200 | 7,985,700 | 7,086,500 | (899,200) | -11% |
| **Total SWM SDC Fund** | **$8,773,835** | **$8,515,200** | **$7,985,700** | **$7,086,500** | **($899,200)** | **-11%** |

## SWM SDC Fund (524)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 69,960 | 35,338 | 39,500 | 28,500 | 28,500 | 28,500 |
| **Total Interest** | **$69,960** | **$35,338** | **$39,500** | **$28,500** | **$28,500** | **$28,500** |
| **Systems Development** | | | | | | |
| 4410 Systems Development Charges | 425 | 4,437 | - | - | - | - |
| 4415 SDC in Lieu - Quality | 3,658 | 4,669 | 3,500 | 3,000 | 3,000 | 3,000 |
| 4416 SDC in Lieu - Quantity | 207,476 | 270,923 | 110,000 | 280,000 | 280,000 | 280,000 |
| **Total Systems Development** | **$211,559** | **$280,029** | **$113,500** | **$283,000** | **$283,000** | **$283,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | - | 921 | - | - | - | - |
| 4606 Construction Reimbursement | 5,807 | - | - | - | - | - |
| **Total Miscellaneous** | **$5,807** | **$921** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 8,486,509 | 8,198,912 | 7,832,700 | 6,775,000 | 6,775,000 | 6,775,000 |
| **Total Beginning Work Cap** | **$8,486,509** | **$8,198,912** | **$7,832,700** | **$6,775,000** | **$6,775,000** | **$6,775,000** |
| **Total Resources** | **$8,773,835** | **$8,515,200** | **$7,985,700** | **$7,086,500** | **$7,086,500** | **$7,086,500** |

## SWM SDC Fund (524)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 44,893 | 27,823 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 9,890 | 5,921 | - | - | - | - |
| 5303 PERS | 5,060 | 3,152 | - | - | - | - |
| 5399 Other Benefits and Taxes | 4,977 | 2,964 | - | - | - | - |
| **Total Personnel Services** | **$64,820** | **$39,860** | **$0** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6003 Postage | 19 | 7 | 600 | 821 | 821 | 821 |
| 6004 Program Supplies/Materials | 561 | 63 | 400 | 821 | 821 | 821 |
| 6005 Advertising/Promotion | 513 | 146 | 600 | 821 | 821 | 821 |
| 6007 Printing | 47 | - | 1,100 | 821 | 821 | 821 |
| 6100 Contractual Services | 16,375 | 71,808 | 29,800 | 95,650 | 95,650 | 95,650 |
| 6101 Other Services | 989 | 1,598 | 900 | 815 | 815 | 815 |
| 6402 Maintenance Supplies | 186 | - | - | - | - | - |
| **Total Materials & Services** | **$18,690** | **$73,622** | **$33,400** | **$99,749** | **$99,749** | **$99,749** |
| **Capital Outlay** | | | | | | |
| 7035 Land | - | 16,000 | 30,000 | - | - | - |
| 7040 Construction - Infrastructure | 491,413 | 101,769 | 3,282,800 | 739,755 | 739,755 | 739,755 |
| 7050 Capital Reserve | - | - | 3,806,167 | 2,315,953 | 2,791,385 | 2,791,385 |
| **Total Capital Outlay** | **$491,413** | **$117,769** | **$7,118,967** | **$3,055,708** | **$3,531,140** | **$3,531,140** |
| **Transfers** | | | | | | |
| 8209 Transfer to Facilities Managemen | - | - | 833,333 | 3,931,043 | 3,455,611 | 3,455,611 |
| **Total Transfers** | **$0** | **$0** | **$833,333** | **$3,931,043** | **$3,455,611** | **$3,455,611** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 8,198,912 | 8,283,949 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$8,198,912** | **$8,283,949** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$8,773,835** | **$8,515,200** | **$7,985,700** | **$7,086,500** | **$7,086,500** | **$7,086,500** |

# Other Enterprise Funds

# Other Enterprise Funds



| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Property Management Fund (530) | 75,557 | 99,354 | 127,700 | 94,700 | (33,000) | -26% |
| ITF Fund (712) | 236,067 | 259,165 | 237,600 | 270,000 | 32,400 | 14% |
| **Total Other Enterprise Funds** | **$311,624** | **$358,519** | **$365,300** | **$364,700** | **($600)** | **0%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 155,551 | 118,318 | 132,000 | 105,000 | (27,000) | -20% |
| Licenses and Permits | 13,505 | 6,940 | 15,000 | 2,000 | (13,000) | -87% |
| Fines and Forfeiture | 13,733 | 11,400 | 15,000 | 12,000 | (3,000) | -20% |
| Charges for Services | 26,769 | 15,038 | 7,200 | 200 | (7,000) | -97% |
| Interest | 1,724 | 647 | 1,000 | 800 | (200) | -20% |
| Other Financing Src | - | - | - | 50,000 | 50,000 | 0% |
| Miscellaneous | 100,342 | 206,176 | 195,100 | 194,700 | (400) | 0% |
| **Total Other Enterprise Funds** | **$311,624** | **$358,519** | **$365,300** | **$364,700** | **($600)** | **0%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 193,306 | 207,162 | 358,700 | 339,700 | (19,000) | -5% |
| Contingency | - | - | 6,600 | 10,000 | 3,400 | 52% |
| Unapprop Fund Bal | 118,318 | 151,357 | - | 15,000 | 15,000 | 0% |
| **Total Other Enterprise Funds** | **$311,624** | **$358,519** | **$365,300** | **$364,700** | **($600)** | **0%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Facilities | 236,067 | 259,165 | 237,600 | 270,000 | 32,400 | 14% |
| Public Works | 75,557 | 99,354 | 127,700 | 94,700 | (33,000) | -26% |
| **Total Other Enterprise Funds** | **$311,624** | **$358,519** | **$365,300** | **$364,700** | **($600)** | **0%** |

## Property Management Fund (530)

This fund accounts for revenues and operating costs for off-street parking facilities and other properties.

| Property Management Fund (530) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 21,114 | 65,615 | 90,000 | 80,000 | (10,000) | -11% |
| Licenses and Permits | 13,505 | 6,940 | 15,000 | 2,000 | (13,000) | -87% |
| Fines and Forfeiture | 13,733 | 11,400 | 15,000 | 12,000 | (3,000) | -20% |
| Charges for Services | 26,769 | 15,038 | 7,200 | 200 | (7,000) | -97% |
| Interest | 436 | 361 | 500 | 500 | - | 0% |
| **Total Property Management Fund** | **$75,557** | **$99,354** | **$127,700** | **$94,700** | **($33,000)** | **-26%** |

| Property Management Fund (530) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 9,942 | 15,876 | 127,700 | 94,700 | (33,000) | -26% |
| Unapprop Fund Bal | 65,615 | 83,478 | - | - | - | 0% |
| **Total Property Management Fund** | **$75,557** | **$99,354** | **$127,700** | **$94,700** | **($33,000)** | **-26%** |

| Property Management Fund (530) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Works | 75,557 | 99,354 | 127,700 | 94,700 | (33,000) | -26% |
| **Total Property Management Fund** | **$75,557** | **$99,354** | **$127,700** | **$94,700** | **($33,000)** | **-26%** |

## Property Management Fund (530)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Licenses and Permits** | | | | | | |
| 4125 Downtown Maintenance Fees | 13,505 | 6,940 | 15,000 | 2,000 | 2,000 | 2,000 |
| **Total Licenses and Permits** | **$13,505** | **$6,940** | **$15,000** | **$2,000** | **$2,000** | **$2,000** |
| **Fines and Forfeiture** | | | | | | |
| 4132 Parking Fines | 13,733 | 11,400 | 15,000 | 12,000 | 12,000 | 12,000 |
| **Total Fines and Forfeiture** | **$13,733** | **$11,400** | **$15,000** | **$12,000** | **$12,000** | **$12,000** |
| **Charges for Services** | | | | | | |
| 4154 Service Charges | 19,973 | 8,808 | 200 | 200 | 200 | 200 |
| 4175 Lease Revenues | 6,796 | 6,230 | 7,000 | - | - | - |
| **Total Charges for Services** | **$26,769** | **$15,038** | **$7,200** | **$200** | **$200** | **$200** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 436 | 361 | 500 | 500 | 500 | 500 |
| **Total Interest** | **$436** | **$361** | **$500** | **$500** | **$500** | **$500** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 21,114 | 65,615 | 90,000 | 80,000 | 80,000 | 80,000 |
| **Total Beginning Work Cap** | **$21,114** | **$65,615** | **$90,000** | **$80,000** | **$80,000** | **$80,000** |
| **Total Resources** | **$75,557** | **$99,354** | **$127,700** | **$94,700** | **$94,700** | **$94,700** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6100 Contractual Services | - | - | 105,700 | 73,700 | 73,700 | 73,700 |
| 6400 Utilities | 9,942 | 15,876 | 22,000 | 21,000 | 21,000 | 21,000 |
| **Total Materials & Services** | **$9,942** | **$15,876** | **$127,700** | **$94,700** | **$94,700** | **$94,700** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 65,615 | 83,478 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$65,615** | **$83,478** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$75,557** | **$99,354** | **$127,700** | **$94,700** | **$94,700** | **$94,700** |

## Intermodal Transit Facility (ITF) Fund (712)

This fund was created in FY 2010-11 to maintain the City's intermodal transit facility (ITF). The City partnered with Tuality Healthcare and Pacific University to build the ITF and the partners will share in the cost of maintaining the structure.

| ITF Fund (712) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 134,437 | 52,703 | 42,000 | 25,000 | (17,000) | -40% |
| Interest | 1,288 | 286 | 500 | 300 | (200) | -40% |
| Other Financing Src | - | - | - | 50,000 | 50,000 | 0% |
| Miscellaneous | 100,342 | 206,176 | 195,100 | 194,700 | (400) | 0% |
| **Total ITF Fund** | **$236,067** | **$259,165** | **$237,600** | **$270,000** | **$32,400** | **14%** |

| ITF Fund (712) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 183,364 | 191,286 | 231,000 | 245,000 | 14,000 | 6% |
| Contingency | - | - | 6,600 | 10,000 | 3,400 | 52% |
| Unapprop Fund Bal | 52,703 | 67,879 | - | 15,000 | 15,000 | 0% |
| **Total ITF Fund** | **$236,067** | **$259,165** | **$237,600** | **$270,000** | **$32,400** | **14%** |

| ITF Fund (712) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Facilities | 236,067 | 259,165 | 237,600 | 270,000 | 32,400 | 14% |
| **Total ITF Fund** | **$236,067** | **$259,165** | **$237,600** | **$270,000** | **$32,400** | **14%** |

## ITF Fund (712)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 1,288 | 286 | 500 | 300 | 300 | 300 |
| **Total Interest** | **$1,288** | **$286** | **$500** | **$300** | **$300** | **$300** |
| **Other Financing Src** | | | | | | |
| 4452 Transfer from Facilities Managem | - | - | - | 50,000 | 50,000 | 50,000 |
| **Total Other Financing Src** | **$0** | **$0** | **$0** | **$50,000** | **$50,000** | **$50,000** |
| **Miscellaneous** | | | | | | |
| 4605 Partner Payments | 26,307 | 129,396 | 120,000 | 99,750 | 99,750 | 99,750 |
| 4600 Miscellaneous Income | 44,035 | 46,780 | 45,100 | 49,950 | 49,950 | 49,950 |
| 4610 Leasehold Revenues | 30,000 | 30,000 | 30,000 | 45,000 | 45,000 | 45,000 |
| **Total Miscellaneous** | **$100,342** | **$206,176** | **$195,100** | **$194,700** | **$194,700** | **$194,700** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 134,437 | 52,703 | 42,000 | 25,000 | 25,000 | 25,000 |
| **Total Beginning Work Cap** | **$134,437** | **$52,703** | **$42,000** | **$25,000** | **$25,000** | **$25,000** |
| **Total Resources** | **$236,067** | **$259,165** | **$237,600** | **$270,000** | **$270,000** | **$270,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 4,717 | 7,602 | 9,000 | 9,000 | 9,000 | 9,000 |
| 6100 Contractual Services | 105,224 | 110,356 | 108,000 | 108,000 | 108,000 | 108,000 |
| 6102 Maintenance Contracts | - | - | - | 11,000 | 11,000 | 11,000 |
| 6103 Janitorial Expense | 32,677 | 33,495 | 45,000 | 45,000 | 45,000 | 45,000 |
| 6400 Utilities | 38,177 | 35,681 | 45,000 | 45,000 | 45,000 | 45,000 |
| 6402 Maintenance Supplies | 983 | 1,912 | 14,500 | 17,500 | 17,500 | 17,500 |
| 6430 Insurance | - | - | 6,000 | 6,000 | 6,000 | 6,000 |
| 6432 Janitorial Supplies | 1,586 | 2,240 | 3,500 | 3,500 | 3,500 | 3,500 |
| **Total Materials & Services** | **$183,364** | **$191,286** | **$231,000** | **$245,000** | **$245,000** | **$245,000** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 6,600 | 10,000 | 10,000 | 10,000 |
| **Total Contingency** | **$0** | **$0** | **$6,600** | **$10,000** | **$10,000** | **$10,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 52,703 | 67,879 | - | 15,000 | 15,000 | 15,000 |
| **Total Unapprop Fund Bal** | **$52,703** | **$67,879** | **$0** | **$15,000** | **$15,000** | **$15,000** |
| **Total Requirements** | **$236,067** | **$259,165** | **$237,600** | **$270,000** | **$270,000** | **$270,000** |

# Trust and Agency Funds

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Broadband Users Group (610) | 440,353 | 618,398 | 555,454 | 616,726 | 61,272 | 11% |
| PPDS Users Group (620) | 19,360 | 37,183 | 56,600 | 28,940 | (27,660) | -49% |
| Public Safety Agency Fund (630) | 60,765 | - | - | - | - | 0% |
| Library Board Agency Fund (640) | 167,378 | 189,989 | 184,800 | 219,600 | 34,800 | 19% |
| Cemetery Endowment Fund (650) | 8,808 | 8,872 | 9,075 | 9,050 | (25) | 0% |
| Jackson Bottom Preserve (670) | 161,956 | 165,191 | 168,500 | 164,500 | (4,000) | -2% |
| **Total Trust & Agency Funds** | **$858,620** | **$1,019,633** | **$974,429** | **$1,038,816** | **$64,387** | **7%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 444,665 | 311,294 | 431,400 | 404,500 | (26,900) | -6% |
| Charges for Services | 9,410 | 10,045 | 10,000 | 10,000 | - | 0% |
| Interest | 3,062 | 3,411 | 3,975 | 3,740 | (235) | -6% |
| Grants and Donations | 140,144 | 190,162 | 129,100 | 156,100 | 27,000 | 21% |
| Miscellaneous | 261,339 | 504,721 | 399,954 | 464,476 | 64,522 | 16% |
| **Total Trust & Agency Funds** | **$858,620** | **$1,019,633** | **$974,429** | **$1,038,816** | **$64,387** | **7%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | - | 2,961 | 300 | - | (300) | -100% |
| Materials & Services | 451,536 | 587,326 | 685,260 | 773,600 | 88,340 | 13% |
| Capital Outlay | 35,025 | 57,955 | 45,000 | 25,500 | (19,500) | -43% |
| Transfers | 60,765 | - | - | - | - | 0% |
| Contingency | - | - | 234,794 | 230,666 | (4,128) | -2% |
| Unapprop Fund Bal | 311,294 | 371,391 | 9,075 | 9,050 | (25) | 0% |
| **Total Trust & Agency Funds** | **$858,620** | **$1,019,633** | **$974,429** | **$1,038,816** | **$64,387** | **7%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Parks and Recreation | 161,956 | 165,191 | 168,500 | 164,500 | (4,000) | -2% |
| Information Services | 459,713 | 655,581 | 612,054 | 645,666 | 33,612 | 5% |
| Public Safety Agency Fund | 60,765 | - | - | - | - | 0% |
| Library Board | 167,378 | 189,989 | 184,800 | 219,600 | 34,800 | 19% |
| Cemetery Trust | 8,808 | 8,872 | 9,075 | 9,050 | (25) | 0% |
| **Total Trust & Agency Funds** | **$858,620** | **$1,019,633** | **$974,429** | **$1,038,816** | **$64,387** | **7%** |

## Broadband Users Group Fund (610)

This fund accounts for the collection of partner payments from agencies within the Portland Metropolitan area who have combined resources used for network infrastructure and disbursement to vendors providing services to the Group.

| Broadband Users Group (610) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 190,914 | 97,231 | 179,500 | 173,000 | (6,500) | -4% |
| Interest | 1,197 | 2,300 | 2,500 | 2,500 | - | 0% |
| Grants and Donations | - | 29,750 | - | - | - | 0% |
| Miscellaneous | 248,242 | 489,117 | 373,454 | 441,226 | 67,772 | 18% |
| **Total Broadband Users Group** | **$440,353** | **$618,398** | **$555,454** | **$616,726** | **$61,272** | **11%** |

| Broadband Users Group (610) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 308,097 | 428,049 | 362,960 | 427,750 | 64,790 | 18% |
| Capital Outlay | 35,025 | 57,955 | 45,000 | 25,500 | (19,500) | -43% |
| Contingency | - | - | 147,494 | 163,476 | 15,982 | 11% |
| Unapprop Fund Bal | 97,231 | 132,394 | - | - | - | 0% |
| **Total Broadband Users Group** | **$440,353** | **$618,398** | **$555,454** | **$616,726** | **$61,272** | **11%** |

| Broadband Users Group (610) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Information Services | 440,353 | 618,398 | 555,454 | 616,726 | 61,272 | 11% |
| **Total Broadband Users Group** | **$440,353** | **$618,398** | **$555,454** | **$616,726** | **$61,272** | **11%** |

## Broadband Users Group (610)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 1,197 | 2,300 | 2,500 | 2,500 | 2,500 | 2,500 |
| **Total Interest** | **$1,197** | **$2,300** | **$2,500** | **$2,500** | **$2,500** | **$2,500** |
| **Grants and Donations** | | | | | | |
| 4277 Grants - Other | - | 29,750 | - | - | - | - |
| **Total Grants and Donations** | **$0** | **$29,750** | **$0** | **$0** | **$0** | **$0** |
| **Miscellaneous** | | | | | | |
| 4605 Partner Payments | 248,242 | 489,117 | 373,454 | 441,226 | 441,226 | 441,226 |
| **Total Miscellaneous** | **$248,242** | **$489,117** | **$373,454** | **$441,226** | **$441,226** | **$441,226** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 190,914 | 97,231 | 179,500 | 173,000 | 173,000 | 173,000 |
| **Total Beginning Work Cap** | **$190,914** | **$97,231** | **$179,500** | **$173,000** | **$173,000** | **$173,000** |
| **Total Resources** | **$440,353** | **$618,398** | **$555,454** | **$616,726** | **$616,726** | **$616,726** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 117,664 | 122,782 | - | - | - | - |
| 6100 Contractual Services | 117,705 | 220,971 | 271,110 | 340,300 | 340,300 | 340,300 |
| 6409 Computer Software | - | 1,503 | - | - | - | - |
| 6410 Computer Hardware | - | 315 | - | - | - | - |
| 6416 Equipment Maintenance | 72,728 | 82,478 | 91,850 | 87,450 | 87,450 | 87,450 |
| **Total Materials & Services** | **$308,097** | **$428,049** | **$362,960** | **$427,750** | **$427,750** | **$427,750** |
| **Capital Outlay** | | | | | | |
| 7025 Network Hardware | 35,025 | 57,955 | 45,000 | 25,500 | 25,500 | 25,500 |
| **Total Capital Outlay** | **$35,025** | **$57,955** | **$45,000** | **$25,500** | **$25,500** | **$25,500** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 147,494 | 163,476 | 163,476 | 163,476 |
| **Total Contingency** | **$0** | **$0** | **$147,494** | **$163,476** | **$163,476** | **$163,476** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 97,231 | 132,394 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$97,231** | **$132,394** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$440,353** | **$618,398** | **$555,454** | **$616,726** | **$616,726** | **$616,726** |

## Portland Users Group Fund (620)

This fund accounts for the collection of partner payments from agencies within Portland who have combined resources used for network infrastructure and disbursements to vendors providing services to the Group.

| PPDS Users Group (620) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 6,190 | 9,026 | 30,000 | 5,600 | (24,400) | -81% |
| Interest | 73 | 95 | 100 | 90 | (10) | -10% |
| Grants and Donations | - | 12,474 | - | - | - | 0% |
| Miscellaneous | 13,097 | 15,588 | 26,500 | 23,250 | (3,250) | -12% |
| **Total PPDS Users Group** | **$19,360** | **$37,183** | **$56,600** | **$28,940** | **($27,660)** | **-49%** |

| PPDS Users Group (620) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 10,334 | 12,367 | 34,500 | 23,250 | (11,250) | -33% |
| Contingency | - | - | 22,100 | 5,690 | (16,410) | -74% |
| Unapprop Fund Bal | 9,026 | 24,816 | - | - | - | 0% |
| **Total PPDS Users Group** | **$19,360** | **$37,183** | **$56,600** | **$28,940** | **($27,660)** | **-49%** |

| PPDS Users Group (620) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Information Services | 19,360 | 37,183 | 56,600 | 28,940 | (27,660) | -49% |
| **Total PPDS Users Group** | **$19,360** | **$37,183** | **$56,600** | **$28,940** | **($27,660)** | **-49%** |

## PPDS Users Group (620)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 73 | 95 | 100 | 90 | - | - |
| **Total Interest** | **$73** | **$95** | **$100** | **$90** | **$0** | **$0** |
| **Grants and Donations** | | | | | | |
| 4277 Grants - Other | - | 12,474 | - | - | - | - |
| **Total Grants and Donations** | **$0** | **$12,474** | **$0** | **$0** | **$0** | **$0** |
| **Miscellaneous** | | | | | | |
| 4605 Partner Payments | 13,097 | 15,588 | 26,500 | 23,250 | - | - |
| **Total Miscellaneous** | **$13,097** | **$15,588** | **$26,500** | **$23,250** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 6,190 | 9,026 | 30,000 | 5,600 | - | - |
| **Total Beginning Work Cap** | **$6,190** | **$9,026** | **$30,000** | **$5,600** | **$0** | **$0** |
| **Total Resources** | **$19,360** | **$37,183** | **$56,600** | **$28,940** | **$0** | **$0** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials and Svcs** | | | | | | |
| 6001 Communications Services | 9,092 | - | - | - | - | - |
| 6100 Contractual Services | 1,242 | 6,212 | 11,500 | 10,000 | - | - |
| 6102 Maintenance Contracts | - | 2,387 | - | - | - | - |
| 6416 Equipment Maintenance | - | 3,768 | 15,000 | 13,250 | - | - |
| **Total Materials and Svcs** | **$10,334** | **$12,367** | **$26,500** | **$23,250** | **$0** | **$0** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 30,100 | 5,690 | - | - |
| **Total Contingency** | **$0** | **$0** | **$30,100** | **$5,690** | **$0** | **$0** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 9,026 | 24,816 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$9,026** | **$24,816** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$19,360** | **$37,183** | **$56,600** | **$28,940** | **$0** | **$0** |

## Public Safety Agency Fund (630)

This fund primarily accounts for 911 emergency excise taxes received from the State of Oregon and their disbursements to the Washington County Consolidated Communications Agency (WCCCA). This fund was closed out as 911 tax revenues are now being received by WCCCA directly.

| Public Safety Agency Fund (630) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 60,765 | - | - | - | - | 0% |
| **Total Public Safety Agency Fund** | **$60,765** | **$0** | **$0** | **$0** | **$0** | **0%** |

| Public Safety Agency Fund (630) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Transfers | 60,765 | - | - | - | - | 0% |
| **Total Public Safety Agency Fund** | **$60,765** | **$0** | **$0** | **$0** | **$0** | **0%** |

| Public Safety Agency Fund (630) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Public Safety Agency Fund | 60,765 | - | - | - | - | 0% |
| **Total Public Safety Agency Fund** | **$60,765** | **$0** | **$0** | **$0** | **$0** | **0%** |

## Public Safety Agency Fund (630)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 60,765 | - | - | - | - | - |
| **Total Beginning Work Cap** | **$60,765** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Total Resources** | **$60,765** | **$0** | **$0** | **$0** | **$0** | **$0** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Transfers** | | | | | | |
| 8203 Transfer to General Fund | 60,765 | - | - | - | - | - |
| **Total Transfers** | **$60,765** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$60,765** | **$0** | **$0** | **$0** | **$0** | **$0** |

## Library Board Agency Fund (640)

This fund accounts for fundraising activities of the Library Board.

| Library Board Agency Fund (640) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 57,839 | 74,877 | 85,000 | 93,000 | 8,000 | 9% |
| Interest | 746 | 473 | 800 | 600 | (200) | -25% |
| Grants and Donations | 108,793 | 114,639 | 99,000 | 126,000 | 27,000 | 27% |
| **Total Library Board Agency Fund** | **$167,378** | **$189,989** | **$184,800** | **$219,600** | **$34,800** | **19%** |

| Library Board Agency Fund (640) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 92,501 | 104,370 | 184,800 | 219,600 | 34,800 | 19% |
| Unapprop Fund Bal | 74,877 | 85,619 | - | - | - | 0% |
| **Total Library Board Agency Fund** | **$167,378** | **$189,989** | **$184,800** | **$219,600** | **$34,800** | **19%** |

| Library Board Agency Fund (640) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Library Board | 167,378 | 189,989 | 184,800 | 219,600 | 34,800 | 19% |
| **Total Library Board Agency Fund** | **$167,378** | **$189,989** | **$184,800** | **$219,600** | **$34,800** | **19%** |

## Library Board Agency Fund (640)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 746 | 473 | 800 | 600 | 600 | 600 |
| **Total Interest** | **$746** | **$473** | **$800** | **$600** | **$600** | **$600** |
| **Grants and Donations** | | | | | | |
| 4270 Donations | 8,709 | 3,394 | 5,200 | 5,200 | 5,200 | 5,200 |
| 4280 Memorials and Grants | 65,848 | 79,779 | 62,200 | 87,700 | 87,700 | 87,700 |
| 4281 Re-orders | 33,870 | 29,326 | 30,000 | 30,000 | 30,000 | 30,000 |
| 4282 Board Discretionary | 366 | 156 | 100 | 600 | 600 | 600 |
| 4283 Reorders Self Checkout | - | 1,984 | 1,500 | 2,500 | 2,500 | 2,500 |
| **Total Grants and Donations** | **$108,793** | **$114,639** | **$99,000** | **$126,000** | **$126,000** | **$126,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 57,839 | 74,877 | 85,000 | 93,000 | 93,000 | 93,000 |
| **Total Beginning Work Cap** | **$57,839** | **$74,877** | **$85,000** | **$93,000** | **$93,000** | **$93,000** |
| **Total Resources** | **$167,378** | **$189,989** | **$184,800** | **$219,600** | **$219,600** | **$219,600** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6426 Memorials and Grants | 49,591 | 69,613 | 62,200 | 87,700 | 87,700 | 142,000 |
| 6427 Re-orders | 34,259 | 29,583 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6428 Library Board Donations | 1,974 | 5,174 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6429 Library Board Discretionary | 6,677 | - | 87,600 | 96,900 | 96,900 | 42,600 |
| **Total Materials & Services** | **$92,501** | **$104,370** | **$184,800** | **$219,600** | **$219,600** | **$219,600** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 74,877 | 85,619 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$74,877** | **$85,619** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$167,378** | **$189,989** | **$184,800** | **$219,600** | **$219,600** | **$219,600** |

## Cemetery Endowment Fund (650)

This fund is used to account for endowments and related interest income. The income of the trust is used to help maintain the Pioneer Cemetery.

| Cemetery Endowment Fund (650) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 8,687 | 8,808 | 8,900 | 8,900 | - | 0% |
| Interest | 71 | 39 | 75 | 50 | (25) | -33% |
| Grants and Donations | 50 | 25 | 100 | 100 | - | 0% |
| **Total Cemetery Endowment Fund** | **$8,808** | **$8,872** | **$9,075** | **$9,050** | **($25)** | **0%** |

| Cemetery Endowment Fund (650) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Unapprop Fund Bal | 8,808 | 8,872 | 9,075 | 9,050 | (25) | 0% |
| **Total Cemetery Endowment Fund** | **$8,808** | **$8,872** | **$9,075** | **$9,050** | **($25)** | **0%** |

| Cemetery Endowment Fund (650) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Cemetery Trust | 8,808 | 8,872 | 9,075 | 9,050 | (25) | 0% |
| **Total Cemetery Endowment Fund** | **$8,808** | **$8,872** | **$9,075** | **$9,050** | **($25)** | **0%** |

## Cemetery Endowment Fund (650)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 71 | 39 | 75 | 50 | 50 | 50 |
| **Total Interest** | **$71** | **$39** | **$75** | **$50** | **$50** | **$50** |
| **Grants and Donations** | | | | | | |
| 4270 Donations | 50 | 25 | 100 | 100 | 100 | 100 |
| **Total Grants and Donations** | **$50** | **$25** | **$100** | **$100** | **$100** | **$100** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 8,687 | 8,808 | 8,900 | 8,900 | 8,900 | 8,900 |
| **Total Beginning Work Cap** | **$8,687** | **$8,808** | **$8,900** | **$8,900** | **$8,900** | **$8,900** |
| **Total Resources** | **$8,808** | **$8,872** | **$9,075** | **$9,050** | **$9,050** | **$9,050** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 8,808 | 8,872 | 9,075 | 9,050 | 9,050 | 9,050 |
| **Total Unapprop Fund Bal** | **$8,808** | **$8,872** | **$9,075** | **$9,050** | **$9,050** | **$9,050** |
| **Total Requirements** | **$8,808** | **$8,872** | **$9,075** | **$9,050** | **$9,050** | **$9,050** |

## Jackson Bottom Preserve Fund (670)

The Jackson Bottom Preserve is a 501(c)(3) nonprofit organization. This fund accounts for charges for services, donations, and operational expenditures related to their programs and operations.

| Jackson Bottom Preserve (670) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 120,270 | 121,352 | 128,000 | 124,000 | (4,000) | -3% |
| Charges for Services | 9,410 | 10,045 | 10,000 | 10,000 | - | 0% |
| Interest | 975 | 504 | 500 | 500 | - | 0% |
| Grants and Donations | 31,301 | 33,274 | 30,000 | 30,000 | - | 0% |
| Miscellaneous | - | 16 | - | - | - | 0% |
| **Total Jackson Bottom Preserve** | **$161,956** | **$165,191** | **$168,500** | **$164,500** | **($4,000)** | **-2%** |

| Jackson Bottom Preserve (670) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | - | 2,961 | 300 | - | (300) | -100% |
| Materials & Services | 40,604 | 42,540 | 103,000 | 103,000 | - | 0% |
| Contingency | - | - | 65,200 | 61,500 | (3,700) | -6% |
| Unapprop Fund Bal | 121,352 | 119,690 | - | - | - | 0% |
| **Total Jackson Bottom Preserve** | **$161,956** | **$165,191** | **$168,500** | **$164,500** | **($4,000)** | **-2%** |

| Jackson Bottom Preserve (670) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Parks and Recreation | 161,956 | 165,191 | 168,500 | 164,500 | (4,000) | -2% |
| **Total Jackson Bottom Preserve** | **$161,956** | **$165,191** | **$168,500** | **$164,500** | **($4,000)** | **-2%** |

## Jackson Bottom Preserve (670)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4126 Resale/Concession Fees | 9,410 | 10,045 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Charges for Services** | **$9,410** | **$10,045** | **$10,000** | **$10,000** | **$10,000** | **$10,000** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 975 | 504 | 500 | 500 | 500 | 500 |
| **Total Interest** | **$975** | **$504** | **$500** | **$500** | **$500** | **$500** |
| **Grants and Donations** | | | | | | |
| 4270 Donations | 31,301 | 30,774 | 30,000 | 30,000 | 30,000 | 30,000 |
| 4277 Grants - Other | - | 2,500 | - | - | - | - |
| **Total Grants and Donations** | **$31,301** | **$33,274** | **$30,000** | **$30,000** | **$30,000** | **$30,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | - | 16 | - | - | - | - |
| **Total Miscellaneous** | **$0** | **$16** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 120,270 | 121,352 | 128,000 | 124,000 | 124,000 | 124,000 |
| **Total Beginning Work Cap** | **$120,270** | **$121,352** | **$128,000** | **$124,000** | **$124,000** | **$124,000** |
| **Total Resources** | **$161,956** | **$165,191** | **$168,500** | **$164,500** | **$164,500** | **$164,500** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5005 Salaries - Part-Time | - | 2,665 | 300 | - | - | - |
| 5399 Other Benefits and Taxes | - | 296 | - | - | - | - |
| **Total Personnel Services** | **$0** | **$2,961** | **$300** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | - | 45 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6004 Program Supplies/Materials | 9,199 | 3,074 | 60,000 | 60,000 | 60,000 | 60,000 |
| 6100 Contractual Services | 16,389 | 20,871 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6101 Other Services | 4,084 | 4,912 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6300 Uniforms | 5,718 | 5,115 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6301 Safety Supplies | 5,214 | 8,523 | 5,000 | 5,000 | 5,000 | 5,000 |
| **Total Materials & Services** | **$40,604** | **$42,540** | **$103,000** | **$103,000** | **$103,000** | **$103,000** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 65,200 | 61,500 | 61,500 | 61,500 |
| **Total Contingency** | **$0** | **$0** | **$65,200** | **$61,500** | **$61,500** | **$61,500** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 121,352 | 119,690 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$121,352** | **$119,690** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$161,956** | **$165,191** | **$168,500** | **$164,500** | **$164,500** | **$164,500** |

# Internal Service Funds

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Support Services Fund (700) | 14,833,980 | 15,506,640 | 16,462,246 | 17,187,999 | 725,753 | 4% |
| Sustainability Revolving Fund (702) | 50,138 | 60,304 | 87,385 | 94,650 | 7,265 | 8% |
| Facilities Management Fund (710) | 17,759,082 | 63,195,529 | 35,740,496 | 31,629,478 | (4,111,018) | -12% |
| Risk Management Fund (740) | 2,440,417 | 2,515,428 | 2,925,500 | 2,957,700 | 32,200 | 1% |
| Loss Reserve Fund (745) | 800,000 | 800,000 | 800,000 | 800,000 | - | 0% |
| Fleet Management Fund (750) | 2,184,851 | 2,325,445 | 2,391,135 | 2,722,993 | 331,858 | 14% |
| Copier Program Fund (760) | 446,395 | 496,075 | 448,535 | 501,000 | 52,465 | 12% |
| **Total Internal Service Funds** | **$38,514,863** | **$84,899,421** | **$58,855,297** | **$55,893,820** | **($2,961,477)** | **-5%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 8,856,693 | 7,117,285 | 16,061,656 | 18,096,430 | 2,034,774 | 13% |
| Charges for Services | 18,303,321 | 18,554,804 | 21,451,236 | 22,508,860 | 1,057,624 | 5% |
| Interest | 62,786 | 123,449 | 92,050 | 97,350 | 5,300 | 6% |
| Grants and Donations | 222,401 | 324,577 | 167,808 | 166,667 | (1,141) | -1% |
| Other Financing Src | 5,092,848 | 1,749,820 | 4,250,135 | 12,503,314 | 8,253,179 | 194% |
| Miscellaneous | 4,431,790 | 55,382,718 | 14,712,912 | 264,499 | (14,448,413) | -98% |
| Insurance Premiums | 1,545,024 | 1,646,768 | 2,119,500 | 2,256,700 | 137,200 | 6% |
| **Total Internal Service Funds** | **$38,514,863** | **$84,899,421** | **$58,855,297** | **$55,893,820** | **($2,961,477)** | **-5%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 9,687,707 | 9,957,006 | 11,266,249 | 11,696,500 | 430,251 | 4% |
| Materials & Services | 7,969,600 | 8,908,982 | 11,515,842 | 10,940,443 | (575,399) | -5% |
| Capital Outlay | 8,031,876 | 21,283,500 | 25,465,733 | 16,103,643 | (9,362,090) | -37% |
| Special Payments | 1,155,307 | 23,992,195 | 1,780,294 | 1,822,700 | 42,406 | 2% |
| Debt Service | 3,053,088 | 4,364,873 | 4,305,718 | - | (4,305,718) | -100% |
| Transfers | 1,500,000 | 1,000,000 | 2,266,500 | 12,968,592 | 10,702,092 | 472% |
| Contingency | - | - | 1,323,426 | 1,411,942 | 88,516 | 7% |
| Unapprop Fund Bal | 7,117,285 | 15,392,865 | 931,535 | 950,000 | 18,465 | 2% |
| **Total Internal Service Funds** | **$38,514,863** | **$84,899,421** | **$58,855,297** | **$55,893,820** | **($2,961,477)** | **-5%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Fire | 330,209 | 208,623 | 294,884 | 263,928 | (30,956) | -10% |
| City Managers Office | 3,299,826 | 3,491,029 | 3,562,575 | 3,607,346 | 44,771 | 1% |
| Human Resources | 1,042,638 | 1,118,237 | 1,415,880 | 1,502,884 | 87,004 | 6% |
| Risk Management | 3,240,417 | 3,315,428 | 3,725,500 | 3,757,700 | 32,200 | 1% |
| Information Services | 4,938,170 | 5,223,652 | 6,244,172 | 6,791,016 | 546,844 | 9% |
| Finance | 2,591,619 | 2,694,186 | 3,009,880 | 3,103,114 | 93,234 | 3% |
| Facilities | 21,529,302 | 67,119,533 | 39,927,973 | 36,244,216 | (3,683,757) | -9% |
| Support Service Expenses | 1,542,682 | 1,728,733 | 674,433 | 623,616 | (50,817) | -8% |
| **Total Internal Service Funds** | **$38,514,863** | **$84,899,421** | **$58,855,297** | **$55,893,820** | **($2,961,477)** | **-5%** |

## Support Services Fund (700)

This fund accounts for administrative services provided to other City departments. Funding is provided by charges to various City department based on a cost allocation study. Services provided by this fund include City Manager's Office, Finance, Human Resources, Information Services, Facilities and Fleet and Emergency Management.

| Support Services Fund (700) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 1,862,530 | 1,542,682 | 1,931,000 | 545,600 | (1,385,400) | -72% |
| Charges for Services | 12,726,907 | 12,837,917 | 14,403,438 | 15,332,399 | 928,961 | 6% |
| Interest | 15,614 | 6,802 | 10,000 | 5,000 | (5,000) | -50% |
| Grants and Donations | 222,401 | 169,436 | 17,808 | - | (17,808) | -100% |
| Other Financing Src | - | 938,820 | 100,000 | 1,250,000 | 1,150,000 | 1150% |
| Miscellaneous | 6,528 | 10,983 | - | 55,000 | 55,000 | 0% |
| **Total Support Services Fund** | **$14,833,980** | **$15,506,640** | **$16,462,246** | **$17,187,999** | **$725,753** | **4%** |

| Support Services Fund (700) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 8,941,677 | 9,122,306 | 10,366,406 | 10,784,634 | 418,228 | 4% |
| Materials & Services | 3,317,166 | 3,825,158 | 4,250,807 | 4,389,749 | 138,942 | 3% |
| Capital Outlay | 1,032,455 | 830,443 | 1,170,600 | 1,390,000 | 219,400 | 19% |
| Transfers | - | - | 86,500 | - | (86,500) | -100% |
| Contingency | - | - | 587,933 | 623,616 | 35,683 | 6% |
| Unapprop Fund Bal | 1,542,682 | 1,728,733 | - | - | - | 0% |
| **Total Support Services Fund** | **$14,833,980** | **$15,506,640** | **$16,462,246** | **$17,187,999** | **$725,753** | **4%** |

| Support Services Fund (700) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Fire | 330,209 | 208,623 | 294,884 | 263,928 | (30,956) | -10% |
| City Managers Office | 3,249,688 | 3,430,725 | 3,475,190 | 3,512,696 | 37,506 | 1% |
| Human Resources | 1,042,638 | 1,118,237 | 1,415,880 | 1,502,884 | 87,004 | 6% |
| Information Services | 4,938,170 | 5,223,652 | 6,244,172 | 6,791,016 | 546,844 | 9% |
| Finance | 2,145,224 | 2,198,111 | 2,561,345 | 2,602,114 | 40,769 | 2% |
| Facilities | 1,585,369 | 1,598,559 | 1,796,342 | 1,891,745 | 95,403 | 5% |
| Support Service Expenses | 1,542,682 | 1,728,733 | 674,433 | 623,616 | (50,817) | -8% |
| **Total Support Services Fund** | **$14,833,980** | **$15,506,640** | **$16,462,246** | **$17,187,999** | **$725,753** | **4%** |

**Support Services Fund (700)**

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4154 Service Charges | 87,500 | 90,000 | 90,000 | 94,300 | 94,300 | 94,300 |
| 4180 Department Chg - Support Services | 12,138,497 | 12,147,392 | 14,093,992 | 14,638,099 | 14,638,099 | 14,638,099 |
| 4181 Department Chg - Depreciation | 500,000 | 600,000 | 219,446 | 600,000 | 600,000 | 600,000 |
| 4152 Training Revenue | 910 | 525 | - | - | - | - |
| **Total Charges for Services** | **$12,726,907** | **$12,837,917** | **$14,403,438** | **$15,332,399** | **$15,332,399** | **$15,332,399** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 15,614 | 6,802 | 10,000 | 5,000 | 5,000 | 5,000 |
| **Total Interest** | **$15,614** | **$6,802** | **$10,000** | **$5,000** | **$5,000** | **$5,000** |
| **Grants and Donations** | | | | | | |
| 4275 Grants - Federal | 218,645 | 90,413 | 17,808 | - | - | - |
| 4276 Grants - State | 4,000 | - | - | - | - | - |
| 4277 Grants - Other | (244) | 79,023 | - | - | - | - |
| **Total Grants and Donations** | **$222,401** | **$169,436** | **$17,808** | **$0** | **$0** | **$0** |
| **Other Financing Src** | | | | | | |
| 4454 Transfer from General Fund | - | 148,750 | - | 50,000 | 50,000 | 50,000 |
| 4466 Transfer from Risk Building Fund | - | 790,070 | 100,000 | 450,000 | 450,000 | 450,000 |
| 4478 Transfer from SIP FFC Fund | - | - | - | 750,000 | 750,000 | 750,000 |
| **Total Other Financing Src** | **$0** | **$938,820** | **$100,000** | **$1,250,000** | **$1,250,000** | **$1,250,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 6,528 | 10,983 | - | 55,000 | 55,000 | 55,000 |
| **Total Miscellaneous** | **$6,528** | **$10,983** | **$0** | **$55,000** | **$55,000** | **$55,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 1,862,530 | 1,542,682 | 1,931,000 | 515,600 | 515,600 | 545,600 |
| **Total Beginning Work Cap** | **$1,862,530** | **$1,542,682** | **$1,931,000** | **$515,600** | **$515,600** | **$545,600** |
| **Total Resources** | **$14,833,980** | **$15,506,640** | **$16,462,246** | **$17,157,999** | **$17,157,999** | **$17,187,999** |

## Support Services Fund (700)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 6,266,749 | 6,338,920 | 7,083,669 | 7,501,812 | 7,501,812 | 7,351,593 |
| 5005 Salaries - Part-Time | 55,786 | 93,775 | 36,000 | - | - | - |
| 5010 Extra Labor | 18,668 | 23,800 | 45,000 | 60,000 | 60,000 | 60,000 |
| 5100 Overtime | 63,127 | 71,357 | 45,000 | 70,000 | 70,000 | 70,000 |
| 5301 Med/Den/Vis Insurance | 1,239,935 | 1,303,464 | 1,370,677 | 1,447,443 | 1,447,443 | 1,447,443 |
| 5303 PERS | 679,873 | 668,874 | 946,792 | 762,411 | 762,411 | 756,577 |
| 5308 VEBA | - | - | 139,099 | 146,423 | 146,423 | 145,318 |
| 5309 PERS Stabilization | - | - | - | 223,748 | 223,748 | 222,090 |
| 5399 Other Benefits and Taxes | 617,539 | 622,116 | 700,169 | 736,513 | 736,513 | 731,613 |
| **Total Personnel Services** | **$8,941,677** | **$9,122,306** | **$10,366,406** | **$10,948,350** | **$10,948,350** | **$10,784,634** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 66,338 | 82,812 | 87,595 | 89,395 | 89,395 | 89,395 |
| 6001 Communications Services | 37,696 | 46,790 | 45,250 | 38,500 | 38,500 | 38,500 |
| 6002 Travel/Training/Dues | 148,088 | 181,539 | 199,150 | 209,650 | 209,650 | 209,650 |
| 6003 Postage | 83,886 | 80,867 | 93,300 | 89,150 | 89,150 | 89,150 |
| 6004 Program Supplies/Materials | 27,459 | 33,977 | 59,658 | 69,850 | 69,850 | 69,850 |
| 6005 Advertising/Promotion | 49,191 | 23,444 | 39,950 | 34,450 | 34,450 | 34,450 |
| 6006 Tuition Reimbursement | 2,930 | 3,548 | - | - | - | - |
| 6007 Printing | 44,411 | 40,542 | 54,925 | 55,175 | 55,175 | 55,175 |
| 6100 Contractual Services | 1,657,617 | 2,156,466 | 2,223,370 | 2,414,700 | 2,414,700 | 2,444,700 |
| 6101 Other Services | 166,699 | 182,460 | 193,775 | 189,775 | 189,775 | 199,775 |
| 6102 Maintenance Contracts | 410,647 | 472,772 | 535,134 | 575,144 | 575,144 | 575,144 |
| 6104 Claims Expense | 149,969 | 96,935 | 140,000 | 110,000 | 110,000 | 110,000 |
| 6200 Fuel/Oil | 16,564 | 18,053 | 20,690 | 19,000 | 19,000 | 19,000 |
| 6201 Fleet Maintenance | 20 | - | 2,000 | - | - | - |
| 6202 Vehicle Equipment | - | 47 | - | - | - | - |
| 6300 Uniforms | 3,686 | 3,639 | 5,310 | 5,560 | 5,560 | 5,560 |
| 6301 Safety Supplies | 4,753 | 3,451 | 5,400 | 5,800 | 5,800 | 5,800 |
| 6402 Maintenance Supplies | 2,776 | 4,768 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6403 Small Tools and Equipment | 7,395 | 5,896 | 10,000 | 11,000 | 11,000 | 11,000 |
| 6405 Recruitment Expense | 27,665 | 40,957 | 37,000 | 30,000 | 30,000 | 30,000 |
| 6409 Computer Software | 73,670 | 40,210 | 37,900 | 28,900 | 28,900 | 28,900 |
| 6410 Computer Hardware | 94,723 | 77,081 | 141,000 | 105,500 | 105,500 | 105,500 |
| 6411 Communications Equipment | 87,493 | 36,979 | 149,500 | 104,500 | 104,500 | 104,500 |
| 6412 Equipment Rental | 2,913 | 2,229 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6414 Dues - Other Entities | 103,541 | 111,423 | 117,700 | 117,000 | 117,000 | 117,000 |
| 6416 Equipment Maintenance | 39,166 | 75,337 | 43,200 | 37,700 | 37,700 | 37,700 |
| 6417 Audio/Visual Equipment | 7,870 | 2,936 | - | - | - | - |
| **Total Materials & Services** | **$3,317,166** | **$3,825,158** | **$4,250,807** | **$4,349,749** | **$4,349,749** | **$4,389,749** |

**Support Services Fund (700)**

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 38,970 | - | - | - | - | - |
| 7005 Communications Equipment | 202,854 | 109,580 | 35,000 | 820,000 | 820,000 | 820,000 |
| 7020 Computer Hardware | 243,213 | 468,427 | 370,000 | 370,000 | 370,000 | 370,000 |
| 7021 Computer Software | 410,018 | 66,161 | 540,000 | - | - | - |
| 7025 Network Hardware | 137,400 | 186,275 | 220,000 | 200,000 | 200,000 | 200,000 |
| 7030 Facilities and Improvements | - | - | 5,600 | - | - | - |
| **Total Capital Outlay** | **$1,032,455** | **$830,443** | **$1,170,600** | **$1,390,000** | **$1,390,000** | **$1,390,000** |
| **Transfers** | | | | | | |
| 8229 Transfer to Fleet Management | - | - | 86,500 | - | - | - |
| **Total Transfers** | **$0** | **$0** | **$86,500** | **$0** | **$0** | **$0** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 587,933 | 469,900 | 469,900 | 623,616 |
| **Total Contingency** | **$0** | **$0** | **$587,933** | **$469,900** | **$469,900** | **$623,616** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 1,542,682 | 1,728,733 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$1,542,682** | **$1,728,733** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$14,833,980** | **$15,506,640** | **$16,462,246** | **$17,157,999** | **$17,157,999** | **$17,187,999** |

**Support Services Fund (700)**

| Fire Department Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| Personnel Services | 204,859 | 106,686 | 204,676 | 213,398 | 213,398 | 213,398 |
| Materials & Services | 112,676 | 88,490 | 90,208 | 50,530 | 50,530 | 50,530 |
| Capital Outlay | 12,674 | 13,447 | - | - | - | - |
| **Total Fire** | **$330,209** | **$208,623** | **$294,884** | **$263,928** | **$263,928** | **$263,928** |
| **City Managers Office Department Requirements** | | | | | | |
| Personnel Services | 1,905,234 | 1,933,553 | 1,985,840 | 2,061,246 | 2,061,246 | 2,061,246 |
| Materials & Services | 1,344,454 | 1,497,172 | 1,489,350 | 1,441,450 | 1,441,450 | 1,451,450 |
| Capital Outlay | - | - | - | - | - | - |
| **Total City Managers Office** | **$3,249,688** | **$3,430,725** | **$3,475,190** | **$3,502,696** | **$3,502,696** | **$3,512,696** |
| **Human Resources Department Requirements** | | | | | | |
| Personnel Services | 654,803 | 715,648 | 932,530 | 1,055,684 | 1,055,684 | 1,055,684 |
| Materials & Services | 387,835 | 402,589 | 483,350 | 447,200 | 447,200 | 447,200 |
| **Total Human Resources** | **$1,042,638** | **$1,118,237** | **$1,415,880** | **$1,502,884** | **$1,502,884** | **$1,502,884** |
| **Information Services Department Requirements** | | | | | | |
| Personnel Services | 2,936,679 | 2,954,161 | 3,417,648 | 3,465,222 | 3,465,222 | 3,465,222 |
| Materials & Services | 1,040,655 | 1,452,495 | 1,661,524 | 1,905,794 | 1,905,794 | 1,935,794 |
| Capital Outlay | 960,836 | 816,996 | 1,165,000 | 1,390,000 | 1,390,000 | 1,390,000 |
| **Total Information Services** | **$4,938,170** | **$5,223,652** | **$6,244,172** | **$6,761,016** | **$6,761,016** | **$6,791,016** |
| **Finance Department Requirements** | | | | | | |
| Personnel Services | 1,832,717 | 1,896,619 | 2,197,045 | 2,309,903 | 2,309,903 | 2,241,164 |
| Materials & Services | 292,532 | 301,492 | 358,700 | 360,950 | 360,950 | 360,950 |
| Capital Outlay | 19,975 | - | 5,600 | - | - | - |
| **Total Finance** | **$2,145,224** | **$2,198,111** | **$2,561,345** | **$2,670,853** | **$2,670,853** | **$2,602,114** |
| **Facilities Department Requirements** | | | | | | |
| Personnel Services | 1,407,385 | 1,515,639 | 1,628,667 | 1,842,897 | 1,842,897 | 1,747,920 |
| Materials & Services | 139,014 | 82,920 | 167,675 | 143,825 | 143,825 | 143,825 |
| Capital Outlay | 38,970 | - | - | - | - | - |
| **Total Facilities** | **$1,585,369** | **$1,598,559** | **$1,796,342** | **$1,986,722** | **$1,986,722** | **$1,891,745** |
| **Support Service Expenses Department Requirements** | | | | | | |
| Transfers | - | - | 86,500 | - | - | - |
| Contingency | - | - | 587,933 | 469,900 | 469,900 | 623,616 |
| Unapprop Fund Bal | 1,542,682 | 1,728,733 | - | - | - | - |
| **Total Support Service Expenses** | **$1,542,682** | **$1,728,733** | **$674,433** | **$469,900** | **$469,900** | **$623,616** |
| **Total Support Services Fund Requirements** | **$14,833,980** | **$15,506,640** | **$16,462,246** | **$17,157,999** | **$17,157,999** | **$17,187,999** |

## Sustainability Revolving Fund (702)

The purpose of the Sustainability Revolving Fund (SRF) is to capture and track avoided costs from sustainability projects and to utilize a portion of those savings for subsequent projects. The SRF will provide a vehicle for sustainability project leads and other employees to access funds for internal sustainability projects, and it will provide a structure for use, replenishment and management of those funds. The City has identified numerous projects that will move the organization toward the goals identified in the City Sustainability Plan. It is anticipated that some projects will be implemented within existing departmental budgets, while others may require an additional funding source that may be available in the Sustainability Revolving Fund. Funds may be used for:

- Projects that demonstrate an economic, environmental and/or social return on investment
- Projects that directly address one or more of the City's sustainability goals
- Funds should primarily cover equipment, materials and other 'hard' costs that have a high impact; personnel costs (internal staff) may be covered but should be the exception.

| Sustainability Revolving Fund (702) Resources | | | | | Change from 2013-14 | |
|---|---|---|---|---|---|---|
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
| Beginning Work Cap | - | 36,074 | 50,000 | 70,000 | 20,000 | 40% |
| Interest | 138 | 211 | 250 | 150 | (100) | -40% |
| Other Financing Src | 50,000 | 20,000 | 37,135 | 24,500 | (12,635) | -34% |
| Miscellaneous | - | 4,019 | - | - | - | 0% |
| **Total Sustainability Revolving Fund** | **$50,138** | **$60,304** | **$87,385** | **$94,650** | **$7,265** | **8%** |

| Sustainability Revolving Fund (702) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 14,064 | - | 87,385 | 94,650 | 7,265 | 8% |
| Unapprop Fund Bal | 36,074 | 60,304 | - | - | - | 0% |
| **Total Sustainability Revolving Fund** | **$50,138** | **$60,304** | **$87,385** | **$94,650** | **$7,265** | **8%** |

| Sustainability Revolving Fund (702) by Department | | | | | | |
|---|---|---|---|---|---|---|
| City Managers Office | 50,138 | 60,304 | 87,385 | 94,650 | 7,265 | 8% |
| **Total Sustainability Revolving Fund** | **$50,138** | **$60,304** | **$87,385** | **$94,650** | **$7,265** | **8%** |

## Sustainability Revolving Fund (702)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 138 | 211 | 250 | 150 | 150 | 150 |
| **Total Interest** | **$138** | **$211** | **$250** | **$150** | **$150** | **$150** |
| **Other Financing Src** | | | | | | |
| 4452 Transfer from Facilities Managem | 50,000 | - | - | - | - | - |
| 4454 Transfer from General Fund | - | 20,000 | 37,135 | 24,500 | 24,500 | 24,500 |
| **Total Other Financing Src** | **$50,000** | **$20,000** | **$37,135** | **$24,500** | **$24,500** | **$24,500** |
| **Miscellaneous** | | | | | | |
| 4607 Energy Incentive Reimbursement | - | 4,019 | - | - | - | - |
| **Total Miscellaneous** | **$0** | **$4,019** | **$0** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | - | 36,074 | 50,000 | 70,000 | 70,000 | 70,000 |
| **Total Beginning Work Cap** | **$0** | **$36,074** | **$50,000** | **$70,000** | **$70,000** | **$70,000** |
| **Total Resources** | **$50,138** | **$60,304** | **$87,385** | **$94,650** | **$94,650** | **$94,650** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6004 Program Supplies/Materials | 14,064 | - | 87,385 | 94,650 | 94,650 | 94,650 |
| **Total Materials & Services** | **$14,064** | **$0** | **$87,385** | **$94,650** | **$94,650** | **$94,650** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 36,074 | 60,304 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$36,074** | **$60,304** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$50,138** | **$60,304** | **$87,385** | **$94,650** | **$94,650** | **$94,650** |

## Facilities Management Fund (710)

Facility Program & Support and Facilities O&M Divisions oversee the operation and maintenance costs for City facilities, capital outlay and facility projects that are budgeted in the Facility Fund (710).

| Facilities Management Fund (710) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 5,072,267 | 3,164,000 | 11,464,011 | 15,358,830 | 3,894,819 | 34% |
| Charges for Services | 4,236,086 | 4,251,573 | 5,354,608 | 5,311,268 | (43,340) | -1% |
| Interest | 32,927 | 110,856 | 75,000 | 90,000 | 15,000 | 20% |
| Grants and Donations | - | 155,141 | 150,000 | 166,667 | 16,667 | 11% |
| Other Financing Src | 4,112,248 | 160,000 | 3,985,000 | 10,497,214 | 6,512,214 | 163% |
| Miscellaneous | 4,305,554 | 55,353,959 | 14,711,877 | 205,499 | (14,506,378) | -99% |
| **Total Facilities Management Fund** | **$17,759,082** | **$63,195,529** | **$35,740,496** | **$31,629,478** | **($4,111,018)** | **-12%** |

| Facilities Management Fund (710) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | - | 31,440 | 37,358 | - | (37,358) | -100% |
| Materials & Services | 3,704,764 | 4,067,454 | 6,042,250 | 5,319,944 | (722,306) | -12% |
| Capital Outlay | 6,300,490 | 19,825,604 | 23,175,170 | 13,340,942 | (9,834,228) | -42% |
| Special Payments | 36,740 | 22,672,309 | - | - | - | 0% |
| Debt Service | 3,053,088 | 4,364,873 | 4,305,718 | - | (4,305,718) | -100% |
| Transfers | 1,500,000 | 1,000,000 | 2,180,000 | 12,968,592 | 10,788,592 | 495% |
| Unapprop Fund Bal | 3,164,000 | 11,233,849 | - | - | - | 0% |
| **Total Facilities Management Fund** | **$17,759,082** | **$63,195,529** | **$35,740,496** | **$31,629,478** | **($4,111,018)** | **-12%** |

| Facilities Management Fund (710) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Facilities | 17,759,082 | 63,195,529 | 35,740,496 | 31,629,478 | (4,111,018) | -12% |
| **Total Facilities Management Fund** | **$17,759,082** | **$63,195,529** | **$35,740,496** | **$31,629,478** | **($4,111,018)** | **-12%** |

## Facilities Management Fund (710)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4181 Department Chg - Depreciation | 750,000 | 900,000 | 900,000 | 900,000 | 900,000 | 900,000 |
| 4182 Department Chg - Facilities | 3,486,086 | 3,351,573 | 4,454,608 | 4,411,268 | 4,411,268 | 4,411,268 |
| **Total Charges for Services** | **$4,236,086** | **$4,251,573** | **$5,354,608** | **$5,311,268** | **$5,311,268** | **$5,311,268** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 32,927 | 110,856 | 75,000 | 90,000 | 90,000 | 90,000 |
| **Total Interest** | **$32,927** | **$110,856** | **$75,000** | **$90,000** | **$90,000** | **$90,000** |
| **Grants and Donations** | | | | | | |
| 4275 Grants - Federal | - | 155,141 | - | - | - | - |
| 4270 Donations | - | - | 150,000 | 166,667 | 166,667 | 166,667 |
| **Total Grants and Donations** | **$0** | **$155,141** | **$150,000** | **$166,667** | **$166,667** | **$166,667** |
| **Other Financing Src** | | | | | | |
| 4454 Transfer from General Fund | - | 160,000 | - | - | - | - |
| 4456 Transfer from Water Fund | - | - | 230,000 | - | - | - |
| 4466 Transfer from Risk Building Fund | - | - | 155,000 | 750,000 | 750,000 | 750,000 |
| 4469 Transfer from TDT | - | - | 833,333 | 1,137,914 | 1,137,914 | 1,137,914 |
| 4470 Transfer from SEW DEP | 2,591,928 | - | 844,447 | - | 731,427 | 731,427 |
| 4471 Transfer from Sewer SDC | - | - | 1,088,887 | 3,931,043 | 3,455,611 | 3,455,611 |
| 4472 Transfer from SWM SDC | - | - | 833,333 | 3,931,043 | 3,455,611 | 3,455,611 |
| 4478 Transfer from SIP FFC Fund | - | - | - | 747,214 | 966,651 | 966,651 |
| 4631 Other Financing Sources | 1,520,320 | - | - | - | - | - |
| **Total Other Financing Src** | **$4,112,248** | **$160,000** | **$3,985,000** | **$10,497,214** | **$10,497,214** | **$10,497,214** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 259,049 | 7,259 | - | - | - | - |
| 4601 Sale of Surplus Property | - | 3,344,362 | - | - | - | - |
| 4608 Strategic Investment Prog Reven | 3,660,785 | 3,598,767 | 4,500,000 | - | - | - |
| 4609 Bond Proceeds | - | 43,525,018 | - | - | - | - |
| 4632 Energy Credits | 65,359 | 125,013 | 148,952 | - | - | - |
| 4633 RZEDB Tax Subsidy | 115,793 | 110,710 | 57,873 | - | - | - |
| 4636 GainShare | - | 4,269,598 | 9,790,000 | - | - | - |
| 4610 Leasehold Revenues | 104,568 | 313,232 | 165,052 | 155,499 | 155,499 | 155,499 |
| 4606 Construction Reimbursement | 100,000 | 60,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| **Total Miscellaneous** | **$4,305,554** | **$55,353,959** | **$14,711,877** | **$205,499** | **$205,499** | **$205,499** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 5,072,267 | 3,164,000 | 11,464,011 | 15,250,000 | 15,250,000 | 15,358,830 |
| **Total Beginning Work Cap** | **$5,072,267** | **$3,164,000** | **$11,464,011** | **$15,250,000** | **$15,250,000** | **$15,358,830** |
| **Total Resources** | **$17,759,082** | **$63,195,529** | **$35,740,496** | **$31,520,648** | **$31,520,648** | **$31,629,478** |

## Facilities Management Fund (710)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5010 Extra Labor | - | 31,440 | 30,000 | - | - | - |
| 5303 PERS | - | - | 4,683 | - | - | - |
| 5399 Other Benefits and Taxes | - | - | 2,675 | - | - | - |
| **Total Personnel Services** | **$0** | **$31,440** | **$37,358** | **$0** | **$0** | **$0** |
| **Materials & Services** | | | | | | |
| 6001 Communications Services | 41,921 | 38,392 | 73,870 | 100,120 | 100,120 | 100,120 |
| 6004 Program Supplies/Materials | - | 3,557 | 137,000 | 137,000 | 137,000 | 137,000 |
| 6100 Contractual Services | 795,475 | 1,089,898 | 2,048,710 | 1,139,824 | 1,139,824 | 1,139,824 |
| 6102 Maintenance Contracts | - | 75,293 | 115,000 | 265,100 | 265,100 | 265,100 |
| 6103 Janitorial Expense | 806,697 | 805,518 | 995,300 | 1,052,250 | 1,052,250 | 1,052,250 |
| 6400 Utilities | 1,289,085 | 1,228,733 | 1,765,000 | 1,677,800 | 1,677,800 | 1,677,800 |
| 6402 Maintenance Supplies | 377,037 | 418,067 | 462,250 | 464,250 | 464,250 | 464,250 |
| 6403 Small Tools and Equipment | - | - | - | 2,500 | 2,500 | 2,500 |
| 6431 Facility Rent Expense | 292,297 | 294,833 | 314,920 | 351,200 | 351,200 | 351,200 |
| 6432 Janitorial Supplies | 102,252 | 113,163 | 130,200 | 129,900 | 129,900 | 129,900 |
| **Total Materials & Services** | **$3,704,764** | **$4,067,454** | **$6,042,250** | **$5,319,944** | **$5,319,944** | **$5,319,944** |
| **Capital Outlay** | | | | | | |
| 7030 Facilities and Improvements | 3,705,367 | 19,810,934 | 9,837,793 | 10,685,000 | 10,685,000 | 10,793,830 |
| 7032 Facilities Equipment | 2,669 | 14,670 | - | 5,000 | 5,000 | 5,000 |
| 7035 Land | 2,592,454 | - | - | - | - | - |
| 7050 Capital Reserve | - | - | 13,337,377 | 2,542,112 | 2,542,112 | 2,542,112 |
| **Total Capital Outlay** | **$6,300,490** | **$19,825,604** | **$23,175,170** | **$13,232,112** | **$13,232,112** | **$13,340,942** |
| **Special Payments** | | | | | | |
| 8027 Bond Sale Expense | 36,390 | 71,514 | - | - | - | - |
| 8028 Bond Expense | 350 | 22,600,795 | - | - | - | - |
| **Total Special Payments** | **$36,740** | **$22,672,309** | **$0** | **$0** | **$0** | **$0** |
| **Debt Service** | | | | | | |
| 8100 Bond Principal | 1,385,000 | 2,670,000 | 2,440,000 | - | - | - |
| 8101 Bond Interest | 1,659,031 | 1,694,873 | 1,865,718 | - | - | - |
| 8104 Other Debt Principal | 8,871 | - | - | - | - | - |
| 8105 Other Debt Interest | 186 | - | - | - | - | - |
| **Total Debt Service** | **$3,053,088** | **$4,364,873** | **$4,305,718** | **$0** | **$0** | **$0** |

## Facilities Management Fund (710)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Transfers** | | | | | | |
| 8200 Transfer to Econ Dev | 200,000 | - | - | - | - | - |
| 8203 Transfer to General Fund | 250,000 | - | 1,430,000 | - | - | - |
| 8218 Transfer to TUF PMP | 1,000,000 | 1,000,000 | 750,000 | - | - | - |
| 8227 Transfer to ITF Fund | - | - | - | 50,000 | 50,000 | 50,000 |
| 8230 Transfer to Sustainability Fund | 50,000 | - | - | - | - | - |
| 8232 Transfer to SIP FFC | - | - | - | 1,650,000 | 1,650,000 | 1,650,000 |
| 8233 Transfer to Gainshare | - | - | - | 11,268,592 | 11,268,592 | 11,268,592 |
| **Total Transfers** | **$1,500,000** | **$1,000,000** | **$2,180,000** | **$12,968,592** | **$12,968,592** | **$12,968,592** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 3,164,000 | 11,233,849 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$3,164,000** | **$11,233,849** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$17,759,082** | **$63,195,529** | **$35,740,496** | **$31,520,648** | **$31,520,648** | **$31,629,478** |

## Risk Management Fund (740)

This fund accounts for the cost of workers' compensation, property and liability insurance. Funding is provided by charges to various City departments.

| Risk Management Fund (740) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 872,241 | 858,527 | 800,000 | 700,000 | (100,000) | -13% |
| Interest | 11,303 | 4,258 | 5,000 | 1,000 | (4,000) | -80% |
| Miscellaneous | 11,849 | 5,875 | 1,000 | - | (1,000) | -100% |
| Insurance Premiums | 1,545,024 | 1,646,768 | 2,119,500 | 2,256,700 | 137,200 | 6% |
| **Total Risk Management Fund** | **$2,440,417** | **$2,515,428** | **$2,925,500** | **$2,957,700** | **$32,200** | **1%** |

| Risk Management Fund (740) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 365,408 | 363,264 | 387,595 | 417,174 | 29,579 | 8% |
| Materials & Services | 97,915 | 105,966 | 117,800 | 104,500 | (13,300) | -11% |
| Special Payments | 1,118,567 | 1,319,886 | 1,780,294 | 1,822,700 | 42,406 | 2% |
| Contingency | - | - | 639,811 | 613,326 | (26,485) | -4% |
| Unapprop Fund Bal | 858,527 | 726,312 | - | - | - | 0% |
| **Total Risk Management Fund** | **$2,440,417** | **$2,515,428** | **$2,925,500** | **$2,957,700** | **$32,200** | **1%** |

| Risk Management Fund (740) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Risk Management | 2,440,417 | 2,515,428 | 2,925,500 | 2,957,700 | 32,200 | 1% |
| **Total Risk Management Fund** | **$2,440,417** | **$2,515,428** | **$2,925,500** | **$2,957,700** | **$32,200** | **1%** |

## Risk Management Fund (740)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 11,303 | 4,258 | 5,000 | 1,000 | 1,000 | 1,000 |
| **Total Interest** | **$11,303** | **$4,258** | **$5,000** | **$1,000** | **$1,000** | **$1,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 11,849 | 5,875 | 1,000 | - | - | - |
| **Total Miscellaneous** | **$11,849** | **$5,875** | **$1,000** | **$0** | **$0** | **$0** |
| **Insurance Premiums** | | | | | | |
| 4700 Insurance Claim Proceeds | 53,721 | 41,636 | 20,000 | 20,000 | 20,000 | 20,000 |
| 4701 W/C Claim Proceeds | 715,073 | 745,054 | 760,000 | 760,000 | 760,000 | 760,000 |
| 4702 Contractual Service Receipts | 267,883 | 178,028 | 550,000 | 580,000 | 580,000 | 580,000 |
| 4703 Property Insurance Receipts | 205,001 | 321,307 | 367,000 | 390,200 | 390,200 | 390,200 |
| 4704 Liability Premium Receipts | 303,346 | 360,743 | 422,500 | 506,500 | 506,500 | 506,500 |
| **Total Insurance Premiums** | **$1,545,024** | **$1,646,768** | **$2,119,500** | **$2,256,700** | **$2,256,700** | **$2,256,700** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 872,241 | 858,527 | 800,000 | 700,000 | 700,000 | 700,000 |
| **Total Beginning Work Cap** | **$872,241** | **$858,527** | **$800,000** | **$700,000** | **$700,000** | **$700,000** |
| **Total Resources** | **$2,440,417** | **$2,515,428** | **$2,925,500** | **$2,957,700** | **$2,957,700** | **$2,957,700** |

## Risk Management Fund (740)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 260,063 | 257,410 | 267,703 | 286,641 | 286,641 | 286,641 |
| 5010 Extra Labor | - | 237 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 53,139 | 54,305 | 53,480 | 53,766 | 53,766 | 53,766 |
| 5303 PERS | 29,314 | 28,703 | 37,467 | 36,138 | 36,138 | 36,138 |
| 5308 VEBA | - | - | 5,234 | 5,714 | 5,714 | 5,714 |
| 5309 PERS Stabilization | - | - | - | 8,597 | 8,597 | 8,597 |
| 5399 Other Benefits and Taxes | 22,892 | 22,609 | 23,711 | 26,318 | 26,318 | 26,318 |
| **Total Personnel Services** | **$365,408** | **$363,264** | **$387,595** | **$417,174** | **$417,174** | **$417,174** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 2,370 | 2,242 | 2,500 | - | - | - |
| 6001 Communications Services | 801 | 894 | 1,500 | - | - | - |
| 6002 Travel/Training/Dues | 6,908 | 7,818 | 7,000 | 7,000 | 7,000 | 7,000 |
| 6003 Postage | - | 7 | 50 | - | - | - |
| 6004 Program Supplies/Materials | 9,294 | 11,235 | 16,000 | 16,000 | 16,000 | 16,000 |
| 6007 Printing | 220 | 248 | 250 | - | - | - |
| 6100 Contractual Services | 77,701 | 82,588 | 89,000 | 80,000 | 80,000 | 80,000 |
| 6301 Safety Supplies | 621 | 934 | 1,500 | 1,500 | 1,500 | 1,500 |
| **Total Materials & Services** | **$97,915** | **$105,966** | **$117,800** | **$104,500** | **$104,500** | **$104,500** |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 1,103 | 1,330 | 3,842 | - | - | - |
| 8009 Support Services Charge | 90,918 | 103,063 | 111,283 | - | - | - |
| 8010 Equipment Depreciation | 3,592 | 4,649 | 4,649 | - | - | - |
| 8011 Facilities Charge | 3,923 | 4,837 | 19,020 | - | - | - |
| 8040 W/C Insurance Premiums | 126,707 | 145,581 | 182,000 | 178,000 | 178,000 | 178,000 |
| 8041 Property Insurance Premiums | 140,386 | 251,247 | 317,000 | 340,200 | 340,200 | 340,200 |
| 8042 Liability Insurance Premiums | 303,286 | 360,806 | 420,000 | 504,000 | 504,000 | 504,000 |
| 8043 Bonds Premiums | 6,915 | 4,515 | 6,000 | 6,000 | 6,000 | 6,000 |
| 8050 W/C Claims Expense | 381,692 | 369,424 | 450,000 | 450,000 | 450,000 | 450,000 |
| 8051 Property Claims Expense | 59,985 | 73,918 | 50,000 | 50,000 | 50,000 | 50,000 |
| 8052 Liability Claims Expense | 60 | 516 | 2,500 | 2,500 | 2,500 | 2,500 |
| 8053 IBNR W/C | - | - | 214,000 | 292,000 | 292,000 | 292,000 |
| **Total Special Payments** | **$1,118,567** | **$1,319,886** | **$1,780,294** | **$1,822,700** | **$1,822,700** | **$1,822,700** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 639,811 | 613,326 | 613,326 | 613,326 |
| **Total Contingency** | **$0** | **$0** | **$639,811** | **$613,326** | **$613,326** | **$613,326** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 858,527 | 726,312 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$858,527** | **$726,312** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$2,440,417** | **$2,515,428** | **$2,925,500** | **$2,957,700** | **$2,957,700** | **$2,957,700** |

## Loss Reserve Fund (745)

This fund was created in FY 2010-11 to establish a reserve for potential worker's compensation claim payments. The City self-insured for worker's compensation in FY 2008-09. The State of Oregon regulates self-insurance programs and requires that a reserve be funded.

| Loss Reserve Fund (745) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 800,000 | 800,000 | 800,000 | 800,000 | - | 0% |
| **Total Loss Reserve Fund** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$0** | **0%** |

| Loss Reserve Fund (745) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Unapprop Fund Bal | 800,000 | 800,000 | 800,000 | 800,000 | - | 0% |
| **Total Loss Reserve Fund** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$0** | **0%** |

| Loss Reserve Fund (745) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Risk Management | 800,000 | 800,000 | 800,000 | 800,000 | - | 0% |
| **Total Loss Reserve Fund** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$0** | **0%** |

## Loss Reserve Fund (745)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| **Total Beginning Work Cap** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** |
| **Total Resources** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 | 800,000 |
| **Total Unapprop Fund Bal** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** |
| **Total Requirements** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** | **$800,000** |

## Fleet Management Fund (750)

This fund accounts for expenses related to the fleet maintenance of the City's motor vehicle pool. Resources are provided through charges to other City departments, agencies or other users of the services.

| Fleet Management Fund (750) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 313 | 415,131 | 749,645 | 322,000 | (427,645) | -57% |
| Charges for Services | 1,145,631 | 1,271,448 | 1,513,190 | 1,665,193 | 152,003 | 10% |
| Interest | 484 | 13 | 300 | 200 | (100) | -33% |
| Other Financing Src | 930,600 | 631,000 | 128,000 | 731,600 | 603,600 | 472% |
| Miscellaneous | 107,823 | 7,853 | - | 4,000 | 4,000 | 0% |
| **Total Fleet Management Fund** | **$2,184,851** | **$2,325,445** | **$2,391,135** | **$2,722,993** | **$331,858** | **14%** |

| Fleet Management Fund (750) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 380,622 | 439,996 | 474,890 | 494,692 | 19,802 | 4% |
| Materials & Services | 762,087 | 838,517 | 905,600 | 925,600 | 20,000 | 2% |
| Capital Outlay | 627,011 | 511,484 | 964,963 | 1,177,701 | 212,738 | 22% |
| Contingency | - | - | 45,682 | 125,000 | 79,318 | 174% |
| Unapprop Fund Bal | 415,131 | 535,448 | - | - | - | 0% |
| **Total Fleet Management Fund** | **$2,184,851** | **$2,325,445** | **$2,391,135** | **$2,722,993** | **$331,858** | **14%** |

| Fleet Management Fund (750) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Facilities | 2,184,851 | 2,325,445 | 2,391,135 | 2,722,993 | 331,858 | 14% |
| **Total Fleet Management Fund** | **$2,184,851** | **$2,325,445** | **$2,391,135** | **$2,722,993** | **$331,858** | **14%** |

## Fleet Management Fund (750)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4154 Service Charges | 1,145,631 | 1,271,448 | 1,513,190 | 1,665,193 | 1,665,193 | 1,665,193 |
| **Total Charges for Services** | **$1,145,631** | **$1,271,448** | **$1,513,190** | **$1,665,193** | **$1,665,193** | **$1,665,193** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 484 | 13 | 300 | 200 | 200 | 200 |
| **Total Interest** | **$484** | **$13** | **$300** | **$200** | **$200** | **$200** |
| **Other Financing Src** | | | | | | |
| 4454 Transfer from General Fund | 930,600 | 631,000 | 41,500 | 731,600 | 731,600 | 731,600 |
| 4476 Transfer from Support Services | - | - | 86,500 | - | - | - |
| **Total Other Financing Src** | **$930,600** | **$631,000** | **$128,000** | **$731,600** | **$731,600** | **$731,600** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 1,550 | 4,776 | - | - | - | - |
| 4601 Sale of Surplus Property | 106,273 | 3,077 | - | 4,000 | 4,000 | 4,000 |
| **Total Miscellaneous** | **$107,823** | **$7,853** | **$0** | **$4,000** | **$4,000** | **$4,000** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 313 | 415,131 | 749,645 | 322,000 | 322,000 | 322,000 |
| **Total Beginning Work Cap** | **$313** | **$415,131** | **$749,645** | **$322,000** | **$322,000** | **$322,000** |
| **Total Resources** | **$2,184,851** | **$2,325,445** | **$2,391,135** | **$2,722,993** | **$2,722,993** | **$2,722,993** |

## Fleet Management Fund (750)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 264,477 | 304,637 | 306,016 | 319,228 | 319,228 | 319,228 |
| 5010 Extra Labor | 778 | 1,072 | 21,200 | 21,200 | 21,200 | 21,200 |
| 5100 Overtime | 271 | 1,510 | - | - | - | - |
| 5301 Med/Den/Vis Insurance | 61,381 | 70,210 | 67,147 | 69,489 | 69,489 | 69,489 |
| 5303 PERS | 26,186 | 31,466 | 40,637 | 32,934 | 32,934 | 32,934 |
| 5308 VEBA | - | - | 6,110 | 6,375 | 6,375 | 6,375 |
| 5309 PERS Stabilization | - | - | - | 9,594 | 9,594 | 9,594 |
| 5399 Other Benefits and Taxes | 27,529 | 31,101 | 33,780 | 35,872 | 35,872 | 35,872 |
| **Total Personnel Services** | **$380,622** | **$439,996** | **$474,890** | **$494,692** | **$494,692** | **$494,692** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 396 | 1,691 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6001 Communications Services | 1,166 | 592 | 700 | 700 | 700 | 700 |
| 6002 Travel/Training/Dues | 3,345 | 3,610 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6003 Postage | 37 | 43 | 100 | 100 | 100 | 100 |
| 6100 Contractual Services | 1,294 | 233 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6200 Fuel/Oil | 2,879 | 2,441 | 5,300 | 5,300 | 5,300 | 5,300 |
| 6201 Fleet Maintenance | 735,532 | 803,428 | 867,000 | 887,000 | 887,000 | 887,000 |
| 6300 Uniforms | 9,984 | 4,539 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6301 Safety Supplies | 730 | 2,744 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6402 Maintenance Supplies | (166) | 7,499 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6403 Small Tools and Equipment | 5,744 | 9,167 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6409 Computer Software | - | 1,838 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6412 Equipment Rental | - | - | 500 | 500 | 500 | 500 |
| 6416 Equipment Maintenance | 1,146 | 692 | 2,000 | 2,000 | 2,000 | 2,000 |
| **Total Materials & Services** | **$762,087** | **$838,517** | **$905,600** | **$925,600** | **$925,600** | **$925,600** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 618,812 | 479,684 | 564,963 | 540,600 | 540,600 | 580,600 |
| 7032 Facilities Equipment | 8,199 | 31,800 | - | - | - | - |
| 7050 Capital Reserve | - | - | 400,000 | 637,101 | 637,101 | 597,101 |
| **Total Capital Outlay** | **$627,011** | **$511,484** | **$964,963** | **$1,177,701** | **$1,177,701** | **$1,177,701** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 45,682 | 125,000 | 125,000 | 125,000 |
| **Total Contingency** | **$0** | **$0** | **$45,682** | **$125,000** | **$125,000** | **$125,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 415,131 | 535,448 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$415,131** | **$535,448** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$2,184,851** | **$2,325,445** | **$2,391,135** | **$2,722,993** | **$2,722,993** | **$2,722,993** |

## Copier Program Fund (760)

This fund accounts for expenses related to copiers. Resources are provided through charges to other City departments, agencies or other users of the services.

| Copier Program Fund (760) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 249,342 | 300,871 | 267,000 | 300,000 | 33,000 | 12% |
| Charges for Services | 194,697 | 193,866 | 180,000 | 200,000 | 20,000 | 11% |
| Interest | 2,320 | 1,309 | 1,500 | 1,000 | (500) | -33% |
| Miscellaneous | 36 | 29 | 35 | - | (35) | -100% |
| **Total Copier Program Fund** | **$446,395** | **$496,075** | **$448,535** | **$501,000** | **$52,465** | **12%** |

| Copier Program Fund (760) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Materials & Services | 73,604 | 71,887 | 112,000 | 106,000 | (6,000) | -5% |
| Capital Outlay | 71,920 | 115,969 | 155,000 | 195,000 | 40,000 | 26% |
| Contingency | - | - | 50,000 | 50,000 | - | 0% |
| Unapprop Fund Bal | 300,871 | 308,219 | 131,535 | 150,000 | 18,465 | 14% |
| **Total Copier Program Fund** | **$446,395** | **$496,075** | **$448,535** | **$501,000** | **$52,465** | **12%** |

| Copier Program Fund (760) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Finance | 446,395 | 496,075 | 448,535 | 501,000 | 52,465 | 12% |
| **Total Copier Program Fund** | **$446,395** | **$496,075** | **$448,535** | **$501,000** | **$52,465** | **12%** |

## Copier Program Fund (760)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Charges for Services** | | | | | | |
| 4153 Copier Charges | 194,697 | 193,866 | 180,000 | 200,000 | 200,000 | 200,000 |
| **Total Charges for Services** | **$194,697** | **$193,866** | **$180,000** | **$200,000** | **$200,000** | **$200,000** |
| **Interest** | | | | | | |
| 4200 Interest Earned | 2,320 | 1,309 | 1,500 | 1,000 | 1,000 | 1,000 |
| **Total Interest** | **$2,320** | **$1,309** | **$1,500** | **$1,000** | **$1,000** | **$1,000** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 36 | 29 | 35 | - | - | - |
| **Total Miscellaneous** | **$36** | **$29** | **$35** | **$0** | **$0** | **$0** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 249,342 | 300,871 | 267,000 | 300,000 | 300,000 | 300,000 |
| **Total Beginning Work Cap** | **$249,342** | **$300,871** | **$267,000** | **$300,000** | **$300,000** | **$300,000** |
| **Total Resources** | **$446,395** | **$496,075** | **$448,535** | **$501,000** | **$501,000** | **$501,000** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 20,434 | 21,684 | 27,500 | 25,000 | 25,000 | 25,000 |
| 6402 Maintenance Supplies | - | - | 2,500 | 2,500 | 2,500 | 2,500 |
| 6412 Equipment Rental | - | 425 | 30,000 | 43,500 | 43,500 | 43,500 |
| 6416 Equipment Maintenance | 53,170 | 49,778 | 52,000 | 35,000 | 35,000 | 35,000 |
| **Total Materials & Services** | **$73,604** | **$71,887** | **$112,000** | **$106,000** | **$106,000** | **$106,000** |
| **Capital Outlay** | | | | | | |
| 7010 Office Equipment | 71,920 | 115,969 | 155,000 | 195,000 | 195,000 | 195,000 |
| **Total Capital Outlay** | **$71,920** | **$115,969** | **$155,000** | **$195,000** | **$195,000** | **$195,000** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 50,000 | 50,000 | 50,000 | 50,000 |
| **Total Contingency** | **$0** | **$0** | **$50,000** | **$50,000** | **$50,000** | **$50,000** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 300,871 | 308,219 | 131,535 | 150,000 | 150,000 | 150,000 |
| **Total Unapprop Fund Bal** | **$300,871** | **$308,219** | **$131,535** | **$150,000** | **$150,000** | **$150,000** |
| **Total Requirements** | **$446,395** | **$496,075** | **$448,535** | **$501,000** | **$501,000** | **$501,000** |

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# Joint Venture Funds

# Joint Venture Funds

## Summary

| Budget by Fund | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Joint Water Commission (800) | 6,567,906 | 6,617,442 | 14,905,087 | 15,792,053 | 886,966 | 6% |
| Barney Joint Reservoir Commission (810) | 968,931 | 751,046 | 944,860 | 966,919 | 22,059 | 2% |
| **Total Joint Ventures** | **$7,536,837** | **$7,368,488** | **$15,849,947** | **$16,758,972** | **$909,025** | **6%** |

| Resources by Category | | | | | | |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 353,428 | 356,353 | 356,357 | 355,000 | (1,357) | 0% |
| Interest | 3,688 | 1,402 | 2,000 | 1,700 | (300) | -15% |
| Miscellaneous | 622,326 | 410,619 | 586,503 | 610,219 | 23,716 | 4% |
| Water Sales | 5,142,555 | 5,108,283 | 6,277,387 | 6,552,053 | 274,666 | 4% |
| Contributions in Aid | 1,414,840 | 1,491,831 | 8,127,700 | 8,740,000 | 612,300 | 8% |
| Equipment Reserve CO | - | - | 500,000 | 500,000 | - | 0% |
| **Total Joint Ventures** | **$7,536,837** | **$7,368,488** | **$15,849,947** | **$16,758,972** | **$909,025** | **6%** |

| Requirements by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 2,225,291 | 2,210,089 | 2,547,336 | 2,706,128 | 158,792 | 6% |
| Materials & Services | 2,776,190 | 2,635,386 | 3,372,274 | 3,553,300 | 181,026 | 5% |
| Capital Outlay | 1,535,876 | 1,469,216 | 7,253,000 | 8,905,000 | 1,652,000 | 23% |
| Special Payments | 643,127 | 698,551 | 1,820,981 | 739,524 | (1,081,457) | -59% |
| Contingency | - | - | 856,356 | 855,020 | (1,336) | 0% |
| Unapprop Fund Bal | 356,353 | 355,246 | - | - | - | 0% |
| **Total Joint Ventures** | **$7,536,837** | **$7,368,488** | **$15,849,947** | **$16,758,972** | **$909,025** | **6%** |

| Budget by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 7,536,837 | 7,368,488 | 15,849,947 | 16,758,972 | 909,025 | 6% |
| **Total Joint Ventures** | **$7,536,837** | **$7,368,488** | **$15,849,947** | **$16,758,972** | **$909,025** | **6%** |

## Joint Water Commission Fund (800)

The Joint Water Commission (JWC) is a joint venture between the cities of Hillsboro, Forest Grove, Beaverton, and the Tualatin Valley Water District. The City of Hillsboro is the managing partner of this joint venture. This fund accounts for operation and maintenance of the Commission's water system assets as well as capital improvements to replace, upgrade, and expand the water system.

| Joint Water Commission (800) Resources | | | | | Change from 2013-14 | |
|---|---|---|---|---|---|---|
| | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Dollar Change | Percent Change |
| Interest | 1,301 | - | - | - | - | 0% |
| Miscellaneous | 9,210 | 17,328 | - | - | - | 0% |
| Water Sales | 5,142,555 | 5,108,283 | 6,277,387 | 6,552,053 | 274,666 | 4% |
| Contributions in Aid | 1,414,840 | 1,491,831 | 8,127,700 | 8,740,000 | 612,300 | 8% |
| Equipment Reserve CO | - | - | 500,000 | 500,000 | - | 0% |
| **Total Joint Water Commission** | **$6,567,906** | **$6,617,442** | **$14,905,087** | **$15,792,053** | **$886,966** | **6%** |

| Joint Water Commission (800) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 1,979,273 | 1,977,641 | 2,238,897 | 2,382,857 | 143,960 | 6% |
| Materials & Services | 2,541,105 | 2,554,926 | 3,182,974 | 3,355,100 | 172,126 | 5% |
| Capital Outlay | 1,492,582 | 1,469,216 | 7,253,000 | 8,905,000 | 1,652,000 | 23% |
| Special Payments | 554,946 | 615,659 | 1,730,216 | 649,096 | (1,081,120) | -62% |
| Contingency | - | - | 500,000 | 500,000 | - | 0% |
| **Total Joint Water Commission** | **$6,567,906** | **$6,617,442** | **$14,905,087** | **$15,792,053** | **$886,966** | **6%** |

| Joint Water Commission (800) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 6,567,906 | 6,617,442 | 14,905,087 | 15,792,053 | 886,966 | 6% |
| **Total Joint Water Commission** | **$6,567,906** | **$6,617,442** | **$14,905,087** | **$15,792,053** | **$886,966** | **6%** |

## Joint Water Commission (800)

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 1,301 | - | - | - | - | - |
| **Total Interest** | **1,301** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Miscellaneous** | | | | | | |
| 4600 Miscellaneous Income | 7,607 | 13,548 | - | - | - | - |
| 4601 Sale of Surplus Property | - | 2,215 | - | - | - | - |
| 4622 Western Lutheran School | 1,603 | 1,565 | - | - | - | - |
| **Total Miscellaneous** | **$9,210** | **$17,328** | **$0** | **$0** | **$0** | **$0** |
| **Water Sales** | | | | | | |
| 4480 Hillsboro - Water Purch | 2,623,739 | 2,648,157 | 3,171,305 | 3,336,773 | 3,336,773 | 3,336,773 |
| 4481 Forest Grove - Water Purch | 185,475 | 193,025 | 213,215 | 224,340 | 224,340 | 224,340 |
| 4482 Beaverton - Water Purch | 1,245,206 | 1,129,173 | 1,361,911 | 1,432,970 | 1,432,970 | 1,432,970 |
| 4483 TVWD - Water Purch | 962,816 | 961,811 | 1,118,712 | 1,432,970 | 1,432,970 | 1,432,970 |
| 4485 North Plains - Water Purch | 113,903 | 126,897 | 115,000 | 115,000 | 115,000 | 115,000 |
| 4486 North Plains SDC | 11,416 | 49,220 | 10,000 | 10,000 | 10,000 | 10,000 |
| 4487 Lease Revenue | - | - | 287,244 | - | - | - |
| **Total Water Sales** | **$5,142,555** | **$5,108,283** | **$6,277,387** | **$6,552,053** | **$6,552,053** | **$6,552,053** |
| **Contributions in Aid** | | | | | | |
| 4500 Hillsboro - Capital Outlay | 454,734 | 637,170 | 1,900,859 | 5,297,800 | 5,297,800 | 5,297,800 |
| 4501 Forest Grove - Capital Outlay | 45,002 | 120,838 | 540,451 | 550,512 | 550,512 | 550,512 |
| 4502 Beaverton - Capital Outlay | 380,302 | 302,604 | 1,017,726 | 1,440,900 | 1,440,900 | 1,440,900 |
| 4503 TVWD - Capital Outlay | 532,722 | 430,859 | 4,668,664 | 1,450,788 | 1,450,788 | 1,450,788 |
| 4506 CWS - Capital Outlay | 2,080 | 360 | - | - | - | - |
| **Total Contributions in Aid** | **$1,414,840** | **$1,491,831** | **$8,127,700** | **$8,740,000** | **$8,740,000** | **$8,740,000** |
| **Equipment Reserve CO** | | | | | | |
| 4520 Hillsboro - Contingency | - | - | 225,000 | 225,000 | 225,000 | 225,000 |
| 4521 Forest Grove - Contingency | - | - | 66,650 | 66,650 | 66,650 | 66,650 |
| 4522 Beaverton - Contingency | - | - | 125,000 | 125,000 | 125,000 | 125,000 |
| 4523 TVWD - Contingency | - | - | 83,350 | 83,350 | 83,350 | 83,350 |
| **Total Equipment Reserve CO** | **$0** | **$0** | **$500,000** | **$500,000** | **$500,000** | **$500,000** |
| **Total Resources** | **$6,567,906** | **$6,617,442** | **$14,905,087** | **$15,792,053** | **$15,792,053** | **$15,792,053** |

## Joint Water Commission (800)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 1,360,727 | 1,356,380 | 1,456,101 | 1,553,658 | 1,553,658 | 1,553,658 |
| 5005 Salaries - Part-Time | 2,052 | 18,689 | - | - | - | - |
| 5010 Extra Labor | 26,038 | 2,785 | 48,000 | 48,000 | 48,000 | 48,000 |
| 5100 Overtime | 11,261 | 10,020 | 40,000 | 40,000 | 40,000 | 40,000 |
| 5301 Med/Den/Vis Insurance | 293,638 | 302,074 | 304,429 | 329,862 | 329,862 | 329,862 |
| 5303 PERS | 149,064 | 149,570 | 203,492 | 165,995 | 165,995 | 165,995 |
| 5308 VEBA | - | 2 | 28,722 | 30,676 | 30,676 | 30,676 |
| 5309 PERS Stabilization | - | - | - | 48,124 | 48,124 | 48,124 |
| 5399 Other Benefits and Taxes | 136,493 | 138,121 | 158,153 | 166,542 | 166,542 | 166,542 |
| **Total Personnel Services** | **$1,979,273** | **$1,977,641** | **$2,238,897** | **$2,382,857** | **$2,382,857** | **$2,382,857** |
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 3,218 | 4,709 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6001 Communications Services | 2,720 | 3,014 | 3,600 | 3,600 | 3,600 | 3,600 |
| 6002 Travel/Training/Dues | 38,795 | 47,865 | 49,000 | 54,500 | 54,500 | 54,500 |
| 6003 Postage | 205 | 144 | 650 | 700 | 700 | 700 |
| 6004 Program Supplies/Materials | 203,308 | 292,807 | 345,500 | 401,500 | 401,500 | 401,500 |
| 6005 Advertising/Promotion | 879 | 722 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6100 Contractual Services | 23,380 | 116,611 | 404,884 | 287,500 | 287,500 | 287,500 |
| 6101 Other Services | 37,555 | 4,664 | 240 | 500 | 500 | 500 |
| 6102 Maintenance Contracts | 54,446 | 50,088 | 62,000 | 55,000 | 55,000 | 55,000 |
| 6103 Janitorial Expense | 987 | 3,420 | 2,500 | 3,500 | 3,500 | 3,500 |
| 6200 Fuel/Oil | 3,213 | 6,661 | 7,500 | 8,600 | 8,600 | 8,600 |
| 6201 Fleet Maintenance | 2,490 | 2,173 | - | - | - | - |
| 6202 Vehicle Equipment | - | 144 | 3,000 | 3,100 | 3,100 | 3,100 |
| 6300 Uniforms | 4,795 | 4,903 | 6,600 | 7,100 | 7,100 | 7,100 |
| 6301 Safety Supplies | 7,056 | 4,352 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6400 Utilities | 1,431,769 | 1,313,146 | 1,480,000 | 1,665,000 | 1,665,000 | 1,665,000 |
| 6402 Maintenance Supplies | 70 | - | - | - | - | - |
| 6403 Small Tools and Equipment | 2,563 | 4,044 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6407 Water Master | 14,062 | 14,343 | 14,500 | 19,000 | 19,000 | 19,000 |
| 6408 Analysis and Lab Supplies | 79,448 | 63,316 | 93,000 | 103,500 | 103,500 | 103,500 |
| 6409 Computer Software | 19,029 | 16,920 | 35,000 | 40,500 | 40,500 | 40,500 |
| 6410 Computer Hardware | 693 | 201 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6411 Communications Equipment | 492 | - | 500 | 500 | 500 | 500 |
| 6412 Equipment Rental | - | 3,531 | 6,000 | 3,500 | 3,500 | 3,500 |
| 6450 Interest Expense | 5,259 | 2,114 | 7,000 | 6,000 | 6,000 | 6,000 |
| 6500 Chemicals - General | - | 435 | 10,000 | 10,000 | 10,000 | 10,000 |
| 6501 Chlorine | 37,405 | 56,250 | 55,000 | 55,000 | 55,000 | 55,000 |
| 6502 Aluminum Sulfate | 299,005 | 303,221 | 330,000 | 335,000 | 335,000 | 335,000 |
| 6503 Caustic Soda | 259,423 | 230,708 | 240,000 | 265,000 | 265,000 | 265,000 |
| 6505 Filter Polymer | 8,840 | 4,420 | 10,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | **$2,541,105** | **$2,554,926** | **$3,182,974** | **$3,355,100** | **$3,355,100** | **$3,355,100** |

## Joint Water Commission (800)

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 84,757 | - | - | 30,000 | 30,000 | 30,000 |
| 7002 Non-License Appar and Equipment | - | - | - | 55,000 | 55,000 | 55,000 |
| 7020 Computer Hardware | - | - | - | 15,000 | 15,000 | 15,000 |
| 7021 Computer Software | - | - | 18,000 | 43,000 | 43,000 | 43,000 |
| 7030 Facilities and Improvements | 19,348 | 32,576 | - | 12,000 | 12,000 | 12,000 |
| 7032 Facilities Equipment | 46,500 | - | 65,000 | - | - | - |
| 7040 Construction - Infrastructure | 1,341,977 | 1,436,640 | 7,170,000 | 8,750,000 | 8,750,000 | 8,750,000 |
| **Total Capital Outlay** | **$1,492,582** | **$1,469,216** | **$7,253,000** | **$8,905,000** | **$8,905,000** | **$8,905,000** |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 13,593 | 6,616 | 5,381 | 4,929 | 4,929 | 4,929 |
| 8009 Support Services Charge | 306,968 | 339,610 | 347,524 | 302,599 | 302,599 | 302,599 |
| 8010 Equipment Depreciation | 12,950 | 17,114 | 17,114 | 12,403 | 12,403 | 12,403 |
| 8011 Facilities Charge | 22,566 | 26,831 | 26,638 | 24,160 | 24,160 | 24,160 |
| 8018 Insurance | 208,115 | 225,275 | 271,368 | 298,505 | 298,505 | 298,505 |
| 8030 Payments to Other Gov't | (9,246) | 213 | 1,062,191 | 6,500 | 6,500 | 6,500 |
| **Total Special Payments** | **$554,946** | **$615,659** | **$1,730,216** | **$649,096** | **$649,096** | **$649,096** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 500,000 | 500,000 | 500,000 | 500,000 |
| **Total Contingency** | **$0** | **$0** | **$500,000** | **$500,000** | **$500,000** | **$500,000** |
| **Total Requirements** | **$6,567,906** | **$6,617,442** | **$14,905,087** | **$15,792,053** | **$15,792,053** | **$15,792,053** |

## Barney Reservoir Joint Ownership Commission Fund (810)

The Barney Reservoir Joint Ownership Commission (BRJOC) is a joint venture between the cities of Hillsboro, Forest Grove, Beaverton, the Tualatin Valley Water District and Clean Water Services. The City of Hillsboro is the managing partner of this joint venture. This fund accounts for the operation and maintenance of the Commission's water system assets as well as capital improvements to replace, upgrade, and expand the water system.

| Barney Joint Reservoir Commission (810) Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Adopted 2014-15 | Change from 2013-14 Dollar Change | Change from 2013-14 Percent Change |
|---|---|---|---|---|---|---|
| Beginning Work Cap | 353,428 | 356,353 | 356,357 | 355,000 | (1,357) | 0% |
| Interest | 2,387 | 1,403 | 2,000 | 1,700 | (300) | -15% |
| Miscellaneous | 613,116 | 393,290 | 586,503 | 610,219 | 23,716 | 4% |
| **Total Barney Joint Reservoir Commission** | **$968,931** | **$751,046** | **$944,860** | **$966,919** | **$22,059** | **2%** |

| Barney Joint Reservoir Commission (810) by Category | | | | | | |
|---|---|---|---|---|---|---|
| Personnel Services | 246,018 | 232,448 | 308,439 | 323,271 | 14,832 | 5% |
| Materials & Services | 235,085 | 80,460 | 189,300 | 198,200 | 8,900 | 5% |
| Capital Outlay | 43,294 | - | - | - | - | 0% |
| Special Payments | 88,181 | 82,892 | 90,765 | 90,428 | (337) | 0% |
| Contingency | - | - | 356,356 | 355,020 | (1,336) | 0% |
| Unapprop Fund Bal | 356,353 | 355,246 | - | - | - | 0% |
| **Total Barney Joint Reservoir Commission** | **$968,931** | **$751,046** | **$944,860** | **$966,919** | **$22,059** | **2%** |

| Barney Joint Reservoir Commission (810) by Department | | | | | | |
|---|---|---|---|---|---|---|
| Water | 968,931 | 751,046 | 944,860 | 966,919 | 22,059 | 2% |
| **Total Barney Joint Reservoir Commission** | **$968,931** | **$751,046** | **$944,860** | **$966,919** | **$22,059** | **2%** |

**Barney Joint Reservoir Commission (810)**

| Resources | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Interest** | | | | | | |
| 4200 Interest Earned | 2,387 | 1,403 | 2,000 | 1,700 | 1,700 | 1,700 |
| **Total Interest** | **$2,387** | **$1,403** | **$2,000** | **$1,700** | **$1,700** | **$1,700** |
| **Miscellaneous** | | | | | | |
| 4650 Hillsboro - Maintenance Reim | 190,066 | 121,920 | 181,816 | 189,168 | 189,168 | 189,168 |
| 4651 Forest Grove - Maintenance Rei | 15,328 | 9,832 | 14,663 | 15,255 | 15,255 | 15,255 |
| 4652 Beaverton - Maintenance Reim | 131,820 | 84,557 | 126,098 | 131,197 | 131,197 | 131,197 |
| 4653 TVWD - Maintenance Reim | 214,590 | 137,652 | 205,276 | 213,577 | 213,577 | 213,577 |
| 4654 CWS - Maintenance Reim | 61,312 | 39,329 | 58,650 | 61,022 | 61,022 | 61,022 |
| **Total Miscellaneous** | **$613,116** | **$393,290** | **$586,503** | **$610,219** | **$610,219** | **$610,219** |
| **Beginning Work Cap** | | | | | | |
| 4800 Beginning Working Capital | 353,428 | 356,353 | 356,357 | 355,000 | 355,000 | 355,000 |
| **Total Beginning Work Cap** | **$353,428** | **$356,353** | **$356,357** | **$355,000** | **$355,000** | **$355,000** |
| **Total Resources** | **$968,931** | **$751,046** | **$944,860** | **$966,919** | **$966,919** | **$966,919** |

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Personnel Services** | | | | | | |
| 5000 Salaries - Full-Time | 171,194 | 163,524 | 209,098 | 166,787 | 166,787 | 166,787 |
| 5010 Extra Labor | - | - | - | 70,000 | 70,000 | 70,000 |
| 5100 Overtime | 3,508 | 1,045 | 5,000 | 5,000 | 5,000 | 5,000 |
| 5301 Med/Den/Vis Insurance | 34,999 | 34,294 | 41,140 | 33,076 | 33,076 | 33,076 |
| 5303 PERS | 19,402 | 17,890 | 28,231 | 17,999 | 17,999 | 17,999 |
| 5308 VEBA | - | - | 3,982 | 3,137 | 3,137 | 3,137 |
| 5309 PERS Stabilization | - | - | - | 4,879 | 4,879 | 4,879 |
| 5399 Other Benefits and Taxes | 16,915 | 15,695 | 20,988 | 22,393 | 22,393 | 22,393 |
| **Total Personnel Services** | **$246,018** | **$232,448** | **$308,439** | **$323,271** | **$323,271** | **$323,271** |

**Barney Joint Reservoir Commission (810)**

| Requirements | Actual 2011-12 | Actual 2012-13 | Adopted 2013-14 | Proposed 2014-15 | Approved 2014-15 | Adopted 2014-15 |
|---|---|---|---|---|---|---|
| **Materials & Services** | | | | | | |
| 6000 Office Supplies | 40 | 54 | 900 | 1,000 | 1,000 | 1,000 |
| 6001 Communications Services | 8,608 | 7,564 | 10,600 | 10,600 | 10,600 | 10,600 |
| 6002 Travel/Training/Dues | 585 | 658 | 1,000 | 1,100 | 1,100 | 1,100 |
| 6003 Postage | - | 2 | 100 | 100 | 100 | 100 |
| 6004 Program Supplies/Materials | 82,994 | 20,516 | 27,000 | 34,000 | 34,000 | 34,000 |
| 6100 Contractual Services | 25,898 | 17,682 | 84,500 | 84,000 | 84,000 | 84,000 |
| 6101 Other Services | 1,398 | 2,087 | 1,400 | 9,200 | 9,200 | 9,200 |
| 6102 Maintenance Contracts | - | 152 | - | - | - | - |
| 6200 Fuel/Oil | 6,822 | 4,904 | 7,100 | 7,100 | 7,100 | 7,100 |
| 6201 Fleet Maintenance | 935 | 861 | - | - | - | - |
| 6202 Vehicle Equipment | - | 6 | 5,800 | 1,100 | 1,100 | 1,100 |
| 6300 Uniforms | 161 | 184 | 500 | 800 | 800 | 800 |
| 6301 Safety Supplies | - | 211 | 1,900 | 2,000 | 2,000 | 2,000 |
| 6402 Maintenance Supplies | 85,459 | - | - | - | - | - |
| 6403 Small Tools and Equipment | - | 35 | 1,000 | 2,200 | 2,200 | 2,200 |
| 6408 Analysis and Lab Supplies | 22,185 | 25,544 | 42,500 | 35,000 | 35,000 | 35,000 |
| 6412 Equipment Rental | - | - | 5,000 | 10,000 | 10,000 | 10,000 |
| **Total Materials & Services** | **$235,085** | **$80,460** | **$189,300** | **$198,200** | **$198,200** | **$198,200** |
| **Capital Outlay** | | | | | | |
| 7000 Automotive and Equipment | 43,294 | - | - | - | - | - |
| **Total Capital Outlay** | **$43,294** | **$0** | **$0** | **$0** | **$0** | **$0** |
| **Special Payments** | | | | | | |
| 8008 Facilities Depreciation | 2,804 | 1,697 | 1,740 | 1,629 | 1,629 | 1,629 |
| 8009 Support Services Charge | 50,085 | 44,838 | 49,223 | 45,237 | 45,237 | 45,237 |
| 8010 Equipment Depreciation | 2,102 | 2,247 | 2,247 | 1,854 | 1,854 | 1,854 |
| 8011 Facilities Charge | 7,300 | 7,897 | 8,612 | 7,987 | 7,987 | 7,987 |
| 8018 Insurance | 23,445 | 23,854 | 26,000 | 30,073 | 30,073 | 30,073 |
| 8024 Fleet Services Charge | 2,120 | 2,034 | 2,443 | 3,148 | 3,148 | 3,148 |
| 8030 Payments to Other Gov't | 325 | 325 | 500 | 500 | 500 | 500 |
| **Total Special Payments** | **$88,181** | **$82,892** | **$90,765** | **$90,428** | **$90,428** | **$90,428** |
| **Contingency** | | | | | | |
| 8300 Contingency | - | - | 356,356 | 355,020 | 355,020 | 355,020 |
| **Total Contingency** | **$0** | **$0** | **$356,356** | **$355,020** | **$355,020** | **$355,020** |
| **Unapprop Fund Bal** | | | | | | |
| 8500 Unapprop Fund Balance | 356,353 | 355,246 | - | - | - | - |
| **Total Unapprop Fund Bal** | **$356,353** | **$355,246** | **$0** | **$0** | **$0** | **$0** |
| **Total Requirements** | **$968,931** | **$751,046** | **$944,860** | **$966,919** | **$966,919** | **$966,919** |

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# Exhibits

- *Public Works Capital Outlay by Fund*
- *Water Capital Outlay by Fund*
- *Support Services Cost Allocation Schedule*
- *Facilities Management Cost Allocation Schedule*
- *Cost Allocation Summary*
- *Schedule of Interfund Transfers In*
- *Schedule of Interfund Transfers Out*
- *Full Time Positions & Personnel Services*
- *Full Time Staff Changes*
- *Appropriations by Category*

*Budget Summary*

Hillsboro
OREGON

# Public Works Department
# 2014-15 Capital Outlay by Fund
# Exhibit One

| | | Trans | TUF | TIF/TDT | Sewer | SWM | Total |
|---|---|---|---|---|---|---|---|
| Automotive & Equipment | | $ 8,500 | | | $ 8,500 | $ 8,500 | $ 25,500 |
| Non Roadway Vehicles and Equipment | | 17,000 | | | 10,000 | | 27,000 |
| Computer Hardware | | | | | | | - |
| Computer Software | | 27,300 | | | 27,300 | 27,300 | 81,900 |
| Facilities and Improvements | | | | | | | - |
| ***Subtotal Non-Projects*** | | 52,800 | - | - | 45,800 | 35,800 | 134,400 |
| **Projects** | | | | | | | |
| 10206 | Healthy Stream Project (IGA/CWS) | | | | 210,400 | | 210,400 |
| 10444 | NE Veterans Drive | | | 35,000 | | 10,000 | 45,000 |
| 10459 | NE 37th Avenue Bicycle Pedestrian Improvements | | 40,000 | 10,000 | | 10,000 | 60,000 |
| 10468 | NE 28th Ave Improvements | | | 4,000,000 | | | 4,000,000 |
| 10479 | Rock Creek, NW Amberwood Bridge Repair | 4,350 | | | | | 4,350 |
| 10485 | Connell & Garibaldi Street Improvements | | | 50,000 | | 10,000 | 60,000 |
| 10562 | South Hillsboro Sanitary Sewer I&I Abatement | | | | 20,000 | | 20,000 |
| 10563 | ODOT Storm Sewer Improvements - Oak, Baseline, & 10th | | | | | 510,000 | 510,000 |
| 10564 | Downtown One-Way, Two-Way Conversion | 500,000 | | | | | 500,000 |
| 10631 | Cornelius Pass IOF Grant | | | 250,000 | | | 250,000 |
| 10676 | NW 1911 / 1936 Sanitary Sewer I&I Abatement | | | | 2,400,000 | | 2,400,000 |
| 10690 | SE 24th & Spruce Storm Sewer Replacement | | | | | 257,000 | 257,000 |
| 10705 | 253rd Extension and Huffman Road | | | 12,900,000 | | | 12,900,000 |
| 10767 | ADA Ramps Upgrades | 50,000 | | | | | 50,000 |
| 10779 | Glencoe Road Mid-Block Crossing | 4,000 | | | | | 4,000 |
| 10786 | ODOT Rail and Highway Acquisition | | | 50,000 | | | 50,000 |
| 10795 | Minter Bridge Crosswalk/School Zone | | 4,500 | | | | 4,500 |
| 10814 | Sidewalk Minor Betterment Program | 50,000 | | | | | 50,000 |
| 10839 | TV Highway/209th Signal Modification | | | 80,000 | | | 80,000 |
| 10842 | 11th & Alder CDBG Sidewalk Improvements | | 660,000 | | | | 660,000 |
| 10889 | 24th/Alder Sidewalk Infill Project (WL Henry) | 325,000 | | | | | 325,000 |
| 10891 | LED Street Lighting Upgrades | 165,000 | | | | | 165,000 |
| 10893 | Birch Street Storm Sewer | | | | | 75,000 | 75,000 |
| 10895 | Griffin Oaks Pavement Replacement | | 1,110,700 | | | | 1,110,700 |
| 10898 | Sequoia Bulb Out Construction - 21st Avenue | 1,100 | | | | 1,900 | 3,000 |
| 10900 | Golden Road-Brookwood to Imlay | | 500,000 | | | | 500,000 |
| 10901 | Bunch Sanitary Sewer Extension | | | | 80,000 | | 80,000 |
| 10902 | Grant Street Pedestrian Improvements | 452,560 | | | | | 452,560 |
| 10903 | San Sewer Ext Baseline Brookwood - 231st | | | | 175,000 | | 175,000 |
| 10904 | Pedestrian Activated Beacon Crosswalk | 20,000 | | | | | 20,000 |
| | Miscellaneous Projects | 10,000 | 5,000 | 100,000 | 45,000 | 10,000 | 170,000 |
| | ***Subtotal Projects*** | $ 1,582,010 | $ 2,320,200 | $ 17,475,000 | $ 2,930,400 | $ 883,900 | $ 25,191,510 |
| | ***Capital Reserve*** | 1,583,139 | 2,314,288 | 15,503,972 | 8,497,348 | 3,745,508 | 31,644,255 |
| | ***Total Capital Outlay*** | $ 3,217,949 | $ 4,634,488 | $ 32,978,972 | $ 11,473,548 | $ 4,665,208 | $ 56,970,165 |

***Transportation Funds Total*** $ 40,831,409

## Water Department
## 2014-15 Capital Outlay by Fund
## Exhibit Two

| | | Water | JWC | Total |
|---|---|---|---|---|
| Automotive & Equipment | | 270,000 | 30,000 | 300,000 |
| Computer Hardware | | 42,500 | 15,000 | 57,500 |
| Computer Software | | - | 43,000 | 43,000 |
| Facilities and Improvements | | - | 12,000 | 12,000 |
| Non-Roadway Vehicles & Equipment | | 15,500 | 55,000 | 70,500 |
| | ***Subtotal Non-Projects*** | 328,000 | 155,000 | 483,000 |
| **Projects** | | | | |
| **Hillsboro Projects** | | | | - |
| 10515 | SE Oak & Baseline | 300,000 | | 300,000 |
| 10683 | Large Customer Meter Replacement | 130,000 | | 130,000 |
| 10816 | Dilley Reservoir Structural and Site Improvements | 300,000 | | 300,000 |
| 10817 | Dilley Reservoir Waterline Replacement | 180,000 | | 180,000 |
| 10818 | 435 SE 24th Avenue (2" Galv Repl.) | 40,000 | | 40,000 |
| 10819 | 275 SE 24th Avenue (2" Galv Repl.) | 60,000 | | 60,000 |
| 10820 | Cul-de-sac SE 37th (south of SE Willow) | 30,000 | | 30,000 |
| 10822 | S 1st Ave (north of SE Maple) | 30,000 | | 30,000 |
| 10823 | SW Connell Avenue (SW Oak to SW Walnut) | 70,000 | | 70,000 |
| 10824 | SE 4th Avenue (SE Washington to SE Baseline) | 80,000 | | 80,000 |
| 10825 | NW Yonia Ct | 80,000 | | 80,000 |
| 10827 | WWSP SW 124th ROW Acquisition | 40,000 | | 40,000 |
| 10827 | WWSP Program Management | 100,000 | | 100,000 |
| 10827 | WWSP Water Treatment Plant Master Plan | 480,000 | | 480,000 |
| 10879 | WWSP Preliminary Design | 900,000 | | 900,000 |
| 10880 | WWSP 124th Design | 1,050,000 | | 1,050,000 |
| 10468 | NE 28th Avenue (NE Laura to NE Azaela St) | 450,000 | | 450,000 |
| 10908 | Evergreen Reservoir Rechlorination | 150,000 | | 150,000 |
| 10705 | Huffman Road Extension | 880,000 | | 880,000 |
| 10906 | NW Iona Ct (east of NW 341st Avenue) | 50,000 | | 50,000 |
| | ***Subtotal Hillsboro Projects*** | 5,400,000 | - | 5,400,000 |
| **JWC Projects** | | | | |
| 10828 | Re-roof Operations | | 200,000 | 200,000 |
| 10414 | Emergency Backup Power | | 6,000,000 | 6,000,000 |
| 10829 | Pump Reconditioning | | 300,000 | 300,000 |
| 10913 | Seismic Planning | | 150,000 | 150,000 |
| 10914 | STL Reedville Crossing | | 100,000 | 100,000 |
| | JWC Emergency Equip Replacement | | 2,000,000 | 2,000,000 |
| | ***Subtotal JWC Projects*** | - | 8,750,000 | 8,750,000 |
| **Hillsboro Joint Venture Reimbursements** | | | | |
| | JWC Project Reimbursement | 4,816,125 | | 4,816,125 |
| | BRJOC Maintenance Reimbursement | 110,470 | | 110,470 |
| | ***Subtotal Joint Venture Reimbursements*** | 4,926,595 | - | 4,926,595 |
| | | | | |
| | ***Non-Projects*** | 328,000 | 155,000 | 483,000 |
| | ***Projects*** | 5,400,000 | 8,750,000 | 14,150,000 |
| | ***Joint Venture Reimbursements*** | 4,926,595 | | 4,926,595 |
| | ***Capital Reserve*** | 54,699,624 | | 54,699,624 |
| | ***Total Capital Outlay*** | 65,354,219 | 8,905,000 | 74,259,219 |

# Support Services 2014-15
# Cost Allocation Schedule
# Exhibit Three

| | Mayor, Council & Legal | City Manager's Office | Facilities & Fleet Admin | Human Resources | Information Services | GIS |
|---|---|---|---|---|---|---|
| *Police* | $ 60,505 | $ 668,716 | $ 188,837 | $ 464,464 | $ 1,100,720 | $ 7,580 |
| *Fire* | 65,985 | 389,871 | 123,763 | 269,954 | 536,413 | 34,110 |
| *Parks & Recreation* | 181,181 | 348,927 | 106,122 | 197,008 | 437,793 | 37,899 |
| *Library* | 6,544 | 193,528 | 50,259 | 115,626 | 370,321 | - |
| *Planning* | 527,080 | 132,045 | 27,947 | 51,142 | 283,231 | 64,427 |
| *Special Expenditures* | - | - | 7,922 | - | - | - |
| *Municipal Court* | 133 | 11,071 | 2,756 | 6,670 | 23,807 | - |
| ***General Fund Total*** | $ 841,428 | $ 1,744,158 | $ 507,606 | $ 1,104,864 | $ 2,752,285 | $ 144,016 |
| | | | | | | |
| *Economic Development* | $ 14,742 | $ 23,768 | $ 13,542 | $ 13,342 | $ 29,974 | $ 11,370 |
| *Building* | 16,995 | 157,437 | 52,360 | 93,390 | 455,179 | - |
| *Transportation* | 69,442 | 100,174 | 68,443 | 54,478 | 154,131 | 68,216 |
| *Sewer Operating* | 40,969 | 87,257 | 20,964 | 46,695 | 151,017 | 68,216 |
| *Surface Water Management* | 40,969 | 92,792 | 21,056 | 50,031 | 152,371 | 68,216 |
| *Water* | 32,749 | 180,768 | 48,860 | 104,507 | 353,413 | 193,281 |
| *Joint Water Commission* | - | 51,667 | 41,712 | 31,130 | 100,516 | - |
| *Barney Joint Commission* | - | 7,381 | 3,943 | 4,447 | 8,815 | - |
| ***Total Non-General Funds*** | $ 215,866 | $ 701,244 | $ 270,880 | $ 398,020 | $ 1,405,416 | $ 409,299 |
| | | | | | | |
| *Total Support Services Charge* | $ 1,057,294 | $ 2,445,402 | $ 778,486 | $ 1,502,884 | $ 4,157,701 | $ 553,315 |
| | | | | | | |
| *Total Adjustments (A)* | 10,000 | - | (94,977) | - | 30,000 | - |
| | | | | | | |
| ***Total Support Services Budget*** | $ 1,067,294 | $ 2,445,402 | $ 683,509 | $ 1,502,884 | $ 4,187,701 | $ 553,315 |

## Support Services 2014-15
## Cost Allocation Schedule
## Exhibit Three (continued)

| | Finance | Emergency Management | Utility Billing | Facilities Maintenance | Total | Equipment Depreciation |
|---|---|---|---|---|---|---|
| *Police* | $ 239,202 | $ 75,276 | $ - | $ 138,963 | $ 2,944,263 | $ 120,682 |
| *Fire* | 135,631 | 43,315 | - | 130,477 | 1,729,519 | 70,891 |
| *Parks & Recreation* | 431,156 | 37,260 | - | 361,198 | 2,138,544 | 87,657 |
| *Library* | 184,177 | 21,868 | - | 231,782 | 1,174,105 | 48,125 |
| *Planning* | 49,547 | 9,672 | - | 51,979 | 1,197,070 | 49,067 |
| *Special Expenditures* | 8,151 | - | - | 6,365 | 22,438 | 920 |
| *Municipal Court* | 40,168 | 1,261 | - | 18,033 | 103,899 | 4,259 |
| ***General Fund Total*** | $ 1,088,032 | $ 188,652 | $ - | $ 938,797 | $ 9,309,838 | $ 381,601 |
| *Economic Development* | $ 33,333 | $ 2,523 | $ - | $ 7,956 | $ 150,550 | $ 6,171 |
| *Building* | 147,968 | 17,663 | - | 56,221 | 997,213 | 40,875 |
| *Transportation* | 143,014 | 10,303 | 90,000 | 37,658 | 795,859 | 32,621 |
| *Sewer Operating* | 113,863 | 8,831 | 224,116 | 40,309 | 802,237 | 32,883 |
| *Surface Water Management* | 112,544 | 9,462 | 112,170 | 37,658 | 697,269 | 28,580 |
| *Water* | 279,489 | 26,494 | 228,099 | 89,637 | 1,537,297 | 63,012 |
| *Joint Water Commission* | 70,477 | - | 7,097 | - | 302,599 | 12,403 |
| *Barney Joint Commission* | 18,282 | - | 2,368 | - | 45,236 | 1,854 |
| ***Total Non-General Funds*** | $ 918,970 | $ 75,276 | $ 663,850 | $ 269,439 | $ 5,328,260 | $ 218,399 |
| *Total Support Services Charge* | $ 2,007,002 | $ 263,928 | $ 663,850 | $ 1,208,236 | $ 14,638,098 | $ 600,000 |
| *Total Adjustments (A)* | (68,738) | - | - | - | (123,715) | - |
| ***Total Support Services Budget*** | $ 1,938,264 | $ 263,928 | $ 663,850 | $ 1,208,236 | $ 14,514,383 | $ 600,000 |

***Special Expenditures includes charges to the general fund for Emergency Operation Services and other miscellaneous charges.***

***(A) Adjustments include charges that are not allocable to other departments such as expenses funded with grants or rounding issues.***

# Facilities Management Fund
# 2014-15 Cost Allocation Schedule
# Exhibit Four

| | | General Funds | | | |
|---|---|---|---|---|---|
| | Unallocated | Police Dept. | Fire Dept. | Parks & Recreation | Library |
| *Hart Building* | $ 4,000 | | | | |
| *Archives Building* | - | 11,606 | 6,610 | 6,077 | 3,371 |
| *Stagg Building* | - | 52,447 | 5,534 | 10,643 | 5,764 |
| *Civic Center Complex* | - | 110,459 | 65,139 | 68,961 | 36,658 |
| *Civic Center Private* | 62,460 | - | - | - | - |
| *Facilities Building* | 95,000 | 5,130 | 6,208 | 19,530 | 8,973 |
| *Police Precincts* | - | 580,650 | - | - | - |
| *Fire Stations* | - | - | 317,110 | - | - |
| *Parks Facilities* | - | - | - | 1,012,750 | - |
| *Aquatic Center* | - | - | - | 478,000 | - |
| *Libraries* | - | - | - | - | 684,000 |
| *Public Works Facility* | 747,214 | - | - | - | - |
| ***Total Facilities Charge*** | $ 908,674 | $ 760,292 | $ 400,601 | $ 1,595,961 | $ 738,766 |
| *Building Depreciation* | $ - | $ 155,116 | $ 81,732 | $ 325,613 | $ 150,725 |

| | General Funds | | | |
|---|---|---|---|---|
| | Planning Dept. | Special Expenditures (A) | Municipal Court | Total General Funds |
| *Archives Building* | $ 2,439 | | $ 192 | $ 30,295 |
| *Stagg Building* | 2,264 | - | 217 | 76,869 |
| *Civic Center Complex* | 138,826 | 693 | 49,210 | 469,946 |
| *Civic Center Private* | - | - | - | - |
| *Facilities Building* | 1,537 | - | 218 | 41,596 |
| *Police Precincts* | - | - | - | 580,650 |
| *Fire Stations* | - | - | - | 317,110 |
| *Parks Facilities* | - | - | - | 1,012,750 |
| *Aquatic Center* | - | - | - | 478,000 |
| *Libraries* | - | - | - | 684,000 |
| ***Total Facilities Charge*** | $ 145,066 | $ 693 | $ 49,837 | $ 3,691,216 |
| *Building Depreciation* | $ 29,597 | $ 142 | $ 10,168 | $ 753,093 |

## Facilities Management Fund
## 2014-15 Cost Allocation Schedule
## Exhibit Four (continued)

| | Non General Funds | | | | |
|---|---|---|---|---|---|
| | *Economic Development* | *Transportation* | *Water* | *Sewer Operating* | *Surface Water Management* |
| *Archives Building* | $ 470 | $ 1,560 | $ 2,944 | $ 1,403 | $ 1,652 |
| *Stagg Building* | 340 | 1,457 | 3,173 | 1,411 | 1,435 |
| *Civic Center Complex* | 24,471 | 67,912 | 156,648 | 72,520 | 65,810 |
| *Facilities Building* | 432 | 1,438 | 2,973 | 1,438 | 1,438 |
| *Public Works Facility* | - | 22,833 | - | 22,834 | 22,833 |
| *Water Facility* | - | - | 43,132 | - | - |
| ***Total Facilities Charge*** | $ 25,713 | $ 95,200 | $ 208,870 | $ 99,606 | $ 93,168 |
| *Building Depreciation* | $ 5,246 | $ 19,423 | $ 42,615 | $ 20,322 | $ 19,008 |

| | Non General Funds | | | |
|---|---|---|---|---|
| | *Building* | *Joint Water Commission* | *Barney Joint Commission* | *Total Facilities Charge* |
| *Hart Building* | $ - | $ - | $ - | $ 4,000 |
| *Archives Building* | 2,633 | 1,016 | 127 | 42,100 |
| *Stagg Building* | 3,567 | 592 | 56 | 88,900 |
| *Civic Center Complex* | 126,633 | 13,782 | 2,028 | 999,750 |
| *Civic Center Private* | - | - | - | 62,460 |
| *Facilities Building* | 2,517 | 143 | 25 | 147,000 |
| *Police Precincts* | - | - | - | 580,650 |
| *Fire Stations* | - | - | - | 317,110 |
| *Parks Facilities* | - | - | - | 1,012,750 |
| *Aquatic Center* | - | - | - | 478,000 |
| *Libraries* | - | - | - | 684,000 |
| *Building Evergreen Permit Center* | 30,000 | | | 30,000 |
| *Public Works Facility* | - | - | - | 815,714 |
| *Water Facility* | - | 8,627 | 5,751 | 57,510 |
| ***Total Facilities Charge*** | $ 165,350 | $ 24,160 | $ 7,987 | $ 5,319,944 |
| *Building Depreciation* | $ 33,735 | $ 4,929 | $ 1,629 | $ 900,000 |

***(A) Special Expenditures includes charges to the general fund for street lighting and other miscellaneous charges.***

## Support Services and Facilities Management
## 2014-15 Cost Allocation Summary
## Exhibit Five

| | Support Services Charges | | |
|---|---|---|---|
| ***Department/Fund*** | ***Operations*** | ***Equipment Depreciation*** | ***Sub-Total*** |
| *Police Department* | $ 2,944,263 | $ 120,682 | $ 3,064,945 |
| *Fire Department* | 1,729,519 | 70,891 | 1,800,410 |
| *Parks & Recreation* | 2,138,544 | 87,657 | 2,226,201 |
| *Aquatic Center* | - | - | - |
| *Library* | 1,174,105 | 48,125 | 1,222,230 |
| *Planning Department* | 1,197,070 | 49,067 | 1,246,137 |
| *Special Expenditures (A)* | 22,438 | 920 | 23,358 |
| *Municipal Court* | 103,899 | 4,259 | 108,158 |
| ***Total General Fund*** | $ 9,309,838 | $ 381,601 | $ 9,691,439 |
| *Economic Development* | 150,550 | 6,171 | 156,721 |
| *Transportation* | 795,859 | 32,621 | 828,480 |
| *Water* | 1,537,297 | 63,012 | 1,600,309 |
| *Sewer Operating* | 802,237 | 32,883 | 835,120 |
| *Surface Water Management* | 697,269 | 28,580 | 725,849 |
| *Building Fund* | 997,213 | 40,875 | 1,038,088 |
| *Joint Water Commission* | 302,599 | 12,403 | 315,002 |
| *Barney Joint Commission* | 45,236 | 1,854 | 47,090 |
| ***Total Non General Funds*** | $ 5,328,260 | $ 218,399 | $ 5,546,659 |
| *Total Adjustments* | (123,715) | - | (123,715) |
| ***Total All Funds*** | $ 14,514,383 | $ 600,000 | $ 15,114,383 |

## Support Services and Facilities Management
## 2014-15 Cost Allocation Summary
## Exhibit Five (continued)

| | Facilities Management Charges | | | |
|---|---|---|---|---|
| ***Department/Fund*** | ***Operations*** | ***Building Depreciation*** | ***Sub-Total*** | ***Total*** |
| *Police Department* | $ 760,292 | $ 155,116 | $ 915,408 | $ 3,980,353 |
| *Fire Department* | 400,601 | 81,732 | 482,333 | 2,282,743 |
| *Parks & Recreation* | 1,117,961 | 224,415 | 1,342,376 | 3,568,577 |
| *Aquatic Center* | 478,000 | 101,198 | 579,198 | 579,198 |
| *Library* | 738,766 | 150,725 | 889,491 | 2,111,721 |
| *Planning Department* | 145,066 | 29,597 | 174,663 | 1,420,800 |
| *Special Expenditures (A)* | 693 | 142 | 835 | 24,193 |
| *Municipal Court* | 49,837 | 10,168 | 60,005 | 168,163 |
| ***Total General Fund*** | $ 3,691,216 | $ 753,093 | $ 4,444,309 | $ 14,135,748 |
| *Economic Development* | 25,713 | 5,246 | 30,959 | $ 187,680 |
| *Transportation* | 95,200 | 19,423 | 114,623 | 943,103 |
| *Water* | 208,870 | 42,615 | 251,485 | 1,851,794 |
| *Sewer Operating* | 99,606 | 20,322 | 119,928 | 955,048 |
| *Surface Water Management* | 93,168 | 19,008 | 112,176 | 838,025 |
| *Building Fund* | 165,350 | 33,735 | 199,085 | 1,237,173 |
| *Joint Water Commission* | 24,160 | 4,929 | 29,089 | 344,091 |
| *Barney Joint Commission* | 7,987 | 1,629 | 9,616 | 56,706 |
| ***Total Non General Funds*** | $ 720,054 | $ 146,907 | $ 866,961 | $ 6,413,620 |
| ***Total All Funds*** | $ 4,411,270 | $ 900,000 | $ 5,311,270 | $ 20,549,368 |

***(A) Special Expenditures includes charges to the general fund for miscellaneous charges related to street lighting.***

# All Funds
# 2014-15 Schedule of Interfund Transfers In
# Exhibit Six

| TRANSFER TO | TRANSFER FROM | TRANSFER AMOUNT |
|---|---|---|
| ***GENERAL FUNDS*** | | |
| General Fund | Transportation Fund- Street Lighting | $ 500,000 |
| | Transportation Fund- Planning | 200,000 |
| | Gainshare Fund - Establish larger ending General Fund balance | 5,000,000 |
| | Surface Water Management Fund - Jackson Bottom/Planning | 100,000 |
| | Water Operating Fund - Planning | 50,000 |
| | Sewer Operating Fund - Jackson Bottom | 100,000 |
| | Sewer Operating Fund - Planning | 60,000 |
| | ***Total General Fund*** | 6,010,000 |
| Economic Development | General Fund - Ec Dev Operations | 725,000 |
| | Surface Water Management - Ec Dev Operations | 20,000 |
| | Transportation Fund - Ec Dev Operations | 20,000 |
| | Water Operating Fund - Ec Dev Operations | 20,000 |
| | Sewer Operating Fund - Ec Dev Operations | 20,000 |
| | Gainshare Fund- Large Lot Recruitment Strategy | 100,000 |
| | Gainshare Fund- North Industrial Development Plan | 500,000 |
| | ***Total Economic Development*** | 1,405,000 |
| ***TRANSPORTATION FUNDS*** | | |
| Transportation Fund | Gainshare - Downtown two-way conversion | 537,500 |
| Transportation Pathways Fund | Gainshare - Sidewalk projects | 850,000 |
| TUF PMP Fund | Transportation Fund - Pavement Management Program | 1,200,000 |
| | Strategic Investment Program FFC Fund - Overlay Program | 1,000,000 |
| Transportation Funded Depreciation | Transportation Fund - for replacements | 105,337 |
| | ***Total Transportation Funds*** | 3,692,837 |
| ***WATER FUNDS*** | | |
| Water Funded Depreciation | Water Operating Fund - Capital equipment replacement | 1,925,000 |
| Water Debt Service Fund | Water Operating Fund - Debt service payments | 2,290,000 |
| Water Rate Stabilization Fund | Water Operating Fund | 125,000 |
| | ***Total Water Funds*** | 4,340,000 |
| ***SEWER FUNDS*** | | |
| Sewer Depreciation Fund | Sewer Fund- for replacements | 1,400,000 |
| | ***Total Sewer Funds*** | 1,400,000 |
| ***SURFACE WATER MANAGEMENT (SWM) FUNDS*** | | |
| SWM Depreciation Fund | Surface Water Management Operating Fund | 333,288 |
| | ***Total Sewer Funds*** | 333,288 |
| ***HILLSBORO ECONOMIC DEVELOPMENT FUNDS*** | | |
| HEDC General Fund | HEDC Tax Increment Fund - Urban Renewal Projects | 205,000 |
| | ***Total Building Fund*** | 205,000 |
| ***INTERNAL SERVICES FUNDS*** | | |
| Fleet Management Fund | General Fund - Fleet Capital | 481,600 |
| | General Fund - Fleet Replacement Reserve | 250,000 |
| Support Services Fund | Building Fund - IT projects | 450,000 |
| | General Fund - IT Projects | 50,000 |
| | Strategic Investment Program FFC Fund- Fiber Loop Project | 750,000 |
| Facilities Management Fund | Building Fund - 4th floor remodel | 750,000 |
| | Strategic Investment Program FFC Fund- Public Works Facility | 966,651 |
| | TDT Fund- Public Works Facility | 1,137,914 |
| | Sewer Depreciation Fund - Public Works Facility | 731,427 |
| | Sewer SDC Fund - Public Works Facility | 3,455,611 |
| | SWM SDC Fund- Public Works Facility | 3,455,611 |
| | ***Total Internal Services Funds*** | 12,478,814 |
| ***MISCELLANEOUS FUNDS*** | | |
| Parks SDC Fund | Building Fund - Interfund loan | 3,000,000 |
| Strategic Investment Program FFC Fund | Facilities Management Fund - Transfer balance to new fund | 1,650,000 |
| Parks Capital Projects Fund | Parks SDC Fund - SDC Eligible Projects | 3,966,000 |
| Parks Capital Projects Fund | Strategic Investment Program FFC Fund-Shute Parking | 529,000 |
| Gainshare Fund | Facilities Management Fund- Transfer balance to new fund | 11,268,592 |
| Sustainability Revolving Fund | General Fund - Sustainability savings | 24,500 |
| Intermodal Transit Facility | Facilities Management Fund - Share of operations | 50,000 |
| | ***Total Miscellaneous Funds*** | 20,488,092 |
| | ***TOTAL TRANSFERS IN*** | **$ 50,353,031** |

# All Funds
# 2014-15 Schedule of Interfund Transfers Out
# Exhibit Seven

| TRANSFER FROM | TRANSFER TO | TRANSFER AMOUNT |
|---|---|---|
| ***GENERAL FUNDS*** | | |
| General Fund | Economic Development Fund - Ec Dev Operations | $ 725,000 |
| | Fleet Management Fund - Fleet Capital | 481,600 |
| | Fleet Management Fund - Fleet Replacement Reserve | 250,000 |
| | Support Services Fund - IT Projects | 50,000 |
| | Sustainability Revolving Fund | 24,500 |
| | ***Total General Funds*** | 1,531,100 |
| ***TRANSPORTATION FUNDS*** | | |
| Transportation Fund | General Fund - Street Lighting | 500,000 |
| | Economic Development - Ec Dev Operations | 20,000 |
| | TUF PMP Fund - Overlay Program | 1,200,000 |
| | General Fund - Share of Planning Operations | 200,000 |
| | Transportation Funded Depreciation | 105,337 |
| TDT Fund | Facilities Mgmnt Fund- Public Works Facility | 1,137,914 |
| | ***Total Transportation Funds*** | 3,163,251 |
| ***WATER FUNDS*** | | |
| Water Operating Fund | Water Debt Service Fund | 2,290,000 |
| | Water Funded Depreciation | 1,925,000 |
| | Economic Development Fund - Ec Dev Operations | 20,000 |
| | General Fund - Share of Planning Operations | 50,000 |
| | Water Rate Stabilization Fund | 125,000 |
| | ***Total Water Funds*** | 4,410,000 |
| ***SEWER FUNDS*** | | |
| Sewer Operating Fund | Economic Development Fund- Ec Dev Operations | 20,000 |
| | Sewer Funded Depreciation | 1,400,000 |
| | General Fund - Jackson Bottom | 100,000 |
| | General Fund - Share of Planning Operations | 60,000 |
| Sewer Depreciation Fund | Facilities Mgmnt Fund - Public Works Facility | 731,427 |
| Sewer SDC Fund | Facilities Mgmnt Fund - Public Works Facility | 3,455,611 |
| | ***Total Sewer Funds*** | 5,767,038 |
| ***SURFACE WATER MANAGEMENT (SWM) FUNDS*** | | |
| Surface Water Mgmt Operating Fund | General Fund - Share of Planning Operations | 25,000 |
| | General Fund - Jackson Bottom | 75,000 |
| | Economic Development Fund - Ec Dev Operations | 20,000 |
| | SWM Depreciation Fund - Equipment replacement | 333,288 |
| SWM SDC Fund | Facilities Mgmnt Fund - Public Works Facility | 3,455,611 |
| | ***Total Stormwater Management Funds*** | 3,908,899 |
| ***HILLSBORO ECONOMIC DEVELOPMENT FUNDS*** | | |
| HEDC Tax Increment Fund | HEDC General Fund - Urban Renewal Projects | 205,000 |
| | ***Total Hillsboro Economic Development Funds*** | 205,000 |
| ***BUILDING FUND*** | | |
| Building Fund | Support Services Fund - IT projects | 450,000 |
| | Parks SDC Fund - Interfund loan | 3,000,000 |
| | Facilities Mgmnt Fund - 4th Floor Remodel | 750,000 |
| | ***Total Trust & Agency Funds*** | 4,200,000 |
| ***INTERNAL SERVICES FUNDS*** | | |
| Facilities Management Fund | Strategic Investment Program FFC Fund - Transfer balance | 1,650,000 |
| | Gainshare Fund - Transfer balance to new fund | 11,268,592 |
| | Intermodal Transit Facilities Fund - Share of operations | 50,000 |
| | ***Total Internal Services Funds*** | 12,968,592 |
| ***MISCELLANEOUS FUNDS*** | | |
| Parks SDC Fund | Parks Capital Projects Fund - SDC eligible projects | 3,966,000 |
| Gainshare Fund | General Fund - Establish larger ending General Fund balance | 5,000,000 |
| Gainshare Fund | Transportation Pathways Fund - Sidewalk projects | 850,000 |
| Gainshare Fund | Transportation Fund - Downtown two-way conversion | 537,500 |
| Gainshare Fund | Economic Development Fund- Large Lot Recruitment Strategy | 100,000 |
| Gainshare Fund | Economic Development Fund- N. Industrial Development Plan | 500,000 |
| Strategic Investment Program FFC Fund | TUF PMP Fund - Overlay Program | 1,000,000 |
| Strategic Investment Program FFC Fund | Parks Capital Projects Fund - Shute Parking | 529,000 |
| Strategic Investment Program FFC Fund | Facilities Mgmnt Fund - Public Works Facility | 966,651 |
| Strategic Investment Program FFC Fund | Support Serivces - Fiber Loop Project | 750,000 |
| | ***Total Miscellaneous Fund*** | 14,199,151 |
| | ***TOTAL TRANSFERS OUT*** | **$ 50,353,031** |

# All Funds 2014-15 Budget
# Full Time Positions & Total Personnel Services
# Exhibit Eight

| DEPARTMENT/FUND | 13-14 FISCAL YEAR FULL TIME POSITIONS | 13-14 FISCAL YEAR PERSONNEL SERVICES BUDGET | 14-15 FISCAL YEAR FULL TIME POSITIONS | 14-15 FISCAL YEAR PERSONNEL SERVICES BUDGET |
|---|---|---|---|---|
| *Police Department* | 179 | 21,434,128 | 179 | 21,958,389 |
| *Fire Department* | 103 | 14,441,757 | 103 | 14,760,637 |
| *Parks & Recreation (1)* | 87.6 | 10,831,519 | 86.4 | 11,126,723 |
| *Library* | 52 | 5,353,349 | 52 | 5,523,257 |
| *Planning* | 23 | 2,572,748 | 23 | 2,652,906 |
| *Municipal Court* | 3 | 301,965 | 3 | 309,224 |
| ***Total General Fund*** | 447.60 | 54,935,466 | 446.40 | 56,331,136 |
| *Emergency Operation Services* | 2 | 204,676 | 2 | 213,398 |
| *City Managers Office* | 15 | 1,985,840 | 15 | 2,061,246 |
| *Human Resources (2)* | 8.5 | 932,530 | 9.5 | 1,055,684 |
| *Information Services* | 30 | 3,417,648 | 30 | 3,465,222 |
| *Finance* | 22 | 2,197,045 | 22 | 2,241,164 |
| *Facilities & Fleet Management (3)* | 14.6 | 1,628,667 | 15.6 | 1,747,920 |
| ***Total Support Services Funds*** | 92.10 | 10,366,406 | 94.10 | 10,784,634 |
| ***Total Building Fund*** | 42 | 4,931,011 | 42 | 5,040,023 |
| ***Total Public Works Funds (4)*** | 68 | 7,449,443 | 69 | 7,450,167 |
| ***Total Water Funds (5)*** | 63 | 6,830,047 | 66 | 7,367,064 |
| *Economic Development* | 6 | 771,039 | 6 | 811,298 |
| *Cadet Program Fund* | - | 42,346 | - | 46,505 |
| *Parks Capital Projects Fund* | 1 | 122,257 | 1 | 90,711 |
| *Facilities Management Fund* | - | 37,358 | - | - |
| *HEDC General Fund* | - | 1 | - | - |
| *Jackson Bottom Preserve Fund* | - | 300 | - | - |
| *Risk Management Fund* | 3.5 | 387,595 | 3.5 | 417,174 |
| *Fleet Management Fund* | 4.4 | 474,890 | 4.4 | 494,692 |
| ***Total Miscellaneous Funds*** | 14.9 | 1,835,786 | 14.9 | 1,860,380 |
| ***Total All Funds*** | 727.6 | 86,348,159 | 732.4 | 88,833,404 |

***NOTE: Includes budgeted full time positions, part time positions, overtime, extra labor, and payroll and benefit cost***

(1) Parks & Recreation removed 1.2 full time position for 2014-15
(2) Human Resources added 1 full time position mid year 2013-14
(3) Facilities & Fleet Management added 2 full time positions in 2014-15 and 1 position moved to Public Works in FY 13-14
(4) 1 positon was moved from Facilities and Fleet to Public Works mid year 2013-14
(5) Water added 1 full time position mid year 2013-14 and 2 for 2014-15

# 2014-15 Personnel Full Time
# Staff Changes
# Exhibit Nine

| General Fund | |
|---|---|
| **Parks & Recreation** | |
| Volunteer Services Coordinator | (1.00) |
| Special Events & Outreach Supervisor | (0.20) |
| **Total General Fund** | **(1.20)** |

| Water | |
|---|---|
| Water Treatment Distribution Manager | 1.00 |
| Utility Worker | 2.00 |
| **Total Water** | **3.00** |

| Support Services Fund | |
|---|---|
| **Human Resources** | |
| Management Analyst | 1.00 |
| **Facilities & Fleet Management** | |
| Project Manager 1 (Move to Public Works) | (1.00) |
| Facilities Technician | 1.00 |
| Electrician | 1.00 |
| **Total Support Services Fund** | **2.00** |

| Public Works | |
|---|---|
| Project Manager 1 (Move from Facilities & Fleet) | 1.00 |
| **Total Public Works** | **1.00** |
| **Total** | **4.80** |

**NOTE:** The above only represents changes that impacted the FTE count by department

# 2014-15 Budget Summary
# Budgeted Appropriations by Category
# Exhibit Ten

| | PERSONNEL SERVICES | MATERIALS & SERVICES | CAPITAL OUTLAY | SPECIAL EXPENDITURES & DEBT SERVICE * | TRANSFERS | CONTINGENCY | UNAPPR END BAL | TOTAL |
|---|---|---|---|---|---|---|---|---|
| **GENERAL FUNDS** | | | | | | | | |
| GENERAL FUND | $ 56,331,136 | $ 8,817,303 | $ 248,000 | $ 16,441,897 | $ 1,531,100 | $ 3,500,000 | $ 8,659,674 | $ 95,529,110 |
| ECONOMIC DEVELOPMENT FUND | 811,298 | 1,406,435 | 1,975,927 | 201,180 | - | - | - | 4,394,840 |
| **SPECIAL REVENUE FUNDS** | | | | | | | | |
| POLICE FORFEITURE FUND | - | 80,000 | - | - | - | - | - | 80,000 |
| CADET PROGRAM FUND | 46,505 | 55,600 | - | - | - | 100,000 | 1,098,895 | 1,301,000 |
| PARKS SDC FUND | - | - | 6,874,725 | - | 3,966,000 | - | - | 10,840,725 |
| **TRANSPORTATION FUNDS** | | | | | | | | |
| TRANSPORTATION FUND | 2,613,996 | 1,093,296 | 1,264,054 | 1,091,174 | 2,025,337 | | - | 8,087,857 |
| PATHWAYS FUND - GAS TAX | - | 50,000 | 1,397,066 | - | - | - | - | 1,447,066 |
| TRANSPORTATION DEPRECIATION | - | - | 525,079 | - | - | - | - | 525,079 |
| TUF PAVEMENT MANAGEMENT FUND | - | 2,474,550 | 1,444,826 | 90,000 | - | - | - | 4,009,376 |
| TUF PATHWAYS FUND | - | 326,450 | 3,189,662 | - | - | - | - | 3,516,112 |
| TRAFFIC IMPACT FEE FUND | - | 1,001,750 | 23,005,886 | - | - | - | - | 24,007,636 |
| TDT FUND | - | 274,000 | 9,973,086 | - | 1,137,914 | - | - | 11,385,000 |
| SPECIAL ASSESSMENTS FUND | - | 20,000 | 31,750 | - | - | - | - | 51,750 |
| PERS STABILIZATION FUND | - | - | | - | - | - | 3,447,500 | 3,447,500 |
| WETLAND MITIGATION FUND | - | 10,000 | - | - | - | - | 108,640 | 118,640 |
| **BUILDING FUND** | 5,040,023 | 1,163,700 | 100,000 | 1,321,808 | 4,200,000 | 6,000,000 | 7,232,969 | 25,058,500 |
| **CAPITAL PROJECTS FUNDS** | | | | | | | | |
| PARKS CAPITAL PROJECTS FUND | 90,711 | 1,315,000 | 3,200,000 | - | | - | - | 4,605,711 |
| GAIN SHARE FUND | - | - | 13,881,092 | - | 6,987,500 | - | - | 20,868,592 |
| **DEBT SERVICE FUND** | | | | | | | | |
| SIP FFC FUND | - | - | 1,067,116 | *4,160,233* | 3,245,651 | - | - | 8,473,000 |
| **ENTERPRISE FUNDS** | | | | | | | | |
| **WATER FUNDS** | | | | | | | | |
| WATER FUND | 4,660,936 | 2,409,000 | 7,467,019 | 6,279,967 | 4,410,000 | 725,000 | - | 25,951,922 |
| WATER DEPRECIATION FUND | - | - | 14,701,200 | - | - | - | - | 14,701,200 |
| WATER SDC FUND | - | - | 43,186,000 | - | - | - | - | 43,186,000 |
| WATER DEBT SERVICE FUND | - | 400 | - | *2,287,875* | - | - | 1,559,475 | 3,847,750 |
| WATER RATE STABILIZATION FUND | - | - | - | - | - | - | 632,100 | 632,100 |
| **SEWER FUND** | | | | | | | | |
| SEWER FUND | 2,350,375 | 300,495 | 1,540,186 | 20,099,424 | 1,580,000 | - | - | 25,870,480 |
| SEWER DEPRECIATION FUND | - | 28,000 | 8,449,073 | - | 731,427 | - | - | 9,208,500 |
| SEWER SDC FUND | - | 32,600 | 1,484,289 | 3,840,000 | 3,455,611 | - | - | 8,812,500 |
| **SURFACE WATER MANAGEMENT** | | | | | | | | |
| SURFACE WATER MGMNT FUND | 2,485,796 | 352,375 | 633,270 | 2,505,378 | 453,288 | - | - | 6,430,107 |
| SWM DEPRECIATION FUND | - | 230,290 | 500,798 | - | - | - | - | 731,088 |
| SURFACE WATER MGMNT SDC FUND | - | 99,749 | 3,531,140 | - | 3,455,611 | - | - | 7,086,500 |
| PROPERTY MANAGEMENT FUND | - | 94,700 | - | | | | - | 94,700 |
| ITF FUND | - | 245,000 | - | - | - | 10,000 | 15,000 | 270,000 |
| **TRUST & AGENCY FUNDS** | | | | | | | | |
| BROADBAND USERS GROUP FUND | - | 427,750 | 25,500 | - | - | 163,476 | - | 616,726 |
| PORTLAND USERS GROUP | - | 23,250 | - | - | - | 5,690 | - | 28,940 |
| PUBLIC SAFETY AGENCY FUND | - | - | - | - | - | - | - | - |
| LIBRARY BOARD AGENCY FUND | - | 219,600 | - | - | - | - | - | 219,600 |
| CEMETERY ENDOWMENT FUND | - | - | - | - | - | - | 9,050 | 9,050 |
| JACKSON BOTTOM PRESERVE FUND | - | 103,000 | - | - | - | 61,500 | - | 164,500 |
| **INTERNAL SERVICE FUNDS** | | | | | | | | |
| SUPPORT SERVICES FUND | 10,784,634 | 4,389,749 | 1,390,000 | - | | 623,616 | - | 17,187,999 |
| SUSTAINABILITY REVOLVING FUND | - | 94,650 | - | - | - | - | - | 94,650 |
| FACILITIES MANAGEMENT FUND | | 5,319,944 | 13,340,942 | - | 12,968,592 | - | - | 31,629,478 |
| RISK MANAGEMENT FUND | 417,174 | 104,500 | - | 1,822,700 | - | 613,326 | - | 2,957,700 |
| LOSS RESERVE FUND | - | - | - | - | - | - | 800,000 | 800,000 |
| FLEET MANAGEMENT FUND | 494,692 | 925,600 | 1,177,701 | - | - | 125,000 | - | 2,722,993 |
| COPIER PROGRAM FUND | - | 106,000 | 195,000 | - | - | 50,000 | 150,000 | 501,000 |

# 2014-15 Budget Summary
# Budgeted Appropriations by Category
# Exhibit Ten (continued)

| | PERSONNEL SERVICES | MATERIALS & SERVICES | CAPITAL OUTLAY | SPECIAL EXPENDITURES & DEBT SERVICE * | TRANSFERS | CONTINGENCY | UNAPPR END BAL | TOTAL |
|---|---|---|---|---|---|---|---|---|
| **JOINT VENTURES** | | | | | | | | |
| JOINT WATER COMMISSION | 2,382,857 | 3,355,100 | 8,905,000 | 649,096 | - | 500,000 | - | 15,792,053 |
| BARNEY JOINT COMMISSION | 323,271 | 198,200 | - | 90,428 | - | 355,020 | - | 966,919 |
| **TOTAL APPROPRIATIONS** | 88,833,404 | 37,148,036 | 174,705,387 | 60,881,160 | 50,148,031 | 12,832,628 | 23,713,303 | 448,261,949 |
| **HILLSBORO ECONOMIC DEVELOPMENT COUNCIL** | | | | | | | | |
| TAX INCREMENT FUND | - | - | - | *144,069* | 205,000 | 15,931 | - | 365,000 |
| HEDC GENERAL FUND | - | 60,000 | 481,337 | - | - | - | - | 541,337 |
| **TOTAL HEDC APPROPRIATIONS** | $ - | $ 60,000 | $ 481,337 | $ 144,069 | $ 205,000 | $ 15,931 | $ - | $ 906,337 |
| **TOTAL BUDGET** | $ 88,833,404 | $ 37,208,036 | $ 175,186,724 | $ 61,025,229 | $ 50,353,031 | $ 12,848,559 | $ 23,713,303 | $ 449,168,286 |

** Debt Service amounts are italicized*

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# Appendix

- *Financial Policies*
- *Glossary of Terms*
- *Public Notices, Ordinances & Resolutions*

Hillsboro
OREGON

**RESOLUTION NO. 2419**

A RESOLUTION ADOPTING CERTAIN FISCAL POLICIES FOR THE CITY OF HILLSBORO.

WHEREAS, the City believes it is a best practice to have certain fiscal policies formally adopted by the City Council in order to provide governance and direction in financial decisions;

WHEREAS, the City believes having certain fiscal policies adopted by the City Council continues to show the City's commitment to its core values and goals;

NOW, THEREFORE, THE CITY OF HILLSBORO RESOLVES AS FOLLOWS:

Section 1. The City of Hillsboro adopts the attached fiscal policies (Attachment A); and

Section 2. The City does so to provide policies that aid in the governance of all City finances; and

Section 3. This resolution is effective immediately upon adoption.

Approved and adopted by the Hillsboro City Council at a regular meeting held on the 18th day of September 2012.

Jerry Willey, Mayor

ATTEST: Dellie Werner
for Amber Ames, City Recorder

# ATTACHMENT A

# FISCAL POLICIES

## Budget Policy

The Council and City Management recognize their responsibility to manage the City's annual budget both lawfully and conservatively and in the best interest of the City and its constituents. In order to do so the Council and Management has provided the following governance:

1. City services defined as essential and critical to the livability and safety of the City will receive first priority for funding as well as contractual obligations such as debt service. These services include but are not limited to services that protect lives and property.
2. The City has made significant investments in public facilities and infrastructure. Funding for the continued maintenance and maximization of these public assets will take priority over development of new facilities.
3. The City shall comply with Oregon Local Budget law in preparing, adopting, amending and managing the City's budget.
4. The City's Finance Department will maintain a budgetary control system to ensure adherence to the Adopted budget including preparing reports comparing actual revenues and expenditures to the budget authorized appropriation levels.
5. Under Oregon Local Budget Law, a budget is in balance when the fund total resources including beginning fund balance, revenues and other financing sources equals total requirements including expenditures, other financing uses, contingency and ending fund balance. The City however, will have a higher standard. Annual operational revenues (resources less fund balance) must equal or exceed operational expenditures (requirements less one time capital and fund balance). The City will not use fund balance for ongoing operational costs that are not sustainable except to address a significant fiscal downturn.

## Accounting Policy

The Council and City Management recognize their responsibility to manage the City's finances both lawfully and conservatively and in the best interest of the City and its constituents. In order to do so the Council and Management has provided the following governance:

1. The City shall establish and maintain its accounting systems in accordance with the Generally Accepted Accounting Principles (GAAP) and adhere to the principles and standards set by the Government Finance Officers' Association (GFOA), and the Government Accounting Standards Board (GASB).

2. An external annual audit shall be performed by an independent public accounting firm and will include an official opinion on the annual financial statements. The auditors will also provide annually a management letter identifying areas needing improvement, if necessary.
3. The City will establish and maintain an Audit Committee to provide oversight related to financial activities of the City. The Audit Committee is responsible for selecting the auditing firm and meets at least twice annually.
4. The City will prepare and present a Comprehensive Annual Financial Report (CAFR) which includes the results, financial position and operations of the City for the preceding fiscal year.
5. The Finance Department will perform annual cash audits for all divisions of the City collecting cash, checks, and/or credits cards payments.

## Reserve Policy

**General Fund**

The Council recognizes its responsibility to maintain on-going services for the community. The following establishes a policy in line with best practices provided by the Government Finance Officers Association which at a minimum for general purpose governments regardless of size recommends an unreserved fund balance in a governments General Fund of no less than 5 to 15 percent of regular operating revenues or of no less than one or two months of regular General Fund operating expenditures. In order to provide for the sustainable funding of these services, the Council has determined it prudent to maintain a reserve balance in the General Fund to:

1. Maintain sufficient cash flow from July 1st to November of each fiscal year when property tax bills are issued and tax money becomes available to the City. This protects the City from unnecessary borrowing in order to meet cash flow needs.
2. Protect the City from any shortfalls in revenues or to pay for any necessary unanticipated expenses including but not limited to emergencies and possible catastrophic events.
3. Protect the City's credit standing and future ratings that help the City to qualify for lower interest rates and greater bond marketability that may be necessary in the future construction and renovation of City facilities.
4. Formalize the City's policy standard to maintain an unreserved fund balance of 15% of total actual expenditures as calculated at the end of each fiscal year. 15% equates to between 2 and 3 months of operational expenses.
5. City Council will be notified at least annually as to the General Fund reserve balance. Any indication or trending downward below the target of 15% or lower will be communicated to the City Council in a timely manner.

6. Set a minimum fund balance of 1 month of operations expenses and if that minimum is not met or is projected to not meet the minimum, the Council will convene and make adjustments accordingly.

**All Other Funds**

The City will identify the appropriate fund balance/reserve based on the fund activity and the level of volatility in resources.

## Debt Policy

On occasion, the City needs to seek long term funding for capital improvements. The following policy will guide the City's in its financing decisions as follows:

1. Long term borrowing will be used solely for large capital improvement projects requiring resources too large to be financed using existing revenue sources.
2. The City will follow a policy of full disclosure on every financial report and bond prospectus.
3. The City will strive to maintain the highest rating possible and will secure for all larger bond issuances an agency rating review.
4. Capital projects may be financed for a period of time not to exceed the useful life of the asset.
5. All financial alternatives should be reviewed and considered prior to issuing debt. These may include pay as you go, use of reserve funds, internal borrowing and depending on the project use of a Local Improvement District.
6. Prior to issuing debt for capital projects, all capital projects must include a five to ten year estimate of operational impacts. The operational impacts shall be reviewed and taken into consideration prior to approval of a capital project and any related debt issuance.
7. The City shall ensure that its debt margins are within the 3% true cash value limitations as set forth in ORS 287.004.
8. The City will meet all disclosure requirements provided in the financing documents.
9. The City will meet all covenant requirements providing in the financing documents.
10. The City will look at refunding outstanding bonds in favorable interest environments and measure the cost of refunding over the estimated savings.
11. The City will engage bond counsel in all financing activities.
12. The City will comply with any and all federal and state laws and regulations governing earnings and report of arbitrage earnings, including contracting with an arbitrage compliance consultant as required.

## Revenues Policy

**One time Resources**

The City receives discretionary funding that is one time in nature. One time is defined as revenues that are not expected to be received from year to year. Council may want to treat certain discretionary funds as one time for purposes of this policy even if they have been received over consecutive years due to the uncertainty surrounding the funding and the volatility in the amount of the funding.

This policy is enacted to provide general parameters around the use of one time resources as follows:

1. One time resources should not be used for operational costs where the operations are expected to continue after the funding source is depleted.
2. If the possibility of receiving one time resources is the result of a grant or donation, any ongoing costs related to meeting the terms of the grant or endowment should be considered prior to acceptance.
3. One time resources should generally align with one time expenditures. One time resources are a good source of funding for capital related projects.
4. The City has historically considered Strategic Investment Program revenues as one time revenue source even though these generally have an expected life beyond one year and closer to 15 years. It is expected based on their limited duration and due to the City's dependence on these funds to cover certain debt service obligations that the primary use of these funds will continue to be for debt service obligations and non-operational uses. However, certain exceptions can be made as deemed necessary by City Council.

**Revenue Sources**

The City's funds each have distinct funding resources. Resources include property taxes, franchise fees, program revenues, utility fees, gas tax and many more. The policy provides high level directives pertaining to the management of all City resources.

1. The City will establish water, sewer, and surface water management rates at a level to provide for full funding of all costs (direct and indirect) associated with providing these services including all debt coverage and covenant requirements. Enterprise operations will be self supporting in accordance with Generally Accepted Accounting Principles (GAAP).
2. The City when establishing program fees, rates and charges will evaluate market rates and fees charged in comparisons to other municipalities of similar sizes for like services.
3. The City will actively and aggressively pursue outstanding amounts owed to the City.
4. The City, where feasible, will try to maintain a diversified and stable revenue system to protect the City against reliance on any one or a limited number of revenue sources.

5. Dedicated revenue sources shall be used only for the purpose for which they are being collected.
6. Fees and charges will be reviewed on a regular schedule to determine whether the fees being charged are adequate in comparison to the costs of providing the service or program.

## Grant Policy

Frequently the City is in a position to apply and receive grant funding from local, state and the federal government. The following policy will guide the City's in its decisions in regards to seeking, obtaining and management grant funds as follows:

1. The City will not use grants to meet ongoing delivery needs and shall use grants for one-time or a defined time expenditures only. Prior to a grant application submittal or acceptance, and if an application is not required, grants will be reviewed by City Management. Grants vary vastly due to complexity, purpose, potential matching requirements, and other reasons. At City Management's discretion, grant requests will be presented to the Finance Committee for approval or recommendation to City Council. All grants exceeding $25,000 that require matching funds, on-going resource requirements, or that include new or additional continuing compliance requirements must be approved by the Finance Committee.
2. The City will budget expenditures for grant-funded programs only after receipt of the grant award or letter of commitment has been received. Grants must be used in compliance with the purpose of the grant award, as well as all applicable Federal, State and Local laws. Internal controls over compliance of grants must be established. Evidence of compliance and effective internal controls over compliance must be retained to satisfy applicable statutes of limitations.
3. If the City expends Federal grant dollars in excess of the annual amount designated by law in any given fiscal year, a Federal Single Audit as prescribed by the U.S. Office of Management and Budget (OMB) Circular A-133 must be engaged and completed within nine months of fiscal year end.

# CITY OF HILLSBORO

# EXHIBIT A

## INVESTMENT POLICY

*for Non-Pension/Deferred Compensation Funds*

Dated October 1999 *Resolution #* 1985
Readopted October 2000 *Resolution* #2021
Readopted October 2001 *Resolution* #2048
Readopted October 2002 *Resolution* #2071
Readopted October 2003 *Resolution* #2102
Readopted October 2004 *Resolution* #2129
Readopted October 2005 *Resolution #* 2151
Readopted October 2006 *Resolution* #2187
Readopted October 2007 *Resolution* # 2226
Readopted July 2008 *Resolution #* 2264
Readopted September 2009 *Resolution #2299*
Readopted September 2010 *Resolution #2345*
Readopted September *2011 Resolution #2386*
Readopted September 2012 Resolution #2418
Readopted September 2013 Resolution #2445

# CITY OF HILLSBORO
## INVESTMENT POLICY

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# CITY OF HILLSBORO
## INVESTMENT POLICY

### 1.0 INTRODUCTION

The City of Hillsboro, Oregon (hereinafter referred to as the City) was incorporated in 1876, and operates under the council-manager form of government. Policy making and legislative authority are vested in the governing council, which consists of a mayor and six-member council. The governing council is responsible, among other things, for passing ordinances, adopting the budget, appointing committees and hiring the City Manager and City Attorney. Hillsboro has a population of 90,380 Downtown Hillsboro is located approximately 18 miles west of the heart of Portland, Oregon.

The average monthly balance of funds invested in the City's general portfolio, excluding proceeds from bond issues, is approximately $90 million. The highest balances in the portfolio occur in December after property taxes are collected.

The purpose of this Investment Policy is to establish the investment objectives, delegation of authority, standards of prudence, eligible investments and transactions, internal controls, reporting requirements, and safekeeping and custodial procedures necessary for the prudent management and investment of the funds of the City of Hillsboro.

### 2.0 GOVERNING AUTHORITY

The investment program shall be operated in conformance with federal, state, and other legal requirements.

This Policy has been adopted by Resolution #2418 by the City Council of Hillsboro, Oregon in September 2012 and replaces the City's previous Resolution #2386, dated September 2011.

### 3.0 SCOPE

This policy applies to activities of the City with regard to investing the financial assets of all funds except for funds held in trust for the Pension Portfolio and deferred compensation funds for the employees of the City which have separate rules. In addition, funds held by trustees or fiscal agents are excluded from these rules; however, all funds are subject to regulations established by the State of Oregon. Other than bond proceeds or other unusual situations, the total of all funds ranges from $20,000 to $130,000,000. This policy provides direction for the following fund types:

1. General Fund
2. Special Revenue Funds
3. Capital Projects Funds
4. Debt Service Funds
5. Enterprise Funds
6. Internal Service Funds
7. Trust and Agency Funds
8. Other Funds

### 4.0 Objectives

The City's principal investment objectives are:

4.1 Safety:

- Preservation of capital and protection of investment principal.
- Diversification to avoid incurring unreasonable risks regarding specific security types or individual financial institutions.

4.2 Liquidity:

- Maintenance of sufficient liquidity to meet operating requirements that are reasonably anticipated.

4.3 Yield-Return:

- Attainment of a market value rate of return throughout budgetary and economic cycles.

### 5.0 Standards of Care

5.1 Delegation of Authority

a. *Governing Body:* The ultimate responsibility and authority for the investment of City funds resides with the City Council. The City hereby designates the Finance Director as the Finance Director for the City's funds. The Finance Director shall invest City funds in accordance with ORS Chapter 294, Public Financial Administration, and with this Investment Policy. This Policy shall constitute a "written order" from City Council per ORS 294.035. The Finance Director as the Finance Director, with the consent of the City Manager or designee, may further delegate the authority to invest City funds to additional City Finance personnel.
b. *Finance Committee:* The City Finance Committee will provide additional guidance and oversight in regards to the annual investment policy review and monthly investment reports.
c. *Investment Advisor:* Subject to required procurement procedures, the City may engage the support services of outside professionals in regard to its financial program, so long as it can be demonstrated or anticipated that these services produce a net financial advantage or necessary financial protection of the City's resources. External investment advisors shall be subject to Oregon Revised Statutes and the provisions of this Investment Policy. The Adviser shall provide non-discretionary advisory services, which require prior approval from the Finance Director on all transactions.

   In order to optimize total return through active portfolio management, resources shall be allocated to the cash management program. This commitment of resources shall include financial and staffing considerations.

5.2 Prudence:

The standard of prudence to be used, by the Finance Director, in the context of managing the overall portfolio is the prudent investor rule which states:

> "Investments will be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the

management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. "

The City's Finance Director (ORS 294.004 (2)) and staff acting in accordance with this Investment Policy, written procedures, and Oregon Revised Statutes 294.035 and 294.040 and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price change or other loss in accordance with ORS 294.047.

5.3 Ethics:

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Officers and employees shall, at all times, comply with the State of Oregon Government Standards and Practices code of ethics set forth in ORS 244. The City of Hillsboro also maintains written ethics guidelines as well as an internal Ethics Committee.

**6.0 TRANSACTION COUNTERPARTIES**

The City shall maintain a list of all authorized financial institutions and dealers that are approved for investment purposes. Any firm is eligible to make an application to the Finance Director and upon due consideration and approval, will be added to the list. Additions and deletions to the list will be made at the City's discretion. There should be in place, proof as to all the necessary credentials and licenses held by employees of the brokers/dealers who will have contact with the City of Hillsboro as specified by but not necessarily limited to the Financial Industry Regulatory Authority (FINRA), Securities and Exchange Commission (SEC), etc.

6.1 Broker/Dealers:

Primary and secondary dealers must be registered with FINRA and meet the Securities and Exchange Commission (SEC) rule 15c3-1 (uniform net capital rule). The Finance Director will periodically review the approved list for due diligence regarding financial condition, registration and ethical conduct. If the City's investment adviser is contracted to provide securities transactions on behalf of the City, the adviser's broker/dealer list must be provided to the Finance Director for approval. The Finance Director can assign the responsibility of broker/dealer due diligence process to the Adviser, and all licensing information on the counterparties will be maintained by the Adviser and available upon request.

6.2 Financial Bank Institutions:

All financial banks that provide bank deposits, certificates of deposits or any other deposit of the bank to the City must either be fully covered by the FDIC or the bank must be a participant of the PFCP program. ORS Chapter 295 governs the collateralization of Oregon public funds and provides the statutory requirements for the Public Funds Collateralization Program. Bank depositories are required to pledge collateral against any public funds deposits in excess of deposit insurance amounts. This provides additional protection for public funds in the event of a bank loss. ORS Chapter 295 sets the specific value of the collateral, as well as the types of collateral that are acceptable. ORS Chapter 295 creates a shared liability structure for

participating bank depositories, better protecting public funds though still not guaranteeing that all funds are 100% protected.

6.3 Investment Advisers:

An Investment Adviser may be utilized to manage funds and will be selected through a competitive RFP process. The Adviser must meet the following criteria:

a. The investment adviser firm must be registered with the Securities and Exchange Commission (SEC) or licensed by the state of Oregon; (Note: Investment adviser firms with assets under management > $100 million must be registered with the SEC, otherwise the firm must be licensed by the state of Oregon);
b. All investment adviser firm representatives conducting investment transactions on behalf of City must be registered representatives with FINRA;
c. All investment adviser firm representatives conducting investment transactions on behalf of City must be licensed by the state of Oregon;
d. Contract terms will include that the Investment adviser will comply with the City's Investment Policy.

The Investment Adviser must notify the City immediately if any of the following issues arise while serving under a City Contract:

a. Pending investigations by securities regulators.
b. Significant changes in net capital.
c. Pending customer arbitration cases.
d. Regulatory enforcement actions.

6.4 Competitive Transactions:

The Finance Director will obtain telephone, faxed or emailed quotes before purchasing or selling an investment. The Finance Director will select the quote which best satisfies the investment objectives of the investment portfolio within the parameters of this policy. The Finance Director and/or the Investment Advisor will maintain a written record of each bidding process including the name and prices offered by each participating financial institution.

The City's investment adviser that is providing investment management services must provide documentation of competitive pricing execution on each transaction. The investment adviser will retain documentation and provide upon request.

## 7.0 Safekeeping, Custody and Controls

7.1 Safekeeping of Securities:

Securities purchased by the City shall be held in a segregated account for the City's benefit at a third party trustee as safekeeping agent. The approved broker/dealer or investment advisor shall provide the City with a confirmation ticket listing the specific instrument, issuer, coupon, maturity, CUSIP number, purchase or sale price, transaction date, and other pertinent information. The broker/dealer, who executes the transaction on the City's behalf, shall deliver

all securities on a delivery versus payment method to the designated third party trustee at the direction of the Finance Director.

7.2 Bank Deposits and Certificates of Deposit:

The City may hold bank deposits or certificates of deposits at banks qualified under ORS 295.

7.3 Accounting Method:

The City shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies including but not necessarily limited to, the Governmental Accounting Standards Board (GASB); the American Institute of Certified Public Accountants (AICPA); and the Financial Accounting Standards Board (FASB).

Pooling of Funds: Except for cash in certain restricted and special funds, the City will consolidate balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

7.4 Internal Controls:

The Finance Director shall maintain a system of written internal controls which shall be reviewed and tested by the independent auditor at least annually or upon any extraordinary event, i.e., turnover of key personnel, the discovery of any inappropriate activity.

## 8.0 Authorized and Suitable Investments

8.1 Authorized Investments:

All investments of the City shall be made in accordance with Oregon Revised Statutes: ORS 294.035 (Investment of surplus funds of political subdivisions; approved investments), ORS 294.040 (Restriction on investments under ORS 294.035), ORS 294.135 (Investment maturity dates), ORS 294.145 (Prohibited conduct for Finance Director including not committing to invest funds or sell securities more than 14 business days prior to the anticipated date of settlement), ORS 294.805 to 294.895 (Local Government Investment Pool). Any revisions or extensions of these sections of the ORS shall be assumed to be part of this Investment Policy immediately upon being enacted.

8.2 Suitable Investments:

The City is empowered to invest in the following types of securities:

| TYPE | DEFINITION |
|---|---|
| U. S Treasury Obligation | Direct obligations of the United States Treasury whose payment is guaranteed by the United States. [ORS 294.035(3)(a)] |
| GSE- Agency Obligations | US Government Agencies, Government Sponsored Enterprises (*GSEs*), Corporations or Instrumentalities of the US Government – Federal Instrumentality Securities include, but are not limited to Federal National Mortgage Association (*FNMA*), the Federal Home Loan Mortgage Corporation (*FHLMC*), Federal Home Loan Banks (*FHLB*), and the Federal Farm Credit Bureau (FFCB). [ORS 294.035(3)(a)] |
| Commercial Paper | Commercial Paper* that is rated A1/P1 and has long term bonds which have a minimum rating of AA- by Standard and Poor's and Aa3 by Moody's |
| Corporate Indebtedness | Corporate Indebtedness* that has a minimum long term debt rating of AA- rated by Standard and Poor's and a Aa3 rating by Moody's and must be rated on the settlement date P-1 or Aa or better by Moody's Investors Service or A-1 or AA or better by Standard & Poor's Corporation or equivalent rating by any nationally recognized statistical rating organization. [ORS 294.035(3)(i)] |
| Local Government Investment Pool | State treasurer's local short-term investment fund up to the statutory limit per ORS 294.810 |
| Certificates of Deposit, Bank Deposits, Savings Accounts | Time deposit open accounts, certificates of deposit and savings accounts in insured institutions as defined in ORS 706.008, in credit unions as defined in ORS 723.006 or in federal credit unions, if the institution or credit union maintains a head office or a branch in this state. [ORS 294.035(3)(d)] |
| State Obligations | Lawfully issued debt obligations of the agencies and instrumentalities of the State of Oregon and its political subdivisions that have a long-term rating of A or an equivalent rating or better or are rated on the settlement date in the highest category for short-term municipal debt by a nationally recognized statistical rating organization. [ORS 294.035(3)(b)]<br><br>Lawfully issued debt obligations of the States of California, Idaho and Washington and political subdivisions of those states if the obligations have a long-term rating of AA or an equivalent rating or better or are rated on the settlement date in the highest category for short-term municipal debt by a nationally recognized statistical rating organization. [ORS 294.035(3)(c)] |

| Type | Definition |
|---|---|
| Bankers Acceptances | Banker's acceptances, if the banker's acceptances are: (i) Guaranteed by, and carried on the books of, a qualified financial institution; (ii) Eligible for discount by the Federal Reserve System; and (iii) Issued by a qualified financial institution whose short-term letter of credit rating is rated in the highest category by one or more nationally recognized statistical rating organizations.<br><br>For the purposes of this paragraph, "qualified financial institution" means: (i) A financial institution that is located and licensed to do banking business in the State of Oregon; or (ii) A financial institution that is wholly owned by a financial holding company or a bank holding company that owns a financial institution that is located and licensed to do banking business in the State of Oregon. [ORS 294.035(3)(h)] |

8.3 Collateralization:

Time deposit open accounts, Certificates of Deposit and savings accounts shall be collateralized through the collateral pool for any excess over the amount insured by an agency of the United States government in accordance with ORS 295.015 and ORS 295.018.

## 9.0 Investment Parameters

9.1 Diversification:

The City will diversify the investment portfolio to avoid incurring unreasonable risks, both credit and interest rate risk, inherent in over investing in specific instruments, individual financial institutions or maturities.

| Diversification Constraints on Total Holdings: Liquidity and Core Funds | |
|---|---|
| **Issuer Type** | **Maximum % Holdings** |
| US Treasury Obligations | 100% |
| US Agency (GSE) Securities | 100% |
| - FHLB | 50% |
| - FFCB | 50% |
| - FHLMC | 50% |
| - FNMA | 50% |
| - Other GSE's | 10% |
| Bankers Acceptance | 10% |
| Commercial Paper | 10% |
| Corporate Indebtedness | 20% |
| Certificates of Deposit/Bank Deposits/Savings | 10% |
| Obligations of States and political sub-divisions | 10% |
| LGIP – (Oregon Short-Term Fund) | ORS 294 Limit |

9.2 Investment Maturity:

The City will not directly invest in securities maturing more than five (5) years from the date of purchase.

- The maximum weighted maturity of the total portfolio shall not exceed 2 years. This maximum is established to limit the portfolio to excessive price change exposure.
- Liquidity funds will be held in the State Pool or in money market instruments maturing six months and shorter. The liquidity portfolio shall, at a minimum, represent six month budgeted outflows.
- Core funds will be the defined as the funds in excess of liquidity requirements. The investments in this portion of the portfolio will have maturities between 1 day and 5 years and will be only invested in high quality and liquid securities.
- Total Portfolio Maturity Constraints:

| Maturity Constraints | Minimum % of Total Portfolio |
|---|---|
| Under 30 days | 10% |
| Under 1 year | 25% |
| Under 5 years | 100% |
| WAM (weighted average maturity) | 2 years |

- Exception to 5 year maturity maximum: Reserve or Capital Improvement Project monies may be invested in securities exceeding five (5) years if the maturities of such investments are made to coincide as nearly as practicable with the expected use of the funds.

9.3 Prohibited Investments:

a. The City shall not lend securities nor directly participate in a securities lending or reverse repurchase program.
b. The City shall not invest in mortgage backed securities

## 10.0 Policy Compliance and Performance Standards

10.1 Compliance Report

A compliance report shall be maintained quarterly, to document the portfolio versus the investment policy.

10.2 Compliance Measurement and Adherence

a. Compliance Measurement:
Guideline measurements will use [par/market] value of investments.

b. Compliance Procedures:
i. If the portfolio falls outside of compliance with adopted investment policy guidelines or is being managed inconsistently with this policy, the Investment Officer shall bring the portfolio back into compliance in a prudent manner and as soon as prudently feasible.

ii. Violations of portfolio guidelines as a result of transactions; actions to bring the portfolio back into compliance and; reasoning for actions taken to bring the portfolio back into compliance shall be documented and reported to the [Designated Oversight Body].
iii. Due to fluctuations in the aggregate surplus funds balance, maximum percentages for a particular issuer or investment type may be exceeded at a point in time. Securities need not be liquidated to realign the portfolio; however, consideration should be given to this matter when future purchases are made to ensure that appropriate diversification is maintained.
iv. As determined on any date that the security is held within the portfolio. If the credit rating of a security is subsequently downgraded below the minimum rating level for a new investment of that security, the Finance Director shall evaluate the downgrade on a case-by-case basis in order to determine if the security should be held or sold. The Finance Director will apply the general objectives of Safety, Liquidity, Yield and Legality to make the decision. *If the City has hired the services of an Investor Advisor, the Finance Director will act on the recommendation of the Advisor.*

10.3 Performance Measurement:

- The liquidity component yield will be compared quarterly to the LGIP average yield.

- The core portfolio will be invested into a predetermined structure that will be measured against a selected benchmark portfolio. The structure will be based upon a chosen minimum and maximum duration (average maturity) and will have the objective to achieve market rates of returns over long investment horizons. The purpose of the benchmark is to appropriately manage the risk in the portfolio given interest rate cycles. The core portfolio is expected to provide similar returns to the benchmark over interest rate cycles, but may underperform or outperform in certain periods. The portfolio will be positioned to first protect principal and then achieve market rates of return. The benchmark used will be a 0-3 year or 0-5 year standard market index and comparisons will be calculated monthly and reported quarterly.

- When comparing the performance of the City's portfolio, all fees and expenses involved with managing the portfolio shall be included in the computation of the portfolio's rate of return.

## 11.0 Investment Policy Adoption

This Investment Policy shall be reviewed by the City's Finance Committee and adopted by City Council annually in accordance with ORS 294.135(a).c. Any significant changes to the policy must be reviewed by the Oregon Short Term-Fund Board prior to submitting to City Council for adoption.

## 12.0 GLOSSARY OF TERMS

**Accrued Interest:** The interest accumulated on a security since the issue date or since the last coupon payment. The buyer of the security pays the market price plus accrued interest.
**Agency Securities:** Government sponsored enterprises of the US Government.
**Basis Point:** One-hundredth of 1 percent. One hundred basis points equals 1 percent.
**Bear Market:** A period of generally pessimistic attitudes and declining market prices. Compare to Bull Market.
**Bond:** An interest-bearing security issued by a corporation, government, governmental agency, or other body. It is a form of debt with an interest rate, maturity, and face value, and it is usually secured by specific assets. Most bonds have a maturity of greater than one year and generally pay interest semiannually. See Debenture.
**Bond Anticipation Notes (BANs):** Short-term notes sold by states and municipalities to obtain interim financing for projects that will eventually be financed by the sale of bonds.
**Bond Discount:** The difference between a bond's face value and a selling price, when the selling price is lower than the face value.
**Broker:** An intermediary who brings buyers and sellers together and handles their orders, generally charging a commission for this service. In contrast to a principal or a dealer, the broker does not own or take a position in securities.
**Bull Market:** A period of generally optimistic attitudes and increasing market prices. Compare Bear Market.
**Buyer's Market:** A market in which supply is greater than demand, giving buyers an advantage.
**Call:** An option to buy a specific asset at a certain price within a certain period of time.
**Callable:** A bond or preferred stock that may be redeemed by the issuer before maturity for a call price specified at the time of issuance.
**Call Date:** The date before maturity on which a bond may be redeemed at the option of the issuer.
**Collateral:** Securities or other property that a borrower pledges as security for the repayment of a loan. Also refers to securities pledged by a bank to secure deposits of public monies.
**Commercial Paper:** Short-term, unsecured, negotiable promissory notes issued by businesses.
**Commission:** Broker's or agent's fee for purchasing or selling securities for a client.
**Core Fund**: Core funds are defined as operating fund balance which exceeds the City's daily liquidity needs. Core funds are invested out the yield curve to diversify maturity structure in the overall portfolio. Having longer term investments in a portfolio will stabilize the overall portfolio interest earnings over interest rate cycles.
**Coupon Rate:** The annual rate of interest that the issuer of a bond promises to pay to the holder of the bond.
**Coupon Yield:** The annual interest rate of a bond, divided by the bond's face value and stated as a percentage. This usually is not equal to the bond's current yield or its yield to maturity.
**Current Maturity:** The amount of time left until an obligation matures. For example, a one-year bill issued nine months ago has a current maturity of three months.
**Current Yield:** The coupon payments on a security as a percentage of the security's market price. In many instances the price should be gross of accrued interest, particularly on instruments where no coupon is left to be paid until maturity.
**CUSIP:** A CUSIP number identifies securities. CUSIP stands for Committee on Uniform Security Identification Procedures, which was established under the auspices of the American Bankers Association to develop a uniform method of identifying municipal, U.S. government, and corporate securities.

**Dealer:** An individual or firm that ordinarily acts as a principal in security transactions. Typically, dealers buy for their own account and sell to a customer from their inventory. The dealer's profit is determined by the difference between the price paid and the price received.

**Delivery:** Either of two methods of delivering securities: delivery vs. payment and delivery vs. receipt (also called "free"). Delivery vs. payment is delivery of securities with an exchange of money for the securities. Delivery vs. receipt is delivery of securities with an exchange of a signed receipt for the securities.

**Discount:** The reduction in the price of a security; the difference between its selling price and its face value at maturity. A security may sell below face value in return of such things as prompt payment and quantity purchase. "At a discount" refers to a security selling at less than the face value, as opposed to "at a premium, "when it sells for more than the face value.

**Fannie Mae:** Trade name for Federal National Mortgage Association (FNMA).

**Finance Committee:** Subcommittee of the City Council appointed by the Mayor on an annual basis.

**Freddie Mac:** Trade name for Federal Home Loan Mortgage Corporation (FHLMC).

**Full Faith and Credit:** Indicator that the unconditional guarantee of the United States government backs the repayment of a debt.

**General Obligation Bonds (GOs):** Bonds secured by the pledge of the municipal issuer's full faith and credit, which usually includes unlimited taxing power.

**Ginnie Mae:** Trade name for the Government National Mortgage Association (GNMA).

**Government Bonds:** Securities issued by the federal government; they are obligations of the U.S. Treasury. Also known as "governments."

**Interest:** Compensation paid or to be paid for the use of money. The rate of interest is generally expressed as an annual percentage.

**Interest Rate:** The interest payable each year on borrowed funds, expressed as a percentage of the principal.

**Investment Portfolio:** A collection of securities held by a bank, individual, institution, or government agency for investment purposes.

**Investment Securities:** Securities purchased for an investment portfolio, as opposed to those purchased for resale to customers.

**Investor:** A person who purchases securities with the intention of holding them to make a profit.

**Liquidity:** The ease at which a security can be bought or sold (converted to cash) in the market. A large number of buyers and sellers and a high volume of trading activity are important components of liquidity.

**Liquidity Component:** A percentage of the total portfolio that is dedicated to providing liquidity needs for the City.

**Mark to Market:** Adjustment of an account or portfolio to reflect actual market price rather than book price, purchase price or some other valuation.

**Municipals:** Securities, usually bonds, issued by a state or its agencies. The interest on "munis" is usually exempt from federal income taxes and state and local income taxes in the state of issuance. Municipal securities may or may not be backed by the issuing agency's taxation powers.

**National Association of Securities Dealers (NASD):** A self-regulatory organization that regulates the over-the-counter market.

**Par Value:** The value of a security expressed as a specific dollar amount marked on the face of the security, or the amount of money due at maturity. Par value should not be confused with market value.

**Portfolio:** A collection of securities held by an individual or institution.

**Prudent Man Rule:** A long-standing common-law rule that requires a trustee who is investing for another to behave in the same way as a prudent individual of reasonable discretion and intelligence who is seeking a reasonable income and preservation of capital.

**Quotation or Quote:** The highest bid to buy or the lowest offer to sell a security in any market at a particular time. See Bid and Asked.

**Spread:** The difference between two figures or percentages. For example, the difference between the bid and asked prices of a quote or between the amount paid when a security is bought and the amount received when it is sold.

**Trade Date:** The date when a security transaction is executed.

**Trader:** Someone who buys and sells securities for a personal account or a firm's account for the purpose of short-term profit.

**Trading Market:** The secondary market for bonds that have already been issued. See Secondary Market.

**Treasury Bill (T-Bill):** An obligation of the U.S. government with a maturity of one year or less. T-bills bear no interest but are sold at a discount.

**Treasury Bonds and Notes:** Obligations of the U.S. government that bear interest. Notes have maturities of one to ten years; bonds have longer maturities.

**Yield:** The annual rate of return on an investment, expressed as a percentage of the investment. Income yield is obtained by dividing the current dollar income by the current market price for the security. Net yield, or yield to maturity, is the current income yield minus any premium above par or plus any discount from par in the purchase price, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond.

**Yield to Maturity:** The average annual yield on a security, assuming it is held to maturity; equals to the rate at which all principal and interest payments would be discounted to produce a present value equal to the purchase price of the bond.

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# Glossary of Terms

**Activity:** That portion of the work of an organizational unit relating to a specific function or class of functions, a project or program, a subproject or subprogram, or any convenient division of these [ORS 294.311(2)].

**Actual:** Denotes revenue or expenditure totals for a given period which actually occurred, which is in contrast to "Budget" which denotes estimates for a period.

**Adopted Budget:** The budget as finally adopted by the City Council and representing the financial plan of the City for the fiscal year identified, which forms a basis for appropriations. The adopted budget document includes Budget Committee and City Council revisions however certain changes to the adopted budget are allowed during the fiscal year via resolution or ordinance. The adopted budget becomes effective July 1st and is submitted to the State for filing by July 15th of each year. (ORS 294.435).

**Appropriation:** Authorization for spending a specific amount of funds for a specific purpose during a fiscal year. Appropriations are presented in a resolution or ordinance adopted by the governing body [ORS 294.311(3)].

**Approved budget.** The budget that has been approved by the Budget Committee which includes all members of the City Council and an equal number of lay members prior to adoption. The data from the approved budget is published in the Financial Summary before the budget hearing (ORS 294.406).

**Assessed Valuation (AV):** The value set on taxable property determined by the Washington County Assessor as a basis for levying property taxes. A tax initiative passed in 1997 setting a 3% maximum annual growth rate in the AV, exclusive of certain improvements and new construction.

**Assessment Date:** The date on which the value of property is set, January 1 (ORS 308.210, 308.250)

**Assets:** Resources having a monetary value and that are owned or held by an entity.

**Audit:** A comprehensive examination as to the manner in which the government's resources were actually utilized, concluding in a written report or opinion. A financial audit is a review of the accounting and financial information to determine how funds were spent and whether they were in compliance with appropriations. (ORS 297.425).

**Average Maximum Assessed Value:** If the property is not specially assessed or partially exempt, the value determined by dividing the total maximum assessed value of all property in the same area in the same property class by the number of properties in the same area in the same property class. If the property is specially assessed or partially exempt, the amount is determined by dividing the total maximum assessed value of property in the area that is subject to the same exemption or special assessment program as the subject property by the total number of such properties in the area.

**Average Real Market Value:** The value determined by dividing the total real market value of all property in the same area in the same property class by the number of properties in the same area in the same property class. For specially assessed or partially exempt property, the amount determined by dividing the total real market value of property in the area that is subject to the same exemption or special assessment program as the subject property by the total number of such properties in the area.

**Balanced Budget:** A budget is “balanced” when total resources (beginning fund balance plus current revenues plus transfers-in) equals total requirements (expenditures plus contingency plus transfers-out plus ending fund balance) for each fund. Per Oregon Administrative Rule 150-294.352(1)-(B), "The...total resources in a fund equal the total of expenditures and requirements for that fund."

**Bancroft**: Section of Oregon Law that allows benefited property owners within a Local Improvement District (LID) to pay their assessments in installments. This is made possible by the sale of long term “Bancroft” bonds, proceeds of which are used to pay LID costs. Principal and interest on Bancroft Bonds are paid by assessments received from property owners within a LID, though these bonds also carry the full faith and credit guarantee of the City.

**Beginning Working Capital or 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 expended.

**Bond or Bond Issue:** Bonds are debt instruments that require repayment of a specified principal amount on a certain date (maturity date), together with interest at a stated rate or according to a formula for determining the interest rate. Bonds are most frequently used to finance large capital projects, such as buildings and streets. The City currently has two types of bonds outstanding: Full Faith and Credit Bonds and Revenue Bonds. The City currently does not have any General Obligation Bonds.

**Budget:** Written report showing the local government’s comprehensive financial plan for one fiscal year. By statute, it must include a balanced statement of actual revenues and expenditures during each of the last two years, and estimated revenues and expenditures for the current and upcoming year [ORS 294.311(5)].

**Budget Calendar**: Schedule of key dates or milestones followed by a government in the preparation, review, and adoption of the budget.

**Budget Committee:** A panel of citizens consisting of the City Council and an equal number of lay members required by Oregon Local Budget Law (ORS 294.305) which has legal authority to change any portion of the proposed budget and is responsible to pass the City's Approved Budget after a series of public budget deliberation meetings.

**Budget Message:** Written explanation of the budget and the local government’s financial priorities. It is prepared and presented by the executive officer or chairperson of the governing body (ORS 294.391).

**Budget Officer:** The person appointed by the City Council to prepare the proposed budget. This designation is required by Oregon Local Budget Law (ORS 294.305)

**Budget Process:** The process of translating planning and programming decisions into specific financial plans.

**Budget Resolution:** The budget is adopted each year by the City Council through passage of a resolution. This budget resolution is the guiding document for compliance with budget law and for any necessary adjustments during the fiscal year.

**Capital Budget:** The City's budget for projects, major repairs, and improvements or additions to the City's fixed assets (streets, sidewalks, roads, sewers, stormwater, parks, and buildings).

**Capital Improvement:** A term defined in the ORS 310.410 (10) to include a permanent major addition to the City's real property assets, including the design, construction, or purchase of land, buildings or facilities, or major renovations of the same. Includes installation of new streets, storm drains, water and sewer lines, parks and other public facilities.

**Capital Improvement Program (CIP):** Annual appropriations from specific funding sources are shown in the City's budget for certain capital purposes such as street improvements, building construction, and some kinds of facility maintenance. These appropriations are supported by a multi-year allocation plan detailing all projects, fund sources, and expenditure amounts, including many multi-year projects that require funding beyond the one-year period of the annual budget.

**Capital Improvement Project or Capital Project:** Any project having assets of significant value and having a useful life of five years or more. Capital projects include the purchase of land, design, engineering and construction of buildings, and infrastructure items such as parks, streets, bridges, drainage, street lighting, water and sewer systems and master planning.

**Capital Outlay:** A budget category which includes equipment having a unit cost of more than $5,000 and an estimated useful life of more than one year. [ORS 294.352(6)].

**Capital Reserve:** Appropriated funds specifically set aside for anticipated expenditure requirements.

**Carryovers:** As used in this document, carryover refers to mostly capital project budgets that include an amount which was anticipated to be spent but which has been rescheduled or delayed to the next fiscal year. Carryovers generally result from capital projects being completed after the end of the fiscal year.

**Cash Basis:** System of accounting under which revenues are accounted for only when received in cash, and expenditures are accounted for only when paid [ORS 294.311(9)].

**Charges for Service:** Revenues received as compensation for a service provided, or cost recovery for mandated compliance, such as fire inspection fees.

**Chart of Accounts:** A list of expenditure, revenue, and other accounts describing and categorizing financial transactions.

**City Council:** The legislative branch of the City composed of seven elected officials including a Mayor who serve staggered four-year terms.

**Clean Water Services (CWS)**: A county-wide agency formerly named the Unified Sewerage Agency (USA). Clean Water Services owns and operates all major sewage treatment plants within Washington County. CWS establishes sewer rates and contracts with most cities to collect monthly charges from residents and perform most sewer maintenance and repair within city limits.

**Community Development Block Grant (CDBG):** A U.S. Department of Housing and Urban Development (HUD) annual grant to local governments to support economic development projects, human services, low-income housing, and services in low-income neighborhoods.

**Comprehensive Annual Financial Report (CAFR):** The complete annual financial report of the City that is prepared in conformity with generally accepted accounting principles. An independent auditing firm audits the financial statements in this annual report.

**Contingency:** Funds set aside but not appropriated or approved for use. The Council can authorize the transfer of Contingency to appropriations during the year. Such transfers are made to fund unanticipated expenditures or new programs, or to absorb unexpected revenue losses.

**Cost Allocation:** The assignment of a share of a cost to one or more operating funds in the City to account for actual costs to operate i.e. overhead.

**Cost of Living Adjustment (COLA):** An adjustment to the existing pay ranges related to the effect of inflation or other contractual definition.

**Consumer Price Index:** A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

**Contractual Services:** The costs related to services performed for the City by individuals, business, or utilities.

**Debt Service:** The payment of general long-term debt, consisting of principal and interest payments.

**Department:** The combination of divisions of the City headed by a general manager with a specific and unique set of goals and objectives with overall management responsibility for one or more divisions. (i.e. Police, Fire, Finance, Water, etc).

**Department Mission Statement:** Brief description of the purpose and major responsibilities of a City department.

**Depreciation:** Expensing the cost of a capital asset over its useful life.

**Division:** An organizational subdivision of a department.

**Employee Benefits:** Contributions made by a government to meet commitments or obligations for employee-related expenses. Included is the government's share of costs for social security and the various pension, medical, dental, life insurance, workers' compensation, and disability insurance.

**Encumbrance:** Amount of money committed and set aside in the form of purchase orders or contracts, but not yet expended, for the purchases of goods or services. Obligations cease to be encumbrances when paid.

**Ending Fund Balance:** As shown in the budget, an amount representing the difference between the resources received by the fund compared to the amount expended in the fund. Becomes the subsequent year's beginning working capital or beginning fund balance.

**Enterprise Fund:** A fund established to account for operations in a manner similar to private business enterprise, in that, the costs of providing services to the general public on a continuing basis are recovered primarily through user charges. The City's three enterprise funds are Water, Sanitary Sewer, and Surface Water Management.

**Expenditure:** Actual payment made by City check, purchasing card, or wire transfer for goods or services, commonly evidenced by the payment of cash. Represents decreases in net financial resources. They include current operating expenses, which require the current or future use of net current assets, debt services, and capital outlays.

**Fees**: General term used for any charge levied by local government in connection with providing a service, permitting an activity, or imposing a fine or penalty. Major types of fees include building permits, business and non-business taxes, fines, and user charges.

**Fiduciary Funds:** These funds are utilized by the City in accounting for assets held under trust or agency agreements.

**Finance Committee:** A Council Advisory Committee consisting of six citizen members.

**Fiscal Year:** A 12-month period to which the annual operating budget applies. The fiscal year is July 1 through June 30 for local governments [ORS 294.311(17)]. The fiscal year in this document is labeled as a single year of the year ending. i.e fiscal year July 1, 2009 to June 30, 2010 is shown as fiscal year 2010.

**Fixed Assets:** Assets having a value in excess of $5,000 and a useful life of five years or more. Includes equipment, vehicles, furniture and fixtures, computer hardware and software.

**Franchise Fee:** A fee paid by businesses for use of City streets, alleys, right of ways and/or property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas, waste collection, and cable television.

**Full Time Equivalent (FTE):** A calculation used to convert part-time hours to equivalent full-time positions. Full time employee salaries are based on 2,080 hours per year. The full-time equivalent of a part-time employee is calculated by dividing the number of hours budgeted by 2,080. For example, a .5 FTE budgeted position will work 1,040 hours
Staffing levels are measured in FTE's to give a consistent comparison from year to year. In most cases, 1.00 FTE is one full time position filled for the entire year, however, in some instances an FTE may consist of several part time positions.

**Fund:** A fiscal and accounting entity with a self-balancing set of accounts. Records cash and other financial resources together with all related liabilities and residual equities or balances and changes therein. These are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance**: Amount left over after expenditures are subtracted from resources. Each fund begins and ends each fiscal year with a positive or negative fund balance.

**Fund Group:** A group of like funds created for a common purpose i.e. Transportation Fund Group has several unique funds within it that must be separate from all other funds however, with a common purpose of accounting for transportation revenues and expenditures.

**Fund Type:** The nine fund types include: General, special revenue, debt service, capital projects, special assessment, enterprise, internal service, trust and agency, and reserve [OAR 150-294.352(1) and ORS 280.100].

**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, franchise fees, state shared revenues, licenses, permits, and charges for services. Primary expenditures are for police and fire protection, community planning, libraries, and parks.

**General Obligation Bonds:** General obligation bonds are long-term obligations backed by the "full faith and credit" pledge of the city's general fund revenues. They carry an unlimited taxing power, require voter-approval, and are limited in total to 3% of the city's true cash value.

**Generally Accepted Accounting Principles (GAAP)**: Uniform minimum standards and guidelines for financial accounting and reporting. Determined through common practice or as promulgated by the Government Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), or various other accounting standard setting bodies.

**Geographic Information System (GIS):** A computerized mapping program which facilitates the efficient management of spatial information, offering enhanced analytical, cartographic, and reporting capabilities for internal and external customers.

**Goal:** A statement of direction, purpose or intent based on the needs of the community, generally to be completed in a specified amount of time.

**Government Finance Officers Association (GFOA):** The premier association of public-sector finance professionals and is dedicated to providing high quality support to state and local governments.

**Governmental Accounting Standards Board (GASB):** The body that defines generally accepted accounting principles for governments.

**Governmental Funds:** Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

**Grant:** A contribution by one government unit to another. The contribution is usually made to aid in the support of a specified function (i.e., library, transit or capital projects).

**Infrastructure:** Public domain fixed assets such as roads, bridges, streets, sidewalks and similar assets that are immovable.

**Interfund Transfers:** Appropriation category used in the City's budget resolution which includes amounts distributed from one fund to pay for services provided by another fund. Transfers from the other funds appear as non-departmental expenditures called "Interfund Transfers".

**Intergovernmental Revenues:** Levied by one government but shared on a predetermined basis with another government or class of governments.

**Levy:** Gross amount of property taxes imposed on taxable property. The net amount received by a government will be less than the gross levy as a result of delinquent or uncollectible payments or early payment discounts. Budgets are developed on the basis of the projected amount of property taxes to be received.

**Line Item:** An expenditure description at the most detailed level, also called object of expenditure. Operating expenditures are tracked through the use of line items. Line items itemize expenditures into specifics, such as overtime or printing. Line items usually are further aggregated into spending categories.

**Local Budget Law:** Oregon Revised Statute (ORS) 294.305 to 294.565. Local Budget Law has several purposes: 1) establish standard procedures for presenting a local government budget; 2) outline programs and services provided; 3) provide a standard method for estimating revenues, expenditures, and proposed tax levies; and 4) encourage citizen involvement in the preparation of the budget before formal adoption.

**Local Improvement District (LID):** Consists of a specific geographic area of property owners desiring improvements to public property or infrastructure such as streets, sewers, storm drains, streetlights, etc. Bonds are issued to finance these improvements, which are repaid by assessments on their property. Local Improvement District debt is paid for by a compulsory levy (special assessment) made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

**Local Option Tax (LOT):** When a local government has no permanent property tax rate or when the permanent property tax rate does not provide enough revenue to meet estimated expenditures, the local government may ask voters to approve a local option tax or levy. Under Measure 50, local governments and special districts were given the ability to ask voters for temporary authority to increase taxes through approval of a local option levy. A local option levy must be approved by a majority of voters at a general election. The additional taxes collected that are used for general operating purposes can be imposed for one to five years. Local option taxes for capital projects may be imposed for the life of the project or ten years, whichever is less.

**Maintenance:** The act of keeping capital assets in a state of good repair, such as preventive maintenance, routine repairs, replacement of structural components, to maintain the asset, provide normal services, and achieve asset optimum life.

**Materials and Services:** A budget category which includes expenditures such as operating supplies, contracted services, fuel and equipment maintenance that are not of a capital nature.

**Measure 5:** A constitutional amendment (Art. XI, section 11b) passed by voters in 1990 that limits the amount of operating tax that can be imposed on a property to $5 per $1,000 of real market value for education and $10 per 1,000 for general government.

**Measure 50:** A 1997 voter approved constitutional amendment (Art. XI, section 11) which rolled back assessed values to 90 percent of their levels in fiscal year 1995-96 and limits future annual increases to three percent, except for major improvements and new construction. It also limits a local government's taxing authority by creating permanent rate limits. Tax rates are now fixed and not subject to change. Voters may approve local initiatives above the fixed rates provided a majority approves at a General election.

**Metro**: The only directly elected regional government in the nation. Metro is responsible for regional transportation and land use planning. It also manages the Oregon Zoo, the Oregon Convention Center, Portland Center for the Performing Arts, and the Exposition Center. Metro is also responsible for regional solid waste disposal.

**Mission:** Defines the primary purpose of the City and is intended to guide all organizational decisions, policies and activities (internal and external) on a daily basis.

**Non-Represented:** Employees of the City that are not covered by a labor agreement. Also known as 'Non Union'. The City has two Unions Police and Fire. All other employees outside Police and Fire non management are non-represented.

**Object**: Indicates the line item detail type of expenditure being made, i.e. office supplies, fuel, salaries, etc.

**Operating Budget**: The portion of the budget that includes appropriations for direct services to the public including wages and benefits, materials and services, and capital outlay. Excluded from the operating budget are capital improvement projects, debt service requirements, transfers, contingency, and reserves.

**Ordinance:** A formal legislative enactment by the governing body of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

**ODOT:** Oregon Department of Transportation.

**ORS:** Oregon Revised Statutes, laws of the State of Oregon.

**Organizational Unit:** An administrative subdivision, such as department or division, of the City government charged with carrying out one or more specific functions.

**Outstanding Debt:** The balance due at any given time resulting from the borrowing of money or from the purchase of goods and services.

**Permanent Rate:** An established dollar amount per thousand dollars of assessed value entitled to be collected by a governing body to pay for local government operations of that governing body. 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.

**Personnel Services:** Includes the salaries and wages paid to employees plus the City's contribution for fringe benefits such as retirement, social security, health and workers' compensation insurance.

**Portland State University:** The University prepares populations estimates each July 1 for all Oregon Municipalities.

**Project:** Projects are distinct, with a definable result, process, and beginning and end. Projects may be capital or operating in nature.

**Project Manager:** The individual responsible for budgeting for a project and managing the project to its completion.

**Property Tax:** A tax that uses property value as the tool by which the cost burden of local services is allocated. Property tax revenues are used to support the general fund.

**Proposed Budget:** Financial and operating plan proposed by the budget officer, submitted to the public and budget committee for review.

**Proprietary Funds:** Goods or services provided by proprietary funds are paid for directly by the recipients. Proprietary funds are further defined as either enterprise funds or internal service funds. Revenues are recorded at the time services are provided, and all expenses incurred in earning the revenues are recorded in the same period. As a result, there is a direct cause and effect relationship between revenue and expenses in these funds.

**Public Employees Retirement System (PERS):** A State of Oregon defined benefit pension plan to which both employees and employers contribute.

**Ratings:** In the context of bonds, normally an evaluation of credit-worthiness performed by an independent rating service. In the context of insurance, an evaluation of the organization's exposure performed by an independent rating service.

**Real Market Value (RMV):** The estimated value of property if sold. Within Hillsboro, the average real market value exceeds the assessed value significantly. This disparity is the result of the voter approved tax initiative 50 passed in 1997.

**Reclassification:** The moving of an existing position from one personnel classification to another if it is determined by the Human Resources Department that the person is performing the duties of a classification other than that in which the employee is currently placed.

**Reimbursements:** Repayments from the funds and departments responsible for particular expenditures to the funds and departments that initially paid for them. Reimbursements increase expenditures in the reimbursing fund and department, and decrease expenditures in the reimbursed fund and department.

**Request for Proposal (RFP):** A request for vendors to submit proposals to provide certain goods or services where factors other than price, such as experience or qualifications, are important. Applies to projects or personal service contracts.

**Requirements:** The total of all expenditures within a fund, including operating expenditures, transfers to other funds, contingency, and unappropriated fund balance.

**Resolution:** An order of a governing body. Requires less legal formality and has lower legal status than an ordinance. Statutes or charter will specify which actions must be by ordinance and which may be by resolution (for cities, revenue raising measures such as taxes, special assessments, and service charges always require ordinances). See "Ordinance."

**Resources:** Total of revenues, interfund transfers in and beginning fund balance.

**Revenue:** Monies received during the year to finance City services. Such as property taxes, franchise fees, license and fees, charges for services, revenues from other governmental agencies, fines and forfeitures, and transfers.

**Revenue Bonds:** Bonds payable from a specific source of revenue, which does not pledge the taxing authority of the issuer. Pledged revenues may be derived from operation of the financed project, grants, excise or other specified non-property tax.

**Service Charges:** The amount the City receives for the performance of specific services benefiting the person charged.

**Service Area or Functional Area:** The personnel and assets devoted to performing a specific process. Service areas are depicted on a functional organization chart that, unlike a regular organization chart, lists the core business functions and major processes.

**Special Assessment:** A compulsory levy made against certain properties to defray all or part of the cost of a capital improvement or service deemed to be beneficial primarily to properties.

**Special Assessment Bond:** A bond issue payable from the payments on special assessments imposed against properties that have been specially benefited by the construction of public improvements such as sidewalks, roads, or sewer systems.

**Special Revenue Fund:** A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditure for specific purposes [OAR 150-294.352(1)].

**State Shared Revenue:** Revenues received from the State of Oregon i.e. cigarette, liquor, and highway taxes under ORS 221. These funds are available to cities located in counties with at least 100,000 inhabitants that provide at least four types of municipal services.

**Strategic Investment Program (SIP):** The Strategic Investment Program was authorized by the 1993 Legislature to increase Oregon's ability to attract capital-intensive industry, particularly high-tech firms. Projects approved for the SIP must pay full property taxes on the first $100 million of their investment, in addition to an annual Community Service Fee equal to 25% of the abated taxes, up to $2 million, in addition to other negotiated fees. The City receives 32% of these fees.

**Surface Water Management (SWM):** This program is closely affiliated with Clean Water Services (formerly USA) and accounts for construction and maintenance of the stormwater system throughout the county.

**Supplemental Budget:** A financial plan adopted during a budget period to meet unexpected needs or to appropriate revenues not anticipated when the regular budget was adopted. It cannot be used to authorize a tax (ORS 294.480).

**Support Service Charge:** A charge from support funds to an operating fund to recover the cost of services or overhead provided to the operating fund.

**System Development Charges (SDC)** - Fees charged upon issuance of building permits to offset the cost of infrastructure improvements that are or will be required to provide capacity to serve the development. SDC's are charged for parks, water, sanitary, storm, and streets.

**Tax Base:** Oregon law used to allow cities within the State, with voter approval, to establish a dollar amount of property tax that may be levied on property within the City. Once established, a tax base was allowed to increase by 6% each year without further voter approval. All tax bases in the State were eliminated by Measure 50 and replaced with permanent tax rates.

**Taxes:** Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges, such as water service.

**Tax Levy:** The total amount of taxes imposed by the City on taxable property, as determined by the Washington County appraiser.

**Tax on Property:** Any tax, fee, charge or assessment imposed by any government unit upon property or upon a property owner as a direct consequence of ownership of that property [ORS 310.140(1)].

**Tax Rate:** The amount of tax levied for each $1,000 of assessed valuation. The City of Hillsboro's permanent tax rate is $3.6665 per $1,000 of assessed value of taxable property.

**Tax Revenue:** Includes property taxes.

**Tax Roll:** The official list prepared by the County showing the amount of taxes levied against each property.

**Traffic Impact Fee (TIF):** A regional System Development Charge (SDC) instituted and governed by Washington County, but collected and used on development within Hillsboro by the City. It was approved by voters in 1989. Funds are used for highway and transit capital improvements, which provide additional capacity to major transportation systems and recovery of costs of administering the program.

**Transfer:** An amount distributed from one fund to finance activities in another fund with no expectation of repayment. It is shown as an expenditure in the originating fund and a revenue in the receiving fund.

**Transportation Utility Fee (TUF):** A monthly user fee based on the use of the road system by residents, businesses, government agencies, schools and non-profit organizations. The money collected through this fee is used to maintain roads and will enable the City to gradually bring most of its roads to a "good" condition rating. The fee, which went into effect March 2009, appears on the City's utility bill along with the water, sanitary sewer and storm water fees.

**Trust Funds:** Established to administer resources received and held by the City as the trustee or agent for others. Uses of these funds facilitate the discharge of responsibility placed upon the City by virtue of law or other similar authority.

**Unappropriated Ending Fund Balance:** Amount set aside in the budget to be carried over to the next year's budget. It provides the local government with cash until tax money or other revenues are received later in the year. This amount cannot be transferred by resolution or used through a supplemental budget, unless necessitated by a qualifying emergency (ORS 294.371, ORS 294.455).

**Unit of Property:** For purposes of Measure 50, "property" and "unit of property", except for centrally assessed utility property, means all property included within a single property tax account.

**Urban Growth Boundary (UGB):** A statewide land use designation that limits the geographic spread of certain types of development.

**User Fees:** The fee charged for services to the party or parties who directly benefits. Also called "Charges for Service".

**Washington County Cooperative Library Services (WCCLS):** This regional entity receives a portion of Washington County's property taxes. The money is used to fund county-wide services such as the circulation software and interlibrary loan. A portion is returned to each city based on a formula that includes circulation, open hours, and other service-related measures.

**Working Capital:** The amount carried over from year to year. It is based on the difference between estimated revenues to be received and the estimated amount expected to be spent.

| | |
|---|---|
| ACM | Assistant City Manager |
| ASR | Aquifer Storage and Recovery |
| AV | Assessed Valuation or Assessed Value |
| BOLI | Bureau of Labor and Industries |
| CAFR | Comprehensive Annual Financial Report |
| CDBG | Community Development Block Grant |
| CIP | Capital Improvement Program |
| CLG | Certified Local Government Grant |
| COLA | Cost of Living Adjustment |
| CPI | Consumer Price Index |
| CWS | Clean Water Services |
| DFP | Downtown Framework Plan |
| DOJ | Department of Justice |
| ExTAC | Executive Technology Advisory Committee |
| FASB | Financial Accounting Standards Board |
| FCC | Federal Communications Commission |
| FEMA | Federal Emergency Management Agency |
| FICA | Federal Insurance Contributions Act |
| FLG | Financial Liaison Group |
| FLSA | Fair Labor Standards Act |
| FTE | Full Time Equivalent |
| FY | Fiscal Year |
| GAAP | Generally Accepted Accounting Principles |
| GASB | Government Accounting Standards Board |
| GFOA | Government Finance Officers Association |
| GIS | Geographic Information System |
| HLAC | Historic Landmarks Advisory Committee |
| HUD | Department of Housing and Urban Development |
| IGA | Intergovernmental Agreement |
| ITB | Invitation to Bid |
| LEED | Leadership in Energy & Environmental Design |
| LID | Local Improvement District |
| LOT | Local Option Tax |
| MOA | Memorandum of Agreement |
| MOU | Memorandum of Understanding |
| MSTIP | Major Streets Transportation Improvement Program |
| NOAA | National Oceanic and Atmospheric Administration |
| OAR | Oregon Administrative Rule |
| ODOT | Oregon Department of Transportation |
| OJTA | Oregon Jobs and Transportation Act |
| OLCC | Oregon Liquor Control Commission |
| OMFOA | Oregon Municipal Finance Officers Association |
| OPSRP | Oregon Public Service Retirement Plan |
| ORS | Oregon Revised Statutes |
| PCI | Payment Card Industry |
| PCI | Pavement Condition Index |
| PERS | Public Employees Retirement System |
| PMP | Pavement Management Program |
| RFP | Request for Proposal |
| RMV | Real Market Value |
| ROE | Return on Effort |
| ROI | Return on Investment |
| RUDAT | Regional Urban Design Assistance Team |
| SDC | System Development Charges |
| SIP | Strategic Investment Plan |
| SLT | Senior Leadership Team |
| SOX | Sarbanes-Oxley Act (compliance) |
| SWM | Surface Water Management |
| TDT | Transportation Development Tax |
| TIF | Traffic Impact Fee |
| TIGER | Transportation Investment Generating Economic Recovery (Grant program) |
| TPS | Technical Proposal Summary |
| TSC | Technology Steering Committee |
| TSP | Transportation System Plan |
| TUF | Transportation Utility Fee |
| UGB | Urban Growth Boundary |
| USA | Unified Sewerage Agency |
| WCCLS | Washington County Cooperative Library Services |

# Public Notices, Ordinances, Resolutions

COMMUNITY NEWSPAPERS
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AFFIDAVIT OF PUBLICATION

State of Oregon, County of Washington, SS

I, Charlotte Allsop, being the first duly sworn, depose and say that I am the Accounting Manager of the *Hillsboro Tribune and Forest Grove News-Times*, a newspaper of general circulation, published at Forest Grove, in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**City of Hillsboro**
**Notice of Budget Committee Meeting**
**HT1061**

a copy of which is hereto attached, was published in the entire issues of said newspapers for
**1**
week in the following issue:
**May 9, 2014**

Charlotte Allsop

Charlotte Allsop, Accounting Manager

Subscribed and sworn to before me this May 9, 2014.

René R. Muller

NOTARY PUBLIC FOR OREGON
My commission expires Sept. 11, 2016

**NOTICE OF BUDGET COMMITTEE MEETING**
**CITY OF HILLSBORO**

A public meeting of the Budget Committee of the City of Hillsboro, Washington County, State of Oregon, to discuss the proposed budget for the fiscal year July 1, 2014 to June 30, 2015 will be held at the Hillsboro Civic Center conference room 113B&C, 150 E. Main, Hillsboro, Oregon. This meeting will take place on Wednesday, May 21, 2014 at 6 PM.

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget.

A copy of the budget document may be inspected or obtained on or after May 16, 2014 at the Civic Center, 150 E. Main Street, Hillsboro, Oregon, between the hours of 8 AM and 5 PM.

This is a public meeting where deliberation of the proposed budget by the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

The City of Hillsboro website also has this notice posted at: http://www.hillsboro-oregon.gov/index.aspx?page=58

Amber Ames, City Recorder
Publish 05/09/2014. HT1061

OFFICIAL SEAL
RENÉ R MULLER
NOTARY PUBLIC-OREGON
COMMISSION NO. 471574
MY COMMISSION EXPIRES SEPTEMBER 11, 2016

FORM LB-1 NOTICE OF BUDGET HEARING

A public meeting of the City of Hillsboro City Council (Governing Body) will be held on June 17, 2014 at 7:00 pm at the Civic Center Auditorium 150 E Main St., Hillsboro, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2014 as approved by the City of Hillsboro Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained online at http://www.hillsboro-oregon.gov/index.aspx?page=262 or at 150 E Main Street on the 5th floor, between the hours of 8:00 am and 5 pm. This budget is for an annual budget period and was prepared on a basis of accounting that is the same as the preceding year. The City of Hillsboro website also has this notice posted at http://www.hillsboro-oregon.gov and will remain available through June 17, 2014.

Contact: Suzanne Linneen, Finance Director Telephone 503-681-6100 Email: suzanne.linneen@hillsboro-oregon.gov

| FINANCIAL SUMMARY - RESOURCES | | | |
|---|---|---|---|
| **TOTAL OF ALL FUNDS** | Actual Amount 2012-13 | Adopted Budget This Year 2013-14 | Approved Budget Next Year 2014-15 |
| Beginning Fund Balance/Net Working Capital | 148,639,988 | 158,848,935 | 178,172,554 |
| Fees, Licenses, Permits, Fines, Assessments & Other Service Charges | 111,846,740 | 79,854,001 | 87,057,222 |
| Federal, State & All Other Grants, Gifts, Allocations & Donations | 9,116,359 | 9,743,585 | 10,204,686 |
| Revenue from Bonds and Other Debt | 58,093,864 | - | - |
| Interfund Transfers / Internal Service Reimbursements | 33,741,778 | 40,479,565 | 72,656,891 |
| All Other Resources Except Current Year Property Taxes | 22,335,120 | 39,674,366 | 43,045,915 |
| Current Year Property Taxes Estimated to be Received | 51,212,216 | 52,556,806 | 56,440,851 |
| **Total Resources** | **434,986,065** | **381,157,258** | **447,578,119** |

| FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION | | | |
|---|---|---|---|
| Personnel Services | 76,120,686 | 86,023,458 | 88,997,120 |
| Materials and Services | 29,767,652 | 35,876,176 | 36,758,036 |
| Capital Outlay | 53,428,276 | 160,121,617 | 174,491,557 |
| Debt Service | 6,645,996 | 6,587,777 | 6,448,108 |
| Interfund Transfers | 15,187,499 | 19,028,329 | 50,148,031 |
| Contingencies | - | 12,888,795 | 12,678,912 |
| Special Payments | 84,798,633 | 52,009,164 | 54,343,052 |
| Unappropriated Ending Balance & Reserved for Future Expenditure | 169,037,323 | 8,621,942 | 23,713,303 |
| **Total Requirements** | **434,986,065** | **381,157,258** | **447,578,119** |

| FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM * | | | |
|---|---|---|---|
| **Name** of Organizational Unit or Program<br>**FTE** for that unit or program | | | |
| Police | 26,817,599 | 29,477,990 | 30,255,085 |
| FTE | 179.0 | 179.0 | 179.0 |
| Fire | 17,136,695 | 18,568,346 | 18,958,042 |
| FTE | 105.0 | 105.0 | 105.0 |
| Parks and Recreation | 29,464,892 | 29,124,954 | 33,735,757 |
| FTE | 83.6 | 88.6 | 87.4 |
| Library | 7,331,885 | 8,394,757 | 8,635,370 |
| FTE | 52.0 | 52.0 | 52.0 |
| Planning | 4,006,121 | 4,801,490 | 4,469,006 |
| FTE | 21.0 | 23.0 | 23.0 |
| Street Lighting | 878,181 | 1,010,000 | 1,010,000 |
| FTE | - | - | - |
| Special Expenditures | 14,948,065 | 9,422,059 | 44,121,559 |
| FTE | - | - | - |
| City Manager's Office | 3,491,029 | 3,552,575 | 3,597,346 |
| FTE | 16.0 | 15.0 | 15.0 |
| Human Resources | 4,433,665 | 5,116,380 | 5,260,584 |
| FTE | 11.0 | 12.0 | 13.0 |
| Information Services | 5,879,233 | 6,856,226 | 7,406,682 |
| FTE | 30.0 | 30.0 | 30.0 |
| Finance | 2,694,186 | 3,009,880 | 3,171,853 |
| FTE | 22.0 | 22.0 | 22.0 |
| Municipal Court | 440,569 | 501,866 | 515,387 |
| FTE | 3.0 | 3.0 | 3.0 |
| Public Works - Facilities and Fleet Division | 67,378,698 | 40,095,573 | 36,500,363 |
| FTE | 18.0 | 19.0 | 20.0 |
| Support Service Expenses | 1,728,733 | 709,433 | 3,917,400 |
| FTE | - | - | - |
| Economic Development | 1,754,461 | 3,087,000 | 4,394,840 |
| FTE | 6.0 | 6.0 | 6.0 |
| Building | 25,792,152 | 15,512,500 | 25,058,500 |
| FTE | 34.0 | 42.0 | 42.0 |

## Form LB-1 (continued)

| FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM * | | | |
|---|---|---|---|
| **Name** of Organizational Unit or Program<br>**FTE** for that unit or program | | | |
| Public Works | 108,927,730 | 109,619,407 | 111,263,751 |
| FTE | 67.0 | 68.0 | 69.0 |
| Water | 111,683,310 | 92,102,947 | 105,077,944 |
| FTE | 63.0 | 63.0 | 66.0 |
| Library Board | 189,989 | 184,800 | 219,600 |
| FTE | - | - | - |
| Cemetery Trust | 8,872 | 9,075 | 9,050 |
| FTE | - | - | - |
| **Total Requirements** | **434,986,065** | **381,157,258** | **447,578,119** |
| **Total FTE** | **710.6** | **727.6** | **732.4** |

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING ***

Overall, changes to the budget include $4.2 million increases to revenue for water, sewer and surface water management charges for services. The budget increase includes System Development Charge increases of $4.6 million. Budgeted Licenses and Permits are decreased by $1.1 million. There are no plans to issue debt in FY 14-15. Interfund charges show increases of $11.3 million to establish a separate Gain Share Fund, $5 million to true up General Fund reserves with Gain Share revenues, $9 million for the construction of the new public works facility, $1.7 million to establish a separate Strategic Investment Program FFC Fund, $730,000 for vehicle purchases and $500,000 for Shute Park parking construction. Other revenues increases include a $2.2 million increase in strategic investment program revenues and increase in contribution in aid by $600,000 for capital projects for the Joint Water Commission. Property taxes are budgeted at a 4% increase from actual 2013-14 which is compounded on top of a 5% increase from FY 13-14.

Increases in personnel services are a result of step increases and a 1.6% cost of living adjustment (COLA) for general service employees and 2.5% for Police and Fire union employees. PERS rates remain the same as this is the second year of the current biennium. Additionally, health related costs have been projected to increase by 2.5% over the current year. All personnel services increases are a result of these factors, except for departments which added positions as described below. Listed below are significant changes to departments (amounts are approximated):

**Special Expenditures** - Special expenditures is typically a category associated with the General Fund or general operations. New in this budget are the Gain Share Fund balance ($14.3 million), Strategic Investment Program Fund balance ($1.1 million) and debt service payments ($4.2 million) which have been moved into funds with this classification along with related transfers of $4.4 million. Also, there is a transfer from the Gain Share Fund to the General Fund for $5 million to build a larger reserve. This reflects a $5.6 million increase in the General Fund ending balance.

**Public Works Facilities and Fleet** - Personnel Services has increased by $197,000 due to factors listed above and the addition of two positions necessary to keep pace with expanding facilities, while another vacant position was moved to Public Works - Engineering. Materials and services has decreased by $562,000 due to the completion of the contractual portion of the Library remodels as well as a decrease to contracted services due to the new positions. Capital Outlay has decreased by $9.7 million primarily due to the large projects occurring in 2013-14 including the expansion of the libraries and the capital reserve that was maintained in the fund which has now been moved to the Gain Share Fund. Current year projects include the construction on a new public works facility. Debt service has decreased by $4.3 million due to the creation of a separate debt service fund for full faith and credit obligations. Transfers have increased $10.8 million due to moving gain share and strategic investment program fund balance to their own designated funds.

**Support Services Expenses** - This increase is primarily due to the creation of a Public Employee Retirement System (PERS) stabilization fund as a part of this organizational unit. The City is internally reserving 3% of PERS eligible salaries in a stabilization fund to mitigate against possible PERS litigation or future rate increases. This is the first year of the fund showing in the budget.

**Building** - This increase is primarily due to an influx of building revenues to be expended over multiple years as large projects are reviewed such as Intel's D1X Mod 2 building.

**Water** - Capital outlay increased by $12.5 million to a total of $74.3 million most significantly including capital reserves for future projects of $54.7 million. Budgeted projects feature a $6 million backup power source at the Joint Water Commission (JWC), $4.9 million in capital payments between the City and JWC, $2.6 million towards the Willamette River water source project, $2 million for emergency equipment replacement at JWC, $900,000 towards the 253rd Extension and Huffman Rd project, $450,000 for the NE 28th Ave improvements and $300,000 for vehicle replacement.

| PROPERTY TAX LEVIES | | | |
|---|---|---|---|
| | Rate or Amount Imposed | | |
| Permanent Rate Levy (rate limit 3.6665 per $1,000) | 3.6665 | 3.6665 | 3.6665 |
| Local Option Levy | 1.72 | 1.72 | 1.72 |
| Levy For General Obligation Bonds | - | - | - |

| STATEMENT OF INDEBTEDNESS | | |
|---|---|---|
| LONG TERM DEBT | Estimated Debt Outstanding on July 1 | Estimated Debt Authorized, But Not Incurred on July 1 |
| General Obligation Bonds | $ - | $ - |
| Other Bonds | 59,325,000 | - |
| Other Borrowings | - | - |
| **Total** | $ 59,325,000 | $ - |

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

To assessor of Washington County

**FORM LB-50**
**2014-2015**

☐ Check here if this is an amended form.

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

The **City of Hillsboro** (District Name) has the responsibility and authority to place the following property tax, fee, charge or assessment on the tax roll of **Washington County** (County Name) County. The property tax, fee, charge or assessment is categorized as stated by this form.

| Mailing Address of District | City | State | ZIP code | Date |
|---|---|---|---|---|
| 150 E Main St | Hillsboro | OR | 97123 | 6/17/2014 |

| Contact Person | Title | Daytime Telephone | Contact Person E-Mail |
|---|---|---|---|
| Suzanne Linneen | Finance Director | 503-681-6404 | suzanne.linneen@hillsboro-oregon.gov |

**CERTIFICATION -** You **must** check one box if your district is subject to Local Budget Law.

☒ The tax rate or levy amounts certified in Part I are within the tax rate or levy amounts approved by the budget committee.

☐ The tax rate or levy amounts certified in Part I were changed by the governing body and republished as required in ORS 294.456.

**PART I: TOTAL PROPERTY TAX LEVY**

| | | Subject to General Government Limits (Rate -or- Dollar Amount) | Excluded from Measure 5 Limits (Dollar Amount of Bond Levy) |
|---|---|---|---|
| 1. Rate per $1,000 **or** Total dollar amount levied (within permanent rate limit) | 1 | 3.6665 | |
| 2. Local option operating tax | 2 | 1.7200 | |
| 3. Local option capital project tax | 3 | | |
| 4. Levy for pension and disability obligations | 4 | | |
| 5a. Levy for bonded indebtedness from bonds approved by voters **prior** to October 6, 2001 | 5a. | | |
| 5b. Levy for bonded indebtedness from bonds approved by voters **on or after** October 6, 2001 | 5b. | | |
| 5c. Total levy for bonded indebtedness not subject to Measure 5 or Measure 50 (total of 5a + 5b) | 5c. | | **0** |

**PART II: RATE LIMIT CERTIFICATION**

| | | |
|---|---|---|
| 6. Permanent rate limit in dollars and cents per $1,000 | 6 | **3.6665** |
| 7. Election date when your **new district** received voter approval for your permanent rate limit | 7 | |
| 8. **Estimated** permanent rate limit for newly **merged/consolidated district** | 8 | |

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

| Purpose (operating, capital project, or mixed) | Date voters approved local option ballot measure | First tax year levied | Final tax year to be levied | Tax amount -**or**- rate authorized per year by voters |
|---|---|---|---|---|
| Operating | May 2012 | 2013-14 | 2017-18 | 1.7200 |
| | | | | |

**Part IV. SPECIAL ASSESSMENTS, FEES AND CHARGES**

| Description | Subject to General Government Limitation | Excluded from Measure 5 Limitation |
|---|---|---|
| 1 | | |
| 2 | | |

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

**The authority for putting these assessments on the roll is ORS _____ (Must be completed if you have an entry in Part IV)**

150-504-073-7 (Rev. 12-13) **(see the back for worksheet for lines 5a, 5b, and 5c)**

**File with your assessor no later than JULY 15, unless granted an extension in writing.**

ORDINANCE NO. 6083

AN ORDINANCE ADOPTING A BUDGET, MAKING APPROPRIATIONS, AND LEVYING A TAX UPON THE TAXABLE PROPERTY OF THE CITY; AND TO CATEGORIZE THE TAXES FOR THE CITY OF HILLSBORO, WASHINGTON COUNTY, OREGON FOR FISCAL YEAR BEGINNING JULY 1, 2014, AND DECLARING AN EMERGENCY.

NOW, THEREFORE, THE CITY OF HILLSBORO ORDAINS AS FOLLOWS:

Section 1: The City of Hillsboro adopts the budget as approved by the Budget Committee with the addition of certain carryovers and revisions for the 2014-2015 fiscal year in the sum of $448,261,949 and (a copy of which is now on file in the Office of the City Recorder) and appropriates the amounts as established by the budget as follows:

GENERAL FUND

| | | |
|---|---|---|
| Municipal Court | | |
| Personnel Services | 309,224 | |
| Materials & Services | 38,000 | |
| Special Payments | 168,163 | 515,387 |
| Police Department | | |
| Personnel Services | 21,958,389 | |
| Materials & Services | 2,396,851 | |
| Special Payments | 4,518,845 | 28,874,085 |
| Fire Department | | |
| Personnel Services | 14,760,637 | |
| Materials & Services | 1,372,310 | |
| Special Payments | 2,561,167 | 18,694,114 |
| Planning Department | | |
| Personnel Services | 2,652,906 | |
| Materials & Services | 745,300 | |
| Special Payments | 1,420,800 | 4,819,006 |
| Parks & Recreation & Aquatics Department | | |
| Personnel Services | 11,126,723 | |
| Materials & Services | 2,316,450 | |
| Capital Outlay | 176,000 | |
| Special Payments | 4,387,008 | 18,006,181 |
| Street Lighting | | |
| Materials & Services | 1,000,000 | |
| Capital Outlay | 10,000 | 1,010,000 |
| Library | | |
| Personnel Services | 5,523,257 | |
| Materials & Services | 938,392 | |
| Capital Outlay | 62,000 | |
| Special Payments | 2,111,721 | 8,635,370 |

| | | | |
|---|---|---|---|
| Special Payments | | | |
| Materials & Services | 10,000 | | |
| Special Payments | 1,274,193 | | |
| Contingency | 3,500,000 | | |
| * Unappropriated Ending Fund Balance | 8,659,674 | 13,443,867 | |
| Transfers | | | |
| Transfers to other Funds | 1,531,100 | 1,531,100 | |
| Economic Development Fund | | | |
| Personnel Services | 811,298 | | |
| Materials & Services | 1,406,435 | | |
| Capital Outlay | 1,975,927 | | |
| Special Payments | 201,180 | 4,394,840 | |
| Total General Fund | | | 99,923,950 |
| SUPPORT SERVICES FUND | | | |
| Emergency Operation Services | | | |
| Personnel Services | 213,398 | | |
| Materials & Services | 50,530 | 263,928 | |
| City Administration Department | | | |
| Personnel Services | 2,061,246 | | |
| Materials & Services | 1,451,450 | 3,512,696 | |
| Human Resources Department | | | |
| Personnel Services | 1,055,684 | | |
| Materials & Services | 447,200 | 1,502,884 | |
| Information Services Department | | | |
| Personnel Services | 3,465,222 | | |
| Materials & Services | 1,935,794 | | |
| Capital Outlay | 1,390,000 | 6,791,016 | |
| Finance Department | | | |
| Personnel Services | 2,241,164 | | |
| Materials & Services | 360,950 | 2,602,114 | |
| Facilities & Fleet Department | | | |
| Personnel Services | 1,747,920 | | |
| Materials & Services | 143,825 | 1,891,745 | |
| Contingency | 623,616 | 623,616 | |
| Total Support Services Fund | | | 17,187,999 |
| POLICE FORFEITURE FUND | | | |
| Materials & Services | 80,000 | | 80,000 |

| | | |
|---|---|---|
| CADET PROGRAM FUND | | |
| Personnel Services | 46,505 | |
| Materials & Services | 55,600 | |
| Contingency | 100,000 | |
| * Unappropriated Ending Fund Balance | 1,098,895 | 1,301,000 |
| PARKS SDC FUND | | |
| Capital Outlay | 6,874,725 | |
| Transfers | 3,966,000 | 10,840,725 |
| PERS STABILIZATION FUND | | |
| Unappropriated ending balance | 3,447,500 | 3,447,500 |
| TRANSPORTATION FUNDS (Includes TUF, TIF, TDT, Special Assessments, Funded Depreciation) | | |
| Personnel Services | 2,613,996 | |
| Materials & Services | 5,240,046 | |
| Capital Outlay | 40,831,409 | |
| Transfers | 3,163,251 | |
| Special Payments | 1,181,174 | 53,029,876 |
| WETLAND MITIGATION FUND | | |
| Materials & Services | 10,000 | |
| * Unappropriated Ending Fund Balance | 108,640 | 118,640 |
| BUILDING FUND | | |
| Personnel Services | 5,040,023 | |
| Materials & Services | 1,163,700 | |
| Capital Outlay | 100,000 | |
| Transfers | 4,200,000 | |
| Special Payments | 1,321,808 | |
| Contingency | 6,000,000 | |
| * Unappropriated Ending Fund Balance | 7,232,969 | 25,058,500 |
| SIP FFC DEBT SERVICE FUND | | |
| Capital Outlay | 1,067,116 | |
| Debt Service | 4,160,233 | |
| Transfers | 3,245,651 | 8,473,000 |
| PARKS CAPITAL PROJECTS FUND | | |
| Personnel Services | 90,711 | |
| Materials & Services | 1,315,000 | |
| Capital Outlay | 3,200,000 | 4,605,711 |
| GAIN SHARE CAPITAL PROJECTS FUND | | |
| Capital Outlay | 13,881,092 | |
| Transfers | 6,987,500 | 20,868,592 |
| SUSTAINABILITY REVOLVING FUND | | |
| Materials & Services | 94,650 | 94,650 |
| FACILITIES MANAGEMENT FUND | | |
| Materials & Services | 5,319,944 | |
| Capital Outlay | 13,340,942 | |
| Transfers | 12,968,592 | 31,629,478 |

| | | |
|---|---|---|
| RISK MANAGEMENT FUND | | |
| Personnel Services | 417,174 | |
| Materials & Services | 104,500 | |
| Special Payments | 1,822,700 | |
| Contingency | 613,326 | 2,957,700 |
| LOSS RESERVE FUND | | |
| * Unappropriated ending balance | 800,000 | 800,000 |
| FLEET MANAGEMENT FUND | | |
| Personnel Services | 494,692 | |
| Materials & Services | 925,600 | |
| Capital Outlay | 1,177,701 | |
| * Unappropriated ending balance | 125,000 | 2,722,993 |
| COPIER PROGRAM FUND | | |
| Materials & Services | 106,000 | |
| Capital Outlay | 195,000 | |
| Contingency | 50,000 | |
| * Unappropriated Ending Fund Balance | 150,000 | 501,000 |
| WATER FUNDS (Includes Water Debt Service, SDC Fund,Rate Stabilization Fund and Funded Depreciation) | | |
| Personnel Services | 4,660,936 | |
| Materials & Services | 2,409,400 | |
| Capital Outlay | 65,354,219 | |
| Debt Service | 2,287,875 | |
| Transfers | 4,410,000 | |
| Contingency | 725,000 | |
| Special Payments | 6,279,967 | |
| * Unappropriated ending balance | 2,191,575 | 88,318,972 |
| BARNEY JOINT COMMISSION | | |
| Personnel Services | 323,271 | |
| Materials & Services | 198,200 | |
| Contingency | 355,020 | |
| Special Payments | 90,428 | 966,919 |
| JOINT WATER COMMISSION | | |
| Personnel Services | 2,382,857 | |
| Materials & Services | 3,355,100 | |
| Capital Outlay | 8,905,000 | |
| Contingency | 500,000 | |
| Special Payments | 649,096 | 15,792,053 |
| SEWER FUNDS (Includes Sewer SDC Fund and Funded Depreciation) | | |
| Personnel Services | 2,350,375 | |
| Materials & Services | 361,095 | |
| Capital Outlay | 11,473,548 | |
| Transfers | 5,767,038 | |
| Special Payments | 23,939,424 | 43,891,480 |

| | | |
|---|---|---|
| SURFACE WATER MANAGEMENT FUNDS (Includes SDC Fund and Funded Depreciation ) | | |
| Personnel Services | 2,485,796 | |
| Materials & Services | 682,414 | |
| Capital Outlay | 4,665,208 | |
| Transfers | 3,908,899 | |
| Special Payments | 2,505,378 | 14,247,695 |
| PROPERTY MANAGEMENT FUND | | |
| Materials & Services | 94,700 | 94,700 |
| INTERMODAL TRANSIT FACILITY FUND | | |
| Materials & Services | 245,000 | |
| Capital Outlay | 10,000 | |
| Contingency | 15,000 | 270,000 |
| BROADBAND USERS GROUP FUND | | |
| Materials & Services | 427,750 | |
| Capital Outlay | 25,500 | |
| Contingency | 163,476 | 616,726 |
| PORTLAND USERS GROUP | | |
| Materials & Services | 23,250 | |
| Contingency | 5,690 | 28,940 |
| LIBRARY BOARD AGENCY FUND | | |
| Materials & Services | 219,600 | 219,600 |
| CEMETERY ENDOWMENT TRUST FUND | | |
| * Unappropriated Ending Fund Balance | 9,050 | 9,050 |
| JACKSON BOTTOM PRESERVE AGENCY FUND | | |
| Materials & Services | 103,000 | |
| Contingency | 61,500 | 164,500 |
| TOTAL | | $ 448,261,949 |

* Unappropriated Ending Fund Balances are listed for control purposes only and are not appropriated for expenditures in fiscal year 2014-2015.

Section 2: The City Council for the City of Hillsboro hereby imposes the taxes provided for in the adopted budget at the City's permanent rate of $3.6665 per $1,000 of assessed value for operations, $1.7200 per $1,000 of assessed value for the local option tax; and that these taxes are hereby imposed and categorized for tax year 2014-2015 upon the assessed value of all taxable property within the City of Hillsboro as of 1:00 a.m. July 1, 2014.

| | Subject to the General Government Limitation |
|---|---|
| General Fund Tax | $3.6665/$1,000 |
| Local Option Tax | $1.7200/$1,000 |
| | $5.3865/$1,000 |

Section 3: In order to maintain health, peace, and welfare of the City of Hillsboro, and that the taxes be levied and certified to the County Assessor and appropriations be made without delay, an emergency is declared and this ordinance shall take effect immediately upon its passage and approval by the Mayor.

Approved by the Council on this 17th day of June 2014.

Approved by the Mayor this 17th day of June 2014.

Jerry Willey, Mayor

ATTEST:

Amber Ames, City Recorder

COMMUNITY NEWSPAPERS
6605 S.E. Lake Road, Portland, OR 97222
PO Box 22109 • Portland, OR 97269-2109
Phone: 503-684-0360; Fax: 503-620-3433
E-mail: legals@commnewspapers.com

## AFFIDAVIT OF PUBLICATION

State of Oregon, County of Washington, SS

I, Charlotte Allsop, being the first duly sworn, depose and say that I am the Accounting Manager of the *Hillsboro Tribune and Forest Grove News-Times*, a newspaper of general circulation, published at Forest Grove, in the aforesaid county and state, as defined by ORS 193.010 and 193.020, that

**City of Hillsboro**
**Notice of Budget Committee Meeting –**
Hillsboro Economic Development Council
HT1062

a copy of which is hereto attached, was published in the entire issues of said newspapers for
**1**
week in the following issue:
**May 9, 2014**

Charlotte Allsop

Charlotte Allsop, Accounting Manager

Subscribed and sworn to before me this May 9, 2014.

Rene - R. Muller

NOTARY PUBLIC FOR OREGON
My commission expires Sept. 11, 2016

**NOTICE OF BUDGET COMMITTEE MEETING**
**HILLSBORO ECONOMIC DEVELOPMENT COUNCIL**

A public meeting of the Budget Committee of the Hillsboro Economic Development Council, Washington County, State of Oregon, to discuss the proposed budget for the fiscal year July 1, 2014 to June 30, 2015 will be held at the Hillsboro Civic Center conference room 113B&C, 150 E. Main, Hillsboro, Oregon. This meeting will take place on Wednesday, May 21, 2014 at 6 PM.

The purpose of the meeting is to receive the budget message and to receive comment from the public on the budget.

A copy of the budget document may be inspected or obtained on or after May 16, 2014 at the Civic Center, 150 E. Main Street, Hillsboro, Oregon, between the hours of 8 AM and 5 PM.

This is a public meeting where deliberation of the proposed budget by the Budget Committee will take place. Any person may appear at the meeting and discuss the proposed programs with the Budget Committee.

The City of Hillsboro website also has this notice posted at: http://www.hillsboro-oregon.gov/index.aspx?page=58

Amber Ames, City Recorder
Publish 05/09/2014. HT1062

OFFICIAL SEAL
RENÉ R MULLER
NOTARY PUBLIC-OREGON
COMMISSION NO. 471574
MY COMMISSION EXPIRES SEPTEMBER 11, 2016

## FORM UR-1

## NOTICE OF BUDGET HEARING

A public meeting of the Hillsboro Economic Development Council will be held on June 17, 2014 at 7:00 PM at the Civic Center Auditorium. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2014 as approved by the City of Hillsboro Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained online at http://www.hillsboro-oregon.gov/index.aspx?page=262 or at the Civic Center, 150 E. Main Street, Hillsboro, Oregon, between the hours of 8 AM and 5 PM. This budget is for an annual budget period and was prepared on a basis of accounting that is the same as used the preceding year. The City of Hillsboro website also has this notice posted at http://www.hillsboro-oregon.gov and will remain available through June 17, 2014.

Contact: Suzanne Linneen, Finance Director Telephone: 503-681-6100 Email: suzanne.linneen@hillsboro-oregon.gov

| FINANCIAL SUMMARY - RESOURCES | | | |
|---|---|---|---|
| **TOTAL OF ALL FUNDS** | Actual Amount 2012-13 | Adopted Budget This Year 2013-14 | Approved Budget Next Year 2014-15 |
| Beginning Fund Balance/Net Working Capital | 71,521 | 21,650 | 341,337 |
| Federal, State and All Other Grants | 68,050 | - | - |
| Revenue from Bonds and Other Debt | 294,803 | - | - |
| Interfund Transfers | 151,000 | 159,000 | 205,000 |
| All Other Resources Except Division of Tax & Special Levy | 1,430 | 1,000 | 3,000 |
| Revenue from Division of Tax | 154,665 | 158,000 | 357,000 |
| Revenue from Special Levy | - | - | - |
| **Total Resources** | **741,469** | **339,650** | **906,337** |

| FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION | | | |
|---|---|---|---|
| Personnel Services | - | 1 | - |
| Materials and Services | 364,154 | 155,000 | 60,000 |
| Capital Outlay | - | - | 481,337 |
| Debt Service | - | - | 144,069 |
| Interfund Transfers | 151,000 | 159,000 | 205,000 |
| Contingencies | - | 25,649 | 15,931 |
| All Other Expenditures and Requirements | - | - | - |
| Unappropriated Ending Fund Balance | 226,315 | - | - |
| **Total Requirements** | **741,469** | **339,650** | **906,337** |

| FINANCIAL SUMMARY - REQUIREMENTS BY ORGANIZATIONAL UNIT OR PROGRAM * | | | |
|---|---|---|---|
| **Name** of Organizational Unit or Program | | | |
| **FTE** for that unit or program | | | |
| HEDC Tax Increment | 156,925 | 159,150 | 365,000 |
| FTE | - | - | - |
| HEDC Capital Projects | 584,544 | 180,500 | 541,337 |
| FTE | - | - | - |
| **Total Requirements** | **741,469** | **339,650** | **906,337** |
| **Total FTE** | **-** | **-** | **-** |

**STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING ***

2014-15 will be the fourth year of funding for the Downtown Hillsboro Urban Renewal Area. Property values are increasing in this renewal area which is increasing the budgeted revenues from the division of tax by about $200,000. Capital outlay is increasing due to the capital reserve which is growing for future projects. Debt service is budgeted separate from materials and services as opposed to previously being grouped together in materials and services.

| STATEMENT OF INDEBTEDNESS | | |
|---|---|---|
| LONG TERM DEBT | Estimated Debt Outstanding July 1 | Estimated Debt Authorized, But Not Incurred on July 1 |
| General Obligation Bonds | - | - |
| Other Bonds | - | - |
| Other Borrowings | 1,011,953 | - |
| **Total** | 1,011,953 | - |

**FORM UR-50** **NOTICE TO ASSESSOR** **2014-2015**

• Submit two (2) copies to county assessor by July 15. ☐ **Check here if this is an amended form.**

## Notification

Hillsboro Economic Development Council authorizes its 2014-2015 ad valorem tax increment amounts
(Agency Name)

by plan area for the tax roll of Washington County.
(County Name)

Suzanne Linneen (Contact Person) | 503-681-6404 (Telephone Number) | 06/17/2014 (Date Submitted)

150 E Main Street, Hillsboro, OR (Agency's Mailing Address) | suzanne.linneen@hillsboro-oregon.gov (Contact Person's E-mail Address)

**Part 1: Option One Plans (Reduced Rate).** For definition of Option One plans, see ORS 457.435(2)(a)

| *Plan Area Name* | *Increment Value to Use** | *100% from Division of Tax** | *Special Levy Amount*** |
|---|---|---|---|
| | $ **Or** | Yes ____ | $ |
| | $ **Or** | Yes ____ | $ |
| | $ **Or** | Yes ____ | $ |
| | $ **Or** | Yes ____ | $ |

**Part 2: Option Three Plans (Standard Rate).** For definition of Option Three plans, see ORS 457.435(2)(c)

| *Plan Area Name* | *Increment Value to Use**** | *100% from Division of Tax**** | *Special Levy Amount***** |
|---|---|---|---|
| | $ **Or** | | |
| | $ **Or** | | |
| | $ **Or** | | |

**Part 3: Other Standard Rate Plans.** For definition of standard rate plans, see ORS 457.010(4)(b)

| *Plan Area Name* | *Increment Value to Use** | *100% from Division of Tax** | |
|---|---|---|---|
| | $ **Or** | Yes ____ | |
| | $ **Or** | Yes ____ | |
| | $ **Or** | Yes ____ | |
| | $ **Or** | Yes ____ | |
| | $ **Or** | Yes ____ | |

**Part 4: Other Reduced Rate Plans.** For definition of reduced rate plans, see ORS 457.010(4)(a)

| *Plan Area Name* | *Increment Value to Use** | *100% from Division of Tax** | |
|---|---|---|---|
| Downtown Hillsboro Urban Renewal Area | $ **Or** | Yes __X__ | |
| | $ **Or** | Yes ____ | |
| | $ **Or** | Yes ____ | |
| | $ **Or** | Yes ____ | |
| | $ **Or** | Yes ____ | |

**Notice to Assessor of Permanent Increase in Frozen Value.** Effective 2014-2015, permanently increase frozen value to:

| | |
|---|---|
| ***Plan Area Name*** | New frozen value $ |
| ***Plan Area Name*** | New frozen value $ |

* **All Plans except Option Three**: Enter amount of Increment Value to Use that is less than 100% Or check "Yes" to receive 100% of division of tax. Do NOT enter an amount of Increment Value to Use AND check "Yes".

** If an **Option One plan** enters a Special Levy Amount, you MUST check "Yes" and NOT enter an amount of Increment to Use.

*** **Option Three plans** enter EITHER an amount of Increment Value to Use to raise less than the amount of division of tax stated in the 1998 ordinance under ORS 457.435(2)(c) OR the Amount from Division of Tax stated in the ordinance, NOT both.

**** If an **Option Three plan** requests both an amount of Increment Value to Use that will raise less than the amount of division of tax stated in the 1998 ordinance and a Special Levy Amount, the Special Levy Amount cannot exceed the amount available when the amount from division of tax stated in the ordinance is subtracted from the plan's Maximum Authority.

RESOLUTION NO. 54-14

A RESOLUTION OF THE HILLSBORO ECONOMIC DEVELOPMENT COUNCIL, AN URBAN RENEWAL AGENCY IN HILLSBORO, WASHINGTON COUNTY, OREGON FOR FISCAL YEAR JULY 1, 2014 TO JUNE 30, 2015, ADOPTING A BUDGET AND MAKING APPROPRIATIONS AND CLASSIFYING THE DIVISION OF TAX REVENUES PURSUANT TO SECTION 1C, ARTICLE IX OF THE OREGON CONSTITUTION.

NOW, THEREFORE, THE HILLSBORO ECONOMIC DEVELOPMENT COUNCIL RESOLVES AS FOLLOWS:

Section 1.

The Hillsboro Economic Development Council adopts the budget as approved by the Budget Committee for the 2014-2015 fiscal year in the sum of $906,337 (a copy of which is now on file in the Office of the City Recorder) and appropriates the amounts as established by the budget as follows:

| | | |
|---|---|---|
| HEDC Tax Increment Fund | | |
| Debt Service | $ 144,069 | |
| Transfers | 205,000 | |
| Contingency | 15,931 | 365,000 |
| HEDC General Fund | | |
| Materials & Services | 60,000 | |
| Capital Outlay | 481,337 | 541,337 |
| Total | | $ 906,337 |

Section 2.

The Finance Director is hereby directed to certify to the County Assessor of Washington County a request for the Downtown Urban Development Area for the maximum amount of revenue that may be raised by dividing the taxes under Section 1C, Article IX, of the Oregon Constitution and ORS Chapter 457.

Section 3. This resolution is effective immediately upon adoption.

Approved and adopted by the Hillsboro Economic Development Council at a regular meeting held on the 17th of June 2014.

Jerry Willey, Chairman

ATTEST: Amber Ames

Amber Ames, City Recorder

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